

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

220 N.E. 28<sup>th</sup> Street, Board Room

Oklahoma City, OK 73105

September 6, 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.
  - A. Congratulations to Scott Howard, Landscape Architect for reappointment by Governor Stitt.
2. CONSENT AGENDA—Board discussion and action, as necessary, regarding:
  - A. Minutes from the June 7, 2023, meeting.
  - B. Financial documents from May, June, and July 2023.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
  - A. Update on case #2022-625, the Board vs. Phillip B. Townsend.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
  - A. Board policy regarding criminal history disqualification.
  - B. Name exemption request from David Gardner to use the business name "Architecture and Construction Teamwork Solutions".
  - C. Anthony McDermid email regarding a late license renewal.
  - D. Executive Director Report
    1. ARE Exam Breach
    2. Website upgrade and licensing system Thentia 2.0 upgrade
    3. OSU Professional Practice class presentation
    4. NCARB Professional Conduct Committee (PCC)
    5. CLARB Member Board Executive Committee (MBE)
  - E. Report from Licensing Officer:
    1. Licenses issued.
    2. Certificates of Authority issued.
    3. Renewals
    4. Licensing Advisors Summit
  - F. Committee Reports:
    1. University/Scholarship Committee: Chair, Glasgow

2. Investigations Committee: Chair, VanStavern, Secretary-Treasurer
    - a. Complaints Received.
    - b. Investigations closed.
    - c. Actions taken.
  3. Arch/Engineers Joint Committee: Chair, Brunsteter
  4. Finance Committee: Chair, VanStavern, Secretary-Treasurer
    - a. Budget Request
  5. Act & Rules/Legislative: Chair, Taylor
    - a. Proposed statute revisions
  6. Youth Outreach: Chair, Baker
  - G. Committee appointments by Chair.
  - H. Proposed executive session pursuant 25 O.S., Section 307 (B) (1) to discuss performance review of Licensing Program Officer, Business Manager and Enforcement/Compliance Officer with consideration for possible salary adjustments.
    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.
  - I. Artificial Intelligence impacts on the professions.
5. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
    1. NCARB Annual Business Meeting, Tampa, FL, June 15-17, 2023
      - a. NCARB 2023 Resolutions Acted Upon at the Annual Meeting
  - B. CLARB/ASLA
    1. Annual Business Meeting, Henderson NV, September 20-22, 2023.
  - C. CIDQ/OIDC/ASID/IIDA
    1. Annual Business Meeting, Louisville, KY, November 10-11, 2023
    2. CIDQ Town Hall discussions of potential governance changes.
  - D. FARB
    1. Regulatory Law Seminar (RLS), Chicago, IL, September 22-23, 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.*