

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

March 21, 2018

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, March 21, 2018, in the Conference Room of the Construction Industries Board.

MEMBERS PRESENT: Tony Boevers, Mike Cooke, Keith Deaver, Paul Magdeburg, Scott Soder, Scott Tucker, and Kevin Westmoreland.

MEMBERS ABSENT: None

CIB STAFF PRESENT: Janis Hubbard, Administrator; Stephanie Brown, Board Secretary/Executive Assistant; Windy Nunnery, Office Manager; Gary Kirk, Mechanical Supervisor; and Richard Hagar, Plumbing & Roofing Supervisor.

OTHERS PRESENT: LaTisha Edwards, OMES; Joe Hutmacher, NECA; Travis John, Trivan Roofing; Ric Russell, CareerTech.

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 21st day of March, 2018, 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 21st day of March, 2018.

Plumbing Hearing Board:

Mr. Dutton noted that Paul Magdeburg served as Chair of the Plumbing Hearing Board when Docket No. CIB-17-P-005 was heard.

Matters heard by the Plumbing Hearing Board on Docket No. CIB-17-P-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 12336	Willard Tattershall	Contracting without a license
Citation No. 13039	Tim Gallaway	Contracting without a license

MOTION BY SCOTT TUCKER WITH SECOND BY KEITH DEEVER TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO PLUMBING HEARING BOARD DOCKET CIB-17-P-005.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Scott Soder
Scott Tucker
Kevin Westmoreland

Recused: Paul Magdeburg

Mechanical Hearing Board:

Mr. Dutton noted that Tony Boevers served as Chair of the Mechanical Hearing Board when Docket No. CIB-17-M-005 was heard.

Matters heard by the Mechanical Hearing Board on Docket No. CIB-17-M-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 13007	Reuben Romero	Contracting without a license
Citation No. 13073	Michael Beattie	Unlicensed or unregistered individual performing work under the direction of another

MOTION BY MIKE COOKE WITH SECOND BY PAUL MAGDEBURG TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO MECHANICAL HEARING BOARD DOCKET CIB-17-M-005.

MOTION PASSED

Voting Aye: Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

Recused: Tony Boevers

Electrical Hearing Board:

Mr. Dutton noted that Tony Boevers served as Chair of the Roofing Hearing Board when Docket No. CIB-17-R-005 was heard.

Matters heard by the Roofing Hearing Board on Docket No. CIB-17-R-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 20308	Randall Turley	Contracting without a license
Citation No. 20340	Christopher Smalts	Contracting without a registration
Citation No. 20343	Randall Turley	Contracting without commercial endorsement

MOTION BY PAUL MAGDEBURG WITH SECOND BY SCOTT SODER TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO ROOFING HEARING BOARD DOCKET CIB-17-R-005.

MOTION PASSED

Voting Aye: Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

Recused: Tony Boevers

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 6 was not needed.

BREAK

At approximately 1:38 p.m. the meeting was recessed for a short break.

RECORDING OF MEMBERS PRESENT AFTER THE SCHEDULED BREAK

MEMBERS PRESENT: Tony Boevers, Mike Cooke, Keith Deaver, Paul Magdeburg, Scott Soder, Scott Tucker, and Kevin Westmoreland

ADMINISTRATOR'S REPORT

Ms. Hubbard provided a legislative update for Board members. She reported that committee meetings would start next week, and that a few bills were still being tracked.

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 February. Mr. Kirk reported on activities of the Mechanical Division since the last Board meeting.

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 February. Mr. Hagar 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 February.

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 February. Mr. Hager reported on activities of the Roofing Division since the last Board meeting.

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 MIKE COOKE WITH SECOND BY KEITH DEAVER TO APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARINGS WAIVED.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

Due to action taken on this item, Agenda Items 11(L) and 11(M) were not needed.

DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD JANUARY 17, 2018.

