

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

Conference Call Minutes of 7/27/2018

THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE BOARD

BOARD MEMBERS PRESENT: Byrl Cinnamon - Chair
Michael F Peacock
Darren B Simpson
Susan G Gambee

BOARD MEMBERS ABSENT: Susan P Israel

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Maurie Ellsworth, General Counsel
Dicsie Gullick, Management Assistant

The meeting was called to order at 8:00 AM MDT by Byrl Cinnamon.

APPROVAL OF MINUTES

Judge Simpson made a motion to approve the minutes of May 23, 2018 with discussed changes. It was seconded by Ms. Gambee. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. The deadline to submit legislative ideas to the Governor's Office was July 13, 2018 and the deadline to submit proposed law and rule changes to the Governor's Office is August 17, 2018 for the 2019 Legislative Session.

INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE

Ms. Cory said that the Executive Order report was submitted to the Governor and Lt. Governor prior to July 1 and it has been linked on the Board's main webpage. Ms. Cory updated the Board on the legislative interim committee on occupational licensing and certification laws. The Occupational Licensing & Certification Laws Committee met on June 22. Ms. Cory was invited to present on the process and executive order reports for the Boards served by the Bureau. It also heard from Greg Wilson, chief of staff to Lieutenant Governor Little; Albert Downs, policy specialist for

the National Conference of State Legislatures; and Patrick Grace, regional manager for the Division of Building Safety.

In her presentation before the Committee, Ms. Cory noted that 29 of the 30 Boards served by the Bureau had submitted their reports. She let the Board know that all of the reports were submitted before the July 1 deadline and each Board's report has been posted to its website.

Comments by the Committee included that its efforts appeared to be on a parallel track with those of the executive order, and committee members outlined a framework where each of them would take a few reports to review with members of the Boards who wrote them. The co-chairs encouraged legislators on the committee to volunteer to review reports where they felt like they had a connection to the occupation or had constituents who serve on the Board.

The Committee set its next meeting for Tuesday, August 7.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$24,063.86 as of June 30, 2018.

FISCAL YEAR 2019 CONTRACT RENEWAL

Ms. Hall presented the fiscal year 2019 contract renewal to the Board. Judge Simpson made a motion to approve the renewal and allow the Board Chair to sign. It was seconded by Ms. Gамbee. Motion carried.

OPEN MEETING LAW

Mr. Ellsworth reviewed HB611 that made changes to the open meeting law regarding meeting notices and agendas. Changes effective July 1, 2018 included: notices and agendas must be posted online if the agency has an online presence; identification of all "action Items" must be noted on the agenda; and final action may not be taken on an agenda item added after the start of the meeting unless an emergency is declared.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

NEW BUSINESS

PUBLIC COMMENT

No public comment was given.

PROPOSED LAWS AND RULES

Mr. Hales presented draft law changes to the Board. After discussion, Judge Simpson made a motion to approve the draft law changes as discussed and amended. It was seconded by Mr. Peacock. Motion carried.

Mr. Hales presented draft rule changes to the Board. After discussion, Judge Simpson made a motion to approve the changes as drafted. It was seconded by Ms. Gambee. Motion carried. Mr. Peacock abstained from voting.

Judge Simpson made a motion to direct the Bureau to post the proposed law and rule changes and to authorize a postcard, to be approved by the Board Chair to be sent to licensees once the rule changes are published. It was seconded by Mr. Peacock. Motion carried.

EXECUTIVE SESSION

Judge Simpson made a motion that the Board go into executive session under Idaho Code § 74-206(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. Peacock. The vote was: Judge Simpson, aye; Mr. Peacock, aye; Ms. Gambee, aye; and Mr. Cinnamon, aye. Motion carried.

Mr. Peacock made a motion to come out of executive session. It was seconded by Ms. Gambee. The vote was: Judge Simpson, aye; Mr. Peacock, aye; Ms. Gambee, aye; and Mr. Cinnamon, aye. Motion carried.

APPLICATIONS

Mr. Peacock made a motion to direct the Bureau tell the applicant that they are eligible for a temporary license and to inform them of the proposed law and rule changes. It was seconded by Judge Simpson. Motion carried.

ADJOURNMENT

Ms. Gambee made a motion to adjourn the meeting at 9:14 AM MDT. It was seconded by Judge Simpson. Motion carried.

Byrl Cinnamon, Chair

Michael F Peacock

Darren B Simpson

Susan G Gambee

Susan P Israel

Tana Cory, Bureau Chief