

**MINUTES OF THE REGULAR MEETING OF THE
CONSTRUCTION INDUSTRIES BOARD**

**Conference Room
2401 NW 23rd Street, Ste. 2F
Oklahoma City, OK 73107**

April 23rd, 2025

CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT

The regular meeting of the Construction Industries Board was called to order by Chair Larry Buxton at approximately 1:30 p.m. on Wednesday, April 23rd, 2025, in the Conference Room of the Construction Industries Board.

MEMBERS PRESENT: Larry Buxton, Jason Deal, Keith Deaver, Todd Finley, Lupe Ibarra, Jonathan Jackson & Jamey Mullin

CIB STAFF PRESENT: Janis Hubbard, Administrator; Stephanie Brown, Board Secretary; Tony DeSha, Public Relations and Outreach Officer; Gary Kirk, Mechanical Supervisor; Richard Hager, Plumbing & Roofing Supervisor and Ron Morris, Electrical Supervisor

OTHERS PRESENT: Jon Dutton, Assistant Attorney General; Christy Tubbs, OMES/ABS; Tom Schroeder, ASPE/Southwest Sales; Jim Griffy, IBEW; Scott Ringwald, Mid-Del Tech; David Adcock, OUBCC

STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT

This regular meeting of the Construction Industries Board, scheduled to begin at 1:30 p.m. on this 23rd day of April, 2025, 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. Fifty people have filed a written request for notice of meetings of this public body to date.

Read aloud this 23rd day of April, 2025.

NEW BUSINESS

There was no new business discussed.

PUBLIC COMMENTS

There were no public comments.

ADMINISTRATOR'S REPORT

Ms. Hubbard reported that the new hearing clerk was on board and currently working on training. She stated that she really appreciated the staff that filled in during the vacancy and are assisting during this time while the hearing clerk is training.

Ms. Hubbard reported that there have been filings in the civil case since the previous meeting. She stated that she reported at the last meeting that the Judge had granted CIB's previous Motion to Dismiss Without Prejudice, allowing the Plaintiff to amend their Petition. She stated that they

amended their Petition on March 12th. She stated that the Office of the Attorney General continues to represent the CIB in this matter and on March 24th they filed a Motion to Dismiss the Amended Petition to which the Plaintiffs filed a Response on April 10th. She stated that the hearing on the Motion to Dismiss the Amended Petition is set for May 29th.

FINANCIAL REPORT

Written financial reports for the month ended March 31st, 2025, prepared by OMES/ABS were provided for review and discussion.

Mr. Finley asked about the 10% transfer.

Ms. Tubbs explained that fines are not part of the transfer.

Mr. Buxton asked about the staff members that were being trained as backups.

Ms. Tubbs stated that she has already trained two employees to be backup for her, and she will be training a third this month with the reconciliation for April, so there will be three available as backup.

PUBLIC RELATIONS REPORT

Workforce Development

Mr. DeSha reported that the next application deadline for Workforce Development is July 7th, 2025. He stated that he has already received one application for that deadline.

Mr. DeSha reported that the Workforce Development application was updated based on some of the discussion and suggestions from the previous meeting.

Mr. DeSha reported that on the Meridian Tech Plumbing video, he had received a first draft of it and is now working on the editing part to improve it and end up with a great product.

Mr. Mullin asked if Mr. DeSha edits and proofs that.

Mr. DeSha stated that he does not do the editing, the students involved in the project do. He stated that there will be several Meridian Tech staff and students involved in editing suggestions and also likely CIB field staff to make sure that everyone is happy with the final product.

Mr. DeSha reported that Meridian Tech has received all of their items on their seven contracts and he expects to have a ROI report by October 2025.

Communications & Outreach

Mr. DeSha reported that the CIB website and the CEU page, have both been updated with information to better explain the E, EA, EO designations on continuing education since the new designations are required for Electrical continuing education. He stated that this update was based on the suggestions from the last meeting. He stated that it will also be on the postcards that are sent out next.

Mr. DeSha reported that the agency would be sending out the third public notice and the third solicitation request for continuing education in July. He stated that as of right now they do have every type of CEU required available and approved for Electrical Contractors, Journeyman and Apprentices.

Mr. DeSha stated that Facebook views are up 23.1% this month by non-followers. He stated that the reach is up 46.9% this month and followers are down 7% this month. He stated that content interaction is up 28.3% this month. He stated that the email subscribers are up by 108 since the March meeting.

Legislative Update

Mr. DeSha reported that the next committee deadline is tomorrow.

Mr. DeSha then gave a brief summary of bills that are continuing to move through the process.

