

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

June 5, 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 April 3, 2024 meeting.
 - B. Financial documents from March and April 2024.
 - C. 2024 Sexual Harassment Policy.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Update on Case #2021-611, Justin Reyes.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. Report from Executive Director.
 1. 2024 Legislative update
 - a. Implementation of HB1793 and HB3253.
 - i. Licensed Interior Designer seal.
 2. Office updates.
 - a. Thentia system upgrade & training.
 - b. Lauren Vaughan, Enforcement/Compliance Officer
 - i. Update on Legal Studies program.
 - ii. May 2024 - 5-year work anniversary.
 - B. FY25 Budget Work Program (BWP).
 - C. FY25 Rules changes and possibility of moving the November 2024 Board meeting to December.
 - D. Report from Licensing Manager:
 1. Licenses issued.
 2. Certificates of Authority issued.
 3. Reciprocal licensure approval for Patrick McKechnie having satisfied education, training & testing through the NCARB's Integrated Path to Architectural Licensure program (IPAL).

June 5, 2024

Agenda

pg. 2

4. Reciprocal licensure approval for Ghassan Jahchan having satisfied NCARB's Broadly Experienced Foreign Architect program (BEFA) without having completed all sections of the ARE 3.1. (Personal appearance)

E. Committee Reports:

1. University/Scholarship Committee: Chair, Glasgow
 - a. 2024-25 Scholarship Recipients.
2. Investigations Committee: Chair, VanStavern, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 - d. Pending investigations.
3. Act & Rules/Legislative: Chair, Taylor
4. Arch/Engineers Joint Committee: Chair, Brunsteter
5. Finance Committee: Chair, VanStavern, Secretary-Treasurer
6. Youth Outreach: Chair, Baker
7. Nominations Committee: Chair, Howard.
 - a. Election of Board Officers for FY25 (July 1, 2024-June 30, 2025).

F. Building code use group changes as set out in 59 O.S., §46.21b(B)(7) and §46.21b(D).

G. Annual review for Executive Director.

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

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

A. NCARB/AIA

1. NCARB Annual Business Meeting (ABM) - June 14-15, 2024, Chicago, IL.
 - a. Confirm Nate Baker as voting delegate and Mark Taylor as alternate voting delegate.
 - b. Final Resolutions to be acted on at the ABM.
 - c. Draft of the NCARB Competency Standard for Architects-feedback/survey available until July 19, 2024.
 - d. ICOR Overlapping Practice Task Force update.

B. CLARB/ASLA

C. CIDQ/OIDC/ASID/IIDA

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 DESIGNERS

Engineering and Design Professionals Center

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

June 5, 2024

9:30 a.m.

Minutes

The Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Wednesday, June 5, 2024, with the following members and guests present:

Nate Baker, Architect, Chair
Vicki VanStavern, Registered Commercial Interior Designer, Secretary Treasurer
M. Bradley Gaskins, Architect
Betsy Brunsteter, Architect
Wade Scaramucci, Architect
Jim Hasenbeck, Architect
Scott Howard, Landscape Architect
Candace Dillingham, Landscape Architect
J. Mark Taylor, Registered Commercial Interior Designer
David Blackburn, Public Member
Leslie Hanska, Executive Director
Ellen White, Licensing Program Manager
Janie Hollars, Business Manager
Lauren Vaughan, Enforcement and Compliance Officer
Niki Batt, Deputy Attorney General, Board Counsel

Beth Glasgow, Architect was absent.

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

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

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. As a follow up regarding case number 2021-611, Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Justin Reyes. Ms. Vaughan reported that Mr. Reyes has signed the new settlement plan adjusting his fine to ten thousand dollars

Board of Architects

Minutes

June 5, 2024

Page 2

(\$10,000). Mr. Reyes first payment is due today. Ms. Vaughan also reported that he turned over his fake architecture stamp to Board Counsel Mr. Lissuzzo.

ADMINISTRATIVE

4. A-1. a. Executive Director reported HB1793, Interior Design Licensing passed and is effective August 29, 2024. HB3253, joint bill with the Engineering Board passed and is effective November 1, 2024.

4. A-1. a. i. Mr. Hasenbeck motioned the new Licensed Interior Designer seal is to have the same round shape and same information as the architects and landscape architects seal. Motion seconded by Ms. VanStavern. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Meses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.

