



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

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

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Draft Minutes of 01/21/2025

Board Members

Present: Michael Arrington, Chair
Brett Skidmore
Becky Enrico Crum
Jeremy Schalk
Gary Hall

Division Staff

Present: MiChell Bird, Executive Officer
Gus Tate, Legal Counsel
Don Morse, Investigation Supervisor
Dana Ellis, Investigator
Justin Montoya, Investigator
Renee Bryant, Board Support Sup.
Amanda Lee, Board Support Spec.

Prosecuting Attorney Andrea Rosholt, Legal Counsel

This meeting was called to order at 9:02 AM (MT) by Chair Michael Arrington.

APPROVAL OF MINUTES: A motion was made and seconded to approve the 11/13/2024 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: The Second Quarter Financial Report for the 2025 Fiscal Year was not available for today's meeting. Executive Officer (EO) MiChell Bird will present the financial report at the next meeting.

Strategic Plan: The 2025-2028 DOPL Strategic Plan was presented by EO Bird.

BOARD BUSINESS

Election of Officers: A motion was made and seconded to re-elect Chairman Arrington. The motion carried unanimously. A motion was made and seconded to elect Bob King as Vice-Chairman. The motion carried unanimously.

Legislative Update: EO Bird will be presenting the pending rules of the Idaho State Contractors Board IDAPA 24.21.01 to the House Business Committee and the Senate Commerce Committee during the 2025 legislative session. The Idaho Contractors Board and their stakeholders have worked together to create legislature that highlights three major points: The required registration of Assumed Business Names (ABN) if used, the ability of the Board to assign education as a course of disciplinary action for first time offenders, and the Boards ability to establish formal disciplinary limits for a business, regardless of whether a new business name is registered to initiate a new contractor registration.

Public Comment: Joe Prin with HomeFix Radio Show expressed concern with regards to General Contractors advertising their business as “licensed”. Mr. Prin specifically noted that within DOPL’s licensing system, OASIS, the term “license” is being used interchangeably with “registration” and that this language is creating confusion for the contractor industry highlighting that claiming licensure when unlicensed is fraud, Prin expressed the need for education on this topic and rewording the OASIS licensing system.

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; Vice-Chairman 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: I-CON-2024-121, I-CON-2024-289, 1278331, 1334990, 1338927, 1342554, 1347359, 1374789, 1382907

Close with No Action: I-CON-2024-104, I-CON-2024-203, 1379155, 1383931, 1388225, 1439117

Stipulated Order: I-CON-2024-197, I-CON-2024-200, I-CON-2024-213, I-CON-2024-246, I-CON-2024-316, 1289799, 1293061, 1299510, 1339323, 1359399, 1369295, 1373252, 1373556, 1373956, 1378380, 1379572, 1382908, 1383008, 1431549

Tabled: I-CON-2024-202, I-CON-2024-208, I-CON-2024-222, 1378829

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 2:05 PM (MT).

01/21/2025 al