



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

BRAD LITTLE
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Board Meeting Minutes of 12/04/2024

Board	James Cavataio - Chair	Division	Allegra Earl, Executive Officer
Members	Andrew Marini	Staff:	Cesley Metcalfe, Board Support Manager
Present:	C Randal Willie		Greg Loos, General Counsel
	Richard Clark		Julie Brown, Licensing Specialist
			Christian Runnalls, Board Support Specialist

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

BOARD BUSINESS

Cash Balance Discussion: Ms. Earl explained that the Division is under legislative intent language to have all boards and commissions bring their cash balances on hand to between 30% to 125% of the annual operating costs. In reviewing the Board's cash balance, Ms. Metcalfe identified that due to the transition from the previous agency to DOPL the Board was not receiving fees owed from the Idaho Transportation Department for the last two years. With those fees now being collected, the Board's cash balance is currently over 125% and the Legislature recommended reducing fees by 20%.

A motion was made and seconded to reduce the application, license, permit, and annual renewal fees by 20% effective January 1, 2025. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 9:15 AM.

The next meeting is on 03/12/2025.