

**PUBLIC WORKS CONTRACTORS  
LICENSE BOARD MEETING**

**Monday – August 22, 2022 – 9:00 a.m. (MT)**

**Division of Occupational and Professional Licenses  
11341 W. Chinden Blvd., Bldg. 4, Boise, ID 83714**

**MINUTES OF THE AUGUST 22, 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 9:02 a.m. (MT)

**Board Members:**

Jim Roletto, Chairman  
Jake Claridge, Vice-Chairman  
Brian Gordon  
Chuck Graves  
Larry Geyer (absent)  
Matt Hartline  
Brian Price (absent)  
Garry Mattson

**DOPL Staff:**

Michelle Bird, Executive Officer  
Yvonne Dunbar, General Counsel  
Julie Redd, Licensing & Registration Supervisor  
Linda Pratzner, Board Support Specialist  
Carlotta Zito, Board Support Specialist

**Approval of the January 10, 2022 Board Meeting Minutes**

**MOTION:** Board Member Graves made a motion to approve the January 10, 2022 Meeting Minutes as written. Board Member Gordon seconded. Motion carried.

**Election of Officers**

The terms of the board members were reviewed to determine who is eligible to hold the positions of chairman and vice-chairman on the Board.

**Chairman**

**MOTION:** Board Member Graves made a motion to appoint Board Member Claridge as chairman. Board Member Gordon seconded. Motion carried.

**Vice-Chairman**

**MOTION:** Board Member Graves made a motion to appoint Board Member Mattson as vice-chairman. Board Member Gordon seconded. Motion carried.

**Board Business**

**Financial Report** – Executive Officer Bird reviewed the Financial report for April 2022.

**Quarterly License Report** – In fiscal year 2021, there were 293 original licenses and 2,586 renewals. This fiscal year, 2022, there were 320 licenses and 3,147 renewals.

Board Training – Open Meeting Law – Legal Counsel Dunbar reviewed a PowerPoint presentation on the Open Meeting Laws.

**Public Comment**

There were no public comments.

**Adjournment**

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

The meeting adjourned at 10:19 a.m. (MT)

\*These DRAFT minutes are subject to possible correction and final approval by the PWCL Board. 08/22/2022lp