

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

July 21, 2021

CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT

The regular meeting of the Construction Industries Board was called to order by Chair Paul Magdeburg at approximately 1:30 p.m. on Wednesday, July 21, 2021, in the Conference Room of the Construction Industries Board.

MEMBERS PRESENT: Tony Boevers, Larry Buxton, Keith Deaver, Lupe Ibarra & Paul Magdeburg.

MEMBERS ABSENT: Todd Finley & Scott Soder

CIB STAFF PRESENT: Janis Hubbard, Administrator; Stephanie Brown, Board Secretary/ Executive Assistant; Windy Nunnery, Office Manager; Debra Wojtek, Public Relations and Outreach Officer; Gary Kirk, Mechanical Supervisor; Ron Morris, Electrical Supervisor; and Richard Hager, Plumbing & Roofing Supervisor.

OTHERS PRESENT: Jon Dutton, Assistant Attorney General; LaTisha Edwards, OMES ABS; Tim Mahoney, CIB Applicant; Michael Iseley, Lowe's Home Centers, LLC; Dr. Marcie Mack, Career Tech; Jimmy Fish, Oklahoma Building Trades; David Hames, PHCC; Kenny Whitson, PP344.

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 July, 2021, 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 July, 2021.

NEW BUSINESS

There was no new business discussed.

PUBLIC COMMENTS

There were no public comments.

FINANCIAL REPORT

Written financial reports for the month ended June 30, 2021, prepared by OMES/ABS were provided for review and discussion.

ADMINISTRATOR'S REPORT

Ms. Hubbard reported that the legislature completed their session work for the year. She reported that CIB closed the books on FY 21 financial reports and that the budget work program for the current year, FY 22, has been posted. She reported that she was invited to attend the Governor's Hope Summit, discussing the science of hope and how it can not only positively affect your attitude but also your strategic planning. She reported that the lobby is fully open and that there has been a new drop box installed by CIB outside that provides drop off access 24 hours a day, 7 days a week. She reported that Windy has worked on getting the new mobile OMES security application added to all of the CIB mobile phones. She stated that on the credit card and ACH projects, the testing phase is about to begin, and she looks forward to providing a specific "go live" date at the next meeting.

Ms. Hubbard reported that the CIB was contacted by a legislator who had a constituent issue regarding a Home Inspector rule that was passed two years ago. She stated that a meeting was held at CIB with four legislators, representatives from the Home Inspectors Industry and the Real Estate Industry. She stated that it was a very good discussion and that there were no concerns about the CIB rule process or that the rule itself was bad, it was strictly a constituent issue, and she would keep the Board posted if anything on that rule develops.

Ms. Hubbard reported that on the sublease with OUBCC, it is her understanding that the OUBCC has signed a lease for space here in the mall, but that there is some remodeling that needs to be done. She stated that CIB has not received 30 days' notice, but that she would let the Board know when that 30 days' notice is received.

Ms. Hubbard reported that Dr. Marcie Mack, the director of the Oklahoma Department of Career Technology and Education was a special guest for the meeting. She stated that she and Dr. Mack first met in the fall of 2015, to talk about workforce development, before the legislation allowing both agencies to have the inter-agency agreement existed. She stated that she remembered discussing with Dr. Mack the need to be able to coordinate through the three essential factors; student demand, educational programs and the employer contractors. She then showed slides demonstrating what the inter-agency agreement allows both agencies to do, and where in the process both agencies currently are. She stated that CIB is continuing to do social media posts and consistent work on the website to have the career pathways information out there while partnering with Career Tech at their events for speaking to counselors, teachers and trade associations. She stated she was honored to turn over the next agenda item to Dr. Mack.

REPORT ON INTER-AGENCY AGREEMENT BETWEEN OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION AND CIB

Dr. Mack reported that the conversation about how to help students understand the opportunities that they have in the construction industry with the various occupations that are out there, started a few years back. She stated that through the work of the team at CIB and their team in Trade and Industrial Education and Communications and Marketing, there has been an opportunity to put a plan together to be able to connect students with employers. She stated that throughout the last year there has not only been an opportunity to have business and industry panels that were offered virtually, but they have had podcasts along with providing opportunities for individuals to hear in various avenues since they publish much of their information in digital format.

Dr. Mack reported that there have been over 100,000 individuals reached through the first social media piece. She reported that there have been 12,856 impressions through the first series. She stated that while that series ended in July, the next one runs from August through December. She stated that during the time period that students were in school, their impressions and reactions to those were much higher, so they will now be going back to evaluate the audience, time period and what was tied to those so that as school goes back in session, they can continue to move forward. She reported that in the outline they not only talk about the jobs that are available, but also give students specific information about how careers can be very rewarding and that there is an opportunity for substantial wage growth and development. She stated that it is not only important for students to know that, but also parents and career counselors. She stated that they look forward to moving through all of the targets on their strategic plan. She stated that while they continue to have their industry panels in a virtual platform, they also have them in person. She stated that they are tying lessons to those, and have other industries working to test that so that students have exposure within the classroom. She stated that they are very blessed to have this partnership with CIB and look forward to continuing to communicate to the Board the deliverables that they have the opportunity to create with the investment.

PUBLIC RELATIONS REPORT

Workforce Development

Ms. Wojtek reported last week she was able to participate in the AGC's first Educate the Educator Event that highlighted the construction industries and provided information to those who might encourage students to go into the trades. She stated that it was organized to help address the workforce shortage in the construction industry. She reported that there was over 120 teachers and guidance counselors who toured job sites and watched a tradesman panel.

