

**MINUTES OF THE REGULAR MEETING OF THE  
CONSTRUCTION INDUSTRIES BOARD  
Conference Room  
2401 NW 23<sup>rd</sup> Street, Ste. 2F  
Oklahoma City, OK 73107**

**February 15, 2017**

**CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT**

The regular meeting of the Construction Industries Board was called to order by Chair Tony Boevers at approximately 1:30 p.m. on Wednesday, February 15, 2017, in the Conference Room of the Construction Industries Board.

MEMBERS PRESENT: Tony Boevers, Paul Magdeburg, Jake Matherly, Scott Tucker, and Kevin Westmoreland.

MEMBERS ABSENT: Mike Cooke.

CIB STAFF PRESENT: Janis Hubbard, Administrator; Linda Ruckman, Board Secretary/Executive Assistant; Windy Nunnery, Office Manager; Jim George, Plumbing Supervisor; and Ron Morris, Electrical Supervisor.

OTHERS PRESENT: LaTisha Edwards; and Bill Kite, MEPO of Oklahoma, Inc.

**STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT**

This regular meeting of the Construction Industries Board, scheduled to begin at 1:30 p.m. on this 15<sup>th</sup> day of February, 2017, has been convened in accordance with the Oklahoma Open Meeting Act, Oklahoma Statutes Title 25, §§ 301 through 314.

Further, this meeting was preceded by advance public notice filed electronically with the Secretary of State specifying the time and place of the meeting here convened. The Agenda was posted and displayed in public view on the office site of the Construction Industries Board and notice of this meeting was given at least twenty-four (24) hours prior hereto. Fifty people have filed a written request for notice of meetings of this public body to date.

Read aloud this 15<sup>th</sup> day of February, 2017.

**ADMINISTRATOR'S REPORT**

Ms. Hubbard reported that staff recently met with the auditors, and they plan to start the FY 16 audit soon. She reported that Gary Kirk and Richard Hager are providing CIB trade requirement information at the Tornado Summit which began yesterday and will end today. CIB staff will also be at the Locke Supply Annual Trade Show on Friday and Saturday. The CIB will have a booth to provide information on the CIB. Ms. Hubbard reported that she has appeared before a couple of legislative subcommittees, and she reported on legislation which could impact the CIB.

**FINANCIAL REPORT FOR MONTH ENDED JANUARY 31, 2017**

Ms. LaTisha Edwards reviewed the CIB's financial report for the month ended January 31, 2017.

**MECHANICAL DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of January.

**PLUMBING DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of January. Mr. George reported on activities of the Plumbing Division since the last Board meeting.

**ELECTRICAL DIVISION REPORT**

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of January. Mr. Morris reported on activities of the Electrical Division since the last Board meeting.

**ROOFING DIVISION REPORT**

The Board was provided a written report on written warnings, citations, complaints, renewals, and applications received and new registrations and endorsements processed during the month of January.

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

Mr. Dutton stated that this consent agenda item is related to individuals who paid their fine and waived their right to a hearing.

MOTION BY JAKE MATHERLY WITH SECOND BY PAUL MAGDEBURG TO APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARINGS WAIVED.

MOTION PASSED

Voting Aye: Tony Boevers  
Paul Magdeburg  
Jake Matherly  
Scott Tucker  
Kevin Westmoreland

Absent: Mike Cooke

Due to action taken on this item, Agenda Items 5(H) and 5(I) were not needed.

**DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD JANUARY 18, 2017.**

The Board was provided a draft of the Minutes of the Regular Meeting of the CIB held in January.

MOTION BY PAUL MAGDEBURG WITH SECOND BY JAKE MATHERLY TO APPROVE THE JANUARY 18, 2017, BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Tony Boevers  
Paul Magdeburg  
Jake Matherly  
Scott Tucker  
Kevin Westmoreland

Absent: Mike Cooke

**DISCUSSION AND POSSIBLE VOTE ON AUDIT ENGAGEMENT WITH OFFICE OF STATE AUDITOR AND INSPECTOR FOR FY 16 AUDIT.**

Ms. Hubbard reported the auditors are ready to begin the FY 16 audit. It is expected the cost will increase as they have not been recovering their costs with what they have been billing. Because of the cut in the appropriations to the State Auditor's Office over the last several years, they are trying to bill the actual cost. Ms. Hubbard reported that the auditors have estimated that the FY 16 audit cost would be \$17,200.00.

MOTION BY PAUL MAGDEBURG WITH SECOND BY KEVIN WESTMORELAND TO APPROVE ENTERING INTO AN AUDIT ENGAGEMENT WITH THE OFFICE OF STATE AUDITOR AND INSPECTOR FOR THE FY 16 AUDIT AT A COST IN THE RANGE OF \$17,200.00.

MOTION PASSED

Voting Aye: Tony Boevers  
Paul Magdeburg  
Jake Matherly  
Scott Tucker  
Kevin Westmoreland

Absent: Mike Cooke

**PUBLIC COMMENTS**

There were no public comments.

**NEW BUSINESS**

There was no new business discussed.

**BREAK**

At approximately 1:45 p.m. the meeting was recessed for a short break.

**RECORDING OF MEMBERS PRESENT AFTER THE SCHEDULED BREAK**

MEMBERS PRESENT: Tony Boevers, Paul Magdeburg, Jake Matherly, Scott Tucker, and Kevin Westmoreland

MEMBERS ABSENT: Mike Cooke

**POSSIBLE VOTE TO REMOVE ITEM FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS FOR CONSIDERATION AS A SEPARATE ACTION ITEM.**

There were no items removed for consideration as a separate action item; therefore, Agenda Item 12 was not needed.

**CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS - 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:**

**Plumbing Hearing Board:**

Mr. Dutton noted that Paul Magdeburg served as Chair of the Plumbing Hearing Board when this docket was heard.

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. 12707	Rusty Summit	Contracting without a license

MOTION BY JAKE MATHERLY WITH SECOND BY SCOTT TUCKER TO APPROVE THE CONSENT AGENDA AS SUBMITTED.

MOTION PASSED

Voting Aye: Tony Boevers  
Jake Matherly  
Scott Tucker  
Kevin Westmoreland

Recused: Paul Magdeburg

Absent: Mike Cooke

**ADJOURNMENT**

MOTION BY JAKE MATHERLY WITH SECOND BY PAUL MAGDEBURG TO ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Tony Boevers  
Paul Magdeburg  
Jake Matherly  
Scott Tucker  
Kevin Westmoreland

Absent: Mike Cooke

The meeting was adjourned at approximately 1:51 p.m.

Minutes approved in Regular Session on the 22nd day of March, 2017.

/s/ Tony Boevers  
Tony Boevers, Chair

/s/ Linda Ruckman  
Linda Ruckman, Board Secretary