

# **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. 23<sup>rd</sup> Street, Suite 2F  
Oklahoma City, Oklahoma 73107**

**November 17, 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 Scott Soder/Stephanie Brown**
- 2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT – Stephanie Brown**
- 3. NEW BOARD MEMBER WELCOME – Chair Scott Soder & Janis Hubbard, Administrator**
- 4. 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
- 5. 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
- 6. REPORTS**
  - (A) Administrator's Report – Janis Hubbard, Administrator
  - (B) Financial Report – Steve Funck and/or LaTisha Edwards, OMES ABS

- (C) Public Relations Report – Debra Wojtek, Public Relations and Outreach Officer
  - Workforce Development
  - Communications and Outreach
  - Legislative Update

## **7. 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 Hager, Supervisor
- (G) Roofing Division statistical report and Division activity update – Richard Hager, Supervisor

## **8. 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.

## **9. ACTION AND DISCUSSION ITEMS:**

- (K) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held October 20, 2021 – Chair Scott Soder
- (L) Discussion with possible vote on amendment to the CIB Employee Handbook Section 4-4, Work Station (Personal Computer) and Mobile Device Usage, originally adopted August 23, 2017 – Janis Hubbard, Administrator; Windy Nunnery, Office Manager
- (M) Discussion and possible vote on Administrative Consent Order reflecting agreement between parties in lieu of an administrative hearing in Re the Matters of Alleged Electrical Industry Rules Violations of Brian Kirk, Citation Nos. 21720 & 21721 - Jon Dutton, Assistant Attorney General

- (N) Discussion and possible vote to grant CIB staff authority to review and submit appropriate written public comments, during the request for public comment period of November 1 – December 1, 2021, on administrative rules proposed by the Oklahoma State Department of Health that can affect and assist CIB operations – Janis Hubbard, Administrator

**10. 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

- (O) Discussion and possible vote on renewal of Reciprocal Journeyman Electrician License Agreement between the States of Montana and Oklahoma, contingent upon the State of Montana's approval – Ron Morris, Supervisor
- (P) Discussion and possible vote on renewal of Reciprocal Journeyman Electrician License Agreement between the States of Arkansas and Oklahoma, contingent upon the State of Arkansas's approval – Ron Morris, Supervisor

**11. ADJOURNMENT**