

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND  
LICENSED INTERIOR DESIGNERS  
220 N.E. 28<sup>th</sup> Street, Board Room  
Oklahoma City, OK 73105

June 4, 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 April 9, 2025 meeting.
  - B. Financial documents from March and April, 2025.
  - C. 2025 Sexual Harassment Policy.
3. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
  - A. Fall Pinning Ceremony and Centennial Celebration update.
  - B. Final 2025 legislative and Rules changes update.
    1. Certificate of compliance with Executive Order 2025-08.
  - C. Brian Bays' renewal application reporting disciplinary action for CE non-compliance.
  - D. Report from Licensing Manager:
    1. Licenses issued.
    2. Certificates of Authority issued.
    3. Lee Ann Atkins, id5189, request for reinstatement after going Emeritus in 2023.
    4. Requests for Emeritus status.
    5. William H. Silk, a1404, request for clarification regarding Emeritus status and practice.
  - E. Committee Reports:
    1. University/Scholarship Committee: Chair, Taylor
      - a. 2025-2026 scholarship recipients
    2. Investigations Committee: Chair, Howard, Secretary-Treasurer
      - a. Complaints Received.
      - b. Investigations closed.
      - c. Actions taken.
      - d. Example of language sent to websites where plans with fraudulent seals have been obtained and a response from one of the websites.
    3. Act & Rules/Legislative: Chair, Baker

- a. Update
    - b. Draft language for the rules per board adoption of the CLARB Uniform standard.
  - 4. Arch/Engineers Joint Committee: Chair, Hasenbeck
  - 5. Finance Committee: Chair, Blackburn
    - a. FY26 Budget Work Program (BWP).
  - 6. Youth Outreach: Chair, Baker
  - 7. Nominations Committee: Chair, Taylor.
    - a. Election of Board Officers for FY26 (July 1, 2025-June 30, 2026).
  - F. Proposed executive session pursuant 25 O.S., Section 307 (B) (1) consideration for cost-of-living salary adjustments of Licensing Program Manager, Business Manager and Enforcement/Compliance Officer.
    - 1. Proposed executive session, if necessary, to deliberate the above proceedings. Authority: 25 O.S., Section 307 (B)(1).
    - 2. Vote on whether to convene into executive session.
    - 3. Vote to return to open session.
    - 4. Vote on matters discussed in executive session.
  - G. Annual review for Executive Director and possible salary adjustment per market adjustment as determined by OMES HCM.
    - 1. Proposed executive session if necessary to deliberate the above proceedings. Authority: 25 O.S., Section 307 (B)(1).
    - 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. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
    - 1. Annual Business Meeting—June 19-21, 2025; Scottsdale, AZ
      - a. Voting delegates—Nathan Baker and Candace Dillingham
  - B. CLARB/ASLA
    - 1. CLARB Annual Meeting—September 18-20, 2025; Lexington, KY.
    - 2. Determine voting delegate for upcoming CLARB elections.
  - C. CIDQ/IIDA
    - 1. NCIDQ New Exam Blueprints to be implemented beginning 2026.

## NEW BUSINESS

## Adjourn

It is noted the Board may 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. 28<sup>th</sup> Street, Board Room

Oklahoma City, OK 73105

June 4, 2025

9:30 a.m.

**Minutes**

The Board of Governors of Architects, Landscape Architects and Licensed Interior Designers of Oklahoma met on Wednesday, June 4, 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  
Seth Cavin, Architect  
Jim Hasenbeck, 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

Wade Scaramucci, Architect, was absent.

WELCOME/PUBLIC COMMENTS

Chairwoman Dillingham welcomed Seth Cavin to the Board as a newly appointed member.

CONSENT AGENDA

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

ADMINISTRATIVE

3. A. The Executive Director reported to the board that the upcoming Centennial Celebration and Pinning Ceremony is scheduled for Saturday, September 13, 2025, and will take place at the State Capitol Building, 4<sup>th</sup> Floor Rotunda.

