

# STATE LICENSING BOARD FOR RESIDENTIAL AND GENERAL CONTRACTORS

## Residential Contractor Division

January 11, 2017

### Open Session Minutes

The State Licensing Board for Residential and General Contractors, Residential Contractor Division met on Wednesday, January 11, 2017, at the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia, for the purpose of conducting Board business.

#### Members present:

Delmar Robert "Bob" Barnard, Division Chairman  
William "Bill" Lewis Duck, Jr.  
Keely Meredith Nesmith Fennell  
Jarrett McIntosh  
Morgan Wheeler – General Contractor Division

#### Members absent:

Timothy Andrew "Andy" Cooper, Division Vice Chair  
Robert "Bobby" Joseph Cleveland, Jr  
Ted Noe

#### Staff present:

Deborah Beard, Executive Director  
Ken English, Licensure Supervisor  
Laura Fremont, Licensure Analyst  
Amanda Califf, Licensure Analyst  
Maximillian Changus, Assistant Attorney General

#### Visitors:

Wendell Johnston, Jr., esq  
Jimmy Raborn, Jr. for Augusta Custom Construction  
Renee Raborn  
J. Andrew Tisdale, esq  
John Rowe

#### Call Meeting to Order:

At 9:06 a.m., Division Chair Barnard established that a quorum was present and called the meeting to order.

#### Approval of Open Session Minutes:

A motion was made by Duck, seconded by Fennell, and the Board voted to approve the minutes of the October 26, 2016 Residential Contractor Division Board meeting. None opposed, motion carried.

#### Licenses Issued Report:

The Residential Contractor Division reviewed the list of applicants that have been previously reviewed and administratively approved by staff and/or by Division Board Members. A motion was made by Duck, seconded by Fennell, and the Residential Division voted to ratify 12 Residential Basic Individual, 54 Residential Basic Qualifying Agent, 55 Residential Basic Company, 1 Residential Light Commercial Individual, 30 Residential Light Qualifying Agent, and 30 Residential Light Company licenses issued from October 1, 2016 to December 31, 2016. None opposed, motion carried.

#### **Residential Basic Individual**

RB1003753	Jazz Lee Hunt	RB1003759	Cao Dang Le
RB1003754	Jeffrey Thomas Jones	RB1003760	William Howard Trout, III
RB1003755	Jonathan Edward Thompson	RB1003761	Joaquin Chaidez
RB1003756	Richard Griner	RB1003762	Tommy Mark Winters
RB1003757	James Louis Bogle	RB1003763	Joel Phillip Eisenberg
RB1003758	Christopher Keith Williams	RB1003764	Mark A. Martinelli

#### **Residential Basic Qualifying Agent**

RBQA006147	John Donald Gillette	RBQA006154	James Michael Casey
RBQA006148	James Keith Hall	RBQA006155	Hrach Burtoyan
RBQA006149	Jeffrey Logan May	RBQA006156	David Michael Hoeske
RBQA006150	Anthony Keith Polk	RBQA006157	Alexander Panasyuk
RBQA006151	Calvin Murray Puckett	RBQA006158	Donald Kenneth Murphy
RBQA006152	Richard Blake Shaw	RBQA006159	Ted Jefferson Holt
RBQA006153	Shawn Anthony Tokanel	RBQA006160	Timothy Allen Patrick

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RBQA006161	Richard A Peterson	RBQA006181	Ronald Fontenet
RBQA006162	Bryan Charles Stone	RBQA006182	Pankaj P Patel
RBQA006163	Joseph Benjamin Lawson	RBQA006183	Kenneth Charles Hutson
RBQA006164	Kenneth L Hoste	RBQA006184	Christopher Ray Good
RBQA006165	George Joseph Herrmann	RBQA006185	Kirtland C Cahill
RBQA006166	Vladimir Kolarik	RBQA006186	Jonathan Clyde Breedlove
RBQA006167	Jason Lee Rustemeyer	RBQA006187	Paul Russell Duignan
RBQA006168	Ryan Michael Donnelly	RBQA006188	Jeremy Paul Roussel
RBQA006169	Olin Burke Jackson	RBQA006189	Bobby Norris Keys, Jr
RBQA006170	Gregory Paul McManus	RBQA006190	Stephen Wesley Reneau
RBQA006171	Teresa Diane Caine	RBQA006191	Jeremy Eugene Adams
RBQA006172	Ronald Edward Coker	RBQA006192	Daniel Keith Childree
RBQA006173	Nicholas Stephen Donahue	RBQA006193	Kenneth Mark Johnson
RBQA006174	James Adam Wilson	RBQA006194	Donald Willard Evans
RBQA006175	George Terry Chapman	RBQA006195	Jan Doekes Gunning
RBQA006176	William Thomas Butler	RBQA006196	Tate Edward Smith
RBQA006177	Michael Wedell McMillan, Jr	RBQA006197	Charles Allen Durden
RBQA006178	Ryan M Klewein	RBQA006198	Justin Michael Hammond
RBQA006179	Joseph Edward Hips	RBQA006199	Kenneth Mark Johnson
RBQA006180	David Seth Barbaree	RBQA006200	Robert Austin Livingston

