

CONSTRUCTION INDUSTRIES BOARD

(A self-funded, non-appropriated agency whose mission is to protect life and property by licensing and inspection of the related trades for the health, safety and welfare of the public.)

Regular Board Meeting

Conference Room
2401 N.W. 23rd Street, Suite 2F
Oklahoma City, Oklahoma 73107

March 25th, 2026

1:30 p.m.

AGENDA

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.

1. **CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT** – Chair Larry Buxton/Stephanie Brown
2. **STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT** – Stephanie Brown
3. **POSSIBLE VOTE TO REMOVE ITEM FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS FOR CONSIDERATION AS A SEPARATE ACTION ITEM** – Jon Dutton, Assistant Attorney General
4. **DISCUSSION AND POSSIBLE ACTION ON ANY ITEM REMOVED FROM CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS** – Jon Dutton, Assistant Attorney General
 - i. Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(8) to engage in deliberations on any matter removed from Consent Agenda for Individual Administrative Proceedings.
 - ii. If Executive Session convened, vote to return to Open Session.
 - iii. Possible vote on any matter removed from Consent Agenda for Individual Administrative Proceedings discussed in Executive Session or in Open Session.
5. **CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS** - (Any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration as a separate action item.) – Jon Dutton, Assistant Attorney General

- (A) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Roofing Hearing Board on Docket No. CIB-25-R-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 23554	Wilmer Mejia-Cantarero	Contracting without commercial endorsement

- (B) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Roofing Hearing Board on Docket No. CIB-25-R-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 22718	Isaac Rodriguez	Contracting without commercial endorsement
Citation No. 23155	Jesus Ocampo-Fritz	Contracting without commercial endorsement

- (C) Possible vote to approve or deny and remand the Proposed Orders recommended by the Administrative Law Judge in the following matters for which no timely appeal was filed:

Matters heard by the Electrical Hearing Board on Docket No. CIB-24-E-001 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 21997	Levi Sagers	Inactive contractor or journeyman engaged in contracting
Citation No. 22824	Christel VanTuyle	Contracting without a license
Citation No. 22105	Kirbey Abney	Contracting without a license
Citation No. 22092	Jarod Youngblood	Unlicense or unregistered individual performing trade work under the direction of another
Citation No. 22655	Pierce Scott	Contracting without a license
Citation No. 22656	Pierce Scott	Contractor working unlicensed or unregistered individual (per person)
Citation No. 22657	Pierce Scott	Contracting without a license
Citation No. 22660	Matthew Miller	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 22662	Steve Ellis	Contracting without a license
Citation No. 22019	Chuck Watkins	Contracting without a license
Citation No. 22754	Dan Hemenway	Contractor working registered apprentice without direct supervision

Citation No. 22640 Robert Vanhoutan (per apprentice)
Contracting without a license

6. BREAK

7. RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK – Stephanie Brown

8. NEW BUSINESS

In accordance with 25 O.S. § 311(A)(9) and (10), new business not known at the time of the posting of the agenda, if any, will now be heard. – Jon Dutton, Assistant Attorney General

9. PUBLIC COMMENTS

(Opportunity for the Board to receive public comments. Each person wanting to make a public comment is asked to sign in and remember time is limited to three minutes. To comply with the intent of the public notice requirements, the Board does not respond to or discuss comments regarding matters not on today's agenda.) – Jon Dutton, Assistant Attorney General

10. REPORTS

- (D) Administrator's Report – Janis Hubbard, Administrator
- (E) Report by Office of State Auditor & Inspector on FY 20 & FY 21 Audits – Office of State Auditor & Inspector
- (F) Financial Report – OMES ABS Representative
- (G) Public Relations Report – Tony DeSha, Public Relations and Outreach Officer
 - Workforce Development
 - Communications and Outreach
 - Legislative Update

11. DIVISION REPORTS

- (H) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
- (I) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor
- (J) Plumbing Division statistical report and Division activity update – Richard Hager, Supervisor
- (K) Roofing and other Division statistical reports and Division activity update – Richard Hager, Supervisor

12. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

- (L) Review and possible vote to approve all fines, penalties and fees assessed and collected on uncontested matters where administrative hearing was waived and fines have already been paid, as reflected on the Management Statement of Activities by trade revolving fund. (Any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration as a separate action item.) – Jon Dutton, Assistant Attorney General
- (M) Possible vote to remove item from Consent Agenda for Uncontested Citations Paid, Hearing Waived, for consideration as a separate action item – Jon Dutton, Assistant Attorney General
- (N) Discussion and possible action on items removed from Consent Agenda for Uncontested Citations Paid, Hearing Waived.

