

**PUBLIC WORKS CONTRACTORS LICENSE BOARD
VIDEOCONFERENCE MEETING**

Thursday - July 9, 2015 - 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**

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 John Sheldon called the meeting to order at 9:33 a.m. (MT).

Board Members Present:

John Sheldon, Chairman
Jim Roletto, Vice-Chairman
Robbie Austin
Brian Bailey
Evan Goodwin
Garry Tolley

Board Members Absent:

Joe Jackson

DBS Staff Present:

C. Kelly Pearce, Administrator
Steve Keys, Deputy Administrator-Operations
Patrick Grace, Deputy Attorney General
Fred Sisneros, Financial Manager
Larry Jeffres, Regional Manager, Region 1
Chris Jensen, Regional Manager, Region 3
Terry Blessing, Compliance Program Supervisor
Adam Bowcutt, Regional Supervisor, Region 3
Bill Hatch, Public Information Officer
Renee Bryant, Administrative Assistant 2/Board Secretary

DBS Staff Absent:

Ron Whitney, Deputy Administrator-Administration

◆ **Open Forum**

No items or concerns were brought forth.

◆ **Approval of July 9, 2015 Agenda**

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

◆ **Approval of April 6, 2015 Board Meeting Minutes**

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

◆ **Reduction of License Fees**

The current revenue for the Public Works program exceeds its expenditures. A proposed temporary rule, to reduce renewal fees by 20 percent, was presented to the Board. Upon the approval of the Board and Governor, the temporary rule would be effective until the adjournment of the 2016 legislative session.

MOTION: Garry Tolley made a motion to approve the proposed temporary rule. Jim Roletto seconded. All in favor, motion carried.

◆ **Conflict of Statutes**

Board Member Brian Bailey expressed concern of a possible “gray area” between Idaho Codes §§ 54-1903(i) *Public Works Contractors* (DBS) and 54-5205(f) *Exemptions from Registration* (Idaho Bureau of Occupational Licenses-BOL) as they pertain to license requirements and jurisdiction.

It was determined the contractor registration, through the BOL, is required when: 1) An individual does not have an electrical, HVAC or plumbing license through the DBS, and 2) the total cost of the project is over \$2,000.

The Deputy Attorney General offered, and the Board agreed, to contact BOL; clarifying the statute and license requirements of the DBS.

ACTION: The topic *Conflict of Statutes* will be addressed as an informational item at the October 2015 board meeting by the Deputy Attorney General.

◆ **Operational Report**

Quarterly PWCL Board Report - The Quarterly PWCL Board report was reviewed.

Administrative Assessment Log - The Division has collected \$45,746 for FY 2015 and \$15,172 for calendar year-to-date in assessments.

Reorganization - The two deputy administrators have traded responsibilities within the Agency. The Deputy Administrator, Operations now manages the Customer Resource Team; i.e., licensing and permitting.

◆ **Administrator Report**

Compliance Report - The Compliance Program Supervisor is meeting with inspectors, local jurisdictions and supervisors throughout the state of Idaho; ensuring the awareness and understanding of the Division’s new program.

Reorganization (cont’d) - The Administrator elaborated further on the deputy administrators’ role reversals and responsibilities.

Residential Construction - There has been a 14.4% increase in residential construction in the state of Idaho this calendar year versus the previous calendar year. On a per capita basis, Idaho is the fastest growing residential construction area in the United States.

Financial Report - The Public Works Contractors Licensing Fund, FY 2015 financial statement as of June 30, 2015, was reviewed.

◆ **Adjournment**

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

The meeting adjourned at 10:13 a.m. (MT).

JOHN SHELDON, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

08/19/2015rb

DATE