**Residential Basic Company**

RBCO006148	Conservation Contracting LLC	RBCO006175	Handy Dads Home Repair LLC
RBCO006149	Benchmark Restoration Inc	RBCO006176	Atec Ceramic Tile & Marble LLC
RBCO006150	Southern Native Landscapes LLC	RBCO006177	Terry Chapman LLC
RBCO006151	Polk Group LLC	RBCO006178	Bill Butler Construction Company Inc.
RBCO006152	Armor Homes Exteriors LLC	RBCO006179	MWM Custom Homes and Kitchens
RBCO006153	EverCraft Homes LLC	RBCO006180	TIG Custom Homes LLC
RBCO006154	D R Horton - WPH, LLC	RBCO006181	EPIC Homes LLC
RBCO006155	Casey Restorations LLC dba Rainbow International of Athens GA	RBCO006182	Fidelity Contracting LLC
RBCO006156	Keystone Realty Partners LLC	RBCO006183	Eric Johnson Construction LLC
RBCO006157	Oak Hill Homes LLC	RBCO006184	Preferred Building Solutions Inc
RBCO006158	Hunts Construction	RBCO006185	HBK Partners Inc
RBCO006159	Provision Group Corp	RBCO006186	Greenhead Home LLC
RBCO006160	The Wow Factor Interiors Exteriors LLC	RBCO006187	Dixon Group Services LLC
RBCO006161	Holt Construction Company Inc	RBCO006188	His Vision Inc
RBCO006162	Tap Construction	RBCO006189	Beazer Homes LLC
RBCO006163	Peterson Construction Inc	RBCO006190	Roussel Residential Homes Inc
RBCO006164	BC Stone Contracting LLC	RBCO006191	Homebilt, Inc
RBCO006165	Brookestone Group LLC	RBCO006192	S W Reneau Construction LLC
RBCO006166	D.R. Horton - Georgia LLC	RBCO006193	M.W. Johnson Enterprises, LLC
RBCO006167	TriStar Home Improvement LLC	RBCO006194	Masters Restoration LLC
RBCO006168	Original Building LLC	RBCO006195	4M Construction LLC
RBCO006169	Paran Homes LLC	RBCO006196	Mainscapes LLC
RBCO006170	Donnelly Development LLC	RBCO006197	Jesters Management LLC
RBCO006171	Treetop Residential LLC	RBCO006198	Penn Carpentry LLC
RBCO006172	Metro Home Improvement Inc	RBCO006199	Life Built Homes LLC
RBCO006173	Cornerstone Construction & Renovation Inc	RBCO006200	J&J Remodeling of GA LLC
RBCO006174	Ron Coker Property Management LLC	RBCO006201	Northface Homes LLC
		RBCO006202	JPW Homes LLC

**Residential Light Commercial Individual**

RLCI001557 Pierce Matthew Alston

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#### Residential Light Qualifying Agent

