

**IDAHO CONTRACTORS BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 3/18/2014**

**BOARD MEMBERS PRESENT:** John Robert Pilote - Chair  
Deborah Ann Karren  
Scott Schriber

**BOARD MEMBERS ABSENT:** Charles Roy Ellis

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel

**OTHERS PRESENT:** Donald Staker DBA Custom Touch Tile

The meeting was called to order at 10:02 AM MDT by John Robert Pilote.

**APPROVAL OF MINUTES**

Mr. Schriber made a motion to approve the minutes of 1/22/2014. It was seconded by Ms. Karren. Motion carried.

**LEGISLATIVE UPDATE**

Ms. Cory discussed with the Board the possibility of a hardship waiver for expired registrants. It was determined that this discussion would be placed on the 4/15/2014 face-to-face agenda for further discussion by the Board.

**OTHER**

The Board requested that the construction type code of each applicant be displayed on the application coversheet.

**DISCIPLINE**

Mr. Nelson presented Stipulation and Consent Orders in cases CON-2014-64, CON-2014-60, CON-2014-59, CON-2014-58, CON-2013-75 and CON-2012-81. Mr. Schriber made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Karren. Motion carried.

Mr. Nelson presented Findings of Fact, Conclusions of Law and Final Orders in cases CON-2014-37, CON-2014-26, CON-2014-25, and CON-2012-68. Ms. Karren made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Schriber. Motion carried.

## **INSURANCE AUDIT**

Ms. Anderson reported the following numbers for the insurance audit:

### **Audit #1**

- 92 files audited
  - 70 complied
  - 2 canceled
  - 10 are under a second attempt notice
  - 10 are under a name verification notice

### **Audit #2**

- 214 files audited
  - 137 complied
  - 6 canceled
  - 41 are under a second attempt notice
  - 30 are under a name verification notice

Ms. Anderson stated to the Board that there would be additional follow up to the registrants that were audited and have not yet complied.

## **EXECUTIVE SESSION**

Mr. Schriber made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Karren. The vote was: Ms. Karren, aye; Mr. Schriber, aye; and Mr. Pilote, aye. Motion carried.

Mr. Schriber made a motion to come out of executive session. It was seconded by Ms. Karren. The vote was: Ms. Karren, aye; Mr. Schriber, aye; and Mr. Pilote, aye. Motion carried.

## **APPLICATIONS**

Mr. Schriber made a motion to approve the following applicants for registration:

RCT-36844	Donald Staker DBA Custom Touch Tile
RCT-36840	Gene Saldana DBA Pinnacle Painting
RCT-36858	Aaron Fenwick
RCE-36888	Leal Construction LLC
RCE-36808	Reflections Pool and Spas LLC

RCE-36837 Lowes Home Centers LLC

It was seconded by Ms. Karren. Motion carried.

Mr. Schriber made a motion to approve the following applicant for registration pending receipt of corrected general liability insurance:

#901130713

It was seconded by Ms. Karren. Motion carried.

Mr. Schriber made a motion to approve the following applicant for registration but to issue a new registration number:

RCT-36818 Timothy Cline DBA Clines Carpentry & Home Repair

It was seconded by Ms. Karren. Motion carried.

**NEXT MEETING** was scheduled for 4/15/2014.

## **ADJOURNMENT**

Mr. Schriber made a motion to adjourn the meeting at 10:59 AM MDT. It was seconded by Ms. Karren. Motion carried.

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John Robert Pilote, Chair

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Deborah Ann Karren

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Scott Schriber

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Charles Roy Ellis

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Tana Cory, Bureau Chief