

# **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**

**October 18, 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. REPORTS**
  - (A) Administrator's Report – Janis Hubbard, Administrator
  - (B) Financial Report for month ended September 30, 2017 -- OMES Agency Business Services Representative
- 4. DIVISION REPORTS**
  - (C) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
  - (D) Plumbing Division written statistical report.
  - (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 September 27, 2017 – Chair Tony Boevers
- (K) Discussion with possible vote on the Construction Industries Board regular meeting dates for calendar year 2018 – Janis Hubbard, Administrator
- (L) Discussion with possible vote to renew contract with eCapitol for legislative tracking services for calendar year 2018 – Windy Nunnery, Office Manager
- (M) Discussion and possible vote on Audit Engagement with Office of State Auditor and Inspector for FY 17 Audit – Janis Hubbard
- (N) Discussion and possible vote(s) on the employment, hiring, appointment, resignation, changes to existing salaries, or setting salary ranges for the Plumbing Supervisor position and other assigned duties previously performed by Jim George, for the Board Secretary/Executive Assistant position, and for the Administrator position – Janis Hubbard, Administrator/Tony Boevers, Chair
  - (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 other assigned duties previously performed by Jim George, for the Board Secretary/Executive Assistant position, and for the Administrator position.
  - (ii) Possible vote to return to Open Session.
  - (iii) Possible vote(s) 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 other assigned duties previously performed by Jim George, for the Board Secretary/Executive Assistant position, and for the Administrator position.

- (O) Discussion and possible vote on CIB appointee to the Oklahoma Uniform Building Code Commission – 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**

- (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 Electrical Hearing Board on Docket No. CIB-17-E-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12411	Robert Penner	Contracting without a license

**14. ADJOURNMENT**