

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

220 N.E. 28th Street
Board Room
Oklahoma City, OK 73105
December 4, 2024
9:30am

Agenda

Call meeting to order - declare quorum present.

"The Board of Architects, Landscape Architects and Licensed 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 4, 2024, meeting.
 - B. Financial documents from August, September, and October 2024.
 - C. Executive Director P-Card purchases September-November 2024 from CLARB and CIDQ Annual Meetings.
3. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. Formal adoption of the changes to OAC 55:10 (the Rules).
 - B. Foreign education approval for Muhammad Abubakar to determine A.R.E. eligibility.
 - C. Foreign education credentialing services.
 - D. Mass emails offering architectural services.
 - E. Accounts on Fiverr providing architectural plans with forged seals.
 - F. Legal Presentation by counsel.
 - G. Investigation Committee authority to take action itself attempting an informal or formal resolution to an investigated case or refer the case directly to Board. OAC 55:10-15-11(c)
 - H. Thentia update.
 - I. Report from Licensing Program Officer:
 1. Licenses issued.
 2. Certificates of Authority issued.
 - J. Committee Reports:
 1. University/Scholarship Committee: Chair, Taylor
 2. Investigations Committee: Chair, Howard, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.

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- d. Pending investigations.
 - 3. Act & Rules/Legislative: Chair, Baker
 - a. Artificial Intelligence
 - 4. Arch/Engineers Joint Committee: Chair, Hasenbeck
 - a. October 4th Oklahoma Fire Marshal Commission meeting.
 - b. A/E draft "reference" document.
 - 5. Finance Committee: Chair, Blackburn
 - a. Budget Request/Strategic Plan – Submitted September 30, 2024.
 - 6. Youth Outreach: Chair, Baker
 - K. Set regular meeting dates for calendar year 2025: February 5, April 9, June 4, September 3, and November 5.
 - L. Board member terms and appointments.
4. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
 - 1. Report regarding NCARB Chair/MBE Leadership Summit - Oct 18-19, 2024, Fargo, ND.
 - 2. NCARB Australia & New Zealand MRA, effective November 1, 2024.
 - 3. Regional Summit - February 28-March 1, 2025; Philadelphia, PA.
 - 4. MBE Workshop - February 27, 2025; Philadelphia, PA.
 - 5. Visit from Caitlin Stromberg, NCARB Council Relations, November 11, 2024.
 - 6. NCARB Competency Standards Update.
 - B. CLARB/ASLA
 - 1. CLARB Licensure Summit & Annual Meeting – September 17-20, Buffalo, NY.
 - 2. ASLA Annual Meeting - October 6-9, 2024, Washington, D.C.
 - 3. ASLA Oklahoma Presentation – October 25, 2024.
 - C. CIDQ/OIDC/ASID/IIDA
 - 1. CIDQ Annual Meeting - November 8-9, 2024, Chicago, IL.
 - D. FARB/ICOR

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 ARCHITECTS, LANDSCAPE ARCHITECTS AND
LICENSED INTERIOR DESIGNERS

Engineering and Design Professionals Center

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

December 4, 2024

9:30 a.m.

Minutes

The Board of Governors of Architects, Landscape Architects and Licensed Interior Designers of Oklahoma met on Wednesday, December 4, 2024, with the following members and guests present:

Vicki VanStavern, Licensed Interior Designer, Vice Chair
Scott Howard, Landscape Architect, Secretary Treasurer
Anthony Blatt, Architect
Brad Gaskins, Architect
Jim Hasenbeck, Architect
Nate Baker, Architect
J. Mark Taylor, Registered Licensed Interior Designer
David Blackburn, Public Member
Leslie Hanska, Executive Director
Ellen White, Licensing Program Manager
Lauren Vaughan, Enforcement and Compliance Officer
Niki Batt, Deputy Attorney General, Board Counsel
Muhammad Tijani, Guest

Beth Glasgow, Architect, Wade Scaramucci, Architect and Candace Dillingham, Landscape Architect were absent.

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

2. A-C. Mr. Taylor motioned to approve all consent agenda items. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved. See attachment A.

