

DIVISION OF BUILDING SAFETY

PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING

APRIL 7, 2014



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 01

Agenda

PRESENTER: Torry McAlvain, Chairman

OBJECTIVE: Approve agenda for the April 7, 2014 PWCL Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Tentative agenda



TENTATIVE AGENDA

NOTICE OF PUBLIC MEETING

PUBLIC WORKS CONTRACTORS LICENSE BOARD VIDEOCONFERENCE MEETING

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian, Idaho
1250 Ironwood Drive, Suite 220, Coeur d'Alene, Idaho
2055 Garrett Way, Building 1, Suite 4, Pocatello, Idaho
dbs.idaho.gov – (208) 332-7137**

***Monday, April 7, 2014
9:30 a.m. – 11:30 a.m. (MT)***

(Note: North Idaho - Meeting Commences @ 8:30 a.m. PT)

9:30 a.m. CALL TO ORDER – Torry McAlvain, Chairman

- Roll Call & Introductions
- Open Forum

CONSENT AGENDA

1. Approval of the April 7, 2014 Agenda
2. Approval of the January 6, 2014 Board Meeting Minutes

ACTION AGENDA

3. Election of Officers – Torry McAlvain

INFORMATIONAL AGENDA

4. Specialty Categories, License Holder and Multi-Licenses – Steve Keys
5. Legislative Update – Steve Keys
6. Operational Report – Steve Keys
7. Administrator Report
 - a. Financial Report – C. Kelly Pearce and Kathleen Watkins
 - b. Administrator – C. Kelly Pearce

11:30 a.m. ADJOURN

All times, other than beginning, are approximate and are scheduled according to Mountain Time (MT), unless otherwise noted. Agenda items may shift depending on the PWCL Board preference. 03/07/2014

PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 02

Minutes

PRESENTER: Torry McAlvain, Chairman

OBJECTIVE: Approve minutes from the January 6, 2014 PWCL Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft minutes



**PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING**

Monday – January 6, 2014 – 9:30 a.m. (MT)

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian, Idaho
1250 Ironwood Drive, Suite 220, Coeur d’Alene, Idaho
2055 Garrett Way, Building 1, Suite 4, Pocatello, Idaho**

***DRAFT MINUTES OF THE JANUARY 6, 2014 MEETING**

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

Chairman Torry McAlvain called the meeting to order at 9:31 a.m. (MT).

Board Members Present:

Torry McAlvain, Chairman
John Sheldon, Vice-Chairman
Jim Roletto
Robbie Austin
Brian Bailey
Ken Worst

DBS Staff Present:

C. Kelly Pearce, Administrator
Steve Keys, Deputy Administrator-Operations
Ron Whitney, Deputy Administrator-Administration
Patrick Grace, Deputy Attorney General
Kathleen Watkins, Financial Manager
Chris Jensen, Regional Manager, Region 3
Terry Blessing, Regional Supervisor, Region 1
Bill Hatch, Public Information Officer
Renee Bryant, Administrative Assistant 2/Board Secretary

Board Members Absent:

Garry Tolley

◆ **Open Forum**

No items or concerns were brought forth.

◆ **Approval of January 6, 2014 Agenda**

MOTION: John Sheldon made a motion to approve the agenda as presented. Jim Roletto seconded. All in favor, motion carried.

◆ **Approval of October 7, 2013 Board Meeting Minutes**

MOTION: Jim Roletto made a motion to approve the minutes as written. John Sheldon seconded. All in favor, motion carried.

◆ **Specialty Categories**

To reiterate, a handout on the definitions of public works construction branches on various specialties; i.e., i-Heavy construction, ii-Highway construction, and iii-Building construction, was distributed to the Board for review. The issue was whether to consolidate the categories or revert back to previous standards.

Chairman McAlvain proposed a task force committee be formed; including the following entities: Associated General Contractors, schools, local entities, contractors, local regulatory boards, and highway districts. Board members and DBS staff would also participate in the discussions.

The deputy administrator-operations offered to provide the chairman with members of a task force created several years ago for this specific issue.

◆ **ACTION:** The deputy administrator-operations will provide information on a previous task force to the chairman.

◆ **License Holder and Multi-Licenses**

A tallied list of the number of licensees and various categories was provided to the Board prior to today's meeting. It was agreed the topic *License Holder and Multi-Licenses* corresponds with the *Specialty Categories* topic and should be discussed simultaneously with the task force.

