

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

Board Meeting Minutes of 8/12/2014

BOARD MEMBERS PRESENT: John Robert Pilote - Chair
Deborah Ann Karren
Scott Schriber
Gary Robert Bond
Charles Roy Ellis

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Eric Nelson, Board Prosecutor
Maria Brown, Technical Records Specialist
Carol Klassen, Technical Records Specialist

The meeting was called to order at 8:30 AM MDT by John Robert Pilote.

APPROVAL OF MINUTES

Mr. Ellis made a motion to approve the minutes of 7/8/2014. It was seconded by Mr. Bond. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the Bureau is working on a proposed change to its law regarding reinstatement fees for expired licenses and registrations.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$199,153.17 as of 7/31/2014. Ms. Hall also presented the Board with the registration number report which indicated an increase in the number of applicants seeking registration.

FY2015 CONTRACT RENEWAL

Ms. Hall presented the contract renewal for FY 2015. It was moved by Mr. Schriber to approve the FY 2015 contract renewal and authorize the Board Chair to sign on behalf of the Board. It was seconded by Mr. Ellis. Motion carried.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case numbers CON-2013-42, CON-2013-64, CON-2013-14, CON-2013-1, CON-2014-14, CON-2013-63, CON-2013-43, and CON-2014-10. After discussion, the Board gave recommendations for appropriate discipline.

Mr. Schriber made a motion to close case CON-2013-2. It was seconded by Mr. Ellis. Motion Carried.

Mr. Ellis made a motion to close case CON-2013-31. It was seconded by Mr. Bond. Motion Carried.

Mr. Bond made a motion to close case CON-2013-8. It was seconded by Mr. Ellis. Motion Carried.

Mr. Nelson presented Stipulation and Consent Orders in cases CON-2012-73, CON-2013-35, CON-2013-71, CON-2014-87, CON-2014-92, and CON-2014-94. Mr. Ellis made a motion to approve the Consent Order in cases CON-2012-73, CON-2013-35, CON-2013-71, CON-2014-87, CON-2014-92, and CON-2014-94 and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Bond. Motion carried.

Mr. Nelson presented a Findings of Fact, Conclusions of Law and Final Order in cases CON-2014-41 and CON-2014-61. Mr. Schriber made a motion to approve the Findings of Fact, Conclusions of Law and Final Order in cases CON-2014-41 and CON-2014-61 and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Ellis. Motion carried.

Mr. Nelson presented Emergency Suspension Orders in cases CON-2014-69, CON-2014-70, CON-2014-88, CON-2014-93, CON-2014-99, and CON-2014-103. Mr. Bond made a motion to approve the Emergency Suspension in cases CON-2014-69, CON-2014-70, CON-2014-88, CON-2014-93, CON-2014-99, and CON-2014-103 and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Ellis. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Case numbers I-CON-2014-155, I-CON-2014-171, I-CON-2014-178, I-CON-2014-188, I-CON-2014-193, I-CON-2014-198, I-CON-2014-209, I-CON-2014-212, I-CON-2014-220, I-CON-2014-223, I-CON-2014-226, I-CON-2014-228, I-CON-2014-230, I-CON-2014-233, I-CON-2014-235, I-CON-2014-237, I-CON-2014-253, I-CON-2014-254, I-CON-2014-255, I-CON-2014-268, I-CON-2014-280, I-CON-2014-283, I-CON-2014-284, I-CON-2014-293, I-CON-2014-301, I-CON-2014-308, I-CON-2014-312, I-CON-2015-4, I-CON-2015-6, and I-CON-2015-7. I-CON-2014-206, I-CON-2014-232, I-CON-2014-239, I-CON-2014-251, I-CON-2014-252, I-CON-2014-256, I-CON-2014-262, I-CON-2014-263, I-CON-2014-264, I-CON-2014-267, I-CON-2014-282, I-CON-2014-288, I-CON-2014-290, I-CON-2014-291, I-CON-2014-300, I-CON-2014-324, I-CON-2015-5, I-CON-2014-211, I-CON-2014-221, I-CON-2014-234, I-CON-2014-276, I-CON-2014-214, I-CON-2014-217, I-CON-2014-245, I-CON-2014-246, I-CON-2014-247, I-CON-2014-299, I-CON-2014-218, I-CON-2014-224, I-CON-2014-269, I-CON-2014-279, I-CON-2014-219, I-CON-2014-227, I-CON-2014-236, I-CON-2014-240, and I-CON-2014-248. Mr. Bond made a motion to authorize closure for the case numbers presented. It was seconded by Mr. Mr. Schriber. Motion carried.

