



State of Idaho  
Division of Occupational and Professional Licenses  
State Driving Businesses Licensure 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

**Board Meeting Minutes of 10/24/2024**

<b>Board</b>	James Cavataio – Chair	<b>Division</b>	Cesley Metcalfe, Executive Officer
<b>Members</b>	Andrew Marini	<b>Staff:</b>	Allegra Earl, Licensing Manager
<b>Present:</b>	C Randall Willey		Greg Loos, General Counsel
	Richard Clark		Lizzie Kukla, Licensing Supervisor
			Julie Brown, Licensing Specialist
			Meagan Graves, Board Support Specialist

The meeting was called to order at 9:00 AM by James Cavataio.

**Introductions**

Ms. Metcalfe introduced Allegra Earl as the Board's new Executive Officer.

**Approval of Minutes**

A motion was made and seconded to approve the 04/02/2024 minutes. The motion carried unanimously.

**Public Comment**

No public comment was provided.

**DIVISION BUSINESS**

**Respectful Workplace Training:** The Board viewed a Respectful Workplace presentation.

**Public Member Training:** Mr. Loos provided training on the role and importance and role of public members appointed to regulatory boards.

**Open Meeting Law Training:** Mr. Loos gave training on the Idaho Open Meeting Law.

**Financial Update:** Ms. Earl provided the financial update.

**BOARD BUSINESS**

**Board Elections:** A motion was made and seconded to elect James Cavataio as the Board chair. The motion carried unanimously.

**Licensing Update:** Ms. Kukla provided the licensing report.

**Adjourn**

There being no further business, the meeting was adjourned at 9:53 AM.