



State of Idaho  
Division of Occupational and Professional Licenses  
State Plumbing Board

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

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Minutes of 09/05/2024

**Board Members Present:**

Matt Gardner, Chair  
John Kierce  
Bill Harmon  
Bob King

**Division Staff:**

Justin Touchstone, Executive Officer  
Jill Randolph, Legal Counsel  
Andrea Rosholt, Prosecuting Attorney  
Bryan Mulleneaux, Investigator  
Jeremy Kirk, Program Manager  
Jorge Perez, Board Support Specialist

The meeting was called to order at 9:01 AM MT by Chairman Matt Gardner.

**APPROVAL OF MINUTES**

A motion was made and seconded to approve the 02/15/2024 meeting minutes. The motion carried unanimously.

**AMEND AGENDA:** To coordinate with the Prosecution Attorney's schedule, Executive Officer (EO) Justin Touchstone asked to amend the agenda; moving the executive session up on the agenda from 11:15 a.m. to 9:05 a.m.

A motion was made and seconded to amend the agenda. The motion carried unanimously.

**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 Gardner-aye; Board Member Kierce-aye; Board Member King-aye; and Board Member Harmon-aye. The motion carried unanimously.

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

**MOTION(S) RESULTING FROM THE EXECUTIVE SESSION**

**Motion(s) re: Discipline:** A motion was made and seconded to proceed with what was discussed in executive session with a possible special board meeting on Appeal Case No. PLB2211-0003. The motion carried unanimously.

**DIVISION BUSINESS**

**Public Member Training:** Legal Counsel (LC) Jill Randolph presented a PowerPoint title "Public Member Training".

**Financial Report:** A Financial Report was provided. The Board requested a more in-depth explanation of the report be provided at a future meeting.

**Notice of Violation (NOV) Report:** The NOV Report was provided.

#### **BOARD BUSINESS**

**Discuss Adoption of 2024 Idaho State Plumbing Code (ISPC), based on 2024 Uniform Plumbing Code (UPC):** The Board along with EO Touchstone discussed the best route to pursue on the topic of adopting the 2024 Idaho State Plumbing Code. John Nielson, City of Nampa, and LC Randolph provided information on current and alternative ways of amending and adopting rules to the Plumbing Board. Board Member John Kierce volunteered to write up, along with EO Touchstone, a draft of the Boards intentions with adoption of the 2024 ISPC.

**Public Comment:** John Hughs, ID AFC-CIO, brought to the attention of the Board some difficulties the Electrical Board has faced when pursuing some of the methods of code adoption that the Board discussed. Jeff Matson, Viega LLC, encouraged the Board to adopt the 2024 code. Mark Hosisic, Plumbers and Pipefitters Local 296, inquired on the security of applications on the new system and when the public can expect for the system to go live.

#### **ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 10:14 AM. 09/05/2024/jp