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 SCOTT SODER TO APPROVE THE JANUARY 17, 2018, BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

DISCUSSION WITH POSSIBLE VOTE ON RENEWAL OF THE FOLLOWING CONTRACTS FOR FY 19:

i. Office of the Attorney General (Legal Services)

Ms. Hubbard stated that there would be no increase this year to the Attorney General's Office contract for legal services so for FY 19 this contract would be at the same rate as the prior fiscal year.

MOTION BY SCOTT TUCKER WITH SECOND BY KEVIN WESTMORELAND TO ACCEPT THE CONTRACT RENEWAL FOR THE OFFICE OF THE ATTORNEY GENERAL FOR FY 19.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

ii. Phillips Murrah (Legal Services)

Ms. Hubbard stated that this contract is for our special counsel services. She stated there is no change in the cap for FY 19.

MOTION BY KEITH DEAVER WITH SECOND BY SCOTT TUCKER TO RENEW THE CONTRACT WITH PHILLIPS MURRAH FOR FY 19 WITH THE SAME CAP AMOUNT AS CURRENT FISCAL YEAR.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

iii. MailFinance (Rental of Folder/Inserter & Letter Opener)

Ms. Nunnery stated that MailFinance provides the lease of the folder/inserter and letter opener, and that the current contract expires on June 30, 2018. She reported that she obtained quotes from the two companies listed on the statewide contract and the current vendor came back with the lowest rate. For a new twelve (12) month lease with four (4) options to renew there is a small increase. She reported that she spoke with the vendor about the price increase and they explained that the Oklahoma state contract changed six months ago, and the current price was the cost negotiated for the new contract.

MOTION BY KEITH DEAVER WITH SECOND BY SCOTT TUCKER TO APPROVE A CONTRACT WITH MAILFINANCE FOR A TOTAL OF 12 MONTHS WITH FOUR OPTIONS TO RENEW.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker

Kevin Westmoreland

FINANCIAL REPORT FOR MONTH ENDED FEBRUARY 28, 2018

Ms. LaTisha Edwards reviewed the CIB's financial report for the month ended February 28, 2018.

UPDATE AND DISCUSSION ON STREAMLINING TRADE LICENSE RECIPROCITY BETWEEN STATES AND EFFORTS TO IDENTIFY AND RESOLVE BARRIERS TO RECIPROCITY/PORTABILITY OF LICENSURE BETWEEN OKLAHOMA AND OTHER STATES.

Ms. Hubbard explained that her research of CIB trade licensing requirements in other states shows Oklahoma's licensing requirements are lighter than many states' licensing requirements. Also, the licensing process is streamlined in Oklahoma by having the trade and contractor license under the CIB for one application fee and process.

She stated to avoid over-regulation of the skilled, licensed trades especially in this time of a skilled workforce shortage, the trade committees are being asked to review their trade licensing requirements working with the trade associations, license holders and the public to review requirements, and the need for the requirements. They are also being asked to identify any areas of over-regulation or barriers to licensing or portability of licensure between Oklahoma and other states, and recommend how to streamline licensing with other states.

She further explained the scope of a license may be different in different states. The involvement of the trade industries is needed to fully review, identify what requirements are necessary and important, or not necessary, and make sure any recommendations for improvement are fully vetted.

She stated the Oklahoma Statutes and administrative rules already allow for reciprocity of CIB licenses – and currently there are nine (9) reciprocity agreements with other states in the Electrical trade. It is also important to know that we are rarely asked to reciprocate with another state. The CIB is working to seek out other states with similar licensing that may be interested in reciprocating licenses with Oklahoma.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

There was no new business discussed.

ADJOURNMENT

MOTION BY KEITH DEAVER WITH SECOND BY SCOTT SODER TO
ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Tony Boevers
Mike Cooke
Keith Deaver
Paul Magdeburg
Scott Soder
Kevin Westmoreland

Voting Nay: Scott Tucker

The meeting was adjourned at approximately 2:12 p.m.

Minutes approved in Regular Session on the 23rd day of May, 2018.

/s/ Tony Boevers
Tony Boevers, Chair

/s/ Stephanie Brown
Stephanie Brown, Board Secretary