



CONTRACTORS STATE LICENSE BOARD

BOARD MEETING MINUTES

MEETING MINUTES

Tuesday, September 23, 2014

A. CALL TO ORDER

Board Chair David Dias called the meeting of the Contractors State License Board (CSLB) to order at 9:00 a.m. on Tuesday, September 23, 2014, in the Colton Room of the Monterey Conference Center, One Portola Plaza, Monterey, CA 93940. A quorum was established.

Board Member Ed Lang led the Board in the Pledge of Allegiance.

Board Members Present

Joan Hancock, Chair
David Dias, Vice Chair
Ed Lang, Secretary
Paul Schifino
Agustin Beltran

Frank Schetter
Kevin J. Albanese
Pastor Herrera Jr.
Linda Clifford

Board Members Excused

Bruce Rust
John O'Rourke

Nancy Springer
Robert Lamb

CSLB/DCA Staff Present

Stephen Sands, Registrar
Cindi Christenson, Chief Deputy Registrar
Karen Robinson, Licensing Chief
Laura Zuniga, Legislation Chief

David Fogt, Enforcement Chief
Rick Lopes, Public Affairs Chief
Erin Echard, Executive Staff
Kurt Heppler, Legal Counsel

Public Visitors

Rick Pires
David Leary
Olivia Trejo
Betty Saeteun

Alex Beltran
Matthew Shields
Ken Grossbart
Phil Vermuelen

B. CHAIR'S REMARKS AND BOARD MEMBER COMMENTS

Board Chair David Dias welcomed the audience and asked for Board member comments; there were none.

C. PUBLIC COMMENT SESSION

Scott Caruthers presented ideas to the Board on strategies to target those who supply construction materials, providing apprenticeship cards through the verification process, implementing licensee drug testing, assessing penalties to homeowners who hire



unlicensed contractors, and obtaining building permits. He also volunteered for the Guys On-Site program.

D. REVIEW AND APPROVAL OF JUNE 5-6, 2014, BOARD MEETING MINUTES

Motion to Approve the June 5-6, 2014, Board Meeting Minutes

MOTION: A motion was made by Board Member Linda Clifford and seconded by Board Member Pastor Herrera Jr. to approve the June 5-6, 2014, Board Meeting Minutes. The motion carried unanimously, 9-0.

E. UPDATE ON CSLB RESPONSE TO NAPA EARTHQUAKE

Public Affairs Chief Rick Lopes informed the Board that CSLB issued a press release the day of the earthquake, and also activated a disaster hotline, established a partnership with DOI to help educate affected homeowners, and entered into an agreement with cable companies to regularly air the video "Rebuilding after a Natural Disaster."

F. UPDATE ON CSLB RESPONSE TO C-57 WATER WELL DRILLING CONTRACTOR SHORTAGE

Enforcement Chief David Fogt informed the Board that CSLB will expedite the processing of C-57 applications. The Board discussed that it might be easier to add this classification to "A" contractors. Mr. Fogt also noted that, for this specialty, CSLB has reciprocity only with Nevada licensees.

G. ENFORCEMENT COMMITTEE REPORT

1. Review and Approval of August 18, 2014, Enforcement Committee Meeting Summary Report

Motion to Approve the August 18, 2014, Enforcement Committee Meeting Summary Report

MOTION: A motion was made by Board Member Joan Hancock and seconded by Board Member Paul Schifino to approve the August 18, 2014, Enforcement Committee Meeting Summary Report. The motion carried unanimously, 9-0.

2. Enforcement Program Update

Chief of Enforcement David Fogt presented highlights from the Intake and Mediation Center, Investigative Centers, Case Management, Statewide Investigative Fraud Teams, as well as general complaint-handling statistics.

Monterey Deputy District Attorney Carol Reed provided public comment highlighting CSLB's effective working relationship with her office to leverage resources to combat unlicensed contractors and contractors that fail to provide workers compensation insurance coverage for their employees.



3. Review and Approval of Peace Officer Training Curriculum

Motion to Approve the Peace Officer Training Curriculum

MOTION: A motion was made by Board Member Kevin J. Albanese and seconded by Board Member Pastor Herrera Jr. to approve the Peace Officer Training Curriculum. The motion carried unanimously, 9-0.

4. Briefing on the Enforcement Program’s Forensic Auditing

Retired Annuitant Skip Jones presented this item. Forensic auditing is the application of accounting and investigative skills to the examination of records in order to determine if a crime has been committed. As it relates to CSLB, the examination helps to determine if there have been violations of Penal Code section 484b, diversion of funds, and/or Penal Code section 487, grand theft, where money was spent on materials, goods, or services that were not applied to the construction project. The records reviewed may include bank statements, cancelled checks, and construction related invoices.

5. Predatory Service and Repair Task Force Update

As part of the 2014-15 Strategic Plan to address predatory service and repair scams the Enforcement division established a task force, which includes four CSLB Peace Officers, one ER, a retired annuitant, and representatives from the FBI, DA offices, as well as local law enforcement. The first meeting was a success.

H. PUBLIC AFFAIRS COMMITTEE REPORT

1. Review and Approval of August 18, 2014, Public Affairs Committee Meeting Summary Report

Motion to Approve the August 18, 2014, Public Affairs Committee Meeting Summary Report

MOTION: A motion was made by Board Member Kevin J. Albanese and seconded by Board Member Joan Hancock to approve the August 18, 2014, Public Affairs Committee Meeting Summary Report. The motion carried unanimously, 9-0.

