

the TOOLBOX

Jan. 2017

Our New Year's Resolution: Change continuing education

The CCB is proposing reforms to the residential continuing education program requirements to address your complaints that the program lacks quality courses, restricts you from taking courses that are relevant to your business, and costs too much. If approved, an agency bill in the 2017 legislative session would make the following changes, effective January 2018.

- The CCB would provide its required three hours of courses for free, saving contractors \$45 every license renewal period.
- You would have much more flexibility to take the courses you deem most relevant and valuable to your businesses.
- Approved types of education providers will be listed in the law, eliminating the CCB provider and course approval processes and fees that pose a barrier to participation.

If the law is approved, these changes would take effect on Jan. 1, 2018

Where could I get courses? What kind of courses could I take?

Trade associations, product manufacturers, government agencies, private education businesses, schools and colleges could offer courses for credit. You could take a wide range of courses in either trade-specific or business practice topics. All contractors would get credit for:

- Trade association events with workshops and classes
- Lead paint certification classes
- OSHA safety training
- Certifications taken through other professional organizations, such as the National Association of the Remodeling Industry (NARI), North American Technician Excellence (NATE) or the National Center for Construction Education and Research (NCCER).
- Product manufacturer and supplier training and certification (for example, how to install new products)
- A range of courses from colleges, such as the Northwest College of Construction (NWCOC) and Small Business Development Centers (SBDCs); anything that improves construction business or trade skills.
- Private businesses offering many online courses



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What else do I need to know?

- The required number of continuing education hours would remain the same – either eight or 16 hours every license renewal period, depending on how long you have been licensed. Contractors licensed at least six years need only eight hours.
- Of the required eight or 16 hours, three hours will continue to be provided by the CCB.
- The CCB will continue to require proof that a contractor has met the education requirements to renew their license. Typically this is a course completion certificate issued by the course provider, or an attendance roster uploaded by the provider.
- The CCB will maintain a directory of continuing education providers on its website to help link contractors to available education.

Working on pre-1978 homes? Do you have a lead license?

Older homes and buildings may have paint that contains lead. Remodeling or repairing an older building often disturbs painted surfaces like walls, flooring, windows, window trim, baseboard, gutters and siding. Paint chips and dust that contain lead can be toxic, especially for young children with developing brains. You can take simple, common-sense precautions to protect these children. Oregon provides training and a license for this purpose.

Any licensed contractor working on a home built before 1978 or a “child-occupied facility,” like a day-care building, must be licensed as a lead-based paint renovation (LBPR) contractor.

How do I get one of those?

1. Complete an eight-hour course approved by the Oregon Health Authority and obtain proof of completion (certificate). The certification is good for five years and may be renewed by completing a four-hour refresher course. A list of approved trainers is available on the Oregon Health Authority website.
2. Next, obtain a lead-based paint renovation (LBPR) license from the CCB. (You must be a CCB-licensed contractor to obtain this special license.) The license is good for one year and costs \$50 per year. You may renew it each year with proof of certification. Information on the license is available on the CCB website.

Keep in mind

- You cannot bid to work or work on a pre-1978 home or a “child-occupied facility” without a LBPR license.
- You cannot test a building for lead-based paint without a LBPR license.
- If the work requires an LBPR license, your subcontractors must also have LBPR licenses.
- Even if you use a subcontractor with a LBPR license, you (as the general contractor) must also have an LBPR license.
- Failing to follow these rules can result in civil penalties of up to \$5,000 per offense. That can add up to several thousands of dollars.

Lead questions?

- The CCB: 503-378-4621
- The Oregon Health Authority: 971-673-0440





What do you do when you suddenly lose your responsible managing individual?

This is a problem because the law says you need one of these at all times.

2017 Proposed Legislation

The Associated General Contractors (AGC) association will ask the 2017 Legislature to give the CCB the authority to adopt rules to give you some time to get a new RMI in place.

