

**MINUTES OF THE REGULAR MEETING OF THE
CONSTRUCTION INDUSTRIES BOARD
Conference Room
2401 NW 23rd Street, Ste. 2F
Oklahoma City, OK 73107**

July 31st, 2024

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, July 31st, 2024, in the Conference Room of the Construction Industries Board.

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

MEMBERS ABSENT: Jonathan Jackson

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

OTHERS PRESENT: Jon Dutton, Assistant Attorney General; Christy Tubbs & Michael Clark, OMES/ABS; Jessica & Angela Ferreira; David Hames, PHCC of OKC, Jim Griffy, IBEW, and unknown (sign in unreadable)

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 31st day of July, 2024, 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 31st day of July, 2024.

NEW BUSINESS

There was no new business discussed.

PUBLIC COMMENTS

There were no public comments

ADMINISTRATOR'S REPORT

Ms. Hubbard reported that as the Board was aware CrowdStrike had a bug in its latest update that affected computer systems worldwide, including the State of Oklahoma and the CIB. She stated that the agency was mostly down for 2 days which caused some delays in processing licenses. She stated that information about the delays was posted on the CIB website and on social media pages. She stated that she knows that some of the Board members may have heard some complaints and she thanked Mr. Mullin for responding to one he saw by directing them to the CIB website for more information.

Ms. Hubbard reported that OMES IT sent IT staff to CIB and they diligently worked to get the computers and systems updated with the Crowdstrike correction and that their help on it was appreciated. She stated that she also wanted to thank OMES IT for working with the CIB over the last year to streamline its servers, data storage, and reducing office connections to one switchboard for better CIB cost efficiency. She stated that these cost savings are summarized in the OMES MSA Appendix C that they would see later in the agenda.

Ms. Hubbard reported that the office floater position has been filled and that training started this week. She stated that with all of the office positions filled she looks forward to having most of the training completed over the next few months which will bring much needed relief to staff. She stated that she wanted to thank Windy and all the office staff again for everything they have done to help cover the multiple vacancies the agency has had over the past year. She stated that she also wanted to thank Gary, Ron and Richard for going above and beyond to be available to inform and explain application of CIB laws and building codes to staff, the public and trade education programs along with everything else they do.

Ms. Hubbard reported that she wanted to remind the Board that the Administrative Rules that concern Residential Plumbing Journeyman and Contractor pathways to licensing were approved by the Governor on June 21, 2024. She stated that the final step for enactment is publication in the Oklahoma Register. She stated that Stephanie timely submitted all the required paperwork and the rules have already been approved for publication, they just need to be actually published to complete the required steps for enacting Administrative Rules. She thanked Stephanie for all the work she has and is doing on the Administrative Rule process. She stated that once the final step is completed the rules will be effective October 1, 2024. She stated that Tony has offered to head up project management so that the agency can handle applications and processing and turning around licenses in a timely manner. She stated that there are software changes needed for the residential plumbing contractor license and that staff is working on those changes. She stated that with other software projects underway, staff is looking at contingencies to make sure there is no delay in getting licenses issued beginning October 1.

Ms. Hubbard reported that staff had a meeting last week with the new OMES CFO, Brittany Lee, and CIB's new Financial Manager, Michael Clark. She stated that she appreciates them coming over for face to face introductions and discussion. She also thanked Christy Tubbs for the work she has been doing for CIB in the interim.

FINANCIAL REPORT

Written financial reports for the month ended June 30th, 2024, prepared by OMES/ABS were provided for review and discussion.

Ms. Tubbs introduced Michael Clark and stated that he would be the agency's dedicated Financial Manager.

PUBLIC RELATIONS REPORT

Workforce Development

Mr. DeSha reported that the Workforce Development Funds Application and projects have been posted to the website with a new application deadline of October 2, 2024. He stated that since last month he has met with Meridian Tech and that they have a new plumbing program that begins in August. He stated that he has been seeking more meetings with other Career Techs but since it is the summertime still it is hit or miss. He stated that he has been continuing conversations with Metro Tech for Oklahoma City Public Schools flex spaces. He stated that it is a long term project for them and they have not yet started looking into specifics, but he is in those conversations and talking with them still. He stated that if any of the Board members have relationships with leaders of Career Techs in their areas or instructors in the trades they represent to let him know so that it can help him make further connections.

Mr. DeSha reported that one of the projects that has been on the list for a long time was talking points and presentations explaining the benefits of a career in the licensed trades but that this project is being removed from the list because he is going to make those talking points and presentations himself since it is a simple, smaller project that Career Techs were not taking much interest in.

Communications & Outreach

Mr. DeSha reported that he has been doing a lot of work to implement the new laws and rules that are taking effect later this year. He stated that as Jan mentioned previously, he will be the project manager on those different changes related to GL Suites and the general operations on the customer service side to make sure all the laws are applied on time and correctly.

