

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**

September 24th, 2025

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. NEW BOARD MEMBER WELCOME – Chair Larry Buxton

4. 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. – Assistant Attorney General

5. 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.) – Assistant Attorney General

6. REPORTS

(A) Administrator's Report – Janis Hubbard, Administrator

(B) Financial Report – OMES ABS Representative

(C) Public Relations Report – Tony DeSha, Public Relations and Outreach Officer

- Workforce Development

- Return on Investment Reports Received:

Project: Tool Bags for HVAC Course
Applicant: Meridian Technology Center
Amount: \$3,294.30

Project: Interplay Learning: Interactive Curriculum
Applicant: Meridian Technology Center
Amount: \$6,980.00

Project: Tool Bags for Plumbing Course
Applicant: Meridian Technology Center
Amount: \$2,250.00

Project: Mobile Heat Pump Trainer with Inverter Compressor and R290 Refrigerant
Applicant: Meridian Technology Center
Amount: \$15,950.00

Project: Virtual Reality Headsets for Instruction & Marketing
Applicant: Meridian Technology Center
Amount: \$12,718.00 (only spent 11,954.25)

Project: DeWalt 20V MAX Compact Press Took Kit
Applicant: Meridian Technology Center
Amount: \$2,950.00 (only spent \$2847.14)

Project: Tool Bags for Electrical Course
Applicant: Meridian Technology Center
Amount: \$6,600.00

- Communications and Outreach
- Legislative Update

7. DIVISION REPORTS

- (D) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor
- (E) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor
- (F) Plumbing Division statistical report and Division activity update – Richard Hager, Supervisor
- (G) Roofing and other Division statistical reports and Division activity update – Richard Hager, Supervisor

8. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

- (H) 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.) –Assistant Attorney General
- (I) Possible vote to remove item from Consent Agenda for Uncontested Citations Paid, Hearing Waived, for consideration as a separate action item –Assistant Attorney General
- (J) Discussion and possible action on items removed from Consent Agenda for Uncontested Citations Paid, Hearing Waived.

9. ADDITIONAL ACTION AND DISCUSSION ITEMS:

- (K) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held July 23rd, 2025. – Chair Larry Buxton
- (L) Discussion and possible vote on the Construction Industries Board regular meeting dates for calendar year 2026 – Chair Larry Buxton
- (M) 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. – Assistant Attorney General
 - i. Project: Mini Motor Control Trainers
Applicant: Meridian Technology Center
Amount: \$25,420.00
 - ii. Project: Code Book Education
Applicant: Indian Capital Technology Center - Sallisaw
Amount: \$4,000.00
- (N) Discussion and possible vote on proposed agreement following application approval by the Board for Skilled Trade Education Workforce Development Funds authorized by 59 O.S. § 1000.4a, contingent upon approval by applicable technology center listed below. – Tony DeSha, Public Relations and Outreach Officer
- (O) Discussion and possible vote to advertise position opening for the soon to be vacant Field Investigator position (Mechanical Trade) held by Linnie Bicknell – Janis Hubbard, Administrator
- (P) Discussion and possible vote on Administrator's recommendation of Candidate to fill the vacant Mechanical Field Investigator position previously held by Ron Terry – Janis Hubbard, Administrator

- (i) Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(1) for discussion and possible action on Administrator's recommendation of for employment, hiring, appointment, for the vacant Mechanical Field Investigator position.
 - (ii) If Executive Session convened, vote to return to Open Session.
 - (iii) Possible vote on matters discussed related to Administrator's recommendation of Candidate for employment, hiring, appointment, for the vacant Mechanical Field Investigator position either from Executive Session or as discussed in Open Session.
- (Q) 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 in an Administrative Program Officer or Administrative Technician III position. – 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: Susan Fleck, Brittany Haywood, Carla Hipkins, Brandy Lermon, Trinity Pena, Kim Stell, Shereice Word, and 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: Susan Fleck, Brittany Haywood, Carla Hipkins, Brandy Lermon, Trinity Pena, Kim Stell, Shereice Word, and Dannette Yousey.
- (R) Discussion and possible vote to approve advertising position opening for an entry level administrative position to streamline and manage continuing education for all trades and to assist with the residential roofing endorsement startup – Chair Larry Buxton
- (S) Discussion and possible vote on revision to the FY 2026 Budget Work Program – Chair Larry Buxton
- (T) Discussion and possible vote on the FY 2027 CIB Budget Request – Chair Larry Buxton
- (U) Discussion and possible vote on renewal of a five-year reciprocal licensing agreement for Unlimited Electrical Journeyman License between the States of Idaho and Oklahoma – Ron Morris, Electrical Supervisor
- (V) Consideration and possible vote to appoint a person to the Committee of Electrical Examiners (Electrical Inspector seat) for a two-year term expiring September 2027. Title 59 O.S. § 1683(B)(1) – Chair Larry Buxton
- (W) Consideration and possible vote to re-appoint Ronnie Smith (Plumbing Contractor) as a member of the Committee of Plumbing Examiners for a two-year term expiring September 2027. Title 59 O.S. § 1004(A)(1) – Chair Larry Buxton

10. BREAK

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

12. APPEAL OF PROPOSED ORDER FOR CITATION NO. 23146 ISSUED TO JEFFERY GENINATTI – TIMELY FILED APPEAL AND BRIEF WITH REQUEST FOR ORAL ARGUMENT FOR INDIVIDUAL HEARING – Assistant Attorney General

- i. Review of Request for Appeal and Brief, and Brief in Response.
- ii. Hearing of Oral Arguments (limited to no more than 10 minutes for each side pursuant to OAC 158:1-5-13.1) – Jeffery Geninatti, Pro Se; CIB Special Counsel
- iii. Possible vote to convene into Executive Session pursuant to 25 O.S. § 307(B)(8) to engage in deliberations on the Appeal of the Proposed Order for Citation No. 23146.
- iv. If Executive Session convened, vote to return to Open Session.
- v. Possible vote to Affirm the Proposed Order, Deny the Proposed Order or Remand the case to the Hearing Officer, with or without instructions, in the matter of the Appeal of the Proposed Order for Citation No.23146.

13. ADJOURNMENT