4. A-2. a. Executive Director reported the agency is still currently in a waiting period to upgrade the licensing system. Staff has recently completed the new training courses for the new licensing system.

4. A-2. b. Ms. Vaughan provided an update on the progress of her Legal Studies Program she is enrolled in.

4. B. Executive Director presented the FY25 Budget Work Program (BWP) as prepared by staff and the Finance Committee. Mr. Hasenbeck motioned to approve the FY25 Budget Work Program. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Meses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.

4. C. Board discussed the possibility of moving the November 2024 Board meeting to December for the FY25 Rules changes. A save the date notification will be sent out.

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

4. D-3. Mr. Hasenbeck motioned to approve Patrick McKechnie's reciprocal architect license having satisfied education, training, and testing through NCARB's Integrated Path to Architectural Licensure program (IPAL). Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Meses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.

4. D-4. Reciprocal licensure approval for Ghassan Jahchan is postponed until the September board meeting.

4. E-1. University/Scholarship Committee: Mr. Taylor reported the committee met via Zoom on Thursday, April 4, 2024, and reviewed twenty (20) scholarship applications. A total of seventeen (17) scholarships were awarded: nine (9) architecture, four (4) landscape architecture and four (4) interior design. The total amount awarded was eighty thousand dollars (\$80,000.00). See attachment C.

4. E-2. (a-d). Investigations Committee: Ms. VanStavern reported the following: four (4) complaints have been received; three (3) investigations have been closed; five (5) investigations have been acted upon and twelve (12) investigations are currently pending.

4. E-3. Act & Rules/Legislative Committee: Mr. Taylor reported changes to the Rules are on-going and the committee will meet this summer.

4. E-4. Arch/Engineers Joint Committee: Ms. Brunsteter reported the next goal for the committee is to come up with a tool for the building officials.

4. E-5. Finance Committee: No report.

4. E-6. Youth Outreach Committee: No report.

4. E-7. Nominations Committee: Mr. Howard presented the following FY25 Board Officer nominations to the board; Ms. Dillingham as Chair; Ms. VanStavern as Vice-Chair; and Mr. Howard as Secretary Treasurer. Mr. Hasenbeck motioned to accept the FY25 Board Officer nominations. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.

4. F. Ms. Blatt will prepare a letter of counsel to clarify building code use group changes as set out in 59 O.S., §46.21b(B)(7) and §46.21b(D).

4. G. Mr. Hasenbeck motioned to enter executive session. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to come out of executive session. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved. Chairman reported the board unanimously agreed the Executive Director meets and exceeds the standards of the Board.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A. NCARB/AIA – Mr. Gaskins motioned to elect Chairman Baker as the voting delegate for NCARB's Annual Meeting and Mark Taylor as the alternate. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved. Board discussed NCARB's 2024 resolutions to be acted upon at the June Annual Meeting. Mr. Gaskins motioned to give the Chairman the authority to vote on the resolutions based upon his discretion and the board discussion. Motion seconded by Mr. Taylor. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter, Dillingham and VanStavern. Voting nay: None. Motion unanimously approved. Board discussed the NCARB Competency Standard for Architects feedback survey and the new guide the ICOR Overlapping Practice Task Force is working on.

5. B. CLARB/ASLA – Ms. Dillingham reported the ASLA Annual Meeting is October 6-9, 2024, in Washington, DC and CLARB's Annual Meeting is September 17-21, 2024 in Buffalo, NY. ASLA Oklahoma and Tulsa Urban Sketchers had a Sketch Crawl for K-12 students and underserved rural communities to teach them about sketching and landscape architecture. CLARB's Leadership Advisory Committee met in April and new members to the board were appointed and candidate's to be elected were chosen for the ballot.

5. C. CIDQ/ OI DC/ ASID /IIDA – Mr. Taylor reported OI DC had a celebration at the Jones Assembly for HB1793.

5. D. FARB – No report.

Board of Architects

Minutes

June 5, 2024

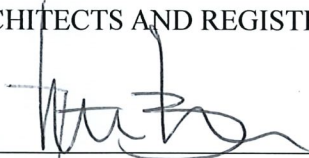
Page 4

NEW BUSINESS

None

Adjourned at 1:35 p.m.

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



Nate Baker, Chair



Vicki VanStavern, Secretary-Treasurer