



State of Idaho

Division of Occupational and Professional Licenses Idaho Contractors Board

BRAD LITTLE
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RUSSELL BARRON
Administrator

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Draft Minutes of 03/25/2025

Board Members

Present: Michael Arrington, Chair
Brett Skidmore, Vice-Chair
Gary Hall

Division Staff

Present: MiChell Bird, Executive Officer
Gus Tate, Legal Counsel
Don Morse, Investigations Sup.
Amanda Lee, Board Support Spec.

Board Members

Absent: Becky Enrico-Crum
Jeremy Schalk

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

APPROVAL OF MINUTES: A motion was made and seconded to approve the 01/21/2025 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) MiChell Bird presented the Board's Quarter 2 Financial report. The Board will be discussing a temporary rule to increase the application fee to be in compliance with the outlined balance requirements specified in House Bill (HB) 724 from the 2024 legislative session.

BOARD BUSINESS

Legislative Update: The proposed contractor legislation proposed by the Board for the 2025 legislative session was not printed and therefore, did not make it through the legislative session. EO Bird will work with the Board and the stakeholders to possibly re-introduce the bill in the next session. In the next few years, the Division will be implementing a two-year renewal cycle for contractor registrations in accordance with HB505 from the 2024 legislative session.

HB14 from the 2025 legislative session requires all Idaho State agencies to review their statutes for unnecessary, obsolete, and outdated provisions, and provide a report to the Legislature by September 1, 2025. Legal Counsel Gus Tate will be preparing this report and will present it to the Board prior to the September 1, 2025, deadline.

Compliance Update: Investigations Supervisor Don Morse stated that complaints for the Contractor Board remain steady.

Registrant/Consumer Education: The Division's Education Team hopes to enter into a contract to produce an educational course that is to be provided for registrants. The Board intends to make this course available for optional viewing before an individual or company is registered.

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; Vice-Chair Skidmore-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

The Board reviewed the following disciplinary cases:

Close with Advisory Letter: 1341392, 1387415, 1412834, 1477245, and I-CON-2024-276.

Close with No Action: 1239694, 1254289, 1257940, 1267572, 1268614, 1308183, 1413190, 1429341, 1429572, 1443475, 1459443, 1469172, 1502645, 1514358, 1542538, 1574627, and I-CON-2024-151.

Stipulated Order: 1184982, 1576060, 1239398, 1284448, 1304797, 1349743, 1353203, 1358346, 1413997, 1414710, 1422663, 1457901, 1474787, 1477245, 1493715, 1508561, 1549457, I-CON-2024-142, I-CON-2024-268, I-CON-2024-294, and I-CON-2024-296

Tabled: 1243183 and I-CON-2024-265

Motion(s) re: Discipline: A motion was made and seconded for staff to proceed with the actions outlined in the Chair's summary. The motion passed unanimously.

ADJOURNMENT: There being no further business, Chair Arrington adjourned the meeting at 12:53 PM (MT).

03/25/2025 al