Mr. DeSha reported that staff comes across quite a few errors on applications so one of the projects he has been working on is developing a "How To" video for apprentice applications. He stated that this video has not been published yet, but that he would be working on the same video for other applications if it proves helpful.

**Mr. DeSha showed the video*

Mr. DeSha reported that one of the projects he was first given upon starting was to update and improve applications. He stated that he identified areas of common errors to help change applications to make them easier for licensees to understand and to help reduce errors and potential delays in licensing.

Mr. DeSha reported that he is still working on fixing small errors he finds on the new website as he comes across those issues.

Mr. DeSha reported on the analytics of the CIB's social media since the last meeting including that email subscribers had gone up by 89 since the last meeting.

Legislative Update

Mr. DeSha reported that legislative session is over so there is not a lot going on legislatively. He stated that he has been keeping an eye on interim studies that could potentially affect the CIB down the road.

Mr. DeSha reported that he has been keeping staff updated on new laws that passed in 2024 and how to implement those new laws.

Chairman Buxton asked if there was an interim study on solar panels.

Mr. DeSha stated that Representative Ford has an interim study related to solar panels.

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 June. Mr. Kirk reported on activities of the Mechanical Division since the last Board meeting.

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 June. Mr. Morris reported on activities of the Electrical Division since the last Board meeting.

Chairman Buxton asked when testing would be updated to reflect the code change.

Mr. Morris stated that PSI has been notified of the code change and that after the change goes into effect there is typically a small window where testers can use either code book, but after that window it goes strictly to the 2023 NEC codebook for testing.

Chairman Buxton asked what that window is.

Mr. Morris stated that he is not positive but believes it is around 90 days.

Chairman Buxton asked if people are notified of the change other than through PSI.

Ms. Hubbard stated that it is on the CIB website under candidate bulletin as well. She stated that OUBCC has their own website with everything related to code adoption.

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 June. 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 June along with Home Inspector and Building Inspector numbers.

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 KEITH DEAVER WITH SECOND BY LUPE IBARRA 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
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 JUNE 19th, 2024

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

MOTION BY JASON DEAL WITH SECOND BY JAMEY MULLIN TO ACCEPT THE JUNE 19th, 2024, MEETING MINUTES AS PRESENTED

MOTION PASSED

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

DISCUSSION AND POSSIBLE VOTE FOR CHAIR BEGINNING SEPTEMBER 1, 2024, PURSUANT TO 59 O.S. § 1000.3(A)(1)

Chairman Buxton stated that by statute a Chair has to be elected and seated by September 1. Mr. Deaver nominated Larry Buxton for Chair stating that he has done an awesome job and it has been refreshing.

Chair Buxton thanked them for the nomination and vote of confidence.

Mr. Mullin stated that he is grateful that Chair Buxton always explains everything fully and that they feel very informed.

MOTION BY KEITH DEAVER WITH SECOND BY LUPE IBARRA TO APPOINT LARRY BUXTON AS CHAIR OF THE BOARD BEGINNING SEPTEMBER 1, 2024.

MOTION PASSED

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

DISCUSSION AND POSSIBLE VOTE FOR VICE CHAIR BEGINNING SEPTEMBER 1, 2024, PURSUANT TO 59 O.S. § 1000.3(A)(1)

Chairman Buxton stated again by statute a Vice Chair has to be elected and seated by September 1. Mr. Ibarra nominated Keith Deaver to remain as Vice Chair.

MOTION BY LUPE IBARRA WITH SECOND BY LUPE IBARRA TO APPOINT KEITH DEAVER AS VICE CHAIR OF THE BOARD BEGINNING SEPTEMBER 1, 2024.

MOTION PASSED

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

DISCUSSION AND POSSIBLE VOTE ON OMES MASTER SERVICE AGREEMENT FOR SHARED SERVICES THROUGH OMES INFORMATION SERVICES (APPENDIX C: OMES INFORMATION SERVICES)

Ms. Nunnery reported that OMES ISD provides the CIB with all IT services. She stated that the new App C for FY 25 before them today has a slight increase from the prior FY and that while the agency is still investigating issues on the App C, any change in the App C after today would merely be a reduction in cost.

Chairman Buxton explained some of the work staff has done to reduce the cost of the App C.

MOTION BY KEITH DEAVER WITH SECOND BY JAMEY MULLIN TO APPROVE THE APPENDIX C AS PRESENTED FOR FY 25

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal
Keith Deaver
Todd Finley
Lupe Ibarra
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 ITEM

Mr. Dutton stated that this is just to make sure that there are no conflicts and no impartiality in relation to Tulsa Technology Center. He then explained that you would have to have a financial interest in Tulsa Technology Center, not just hire their students. He asked if any Board members have anything to declare in relation to Tulsa Technology Center.

