

MINUTES OF THE REGULAR MEETING  
CONDUCTED BY  
CONTRACTORS' STATE LICENSE BOARD  
OF CALIFORNIA

Held at  
OAKLAND, CALIFORNIA  
OCTOBER 27 & 28, 1939

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The regular quarterly meeting of the Contractors' State License Board was called to order by Chairman Roy M. Butcher at 10:00 A.M., Friday, October 27, 1939.

Those present were:

Roy M. Butcher, Chairman  
S. G. Johnson, Member  
William Nies, Member  
Walter Trepte, Member  
Allen Miller, Executive Secretary.

Absent:

Stephen L. Ford, Vice Chairman  
Clarence B. Eaton, Member  
Hugh W. McNulty, Member.

Also present was:

Glen V. Slater, Assistant Registrar.

Mr. E. F. Raeside, Business Manager of the Painting and Decorating Contractors' Association of Alameda County, Inc., appeared before the Board and stated that he had gone before the Examining Board for electricians in Portland, Oregon which was giving oral examinations to applicants. Mr. Raeside suggested that a copy of their examination procedure be secured from them.

The minutes of the Special Meeting held on September 8, 1939 were read by the Executive Secretary. Upon motion of Mr. Johnson, seconded by Mr. Trepte, the minutes were unanimously approved.

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The subject of the letter written by Mr. Miller on September 15, 1939, concerning amendments to the Rules of the Board, was brought up. It was thereupon moved by Mr. Johnson and seconded by Mr. Nies that the amendments to the Rules and Regulations concerning examination procedure suggested in that letter be adopted. (A copy of which letter is filed as exhibit 13 in Minutes Documentary File) Motion was unanimously carried.

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A letter written by the Stockton Builders' Exchange to Mr. Miller offering office space and telephone service, including listing in the telephone directory, for the sum of \$21.50 per month, effective October 1, 1939, was read by the Executive Secretary. After a general discussion relative to office space rented in other districts throughout the State it was moved by Mr. Johnson and seconded by Mr. Nies that the offer be accepted, at a rental of \$20.00 per month, which would exclude the listing in the telephone directory. The motion was unanimously carried.

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Mr. Johnson suggested that our Oakland office be moved to the Builders' Exchange, if such an arrangement would be satisfactory to the Oakland Builders' Exchange, as he believes the

service given by the telephone operator at the Bank of Commerce Building, Oakland, is unsatisfactory and feels that the public and the contractors of the East Bay area are entitled to more adequate information when the office is contacted during Mr. Ford's absence.

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The Executive Secretary read set No. 2 of the examination questions which had been prepared since the last meeting of the Board. Upon motion of Mr. Nies, seconded by Mr. Trepte, they were unanimously approved in the form they appear as Exhibit No. 11 of the Minutes Documentary File.

It was suggested by Mr. Nies that a third set of examination questions be prepared.

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Chairman Roy Butcher brought up the subject of printing an additional supply of the CALIFORNIA CONTRACTORS' LICENSE LAW and the REFERENCE BOOK. The Executive Secretary stated that authorization had been given at the Board meeting in Monterey to print additional copies, and when this is done the examination questions (except technical ones) will be taken from that book, giving the examinee an opportunity to read the handbook before the examination is given to him.

Mr. Miller reported - - -

Recess was called by Chairman Butcher at 11:45 until 1:30 P.M.

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The meeting was called to order at 2:00 P.M., the attendance being as follows:

Present:

Roy M. Butcher, Chairman  
Clarence B. Eaton, Member  
S. G. Johnson, Member  
Hugh W. McNulty, Member  
William Nies, Member  
Walter Trepte, Member  
Allen Miller, Executive Secretary.

Absent:

Stephen L. Ford, Vice Chairman.

Also present were:

Dwight W. Stephenson, Director  
Glen V. Slater, Assistant Registrar  
R. S. Bowdle, Deputy Registrar  
L. F. Erb, Deputy Registrar.

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The new form of Application for Contractor's License was presented to the Board, showing the additional questions Nos. 15 to 24.

The Executive Secretary stated that the matter of making these questions binding upon the applicant was so tied up with the classification problem it should not be taken up separately but be postponed until the next day to refer to the Rules and Regulations Committee.

Mr. Miller reported that the new form of application would be used the following week regardless of the action of the Rules and Regulations Committee to make the application form effective.

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A discussion was had concerning the general policy of the Board of sponsoring amendments to the Fair Trades Practice Act, so as to make violation of said act grounds for suspension or revocation of a license. The Board did not wish to go on record as being in favor of such a policy and the general opinion was that the industry itself should sponsor any amendments to the Act. The Board raised no objection to Mr. Miller's telling the various building trade associations of the acts of the Board from his personal standpoint, but disapproved the conveying of any thought to the industries that the Board would sponsor any amendments to the Act. No action was taken upon Mr. Johnson's recommendation that this subject be referred to the Legislative Committee of the Board for their consideration.