2. Public Affairs Program Update

Public Affairs Chief Rick Lopes provided social media statistics and highlights on media relations and publications, and reported that CSLB hosted four media events since the last Board meeting. Mr. Lopes also reviewed the redesigned CSLB website, which launched on September 5, 2014. He also reported that Video/Digital Services put together a live webinar that attracted 275 viewers, hosted a town hall meeting, and recorded footage of undercover operations.



Additional outreach efforts include conducting Senior Scam Stopper Seminars throughout the state.

3. Review and Approval of 2014-17 CSLB Communications Plan

Motion to Approve the 2014-17 CSLB Communications Plan

MOTION: A motion was made by Board Member Agustin Beltran and seconded by Board Member Linda Clifford to approve the 2014-17 CSLB Communications Plan. The motion carried unanimously, 9-0.

I. LEGISLATIVE PROGRAM COMMITTEE REPORT

1. Review and Approval of September 11, 2014, Legislative Committee Meeting Summary Report

Motion to Approve the September 11, 2014, Legislative Committee Meeting Summary Report

MOTION: A motion was made by Board Member Ed Lang and seconded by Board Member Agustin Beltran to approve the September 11, 2014, Legislative Committee Meeting Summary Report. The motion carried unanimously, 9-0.

2. Legislative Program Update

- AB 1702 Professions and Vocations: Incarceration – “Watch”
(Signed by Governor)
- AB 1918 Energy: Design and Construction Standards – “Watch”
(Held in Committee)
- AB 2396 Convictions: Expungement: Licenses – “Oppose”
(On Governor’s Desk)
- SB 315 Contractors – “Support”
(Signed by Governor)

Legislative Chief Laura Zuniga will provide Board members an update after the September 30, 2014, deadline for the Governor to sign or veto legislation.

J. LICENSING PROGRAM COMMITTEE REPORT

1. Review and Approval of August 18, 2014, Licensing Committee Meeting Summary Report



Motion to Approve the August 18, 2014 Licensing Committee Meeting Summary Report

MOTION: A motion was made by Board Member Kevin J. Albanese and seconded by Board Member Agustin Beltran to approve the August 18, 2014, Licensing Committee Meeting Summary Report. The motion carried unanimously, 9-0.

2. Licensing Program Update

Licensing Chief Karen Robinson provided updates on the Workers' Compensation, Criminal Background, Information Center, and Experience Verification and Judgment units. Ms. Robinson referred the Board to a 1937 article from the Contractors Board newsletter regarding the reject rate for applications and commented that over the past 77 years it has remained much the same. The Licensing Division continues to work toward reducing the reject rate.

3. Testing Division Update

Ms. Robinson informed the Board that the Berkeley office is fully functional and provided highlights from both the examination administration and examination development units. New exams were released for C-13 and C-60 classifications.

K. EXECUTIVE PROGRAM COMMITTEE REPORT

1. Review and Approval of July 30, 2014, Executive Committee Meeting Summary Report

Motion to Approve the July 30, 2014, Executive Committee Meeting Summary Report

MOTION: A motion was made by Board Member Ed Lang and seconded by Board Member Agustin Beltran to approve the July 30, 2014, Executive Committee Meeting Summary Report. The motion carried unanimously, 9-0.

2. Administration Division Update

Administration Chief Larry Parrott presented highlights from Business Services, which includes facilities, contracts, and procurement. Mr. Parrott also corrected the current percentage of CSLB job vacancies.

3. Information Technology Division Update

Ms. Christenson updated the Board on the status of BreEZe, as well as the newly launched CSLB website, which is more user and mobile friendly.

4. Budget Update

Ms. Christenson provided an update on budget revenue and expenditures, and detailed the condition of the Construction Management Education Account fund.



5. Strategic Plan Update

Ms. Christenson noted that on goal #2, items 1 and 2 are complete, and that the remainder of the items remain on track.

6. Update on Registrar Appointment Process

A selection committee will be established that will consist of the Board Chair and Vice Chair, as well as DCA staff. The Registrar's position is currently being advertised. Applications will be scored and only the most qualified selected for interviews, which will be held during closed session at the December 11, 2014, Board Meeting. The Board will then make a hiring decision.

L. REVIEW AND APPROVAL OF SUNSET REVIEW REPORT AND RECOMMENDATIONS

Motion to Approve the Sunset Review Report

MOTION: A motion was made by Board Member Agustin Beltran and seconded by Board Member Pastor Herrera Jr. to approve the Sunset Review Report. The motion carried unanimously, 9-0.

M. FUTURE AGENDA ITEMS

If any Board member wishes to add an item to the agenda notice they will need to inform the Registrar at least two weeks prior to the next Board Meeting.

N. TENTATIVE BOARD MEETING SCHEDULE

- Thursday December 11, 2014 – Berkeley DoubleTree by Hilton (scheduled)
- March 2015 – Los Angeles Area
- June 2015 – Fairfield
- September 2015 – San Diego Area

O. ADJOURNMENT

Board Chair David Dias adjourned the Board meeting at 11:59 a.m.

David Dias, Chair

Date

Stephen P. Sands, Registrar

Date