ACTION: The topic *License Holder and Multi-Licenses* will be addressed at future task force meetings with the *Specialty Categories* topic.

◆ **Operational Report**

Quarterly PWCL Board Report – The numbers for original licenses, renewals, upgrades and downgrades for calendar year 2013, as well as previous years' numbers, were reported.

Legislative Update – DBS has submitted nine rule dockets to the 2014 legislature. One of the proposed changes would streamline the PWCL application process for renewals and allow the use of digital submissions.

◆ **Administrator Report**

Financial Report – The Public Works Contractors Licensing Fund, FY 2014 financial statement as of November 30, 2013, was reviewed.

State Code – In 2013, a collaborative committee was created to review proposed rule changes to the building codes. The Idaho Building Contractors Association (IBCA) was part of the collaborative effort; fully embracing all of the proposed rule changes and adoption of the 2012 International Residential Code (IRC) and the 2012 International Energy Conservation Code (IECC).

In October 2013, the IBCA informed the Idaho Building Code Board of potential legislative action for the 2014 legislative session. The intent would be to adopt the 2012 IRC and 2012 IECC; renaming them "state" codes rather than "international" codes. This would allow the proper authorities to amend the codes on an annual basis; however, not necessarily adopt codes on a regular cycle every three years, as is currently done.

◆ **Adjournment**

MOTION: John Sheldon made a motion to adjourn the meeting. Jim Roletto seconded. All in favor, motion carried.

The meeting adjourned at 10:00 a.m. (MT).

TORRY MCALVAIN, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

*These DRAFT minutes are subject to possible correction and final approval by the PWCL Board. 01/17/2014rb

PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 03

Election of Officers

PRESENTER: Torry McAlvain, Chairman

OBJECTIVE: Appoint active board members to the positions of chairman and vice-chairman.

ACTION: Vote for a chairman and vice-chairman to oversee the Board.

BACKGROUND:

PROCEDURAL HISTORY: In accordance to Idaho Code § 54-1908, the Board shall elect officers at the April meeting of each year.

ATTACHMENTS: No documentation



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 04 Specialty Categories, License Holder and Multi-Licenses

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Determine whether to consolidate categories or revert back to previous standards.

ACTION: Informational

BACKGROUND: October 2013 - Definitions of type i, Heavy Construction; type ii, Highway Construction; and type iii, Building Construction, as defined in Idaho Code § 54-1901, were distributed.

In previous years, a contractor with a type i, ii or iii could perform work within the specialties because they were associated with this type.

The Board was asked to review various specialties and their association with types i, ii, and iii prior to the January 6, 2014 meeting. Suggestions: 1) Consolidate categories and/or 2) Revert back to previous standards.

January 2014 – Chairman McAlvain proposed a task force committee be formed with the following entities: Associated General Contractors, schools, local entities, local regulatory boards, and highway districts.

The deputy administrator-operations offered to provide the chairman with members of a task force created several years ago for this specific issue.

A tallied list of the number of licensees and various categories was provided to the Board prior to meeting. It was agreed the topic *License Holder and Multi-Licenses* corresponds with the *Specialty Categories* topic and should be discussed simultaneously with the task force.

ATTACHMENTS: No documentation



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 05

Legislative Update

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Inform the Board on the status of pending legislation.

ACTION: Informational

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 06

Operational Report

PRESENTER: Steve Keys, Deputy Administrator-Operations

OBJECTIVE: Report the recent activities within the PWCL program.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled PWCL Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 07a

Financial Report

PRESENTER: C. Kelly Pearce, Administrator and Kathleen Watkins, Financial Manager

OBJECTIVE: Review financial report on the PWCL fund.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled PWCL Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: PWCL Board Financial Report





Division of Building Safety
PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07
 Fiscal Year 2014 Financial Statements
 As of 2/28/2014