Mr. Deaver stated that he sits on the same Board for another organization as one of their members.

Mr. Dutton stated he does not believe that is a conflict but if Mr. Deaver would feel more comfortable recusing himself from the vote, he is able to do that.

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

- i. **Project:** Updating the Plumbing Program “Tool Room”
 Applicant: Tulsa Technology Center, Lemley Campus, Tulsa
 Amount: \$6,524.02

Mr. DeSha referred the Board members to the statute governing the Skilled Trade Education Workforce Development Fund in their binders. He stated that this application is different from the ones they have received in the past but still falls under the provisions of the statute. He provided background on the new plumbing program and the reason for the application for funds.

Board members discussed the proposed agreement details to better understand the request.

MOTION BY JAMEY MULLIN WITH SECOND BY LUPE IBARRA TO APPROVE THE APPLICATION WITH TULSA TECHNOLOGY CENTER, LEMLEY CAMPUS AS PRESENTED

MOTION PASSED

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

Recusing: Keith Deaver

DISCUSSION AND POSSIBLE VOTE ON PROPOSED AGREEMENT FOLLOWING APPLICATION APPROVED BY THE BOARD FOR SKILLED TRADE EDUCATION WORKFORCE DEVELOPMENT FUNDS AUTHORIZED BY 59.O.S. § 1000.4A, CONTINGENT UPON APPROVAL BY MERIDIAN TECHNOLOGY CENTER

- i. **Project:** Updating the Plumbing Program “Tool Room”
 Applicant: Tulsa Technology Center, Lemley Campus, Tulsa
 Amount: \$6,524.02

Mr. DeSha explained that Tulsa Tech would like to start the plumbing program by August so that is why the proposed agreement is already being provided for approval. He stated that a logo stating that the items were provided by the CIB Workforce Development Fund would be on items purchased under the agreement.

MOTION BY LUPE IBARRA WITH SECOND BY JAMEY MULLIN TO APPROVE THE APPLICATION WITH TULSA TECHNOLOGY CENTER, LEMLEY CAMPUS AS PRESENTED

MOTION PASSED

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

Recusing: Keith Deaver

CONSIDERATION AND POSSIBLE VOTE TO RE-APPOINT CHAD DENSON (BUILDING AND CONSTRUCTION INSPECTOR) AS A MEMBER OF THE COMMITTEE OF ROOFING EXAMINERS FOR A TWO-YEAR TERM EXPIRING OCTOBER 2026. TITLE 59 O.S. § 1151.26(B)(5)

Chairman Buxton reminded the Board initially took this item up, they had a conversation of trying to get additional information on the two other name that were provided with Mr. Denson's. He stated that they requested that information at the end of May requesting that the information be sent by the beginning of July and nothing has been received. He stated that they have complied with the statute by giving them three names and that they have given additional information for the candidate they felt was best. He gave a brief resume and description of qualifications for Mr. Denson and additional information for the other two names listed.

Mr. Mullin asked that since they did not receive any information on the other two candidates if they could nominate a different candidate of the three.

Mr. Finley asked why the Board would do that when they do not have enough information on the other two candidates.

Mr. Mullin stated because they will not provide it to the Board.

Mr. Finley stated that it would be punishing the nominee and since Mr. Denson is the one they recommended he believes they should make a motion to vote on Mr. Denson since the Board has pushed it off for two different months.

Mr. Mullin stated that in that time they still did not receive any more details on the other two.

Mr. Finley stated that they are not required to give that information to the Board.

Chairman Buxton confirmed that the statute does not require the additional details just that three names be provided.

Mr. Mullin asked what the use is in having three names if the Board is not able to chose from the three names.

Chairman Buxton stated that the Board can choose any of the three names, but they were given the background on the one that the nominating organization felt was the most qualified and is also currently sitting on the Committee at the moment. He stated that the Board has made the request

for the additional information, and they did not respond so there is nothing the Board can do to force them to comply with the request because the Board does not have the statutory authority to compel them to provide that information.

Mr. Deaver stated that Chairman Buxton did provide some additional detail on the other two names listed.

Chairman Buxton stated that he provided everything he can on the other two names listed but that they have the most information from the nominating organization for Chad Denson.