Case number I-CON-2014-6. Mr. Bond made a motion to authorize closure for case number I-CON-2014-6 with an advisory letter. It was seconded by Mr. Schriber. Motion carried.

Case number I-CON-2014-43. Mr. Schriber made a motion to authorize closure for case number I-CON-2014-43 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-92. Mr. Bond made a motion to authorize closure for case number I-CON-2014-92 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-98. Mr. Ellis made a motion to authorize closure for case number I-CON-2014-98 with an advisory letter. It was seconded by Mr. Bond. Motion carried.

Case numbers I-CON-2014-133 and I-CON-2014-144. Mr. Schriber made a motion to authorize closure for case numbers I-CON-2014-133 and I-CON-2014-144 with advisory letters. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-182. Mr. Bond made a motion to authorize closure for case number I-CON-2014-182 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-183. Mr. Schriber made a motion to authorize closure for case number I-CON-2014-183 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case numbers I-CON-2014-184 and I-CON-2014-200. Mr. Bond made a motion to authorize closure for case numbers I-CON-2014-184 and I-CON-2014-200 with advisory letters. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-205. Mr. Bond made a motion to authorize closure for case number I-CON-2014-205 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case number I-CON-2014-270. Mr. Schriber made a motion to authorize closure for case number I-CON-2014-270 with an advisory letter. It was seconded by Mr. Ellis. Motion carried.

Case numbers I-CON-2014-296 and I-CON-2014-297. Mr. Bond made a motion to authorize closure for case numbers I-CON-2014-296 and I-CON-2014-297 with advisory letters. It was seconded by Mr. Ellis. Motion carried.

OLD BUSINESS

TO DO LIST

The Board reviewed the to do list. No action was taken by the Board.

APPLICATION PROCESS

The Board addressed the current process of verifying contractor licenses or registrations in other jurisdictions. Mr. Ellis made a motion to suspend the practice of searching other states websites to verify that an applicant is in good standing. It was seconded by Mr. Bond. Motion carried.

The Board directed staff to develop a system check on applicants to verify that they have not been disciplined previously under a different registration number in Idaho.

NEW BUSINESS

NATIONAL ASSOCIATION OF STATE CONTRACTORS LICENSING AGENCIES

The Board reviewed the National Association of State Contractors Licensing Agencies' July 2014 Newsletter. No action was taken by the Board.

CORRESPONDENCE

The Board reviewed a letter from Mr. Matt Larsen regarding a request to reinstate his registration that had previously been put out of business. The Board denied the request and concluded that the registration's status was changed to out of business due to an owner requesting the status change.

EXECUTIVE SESSION

Mr. Ellis 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 Mr. Schriber. The vote was: Mr. Pilote, aye; Ms. Karren, aye; Mr. Schriber, aye; Mr. Ellis, aye; and Mr. Bond, aye. Motion carried.

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

APPLICATIONS

Mr. Schriber made a motion to approve the following for registration pending receipt of additional information:

901134170
901129379
901134796
901133592

It was seconded by Mr. Ellis. Motion carried.

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

RCE-37897 ANDREWS MAINTENANCE & RESTORATION LLC
RCE-37716 PINNACLE BUILDERS INCORPORATED
RCE-37636 RICHARDSON HARDWOOD FLOORS LLC
RCT-37941 DAVEY BRYAN J
RCT-37951 HATFIELD TROY M
RCT-37985 SCHACHT JASON ALLEN
RCT-37625 ELGE ALFRED W.E.
RCT-37776 JACKSON HUSHTON E
RCE-37837 TS CONCRETE LLC
RCE-37796 LIGHTNING CREEK CONSTRUCTION LLC
RCE-37991 INSULATED CONCRETE FORMS OF IDAHO
RCT-38002 PROUTY LOWELL JIM
RCE-37513 DILL BROS CONSTRUCTION

It was seconded by Mr. Ellis. Motion carried.

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

RICKS GEORGE QUINN
VAN ALLEN ROBERT JOSEPH
MOFFAT HOMES CONSTRUCTION COMPANY LLC

It was seconded by Mr. Ellis. Motion carried.

RENEWAL FORMS

The Board directed staff to update its renewal forms to reflect the same questions that are asked on initial applications for contractor registration.

NEXT MEETING 9/16/2014

ADJOURNMENT

Mr. Bond made a motion to adjourn the meeting at 1:14 PM MDT. It was seconded by Mr. Ellis. Motion carried.

John Robert Pilote, Chair

Deborah Ann Karren

Scott Schriber

Gary Robert Bond

Charles Roy Ellis

Tana Cory, Bureau Chief