

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
September 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 June 5, 2024 meeting.
 - B. Financial documents from May, June, and July 2024.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Formal board action as necessary regarding the consent order for case #2023-668 in the matter of the Board of Governors of the Architects, Landscape Architects and Licensed Interior Designers vs. Courtlandt Thomson.
 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. FY25 Committee Appointments by Chair.
 - B. 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 via Zoom)
 - C. University "Interior Architecture" degree programs.
 - D. Christian Ballard email regarding architecture firms serving as Project Managers on public school projects and managing outside Project Architects.
 - E. Name exemption request from Devon Dabney for the firm name "Dabney Learning Architects, LLC."

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F. Report from the Executive Director.

1. Agency submission of information per Governor Stitt's Executive Order 2024-14.
2. FY24 Annual year-end report.
3. HB1793 effective 8/29/2024; SB3253 effective 11/1/2024.

G. Report from Licensing Program Officer:

1. Licenses issued.
2. Certificates of Authority issued.

H. Committee Reports:

1. University/Scholarship Committee: Chair, Taylor
2. Investigations Committee: Chair, Howard, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 - d. Pending investigations.
3. Act & Rules/Legislative: Chair, Baker
 - a. Example language from Nebraska Board of Engineers & Architects regarding remediation bringing non-compliant projects into compliance.
 - b. AI and practice.
4. Arch/Engineers Joint Committee: Chair, Hasenbeck
5. Finance Committee: Chair, Blackburn
 - a. Budget Request/Strategic Plan due Oct. 1
6. Youth Outreach: Chair, Baker

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. Updated language for the Australia and New Zealand Mutual Recognition Agreement. Discussion to support this MRA in Oklahoma by accepting the NCARB Certificate of Australia and New Zealand applicants.
 - b. NCARB Chair/MBE Leadership Summit, Oct 18-18, 2024; Fargo, ND

B. CLARB/ASLA

1. CLARB Annual Meeting – September 17-21, Buffalo, NY.
 - a. Confirm Candace Dillingham as voting delegate.
2. ASLA Annual Meeting – October 6-9, Washington, D.C.

C. CIDQ/OIDC/ASID/IIDA

1. CIDQ Annual Meeting - November 8-9, Chicago, IL.

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 ARCHITECTS, LANDSCAPE ARCHITECTS AND
LICENSED INTERIOR DESIGNERS

Engineering and Design Professionals Center

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

September 4, 2024

9:30 a.m.

Minutes

The Board of Governors of Architects, Landscape Architects and Licensed Interior Designers of Oklahoma met on Wednesday, September 4, 2024, 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

Anthony Blatt, Architect

Wade Scaramucci, Architect

Jim Hasenbeck, Architect

Nate Baker, Architect

J. Mark Taylor, Registered Licensed Interior Designer

Leslie Hanska, Executive Director

Ellen White, Licensing Program Manager

Janie Hollars, Business Manager

Heather Poole, Assistant Attorney General, Board Counsel

Beth Glasgow, Architect, M. Bradley Gaskins, Architect and David Blackburn, Public Member were absent.

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

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

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Formal hearing and board action as necessary regarding the consent order for case #2023-668 in the matter of the Board of Governors of Architects, Landscape Architects and Licensed Interior Designers vs. Courtlandt Thomson. Mr. Scaramucci motioned to approve the consent order. Mr. Thomson in lieu of a civil penalty, voluntarily surrenders his Registered Commercial Interior Designer registration. He may return to active status in the future, provided that he meets all requirements for licensure that are current at that time. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blatt,

Hasenbeck, Scaramucci, Taylor, and Ms. Dillingham. Voting abstains: Mr. Howard and Ms. VanStavern. Voting nay: None. Motion approved.