RLQA003993	Walter H Strong, III	RLQA004008	Henry Bryan Samples
RLQA003994	Danny Ray Harrison	RLQA004009	Paul Ochul Yum
RLQA003995	Ronald David Spain	RLQA004010	Kevin Aaron Kirsch
RLQA003996	Michael A Gerrin	RLQA004011	Errol Travis Batchelor
RLQA003997	Roone Richard Unger	RLQA004012	Joseph Keith Washington
RLQA003998	William Harvey Denmark, Jr	RLQA004013	Dale Keith Martin
RLQA003999	Steve Vincent Nardiello	RLQA004014	Robert Franklin Morris, Jr
RLQA004000	William Andrew Brandon	RLQA004015	Jason Bruce Teschendorf
RLQA004001	John Lindsey Stokes	RLQA004016	Wade Kevin Crawford
RLQA004002	Charles Joseph Kerscher, III	RLQA004017	Scott Alan Walk
RLQA004003	William Harvey Denmark, Jr	RLQA004018	Jeffrey Jay Hall
RLQA004004	Darin Lamar Hardin	RLQA004019	Timothy James Morgan
RLQA004005	Stephen Leffler Traub, Jr	RLQA004020	Dennis K Lippy
RLQA004006	Daniel James Thompson	RLQA004021	Randy F Daniel
RLQA004007	Monty Allen Dannenberg	RLQA004022	Curtis Albert Sebastian

#### Residential Light Company

RLCO003993	Tollison and Company LLC	RLCO004008	Elite Construction Solutions Inc
RLCO003994	Gray Tile & Remodeling LLC	RLCO004009	RISCO Construction LLC
RLCO003995	Comfort Homes of Georgia LLC	RLCO004010	Kevin Kirsch New Homes Inc
RLCO003996	Soque Contracting Services LLC	RLCO004011	Cornerstone Builders & Developers LLC
RLCO003997	Exovations of Atlanta LLC	RLCO004012	WD Contractors and Landscaping LLC
RLCO003998	Triton Construction Group LLC	RLCO004013	Keith Martin Grading Inc.
RLCO003999	Crystal Hospitality LLC	RLCO004014	Kindred Development LLC
RLCO004000	Ridgeland Construction & Remodeling LLC	RLCO004015	Tesch Construction
RLCO004001	The John Stokes Company Inc	RLCO004016	Horizon Holdings Georgia LLC
RLCO004002	Kands Contracting Services Inc	RLCO004017	G & G Retoration LLC
RLCO004003	A1 Landscape and Lawn Care LLC	RLCO004018	Murphy Hall Properties LLC
RLCO004004	Seven Lights Investments LLC	RLCO004019	TPC Custom Homes LLC
RLCO004005	Old Town Construction Services LLC	RLCO004020	D.K. Lippy Construction Co Inc
RLCO004006	United Walls Systems LLC	RLCO004021	The Oconee Group Builders LLC
RLCO004007	Building Revolutions LLC	RLCO004022	L & S Contracting LLC

#### Board Orders:

A motion was made by Duck, seconded by Fennell, and the Board voted to ratify the following Public Board Orders. None opposed, motion carried.

Dannenberg, Monty Allen	Public Consent Agreement for Licensure
Samples, Henry Bryan	Public Consent Agreement for Licensure
Coker, Ronald Edward	Public Consent Agreement for Licensure
Hardin, Darin	Public Consent Agreement for Licensure
Yum, Paul Ochul	Public Consent Agreement for Licensure
Johnson, Kenneth Mark	Public Consent Agreement for Licensure
Cahill, Kirtland	Public Consent Agreement for Licensure
Alton, Pierce	Public Consent Agreement for Licensure
Perry, Anthony	Public Consent Agreement for Licensure

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**Request to Terminate Probation:**

A motion was made by Fennell, seconded by McIntosh, and the Board voted to approve terminating probation for the following licensee(s). None opposed, motion carried.

Daws, Kenna Jean	RBI001131
Graham, Erick DeWayne	RBQA00578
Brackett, Roy Marlin	RBQA004213
Edwards, Brian Wilson	RBQA005674
Smith, Jason Frederick	RBQA005682
Urbizo, Michael Brandon	RBQA005759
McCracken, Ronald	RLQA002135
Kondos, Hani	RLQA003726

**Discussion Items:**

**Open Record Requests:**

The Board reviewed the open records requests presented. Discussion by the Board was to authorize staff to respond to Open Records Request for the Board and release any information which is public or releasable according to board policies, but if the information is confidential according to O.C.G.A. § 43-1-2(k) then deny the request. However, all Open Record Requests that are received from a law enforcement or government agency be presented to the Board for a final determination. If the staff receives an Open Records Request which is out of the ordinary or a request which staff deems necessary for Board review, the staff may bring it to the Board for review.

