



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 09/25/2025

Board	Michael Arrington, Chair	Division	MiChell Bird, Executive Officer
Members	Brett Skidmore, Vice-Chair	Staff:	Greg Loos, Legal Counsel
Present:	Jeremy Schalk		Skip Liddle, Investigations Unit Manager
			Don Morse, Investigations Supervisor
			Dana Ellis, Investigator
			Amanda Lee, Board Support Specialist

Board	Gary Hall	Others	Josh Bishop, Prosecuting Attorney
Members	Becky Enrico-Crum	Present:	
Absent:			

This meeting was called to order at 9:00 AM (MT) by Chair Michael Arrington.

Approval of 07/22/2025 Minutes:

A motion was made and seconded to approve the July 22, 2025, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Open Meeting Law Training: Legal Counsel (LC) Greg Loos presented the Open Meeting Law Training, reviewing the requirements for all meetings of appointed Boards and Committees of Idaho.

Idaho Code § 67-9411 Training: LC Loos reviewed [Idaho Code § 67-9411](#), Evaluation of Criminal Convictions.

BOARD BUSINESS

Legislative Update: Executive Officer (EO) MiChell Bird met with the Idaho Home Builders Association (IHBA) to review the Division's Contractor Registration Act that was presented at the 2025 legislative session and will continue to provide guidance as the IHBA draft is developed for the 2026 legislative session. EO Bird has also met with Idaho Associated General Contractors on legislation.

2 Year Renewal of Registrations: EO Bird confirmed that the General Contractor Registration two-year renewal cycle will go into effect on October 14, 2025. Additional information on renewal cycle changes can be found on the DOPL website.

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; and Board Member Schalk-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 case numbers 1379055, 1396776, 1539218, 1582455, 1584106, 1598051, 1609211, 1636313, 1638049, 1651307, 1653853, 1664153, 1668453, 167465, 1679860, 1679863, 1691137, and 1764178. The motion carried unanimously.

A motion was made and seconded to send an advisory letter to case numbers 1412700, 1453402, 1474273, 1583552, 1596977, 1608633, 1627465, 1631399, 1638927, 1641586, 1674131, 1678863, 1679581, 1687558, 1704911, 1726301, 1744458, 1776856, and 1781667. 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 1382927, 1423696, 1542702, 1579818, 1584419, 1588057, 1593751, 1603011, 1618466, 1631337, 1642808, 1646914, 1647031, 1658233, 1663562, 1697779, 1711390, 173222, 1749595, 1782531, and 1830937. The motion carried unanimously.

Adjournment:

There being no further business, the meeting was adjourned at 12:21 PM.