

The following Board members were present:

Clifford Barber
Roger Drabyk
Ralph Durham
Brian Fleis
David Foley
Albert Underwood

The following members of staff were present:

Justin Caron, Assistant County Attorney
Dawn Verostic Development Services Assistant Manager
Claudine Mickle, Development Services Supervisor
Katy Schindler, Development Services Supervisor
Cherronda Juitt, Development Services Supervisor
Misty Shirah, Development Services Certification Specialist

Call to Order:

Vice-Chair *Albert Underwood* called to order the July 20, 2022, Brevard County Contractor Licensing Board meeting.

Approval of Minutes:

Ralph Durham motioned to approve the minutes of the May 18, 2022 Contractors' Licensing Board meetings, second *David Foley*. Motion carried unanimously.

New Business:

Personal Appearance

Hunter Jones requests the Board approve his exam application for General Contractor.

Mr. Jones was present. Licensing Supervisor, Claudine introduced the item, reminding the Board that staff is tasked with verifying the information provided in applications. In doing so, while it was determined Mr. Jones has construction experience, the employer verification affidavits provided were

not signed by the licensed contractor/qualifier for the business qualified, they included short windows of experience, and they did not meet the standard general contractor requirements as required per F.A.C. 61G4-15.001 Qualification for Certification.

Hunter provided brief testimony as to his various background in the following construction trades, roofing, low voltage electrical, digging trenches, windows, custom cabinets. Mr. Jones added his positions included superintendent, job foreman and altogether running crews for various licensed construction companies.

Board member, Ralph Durham expressed the importance of obtaining statements of experience from the licensed contractors, and, in addition, providing W2 statements. Ralph further questioned Hunter if he has previous experience in forming a slab greater than 20,000 square feet to which Hunter confirmed he has not personally, but instead knew how it was done.

The Board further determined that the documentation provided does not support the experience required for a General Contractor, and that he may need to downgrade to a Residential Contractor application. Claudine added that staff would not have been able to approve the Residential classification either per the requirements of the administrative code.

David Foley discussed the limited timeframe documented with each construction company, and further questioned Hunter to determine if he was finishing projects. Hunter acknowledged that he oversaw the labor, when a project was completed he would assign the crew to another contractor and utilize the same crew with various construction companies' projects. Mr. Foley expressed his concerns with the lack of structural experience, with little to no continuity of employment.

Ralph suggested Hunter apply as a Residential Contractor to start, to serve the required number of years for documented experience. The Board, with Hunters approval, suggested to table the application for sixty days to allow him to obtain Employer Experience Affidavits, signed by the licensed contractors to better document his experience as required in F.A.C. 61G4-15.001.

Motion to table the item for a period of 60 days approval made by *David Foley*. Second, *Ralph Durham*. Motion carried unanimously.

Note, Mr. Jones provided photographs at the meeting of projects he was involved with. See photos attached to minutes.

Reciprocity Application Approval

Ralph Cook requests the Board approve his reciprocity application for Electrical Contractor

Albert Underwood read the agenda report confirming that Osceola County no longer holds a Contractors' Licensing Board. Development Services Supervisor, Claudine Mickle introduced the applicant Mr. Cook, as part of a larger issue as a result of the preemption of local licenses from various counties such as Osceola. Claudine further confirmed Osceola will no longer license or reciprocate license holders who have tested in their jurisdiction.

Mr. Cook's application was presented as one example in requesting the Board's direction if an applicant cannot meet the standard requirements of Brevard County Code of Ordinance Sec. 22-525. – Reciprocity. Claudine discussed the areas usually confirmed on an incoming Letter of Reciprocity to verify that the individual was certified by examination, include the trade, experience requirements, date of certification, passing scores, status of certification, if any disciplinary actions and confirmation that their county will in turn accept reciprocity from the county.

The Board discussed Ralph's application, experience, and background in the electrical industry, and requested the presence of the applicant Mr. Cook to personally appear before the Board at the next regularly scheduled meeting.

County Assistant Attorney, Justin Caron discussed the options of the Board to submit a Public Records request to the sponsoring County. However, conveyed that exam scores are usually of a confidential record and the request may not be accepted. Justin additionally discussed the option to request the applicant request an affidavit from the County. Furthered that may not be viable either due to not having the staff to produce all required information.

Claudine informed the Board that Mr. Cook tested with PROV, Inc, a testing agency Brevard County is sponsored with. She conveyed that staff was able

to verify his testing information. Claudine added that would not work in all future applicants' cases, as staff has additionally received inquiries from Osceola County School Board Journeyman and Master license holders as well seeking reciprocity instruction.

The Board continued the discussion of the importance of reviewing the complaint and citation history of contractor applicants. As well as the need to not discriminate against an applicant due to their Counties lack of a Licensing Board.

David Foley reviewed the application of Mr. Cook stating the background questions were checked yes. Mr. Foley suggested to table the agenda item to the next scheduled meeting to which Ralph Durham requested the presence of the applicant, Mr. Cook at the meeting.

Motion to table the application made by *David Foley*. Second, *Ralph Durham*. Motion carried unanimously.

Applicants That Passed the Prometric, GITS and Prov Exams

Ralph Durham motioned to approve, second *David Foley*. Motion carried unanimously.

Administrative Transfers

David Foley motioned to approve, second *David Foley*. Motion carried unanimously.

Incoming Reciprocity Approval

Ralph Durham motioned to approve, second *David Foley*. Motion carried unanimously.

Public Speaking Session:

No public speakers.

Reports:

Claudine Mickle, Development Services Supervisor

Claudine informed the Board of former Licensing Manager Denise Campagna's recent retirement.

Ralph Durham motioned to request a Resolution to the Commission to recognize Denise's years in serving Brevard County, second *David Foley*. Motion carried unanimously.

Justin Caron, Assistant County Attorney

No report.

Albert Underwood, Board Vice-Chair

No report.

Members of the Board

No report.

Adjourn:

Meeting adjourned at 8:05 PM