Statement of Revenues and Expenditures

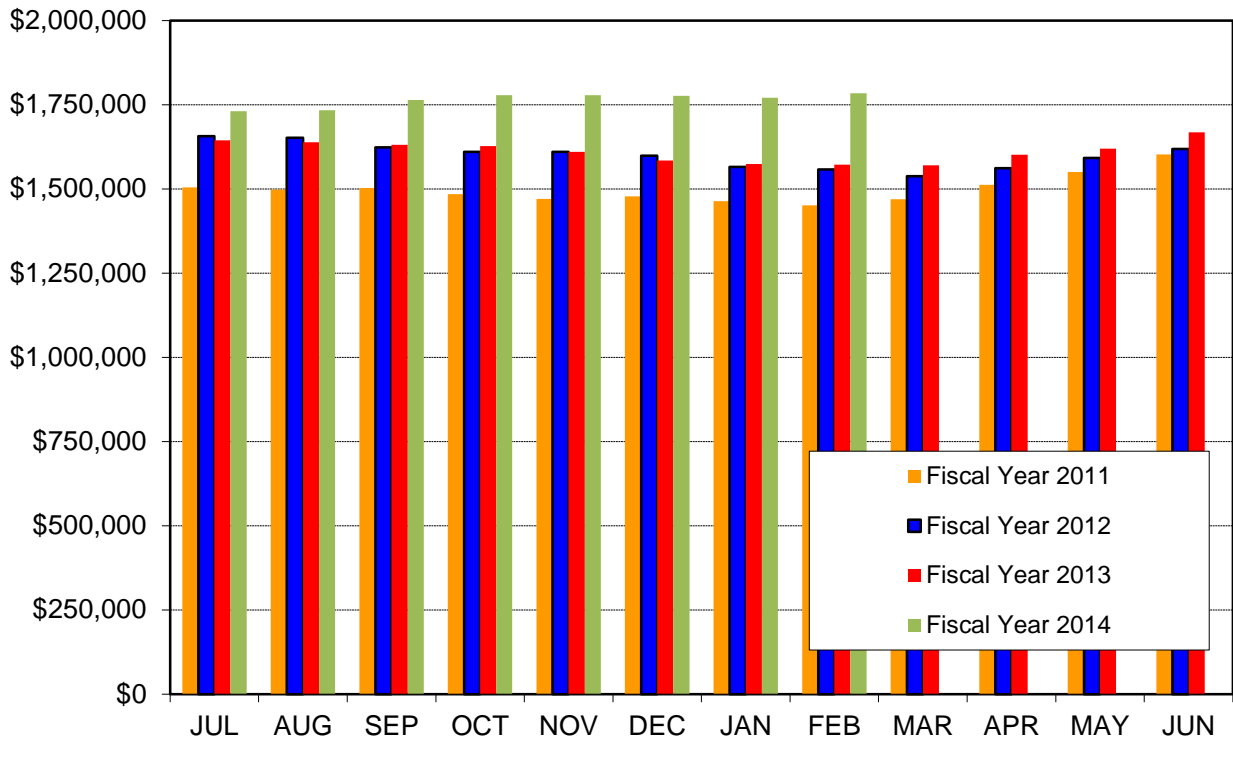
Class	Budget	Fiscal Year To Date	YTD as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	791,000	429,864	54.3%	361,136	331,805	761,669	96.3%
Expenditures							
Personnel:	302,000	205,263	68.0%	96,737	91,228	296,490	98.2%
Operating:	159,000	94,571	59.5%	64,429	44,638	139,209	87.6%
Capital:	22,000	14,284	64.9%	7,716	7,716	22,000	100.0%
Total Expenditures	483,000	314,117	65.0%	168,883	143,582	457,700	94.8%
Net for FY 2014	308,000	115,747			188,222	303,969	

