



# CONTRACTORS STATE LICENSE BOARD

## BOARD MEETING

### MEETING MINUTES

June 5, 2012

#### A. CALL TO ORDER

Board Chair Robert Lamb called the meeting of the Contractors State License Board (CSLB) to order at 8:30 a.m. on Tuesday June 5, 2012, in the Salon A-C Meeting Room of the Newport Beach Marriott Hotel at 900 Newport Center Drive, Newport Beach, CA 92660. A quorum was established.

Board Chair Robert Lamb announced that CSLB would be holding a joint board meeting with the Nevada State Contractors Board.

Board Secretary Joan Hancock led the Board in the Pledge of Allegiance.

#### Board Members Present

Robert Lamb, Chair  
Paul Schifino, Vice Chair  
Joan Hancock, Secretary  
Robert Brown  
David Dias  
Mark Thurman

Frank Schetter  
John O'Rourke  
Ed Lang  
James Miller  
Lisa Miller-Strunk  
Pastor Herrera

#### Board Members Excused

Bruce Rust  
Louise Kirkbride

Matthew Kelly

#### Nevada Board Members/Staff Present

Kevin Burke  
Thomas Alexander  
Margi Grein  
Walter Bruce Robb  
George Lyford

Nathaniel Hodgson  
Donald Drake  
Jennifer Turner  
Dan Hammack  
Nancy Mathias

#### CSLB/DCA Staff Present

Stephen Sands, Registrar  
Cindi Christenson, Chief Deputy Registrar  
Don Chang, Legal Counsel  
David Fogt, Enforcement Chief  
Rick Lopes, Public Affairs Chief

Erin Echard, Executive Office  
Karen Ollinger, Licensing Chief  
Jeneece Hards, Manager  
Carlos Marquez, Manager



Public Visitors

Eddie Barnes  
Jeannie Simpelo  
Phil Vermeulen  
Richard Markuson  
Paul Hopkins

Tony Forchette  
Joe Upchurch  
Alex Beltram  
Rick Pires  
Ken Grossbart

**B. CHAIR’S REMARKS AND BOARD MEMBER COMMENTS**

Board Chair Robert Lamb opened the meeting by welcoming the Nevada State Contractors Board, chaired by Kevin Burke. Mr. Lamb asked if there were any additional comments to be made. There were none. Robert Brown and Louise Kirkbride’s terms have ended. Mr. Lamb thanked them for their service and contributions to the CSLB.

**C. PUBLIC COMMENT**

There was none.

**D. REVIEW AND APPROVAL OF APRIL 17-18, 2012 BOARD MEETING MINUTES**

Motion to Approve April 17-18, 2012 Board Meeting Minutes

**MOTION: A motion was made by Board Member John O’Rourke and seconded by Board Member Robert Brown to approve the April 17-18, 2012 Board Meeting Minutes. The motion carried unanimously, 12-0.**

**E. DISCUSSION WITH ORANGE COUNTY DA’S OFFICE**

Deputy District Attorney James Young spoke about the partnership with CSLB’s Enforcement division. Board Chair Robert Lamb presented Mr. Young and Orange County District Attorney Tony Rackauckas (absent) with certificates of appreciation for their many achievements over the past three years.

**F. CLOSED SESSION**

**G. ENFORCEMENT COMMITTEE REPORT**

Enforcement Chief David Fogt provided the Enforcement Committee Report.

**1. Enforcement Program Update**

Mr. Fogt reported on Enforcement staffing vacancies and general complaint-handling statistics. He also detailed activity in the Intake/Mediation Centers, Investigative Centers, Case Management, and SWIFT. Mr. Fogt also reviewed training projects that were completed in the past year.

**2. Partnering with the Nevada State Contractors Board**

Mr. Fogt reported on the success of the second annual joint Border Blitz sting operation with the Nevada State Contractors Board in counties bordering each of the state lines.



**3. Presentation by Arbitration Mediation Conciliation Center**

Karen Smith, President of the Arbitration Mediation Conciliation Center, presented 2011 statistics and policy changes that have been implemented.