Mr. DeSha reported that the agency is continuing to track a few bills that change employee benefits or state agency administration and that he would keep the Board updated as session continues.

Mr. Mullin stated that he noticed right after Mr. DeSha was hired, Ms. Hubbard was giving the updates, and now he is and is doing a good job. He asked Mr. DeSha to expand on what he is learning and presenting because he has seen Mr. DeSha out at the Capitol a couple of times.

Mr. DeSha stated that he is there as a resource to legislators for when they have questions about the agency or questions about how bills would affect their constituents.

Mr. Finley asked about SB 1035 from the previous months legislative report.

Mr. DeSha stated that the bill was laid over in Committee yesterday, but he does not have information on it and was not there when it occurred.

MECHANICAL DIVISION REPORT

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of March. Mr. Kirk reported on activities of the Mechanical Division since the last Board meeting.

Mr. Mullins asked how many different license categories there are under heating and air.

Mr. Kirk stated he would need to go count them because there are a lot.

ELECTRICAL DIVISION REPORT

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of March. Mr. Morris reported on activities of the Electrical Division since the last Board meeting.

Mr. Jackson stated that he noticed the complaints are higher on the Electrical reports and asked what some of the common complaints are.

Mr. Morris stated that a lot of them are complaints about Facebook advertisements. He stated that a lot of it is not always found to be a valid violation and gave an example.

Mr. Mullin asked if someone has to be caught doing work or what evidence is needed to follow up on complaints.

Mr. Morris stated that typically yes, they would need to be caught doing the work. He stated that he cannot go to the judge and say that someone else said this guy is unlicensed and doing work.

There was further questions and discussion on the complaint and investigation process.

PLUMBING DIVISION REPORT

The Board was provided a written report on field contacts, citations, complaints, renewals, and applications received and new licenses processed during the month of March. Mr. Hager reported on activities of the Plumbing Division since the last Board meeting.

ROOFING & OTHER DIVISION STATISTICAL REPORTS

The Board was provided a written report on roofing written warnings, citations, complaints, renewals, and applications received and new registrations and endorsements processed during the month of March along with Home Inspector and Building Inspector numbers. Mr. Hager reported on activities of the Roofing Division since the last Board meeting.

Mr. Mullin stated that in roofing the licensing procedures are different than the other trades and asked if Mr. Hager feels that is making an impact or if they are just paying a fee and able to go build a roof.

Mr. Hager stated that currently it is simply a registration so there is no exam, but there are other qualifications required.

Mr. Mullin asked if Mr. Hager feels like there should be an exam.

Mr. Hager stated that it would be entirely up to legislation and that the agency just administers the laws it is given.

Mr. Buxton stated that there is legislation out there that could make changes to roofing but regardless the agency can only enforce what is there currently.

CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED -- 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

Mr. Dutton stated that this consent agenda item is related to individuals who paid their fine and waived their right to a hearing.

MOTION BY JONATHAN JACKSON WITH SECOND BY KEITH DEEVER TO
APPROVE THE CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID,
HEARINGS WAIVED.

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal

Keith Deaver
Todd Finley
Lupe Ibarra
Jonathan Jackson
Jamey Mullin

Due to action taken on this item, Agenda Items 7(I) and 7(J) were not needed.

DISCUSSION AND POSSIBLE VOTE ON THE MINUTES OF THE REGULAR MEETING OF THE CONSTRUCTION INDUSTRIES BOARD HELD MARCH 26, 2025

The Board was provided a draft of the Minutes of the Regular Meeting of the CIB held in March.

MOTION BY LUPE IBARRA WITH SECOND BY JASON DEAL TO ACCEPT THE MARCH 26, 2025, MEETING MINUTES AS PRESENTED

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal
Keith Deaver
Todd Finley
Lupe Ibarra
Jonathan Jackson
Jamey Mullin

DISCUSSION AND POSSIBLE VOTE ON ADMINISTRATIVE CONSENT ORDER REFLECTING AGREEMENT BETWEEN PARTIES IN LIEU OF AN ADMINISTRATIVE HEARING IN RE: THE MATTERS OF ALLEGED MECHANICAL INDUSTRY RULES VIOLATIONS OF JAMES S. STEPHENS, CITATION NO. 20582

Mr. Dutton stated that there are times when a citation is issued and due to circumstances related to that citation the best resolution is a consent order which reduces the fine while the situation gets corrected without having to go to hearing.

