



State of Idaho
Division of Occupational and Professional Licenses
Idaho Contractors 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 03/26/2024

Board Members	Michael Arrington, Chair	Division	MiChell Bird, Executive Officer
Present:	Gary Hall	Staff:	Lea Kear, Legal Counsel
	Brett Skidmore		Don Morse, Investigative Pgm. Supv.
	Becky Enrico-Crum		Zack Trujillo, Board Support Specialist
	Jeremy Schalk		

**Prosecuting
Attorney:** Andrea Rosholt

The meeting was called to order at 9:00 AM MT by Chair Michael Arrington.

APPROVAL OF 01/29/2024 MINUTES

A motion was made and second to approve the 01/29/2024 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Update: Executive Officer (EO) MiChell Bird provided a financial update. The Administrator would like all the Boards to have a cash balance between 125-150 percent.

DOPL Legislation: EO Bird provided a legislative update. The only legislation that is relevant to the Contractor (CON) Board is the license renewal legislation. The legislature wants consistency across all the Boards, thus, causing the contractors registration to go from a one-year to a two-year renewal cycle. This will not be an immediate change with further information provided at the next regularly scheduled meeting.

BOARD BUSINESS

Zero Based Regulation (ZBR): Legal Counsel Lea Kear provided a redline copy of the Contractors rule chapter for the Board to review. EO Bird further described the ZBR process and informed the Board that no action needs to be taken today. Before the Board submits the proposed rule changes, a negotiated rulemaking meeting will be scheduled to get input from the industry and public.

Delegated Authority: Legal Counsel Kear and EO Bird explained the delegated authority process and what actions can be delegated to DOPL staff. The Board provided Legal Counsel Kear with informal directions on what to include in the official delegated authority document. The final document will be provided at the next regularly scheduled meeting and a Board vote will take place to either approve or deny it. EO Bird will also provide a draft legislation document at the next meeting to address topics such as contractor accountability during the registration process.

Public Comment: Joe Prin, KBOI radio host & Home Fix Incorp., is concerned about contractors advertising that they are licensed instead of registered. Mr. Prin wants to make sure that contractors are more aware of the distinction between the two, and that in Idaho they cannot say they are licensed. Further outreach and education on this topic will be done. Mr. Prin also discussed Title 54 and believes the liability insurance requirement of \$300,000 is inadequately low. EO Bird explained that all the contractor documents are available on the DOPL site. The application and complaint process were also discussed and clarified. The topic “Contractor Accountability” will be placed on the next agenda as an informational item.

EXECUTIVE SESSION – DISCIPLINE

A motion was made and seconded that the board enter Executive Session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Public Records Act, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to retain a license or registration. Roll call: Chairman Arrington-aye; Board Member Skidmore-aye; Board Member Hall-aye; Board Member Schalk-aye; and Board Member Enrico-Crum-aye. The motion carried unanimously.

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

Discipline: The Board reviewed the following disciplinary cases:

Close with Advisory Letter: I-CON-2024-2; I-CON-2024-10; I-CON-2024-31; I-CON-2024-32; I-CON-2024-39; I-CON-2024-40; I-CON-2024-60; I-CON-2024-73; I-CON-2024-86; I-CON-2024-88; I-CON-2024-157; I-CON-2024-168; and I-CON-2024-188.

Close with No Action: I-CON-2024-57; I-CON-2024-82; I-CON-2024-102; I-CON-2024-108; I-CON-2024-147; I-CON-2024-23; I-CON-2024-78; I-CON-2024-84; and I-CON-2024-138.

Stipulated Order: I-CON-2024-14; I-CON-2024-22; I-CON-2024-42; I-CON-2024-59; I-CON-2024-72; I-CON-2024-89; I-CON-2024-91; I-CON-2024-92; I-CON-2024-101; I-CON-2024-110; I-CON-2024-116; I-CON-2024-117; I-CON-2024-118; I-CON-2024-124; I-CON-2024-132/2024-177; I-CON-2024-134; I-CON-2024-156; and I-CON-2024-181.

Table: I-CON-2023-202; and I-CON-2024-143/2024-154.

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Discipline: A motion was made and seconded for staff to take action as identified in the Chairman’s summary as scribed. The motion carried unanimously.

Next Meeting: The next regularly scheduled meeting will be June 12, 2024 at 9:00 a.m.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 1:00 PM. 04/08/2024/zjt