

State of Idaho Division of Occupational and Professional Licenses Idaho Contractors Board

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Minutes of 01/19/2023

Board Members	Michael Arrington, Chair	Division Staff:	MiChell Bird, Executive Officer
Present:	Jessee Rosin		Lea Kear, Legal Counsel
	Brett Skidmore		Christopher Gilliam, Hu. Res. Spc., Sr.
			Don Morse, Investigations Pgm. Supv.
Board Members	Chris Jensen		Carlotta Zito, Board Support Specialist
Absent:	Barry Stearns		

The meeting was called to order at 9:07 AM MST by Michael Arrington.

APPROVAL OF MINUTES

A motion was made to approve the November 30, 2022 minutes. The motion carried unanimously.

DIVISION BUSINESS

Respectful Workplace Training: Training was provided on respectful workplace.

Strategic Plan: The Division's Strategic Plan was addressed.

BOARD BUSINESS

Complaint Memorandum: The Complaint Memorandum was presented.

Public Comment: A member of the public had comments regarding the discipline process of general contractors.

EXECUTIVE SESSION

A motion was made and seconded that the Board move into Executive Session pursuant to Idaho Code § 74-206(1)(d) to discuss items that are exempt from public records law. Roll call: Michael Arrington-aye, Brett Skidmore-aye, and Jessee Rosin-aye. The motion carried unanimously.

A motion was made and seconded to leave Executive Session. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made and seconded to close I-CON-2022-71, I-CON-2022-97, I-CON-2022-108, and close with a warning letter I-CON-2022-41, I-CON-2023-30, and I-CON-2023-70. The motion carried unanimously.

Delegated Authority to Close Non-Jurisdictional Cases: The Board members agreed for DOPL to close non-jurisdictional cases and withdrawn complaints.

A motion was made and seconded to accept the Delegation to Act on Behalf memo; adding the verbiage "in instances in which the complainant has withdrawn the complaint". The motion carried unanimously.

NEXT MEETING DATE

The next meeting is scheduled for April 19, 2023.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:20 AM MST

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