

STATE DRIVING BUSINESSES LICENSURE BOARD
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 7/7/2022

BOARD MEMBERS PRESENT: Jared Hugh Haustveit - Chair
Theresa A Bradford
Robert M Fenn
C Randal Willie

DIVISION STAFF: Anne Lawler, Bureau Chief
Kent Absec, Licensing Program Manager
John Price, Investigative Unit Manager
Nicholas Krema, General Counsel
Cesley Metcalfe, Board Support Supervisor
Christian Runnalls, Board Support Specialist

The meeting was called to order at 9:08 AM MDT by Jared Hugh Haustveit.

APPLICATION AND CONTINUING EDUCATION APPROVAL PROCESS

The Board discussed its current process for continuing education (CE) audits.

Mr. Fenn made a motion to allow Division staff to review and approve CE audits. It was seconded by Mr. Willie. Motion carried.

The Board discussed the possibility of authorizing Division staff to review and approve apprentice and instructor applications.

Mr. Fenn made a motion to allow Division staff to approve apprentice and instructor applications. It was seconded by Mr. Willie. Motion carried.

The Board discussed the possibility of authorizing Division staff to approve applications with criminal offenses that are older than five years and unrelated to the profession. The Board tabled this discussion.

ZERO-BASED REGULATION

Mr. Absec informed the Board that the Division received no comments during the public listening sessions or the negotiated rulemaking. The Board made the following changes to the rules:

Rule 201 – Continuing Education:

The Board deleted subsection 01.a. as redundant to Division rules regarding license renewal. The Board deleted subsection 02 to provide more flexibility to licensees regarding continuing education. The Board deleted subsection 04 because it already has authority to make special exemptions through the discipline rule.

Rule 227 – Course of Instruction:

The Board deleted subsection 03 as unnecessary. The Board discussed deleting subsection 06 if it is already a DMV requirement. Division staff will follow-up to determine if it is in Idaho Department of Transportation regulations before deleting the rule.

Rule 250 – Driving Instructor License:

The Board deleted subsection 01 as unnecessary language that referred to itself.

Mr. Fenn made a motion to move the rules revised through the ZBR process, reflecting the revisions discussed today, to proposed rules. It was seconded by Ms. Bradford. Motion carried.

DIVISION UPDATES

Mr. Absec updated the Board on the Division's move to its permanent building.

BOARD MEMBER APPOINTMENTS

Mr. Absec provided an update on Board member appointments.

FINANCIAL REPORT

Mr. Absec gave the financial report, which indicated that the Board had a cash balance of \$177,604.98 as of March 23, 2022.

EXECUTIVE SESSION

Mr. Fenn made a motion that the Board enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Bradford. The vote was: Mr. Fenn, aye; Ms. Bradford, aye; Mr. Willie, aye; and Mr. Haustveit, aye. Motion carried.

Mr. Fenn made a motion to leave executive session. It was seconded by Ms. Bradford. Motion carried. No decisions were made in executive session.

APPLICATIONS

Mr. Fenn made a motion to approve application DBIA-886 for licensure. It was seconded by Ms. Bradford. Motion carried.

APPROVAL OF MINUTES

Ms. Bradford made a motion to approve the minutes of 3/10/2022 and 4/13/2022. It was seconded by Mr. Fenn. Motion carried.

ADJOURNMENT

Mr. Haustveit adjourned the meeting at 10:29 AM MDT.