

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

REGULAR MINUTES

UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 82

OKLAHOMA CITY, OK 73107

MAY 16, 2023 – 1:30 P.M.

COMMISSION MEMBERS PRESENT:

Wayne Allen (arrived at 1:38 p.m.), Daniel Favata, Bradley Flatt, Warren Goldmann, Paul Gunderson, Dee Hays, Lonnie Shackelford, Zachary Tippett, Scott Tucker, Cary Williamson, and Donny Williamson

COMMISSION MEMBERS ABSENT

Mitchell Hort and Kyle Lombardo

OTHERS PRESENT:

David Adcock (OUBCC Staff), Kathy Hehnlly (OUBCC Staff), Lindsay Heinrichs (OUBCC Staff), Niki Batt (Oklahoma Attorney General's Office), Melody Kellogg (OMES – ABS), Garrett Morelock (Rose Rock CPAs), Bill Kite (MEPO of Oklahoma), and Amber Armstrong (A & E Code Professionals)

CALL TO ORDER:

Mr. Donny Williamson, Vice-Chairman of the Commission called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:30 p.m. in the Oklahoma Uniform Building Code Commission Board Room at Shepherd Center, 2401 NW 23rd St., Suite 82, Oklahoma City, OK 73107.

STATEMENT OF COMPLIANCE:

The following statement was read into the record:

"This regular meeting of the Oklahoma Uniform Building Code Commission scheduled to begin at 1:30 p.m. on this 16th day of May 2023, has been convened in accordance with the Oklahoma Open Meeting Act, Title 25 O.S. Sections 301 through 314.

Further, this meeting was preceded by an advance public notice that was sent to the Secretary of State electronically specifying the date, time, and place of the meeting here convened.

Notice of this meeting was given at least twenty-four (24) hours prior hereto. To date, 5183 (five thousand one hundred eighty-three) people have filed a written request for notice of meetings of this public body."

REPORTS:

CEO Report

Mr. David Adcock addressed the Commission and provided an update on a list of items that included: an uptick in the number of people subscribed to agenda meeting notices, the number of people notified that the Commission was looking for volunteers for the technical committees, the number of applications received for those technical committees, his ideas for

expanding the Metro Area Building Officials (MABO group), and training and legislative updates. He noted May was Building Safety Month and had obtained a Proclamation from the Governor's office, which was posted on the agency's front door. At the end of his presentation, there was some discussion on who was notified regarding the technical committees and the process for how the members would be selected.

Financial Report

Ms. Melody Kellogg with the Office of Management and Enterprise Services (OMES ABS) greeted the Commission. She reviewed each of the six financial reports provided. She noted the Commission had received a net gain year-to-date of \$139,667 in revenue over expenditures. At the end of the presentation there were no questions for Ms. Kellogg.

ACTION AND DISCUSSION ITEMS:

Discussion and possible approval of the April 18, 2023, regular meeting minutes

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. SCOTT TUCKER TO APPROVE THE APRIL 18, 2023, REGULAR MEETING MINUTES

VOTING AYE:	Wayne Allen	Lonnie Shackelford
	Daniel Favata	Zachary Tippet
	Bradley Flatt	Scott Tucker
	Warren Goldmann	Cary Williamson
	Paul Gunderson	Donny Williamson
	Dee Hays	

VOTING NAY: None

ABSTAIN: None

ABSENT:	Mitchell Hort	Kyle Lombardo
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Discussion and possible action to on the results of the fiscal year 2022 (FY22) annual audit

Mr. Garrett Morelock addressed the Commission and reviewed the audit findings for fiscal year 2022. At the end of his presentation there was some discussion regarding what would be considered a deficiency in an internal control. There was no other discussion nor any questions for Mr. Morelock.

MR. PAUL GUNDERSON MADE A MOTION WITH A SECOND BY MR. DANIEL FAVATA TO ACCEPT THE FISCAL YEAR 2022 AUDIT

VOTING AYE:	Wayne Allen	Lonnie Shackelford
	Daniel Favata	Zachary Tippet
	Bradley Flatt	Scott Tucker
	Warren Goldmann	Cary Williamson
	Paul Gunderson	Donny Williamson
	Dee Hays	

VOTING NAY: None

ABSTAIN: None

ABSENT: Mitchell Hort Kyle Lombardo

NEW BUSINESS:

Mr. Adcock noted as an update to his CEO presentation that Ms. Heinrichs had given notice and would be leaving the Commission. He stated her last day would be June 2, 2023. He added she had been an integral part of helping to bring him up to speed and he appreciated all her help.

ADJOURNMENT: (2:03 P.M.)

MR. WAYNE ALLEN MADE A MOTION WITH A SECOND BY MR ZACHARY TIPPETT TO ADJOURN

VOTING AYE:	Wayne Allen	Dee Hays
	Daniel Favata	Lonnie Shackelford
	Bradley Flatt	Zachary Tippett
	Warren Goldmann	Cary Williamson
	Paul Gunderson	Donny Williamson

VOTING NAY: Scott Tucker

ABSTAIN: None

ABSENT: Mitchell Hort Kyle Lombardo

Minutes approved in the regular meeting on the 18th day of July 2023

MITCHELL HORT
Mitchell Hort, Chairman
Oklahoma Uniform Building Code Commission

PREPARED BY: KATHY HEHNLY
Kathy Hehnly, Executive Assistant
Oklahoma Uniform Building Code Commission

Official Copy: Original with signatures in office file.