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



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3. C. Mr. Baker motioned to audit Mr. Bryan Bays continuing education hours prior to approving his 25/27 license renewal. The move was seconded by Ms. VanStavern. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Mses. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.
3. D. (1-2). Ms. White presented the report on all licenses and certificates of authority issued between April 9, 2025, to present. See attachment B.
3. D-3. Ms. VanStavern motioned to approve Ms. Lee Ann Atkins, license #id5189 application for reinstatement after going Emeritus in 2023. The move was seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Mses. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.
3. D-4. Ms. White presented the 25/27 Emeritus Status (Ineligible to Practice) report.
3. D-5. The board discussed Mr. William Silk's request for clarification regarding Emeritus status. Mr. Silk has three (3) options regarding his license; renew his license and continue practicing; let his license expire and not go Emeritus or go Emeritus and not practice on exempt building types.
3. E-1. University/Scholarship Committee: Mr. Taylor reported the committee met on Wednesday, April 30, 2025, and reviewed twenty-eight (28) scholarship applications. A total of twenty-three (23) scholarships were awarded: nine (9) architecture, seven (7) landscape architecture and seven (7) interior design. The total amount awarded was eighty-eight thousand dollars (\$88,000.00). See attachment C.
3. E-2. (a-c) Investigations Committee: Mr. Howard reported the following: ten (10) complaints have been received; six (6) investigations have been closed; five (5) investigations have been acted upon, and fourteen (14) investigations are currently pending.
3. E-2. (d) Ms. Vaughan presented to the board an example of language sent to websites where plans with fraudulent seals have been obtained and a response from one of the websites.
3. E-3. Act and Rules/Legislation: Mr. Baker reported the CLARB Uniform Standard was recently adopted and will be added in the next Rules changes. To request an Attorney General Opinion regarding the conflict of interest of an architect being the project manager will have to be put on the agenda and go before the board for a vote. Online house plans are still being discussed and investigated. Background checks are not common in other jurisdictions.
3. E-4. Arch/Engineers Joint Committee: Mr. Hasenbeck reported the Fire Marshal is containing to make municipalities aware of what's required for submissions.
3. E-5. Finance Committee: The Executive Director presented the FY26 Budget Work Program (BWP) as prepared by staff and the Finance Committee. Mr. Blatt motioned to approve the FY26 Budget Work Program. The move was seconded by Mr. Blackburn. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Mses. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.
3. E-6. Youth Outreach Committee: No report.

3. E-7. Nominations Committee: Mr. Hasenbeck presented the following FY26 Board Officer nominations to the board; Ms. VanStavern as Chair; Mr. Taylor as Vice-Chair; and Mr. Howard as Secretary Treasurer. Motion seconded by Mr. Blatt. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

3. F. Mr. Hasenbeck motioned to enter executive session. The move was seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to come out of executive session. The move was seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to raise the staff salary by three percent (3%) for cost of living and retention. The move was seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

3. G. Mr. Hasenbeck motioned to enter into executive session. The move was seconded by Mr. Taylor. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to come out of executive session. The move was seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to raise the Executive Director's salary by five percent (5%) for cost of living and retention. The move was seconded by Mr. Baker. Voting aye: Messrs. Baker, Blatt, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

Mr. Blatt left the meeting.

#### NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

4. A. NCARB/AIA – Board discussed NCARB FY26 resolutions to be acted upon at the June Annual Meeting. Mr. Gaskins motioned to elect Mr. Baker as the voting delegate. The move was seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

4. B. CLARB/ASLA – Mr. Howard motioned to elect Chairwoman Dillingham as the voting delegate for CLARB's Annual Meeting. The move was seconded by Mr. Taylor. Voting aye: Messrs. Baker, Gaskins, Cavin, Hasenbeck, Taylor, Howard, Blackburn and Ms. VanStavern and Dillingham. Voting nay: None. Motion unanimously approved.

4. C. CIDQ/ OIAC/ ASID /IIDA – Mr. Taylor reported he voted to approve the new CIDQ Bylaws. Ms. VanStavern presented the new NCIDQ blueprint for exams that will begin in 2026.

4. D. FARB/ICOR – No report.



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Mr. Blatt left the meeting.

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NEW BUSINESS

None.

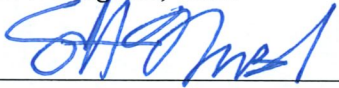
Adjourned at 1:00 p.m.

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



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Candace Dillingham, Chair



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Scott Howard, Secretary-Treasurer