

# 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

January 26, 2022

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 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 ABS

(C) Public Relations Report – Debra Wojtek, Public Relations and Outreach Officer

- Workforce Development

- Communications and Outreach
- Legislative Update

**6. 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

**7. 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.

**8. ACTION AND DISCUSSION ITEMS:**

- (K) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held November 17, 2021 – Chair Scott Soder
- (L) Discussion and possible vote on updates to CIB Employee Handbook, including changes being made as a result of recent statutory and rule changes from Human Capital Management regarding state employees – Janis Hubbard, Administrator; Windy Nunnery, Office Manager
- (M) Discussion with possible vote on the appointment of Chad Denson (building and construction inspector) as a member of the Committee of Roofing Examiners for the remainder of a two-year term expiring October 31, 2022, replacing David Smith who is retiring. Title 59 O.S. § 1151.26(B)(5) – Janis Hubbard, Administrator

- (N) Consideration with possible vote on the recommendation of RFP evaluation Sub-Committee to recommend to Central Purchasing a contract for testing services be awarded to Vendor A – Janis Hubbard, Administrator

**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**

- (R) 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-20-R-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21257	Rick Sharpton	Contracting without registration and commercial endorsement
Citation No. 21262	Jose Palacios	Contracting without registration and commercial endorsement
Citation No. 21425	Derwin Nasalroad	Loaning a license

- (S) 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-21-E-002 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21056	Eric Aukes	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 21057	Brice Keeler	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 21456	Phillip Harrington	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 21455	Phillip Harrington	Loaning a license
Citation No. 21533	Richard Sullivent	Contracting without a license
Citation No. 21058	Richard Hill	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 21527	Dustin Martin	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21060	Michael Goldston	Contractor working unlicensed or unregistered individual (per person)
Citation No. 21059	Dakoda Hill	Unlicensed or unregistered individual performing trade work under the direction of another

#### 14. ADJOURNMENT