

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**

January 24th, 2024

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
Larry Buxton/Stephanie Brown**
- 2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT – Stephanie Brown**
- 3. ACTION AND DISCUSSION ITEMS:**

(A) Hearing and consideration of public comments, discussion and possible vote to adopt proposed amendments to Title 158 of the Oklahoma Administrative Code as presented or as may be revised after public hearing and discussion - Permanent Rulemaking – Chair Larry Buxton

TITLE 158. CONSTRUCTION INDUSTRIES BOARD

CHAPTER 30. PLUMBING INDUSTRY REGULATIONS

SUBCHAPTER 1. GENERAL PROVISIONS

158:30-1-2. Definitions [AMENDED]

158:30-1-4. Standard of installation [AMENDED]

SUBCHAPTER 5. LICENSE TYPES, BOND REQUIREMENTS, AND DISPLAY OF LICENSE NUMBER AND FIRM NAME

158:30-5-1. License and registration types [AMENDED]

**SUBCHAPTER 11. LICENSE REVOCATION OR SUSPENSION AND
PROHIBITED ACTS
158:30-11-2. Prohibited acts [AMENDED]**

4. BREAK

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

6. 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

7. 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

8. REPORTS

(B) Administrator's Report – Janis Hubbard, Administrator

(C) Financial Report – OMES ABS Representative

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

- Workforce Development
- Communications and Outreach
- Legislative Update

9. 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 and other Division statistical reports and Division activity update – Richard Hager, Supervisor

10. 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.

11. ADDITIONAL ACTION AND DISCUSSION ITEMS:

- (L) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held November 15, 2023 – Chair Larry Buxton
- (M) Consideration and possible vote to appoint a member of the Oklahoma State Committee of Plumbing Examiners for the remainder of a two-year term ending September 30, 2024 (position previously held by Kenny Whitson). Title 59 O.S. § 1004 (A)(2) – Chair Larry Buxton
- (N) Consideration and possible vote to appoint a member of the Oklahoma State Committee of Plumbing Examiners for a two-year term ending September 30, 2026. Title 59 O.S. § 1004 (A)(2) – Chair Larry Buxton
- (O) Discussion of trade committee appointments by the Board for committee seats expiring in September and October 2024, with requested written list and associated laws provided to the Board, and a Board requested new procedural change to provide extra notification of seat terms expiring – Chair Larry Buxton
- (P) Discussion and announcement of any disqualification or conflict of interest as defined by state laws and recusal of any board member due to consideration of the complete applications received for the Skilled Trade Education Workforce Development Fund authorized by 59 O.S. § 1000.4a, as listed in the following agenda item. – Jon Dutton, Assistant Attorney General
- (Q) Discussion and possible vote on complete applications received for Skilled Trade Education Workforce Development Funds authorized by 59 O.S. § 1000.4a that may be approved for any amount up to and including the application amount requested, subject to the availability of funds, to be prioritized and evaluated based upon: sufficient justification, project cost, anticipated return on investment, best value, and viability of the proposal. – Debra Wojtek, Public Relations and Outreach Officer

- i. Project: Plumbing Trade Video
Applicant: Meridian Technology Center, Stillwater
Amount: \$8,000.00

- ii. Project: Virtual Reality for Career Fairs
Applicant: Moore Norman Technology Center
Amount: \$6,575.00
- (R) Discussion with possible vote to approve renewal of the PSI contract for testing services for the period of 2/16/2024 thru 2/15/2025 – Janis Hubbard, Administrator and Windy Nunnery, Office Manager
- (S) Discussion and possible vote on Administrator's recommendation of Candidate to fill the vacant Electrical Field Investigator position previously held by Roderick Roberts – 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 Electrical 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 Electrical Field Investigator position either from Executive Session or as discussed in Open Session.
- (T) Discussion and possible vote on Administrator's recommendation of Candidate to fill the vacant Electrical Field Investigator position previously held by Raymond Howard – 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 Electrical 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 Electrical Field Investigator position either from Executive Session or as discussed in Open Session.
- (U) Discussion and possible vote on Administrator's recommendation of Candidate to fill the vacant Electrical Field Investigator position previously held by Gary Williamson – 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 Electrical 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 Electrical Field Investigator position either from Executive Session or as discussed in Open Session.

12. BREAK

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

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

15. 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.

16. 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

- (V) 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-23-E-002 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21605	Gerald Mulharan	Contracting without a license
Citation No. 22077	Rocky Davis	Contracting without a license
Citation No. 22131	Travis Newcomer	Contracting without a license
Citation No. 22132	Travis Newcomer	Contractor working unlicensed or unregistered individual (per person)

- (W) 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-23-M-003 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 22541	Sam Hemani	Contracting without a license

Citation No. 22542	Sam Hemani	Contracting without a license
Citation No. 22013	Mark Amaro	Contracting without a license

- (X) 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-23-P-002 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 22472	Kristopher Goff	Contractor working unlicensed or unregistered individual (per person)
Citation No. 22471	Kristopher Goff	Contracting without a license
Citation No. 22546	Crystal Richardson	Contracting without a license
Citation No. 22260	Andrew Sargent	Contracting without a license
Citation No. 21933	Terry Joiner	Contracting without a license

17. ADJOURNMENT