A motion was made by McIntosh, seconded by Fennell, and the Board voted not to release any information which is not authorized to be released according to O.C.G.A. § 43-1-2(k) and to authorize staff to release information as discussed above.

**Agricultural Buildings:**

Barnard addressed the Board as to whether licensure is required for those building chicken coops. This was brought to his attention in the summertime from Madison County. The county is requiring a license to build chicken coops and the builders say they don't have to be licensed. He informed the Board that this issue was previously discussed and the Board decided to send a letter to the county advising licensure was required. Beard drafted the letter as requested by the Board, but she was informed to hold off on sending the letter as a result of further information provided by Changus, Assistant Attorney General. Barnard went on to report that he was informed by Changus of an exemption in the law regarding agriculture buildings. Changus informed the full Board of O.C.G.A. §43-41-17(k).

Barnard discussed with the Board the process of chicken coops. These type facilities house tens of thousands of chickens. Contractors come in, back up their truck and drop off chickens from the supply house. In most cases they hire a company to come in and do the feed and cleaning, and during the process all the waste that is shoveled in piles is sold as waste. All of this is handled by outside companies. Later, when the chickens are full size a company will come back and box them up and put back on the truck. Barnard reported ninety percent of the work is done by all contractor laborers outside the chicken coops employees and that is where he has a problem with what they are doing. Barnard said if it is a chicken coop in which their employees are doing the work then he doesn't have a problem with it, but he has a problem with the number of people they are letting in the building.

Duck asked for clarification as to how it is written in the law in order to clarify chicken coop or house. Barnard explained that he was referencing chicken coops and/or chicken houses. Changus read the statute O.C.G.A. §43-41-17(k) to the Board and stated it is really broad. He explained he understood the Boards concerns back in October, but at the time he wasn't fully apprised of their statutory authority. Changus explained this exception is huge. Barnard further stated they

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never even saw that part of the law. It got stuck in without them even knowing it and the point is, it covers anything agricultural, so basically the Board is screwed. Wheeler reported his county attorney came up with the same conclusion as Changus regarding the law.

Barnard noted the law basically states if zoned agricultural then no license needed. Jarrett joined in and noted this law includes industrial buildings like cotton warehouses and storage houses, however, there is a possibility of combustion with them.

Board discussion covered the idea that anything agricultural would fall under this part of the law. There was no further discussion after review of the law, O.C.G.A. §43-41-17(k).

Beard was directed to revise the letter to the Madison County and advice of them of the exception listed in the law, O.C.G.A. §43-41-17(k).

#### **Discussion – Individual Contractors and D.B.A.:**

Barnard discussed with the Board Individual Licensed Contractors and some having DBA names (doing business as). Barnard is concerned about individual contractors pulling permits in one company name and entering contracts in a completely different company name. Barnard also expressed concern with how the individual licensees were paying for the permits. The name on the license, the name on the permit and the name on the contract may not match up. This can also cause problems for building officials if and when legal action is taken. Duck discussed how issuing permits in a company name instead of the individual licensees name can be a problem for permitting offices. Duck stated the state creates a law, but there is no path to enforce or prosecute when the building official moves forward with prosecuting. The Board was concerned that this situation was being used by the license holders to sell his or her license and assist in unlicensed practice.

Barnard expressed his concern that the public doesn't know who they are dealing with when individual licensees are pulling permits and using different company names to do business. Barnard discussed his desire for the Secretary of State Office to print the DBA name on the license or for the Board to consider adding a form to the application for individuals to put the company name they are tied to when practicing. Barnard gave the Board a scenario of an individual license contractor who pulls a permit in one company name, enters the contract in another company name, and has a third company paying for the permit. Barnard reports this becomes a legal mess when there is a legal problem.

The Board discussed the contract should be in the individual licensee name and tied to the same name as listed on the building permit. Further discussion involved the current application and the fact that it currently allows individuals to list a trade name on the application. Changus read the statute, O.C.G.A. § 43-41-9(a) to the Board.

Fennell said sometimes individual licensees don't have a trade name. Her concern is that an individual licensee should contract and tie everything to one business. She agrees it is a problem if a licensee is assisting in unlicensed practiced. Barnard agreed and explained what he is finding is that individual is using one company to pull the permit, one company to pay the bills, and another to do the contract. Fennell doesn't agree as the process is not tailored for anyone to track. Changus explained that is a problem for the tax authority, however it does lead to confusion for the public.

