

# **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. 23<sup>rd</sup> Street, Suite 2F  
Oklahoma City, Oklahoma 73107**

**September 27, 2017**

**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. NEW BOARD MEMBER WELCOME** – Chair Tony Boevers
- 4. REPORTS**
  - (A) Administrator's Report – Janis Hubbard, Administrator
  - (B) Report by Office of State Auditor & Inspector on FY 16 Audit – Billy Swindell and Wendy Wilkinson, Office of State Audit & Inspector
  - (C) Financial Report for month ended August 31, 2017 -- Steven Hawkins and/or LaTisha Edwards, OMES
  - (D) Legislative Update - Tommy Thomas and/or Phil Ostrander, Oklahoma Legislative Consulting Group
- 5. DIVISION REPORTS**
  - (E) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
  - (F) Plumbing Division statistical report and Division activity update – Jim George, Supervisor
  - (G) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor

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

**6. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED**

- (I) 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
- (J) 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
- (K) Discussion and possible action on items removed from Consent Agenda for Uncontested Citations Paid, Hearing Waived.

**7. ACTION AND DISCUSSION ITEMS:**

- (L) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held August 23, 2017 – Chair Tony Boevers
- (M) Consideration and possible vote regarding appointment to the Committee of Electrical Examiners for a two-year term ending September 2019 (position currently held by Daryle Andrews). 59 § 1683(B)(5) – Janis Hubbard, Administrator
- (N) Discussion and possible vote to advertise position opening for Field Investigator (Plumbing Trade) for the southwest region, due to upcoming retirement of Larry Jones - Janis Hubbard, Administrator
- (O) Discussion and possible vote on the employment, hiring, appointment, resignation, changes to existing salaries, or setting salary ranges for the Plumbing Supervisor position and assigned duties currently performed by Jim George due to Mr. George's upcoming retirement – Janis Hubbard, Administrator
  - (i) Possible vote to convene into Executive Session -- Pursuant to 25 O.S. § 307 (B)(1), the Board may convene in Executive Session to discuss the employment, hiring, appointment, resignation, changes to existing salaries, or setting salary ranges for the Plumbing Supervisor position and assigned duties currently performed by Jim George.
  - (ii) Possible vote to return to Open Session.
  - (iii) Possible vote on matters discussed in Executive Session related to the employment, hiring, appointment, resignation, changes to existing salaries, or setting salary ranges for the Plumbing Supervisor position and assigned duties currently performed by Jim George.

**8. PUBLIC COMMENTS (limit 3 minutes per person)**

**9. 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.

**10. RECOGNITION OF SERVICE AND PRESENTATION OF CERTIFICATE TO PLUMBING SUPERVISOR JIM GEORGE (and announcement of reception following meeting) – Tony Boevers, Board Chair & Janis Hubbard, Administrator**

**11. BREAK**

**12. RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK – Linda Ruckman**

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

**14. 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.

**15. 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**

- (P) 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-17-P-003 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12723	Jeffrey Morrow	Contractor working unlicensed or unregistered individual (per person)
Citation No. 13017	Jeffrey Moreland	Contracting without a license
Citation No. 13034	Russell Graves	Contracting without a license

- (Q) 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-17-M-003 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12873	Cody Lake	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12874	Donald Bass Jr.	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 12810	David Trimble	Unlicensed or unregistered individual performing trade work under the direction of another

- (R) 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-17-E-003 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12991	Jeffrey Karber	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 13060	Devin Hamlin	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 13061	Vince Shriner	Contractor working unlicensed or unregistered individual (per person)
Citation No. 13025	John Jones	Contracting without a license
Citation No. 13026	Travis Todd	Contracting without a license

## 16. ADJOURNMENT