



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

BRAD LITTLE
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Draft Minutes of 11/13/2024

Board Members	Michael Arrington, Chair	Division	Michelle Bird, Executive Officer
Present:	Brett Skidmore	Staff:	Kolby Reddish, Legal Counsel
	Becky Enrico Crum		Don Morse, Investigation Supervisor
	Jeremy Schalk		Dana Ellis, Investigator
	Gary Hall		Jeana Graff, Human Resource Spec.
			Renee Bryant, Board Support Sup.
			Amanda Lee, Board Support Spec.
		Prosecuting Attorney	Andrea Rosholt, Legal Counsel

This meeting was called to order at 9:14 AM (MT) by Chair Michael Arrington.

APPROVAL OF MINUTES: A motion was made and seconded to approve the meeting minutes for the following dates: 8/28/24, 9/18/24, and 10/30/24. The motion carried unanimously.

DIVISION BUSINESS

Respectful Workplace Training: A presentation was given to the Idaho Contractors Board Members by Human Resources Specialist Jeana Graff.

Financial Report: Executive Officer (EO) Michelle Bird gave a breakdown of the Board's financial report. It was noted that an annual maintenance fee for the Division's new licensing system was included in said report.

BOARD BUSINESS

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; Board Member Schalk-aye, and Board Member Enrico-Crum. The motion carried unanimously.

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

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

The Board reviewed the following disciplinary cases:

Close with Advisory Letter: 1372845, I-CON-2024-149, I-CON-2024-231, I-CON-2024-261, I-CON-2024-61, and I-CON-2024-70.

Close with No Action: I-CON-2024-171, I-CON-2024-183, I-CON-2024-227, I-CON-2024-237, I-CON-2024-269, I-CON-2024-285, I-CON-2024-287, I-CON-2024-44, I-CON-2024-48, I-CON-2024-51, I-CON-2024-53, I-CON-2024-58, I-CON-2024-93, and I-CON-2024-96

Stipulated Order: I-CON-2024-165, I-CON-2024-190, I-CON-2024-194, I-CON-2024-196, I-CON-2024-205 & 267, I-CON-2024-215, I-CON-2024-219, I-CON-2024-229, I-CON-2024-233, I-CON-2024-240, I-CON-2024-241, I-CON-2024-247, I-CON-2024-248, I-CON-2024-249, I-CON-2024-253, I-CON-2024-256 & 279, I-CON-2024-258, I-CON-2024-259, I-CON-2024-264, I-CON-2024-272, I-CON-2024-280, I-CON-2024-283, I-CON-2024-292, I-CON-2024-297, I-CON-2024-307, I-CON-2024-34, I-CON-2024-56, I-CON-2024-74, and I-CON-2024-76

Tabled: I-CON-2024-85

Motion(s) re: Discipline: A motion was made and seconded for staff to proceed with the actions outlined in the Chairman's summary. The motion passed unanimously.

ADJOURNMENT: A motion was made and seconded to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 1:34 PM (MT).

11/13/2024 al