



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 06/12/2024**

<b>Board Members</b>	Michael Arrington, Chair	<b>Division</b>	MiChell Bird, Executive Officer
<b>Present:</b>	Gary Hall	<b>Staff:</b>	Mark Kubinski, Lead Legal Counsel
	Becky Enrico-Crum		Jill Randolph, Legal Counsel
	Brett Skidmore		Don Morse, Investigative Pgm. Supv.
			Renee Bryant, Board Support Supv.
			Jorge Perez, Board Support Specialist

**Prosecuting  
Attorney:** Andrea Rosholt

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

**APPROVAL OF 03/26/2024 MINUTES**

A motion was made and second to approve the 03/26/2024 meeting minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**Financial Update:** Executive Officer (EO) MiChell Bird provided a financial update.

**Legislation Update:** EO Bird provided a legislative update. The only legislation that is relevant to the Contractor Board is the license renewal legislation. Effective July 1, licensing boards will transition from a one to two-year renewal period. There is a four-year implementation timeline and the Division is currently working on a strategic implementation process.

**Public Member Training:** Lead Legal Counsel (LLC) Mark Kubinski presented a PowerPoint presentation titled "Public Member Training".

**Oasis Update:** EO Bird described the Oasis system and provided an update on where in the implementation process the Division was currently.

**BOARD BUSINESS**

**Zero Based Regulation (ZBR):** EO Bird expects the Board to go proposed to vote to accept rules at the August 8 Board Meeting.

**Delegated Authority:** EO Bird pointed out to the Board that staff have had difficulty interpreting the authority they have on deciding the course of action for felony cases. EO Bird recalled that the Board previously delegated a single board member to review and discuss felony cases with staff. At the request of the Board, LLC Kubinski outlined the Boards authority on denying applications.

Chairman Arrington suggested that further discussion of the Board's authority be added as an agenda item for the next Board meeting. The Board decided to delegate two board members to review felony cases.

A motion was made and seconded to have Chairman Michael Arrington and Board Member Brett Skidmore review felony cases. The motion carried unanimously.

**Contractor Accountability – Contractor Licensing Update:** EO Bird informed the Board that as a division it was decided to bring Contractor Accountability legislation to the Governor so that it may be accepted as a legislative idea. The Board discussed the benefits of increased contractor accountability after EO Bird outlined legislative ideas. It was discussed that the disciplinary caseloads have increased compared to last year and that contractor accountability will aid in reducing that amount. EO Bird let the Board know that she is pushing for more public education and money from the Board's budget will be utilized in this effort.

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

#### **EXECUTIVE SESSION – APPLICATION(S) & 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; 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-024-155;

**Close with No Action:** I-CON-2023-231; I-CON-2023-37; I-CON-2024-112; I-CON-2024-160; I-CON-2024-164; I-CON-2024-169; I-CON-2024-170;

**Stipulated Order:** I-CON-2023-154; I-CON-2023-204; I-CON-2024-119; I-CON-2024-129; I-CON-2024-131; I-CON-2024-137; I-CON-2024-143&154; I-CON-2024-144; I-CON-2024-153; I-CON-2024-159; I-CON-2024-172; I-CON-2024-173; I-CON-2024-174; I-CON-2024-178; and I-CON-2024-180.

#### **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.

**Motion(s) re: Application(s):** A motion was made and seconded to approve applications CONA-70997, CONE-70938, and CONE-71139. The motion carried unanimously.

A motion was made and seconded to table application CONE-71133. The motion carried unanimously.

**Next Meeting:** The next regularly scheduled meeting will be August 8, 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 1:18 PM.

06/13/2024/jp

DRAFT