

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND
LICENSED INTERIOR DESIGNERS
220 N.E. 28th Street, Board Room
Oklahoma City, OK 73105
April 9, 2025
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 February 5, 2025 meeting.
 - B. Financial documents from January and February 2025.
3. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. Justin Durham's application for reciprocal licensure with reported disciplinary action for using another party's drawings without approval.
 - B. Jeanie Kvach's request for a medical hardship exemption from the Continuing Education requirements for license renewal.
 - C. Clarification request by John Hansen (OK Architect #a5854) concerning roofing work and 46.21b(E) regarding buildings used by a municipality, county, state, public trust, public agency or the federal government with a construction value under One Hundred Fifty- eight Thousand Dollars (\$158,000.00).
 - D. Letter of counsel clarifying building code use group changes as set out in 59 O.S., §46.21b(B)(7) and §46.21b(D).
 - E. CLARB Uniform Standards.
 - F. Legislative Update.
 - G. Policy regarding out-of-state professionals serving as expert witnesses.
 - H. Christian Ballard letter to the Board regarding public projects having an architecture firm serve as both the Project Manager and as a Design Architect on the same projects.
 - I. Report for Executive Director
 1. 2025 license renewals
 - J. Report from Licensing Program Officer:
 1. Licenses issued.
 2. Certificates of Authority issued.
 - K. Committee Reports:

1. University/Scholarship Committee: Chair, Taylor
 - a. Enforcement Presentation at OSU—March 11, 2025; Lauren Vaughan/Leslie Hanska.
 2. Investigations Committee: Chair, Howard, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 3. Act & Rules/Legislative: Chair, Baker
 4. Arch/Engineers Joint Committee: Chair, Hasenbeck
 5. Finance Committee: Chair, Blackburn
 1. DOGE-OK
 2. FY 26 Budget preparation
 6. Youth Outreach: Chair, Baker
4. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
 1. Regional Summit report—February 28-March 1, 2025; Philadelphia, PA.
 2. MBE Workshop report—February 27, 2025; Philadelphia, PA.
 3. 2025 NCARB Draft Resolutions
 4. Proposed changes to the Architectural Experience Program comment period closes May 30, 2025.
 5. Annual Business Meeting—June 19-21, 2025; Scottsdale, AZ
 - a. Approve voting delegates.
 - B. CLARB/ASLA
 1. CLARB Membership Mid-Year Update & Regional (Zoom) Meetings- April 29, 2025
 - C. CIDQ/IIDA
 1. Governance Town Hall—February 21, 2025
 2. Vote on proposed revised CIDQ Bylaw revisions & proposed governance structure.
 - a. Approve voting delegate.
 - D. FARB/ICOR

NEW BUSINESS

Adjourn

It is noted the Board may pause 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

April 9, 2025

9:30 a.m.

Minutes

The Board of Governors of Architects, Landscape Architects and Licensed Interior Designers of Oklahoma met on Wednesday, April 9, 2025, with the following members and guests present:

Candace Dillingham, Landscape Architect, Chair
Vicki VanStavern, Licensed Interior Designer, Vice Chair
Scott Howard, Landscape Architect, Secretary Treasurer
Nate Baker, Architect
Anthony Blatt, Architect
Brad Gaskins, Architect
Wade Scaramucci, Architect
J. Mark Taylor, 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
John Hansen, Guest
Jeremy Crites, Guest
Giselle Walker, Guest
Christian Ballard, Guest

Jim Hasenbeck, Architect, was absent.

WELCOME/PUBLIC COMMENTS

1. A. Mr. John Hansen requested clarification concerning roofing work and 46.21b(E) regarding buildings used by a municipality, county, state, public trust, public agency or the federal government with a construction value of under One Hundred Fifty-eight Thousand Dollars (\$158,000.00). Agenda item 3. C.
1. B. Mr. Jeremy Crites and Ms. Giselle Walker requested the board to consider adopting CLARB's Uniform Standard. Agenda item 3. E.
1. C. Mr. Christian Ballard requested clarification regarding public projects having an architecture firm serve as both the Project Manager and as a Design Architect on the same projects. Agenda item 3. H.

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CONSENT AGENDA

2. A-B. Mr. Gaskins motioned to approve consent agenda items. The move was seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved. See attachment A.