Ms. Wojtek reported that CIB is continuing to move forward with the first inter-agency agreement with Career Tech. She then showed the Electrical Careers Video and stated that it would be launching live in August and that CIB will be working with Career Tech to get it directly to the high schools. She reported that they have now started work on the Mechanical Careers Video.

Communications & Outreach

Ms. Wojtek reported that the active users for the website for the last 30 days was 11,067. She reported that these users had 42,948 page views. She stated that the website users are actually coming more from desktops than mobile devices, with a smaller amount coming from tablets.

Ms. Wojtek reported that the CIB's Twitter following has increased by 6% and email subscribers have increased by almost 400 since the last meeting.

Ms. Wojtek reported that she has continued researching and producing infographics, memes and artwork to assist in the agency's communications plan, and showed the Board examples of those on the agency's Facebook page.

Legislative Update

Ms. Wojtek reported that the Senate has approved its list of interim studies that they will be looking at this fall. She stated there were none that directly affect our industries.

She reported that the House has until July 23rd to approve or deny their interim studies and that CIB will be looking at those when they are published.

Ms. Wojtek reported that the agency has continued responding to Legislator's and industries' inquiries and providing regulatory rules and administration information when requested.

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 June. Mr. Kirk reported on activities of the Mechanical 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 June. 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 June. Mr. Hager 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 June. 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 LUPE IBARRA TO APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARINGS WAIVED.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

Due to action taken on this item, Agenda Items 7(J) and 7(K) were not needed.

DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD MAY 26, 2021

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

MOTION BY KEITH DEAVER WITH SECOND BY LARRY BUXTON TO ACCEPT THE MAY 26, 2021, BOARD MEETING MINUTES AS PRESENTED.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

DISCUSSION AND POSSIBLE VOTE ON ADMINISTRATOR'S RECOMMENDATION OF CANDIDATE TO FILL THE VACANT MECHANICAL/ROOFING FIELD INVESTIGATOR POSITION

Ms. Hubbard stated that this position has both mechanical and roofing duties to perform. She stated that CIB received 9 applications. She stated that the top scoring candidate, Tim Mahoney, is present today and asked Gary Kirk to introduce him.

Mr. Kirk introduced Mr. Mahoney to the Board, and gave a brief bio and background of Mr. Mahoney to the Board.

Ms. Hubbard stated that is was the Administrator's recommendation to extend an offer of employment to Tim Mahoney.

MOTION BY KEITH DEAVER WITH SECOND BY LUPE IBARRA TO HIRE CANDIDATE TIM MAHONEY FOR THE MECHANICAL/ROOFING FIELD INVESTIGATOR POSITION.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

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)

Ms. Hubbard stated that CIB had received a letter of recommendation from IAEL to recommend that David Adcock be re-appointed. She stated that he was first appointed in 2019, and is willing and able to continue serving.

MOTION BY LARRY BUXTON WITH SECOND BY KEITH DEAVER TO APPROVE TO RE-APPOINT DAVID ADCOCK TO THE COMMITTEE OF

ELECTRICAL EXAMINERS FOR A TWO-YEAR TERM BEGINNING
SEPTEMBER 2021 AND EXPIRING SEPTEMBER 2023.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

DISCUSSION AND POSSIBLE VOTE ON OMES MASTER SERVICE AGREEMENT FOR SHARED SERVICES THROUGH OMES INFORMATION SERVICES (APPENDIX C: OMES INFORMATION SERVICES)

Ms. Nunnery reported that OMES ISD provides CIB with computer, office phone and cell phone service and support. She stated that the App C is the annual agreement with OMES ISD for providing these services. She reported that for FY 22, the proposed contracted amount is reduced by a total of \$8,778 per year due to legislative appropriations to OMES. She stated that CIB has no information on what the future pricing will be, so there is no guarantee that the cost will not be raised next year.

MOTION BY TONY BOEVERS WITH SECOND BY LARRY BUXTON TO
APPROVE THE OMES MASTER SERVICE AGREEMENT FOR SHARED
SERVICES THROUGH OMES INFORMATION SERVICES TITLED AS
APPENDIX C.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

BREAK

At approximately 2:18 pm the meeting was recessed for a short break.

RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK

MEMBERS PRESENT: Tony Boevers, Larry Buxton, Keith Deaver, Lupe Ibarra and Paul
Magdeburg

Electrical Hearing Board:

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:

Mr. Dutton noted that Tony Boevers served as Chair of the Electrical Hearing Board when
Docket No. CIB-20-E-004 was heard.

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

MOTION BY LARRY BUXTON WITH SECOND BY LUPE IBARRA TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO ELECTRICAL HEARING BOARD DOCKET CIB-20-E-004.

MOTION PASSED

Voting Aye: Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

Recused: Tony Boevers

Mechanical Hearing Board:

Mr. Dutton noted that Scott Soder served as Chair of the Mechanical Hearing Board when Docket No. CIB-20-M-005 was heard.

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

MOTION BY KEITH DEAVER WITH SECOND BY LARRY BUXTON TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO MECHANICAL HEARING BOARD DOCKET CIB-20-M-005.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

ADJOURNMENT

MOTION BY TONY BOEVERS WITH SECOND BY KEITH DEAVER TO
ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Tony Boevers
Larry Buxton
Keith Deaver
Lupe Ibarra
Paul Magdeburg

The meeting was adjourned at approximately 2:23 p.m.

Minutes approved in Regular Session on the 18th day of August, 2021.

/s/ Paul Magdeburg
Paul Magdeburg, Chair

/s/ Stephanie Brown
Stephanie Brown, Board Secretary