13. ADDITIONAL ACTION AND DISCUSSION ITEMS:

- (O) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held January 28th, 2026 – Chair Larry Buxton
- (P) Discussion and announcement of any disqualification or conflict of interest as defined by state laws and recusal of any board member due to consideration of either any application or any proposed agreement for the Skilled Trade Education Workforce Development Fund authorized by 59 O.S. § 1000.4a, as listed in the following agenda items. – Jon Dutton, Assistant Attorney General
- (Q) Discussion and possible vote on complete applications received for Skilled Trade Education Workforce Development Funds authorized by 59 O.S. § 1000.4a that may be approved for any amount up to and including the application amount requested, subject to the availability of funds, to be prioritized and evaluated based upon: sufficient justification, project cost, anticipated return on investment, best value, and viability of the proposal. - Tony DeSha, Public Relations and Outreach Officer; George Horton, Lincoln Academy School Principal

**Incomplete applications or applications not meeting statutory requirements cannot be considered by the Board. Applicants may reapply prior to the next deadline. The next deadline for applications is: July 6, 2026.*

- i. Project: Mini Motor Controller Trainers
Applicant: Central Technology Center
Amount: \$24,045.00
- ii. Project: HVAC Equipment Modernization
Applicant: Eastern Oklahoma County Technology Center
Amount: \$7,393.59
- iii. Project: Lincoln Shop Class
Applicant: Stillwater Public Schools – Lincoln Academy
Amount: \$18,060.00
- iv. Project: Geothermal Flush Cart
Applicant: Meridian Technology Center

Amount: \$4,292.20

- v. Project: Plumbing Apprenticeship Program Development
Applicant: Pioneer Technology Center
Amount: \$16,750.00

(R) Discussion with possible vote on the following contracts for FY 27:

- i. Quadiant Mailing & Shipping (Folder/Inserter)
- ii. Phillips Murrah (Legal Services)
- iii. Michael Mitchelson (ALJ Services)
- iv. James A. Slayton PC (ALJ Services)
- v. OMES - Risk Management Division (Workers' Comp Insurance)
- vi. OMES – Risk Management Division (D&O, Tort, Liability)
- vii. OMES – Interagency Mail (Shared Mailing Services)
- viii. Security Services (Open Meetings Security)
- ix. Courier Services (Courier Services)
- x. AT&T (Wireless Phone Services)
- xi. GALT (Temporary Employees)
- xii. Copier & Printer Services (Copier & Printer)
- xiii. VTA (Lease)
- xiv. Office of the Attorney General (Legal Services)
- xv. GL Suites (Licensing Database)
- xvi. HBE Systems (Licensing Database)

(S) Discussion and possible vote on employment, hiring, appointment, promotion, demotion, disciplining or resignation of all CIB staff listed specifically concerning the evaluation of possible staff pay adjustments for all eligible CIB staff. – Chair Larry Buxton

- (i) Possible vote to convene into Executive Session -- Pursuant to 25 O.S. § 307(B)(1), the Board may convene in Executive Session to discuss changes to existing salaries, or setting salary ranges, for all eligible CIB employees as follows: Carla Hipkins, Gina Bergeron, Stephanie Brown, Cody Davis, Tony DeSha, Susan Fleck, Clifford Foster, David Fox, Richard Hager, Brittany Haywood, Dale Hudson, Michael Kubala, Adam Lawson, Brandy Leron, Timothy Mahoney, Johnny Miller Jr., Ron Morris, Robert Newberg, Windy Nunnery, Buddy Osborn, Trinity Pena, Derric Pruitt, Brenda Rodriguez-Frutos, Edna Sanchez, Stanley Scheilz, Jason Smith, Michael Smith, Kim Stell, David Stewart, Edna Upton, Shereice Word, Christopher Wyre, Dannette Yousey

- (ii) Possible vote to return to Open Session

- (iii) Possible vote on matters discussed in Executive Session related to possible action on changes to existing salaries, or setting salary ranges, for all eligible CIB employees as follows: Carla Hipkins, Gina Bergeron, Stephanie Brown, Cody Davis, Tony DeSha, Susan Fleck, Clifford Foster, David Fox, Richard Hager, Brittany Haywood, Dale Hudson, Michael Kubala, Adam Lawson, Brandy Lermon, Timothy Mahoney, Johnny Miller Jr., Ron Morris, Robert Newberg, Windy Nunnery, Buddy Osborn, Trinity Pena, Derric Pruitt, Brenda Rodriguez-Frutos, Edna Sanchez, Stanley Scheilz, Jason Smith, Michael Smith, Kim Stell, David Stewart, Edna Upton, Shereice Word, Christopher Wyre, Dannette Yousey

- (T) Discussion and possible vote on employment, hiring, appointment, promotion, demotion, pay adjustment, disciplining or resignation of the CIB Administrator. – Chair Larry Buxton
 - (i) Possible vote to convene into Executive Session -- Pursuant to 25 O.S. § 307(B)(1), the Board may convene in Executive Session to discuss employment, hiring appointment, promotion, demotion, disciplining or resignation of the CIB Administrator Jan Hubbard.

 - (ii) Possible vote to return to Open Session

 - (iii) Possible vote on matters discussed in Executive Session related to possible action related to employment, hiring, appointment, promotion, demotion, pay adjustment, disciplining or resignation of the CIB Administrator.

14. ADJOURNMENT