Barnard discussed this issue couldn't be policed, but the Board should establish a policy, so when a complaint comes in the Board will have something to deal with the matter. He would like to see the trade name on the license. This would assist the public.

Fennell agrees that it is shady and the issue can be tracked when a complained is filed with the Board. Barnard reports the Board should lay the ground work now for a policy in which everything has to match.

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Fennell brought up concerns that requiring licensees to obtain a permit and make payment all in the same name may be getting into a layer of government the Board shouldn't get in too. Changus expressed concern as to whether the Board can be that directive based on its authority as listed in the statutes. Changes reminded the Board trades names is referenced in the statute O.C.G.A. § 43-41-9. The Board can make the argument they have the authority to ask for the trade name or names, but policing checking accounts and all that sort of stuff could be an issue. Barnard asked about doing a policy. Changus discussed with the Board they may want to consider a rule before implementing a policy. The Board has to look at what is the extent of the policy, and whether they are getting into areas out of their authority. Changus discussed with the Board they may want to start by asking for the trade name and at least the Board has it on record.

Changus reminded the Board of the new requirement for any established rule or policy to be forwarded to the Governor's Office for approval prior to implementation.

Duck said they the building officials have to go through a long process to tie the individual to the company. If can tie them all together it gives the building department ability to cite them in court.

Barnard gave the Board an example as it relates to a complaint case he has recently reviewed.

Board discussion covered how different jurisdictions handle the issuance of permits and the disciplinary authority of the Board as it relates to assisting unlicensed practice. Most of these issues may be more of a lawsuit than disciplinary matters, however, those pulling permits are establishing themselves as the responsible party. The Board discussed the possibility of prosecuting more cases and holding the licensee responsible when assisting unlicensed practice.

Permitting offices can assist with this problem by only issuing permits in the name of the license holder.

Discussion involved changing the law and how that process would work.

A motion was made by Duck, seconded by Fennell, and the Board voted to send a referral to the Attorney General for advice on whether the Board has the authority to issue Residential Individual Contractor licenses with a DBA (doing business as) Name/Trade listed on the license. None opposed, motion carried.

**Discussion – Line of Credit:**

Barnard reminded the Board of the requirement on the application as to how an applicant can demonstrate financial responsibility. Board felt like in most cases if the Board were going to prosecute a licensee, then \$25,000 would be a legibility number to tap into the money. The Board was to be the holder on the line of credit. The licensees are going and getting the line of credit in their name. Now he believes it needs to be taken off of the application. Applicants may submit a bank credit reference form showing 24 months history, a \$25,000 surety bond, a \$25,000 line of credit or letter of credit, or affirmation of a minimum net worth of \$25,000. Barnard feels the line of credit and surety bond options should be removed from the application and remove these from any policy which may be in place regarding financial responsibility.

Wheeler says there is no enforcement agency or way to track the line of credit.

Also remove the \$25,000 surety bond off the application, and leave bank credit and the affirmation on the application.

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A motion was made by Fennell, seconded by McIntosh, and the Board voted to remove \$25,000 surety bond and \$25,000 line of credit from the applications and also remove these from any policy which may be in place regarding financial responsibility. None opposed, motion carried.

#### Qualifying Agents

Barnard discussed with the Board about creating a rule for the number of companies one can be the qualifying agent. He expressed his concern with the number of companies one can qualify. Discussed a couple of issues he has come across regarding applicants and licensees. Barnard would like to see the Board put in place that one can QA for two companies. One in which you own or be majority owner in. The reason being one cannot fully run five (5) companies as it is impossible. Those who qualify more than one company Changus reviewed Board Rule 553-3-.05 with the Board including the affidavit form which attest the individual applicant has final approval authority for all construction work.

Keely stated in construction it would not be unreasonable to have more than one business. They may or may not all be residential/general companies. Barnard discussed how some licensees are assisting in unlicensed practice. Barnard would like to limit qualifying agents to two (2) companies. McIntosh discussed a qualifying agent can legitimately run more than one company.

Barnard discussed requesting advice from the Attorney General as to whether the Board has authority to create a rule in which the qualifying agent must be paid by W-2 and work at least twenty-five (25) hours a week with the company.

