

**PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING**

Monday – October 5, 2020 – 9:30 a.m. (MDT)

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d’Alene
155 North Maple Street, Blackfoot**

MINUTES OF THE OCTOBER 5, 2020 MEETING

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

Vice-Chairman Joe Jackson called the meeting to order at 9:30 a.m. (MDT)

Board Members Present:

Joe Jackson, Vice-Chairman
Robbie Austin
Chuck Graves
Larry Geyer
Jim Roletto
Jake Claridge
Karen Echeverria

DBS Staff Present:

Ron Whitney, Administrator
Patrick J. Grace, Deputy Administrator
Spencer Holm, Deputy Attorney General
Gary Sonnen, Regional Supervisor, Region 1
Jim Lynch, Regional Supervisor, Region 3
Renee Bryant, Administrative Assistant 2

◆ **Board Recognition**

After a short period off the Board, Jim Roletto has been reappointed by the Governor as the engineer representative. A commemorative plaque and letter was sent to Brian Bailey; recognizing him for his many years of service on the Board. Jake Claridge was welcomed as the newest member; representing specialty contractors.

◆ **Open Forum**

There were no new issues to discuss under open forum.

◆ **Approval of October 5, 2020 Agenda, January 13, 2020 Meeting Minutes, February 13, 2020 Special Meeting Minutes and August 13, 2020 Special Meeting Minutes**

MOTION: Jim Roletto made a motion to approve the agenda and minutes as presented. Larry Geyer seconded. All in favor, motion carried.

◆ **Vote to Authorize Notice of Omnibus Fee Rulemaking – Adoption of Pending Fee Rule with Regard to IDAPA 24.39.50, Formerly 07.05.01, in Docket Number 24-0000-2000F**

Deputy Administrator Patrick J. Grace addressed the history, as well as the processes required to ensure the pending fee rule stays in effect until possible approval at the 2021 legislature. The Board was also informed of the following:

- With the recent transition of DBS now under the Idaho Department of Occupational and Professional Licenses (IDOPL), IDAPA 07.05.01 has changed to 24.39.50.

- Two minor clerical changes to the rules, which were approved at the 2020 legislature, are: 1) Text of the CM licensing fees was formatted into a table and, 2) The word “Bureau”, referenced to the Division of Building Safety Plumbing Bureau, was changed to “Program”.
- In September 2020, the proposed rules were published in the Administrative Bulletin. There is a 21-day period for public comment. Today is day 19 of the publication. The Board was asked to include in the motion that the pending rule is approved as long as there are no public comments within the next couple of days.

MOTION: Karen Echeverria made a motion to approve the Omnibus Fee Rulemaking related to 24.39.50, as long as there are no comments prior to the end of the 21-day comment period. Chuck Graves seconded. All in favor, motion carried.

◆ **Election of Officers**

In accordance with Idaho Code § 54-1908. Meetings – Quorum, “At the April meeting of each year the Board shall elect officers.”. This year, the April meeting was cancelled due to the pandemic. Therefore, this is the first regularly scheduled meeting since the January 13, 2020 meeting.

Chairman

MOTION: Joe Jackson made a motion to nominate Jim Roletto as chairman. Larry Geyer seconded. All in favor, motion carried.

Vice-Chairman

MOTION: Jim Roletto made a motion to nominate Joe Jackson as vice-chairman. Chuck Graves seconded. All in favor, motion carried.

◆ **Schedule 2021 Board Meetings**

In the past, there was specific language in statute detailing when and how many meetings the Board had to hold on a yearly basis. At the 2019 legislature, changes to the statute were approved; allowing the Board to hold not less than two (2) regular meetings each year.

The Board agreed to the following 2021 meeting dates with the condition a meeting can be cancelled if/or when necessary: January 11th, April 19th, July 19th and October 18th.

MOTION: Jim Roletto made a motion to accept the 2021 dates as January 11th, April 19th, July 19th and October 18th. Larry Geyer seconded. All in favor, motion carried.

◆ **Administrator Report**

Board Meetings – Earlier in the year, regularly scheduled board meetings were cancelled due to Covid-19. DBS looked into several meeting formats; i.e., Zoom, Microsoft Teams, WebEx; however, none were compatible with its tele/videoconferencing system. Until the epidemic clears up, Administrator Ron Whitney is encouraging everyone to utilize the Division’s satellite offices, as well as teleconference for board meetings.

Administrative Changes – As August 1, 2020, Ron Whitney is the new Administrator of DBS, with Patrick J. Grace as the Deputy Administrator.

Finalized Org Chart of Boards – Administrator Whitney explained the manner in which the Division and its boards are now under IDOPL. The chart in the packet is purely to align the licensing boards within IDOPL and does not reference all of DBS’s programs and 146 employees. As part of the reorganization, in 2021, the Division will move to the Chinden Campus in Boise.

Quarterly License and Assessments Report – The first three months of Fiscal Year (FY) 2021, there have been 66 new licenses issued versus 59 in 2019. This is approximately a ten percent increase. For renewals, there have been 755 with 718 in 2019, for roughly a five percent increase.

Economic Report – Following are first quarter public works projects for FY 2021: University of Idaho (U of I) pathology lab office (new), Moscow, \$7.5 million; covid screening facility (new), Boise, \$1.2 Million; Department of Public Works building (remodel), Lewiston, \$2 Million; and U of I Seed Potato Germplasm facility, Moscow, \$4.7 Million.

Dairy Research and Demonstration Farm – The nation’s largest research dairy, located just north of Rupert, will house 2,000 cows and allow researchers to better integrate animal and plant agriculture. The dairy is scheduled for completion in 2023 and should begin milking cows by 2024.

DBS Activity – The majority of DBS employees are working out of the office except for licensing personnel; which are working inhouse. As of March 1, 2020, the Governor’s office has asked the Division to track all permit/inspection activity on a daily/weekly/monthly basis. Year-to-date, the numbers are up by six percent. In September, the Division had a one-day record high of 718 inspection requests. Kudos was given to staff for continuing to maintain their increased work load.

Legislation – The Board has no legislation going to the 2021 session, except for the pending fee rule; which has no changes to it. However, when the Division and its boards move to IDOPL, there will be statutory proposals.

◆ **Adjournment**

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

The meeting adjourned at 10:08 a.m. (MDT).

JOE JACKSON, VICE-CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD

RON WHITNEY, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

10/08/2020rb

DATE