



State of Idaho

Division of Occupational and Professional Licenses

Idaho Contractors Board

BRAD LITTLE
Governor
RUSSELL BARRON
Administrator

11341 W Chinden Blvd.
P.O. Box 83720
Boise, ID 83720-0063
(208) 332-3433
dopl.idaho.gov

Draft Minutes of 07/22/2025

Board	Michael Arrington, Chair	Division	MiChell Bird, Executive Officer
Members	Brett Skidmore, Vice-Chair	Staff:	Gus Tate, Legal Counsel
Present:	Gary Hall		John Price, Bureau Chief
	Becky Enrico-Crum		Don Morse, Investigations Supervisor
	Jeremy Schalk		Dana Ellis, Investigator
			Amanda Lee, Board Support Spc.
			Charlotte Kovac, Board Support Spc.
		Others	Josh Bishop, Prosecuting Attorney
		Present:	Ashley Butler, Paralegal

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

Approval of 06/10/2025 Minutes:

A motion was made and seconded to approve the June 6, 2025, meeting minutes. The motion carried unanimously.

BOARD BUSINESS

2025 Board Meeting Dates: A motion was made and seconded to add the additional meeting dates of September 25, 2025, and November 20, 2025, to the Board calendar. The motion carried unanimously.

Negotiated Rulemaking Language: Legal Counsel (LC) Gus Tate presented the updated proposed fee table for [IDAPA 24.21.01 – Rules of the Idaho State Contractors Board](#). A motion was made and seconded to approve the rules as proposed and to direct staff to continue in the rulemaking process. The motion carried unanimously.

Delegation of Authority: LC Tate presented the draft Delegation of Authority – Unlicensed Practice Referrals document to the Board. A motion was made and seconded to approve the Delegation to Act on Behalf of the Board – Unlicensed Practice Referrals. The motion carried unanimously.

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: Chair Arrington-aye; Board Vice-Chair Skidmore-aye; Board Member Schalk-aye; Board Member Enrico-Crum-aye; and Board Member Hall-aye. 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

Motion(s) re: Discipline: A motion was made and seconded to close and send an advisory letter to case number 1359917. Board Member Gary Hall recused himself. The motion carried unanimously.

A motion was made and seconded to close case numbers 1477763, 1519416, 1553126, 1561512 and 1579020. The motion carried unanimously.

A motion was made and seconded to send an advisory letter to case numbers 1279934, 1348779, 1352780, 136446, 1417013, 1428960, 1478949, 1502929, 1558736 and 1569031. The motion carried unanimously.

A motion was made and seconded to direct staff and retained legal counsel to prepare a stipulated order pursuant to the discussion in Executive Session for case numbers 1348719, 1353730, 1374751, 1383350, 1387660, 1464190, 1471092, 1471093, 1483217, 1492381, 1522814, 1534362, 1534585, 1549531, 1566067, 1567186, 1579129 and 1635653. The motion carried unanimously.

Adjournment:

There being no further business, the meeting was adjourned at 1:04 PM.