

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND
REGISTERED COMMERCIAL INTERIOR DESIGNERS
Oklahoma History Center, Chesapeake Event Room
800 Nazih Zuhdi Drive
Oklahoma City, OK 73105
November 2, 2022
9:30am

Agenda

Call meeting to order - declare quorum present.

"The Board of Architects, Landscape Architects and Registered Commercial Interior Designers are meeting pursuant to notice filed with the Secretary of State. The agenda was posted outside the Board Offices and on the Board's website twenty-four hours prior to the meeting setting forth thereon the date, time, place, and business for the meeting. *Pursuant to the applicable statutes, rules and code, the Board is reminded to refrain from utilizing their personal tablet, portable computers, or phone for any purpose other than reviewing offered materials or agenda matters. It is requested that during enforcement hearings you do not look at or utilize the Internet for any information pertaining to the hearing.*"

1. WELCOME/PUBLIC COMMENTS ON CURRENT AGENDA ITEMS ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
2. CONSENT AGENDA—Board discussion and action, as necessary, regarding:
 - A. Minutes from the September 7, 2022 meeting.
 - B. Financial documents from August and September 2022.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Formal hearing and board action as necessary regarding case #2021-616 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Sam Gresham.
 1. Proposed executive session, if necessary, to deliberate the above proceedings. Authority: 25 O.S., Section 307 (B)(8).
 2. Vote on whether to convene into executive session.
 3. Vote to return to open session.
 4. Vote on matters discussed in executive session.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. Legal Review presentation.
 - B. 2023 Act & Rules review.
 1. Firm practice.
 2. Technology changes.
 3. NCARB Mutual Recognition Agreements
 - a. United Kingdom
 - C. A&E Joint Committee October 3rd meeting report.
 1. Texas Statute Sample—Architects and Engineers
 - D. RCID Bill final draft.
 - E. Fall Continuing Education Event—November 4, 2022
 - F. Report from Licensing Manager:

1. Licenses issued.
2. Certificates of Authority issued.
- G. Committee Reports:
 1. University/Scholarship Committee: Chair, Glasgow
 2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 3. Arch/Engineers Joint Committee: Chair, Brunsteter
 4. Finance Committee: Chair, Gaskins, Secretary-Treasurer
 - a. Budget Request workbooks as submitted October 1, 2022.
 - b. Strategic Plan as submitted October 1, 2022.
 5. Act & Rules/Legislative: Chair, Taylor
 - a. Legislative Office of Fiscal Transparency (LOFT)
 - b. FY23 Sunset Review
- H. Set regular meeting dates for calendar year 2023: January 24, April 5, June 7, September 6, and November 1.

5. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:

A. NCARB/AIA

1. NCARB Board Chairs/Member Board Executives biennial meeting – October 14-15, 2022, Salt Lake City, UT.
2. Update regarding NCARB-funded Regional Summit (FY23) delegates.

B. CLARB/ASLA

1. CLARB Annual Meeting—September 21-23, 2022, Omaha, NE.

C. CIDQ/OIDC/ASID

1. CIDQ Annual Meeting—November 11-13, 2022, Los Angeles, CA.

D. FARB

NEW BUSINESS

Adjourn

It is noted the Board will break the meeting for lunch and may or may not resume the meeting when finished.

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE
ARCHITECTS AND REGISTERED COMMERCIAL INTERIOR DESIGNERS

Oklahoma History Center, Chesapeake Event Center

800 Nazih Zuhdi Drive,

Oklahoma City, OK 73105

November 2, 2022

9:30am

Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Wednesday, November 2, 2022, with the following members and guests present:

Nate Baker, Architect, Chair

Betsy Brunsteter, Architect, Vice Chair

M. Bradley Gaskins, Architect, Secretary Treasurer

Jim Hasenbeck, Architect

Wade Scaramucci, Architect

Beth Glasgow, Architect

Scott Howard, Landscape Architect, Chair

Candace Dillingham, Landscape Architect

J. Mark Taylor, Registered Commercial Interior Designer

Vicki VanStavern, Registered Commercial Interior Designer

Brad Klepper, Board Counsel

Russell Lissuzzo, Prosecuting Attorney

Leslie Hanska, Executive Director

Ellen White, Licensing Program Officer

Janie Hollars, Business Manager

Lauren Vaughan, Enforcement and Compliance Officer

Emily Cripe, Court Reporter

Sam Gresham, Guest

Jim Bowers, Guest

David Blackburn, Public Member was absent.

1. There were no public comments.

CONSENT AGENDA

2. A - B. Mr. Taylor motioned to approve all consent agenda items. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. See attachment A.

