

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND
REGISTERED COMMERCIAL INTERIOR DESIGNERS
220 N.E. 28th Street, Board Room
Oklahoma City, OK 73105
January 24, 2023
9:30am

Agenda

Call meeting to order - declare quorum present.

"The Board of Architects, Landscape Architects and Registered Commercial 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 November 2, 2022 meeting.
 - B. Financial documents from October, November, and December 2022.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Formal hearing, or consent order, and board action as necessary regarding case #2022-628 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Cray Bauxmont-Flynn and Amatoya.
 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.
 - B. Formal hearing and board action as necessary regarding case #2022-630 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Forestis Construction, LLC.
 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. 2023 Legislative Session update.
 1. RCID Bill Meeting with Representative Osborn.
 - B. The definition of "responsible control."
 1. Request for an Attorney General Opinion.

- C. Future of Continuing Education events.
- D. Proposed evaluation process for Executive Director.
- E. National organizations' exam data.
- F. Report from Licensing Manager:

- 1. Licenses issued.
- 2. Certificates of Authority issued.
- 3. Emeritus Applications.
 - a. Rebecca Pritchett, a2002
 - b. Kenneth Howell, a1493
 - c. Ronald Kitchen, a2918
- 4. Pinning Ceremony—March 25, 2023.

G. Committee Reports:

- 1. University/Scholarship Committee: Chair, Glasgow
 - a. OCCF Scholarship Responses from Recipients
- 2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 - d. AG Response to Case #2021-616.
- 3. Arch/Engineers Joint Committee: Chair, Brunsteter
- 4. Finance Committee: Chair, Gaskins, Secretary-Treasurer
- 5. Act & Rules/Legislative: Chair, Taylor
 - a. FY24 Changes to Act and Rules.

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

- A. NCARB/AIA
 - 1. FY24 Elections and Resolutions Packet.
 - 2. Regional Summit—March 3-4, 2023.
- B. CLARB/ASLA
- C. CIDQ/OIDC/ASID
- D. ICOR—Interorganizational Council on Regulation
 - 1. Study on Incidental Practice.
 - 2. Joint New Member Orientation—February 6, 2023.

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 INTERIOR DESIGNERS

Engineering and Design Professionals Center

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

January 24, 2023

9:30 a.m.

Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Tuesday, January 24, 2023, with the following members and guests present:

Nate Baker, Architect, Chair

Betsy Brunsteter, Architect, Vice Chair

M. Bradley Gaskins, Architect, Secretary Treasurer

Jim Hasenbeck, Architect

Wade Scaramucci, Architect

Beth Glasgow, Architect

Scott Howard, Landscape Architect, Chair

Candace Dillingham, Landscape Architect

J. Mark Taylor, Registered Commercial Interior Designer

Vicki VanStavern, Registered Commercial Interior Designer

David Blackburn, Public Member

Brad Klepper, Board Counsel

Russell Lissuzzo, Prosecuting Attorney

Leslie Hanska, Executive Director

Ellen White, Licensing Program Officer

Lauren Vaughan, Enforcement and Compliance Officer

Patrick Golden, Guest

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

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

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Formal hearing to consider case #2022-628 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Cray Bauxmont-Flynn and Amatoya – Consent Order. Ms. VanStavern motioned to approve the consent order. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and

Mses. Brunsteter, Dillingham, and Glasgow. Voting nay: None. Voting Abstain: Mr. Gaskins and Ms. VanStavern. Motion approved.

3. B. Formal hearing to consider case #2022-630 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Forestis Construction, LLC. Mr. Hasenbeck motioned to enter executive session. Motion seconded by Mr. Taylor. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn and Mses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck motioned to come out of executive session. Motion seconded by Ms. Glasgow. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and Mses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Ms. Brunsteter motioned to find the defendant guilty of practicing architecture without having a certificate of authority and a fine of ten thousand dollars (\$10,000). Motion seconded by Mr. Scaramucci. Voting aye: Messrs. Baker, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and Mses. Brunsteter, Dillingham, and Glasgow. Voting nay: None. Voting Abstain: Mr. Gaskins and Ms. VanStavern. Motion approved.

ADMINISTRATIVE

4. A. Ms. Vaughan presented a legislative update.

4. B. The Board discussed the definition of responsible control. Ms. VanStavern motioned to request an Attorney General Opinion regarding responsible control. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and Mses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.

4. C. The Board discussed cost of hosting a continuing education event; lower attendance to most recent board sponsored continuing education event; response from recent board survey showing majority prefer online learning; and the consideration of one "in person" event a year moving forward.

4. D. Board Chair and Executive Director researched best practices for creating an evaluation process for the purpose of documenting the job performance of Executive Director position, per September 7, 2022 board action. The Chair presented the format used by Texas as the model that will be implemented later this spring. Timeline and further instructions will be presented at the next regular meeting.

4. E. National exam data was presented.

4. F. (1-2). Ms. White presented the report of all licenses/registrations and certificates of authority that have been issued between November 5, 2022, to present. See attachment B.

4. F-3. Mr. Hasenbeck motioned to approve emeritus applications for the following individuals: Rebecca Pritchett, Kenneth Howell, and Ronald Kitchen. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and Mses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to give the board staff the authority to approve all future emeritus applications. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Howard, Scaramucci, Taylor, Blackburn, and Mses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.

Board of Architects

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4. F-4. The Newly Licensed/Registered Pinning Ceremony will take place at the History Center on Saturday, March 25, 2023, at 2:00 p.m. Ms. White reminded the board that she needs volunteers.
4. G-1. University/Scholarship Committee: The deadline to submit scholarship applications is February 15, 2023. Ms. Glasgow reminded committee members that following the submission deadline OCCF will email the link to begin reviewing applications.
4. G-2. Investigations Committee: Mr. Gaskins reported the following: 1 (one) complaint has been received; 4 (four) investigations have been closed; 8 (eight) investigations have been acted upon and 7 (seven) investigations are currently pending.
4. G-3. Arch/Engineers Joint Committee: No report.
4. G-4. Finance Committee: See agenda item 2. A-B.
4. G-5. Act & Rules/Legislative: Mr. Taylor reported that the committee will be meeting soon.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A. (1-2). NCARB/AIA – The board discussed the upcoming NCARB elections and resolution packet.
5. B. CLARB/ASLA – Ms. Dillingham informed the Board that there are new changes to the L.A.R.E. to be implemented in December. She also noted that she will be a presenter at the upcoming ICOR webinar scheduled for February 6, 2023.
5. C. CIDQ/OIDC/ASID – Mr. Taylor informed the Board that effective February 1, 2024, CIDQ will begin a new requirement for work experience hours. Minimum hours will be required in the following categories: Programming/Pre-Design 200 hours; Schematic Design 200 hours; Contract Administration 200 hours; Design Development 300 hours; Construction Documents 400 hours and Professional Practice 200 hours. The total work experience hours needed will remain unchanged.
5. D. ICOR – No report.

NEW BUSINESS

None

Adjourned at 12:10 p.m.

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



Nate Baker, Chair



M. Bradley Gaskins, Secretary-Treasurer