

MINUTES OF THE FEBRUARY 24, 2016 CONSTRUCTION CONTRACTORS BOARD MEETING

The Construction Contractors Board (CCB) met on Wednesday, February 24, 2016, in the Board Room on the 6th floor at 201 High Street SE, Salem, Oregon.

Attendees:

Board Members present: Board Chair Kimberly Wood, Kurt Bolser, Jerry Jones Jr., Jim Kitchin, Vice Chair Jim Patrick, Susan Steward, Sandi Warren.

Board Members appearing by phone: none

Absent Excused: Mariana Lindsay

Staff: Administrator James Denno, Communications & Education Manager Cheryl Martinis, Enforcement Manager Stan Jessup, Licensing Manager Laurie Hall, Central Services Manager Kim Ayers, Procurement Specialist Catherine Dixon, Board Secretary Leslie Culpepper and Assistant Attorney General Catriona McCracken.

Guests: Bonnie Sullivan, Tammy Hedrick, Kathy Nishimoto, Kirsten Adams

A. MEETING CALLED TO ORDER:

Chair Wood called the meeting to order at 9:30 a.m.

B. APPROVAL OF AGENDA AND ORDER OF BUSINESS:

MOTION: Jim Patrick moved to approve the agenda. Motion carried unanimously.

C. APPROVAL OF MINUTES:

1. Leslie Culpepper amended last month's minutes to reflect excused absences of Sandi Warren and Mariana Lindsay.

MOTION: Susan Steward moved to approve the amended January 27, 2016 meeting minutes. Motion carried unanimously.

- ### **D. DATE OF NEXT REGULARLY SCHEDULED MEETING:**
- The next meeting is scheduled for March 23rd 2016, in the Board room on the 6th floor of 201 High Street SE, Salem OR 97301. The meeting will occur by teleconference.

E. PUBLIC COMMENT:

1. **Kathy Nishimoto:** Suggested an extra hour for people taking translated tests. Would like people who need translation of the test to have as much time as they can so they can successfully pass the test.
2. **Bonnie Sullivan:** Stressed the importance of making the new manual user friendly. Believes the new manual will be an improvement.

F. ETHICS TRAINING:

Tammy Hedrick from the Oregon Ethics Commission conducted a training session on ORS 244; ethics issues for board members.

1. **Kurt Bolser requested an interpretation or summarization of the ethics training.** Staff will work with AAG to provide additional information at a subsequent board meeting.

G. PROPOSED RULE MAKING:

1. **Cheryl Martinis, joined by Kathi Dahlin over teleconference**
Ms. Martinis gave a summary of the proposed rule changes and the board discussed the new language section by section.
 - The decision was made to begin the official rule making process. Hearing will be set and public comments accepted.

H. RESPONSIBLE MANAGING INDIVIDUALS

1. **Board Chair Kimberly Wood decided that this would be postponed until April.**

I. CONSENT AGENDA

1. **Enforcement Manager Stan Jessup discussed the consent agenda.** Due to potential conflicts of interest, the following items were removed and considered separately:

- Mr. Patrick pulled file number 110671 from the consent agenda to be considered separately.
- Chair Wood pulled file number 110938, 110406, 110407, 110408, 110907 from the consent agenda to be considered separately.
- Mr. Kitchin pulled file number 119070 from the consent agenda to be considered separately.
- Mr. Bolser pulled file number 110637 from the consent agenda to be considered separately.

MOTION: Jerry Jones moved to ratify the action taken by staff and approve consent agenda notices of intent and final orders issued, minus the file numbers listed above.

Motion carried unanimously.

File No. 110671, Mr. Patrick declared actual conflict of interest with Luckini Construction Inc.

MOTION: Jerry Jones moved to ratify the action taken by staff on file no. 110671, Luckini Construction Inc.

Motion carried unanimously, Mr. Patrick abstained.

File No. 110938, File No. 110406, File No. 110407, File No. 110408, File No. 110907, Chair Wood declared actual conflict of interest with Schindler Elevator Corp (110938), potential conflict of interest for Rose City Electric (110406, 110407 and 110408) and an actual conflict of interest for Stoner Electric (110907).

MOTION: Sandi Warren moved to ratify the action taken by staff on Schindler Elevator Corp (110938), Rose City Electric (110406, 110407 and 110408) and Stoner Electric (110907)

Motion carried unanimously, Chair Wood abstained.

File No. 110907, Mr. Kitchin declared potential conflict of interest with Stoner Electric

MOTION: Jim Patrick moved to ratify the action taken by staff on file no. 110907, Stoner Electric.

Motion carried unanimously, Mr. Kitchin abstained.

File No. 110637, Kurt Bolser declared potential conflict of interest with AirGas USA LLC

MOTION: Jim Patrick moved to ratify the action taken by staff on file no. 110637, AirGas USA LLC

Motion carried unanimously, Mr. Bolser abstained.

J. LEAD-BASED PAINT:

1. Jim Patrick asked if the option existed to buy a 5 year license for Lead Based Paint renewal. The certification is renewed every 5 years, but the lead paint license is renewed every year. Stan Jessup reported that it would require a change to the statute.

K. NEW BUSINESS:

1. There was no new business.

L. ADJOURNED:

The meeting adjourned at 1:03 p.m.