



State of Idaho
Division of Occupational and Professional Licenses
State Driving Businesses Licensure 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

Board Meeting Minutes of 4/2/2024

Board Members Present: James Cavataio - Chair
C Randal Willie
Jared Hugh Haustveit
Richard Clark

Division Staff: Kent Absec, Executive Officer
Greg Loos, General Counsel
Skip Liddle, Investigations Unit Manager
Steve Hogue, Investigations Supervisor
Christian Runnalls, Board Support Specialist

Board Members Absent: Andrew Marini

The meeting was called to order at 9:03 AM by James Cavataio.

Approval of Minutes

A motion was made and seconded to approve the 10/4/2023 minutes. The motion carried unanimously.

DIVISION BUSINESS

2024 Legislative Session: Mr. Absec provided a legislative update on House Bill 490, House Bill 505, House Bill 563, Senate Bill 1429, House Bill 724, and House Bill 531. The Board discussed public safety concerns, particularly oversight in House Bill 531, and asked staff to inform the Idaho Department of Education and Idaho Department of Transportation of the Board's concerns. The Board also discussed future changes to the Board's rules to match the insurance and overhead requirements in House Bill 531.

DOPL Legal Consistency: Mr. Loos discussed the Board's role and summarized the policies for conflicts-of-interest, virtual meeting participation, and communication with legislators.

Financial Update: Mr. Absec presented the financial report.

Five-Year Projection of Cash Balance: Mr. Absec stated that the Division created a five-year cash balance projection for all boards. The goal is for each board to have cash reserves for 15-18 months of operating costs. The projection showed a downward trend in cash balance and the Board discussed possible changes to fees. Mr. Absec stated no changes to fees will be made until more data is collected on the Board's finances.

BOARD BUSINESS

Delegated Authority-Applications & CEs: The Board directed staff to compile delegated and undelegated tasks for the Board to review for further discussion at the next meeting.

Delegated Authority to Close Expungement Requests: A motion was made and seconded to delegate authority to Division staff to close expungement requests that fall under Idaho Code § 67-1413(3). The motion carried unanimously.

Licensing Report: Mr. Absec presented the licensing report.

Executive Session

A motion was made and seconded to 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 discuss documents relating to the fitness of a licensee to obtain a license or registration. The vote was: Mr. Clark, aye; Mr. Haustveit, aye; Mr. Willie, aye; and Mr. Cavataio, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

Applications

A motion was made and seconded to approve application DBIA-1014. The motion carried unanimously. Mr. Haustveit was recused.

Executive Session

A motion was made and seconded to 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 discuss documents relating to the fitness of a licensee to retain a license or registration. The vote was: Mr. Clark, aye; Mr. Haustveit, aye; Mr. Willie, aye; and Mr. Cavataio, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

Discipline

A motion was made and seconded to close case number I-DRB-2024-1. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 10:51 AM.

The next meeting is on 11/7/2024.