ADMINISTRATIVE

3. A. Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 1. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 3. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

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Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 5. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 7. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 9. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 11. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 13. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 15. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

Mr. Hasenbeck motioned to adopt changes to OAC 55:10 Subchapter 17. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

3. B. Mr. Gaskins motioned to approved Muhammad Abubakar foreign education and eligibility to begin taking the A.R.E. contingent upon clearing up his immigration status on SAVE (Systematic Alien Verification for Entitlements). Motion seconded by Mr. Blatt. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.

3. C. Board discussed foreign education credentialing services.

3. D. Board discussed mass emails offering architectural services.

3. E. Board discussed accounts on Fiverr providing architectural plans with forged seals.

3. F. Ms. Batt gave a legal presentation to the Board.

3. G. Investigation Committee regarding informal or formal resolutions. OAC 55:10-15-11 (c). Tabled, no discussion.

3. H. The Executive Director reported the Thentia licensing system upgrade to 2.0 is proposed to be completed and launched by mid-January 2025.

3. I. (1-2). Ms. White presented the report of all licenses and certificates of authority that were issued between September 4, 2024, to present. See attachment B.

3. J-1. University/Scholarship Committee: Mr. Taylor reported the current scholarship fund total. The universities have each been contacted to set up a date and time to meet with students. See attachment C.

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3. J-2. (a-d) Investigations Committee: Mr. Howard reported the following: six (6) complaints have been received; three (3) investigations have been closed; one (1) investigation has been acted upon and fifteen (15) investigations are currently pending.
3. J-3. Act and Rules/Legislation: See agenda item 3.A.
3. J-4. Arch/Engineers Joint Committee: Mr. Hasenbeck reported the joint committee is putting together a letter of concern to the Fire Marshal regarding the plan review process. ICOR is working on a document regarding over-lapping practice for all three professions.
3. J-5. Finance Committee: The Executive Director presented the FY26 Budget Request and Strategic Plan reports. Both were submitted to OMES on September 30, 2024.
3. J-6. Youth Outreach Committee: No report.
3. K. Mr. Hasenbeck motioned to approve the following regular scheduled board meeting dates for calendar year 2025: February 5, April 9, June 4, September 3, and November 5. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Blackburn, Blatt, Gaskins, Hasenbeck, Howard, Taylor, and Ms. VanStavern. Voting nay: None. Motion unanimously approved.
3. L. Board discussed board member terms and appointments.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

4. A. NCARB/AIA (1-6) – Ms. Hanska and Ms. Dillingham attended NCARB's Chair/MBE Leadership Summit held in Fargo, ND, October 18-19, 2024. The MRA with Australia and New Zealand went into effect on November 1, 2024. NCARB's Regional Summit will be held in Philadelphia, PA, February 28 – March 1, 2025. Caitlin Stromberg from NCARB's Council Relations team visited the board office on November 11, 2024, while in town for a site visit for the 2026 Regional Summit to be held in Oklahoma City. The Board reviewed the NCARB's revised competency standards.
4. B. CLARB/ASLA (1-3) – Mr. Howard reported Ms. Hanska, Ms. White and Ms. Dillingham attended CLARB's Annual Meeting held in Buffalo, NY, September 17-20, 2024. Ms. Dillingham also attended the ASLA National Conference held in Washington, D.C. October 6-9, 2024. Ms. Hanska facilitated a member board executive session. Ms. Dillingham was a featured presenter regarding multiple pathways to licensure. ASLA Oklahoma held its annual meeting on October 25, 2024, in Oklahoma City. Ms. White, Ms. Vaughan and Ms. Dillingham were in attendance as well as provided a presentation regarding licensure and enforcement on behalf of the Board.
4. C. CIDQ/ OIIC/ ASID /IIDA – Mr. Taylor reported that Ms. Hanska, Ms. White, Ms. VanStavern, and himself attended CIDQ's Annual Meeting that took place in Chicago, IL November 8-9, 2024. Ms. Hanska was a presenter as a part of CIDQ Board Leadership Task Force.
4. D. FARB/ICOR – No report.

NEW BUSINESS

None

Adjourned at 1:14 p.m.

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LICENSED INTERIOR DESIGNERS

Vicki VanStavern

Vicki VanStavern, Vice Chair

Scott Howard

Scott Howard, Secretary-Treasurer