



# CONTRACTORS STATE LICENSE BOARD

## BOARD MEETING MINUTES

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April 23-24, 2013

#### Tuesday, April 23, 2013

#### **A. CALL TO ORDER**

Board Chair Paul Schifino called the meeting of the Contractors State License Board (CSLB) to order at 1:00 p.m. on Tuesday, April 23, 2013, in the Grand Marina Room of the Best Western Hotel at 2051 Shelter Island Drive, San Diego, CA 92106. A quorum was established.

Board Member Robert Lamb led the Board in the Pledge of Allegiance.

#### Board Members Present

Paul Schifino, Chair  
Joan Hancock, Vice Chair  
David Dias  
Frank Schetter

Ed Lang  
Robert Lamb  
Pastor Herrera Jr.  
Matthew Kelly

#### Board Members Excused

Bruce Rust  
Lisa Miller-Strunk  
James Miller

Mark Thurman, Secretary  
John O'Rourke

#### CSLB/DCA Staff Present

Stephen Sands, Registrar  
Cindi Christenson, Chief Deputy Registrar  
Karen Robinson, Licensing Chief  
Laura Zuniga, Legislation Chief  
Heidi Lincer-Hill, Testing Chief  
Larry Parrott, Administration Chief

David Fogt, Enforcement Chief  
Rick Lopes, Public Affairs Chief  
Raju Sah, IT Chief  
Don Chang, Legal Counsel  
Erin Echard, Executive Office

#### Public Visitors

Joe Upchurch  
Rick Pires  
Eric Crandall

Tony Forchette  
Alex Beltran

#### **B. CHAIR'S REMARKS AND BOARD MEMBER COMMENTS**

Board Chair Schifino welcomed the audience. Mr. Schifino asked if there were any comments to be made. There were none, although a moment of silence was called for the recent tragedies in Boston and West, Texas.



**C. PUBLIC COMMENT SESSION**

There was none.

**D. REVIEW AND APPROVAL OF FEBRUARY 26, 2013, BOARD MEETING MINUTES**

It was noted that an amendment was made to the minutes under the Licensing Committee Report on Page 5, Item 3, Consideration of an Asbestos Abatement Specialty Classification.

Motion to Approve the February 26, 2013, Amended Board Meeting Minutes

**MOTION: A motion was made by Board Member Frank Schetter and seconded by Board Member Pastor Herrera Jr. to approve the Amended February 26, 2013, Board Meeting Minutes. The motion carried unanimously, 8-0.**

**E. LEGISLATIVE COMMITTEE REPORT**

Registrar Steve Sands provided the Legislative Report.

**1. Review and Approval of Recommended Positions on Proposed Legislation:**

- AB 44 Subletting and Subcontracting Fair Practices Act – “Support”

**MOTION: A motion was made by Board Member Joan Hancock and seconded by Board Member Robert Lamb to adopt the Recommended “Support” Position on AB 44. The motion carried unanimously, 8-0.**

- AB 186 Military Spouses: Temporary Licenses – “Oppose”

**MOTION: A motion was made by Board Member Matthew Kelly and seconded by Board Member Frank Schetter to adopt the Recommended “Oppose” Position on AB 186. The motion carried unanimously, 8-0.**

- AB 811 Excavations: Contractor Certification – “Watch”
- AB 834 Energy Efficiency Standards – “Watch”
- AB 993 Arbitration – “Sponsor/Support”
- SB 261 Contractors: Fraudulent Use of License – “Sponsor/Support”
- SB 262 Supervision and Control of a Contractor’s Business – “Sponsor/Support”
- SB 263 Unlicensed Activity – “Sponsor/Support”
- SB 822 Delinquency Fee – “Support”



**F. PROGRAM UPDATES**

1. **LICENSING** – Licensing Chief Karen Robinson informed the Board that very little has changed since the February Board meeting. Ms. Robinson reported that the law requiring workers’ compensation recertification at the time of renewal was implemented with licenses that expired on March 31, 2013. CSLB sent 7,968 renewals that claimed a workers’ comp exemption; 2,866 recertified their exempt status.
2. **TESTING** – Testing Chief Heidi Lincer-Hill informed the Board that the testing center move from Oakland to Berkeley has been delayed from May to October 2013 due to lease negotiations.
3. **ENFORCEMENT** – Enforcement Committee Chair David Dias and Enforcement Chief David Fogt provided the Enforcement Program Update and informed the Board of upcoming partnering opportunities with the Department of Insurance.

**a. REVIEW AND APPROVAL OF THE MARCH 26, 2013, ENFORCEMENT COMMITTEE SUMMARY REPORT**

Motion to Approve the March 26, 2013, Enforcement Committee Report  
**MOTION: A motion was made by Board Member Matthew Kelly and seconded by Board Member Pastor Herrera Jr. to approve the March 26, 2013, Enforcement Committee Report. The motion carried unanimously, 8-0.**

**b. REVIEW OF THE 2012 CONSUMER SATISFACTION SURVEY**

Testing Chief Heidi Lincer-Hill reported that satisfaction of the Enforcement division’s complainant-handling processes improved in four out of five categories from the prior year’s survey. The only category that showed a slight decrease related to whether complainants checked CSLB’s website before selecting a contractor. This year, CSLB will send email reminders to complainants who do not promptly return their satisfaction survey.

4. **PUBLIC AFFAIRS** – Public Affairs Chief Rick Lopes updated the Board on the success of the online tutorial video that instructs viewers about the correct way to fill out and submit a license application, and the increase in Senior Scam Stopper<sup>SM</sup> seminars scheduled through August. He also noted that adjustments will be made to the Consumer Scam Stopper<sup>SM</sup> seminars, and weekend sting operations will be publicized.



- 5. **ADMIN AND IT** – IT Chief Raju Sah informed the Board that the BreEZe project Release 1 date has been delayed, which likely will impact Release 3 (CSLB) schedule. Administration Chief Larry Parrott presented staffing updates; CSLB currently has 39 vacancies. The purchasing deadline is approaching for 23 vehicles. Chief Deputy Registrar Cindi Christenson gave an update on the budget; currently, there is about \$5 million in reserve.

**I. STRATEGIC PLANNING SESSION**

Board Chair Schifino turned the meeting over to DCA Strategic Planning Facilitators Tom Roy and Roy Fleishman.

**J. ADJOURNMENT**

Board Chair Paul Schifino adjourned the Board meeting at 4:59 p.m.

**Wednesday, April 24, 2013**

**A. CALL TO ORDER**

Board Chair Paul Schifino called the meeting of the Contractors State License Board (CSLB) to order at 8:00 a.m. on Wednesday April 24, 2013, in the Grand Marina Room of the Best Western Hotel at 2051 Shelter Island Drive, San Diego, CA 92106. Pastor Herrera Jr. arrived shortly after, which established a quorum.

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

Board Chair Schifino asked if there were any Board comments. There were none.

**C. PUBLIC COMMENT**

Scott Carothers, a plumbing contractor in Los Angeles, expressed frustration with the underground economy. He said he witnesses subcontractors performing illegal side work and questioned the delay in CSLB’s response to consumer complaints.

**D. STRATEGIC PLANNING SESSION**

The Board reconvened Strategic Planning Session.

**E. REVIEW OF TENTATIVE SCHEDULE**

The next Board Meeting will be held on Tuesday June 11 in Irvine.

**F. ADJOURNMENT**

Board Chair Paul Schifino adjourned the Board meeting at 11:56 a.m.



**CSLB**

**BOARD MEETING MINUTES**

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Paul Schifino, Chair

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Date

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Stephen P. Sands, Registrar

\_\_\_\_\_  
Date