

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

July 21, 2021

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 Paul Magdeburg/Stephanie Brown
- 2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT** – Stephanie Brown
- 3. NEW BUSINESS**

In accordance with 25 O.S. § 311(A)(9) and (10), new business not known at the time of the posting of the agenda, if any, will now be heard. – Jon Dutton, Assistant Attorney General
- 4. PUBLIC COMMENTS**

(Opportunity for the Board to receive public comments. Each person wanting to make a public comment is asked to sign in and remember time is limited to three minutes. To comply with the intent of the public notice requirements, the Board does not respond to or discuss comments regarding matters not on today's agenda.) – Jon Dutton, Assistant Attorney General
- 5. REPORTS**
 - (A) Administrator's Report – Janis Hubbard, Administrator
 - (B) Financial Report – Steve Funck and/or LaTisha Edwards, OMES
 - (C) Report on Inter-Agency Agreement between Oklahoma Department of Career and Technology Education and CIB – Dr. Marcie Mack, ODCTE; Janis Hubbard, Administrator
 - (D) Public Relations Report – Debra Wojtek, Public Relations and Outreach Officer

- Workforce Development
- Communications and Outreach
- Legislative Update

6. DIVISION REPORTS

- (E) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
- (F) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor
- (G) Plumbing Division statistical report and Division activity update – Richard Hager, Supervisor
- (H) Roofing Division statistical report and Division activity report – Richard Hager, Supervisor

7. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

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

8. ACTION AND DISCUSSION ITEMS:

- (L) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held May 26, 2021 – Chair Paul Magdeburg
- (M) Discussion and possible vote on Administrator's recommendation of Candidate to fill the vacant Mechanical/Roofing Field Investigator position – Janis Hubbard, Administrator
 - (i) Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(1) for discussion and possible action on Administrator's recommendation of for employment, hiring, appointment, for the vacant Mechanical/Roofing Field Investigator position.
 - (ii) If Executive Session convened, vote to return to Open Session.

- (iii) Possible vote on matters discussed related to Administrator's recommendation of Candidate for employment, hiring, appointment, for the vacant Mechanical/Roofing Field Investigator position either from Executive Session or as discussed in Open Session.
- (N) Discussion and possible vote to re-appoint David Adcock, Electrical Inspector seat, to the Committee of Electrical Examiners for a two-year term beginning September 2021 and expiring September 2023. Title 59 O.S. § 1683(B)(1) – Janis Hubbard, Administrator
- (O) Discussion and possible vote on OMES Master Service Agreement for shared services through OMES Information Services (Appendix C: OMES Information Services) – Janis Hubbard, Administrator & Windy Nunnery, Office Manager

9. BREAK

10. RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK – Stephanie Brown

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-20-E-004 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21330	David Villarreal	Contractor working unlicensed or unregistered individual (per person)

Citation No. 21446	Dwight Franks	Inactive contractor or journeyman engaged in contracting
Citation No. 21418	Zachariah Cox	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 21399	Craig Petty	Contracting without a license

(Q) 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 Mechanical Hearing Board on Docket No. CIB-20-M-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21226	Gustavo Munoz	Contracting without a license
Citation No. 21120	Ray Sharp	Contracting without a license

14. ADJOURNMENT