

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**

June 24, 2020

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 BOARD MEMBER WELCOME** – Chair Paul Magdeburg & Janis Hubbard, Administrator
- 4. REPORTS**
 - (A) Administrator's Report – Janis Hubbard, Administrator
 - (B) Financial Report for month ended May 31, 2020 – Steve Funck and/or LaTisha Edwards, OMES
 - (C) Legislative & Workforce Development Update – Debra Wojtek, Public Relations and Outreach Officer
 - (D) Report on Inter-Agency Agreement between Oklahoma Department of Career and Technology Education and CIB – Ric Russell, ODCTE
- 5. 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 written statistical and activity report – Richard Hager, Supervisor

6. 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.

7. ACTION AND DISCUSSION ITEMS:

- (L) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held January 29, 2020 – Chair Paul Magdeburg
- (M) Discussion and possible vote to advertise position opening for the vacant Field Investigator position (Mechanical Trade) to fill vacancy created when Ron Terry moved to another territory/position – Janis Hubbard, Administrator
- (N) Discussion and possible vote to advertise position opening for the vacant Field Investigator position (Electrical Trade) to fill vacancy created by the resignation of Roderick Roberts. – Janis Hubbard, Administrator
- (O) Discussion with possible vote on renewal of the following contracts for FY 21:
 - i. Office of the Attorney General (Legal Services)
 - ii. Phillips Murrah (Legal Services)
 - iii. Michael Mitchelson (ALJ Services)
 - iv. James A. Slayton PC (ALJ Services)
 - v. MailFinance/Neopost/Quadiant (Rental of Folder/Inserter & Letter Opener)
 - vi. OMES - Risk Management Division (Workers' Comp Insurance)
 - vii. OMES – Interagency Mail (Shared Mailing Services)
 - viii. Sunset Courier (Courier Services)
 - ix. AT&T (Wireless Phone Services)

- x. GALT (Temporary Employees)
- xi. Security Services (Open Meetings Security)
- xii. GL Suites (Licensing Database)
- xiii. XEROX (Copier and Printer)
- xiv. For information purposes only - the OMES Master Service Agreement ("MSA") for on-going state services originally approved in January 2017, and is a continuing agreement. When requested changes would be over the estimated cost reflected in FY 21 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 Division – Shared IT Services.

- (P) 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
- (Q) Consideration and possible vote to re-appoint Ronnie Smith (plumbing contractor) as a member of the Oklahoma State Committee of Plumbing Examiners for a two-year term expiring September 2021. Title 59 O.S. § 1004(A)(1) – Janis Hubbard, Administrator
- (R) Consideration and possible vote to re-appoint Glen Cates (plumbing inspector) as a member of the Oklahoma State Committee of Plumbing Examiners for a two-year term expiring September 2021. Title 59 O.S. § 1004(A) – Janis Hubbard, Administrator
- (S) Consideration and possible vote on appointment/re-appointment of Plumbing Journeyman, not a member of a state pipe trades association, as a member of the Oklahoma State Committee Plumbing Examiners for a two-year term expiring September 2022. Title 59 O.S. § 1004(A)(4).
- (T) Consideration and possible vote to re-appoint John Moore (mechanical inspector) as a member of the Inspector Examiners Committee for a four-year term expiring September 2023. Title 59 O.S. § 1034 – Janis Hubbard, Administrator
- (U) Discussion and possible vote on CIB appointee to the Oklahoma Uniform Building Code Commission – Janis Hubbard, Administrator
- (V) Discussion and possible vote on FY 21 CIB Budget Work Program – Janis Hubbard, Administrator, and Chair Paul Magdeburg
- (W) Discussion and possible vote for Chair and Vice Chair beginning September 1, 2020, pursuant to 59 O.S. § 1000.3(A)(1) – Janis Hubbard, Administrator

8. CONSENT AGENDA TO RENEW ELECTRICAL RECIPROCITY AGREEMENTS- (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

- (X) Discussion and possible vote on renewal of Reciprocal Journeyman Electrician License Agreement between the States of Alaska and Oklahoma – Ron Morris, Supervisor
- (Y) Discussion and possible vote on renewal of Reciprocal Journeyman Electrician License Agreement between the States of Idaho and Oklahoma – Ron Morris, Supervisor
- (Z) Discussion and possible vote on renewal of Reciprocal Journeyman Electrician License Agreement between the States of Wyoming and Oklahoma – Ron Morris, Supervisor

9. PUBLIC COMMENTS (limit 3 minutes per person)

10. 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.

