

**PUBLIC WORKS CONTRACTORS LICENSE BOARD  
VIDEOCONFERENCE MEETING**

**Monday – October 6, 2014 – 9:30 a.m. (MDT)**

**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 Torry McAlvain called the meeting to order at 9:33 a.m. (MDT).

**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  
Terry Blessing, Regional Manager, Region 1  
Chris Jensen, Regional Manager, Region 3  
Aaron Reynolds, Regional Supervisor, Region 1  
Bill Hatch, Public Information Officer  
Renee Bryant, Admin. Assistant 2/Board Secretary

**Board Members Absent:**

Garry Tolley

◆ **Open Forum**

No items or concerns were brought forth.

◆ **Approval of October 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 July 10, 2014 Board Meeting Minutes**

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

◆ **Schedule 2015 Board Meetings**

The 2015 PWCL Board meeting dates are as follows: January 5th, April 6th, July 9th, and October 5th.

**MOTION:** Jim Roletto made a motion to accept the 2015 PWCL Board meeting dates. Robbie Austin seconded. All in favor, motion carried.

**ACTION:** The 2015 board meeting dates will be placed on the Division's website.

◆ **Specialty Categories, License Holder and Multi-Licenses**

Specialty Categories – Prior to the meeting, a task force met; suggesting the following categories be added to the proposed list: 1) Raised Access Flooring, 2) Window Treatments, and 3) Culverts. A handout of the revised changes, to reduce/combine “like” specialty categories, was reviewed.

License Holder and Multi-Licenses – Currently, a Public Works contractor is limited to one license; however, if qualified, can hold and work in numerous categories under the license.

The issue brought forth is a contractor would like to be able to hold more than one classification of license. At this time, the only way to do so is to either set-up a subsidiary OR the overall license has to be lowered to the lowest common denominator. One suggestion for a contractor to maintain his class of license is to requalify on some periodic basis.

The Board advised DBS that no changes should be made to the current procedure at this time.

◆ **Operational Report**

Quarterly PWCL Board Report –The number of original licenses, renewals, upgrades, and downgrades, July through September 2014, was addressed.

Administrative Assessment Log – As of September 2014, the Division has collected approximately \$3,700 in assessments.

◆ **Administrator Report**

Financial Report – The Public Works Contractors Licensing Fund, FY 2015 financial statement as of August 31, 2014, was reviewed.

Construction – Following are new or existing construction projects throughout the state of Idaho: 1) Integrated Research and Innovation Center, University of Idaho, Moscow; 2) Boise State University, Boise; 3) Applied Technology and Innovation Center, College of Southern Idaho, Twin Falls; 4) Idaho State University, Pocatello, 5) Magnida Fertilizer Company, American Falls; 6) 14-story condominium complex, Coeur d’Alene; 7) LDS Temple, Meridian; and 8) Melaleuca headquarters, Idaho Falls.

Budget – The Division’s submission of the budget for review by the Governor’s office calls for a 2.8% increase.

Employees – As of today, DBS has 98 full-time employees (FTE) and six part-time employees (PTE).

◆ **Adjournment**

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

The meeting adjourned at 10:25 a.m. (MDT).

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TORRY MCALVAIN  
CHAIRMAN  
PUBLIC WORKS CONTRACTORS  
LICENSE BOARD

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C. KELLY PEARCE  
ADMINISTRATOR  
DIVISION OF BUILDING SAFETY

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DATE

10/21/2014rb

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DATE