ADMINISTRATIVE

3. A. Mr. Baker motioned to approve Justin Durham's reciprocal architect license application with reported disciplinary action from the State of Missouri for using another party's drawings without approval. The move was seconded by Mr. Scaramucci. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

3. B. Mr. Baker motioned to deny Jeanie Kvach's request for medical hardship exemption from the continuing education requirements for 25/27 license renewal. The move was seconded by Mr. Taylor. Voting aye: Messrs. Baker, Blatt, Gaskins, Taylor, and Ms. VanStavern and Dillingham. Voting nay: Scaramucci, Howard, Blackburn. Motion approved. Mr. Blackburn motioned to extend Ms. Kvach's continuing education requirements for her 25/27 license renewal until September 1, 2025. The motion was seconded by Mr. Gaskins. Voting aye: Messrs. Blatt, Gaskins, Taylor, Scaramucci, Blackburn, Howard and Ms. Dillingham. Voting nay: Mr. Baker and Ms. VanStavern. Motion approved.

3. C. Mr. Baker motioned to send Mr. Hansen's clarification request concerning roofing work and 46.21b (E) regarding buildings used by a municipality, county, state, public trust, public agency or the federal government with a construction value under One Hundred Fifty-eight Thousand Dollars (\$158,000.00) to the Act and Rules Committee for further review. After the review is completed, a statement is to be sent to all schools. The move was seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

3. D. Board discussed the need for a letter of counsel clarifying building code use group changes as set out in 59 O.S., §46.21b(B)(7) and §46.21b(D). No Action.

Mr. Taylor left the meeting.

3. E. Mr. Scaramucci motioned to adopt the CLARB Uniform Standard to be promulgated through the rule-making process next session. The move was seconded by Ms. VanStavern. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Howard and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

3. F. Ms. Vaughan presented the Legislative update report.

3. G. Board discussed the policy regarding out-of-state professionals serving as expert witnesses and whether they should be licensed or not. The board determined that if the expert witness makes it clear they are not licensed in the State of Oklahoma and that they are not offering architectural services in Oklahoma, they do not need to get licensed here to serve as an expert witness. No action.

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3. H. Chairwoman Dillingham sent Christian Ballard's letter regarding public projects having an architecture firm serve as both the Project Manager and as a Design Architect on the same projects to the Act and Rules Committee for further review.

3. I. The Executive Director presented a report on the 2025 license renewals.

Mr. Blackburn left the meeting.

3. J. (1-2). Ms. White presented the report on all licenses and certificates of authority issued between February 5, 2025, to present. See attachment B.

3. K-1. University/Scholarship Committee: Ms. White reported twenty-eight (28) scholarship applications are being reviewed and a meeting is scheduled for Wednesday, April 30th to decide recipients.

3. K-1. a. The Executive Director and Ms. Vaughan gave an Enforcement Presentation at Oklahoma State University on March 11, 2025.

3. K-2. (a-c) Investigations Committee: Mr. Howard reported the following: three (3) complaints have been received; two (2) investigations have been closed; one (1) investigation has been acted upon, and ten (10) investigations are currently pending.

3. K-3. Act and Rules/Legislation: No report.

3. K-4. Arch/Engineers Joint Committee: No report.

3. K-5. Finance Committee: The Executive Director reported the committee will be meeting soon to discuss the FY26 budget.

3. K-6. Youth Outreach Committee: No report.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

4. A. NCARB/AIA – Ms. VanStavern motioned to elect Mr. Baker as the voting delegate for NCARB's June Annual Meeting and Chairwoman Dillingham as the alternate. The motion was seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Howard and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

4. B. CLARB/ASLA – No report.

4. C. CIDQ/ OIIC/ ASID /IIDA – Ms. VanStavern motioned to elect Mr. Taylor as the voting delegate and herself as the alternate for CIDQ's vote on proposed Bylaw revisions and proposed governance structure. The motion was seconded by Mr. Baker. Voting aye: Messrs. Baker, Blatt, Gaskins, Scaramucci, Howard and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

4. D. FARB/ICOR – No report.

NEW BUSINESS

Adjourned at 12:45 p.m.

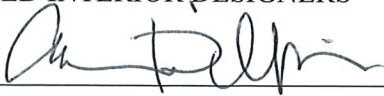
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Candace Dillingham, Chair



Scott Howard, Secretary-Treasurer