A motion was made by Fennell, seconded by McIntosh and the Board voted to refer to the Attorney General's Office for advice on whether the Board has the authority to require Qualifying Agents to be paid via W-2 and work a minimum of twenty-five (25) hours a week for each company they qualify.

#### House Bill 821- Create Rule:

The Board reviewed House Bill 821 - "Military Spouses and Veterans Licensure Act", which was passed during the 2016 Legislative Session. The Board discussed drafted a rule which includes the following:

- (1) Military spouses and transitioning service members may qualify for a Residential Basic Contractor license by endorsement by submitting a completed military application. The applicant must meet the following qualifications:
  - (a) Hold a license from another state for which the training experience, and testing substantially meet or exceed the requirements under this state. Provide copy of verification of licensure from the other state; OR
- (2) Military spouses and transitioning service members may qualify for a Residential Light-Commercial Contractor license by endorsement by submitting a completed military application.
  - (a) Provide proof applicant has obtained a specialty, certification, training or experience in the military while a service member which substantially meets or exceeds the requirements to obtain a license in this state and pass the state examination. The applicant must meet the following Military Occupation Specialties:

Army – Utilities Operation and Maintenance Technician

MOS 210A (rank E5 or above)

Air Force –Civil Engineer

AFSC 32 EX1 (rank E5 or above)

Officer Only

Marine Corps – Utilities Chief

MOS1169

Rank GySgt – MGSgt

Possess experience in MOS:

1141, 1142, 1161, or 1171

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Required Documentation:

- DD214 (All Veteran)
- NB Form 22 (Retired National Guardsman)
- DD2586
- 1059 from Appropriate Schools (Army)
- Letters from Training Non Commissioned Officers or Training Manager
- Letter of Recommendation from Commander or Designated Representative

(b) Pass the state examination.

A motion was made by McIntosh, seconded by Duck, and the Board voted to accept the above language in preparing a rule for military spouses and transitioning service members. None opposed, motion carried.

**Executive Director's Report:**

Deborah Beard, Executive Director, reviewed the percentage of renewals processed for the current renewal cycle, which was as follows: RBI 91%, RBQA 88%, RLCI 92%, and RLQA 90%.

**Informal Hearing:**

The Board heard information provided by Jimmy Raborn, Jr., Wendell Johnston, Jr., esq., attorney for Augusta Custom Construction, LLC and company owner Jimmy Raborn, Jr., and J. Andrew Tisdale, esq., attorney for homeowners John S. Rowe and Charlotte A. Rowe regarding the dispute. Jimmy Raborn, Jr. also addressed the Board regarding the services provided and the contracts entered into between both parties. Documentation was provided to the Board for review.

A motion was made by McIntosh, seconded by Fennell, and the Board voted to provide a written response to both attorney's regarding the Board's determination. The Board determined the interior work required a permit by a licensed contractor and exceeded the scope of work allowed for a specialty contractor, as defined by O.C.G.A. § 43-41-17(f). The work should have been completed by a licensed residential contractor. However, the roofing services provided by Roofing Services of Augusta, LLC and Jimmy Raborn, Jr. were within the scope of work allowed for specialty contractors and did not require licensure by the Division. McIntosh, Fennell, Duck, and Morgan all voted in favor, Barnard abstained, none opposed and motion carried.

**Executive Session:**

At 12:39 a.m. a motion was made by McIntosh, seconded by Fennell, and the Division members present voted unanimously to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2(k), 43-1-19(h), and 50-14-2(1) to deliberate on applications, complaints, enforcement matters, review executive session minutes, and to receive the Senior Assistant Attorney General's report. None opposed, motion carried.

At the conclusion of the Executive Session on Wednesday, January 11, 2017, Barnard declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during executive session.

**Open Session:**

**Approval of Executive Session Minutes:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to approve the Executive Session minutes of the October 25, 2016 Residential Contractor Division meeting. None opposed, motion carried.

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**Application Review:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to accept the following recommendations on the applications reviewed. None opposed, motion carried.

Recommend to deny the following applicant(s) to sit for the exam due to failure to meet qualifications.

2627787                      2647388

Recommend to approve the following applicant(s) to sit for the exam and upon passing exam, may issue license.

2646111                      2651614

Recommend to approve the following applicant(s) to sit for the exam and upon passing exam, may reinstate license.

