

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

April 17, 2019

CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT

The regular meeting of the Construction Industries Board was called to order by Chair Scott Tucker at approximately 1:30 p.m. on Wednesday, April 17, 2019, in the Conference Room of the Construction Industries Board.

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

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

OTHERS PRESENT: Jon Dutton, OK Attorney General's Office; Phil Ostrander, Legislative Consulting Services; LaTisha Edwards, OMES; 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 17th day of April, 2019, 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 17th day of April, 2019.

ADMINISTRATOR'S REPORT

Ms. Hubbard reported on the upcoming retirement of long time employee Sherrie Ladd. She updated the Board on presentations at industry meetings. She updated the Board on the completion of the software upgrade and working with OMES IT to determine if a second server is needed to separate the testing environment from the working data environment. She reported that the last meeting with Cabinet Secretary Kouplén was informative and that at the July meeting the cabinet secretary over OMES IT would be on hand to answer questions.

FINANCIAL REPORT FOR MONTH ENDED MARCH 31, 2019

Ms. Edwards reviewed the CIB financial report for the month ended March 31, 2019.

LEGISLATIVE UPDATE

Phil Ostrander briefly reported on legislation which would directly impact the CIB.

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 March.

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 March. Mr. Morris reported on activities of the Electrical 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 March. Mr. Hagar reported on activities of the Plumbing 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 March. 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 KEITH DEAVER WITH SECOND BY PAUL MAGDEBURG TO APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARINGS WAIVED.

MOTION PASSED

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

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

DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD MARCH 27, 2019

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

MOTION BY TONY BOEVERS WITH SECOND BY SCOTT SODER TO APPROVE THE MARCH 27, 2019, BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Tony Boevers
Keith Deaver

Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

DISCUSSION AND POSSIBLE VOTE TO ADVERTISE POSITION FOR FIELD INVESTIGATOR TO FILL VACANCY PREVIOUSLY HELD BY GREG MYERS (ELECTRICAL TRADE)

Ms. Hubbard reported that the position previously held by Greg Myers needed to be filled. She requested permission to advertise and interview for that position, with the successful candidate to be brought before the Board prior to hiring.

MOTION BY SCOTT SODER WITH SECOND BY KEVIN WESTMORELAND TO HIRE ADVERTISE POSITION OPENING FOR THE VACANT FIELD INVESTIGATOR POSITION IN THE ELECTRICAL TRADE
MOTION PASSED

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

DISCUSSION WITH POSSIBLE VOTE ON RENEWAL OF THE FOLLOWING CONTRACTS:

- i. Michael Mitchelson (ALJ Services)
- ii. James A. Slayton (ALJ Services)
- iii. OMES – Interagency Mail (Shared Mailing Services)
- iv. Sunset Courier (Courier Services)
- v. OMES – Risk Management Division (Workers’ Comp Insurance)
- vi. GL Suites (Licensing Database)
- vii. For information purposes only – the OMES Master Service Agreement (“MSA”) was originally approved in January 2017, and is a continuing agreement. When changes would be over the estimated cost reflected in the FY19 Budget Work Program, they will be brought to the Board upon notification of change. The MSA includes: Agency Business Services Division – Shared Financial Services, Human Capital Management Division – Shared Payroll Services and Information Services – Shared IT Services.

Ms. Hubbard reported that the ALJ contracts with Mr. Mitchelson and Mr. Slayton expire June 30, 2019. She reported that the rates for FY 20 would stay the same as FY 19. She stated that the agency is requesting to continue the contract with both ALJ’s for the next fiscal year, at the current rate.

MOTION BY TONY BOEVERS WITH SECOND BY KEITH DEAVER TO RENEW THE CONTRACT FOR ALJ SERVICES WITH MICHAEL MITCHELSON FOR FY 20 AT THE SAME RATE AS FY 19.

MOTION PASSED

Voting Aye: Tony Boevers

Keith Deaver
Paul Magdeburg
Scott Soder
Scott Tucker
Kevin Westmoreland

MOTION BY KEVIN WESTMORELAND WITH SECOND BY PAUL MAGDEBURG TO RENEW THE CONTRACT FOR ALJ SERVICES WITH JAMES A. SLAYTON PC FOR FY 20 AT THE SAME RATE AS FY 19.

MOTION PASSED

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

Ms. Hubbard reported that OMES Interagency Mail Services provide postage and mail handling services for the CIB. She stated that this is in lieu of the higher rates of the US Postal Service. She stated there will be no change in the cost of services for FY 20.

MOTION BY SCOTT SODER WITH SECOND BY PAUL MAGDEBURG TO RENEW THE CONTRACT WITH OMES INTERAGENCY MAIL SERVICES AT THE CURRENT RATE FOR FY 20.

MOTION PASSED

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

Ms. Nunnery reported that Sunset Courier provides our courier service. She stated that there will be no change in the cost of services for FY 20.

MOTION BY PAUL MAGDEBURG WITH SECOND BY TONY BOEVERS TO RENEW THE CONTRACT WITH SUNSET COURIER AT THE CURRENT RATE FOR FY 20.

MOTION PASSED

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

Ms. Nunnery reported that OMES Risk Management Division provides CIB's workers' compensation insurance policy. She stated that OMES Risk Management Division indicated it does not have information as to the cost of Workers' Comp Insurance for FY 20 but stated that there would be an increase built into the CIB budget work program due to an ongoing workers compensation claim.

MOTION BY TONY BOEVERS WITH SECOND BY PAUL MAGDEBURG TO RENEW THE CONTRACT WITH OMES RISK MANAGEMENT DIVISION FOR WORKERS COMPENSATION INSURANCE FOR FY 20 PENDING THE NOTIFICATION OF THE INCREASED AMOUNT. IF THE INCREASED AMOUNT IS TOO HIGH, THE BOARD WILL REVIEW THE RENEWAL FOR FURTHER DECISION.

MOTION PASSED

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

Ms. Nunnery reported that GL Suites (GL Solutions) provides CIB with their licensing software. This would be the second renewal of a four year renewal option. She stated that GL Suites notified CIB of a consumer index price increase for FY 20 of 1.9%.

MOTION BY PAUL MAGDEBURG WITH SECOND BY KEVIN WESTMORELAND TO RENEW THE CONTRACT WITH GL SUITES FOR FY 20 FOR THE SECOND YEAR OF A TWO YEAR CONTRACT WITH AN INCREASE FROM FY 19 OF 1.9%.

MOTION PASSED

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

Ms. Nunnery reported that the OMES Master Service Agreement as originally approved in January 2017, is a continuing agreement between CIB and OMES. CIB has received no notice of a price change, and OMES is required to provide CIB 30 days' notice for any price increases or changes. She stated when any changes are made to the MSA that would be over the estimated cost reflected in FY 20 Budget Work Program; those changes would be presented to the Board upon notification of change.

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

There was no new business discussed.

ADJOURNMENT

MOTION BY PAUL MAGDEBURG WITH SECOND BY TONY BOEVERS TO
ADJOURN THE MEETING.

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

Voting Nay: Scott Tucker

The meeting was adjourned at approximately 2:06 p.m.

Minutes approved in Regular Session on 22nd day of May, 2019.

/s/ Scott Tucker
Scott Tucker, Chair

/s/ Stephanie Brown
Stephanie Brown, Board Secretary