



State of Idaho

Division of Occupational and Professional Licenses Idaho Electrical Board

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Draft Meeting Minutes of 08/12/2025

Board	Rick Stark, Chair	Division	Amy Lorenzo, Executive Officer
Members	Jim Marchetti, Vice-Chair	Staff	Gus Tate, Legal Counsel
Present:	Chad Fields	Present:	Steve Greene, Electrical Program Mgr.
	Josh Madsen		Jessica Spoja, Licensing Program Mgr.
	Jeff Bradley		Melissa Ferguson, Education Prog. Sup.
	Alex Owens		Bryan Mulleneaux, Investigator
	Paul Cook		Charlotte Kovac, Board Support Spc.
	Casey Wilson		
		Others	Josh Bishop, Prosecuting Attorney
		Present:	

The meeting was called to order at 9:00 AM MT by Chair Rick Stark.

Approval of 05/06/2025 Minutes:

A motion was made and seconded to approve the May 06, 2025 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) Amy Lorenzo presented the Fiscal Year 2025, Quarter 4 Financial Report. Vice-Chair Jim Marchetti requested a review of civil penalty fines from the previous five years. EO Lorenzo will provide a report at the next Board meeting.

House Bill 14: [House Bill 14](#), The Idaho Code Cleanup Act, requires state agencies to review their titles and chapters of the Idaho Code for unnecessary, obsolete and outdated provisions and provide a report to the Legislature by September 1, 2025. Legal Counsel (LC) Gus Tate reviewed Idaho Code § 54-10 with the Board and noted that if any of the Board's comments affect the overall report, he would follow up with EO Lorenzo to determine the next steps.

Licensing Report: Licensing Program Manager (LPM) Jessica Spoja presented the Fiscal Year 2025 Licensing Report for active licenses. LPM Spoja added that most apprenticeship registration applications are processed and approved on the same day. Delays in the license application approval process are most commonly due to errors and omissions on an application as well as the scheduled date for an exam.

Exam Update: Education Program Supervisor (EPS) Melissa Ferguson is continuing to work with subject matter experts and PSI Services to develop the Idaho Journeyman and Master Electrician exams. EPS Ferguson plans to conduct periodic reviews of the exam with the PSI

statistics team to determine if any questions need to be adjusted. EO Lorenzo added that the one-time voucher will be provided to those who wish to take the PSI developed exam if they fail the National Association of State Contractors' Licensing Agencies (NASCLA) exam.

BOARD BUSINESS

License Card Update: The laminated license card system is active, and laminated cards are being produced. The backlog of cards will begin distribution this fall.

Master Electrician-Journeyman License Report: House Bill 153, which amended section 54-1007, allows individuals who have obtained a Master Electrician's License to be automatically issued a Journeyman's license at no additional cost or requirements. This has created some issues within the licensing system and questions about reciprocity with other states. DOPL is currently working on programming updates to the licensing system to accommodate this change.

Reciprocity Process: DOPL staff are reviewing the current reciprocal agreements as well as changes in other states' legislation that may affect those agreements. A revaluation of the reciprocal agreements will be conducted later this year.

NERA Conference: EO Lorenzo invited the National Electrical Reciprocal Alliance (NERA) to host their 2025 Annual Conference in Idaho with the aim to learn more about NERA and its process for reciprocity, continuing education, and work verifications. She will provide an update at the next meeting.

WECA Apprenticeship Program: Western Electrical Contractors Association (WECA) representatives Christine Hall and Don Black presented information about the WECA Electrical Apprenticeship Training program to the Board. The Board determined that more time was needed to review the WECA program and will address this topic again at the next Board meeting.

Public Comment: There were public comments.

EXECUTIVE SESSION

A motion was made and seconded for the Board to enter into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration.

Motion to Exit Executive Session: A motion was made and seconded to exit executive session. The motion carried unanimously.

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Application(s): A motion was made and seconded to approve Waiver Request Application #1. The motion carried unanimously.

DOPL staff consulted the Board as subject matter experts asked the Board to not take any action on Waiver Request Application #2.

A motion was made and seconded to approve, with the terms discussed in executive session, Waiver Request Application #3. The motion carried unanimously

A motion was made and seconded to deny Waiver Request Application #4. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made and seconded to authorize the Board's prosecutor to negotiate a stipulation and consent order for case number 1513002 based on the terms discussed in executive session and to authorize the Board Chair to sign on behalf of the Board. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:22 PM.