2646435

Recommend ratification of reinstatement of license.

2628888

Recommend to approve the following applicant(s) to sit for the exam. Upon passing the exam, refer to Legal Services for a Consent Agreement for Licensure by Exam to include 24 months' probation for failure to demonstrate financial responsibility.

2648454                      2649076

Recommend to approve the following applicant(s) to sit for the exam. Upon passing the exam, refer to Legal Services for a Consent Agreement for Licensure by Exam to include \$1,000 fine for unlicensed practice.

2643134

Refer the following applicant(s) to Legal Services for a Consent Agreement for Licensure by Prior Approval to include \$1,000 fine for falsifying previous renewal.

2641302

Refer the following applicant(s) to Legal Services for a Consent Agreement for Licensure by Reinstatement to include 24 months' probation for failure to demonstrate financial responsibility.

2629318

Send deficiency letter to the following applicant(s) and once deficient documentation is received, refer to Legal Services for a Consent Agreement for Licensure by Exam to include 24 months' probation for failure to demonstrate financial responsibility.

2650719 – Submit Certificate of Insurance with Board as Certificate Holder.

Send deficiency letter to the following applicant(s) and once deficient documentation is received, refer to Legal Services for a Consent Agreement for Licensure by Reinstatement to include 24 months' probation for failure to demonstrate financial responsibility.

2632775 – Submit corrected Certificate of Insurance.

Send deficiency letter to the following applicant(s) and once deficient documentation is received, refer to Legal Services for a Consent Agreement for Licensure by Prior Approval to include 24 months' probation for failure to demonstrate financial responsibility.

2646510 – Submit Certificate of Insurance in name as listed on license.

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The following applicant(s) were tabled until the next meeting for further review.  
2653083

Recommend to grant 60 day exam period extension from the end of current period.  
2596938

**Applicant Correspondence:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to accept the following recommendations on the applicant correspondence reviewed. None opposed, motion carried.

Received a request to sit for the exam a third time prior to waiting 1 year. Recommend to send applicant letter in response to request advising the Board does not have the authority to change a requirement provided by statute.  
2629229

**Complaint and Compliance Case Review:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to accept the following recommendations on the complaint and compliance cases reviewed. None opposed, motion carried.

Recommend to close the following case(s) with no action.

RGC140018	RGC170014	RGC170069	RGC170097
RGC160247	RGC170023	RGC170080	RGC170145
RGC160251	RGC170048	RGC170088	RGC170158
RGC160317	RGC170050	RGC170091	RGC170186

Recommend to close the following case(s) with no action due to no jurisdiction.

RGC160120	RGC170046	RGC170067	RGC170141	RGC170169
RGC160273	RGC170047	RGC170086	RGC170142	RGC170178
RGC170018	RGC170062	RGC170124	RGC170164	RGC170179

Recommend to close the following case(s) with no action due to no violation.  
RGC170140                      RGC170153

Recommend to close the following case(s) with no action and send a letter of concern.  
RGC160264

Refer the following case(s) to Investigations.

RGC170056                      RGC170125                      RGC170151

**Compliance Report:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to accept the following recommendations on the applicant correspondence reviewed. None opposed, motion carried.

Recommend to accept the documentation provided from the following licensee(s) as a requirement of the consent agreement with no further action.

RBI003737                      RLCI000298

**STATE LICENSING BOARD FOR RESIDENTIAL AND GENERAL CONTRACTORS**  
**Residential Contractor Division**  
**January 11, 2017**  
**Open Session Minutes**

**Attorney General's Report:**

A motion was made by McIntosh, seconded by Fennell, and the Board voted to accept the following recommendations on the Attorney General's Report reviewed. None opposed, motion carried.

Recommend to deny respondent's request for a Private Consent order on the following case(s).  
RGC150191

With no other business to discuss, the Residential Contractor Division meeting adjourned at 2:34 a.m.

The next meeting scheduled Division meeting will be held on Wednesday, February 22, 2017 at 9:00 a.m.

Minutes recorded by:

**Laura Fremont**, Licensure Analyst

Minutes edited/reviewed by:

**Deborah Beard**, Executive Director

**DELMAR ROBERT "BOB" BARNARD**

Division Chairman

**DEBORAH BEARD**

Executive Director

These minutes were approved on February 22, 2017.