ADMINISTRATIVE

4. A. Chairwoman Dillingham announced FY25 Committee appointments. See attachment B.
4. B. Mr. Baker motioned to approve Ghassan Jahchan reciprocal license application having satisfied NCARB's Broadly Experienced Foreign Architect program (BEFA) without completing all sections of the ARE 3.1. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
4. C. Board discussed Interior Architecture degree programs. Mr. Scaramucci motioned to write a letter to the universities and remind them of the title act. Motion seconded by Ms. VanStavern. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
4. D. Board discussed Christian Ballard's email regarding architecture firms serving as Project Managers on public school projects and managing outside Project Architects. Discussion determined that the scenario in Mr. Ballard's email was too broad to provide a specific response. Mr. Scaramucci motioned to respond to Mr. Ballard in writing encouraging him to submit an official complaint with more detailed information in order for the Investigation Committee to thoroughly review the matter and consider the merits. Motion seconded by Mr. Blatt. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
4. E. Board discussed the name exemption request from Devon Dabney for the firm name "Dabney Learning Architects, LLC." Mr. Baker motioned to deny the name request. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
4. F-1. The Executive Director informed the Board of Governor Stitt's Executive Order 2024-14 regarding eliminating unnecessary barriers for those seeking to enter the workforce in Oklahoma and simplify state-issued licensing processes. The EO requires agencies that issue licenses to compile an electronic catalog of the types of licenses with specific supporting information and creates the Efficiency in Licensing Task Force (the "Task Force"). The required documentation outlined in the EO has been submitted to the Task Force. See attachment C.
4. F-2. A copy of the FY24 Annual year-end report can be found on the board's website.
4. F-3. HB1793 became effective on August 29, 2024, changing the title Registered Commercial Interior Designer to Licensed Interior Designer and allows Licensed Interior Designers to practice within their scope on building types that require an architect.
4. G. (1-2). Ms. White presented the report of all licenses and certificates of authority that were issued between June 5, 2024, to present. See attachment D.

4. H-1. University/Scholarship Committee: Mr. Taylor reported that he, Ms. White, and Ms. VanStavern are visiting UCO today and presenting three (3) scholarship awards. The committee will begin reaching out to the universities and begin scheduling presentations.
4. H-2. (a-d) Investigations Committee: Mr. Howard reported the following: five (5) complaints have been received; two (2) investigations have been closed; zero (0) investigations have been acted upon and thirteen (13) investigations are currently pending.
4. H-3. (a-b). Act & Rules/Legislative Committee: Mr. Baker reported that final the committee is working on final proposals for the FY25 Rules changes. Impacts of artificial intelligence are being considered, including proposed language stating the licensee is still responsible when using technological tools and does not absolve them from their responsibility. Mr. Baker also presented a guide from the Nebraska Board of Engineers and Architects regarding remediation/bringing non-compliant projects into compliance. The committee will continue discussions on how to incorporate similar remediation language into FY26 Rules changes.
4. H-4. Arch/Engineers Joint Committee: Mr. Hasenbeck reported the committee will review the Nebraska Board of Engineers and Architects remediation guide and begin discussions with the Engineer Board.
4. H-5. Finance Committee: The Executive Director reported the Budget Request and Strategic Plan is due to OMES by October 1, 2024.
4. H-6. Youth Outreach Committee: No report.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A-1. a. NCARB/AIA – Mr. Scaramucci motioned to accept the updated Australia and New Zealand Mutual Recognition Agreement. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
5. A-1. b. Ms. Hanska and Ms. Dillingham will be attending the NCARB Chairs and MBE Meeting scheduled for October 17 and 18, 2024 in Fargo, ND.
5. B-1. a. CLARB/ASLA – Mr. Hasenbeck motioned to elect Ms. Candace Dillingham as the board's voting delegate for CLARB's Annual Meeting in Buffalo, NY. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Blatt, Hasenbeck, Howard, Scaramucci, Taylor, and Mses. Dillingham and VanStavern. Voting nay: None. Motion unanimously approved.
5. C. CIDQ/ OIIC/ ASID /IIDA – Ms. VanStavern reported OIIC has a new website. Ms. Hanska, Mr. Taylor, and Ms. VanStavern are meeting with OIIC's leadership to discuss the Rules process.
5. D. FARB – Ms. Hanska informed the Board she attended a round table discussion.

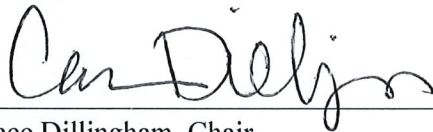
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NEW BUSINESS

None

Adjourned at 12:23 p.m.

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



Candace Dillingham, Chair



Scott Howard, Secretary-Treasurer