**H. PUBLIC AFFAIRS PROGRAM UPDATE**

Public Affairs Committee Chair Joan Hancock mentioned the upcoming NASCLA outreach effort which will include Nevada, Oregon, and Arizona. She then invited Public Affairs Chief Rick Lopes to provide the Public Affairs Committee Report.

**1. Public Affairs Program Update**

Mr. Lopes gave a staffing update, provided updates on public outreach via Twitter, Facebook and YouTube. He also touched on publications and media relations.

**I. LEGISLATIVE COMMITTEE REPORT**

Legislative Committee Chair Mark Thurman provided the Legislative Committee Report.

**1. Legislative Update**

- AB 1655 Public Employees: Rights – now “Opposed”

**2. Review and Approval of Recommended Position on SB 1185 (Price) Centralized Intelligence Partnership Act - “Watch”**

Motion to Approve the Recommended Position on SB 1185

**MOTION: A motion was made by Board Member Mark Thurman and seconded by Board Member Robert Brown to approve the Watch position of SB 1185. The motion carried unanimously, 12-0.**

Mr. Thurman advised the Board that Legislative staff would begin collecting and developing a database of contacts.

**J. LICENSING COMMITTEE REPORT**

Licensing Committee Chair David Dias reported that the committee has not met since the last Board meeting, and requested Licensing Chief Karen Ollinger to provide the Licensing Committee Report.

**1. Licensing Program Update**

Ms. Ollinger provided updates on the Licensing application workload and processing times. She also reported on the progress on the LLC program and call center email inbox.



## 2. Testing Division Update

Ms. Ollinger provided updates on staff vacancies, the eight testing centers, examination development and wait times, as well as the annual Consumer Satisfaction Survey.

## K. EXECUTIVE COMMITTEE REPORT

Chief Deputy Registrar Cindi Christenson presented the Executive Committee Report.

### 1. Administration and Information Technology Update

Ms. Christenson advised of the need to relocate staff in satellite offices and replace vehicles, and presented a Business Services Unit update. She also briefed the Board on the Information Technology division workload and the data conversion project, BreEZe.

### 2. Budget Update

Ms. Christenson informed the Board that revenue is climbing, largely due to fee increases.

### 3. Review and Approval of 2012-2013 Strategic Plan

#### Motion to Approve the 2012-2013 Strategic Plan

**MOTION: A motion was made by Board Member David Dias and seconded by Board Member Mark Thurman to approve the 2012-2013 Strategic Plan. The motion carried unanimously, 12-0.**

### 4. Election of Board Officers

Board Chair Robert Lamb advised that the nomination committee consisted of Board Members James Miller and Matthew Kelly. Mr. Miller provided the recommended slate of officers for consideration by the Board:

- Paul Schifino—Board Chair
- Joan Hancock—Board Vice Chair
- Mark Thurman—Board Secretary

Mr. Lamb asked if there were any nominations from the floor. None were received.

#### Motion to Approve the Board Officers

**MOTION: A motion was made by Board Member Lisa Miller-Strunk and seconded by Board Member David Dias to approve the slate of officers as presented. The motion carried unanimously, 12-0.**

Newly elected Board Chair Paul Schifino took a moment to thank Robert Lamb for his leadership during the past year. He also spoke about ways to meet challenges in the coming fiscal year.



**L. REVIEW OF TENTATIVE SCHEDULE**

Registrar Steve Sands advised the Board of the proposed meeting schedule for the new fiscal year, which is included in the Board packet. The next meeting will be in early September in Sacramento.

**M. DISCUSSION WITH THE NEVADA STATE CONTRACTORS BOARD**

Nevada Public Information Officer Jennifer Turner started with a PowerPoint™ presentation on targeting Elder Abuse and Natural Disasters.

1. Administration –Strategic Plans and Committee Meetings
2. Public Affairs – Reshaping; Educational Forums; Partnering
3. Enforcement – Unlicensed Contracting and Residential Recovery Fund

**N. ADJOURNMENT**

Robert Lamb adjourned the Board meeting at 12:47 p.m.

\_\_\_\_\_  
Paul Schifino, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephen Sands, Registrar

\_\_\_\_\_  
Date