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Formal hearing to consider case #2021-616 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Sam Gresham. A full record of the case was taken by the court reporter. Mr. Hasenbeck motioned to enter executive session. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to come out of executive session. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to find the defendant guilty on Count I and Count II and a fine of five hundred dollars. Count I: Mr. Gresham failed to maintain Responsible Control over the Project's plans. Count II: Mr. Gresham unlawfully affixed his seal to the plans for the Project without having Responsible Control over the plans. Motion seconded by Ms. Dillingham. Voting aye: Messrs. Hasenbeck, Scaramucci, Taylor, and Meses. Brunsteter, Dillingham, and Glasgow. Voting nay: None. Voting abstains: Messrs. Baker, Gaskins, Howard, and Ms. VanStavern. Motion Approved.

ADMINISTRATIVE

- 4. A. Ms. Vaughan presented a legal review to the board.
- 4. B. (1-3). Mr. Baker reported the Act and Rules Committee in 2023 will be focusing on cleaning up language in the Rules concerning firm practice and technology changes. Ms. Hanska presented the NCARB United Kingdom Mutual Recognition Agreement.
- 4. C. Mr. Hasenbeck reported the A&E Joint Committee met on October 3, 2022 and reviewed the Texas Statutes for architects and engineers to help come up with new language for overlapping practice.
- 4. D. The Board discussed the purposed language for the RCID bill final draft. Mr. Baker reported a meeting has been scheduled for December 1, 2022, for all groups involved to meet with Representative Osburn.
- 4. E. The Board discussed the fall continuing education seminar scheduled for November 4, 2022.
- 4. F. (1-2). Ms. White presented a report of all licenses/registrations and firms that have been issued between September 7, 2022, to present. See attachment B.
- 4. G-1. University/Scholarship Committee: Ms. Glasgow reported the scholarship presentations will begin with an in-person presentation at OU (all classes) scheduled for November 16, 2022. OSU (all classes) and UCO (interior design) will reach back out in January to schedule a presentation. We are currently waiting on a response from OC (interior design). Scholarship applications are open and can be submitted to Oklahoma City Community Foundation (OCCF) until February 15, 2023. Betsy Brunsteter left the meeting.
- 4. G-2. Investigations Committee: Mr. Gaskins reported the following: 4 (four) complaints have been received; 1 (one) investigation has been closed; 5 (five) investigations have been acted upon and 10 (ten) investigations are currently pending.
- 4. G-3. Arch/Engineers Joint Committee: See agenda item 4. C.

4. G-4. (a-b). Finance Committee: Ms. Hanska presented the FY24 Budget Request Workbook and FY23-28 Strategic Plan as submitted to OMES on October 1, 2022. Mr. Hasenbeck motioned to receive the FY24 Budget Request, and the FY23-28 Strategic Plan as presented. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Taylor, and Meses. Dillingham, Glasgow and VanStavern. Voting nay: None. No response: Mr. Scaramucci. Motion approved.

4. G-5. Act & Rules/Legislative: Ms. Hanska presented the October 2022 Legislative Office of Fiscal Transparency (LOFT) report.

4. H. Mr. Hasenbeck motioned to return the location of the board meetings to the Engineering and Design Professionals Center Board Room and to approve the following regular scheduled board meeting dates for calendar year 2023: January 24th, February 1st (if needed), April 5th, June 7th, September 6th and November 1st. Motion seconded by Ms. Dillingham. Voting aye: Messrs. Baker, Scaramucci, Gaskins, Hasenbeck, Howard, Taylor, and Meses. Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A. (1-2). NCARB/AIA – The NCARB Board Chairs/MBE Biennial Meeting was held on October 14-15, 2022, in Salt Lake City, UT and was attended by Nate Baker and Leslie Hanska. The purposed governance structure change for the NCARB Board of Directors was a focus of discussion. The NCARB funded delegates to the Regional Summit scheduled for March 2023 in Honolulu, HI will be Nate Baker, Mark Taylor, Russell Lissuzzo and Leslie Hanska.

5. B-1. CLARB/ASLA – CLARB’s Annual Meeting was held September 21-23, 2022, in Omaha, NE and was attended by Candace Dillingham, Ellen White, and Leslie Hanska. ASLA National Annual Meeting is scheduled for November 9-14, 2022.

5. C-1. CIDQ/OIDC/ASID – CIDQ’s Annual Meeting is scheduled for November 11-13, 2022, in Los Angeles, CA and will be attended by Mark Taylor, Vicki VanStavern, and Ellen White.

5. D. FARB – No report.

NEW BUSINESS


None

Adjourned at 1:36 p.m.

THE BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS
AND REGISTERED COMMERCIAL INTERIOR DESIGNERS OF OKLAHOMA



Nate Baker, Chair



M. Bradley Gaskins, Secretary-Treasurer