



State of Idaho  
Division of Occupational and Professional Licenses

Public Works Contractors License Board

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

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**Minutes of 09/28/2023**

<b>Board Members</b>	Jake Claridge, Chair	<b>Division</b>	MiChell Bird, Executive Officer
<b>Present:</b>	Garry Mattson, Vice-Chair	<b>Staff:</b>	Lea Kear, Legal Counsel
	Kasey Ketterling		Adriana Burton, Tech. Rec. Spec. 2
	Brian Gordon		Miah Ellett, Board Support Spec.
	Tyler Resnick		
	Matt Hartline		
	Larry Geyer		

**Board Members** Brian Price  
**Absent:**

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

**APPROVAL OF MINUTES**

Board Member Kasey Ketterling attended the August 2023 meeting; however, the minutes reflected he was both present and absent. Board Member Ketterling asked his name be removed from “Board Members Absent”.

A motion was made and seconded to approve the 07/25/2023 minutes as written, and the 08/02/2023 minutes as amended. The motion carried unanimously.

**BOARD BUSINESS**

**Zero-Based Regulation - Changes to Board Rules:** Executive Officer MiChell Bird provided a high-level overview of the proposed changes to the rules. The following topic was addressed: 03. Applications – d. Financial Requirements, change working capital from \$2 million to \$1.2 million.

A motion was made and seconded to send the IDAPA 24.39.50 – Rules of The Public Works Contractors License Board, with the modifications discussed and reviewed, to a proposed status. The motion carried unanimously.

**Quarterly Board Report:** The Quarterly Board Report was provided; showing an uptrend in upgrades from previous fiscal years.

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

**ADJOURN**

There being no further business, the meeting adjourned at 10:04 AM MT.