Specifically, the CCB could adopt rules to establish the notification process between the contractor and CCB, and, the maximum period of time that a contractor may operate after a sole Responsible Managing Individual (RMI) unexpectedly leaves the business.

Meanwhile, here's how to avoid problems:

- When possible, replace an RMI before they leave, or
- Have more than one RMI!

Key contacts

- Licensing questions:
503-378-4621
- Report unlicensed activity: 503-934-2229
- Dispute resolution (mediation) questions:
503-934-2247
- Education questions:
503-934-2227

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Renew online in 2017

Most licensees can renew online. The exception is partnerships or businesses that are making these changes to the license:

- Change in entity type.
- Change in any owners/officers/members.
- Change in your Responsible Managing Individual (RMI).
- Any owner/officer/member has been indicted or convicted of certain crimes.
- Any owner/officer/member has construction-related unpaid debt.

Note: If you want to change your workers' compensation status (from exempt to non-exempt or vice versa), you can't do that while renewing. You can do that separately through your Online Services Account (click on *Business Activities*) or by filling out a form on our website. Call Licensing for help: 503-378-4621.



Ready to renew?

All you need is your CCB Online Services login (at least your email address – you can always get a new password if you forgot yours) and a credit card. A printer is also helpful to print your Summary Page and your credit card receipt. Now that you're ready:

- Eight weeks prior to your license expiration date, go to our website, www.oregon.gov/CCB.
- Click on *Contractor login* at the top of the page.
- Log into your *Licensee Services* account.
- Click on the *Am I Ready to Renew* tab at the top of *Manage CCB License* screen.

- Follow the instructions.
- The CCB processes license renewals in 3-5 business days.

Residential continuing education: Survival tips

- You must complete continuing education before you renew your license, assuming you renew your license as an “active” contractor.
- Approved courses are found in two locations. To find the required three of CCB classes, log into your Online Services Account on the CCB website: www.oregon.gov/ccb. To find Series A and Series B classes, look in the Course Catalog on the CCB website (you don’t have to log into your account).
- If you like in-person CCB classes, contact Education for dates: 503-934-2227. We are now scheduling 2017 classes throughout Oregon. We have already scheduled three-hour classes at our Salem offices on Feb. 23, June 22, and Nov. 9. Registration is required.

You’ll be sorry if you don’t open CCB emails: Stay in touch in 2017

Even though we love to stay in touch, we can’t send a letter to 36,000 contractors every time we have an important update or tip to help keep your license in good standing. Instead, we share key updates in the quarterly Toolbox newsletter. We email the newsletter to addresses we have on file. You can also subscribe using any address you want.

Visit our website to subscribe (www.oregon.gov/ccb). Look for the orange envelope. Our emails are mobile friendly, allowing you to scroll in just seconds to find license-saving tidbits.

Repeat offender in prison

A Portland area man who repeatedly worked as an unlicensed contractor ended 2016 in the Oregon State Penitentiary. Monte Rex Vandeventer II landed in prison in early November as a result of Multnomah County burglary and theft convictions.

Over the years, the CCB investigated multiple cases where victims said they paid money up front to Vandeventer only to have him disappear without even starting the project. One such victim paid \$1,300 to Vandeventer to pave and restripe a Southeast Portland parking lot.

Vandeventer owes the state nearly \$41,000 from multiple CCB-issued fines for working without a license. Additionally, the Department of Justice has permanently barred him from working as an unlicensed contractor in Oregon. The sentencing means he will remain in prison until at least Dec. 27, 2018.

Dig safely!

If your work risks damaging underground facilities, you may want to get on a new email list that delivers summaries of enforcement actions against contractors and others that violate rules governing the notification, location, marking and excavating safely around underground facilities.



The intent of the email list is to promote safe work practices by reminding you of the Oregon Administrative Rules (Chapter 952 Division 1) for the Oregon Utility Notification Center.

To get on this list, send an email to Kay Barnes of the Oregon Public Utility Commission. Her address is kbarnes@puc.state.or.us. In the subject line put “NC Enforcement Summaries request.”