



State of Idaho  
Division of Occupational and Professional Licenses  
Public Works Contractors License Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

11341 W Chinden Blvd.  
P.O. Box 83720  
Boise, ID 83720-0063  
(208) 334-3233  
dopl.idaho.gov

Draft Minutes of 04/10/2023

<b>Board Members Present:</b>	Jake Claridge, Chair Garry Mattson, Vice Chair Larry Geyer Matt Hartline Brian Price Brian Gordon Jim Roletto	<b>Division Staff:</b>	MiChell Bird, Executive Officer Lea Kear, Legal Counsel Adriana Burton, Tech. Rec. Spec. 2 Renee Bryant, Brd. Support Super. Miah Ellett, Brd. Support Specialist
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**Board Members Absent:** Chuck Graves

The meeting was called to order at 9:01 AM MT by Jake Claridge.

**BOARD BUSINESS**

**Zero-Based Regulation (ZBR) Review:** Based on previous comments by the Board Members, Legal Counsel Lea Kear provided updated redlines to IDAPA 24.39.50 *Rules of the Public Works Contractors License Board*, as well as additional information on the specialty license types from surrounding states.

**110.01(d) – Applications Documentation:** There was discussion on whether applications need to be reviewed with audited financials OR if a bonding letter would be sufficient in lieu of the financials. It was suggested adding the following options to subsection d; audited financial statement, bonding letter, and guaranty.

**111 – Financial Requirements:** Table 111.01 will be modified to include bonding limits.

**112 – Examination:** Subsection 01 – Remove “Frequency of Conducting of Examinations”; add “Examinations given on an as needed basis/board will approve test administrators”; a. and b., remove in their entirety; Subsection 02 – Remove a. and b. in their entirety; add “Same exam across the board”; Subsection 03 – Remove “...70%”; add, “...required score set by the testing provider”; and remove subsection 04 – a., b., c., in its entirety.

**199 – Limitations:** Subsection 04 – Add “contractor” to the sentence, “two (2) or more *contractor* licensees.”

**200 – Type 4-Specialty Construction Categories:** Subsections 01-125 to be discussed at the next Board meeting.

**201 – Fees:** Subsections 01 and 02: The Board’s Financial report will be provided at the next meeting.

**300 - Business Organization–Changes in Organizations or Structures–Members of Joint Ventures–Changes for Reasons other than Death:** Remove “... must file an application for a new license”. Staff will clarify section and provide draft language at the next Board meeting.

**400 – Certificates–Display and Possession:** Remove in its entirety.

**402 - Changes in License Certificate:** Remove in its entirety.

**502 - Technicalities of Form:** Remove in its entirety.

**503 – Hearings:** Remove in its entirety.

**600 – Construction Manager Examinations:** Remove “...75%”. Staff will clarify section and provide draft language at the next Board meeting.

Executive Officer Bird and Legal Counsel Kear will provide a simplified version of license types under 200, *Type 4-Speciality Construction Categories*, and Technical Records Specialist 2 Adrianna Burton will provide an in-depth analysis of each of the specialty categories at the next Board meeting.

**Public Comment:** There were no public comments.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:28 AM.

**NEXT MEETING DATE:** 05/25/23