

**PUBLIC WORKS CONTRACTORS
LICENSE BOARD MEETING**

Monday – January 10, 2022 – 9:30 a.m. (MT)

**Division of Occupational and Professional Licenses
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d’Alene
155 North Maple Street, Blackfoot**

***MINUTES OF THE JANUARY 10, 2022 MEETING**

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but to record the significant features of those discussions.

Chairman Jim Roletto called the meeting to order at 9:35 a.m. (MT)

Board Members Present:

Jim Roletto, Chairman
Jake Claridge, Vice-Chairman
Joe Jackson
Chuck Graves
Larry Geyer
Evan Goodwin
Robbie Austin

DOPL Staff Members Present:

Michelle Bird, Bureau Chief
Warren Wing, Executive Officer
Gary Sonnen, Regional Supervisor, Region 1
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

There were no new issues to discuss under open forum.

◆ **DOPL Organizational Chart**

Building & Move to Chinden Campus – In February 2022, tenant improvements will be completed, at which time, the installation of IT and workstations will begin. The anticipated move to the Chinden Campus will be either May or June 2022.

Building, Construction, and Real Estate (BCRE) Bureau – In November/December 2021, the board received DOPL’s organizational chart. Board members were thanked for their continued service, and the Governor is in the process of appointing new members.

◆ **Executive Officer Introduction**

Warren Wing has been appointed Executive Officer for the PWCL Board and will be the primary contact for board members and industry.

◆ **Approval of the January 10, 2022 Agenda**

Hearing no additions or changes to the agenda, Chairman Roletto asked for a motion.

MOTION: Joe Jackson made a motion to approve the January 10, 2022 Agenda as presented. Joe Jackson made a motion to approve the agenda as presented. Chuck Graves seconded. All in favor, motion carried.

◆ **Approval of the October 18, 2021 Board Meeting Minutes**

With no changes required, Chairman Roletto asked for a motion to approve the minutes.

MOTION: Chuck Graves made a motion to approve the October 18, 2021 Meeting Minutes as written. Joe Jackson seconded. All in favor, motion carried.

◆ **Board Business**

Identify Training Opportunities for Board Members – the board members would like to see a description for new board members to review on what this board is responsible for and their expectations. Executive Officer Wing stated their will be future trainings on Open Meeting Law and on the Zero-based Regulation process.

Board Members Opportunity to Identify what Kind of Information They Would like to Receive During the Board Meetings – Chairman Roletto would like to see any changes that are happening within the department presented at meetings. Executive Officer Wing stated anything board members would like to see on the agendas to contact him.

Introduction of Potential New Board Member – When asked by Chairman Roletto, Matt Hartline introduced himself, providing a brief background on both his personal and professional life.

◆ **Division Updates**

Financial Report – there was no financial report.

PWCL Quarterly License Report – The Quarterly PWCL Board Report, October through December 2021, was reviewed.

◆ **Adjournment**


With no further comments, Chairman Roletto asked for a motion to adjourn.

MOTION: Larry Geyer made a motion to adjourn the meeting. Evan Goodwin seconded. All in favor, motion carried.

The meeting adjourned at 10:30 a.m. (MT)



JIM ROLETTO, CHAIRMAN
PUBLIC WORKS CONTRACTORS
LICENSE BOARD



MICHELL BIRD, EXECUTIVE OFFICER
DIVISION OF OCCUPATIONAL AND
PROFESSIONAL LICENSES

8/24/2022

DATE

8/24/22

DATE