

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

May 22, 2019

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 Scott Tucker/Stephanie Brown
- 2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT** – Stephanie Brown
- 3. REPORTS**
 - (A) Administrator’s Report – Janis Hubbard, Administrator
 - (B) Financial Report for month ended April 30, 2019 – Steve Funck and/or LaTisha Edwards, OMES
 - (C) Legislative Update – Tommy Thomas and/or Phil Ostrander, Oklahoma Legislative Consulting Group
- 4. DIVISION REPORTS**
 - (D) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
 - (E) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor
 - (F) Plumbing Division statistical report and Division activity update – Richard Hagar, Supervisor
 - (G) Roofing Division statistical report and Division activity update – Richard Hager, Supervisor

5. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

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

6. ACTION AND DISCUSSION ITEMS:

- (K) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held April 17, 2019 – Chair Scott Tucker
- (L) Discussion with possible vote on continuing to use services of the following at estimated costs as reflected in proposed FY 20 Budget Work Program: – Janis Hubbard, Administrator, and Windy Nunnery, Office Manager
 - i. AT&T (Wireless Phone Services)
 - ii. GALT (Temporary Employees)
 - iii. Security Services (Open Meetings Security)
 - iv. Xerox (copier and printer)
- (M) Discussion and possible vote on employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Administrator and/or duties concerning public relations, special projects, public information and legislative liaison responsibilities – Chair Scott Tucker
 - (i) Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(1) for discussion and possible action on employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Administrator and/or duties concerning public relations, special projects, public information and legislative liaison responsibilities
 - (ii) If Executive Session convened, vote to return to Open Session.
 - (iii) Possible vote on matters discussed related to employment, hiring, appointment, promotion, demotion, disciplining or resignation of the Administrator and/or duties concerning public relations, special projects, public information and legislative liaison responsibilities from Executive Session or as discussed in Open Session.
- (N) Discussion and possible vote on employment, hiring, appointment, promotion, demotion, disciplining or resignation of all CIB staff listed specifically concerning staff pay adjustments supported by recent research and OMES HCM market study and/or recently proposed legislation. – Chair Scott Tucker

- (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 changes to existing salaries, or setting salary ranges, for all CIB employees as follows: Carla Bell, Stephanie Brown, Earle Davis, Steve Guerrero, Richard Hager, Elizabeth Handy, Timothy Hillman, Raymond Howard, Janis Hubbard, Regina James, Basel Kilani, Gary Kirk, Ron Morris, Robert Newberg, Windy Nunnery, Buddy Osborn, Derric Pruitt, Amanda Riley, Roderick Roberts, Stanley Scheilz, Charles Scott, June Smith, Tamara Solano, Kim Stell, Ronnie Terry, David Veteto, Gregory Walker, Gary Williamson, Shereice Word, Christopher Wyre and Dannette Yousey.
- (ii) Possible vote to return to Open Session
- (iii) Possible vote on matters discussed in Executive Session related to possible action on changes to existing salaries, or setting salary ranges, for all CIB employees as follows: Carla Bell, Stephanie Brown, Earle Davis, Steve Guerrero, Richard Hager, Elizabeth Handy, Timothy Hillman, Raymond Howard, Janis Hubbard, Regina James, Basel Kilani, Gary Kirk, Ron Morris, Robert Newberg, Windy Nunnery, Buddy Osborn, Derric Pruitt, Amanda Riley, Roderick Roberts, Stanley Scheilz, Charles Scott, June Smith, Tamara Solano, Kim Stell, Ronnie Terry, David Veteto, Gregory Walker, Gary Williamson, Shereice Word, Christopher Wyre and Dannette Yousey.
- (O) Discussion and possible vote on employment, hiring, appointment of position performing public relations, public information, special projects, administrative duties as assigned and legislative liaison duties, setting framework of job description with salary range and possible title of Public Relations and Outreach Officer. – Janis Hubbard, Administrator
- (P) Update, discussion and possible vote regarding previously approved five year Unlimited Journeyman and five year Residential Journeyman Reciprocal Agreements with the State of Texas and possible adjustment on any necessary written notice of termination for superseding October 10, 2016 Reciprocal Agreement. – Janis Hubbard, Administrator
- (Q) Discussion and possible vote on a proposed FY 20 CIB Budget Work Program – Janis Hubbard, Administrator, and Chair Scott Tucker

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. ADJOURNMENT