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Director Dwight W. Stephenson, with Mr. Erb, left the meeting at 2:50 P.M.

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There ensued a discussion concerning the examination procedure which was put into effect on October 9, 1939, and the Executive Secretary explained in detail the method of filing the application, taking the examination, and the ten-day posting period. It was the consensus of the Board that eventually the examination papers should be marked at a central point and the responsibility of grading the papers should be taken from the inspectors. It was agreed that there was no need of haste in making this suggested change, and that the matter should be left to the discretion of the Registrar.

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A discussion was had upon the subject of a long range program of the Board which would involve an attempt to (a) get the construction industry organized; (b) sponsor conferences of the industrial groups; (c) foster legislation and lay a foundation now for the enactment of legislation at the next session. The question arose as to what part the Registrar and the personnel of the Department should take in such a program.

The opinion of the Board was that (a) we now have a huge problem in studying the possibility of re-classification of our crafts with a view of putting into operation the practical examinations; (b) our main duty is to defend the act as it now exists because there are men trying to tear it down and others contemplating its repeal; (c) the Registrar should keep in contact with the industry, try to promote satisfaction with the examinations we have at the present time, sponsor conferences, ask the industry to suggest ideas with reference to legislation, to which the Board will lend its services but will not sponsor legislation or put forth any program of its own; and (d) impress upon the minds of the industry the limitations of the Board under the law as it now exists.

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The Executive Secretary reported that he had not as yet hired a "public relations" man, or the counter man which the Board had authorized him to hire, but that the latter situation was being taken care of temporarily by the transfer of Gertrude Cooley, Senior Information Clerk, of San Francisco, to the Los Angeles office, who has a higher rating than the counter man but is performing the duties

of counter clerk to the satisfaction of the Registrar.

The Executive Secretary reported that having obtained waivers of the two available deputy registrars, he contemplated the temporary appointment of an attorney, Mr. McGovern, as an additional deputy registrar for the Los Angeles office. There ensued a discussion of the need of additional help because of the increase of work in the Los Angeles office.

Upon motion duly made and seconded, the meeting of the Contractors' State License Board adjourned at 5:30 P.M., to reconvene at 10:00 A.M. Saturday, October 28, 1939.

SATURDAY  
OCTOBER 28, 1939.

The regular meeting of the Contractors' State License Board was called to order at 10:30 A.M. Saturday, October 28, 1939, the attendance being the same as at the afternoon session on Friday, October 27, 1939.

A further discussion ensued concerning the hearing officer for the Los Angeles office. It was suggested by the Board that further time be given to consider the matter of the appointment of an additional deputy for the Los Angeles office, and that Mr. Miller's recommendation that a man with legal training be engaged should not be ignored, but the matter should be thought over and studied very carefully before Mr. McGovern was engaged for the position. The opinion was expressed that the

additional deputy registrar and hearing officer should come from the ranks of men now employed in the Department if there were such men sufficiently qualified to perform such duties. The matter was referred by the Chairman to the Personnel Committee, consisting of Clarence Eaton, William Nies, and Walter Trepte, for study and investigation, as well as the matter of additional help in the Los Angeles office.

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Mr. S. G. Johnson, Chairman of the Rules and Regulations Committee, was called upon for a report concerning the problem of the re-classification of contractors into from twelve to sixteen groups. Mr. Johnson stated that, following the suggestion of the Executive Secretary, the Attorney General be consulted before too much time and work were given to the study of this matter. Mr. Miller read a tentative draft of such letter and, after a few minor changes were suggested, was instructed to send it to the Attorney General. Mr. Johnson recommended that the letter, as drawn up and read to the Board by Mr. Miller, be sent to the Attorney General before the Committee proceeded with any further consideration or study of the problem of re-classification.

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A further general discussion was had upon the application forms.

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Mr. George Windsor, President of the General Contractors' and Builders' Association of the East Bay, Builders' Exchange Building, 345 Hobart Street, Oakland, was introduced to the Board



members by Mr. S. G. Johnson, and he stated he realized the problems with which the Board is confronted and extended his good wishes for their success in accomplishing their objectives.

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Mr. Miller referred to his written report rendered to the Board, filed as Exhibit No. 12 of the Minutes Documentary File, to which he said he wished to add a report made by Mr. Slater of his activities during the month.

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Upon motion made by Mr. McNulty, seconded by Mr. Eaton, and unanimously carried, the meeting adjourned.

S. G. Johnson  
Walter E. Doolittle  
William E. Eaton  
Alice Miller

  
EXECUTIVE SECRETARY



Recorded by:

Agnes Tillman  
515 Van Ness Ave.  
San Francisco, Calif.

At the time of the regular meeting of the Board, held in Berkeley, California on July 21 and 22, 1938, the motion was unanimously carried.