

CONSTRUCTION INDUSTRIES BOARD

(A self-funded, non-appropriated agency whose mission is to protect life and property by licensing and inspection of the related trades for the health, safety and welfare of the public.)

Regular Board Meeting

**Conference Room
2401 N.W. 23rd Street, Suite 2F
Oklahoma City, Oklahoma 73107**

December 14, 2016

1:30 p.m.

AGENDA

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.

- 1. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT - Chair
Tony Boevers/Linda Ruckman**

- 2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT – Linda Ruckman**

- 3. REPORTS**
 - (A) Administrator's Report – Janis Hubbard, Administrator

 - (B) Financial Report for month ended November 30, 2016 -- Steven Hawkins and/or LaTisha Edwards, OMES

- 4. DIVISION REPORTS**
 - (C) Mechanical Division written statistical and activity report – Gary Kirk, Supervisor

 - (D) Plumbing Division statistical report and Division activity update – Jim George, Supervisor

 - (E) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor

 - (F) Roofing Division statistical report and Division activity update – Richard Hager, Supervisor

5. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

- (G) Review and possible vote to approve all fines, penalties and fees assessed and collected on uncontested matters where administrative hearing was waived and fines have already been paid, as reflected on the Management Statement of Activities by trade revolving fund. (Any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration as a separate action item.) – Jon Dutton, Assistant Attorney General
- (H) Possible vote to remove item from Consent Agenda for Uncontested Citations Paid, Hearing Waived, for consideration as a separate action item – Jon Dutton, Assistant Attorney General
- (I) Discussion and possible action on items removed from Consent Agenda for Uncontested Citations Paid, Hearing Waived.

6. ACTION AND DISCUSSION ITEMS:

- (J) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held November 16, 2016 – Chair Tony Boevers
- (K) Discussion and possible vote on OMES Master Service Agreement for shared services through OMES Agency Business Services (accounting/purchasing services), OMES Human Capital Management (payroll services) and OMES Informational Services Division (IT services) – Janis Hubbard, Administrator

7. PUBLIC COMMENTS (limit 3 minutes per person)

8. NEW BUSINESS

IN ACCORDANCE WITH 25 O.S. § 311(A)(9), NEW BUSINESS NOT KNOWN AT THE TIME OF THE POSTING OF THE AGENDA, IF ANY, WILL NOW BE HEARD.

9. BREAK

10. RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK – Linda Ruckman

11. POSSIBLE VOTE TO REMOVE ITEM FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS FOR CONSIDERATION AS A SEPARATE ACTION ITEM – Jon Dutton, Assistant Attorney General

12. DISCUSSION AND POSSIBLE ACTION ON ANY ITEM REMOVED FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS – Jon Dutton, Assistant Attorney General

- i. Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(8) to engage in deliberations on any matter removed from Consent Agenda for Individual Administrative Proceedings.

- ii. If Executive Session convened, vote to return to Open Session.
- iii. Possible vote on any matter removed from Consent Agenda for Individual Administrative Proceedings discussed in Executive Session or in Open Session.

13. CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS - (Any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration as a separate action item.) – Jon Dutton, Assistant Attorney General

- (L) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Plumbing Hearing Board on Docket No. CIB-16-P-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12333	Jameson Bennett	Contracting without a license
Citation No. 12708	Jessiah Anderson	Contracting without a license
Citation No. 12709	Robert Campbell	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12710	Gerald Roskam	Contracting without a license
Citation No. 12819	Ernest Strong	Contracting without a license
Citation No. 12821	Charles Harber	Contracting without a license
Citation No. 12405	Clifton Thompson	Contracting without a license

- (M) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Mechanical Hearing Board on Docket No. CIB-16-M-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12086	Charles Birdwell	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12087	Charles Birdwell	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12683	Brad Satterwhite	Contractor working unlicensed or unregistered individual (per person)
Citation No. 12547	Ernest Strong	Contracting without a license

- (N) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Electrical Hearing Board on Docket No. CIB-16-E-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12820	Toby Jamison	Contractor working unlicensed or unregistered individual (per person)
Citation No. 12788	Enrique Vizcaina	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12789	Roberto Garcia	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12792	Jeffrey Colliver	Contracting without a license
Citation No. 12745	Ernest Strong	Contracting without a license

14. INDIVIDUAL HEARING ON TIMELY FILED REQUEST FOR APPEAL AND RESPONSE BRIEF ON PROPOSED ORDER FOR CITATION NO. 12680 ISSUED TO RONALD LEHEW.

- i. Review of Request for Appeal and Brief, and Brief in Response.
- ii. Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(8) to engage in deliberations on the Appeal of the Proposed Order for Citation No 12680.
- iii. If Executive Session convened, vote to return to Open Session.
- iv. Possible vote to Affirm or Deny and Remand, with or without instruction on the Request for Appeal of the Proposed Order for Citation Nos. 12680.

15. ADJOURNMENT