

**MINUTES OF THE REGULAR MEETING OF THE
COMMITTEE OF ROOFING EXAMINERS
October 16, 2025
1:50 P.M.**

CALL TO ORDER:

At approximately 1:50 p.m., Chairman J.R. Emrich called the meeting of the Committee of Roofing Examiners to order in the CIB Conference Room, 2401 NW 23rd Street, Suite 2F, Oklahoma City, OK 73107.

COMMITTEE MEMBERS PRESENT: J.R. Emrich, Vernon Roland, Chad Denson, and Jeff Jung

COMMITTEE MEMBERS ABSENT: Robert Chynoweth and David Brewer

PRESENT FROM THE CONSTRUCTION INDUSTRIES DIVISION:

Janis Hubbard, Administrator; Tony DeSha, Public Relations and Outreach Officer; Dannette Yousey, Plumbing Division Secretary; Richard Hager, Division Supervisor, Michael Smith, and Susan Fleck, Roofing Division Secretary

OTHER PRESENT: Jon Dutton, Assistant Attorney General

STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT:

This regular meeting of the Roofing Examiners Committee, scheduled to begin at 1:50 P.M. on this 16th day of October, has been convened in accordance with the Oklahoma Open Meeting Act, Oklahoma Statutes Title 25, §§ 301 through 314.

Further, this meeting was preceded by advance public notice filed electronically with the Secretary of State specifying the time and place of the meeting here convened. The agenda was posted and displayed in public view on the office site of the Construction Industries Board and notice of this meeting was given at least twenty-four (24) hours prior hereto.

Six (6) people have filed a written request for notice of meetings of this public body to date.

Read aloud this 16th day of October.

NEW BUSINESS:

There was no new business discussed.

PUBLIC COMMENTS:

There were no public comments.

REPORTS:

Mr. Hager discussed the roofing activity for the month of September 2025, provided statistical updates, and pass/fail rates.

ACTION ITEMS:

DISCUSSION WITH POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE COMMITTEE OF ROOFING EXAMINERS HELD ON APRIL 10, 2025:

The Committee was provided with a draft of the Minutes for April 10, 2025, a regular meeting of the Committee of Roofing Examiners.

MOTION MADE BY JEFF JUNG WITH A SECOND BY VERNON ROLAND TO ACCEPT THE APRIL 10, 2025, MEETING MINUTES AS SUBMITTED.

Motion passed.

Voting aye: J.R. Emrich
Chad Denson
Jeff Jung
Vernon Rowland

Absent: Robert Chynoweth
David Brewer

ADJOURNMENT

MOTION BY CHAD DENSON WITH A SECOND BY VERNON ROWLAND TO ADJOURN THE MEETING.

Motion passed.

Voting aye: J.R. Emrich
Chad Denson
Jeff Jung
Vernon Rowland

Absent: Robert Chynoweth
David Brewer

Minutes to be voted on for approval during the next regularly scheduled session; December 18, 2025.

/s/ J.R. Emrich
J.R. Emrich, Chairman

/s/ Susan Fleck
Susan Fleck, Secretary to the Roofing Committee