



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 07/29/2025

Board Members Present: James Cavataio - Chair
C Randal Willie
Richard Clark
Kristin Galloway

Division Staff: Allegra Earl, Executive Officer
Greg Loos, General Counsel
Lizzie Kukla, Licensing Unit Supervisor
Christian Runnalls, Board Support Specialist

Board Members Absent: Andrew Marini

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

Approval of Minutes

A motion was made and seconded to approve the 03/12/2025 minutes. The motion carried unanimously.

DIVISION BUSINESS

2025 Legislative Session Overview: Ms. Earl presented information on H0099 that removes confusing language and clarifies the process to allow parents and guardians to privately teach their children to drive and obtain an Idaho Driver's License. The bill was signed by the Governor on March 14th.

Open Meeting Law Training: Mr. Loos gave a presentation on the Open Meeting Law.

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

Financial Update: Ms. Earl presented the Board's financial report for the fourth quarter of FY2025, which indicated that the Board had a cash balance of \$370,211.73 as of June 30, 2025.

BOARD BUSINESS

Board Elections: A motion was made and seconded to elect Ms. Galloway as the Board Chair. The motion carried unanimously.

Driving Business Statute Review: The board reviewed the recommended changes to the statute that will be made for H0014:

54-5401 – Short Title: Delete as unnecessary.

54-5402 – Definitions: Add definition of "Division."

54-5403(1) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Strike "of occupational and professional licenses" as unnecessary.

54-5403(3) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Change “three (3) years” to “five (5) years.” Strike language that limits board member terms to two consecutive terms as unnecessarily restrictive. Strike language about holding office until replaced as unnecessary.

54-5403(5)(a) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Strike language referencing Idaho Code as necessary. Strike language stating the intent of enforcing the law as unnecessary.

54-5403(5)(c) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Delete as duplicative of the Open Meeting Law.

54-5403(5)(e) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Delete as obsolete as the Board is within DOPL.

54-5403(5)(f) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Delete as unnecessary as the Board does not have an independent website.

54-5403(6) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Change “conduct” to “review.”

54-5403(8) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Strike obsolete language about chairman term limits for flexibility.

54-5403(9) – Board – Terms of Members – Qualifications – Powers and Duties – Meetings – Compensation: Add “currently appointed members of the board” to align the quorum requirements with other boards.

54-5404 – Fees: Strike all language as obsolete or unnecessary except for “All licenses issued under the provisions of this chapter shall be subject to biennial licensure” and “All fees are nonrefundable.”

54-5406 – Driving Instructors – Requirements: Change “provided” to “designated” and strike “of occupational and professional licenses” as unnecessary.

54-5408(1)(a) – Discipline: Strike language about a suspended sentence to bring into compliance. Strike language defining qualifications for discipline and replace with a reference to Idaho Code § 67-9411(1).

54-5408(2) – Discipline: Delete as an unnecessary reference to Idaho Code.

Delegated Authority: Ms. Earl reviewed the delegated authority the Board has granted to Division staff and individual Board members.

A motion was made and seconded to affirm the delegated authority items numbered one through ten as presented. The motion carried unanimously.

Driving School Insurance Requirements: Mr. Loos reviewed Idaho Code § 54-5405, which states the requirements for licensure, and Rule 100.04, which specifies the insurance requirements for a driving school. Mr. Willie stated that driving schools have modeled their insurance requirements after the Department of Education's standards. He asserted that, since Idaho allows parents to teach driver's education to their children without additional insurance requirements, Idaho driving schools should have

their insurance requirements reduced to the \$125k coverage that parents have. Mr. Clark said that the higher insurance cost for schools is due to their greater liability as a driving business. Ms. Galloway noted that school insurance is a separate issue from parents teaching driver's education. She expressed her desire to keep the current insurance requirements to protect schools and the public in case of an accident, and she also wants insurance to match that of surrounding states. Mr. Loos stated that as regulators, our goal is to protect the public, not the business. He suggested the Board consider proposing negotiated rulemaking for 2026 to facilitate a meaningful dialogue with the industry. Mr. Clark pointed out that there is a significant difference between a parent with their child and an instructor with another parent's child, and possibly multiple students in the vehicle.

Licensing Report: Ms. Kukla presented the licensing report.

Adjourn

There being no further business, the meeting was adjourned at 10:09 AM.