MOTION BY TODD FINLEY WITH SECOND BY LUPE IBARRA TO RE-APPOINT CHAD DENSON AS A MEMBER OF THE COMMITTEE OF ROOFING EXAMINERS FOR A TWO-YEAR TERM EXPIRING OCTOBER 2026

MOTION PASSED

Voting Aye: Larry Buxton
Jason Deal
Keith Deaver
Todd Finley
Lupe Ibarra

Voting Nay: Jamey Mullin

CONSIDERATION AND POSSIBLE VOTE TO APPOINT A PERSON TO THE OKLAHOMA STATE COMMITTEE OF PLUMBING EXAMINERS FOR A TWO-YEAR TERM ENDING SEPTEMBER 2026. TITLE 59 O.S. § 1004 (A)(3) (CONTRACTOR)

Chairman Buxton stated that this position is for a contractor that must live in Congressional District 1 or 5. He stated that Scott Ringwald lives in District 5, his status is active, he has no pending or recent citations and has been licensed for 14 and a half years. He stated that this seat must be a non-affiliated person. He stated that this position was sent out by email blast to over 13,000 people and was put on social media for more than 30 days. He stated that one phone call was received regarding this committee but the person calling realized they lived in the wrong district and the agency received no more outside public interest.

Mr. Mullin thanked the Board for allowing more time for those interested in apply to apply.

MOTION BY JAMEY MULLIN WITH SECOND BY JASON DEAL TO APPOINT SCOTT RINGWALD TO THE OKLAHOMA STATE COMMITTEE OF PLUMBING EXAMINERS FOR A TWO-YEAR TERM ENDING SEPTEMBER 2026

MOTION PASSED

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

CONSIDERATION AND POSSIBLE VOTE TO APPOINT A PERSON TO THE OKLAHOMA STATE COMMITTEE OF PLUMBING EXAMINERS FOR A TWO-YEAR TERM EXPIRING SEPTEMBER 2026. TITLE 59 O.S. § 1004(A)(4) (JOURNEYMAN)

Chairman Buxton stated that Brian Dunlap is the interested journeyman. He stated he is active, has no citations pending and has been licensed for twenty-two and a half years, he is non-affiliated and lives in Congressional District 1, which is the only other District available now.

MOTION BY LUPE IBARRA WITH SECOND BY KEITH DEAVER TO APPOINT BRIAN DUNLAP TO THE OKLAHOMA STATE COMMITTEE OF PLUMBING EXAMINERS FOR A TWO-YEAR TERM EXPIRING SEPTEMBER 2026

MOTION PASSED

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

DISCUSSION AND POSSIBLE VOTE TO APPROVE A FIVE-YEAR ELECTRICAL (UNLIMITED JOURNEYMAN) RECIPROCAL AGREEMENT WITH THE STATE OF TEXAS WITH LEAVE TO ALLOW NECESSARY WORDING CHANGES IDENTIFIED DURING THE LEGAL REVIEW PROCESS AND CONTINGENT UPON STATE OF TEXAS' APPROVAL TO REPLACE CURRENT AGREEMENT – RON MORRIS, ELECTRICAL DIVISION SUPERVISOR

Ron Morris stated that a copy of the Reciprocal Agreement has been provided to the Board. He stated that these agreements are reviewed every five years to see if both states want to continue in the agreement. He stated that this agreement is essentially the same as the prior, but with some language cleanup to reflect that it is for Unlimited Electrical Journeyman license reciprocation.

Mr. Deaver asked if there were agreements with other states.

Mr. Morris stated that we currently have agreements with ten other states in electrical.

Mr. Deal stated that Texas has a Master License.

Mr. Morris stated that they do have a Master License and within the agreement if an individual holds a Master License in the State of Texas and they can prove the requisite amount of commercial/industrial experience CIB will reciprocate them to a Journeyman License.

Mr. Deal asked how an Oklahoma license would be reciprocated in Texas.

Mr. Morris stated it would be the same. He stated that within the agreement it states that someone who holds an Unlimited Electrical Contractor or Unlimited Journeyman in Oklahoma can go and apply for a Texas reciprocal Journeyman license there and obtain that. He stated there currently is no reciprocity for the Master License.

Mr. Dutton noted that part of the motion needs to include the ability for staff and Mr. Dutton to modify the language if necessary. He stated if it was too significant, they would bring it back to the Board.

MOTION BY JASON DEAL WITH SECOND BY TODD FINLEY TO APPROVE A FIVE-YEAR UNLIMITED JOURNEYMAN ELECTRICAL RECIPROCAL AGREEMENT WITH THE STATE OF TEXAS WITH LEAVE TO ALLOW NECESSARY WORDING CHANGES

IDENTIFIED DURING THE LEGAL REVIEW PROCESS AND CONTINGENT UPON THE STATE OF TEXAS' APPROVAL

MOTION PASSED

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

ADJOURNMENT

MOTION BY LUPE IBARRA WITH SECOND BY TODD FINLEY TO ADJOURN THE MEETING.

MOTION PASSED

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

Voting Nay: Keith Deaver

The meeting was adjourned at approximately 2:36 p.m.

Minutes approved in Regular Session on the 25th day of September, 2024.

/s/ Larry Buxton
Larry Buxton, Chair

/s/ Stephanie Brown
Stephanie Brown, Board Secretary