MOTION BY JONATHAN JACKSON WITH SECOND BY TODD FINLEY TO ACCEPT THE ADMINISTRATIVE CONSENT ORDER IN RE: THE MATTERS OF ALLEGED MECHANICAL INDUSTRY RULES VIOLATIONS OF JAMES S. STEPHENS, CITATION NO. 20582

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal
Keith Deaver
Todd Finley
Lupe Ibarra
Jonathan Jackson
Jamey Mullin

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 THE APPLICATION OR PROPOSED AGREEMENT FOR THE SKILLED TRADE EDUCATION WORKFORCE DEVELOPMENT FUND AUTHORIZED BY 59 O.S. § 1000.4A, AS LISTED IN THE FOLLOWING AGENDA ITEMS

Mr. Dutton stated that this is just to make sure that there are no conflicts and no partiality in relation to Autry Technology Center. He asked if any Board members have anything to declare in relation to that school. No conflicts were stated.

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 THE APPLICABLE TECHNOLOGY CENTER LISTED BELOW

- i. **Project:** Autry Teen Tech Equipment
 Applicant: Autry Technology Center
 Amount: \$13,750.00

Mr. DeSha presented the proposed agreement by Autry Technology Center.

MOTION BY JASON DEAL WITH SECOND BY JONATHAN JACKSON TO APPROVE THE PROPOSED AGREEMENT BY AUTRY TECHNOLOGY CENTER FOR AUTRY TEEN TECH EQUIPMENT AS PRESENTED

MOTION PASSED

Voting Aye: Larry Buxton
 Jason Deal
 Keith Deaver
 Todd Finley
 Lupe Ibarra
 Jonathan Jackson
 Jamey Mullin

DISCUSSION WITH POSSIBLE VOTE ON RENEWAL OF THE FOLLOWING CONTRACTS FOR FY 26:

- i. **Courier Services**

Chairman Buxton stated that this item would be tabled due to more information being needed, so it would potentially be on the next agenda.

There was no vote taken on this item.

BREAK

At approximately 2:06 pm the meeting was recessed for a short break.

RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK

MEMBERS PRESENT: Larry Buxton, Jason Deal, Keith Deaver, Todd Finley, Lupe Ibarra, Jonathan Jackson & Jamey Mullin

CONSENT AGENDA FOR INDIVIDUAL ADMINISTRATIVE PROCEEDINGS

Mr. Dutton stated that any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration in a separate action item.

Plumbing Hearing Board:

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:

Mr. Dutton noted that the Board member that served as Chair of the Electrical Hearing Board when Docket No. CIB-24-E-004 was Jason Deal.

Matters heard by the Electrical Hearing Board on Docket No. CIB-24-E-004 as follows:

<u>Case No.</u>	<u>Respondent</u>	<u>Violation</u>
Citation No. 23006	Timothy Skipper	Contractor working unlicensed or unregistered individual (per person)
Citation No. 23007	Allen Mullins	Unlicensed or unregistered individual performing trade work under the direction of another
Citation No. 22782	Daniel Merritt	Inactive contractor or journeyman engaged in contracting
Citation No. 23042	Scott Jones	Contracting without a license
Citation No. 23043	Scott Jones	Contracting without a license
Citation No. 23044	Scott Jones	Contracting without a license
Citation No. 23045	Scott Jones	Contracting without a license
Citation No. 23046	Scott Jones	Contracting without a license
Citation No. 23088	Conrado Ramirez	Contractor working unlicensed or unregistered individual (per person)
Citation No. 23089	Conrado Ramirez	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 22995	Joshua Cole	Contracting without a license
Citation No. 23060	Larry Menhusen	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 22722	Jeremy Smith	Contractor working registered apprentice without direct supervision (per apprentice)
Citation No. 22723	Jeremy Smith	Contractor working unlicensed or unregistered individual (per person)

MOTION BY KEITH DEAVER WITH SECOND BY LUPE IBARRA TO ACCEPT THE PROPOSED ORDERS FOR THE MATTERS LISTED ON THE CONSENT AGENDA RELATED TO ELECTRICAL HEARING BOARD DOCKET CIB-24-E-004.

MOTION PASSED

Voting Aye: Larry Buxton
Keith Deaver
Todd Finley
Lupe Ibarra
Jonathan Jackson
Jamey Mullin

Recusing: Jason Deal

ADJOURNMENT

MOTION BY JAMEY MULLIN WITH SECOND BY JONATHAN JACKSON TO ADJOURN THE MEETING.

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal
Todd Finley
Lupe Ibarra
Jonathan Jackson
Jamey Mullin

Voting Nay: Keith Deaver

The meeting was adjourned at approximately 2:08 p.m.

Minutes approved in Regular Session on the 21st day of May, 2025.

/s/ Larry Buxton
Larry Buxton, Chair

/s/ Stephanie Brown
Stephanie Brown, Board Secretary