

STATE DRIVING BUSINESSES LICENSURE BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 8/10/2012

BOARD MEMBERS PRESENT: Jason Jerome - Chair
David Mason
Michael Dillon

BOARD MEMBERS ABSENT: Dallas Forester

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Jake Naylor, Board Prosecutor
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Cherie Simpson, Management Assistant
Carrie Gilstrap, Technical Records Specialist II

OTHERS PRESENT: Michael Ryals

The meeting was called to order at 12:00 PM MDT by Jason Jerome.

APPROVAL OF MINUTES

Mr. Dillon made a motion to approve the minutes of 6/29/2012. It was seconded by Mr. Mason. Motion carried.

LEGISLATIVE REPORT

Ms. Cory deferred the legislative report until the Board discussed proposed rule changes under old business.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of (\$24,582.46) as of July 31, 2012.

FY 2013 RENEWAL CONTRACT

Ms. Hall presented the FY 2013 renewal contract to the members of the Board. Mr. Dillon made a motion to approve the contract and authorize the Chair to sign on behalf of the Board. It was seconded by Mr. Mason. Motion carried.

DISCIPLINE

DRB-2012-3 Mr. Naylor presented a memorandum to the Board. Following discussion, Mr. Mason made a motion to close the case with a warning letter. It was seconded by Mr. Dillon. Discussion was held regarding the investigative costs the Board incurs when complaints are received and investigated. Motion carried.

Discussion was also held regarding Rule 225 and the sixty (60) day limit for which a licensee can utilize a secondary classroom location in a one-year period.

Mr. Naylor also presented a memorandum regarding case number **DRB-2012-2**. After discussion, the Board gave recommendations for appropriate discipline.

INVESTIGATIVE REPORT

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

OLD BUSINESS

REVIEW PROPOSED RULE CHANGES

Ms. Simpson provided the Board with the draft proposed change to Rule 225.07.a that would allow for no more six (6) hours of classroom instruction in any twenty-four (24) hour period.

Mr. Dillon made a motion to approve the proposed rule change. The motion also provided that this be submitted to the Governor's Office as well as published in the administrative bulletin. It was seconded by Mr. Mason. Motion carried.

Further discussion was held regarding Rule 225. Mr. Dillon made a motion to revise this rule to clarify that secondary classroom locations may be utilized for no more than sixty (60) consecutive calendar days in a one-year period. It was seconded by Mr. Mason. Motion carried.

NEW BUSINESS

APPLICATIONS

Mr. Dillon made a motion to approve Bonners Ferry Driver Education for an instructor apprenticeship training program. It was seconded by Mr. Mason. Motion carried.

DBI-338 Mr. Dillon made a motion to approve the application of Greg Black for a driving instructor license. It was seconded by Mr. Mason. Motion carried.

DBAI-347 Mr. Dillon made a motion to approve the apprenticeship permit application of Jasmine Robertson. It was seconded by Mr. Mason. Motion carried.

ADJOURNMENT

Mr. Mason made a motion to adjourn the meeting at 1:09 PM. It was seconded by Mr. Dillon. Motion carried.

Jason Jerome, Chair

David Mason

Michael Dillon

Dallas Forester

Tana Cory, Bureau Chief