Board for Licensing Contractors

Meeting Minutes – March 31, 2026

Meeting location	Davy Crockett Tower, Room 1-B, 500 James Robertson Parkway, Nashville, Tennessee 37243
Subcommittee	9:00 a.m.
Board meeting call to order	9:30 a.m.
Presiding officer	Jennifer Ransom, Chair
Next scheduled meeting	May 19, 2026 - Nashville, Tennessee

Meeting and Notice. The Board for Licensing Contractors met on March 31, 2026, at the Davy Crockett Tower, Room 1-B, 500 James Robertson Parkway, Nashville, Tennessee. Notice of the March 31, 2026, meeting had been posted on the website since October 1, 2025, and the agenda for the meeting was posted on March 20, 2026.

Members' Present: Jennifer Ransom, Lee Carter, Keith Whittington, Andy Allen, Mark Brodd, Ronnie Tickle, Randy Chase

Members Absent: Bill Dement, Reese Smith

Staff Present: Christopher Burkhart, Executive Director; Kyle Johnson, Board Attorney; Kimiya Sarayloo, Litigation Attorney; Sierra Shepard, Litigation Attorney; and other staff as applicable.

Guests/Public Present: Michael Dorris, Julie Pereira (virtual)

A quorum was established.

Adoption of Agenda

Chair Ransom presented the agenda for approval. The agenda was amended to add an item reconfirming the officers of the Board for the year. The Board reconfirmed the following officers:

- Chair: Jennifer Ransom
- Vice Chair: Bill Dement
- Secretary: Lee Carter

Upon motion duly made and seconded, the Board voted to adopt the agenda as amended. Upon motion duly made and seconded, the Board voted on reconfirming the above officers.

Approval of Meeting Minutes

The Board reviewed the minutes of the February 10, 2026 meeting. Upon motion duly made and seconded, the Board voted to approve the February 10, 2026 meeting minutes as presented.

License Reviews and Approvals by Board and Executive Director

The Board reviewed and considered license matters presented by staff and the Executive Director, including contractor initial applications with no interview; contractor revisions, including increases, additional classifications, mode changes, and name changes; LLE, LLP, and Home Improvement matters; applications with factors, including matters requiring no interview and matters requiring interviews; and Fresh Start Act pre-approvals and denials.

Upon motion duly made and seconded, the Board voted to approve the contractor initial applications, contractor revisions, LLE, LLP, and Home Improvement. Upon motion duly made and seconded, the Board voted to approve the applications with factors as recommended to the Board. Upon motion duly made and seconded, the Board voted to approve Fresh Start Act pre-approvals.

The Board also considered administrative processing of initial Home Improvement Contractor applications. Upon motion duly made and seconded, the Board voted to authorize the Executive Director to approve initial Home Improvement Contractor applications that are complete and contain no felony disclosure, prior violation, disciplinary history, complaint, judgment, financial issue, or other factor requiring Board member review or Board action. Applications containing such factors shall continue to be referred for further review.

RCE Providers

The Board considered Residential Continuing Education provider matters, including the renewal application for PDH Academy and the new provider application for Cloud Crust LLC. Upon motion duly made and seconded, the Board voted to approve the Residential Continuing provider matters.

New Business

The Board discussed enforcement of contractor license requirements.

The Board discussed lack of protection for contractors.

The Board discussed Georgia's withdrawal of the electrical reciprocity agreement.

The Board discussed the Texas reciprocity update. The matter was tabled until the May 19, 2026 Board meeting.

The Board considered correspondence regarding the scope of the LLE license. Michael Dorris appeared in person and presented his letter and issue directly to the Board, as described on the agenda. The Board discussed the matter. No action was taken.

Legal Report

Kimiya Sarayloo, Litigation Attorney, presented the legal report to the Board.

Sierra Shepard, Litigation Attorney, presented the legal report to the Board.

Upon motion duly made and seconded, the Board voted to approve the legal report and recommendations as amended which are reflected in the Board's official legal case and complaint report.

Legislative Update

Kyle Johnson, Board Attorney, provided a legislative update to the Board.

Board Updates

Christopher Burkhart, Executive Director, provided Board updates.

Public Comment

The Board opened the floor for public comment consistent with the Department's public comment policy and applicable open meetings requirements.

Julie Pereira addressed the Board during public comment regarding how complaints are handled for litigation monitoring.

No further public comments were received.

Adjournment

There being no further business, the meeting was adjourned. The next meeting of the Board is scheduled for May 19, 2026, in Nashville, Tennessee.