



State of Idaho
Division of Occupational and Professional Licenses
Public Works Contractors License Board

BRAD LITTLE 11341 W Chinden Blvd.
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Minutes of 01/25/2023

Board Members Present:	Jake Claridge, Chair Garry Mattson, Vice-Chair Brian Gordon Matt Hartline Jim Roletto	Division Staff: Russ Barron, Administrator MiChell Bird, Executive Officer Lea Kear, Legal Linda Pratzner, Board Support Adrianna Burton, Licensing
Board Members Absent:	Chuck Graves Larry Geyer Brian Price	

The meeting was called to order at 9:13 a.m. by Chairman Jake Claridge

Introductions

The board members were introduced.

APPROVAL OF MINUTES

A motion was made and seconded to approve 08/22/2022 minutes. The motion carried unanimously.

DIVISION BUSINESS

Division Update: Administrator Russ Barron provided an update on the DOPL organization.

Respectful Workplace Training: Christopher Gilliam presented Respectful Workplace training.

Zero Based Regulation Administrative Rules Process: Lea Kear explained the process for zero based regulations.

Strategic Plan: Lea Kear presented DOPL's four-year strategic plan.

Confidentiality and Conflict of Interest Agreement: These two forms were presented and passed out for signature to the Board Members.

Schedule Meeting Dates for 2023: The following dates will be scheduled for meetings: 02/23/2023, 03/30/2023, 05/25/2023, 06/28/2023 and 09/28/2023.

BOARD BUSINESS

Quarterly License Report: The quarterly license public works contractor license report was presented.

Licensing Process: A flowchart was presented outlining how an application is processed.

Public Comment: There was no public comment.

ADJOURN

There being no further business, the meeting adjourned at 10:40 a.m.

(01/27/2023/lp)

The next meeting is on 02/23/2023.

DRAFT