



State of Idaho  
Division of Occupational and Professional Licenses  
Factory Built Structures Advisory Board

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

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Minutes of 07/20/2023

**Board Members** Mike Jensen, Vice-Chair **Division Staff:** Michael Hyde, Executive Officer  
**Present:** Jeff Chrisman Lea Kear, Legal Counsel  
Spencer McLean Sam Zahorka, Building Prog. Mgr.  
Ross Parks Miah Ellett, Board Support  
Kenna Draper  
Ken Roche

**Board Members** Mike Hampton  
**Absent:** Brian Mattson

The meeting was called to order at 9:00 AM MT by Vice-Chairman Mike Jensen.

#### **APPROVAL OF 05/03/23 MINUTES**

A motion was made and seconded to approve the 05/03/2023 meeting minutes. The motion carried unanimously.

#### **BOARD BUSINESS**

**Zero-Based Regulation (ZBR) – Changes to Board Rules:** The most recent comments and proposed changes to the Factory Built Structures Advisory Board rules were presented and discussed. A motion was made and seconded to approve the identified changes to the rule chapter. The motion passed unanimously. A motion was made and seconded to send the rules to a proposed status. The motion carried unanimously.

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

#### **DIVISION BUSINESS**

**Financial Update:** The Financial Report was not available.

**Program Report:** The Program Report was presented by the Program Manager, Sam Zahorka.

#### **ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 11:24 AM MT.