11. BREAK

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

13. POSSIBLE VOTE TO REMOVE ITEM FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS FOR CONSIDERATION AS A SEPARATE ACTION ITEM – Jon Dutton, Assistant Attorney General

14. 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.

15. 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

- (AA) 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-19-M-004 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 20806	Casey Nichols	Contracting without a license
Citation No. 20808	Jermaine O'Guin	Contracting without a license

- (BB) 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-19-E-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21042	Timothy Anderson	Contracting without a license

- (CC) 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-19-M-005 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 20193	Gerald Frazier	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 20194	Gerald Frazier	Failure to properly display license number/firm name on vehicle
Citation No. 20212	Anthony Repsher	Contracting without a license
Citation No. 20213	Rickey Sheppard	Contracting without a license
Citation No. 20215	Felipe Gomez	Inactive contractor or journeyman engaged in contracting
Citation No. 20216	Tony Cooper	Contracting without a license
Citation No. 20810	Dwayne Hathcoat	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 20811	Thomas McEntire	Inactive contractor or journeyman engaged in contracting
Citation No. 20957	Brandon Royse	Contractor working unlicensed or unregistered individual (per person)

- (DD) 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-19-E-006 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 20975	Miguel Medina	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 20976	Yanyz Garcia	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 20977	Oscar Urioste	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 21084	Daniel Tovar	Contracting without a license
Citation No. 20217	Herbert Florer	Contractor working unlicensed or unregistered individual (per person)
Citation No. 20848	Michael Killian	Contractor working registered apprentice without direct supervision (per person)
Citation No. 21033	Todd Berdit	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21034	Todd Berdit	Contracting without a license
Citation No. 21049	Brian Cartwright	Inactive contractor or journeyman engaged in contracting

- (EE) 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-19-M-006 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 20214	Michael Thompson	Contracting without a license
Citation No. 20221	Hector Estrada	Contracting without a license
Citation No. 21045	Alen Sanders	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21139	Lance Dorn	Contracting without a license
Citation No. 20888	Geoff Thurman	Loaning a license
Citation No. 20205	John Jordan	Contracting without a license

Citation No. 20207	Bobby Stowers	Contracting without a license
Citation No. 20208	Bobby Stowers	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21098	Steve Maxwell	Contractor working unlicensed or unregistered individual (per person)

(FF) 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 Plumbing Hearing Board on Docket No. CIB-19-P-006 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21080	Monte Brown	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 21081	Todd Berdit	Contracting without a license
Citation No. 21082	Todd Berdit	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21083	Daniel Tovar	Contracting without a license
Citation No. 21085	Alan Koon	Inactive contractor or journeyman engaged in contracting
Citation No. 21149	Kenneth Snider	Contractor working registered apprentice without direct supervision (per person)
Citation No. 21047	James Bailey	Contractor working unlicensed or unregistered individual (per person)
Citation No. 20206	Adam Fitzgerald	Contracting without a license
Citation No. 20209	Bobby Stowers	Contracting without a license
Citation No. 20210	Ramon DeLeon	Contractor working unlicensed or unregistered individual (per person)

(GG) 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 Roofing Hearing Board on Docket No. CIB-19-R-006 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21023	Tony Hardin	Contracting without registration and commercial endorsement
Citation No. 21162	Ron Sullivan	Contracting without registration and commercial endorsement
Citation No. 21131	Randy Farnsworth	Contracting without registration

- (HH) 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 Plumbing Hearing Board on Docket No. CIB-20-P-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21166	Jeremy Vernnon	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21181	Gerardo Lopez	Contracting without a license
Citation No. 21124	Chris Perez	Contracting without a license
Citation No. 21132	Blakely Burns	Contractor working unlicensed or unregistered individual (per person)

16. ADJOURNMENT