Statement of Cash Balance

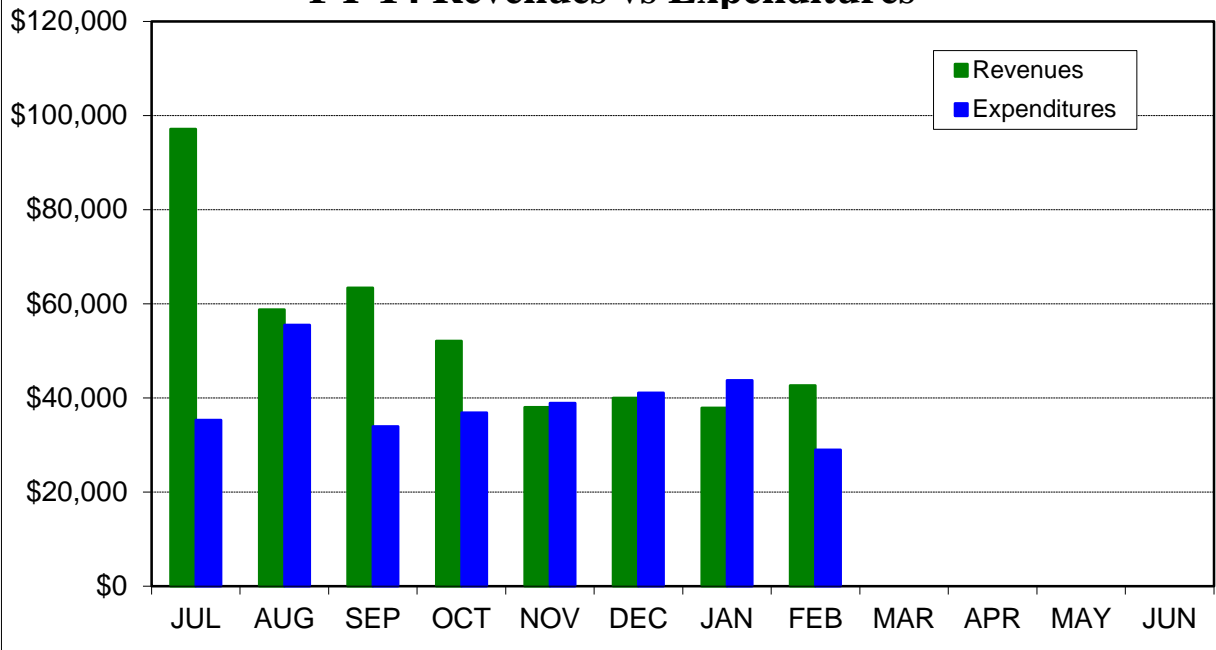
July 1, 2013 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of February 28, 2014	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
1,668,288	429,864	(314,117)	293	1,784,328	188,222	1,972,550

PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07

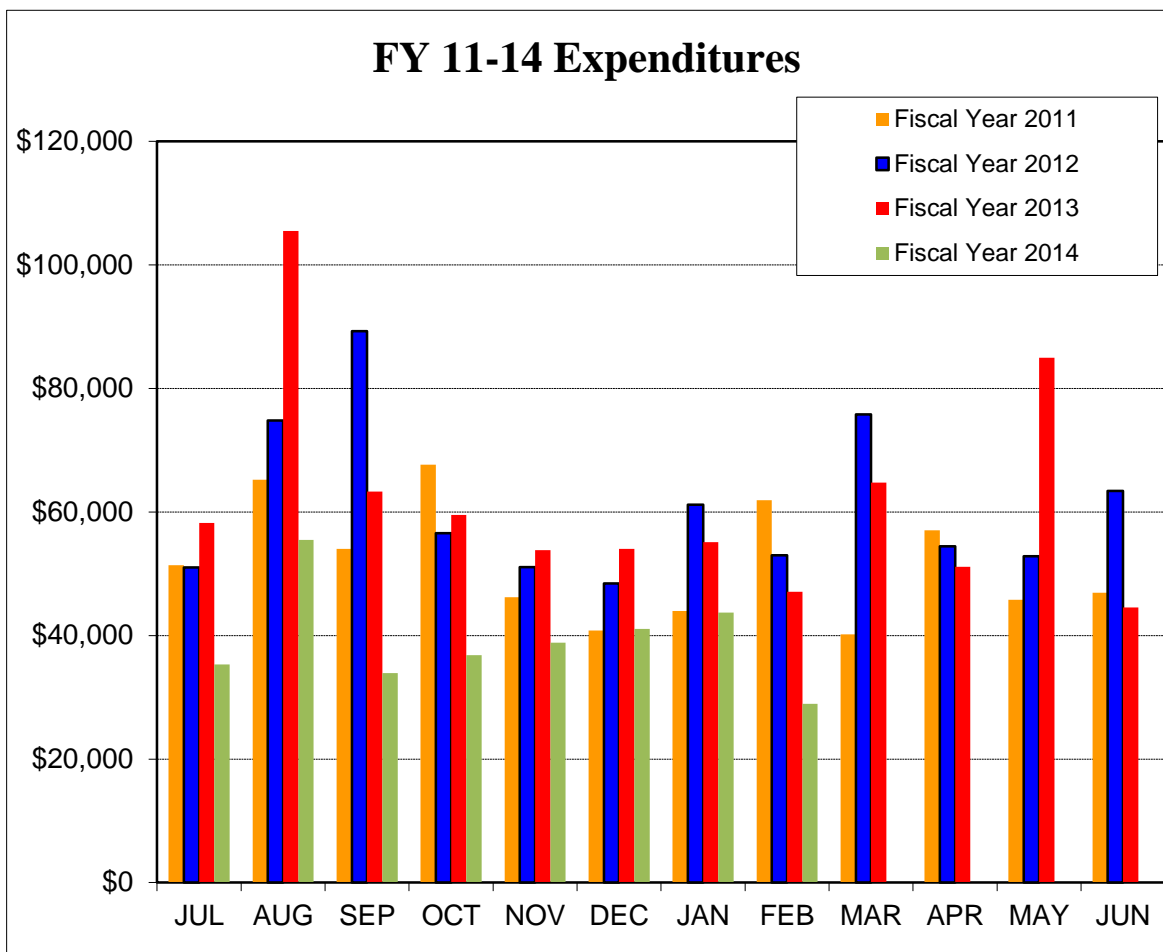
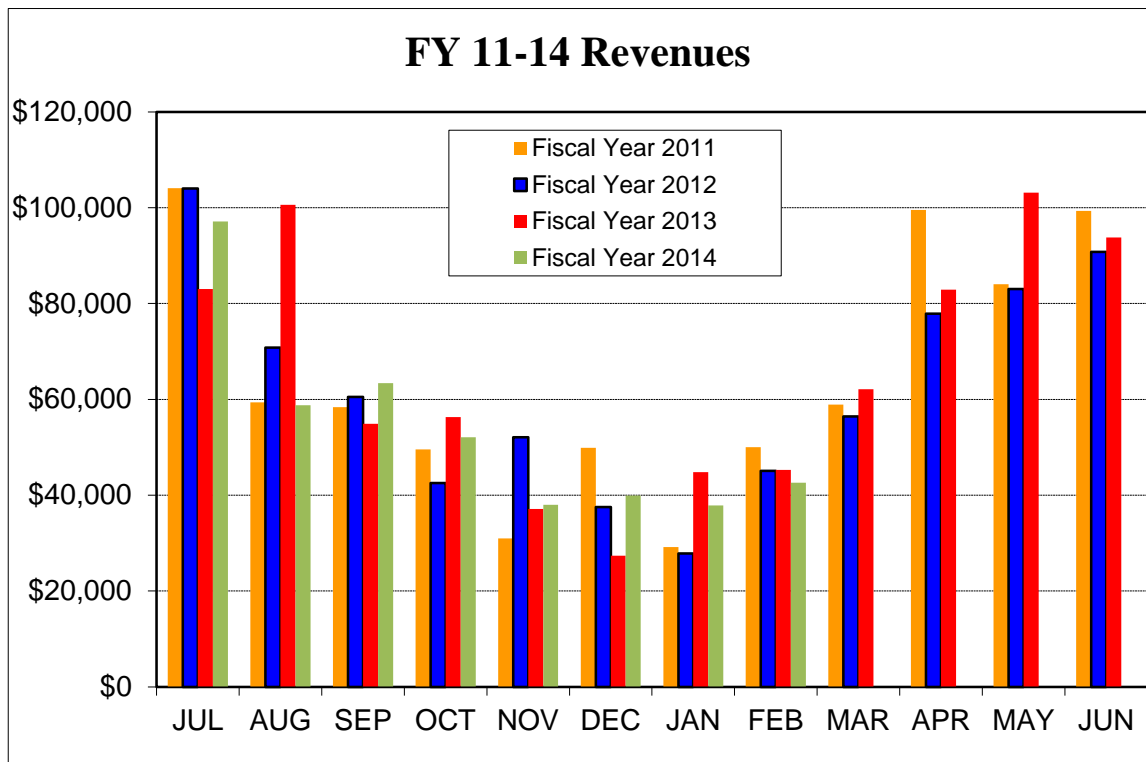
FY 11 - 14 Month-End Available Cash



FY 14 Revenues vs Expenditures



PUBLIC WORKS CONTRACTORS LICENSING FUND 0229-07



PUBLIC WORKS CONTRACTORS LICENSE BOARD

Agenda Item No. 07b

Administrator Report

PRESENTER: C. Kelly Pearce, Administrator

OBJECTIVE: Provide an overview of the Division's current activities.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled PWCL Board meetings.

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation

