

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

REGULAR MINUTES

UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 82

OKLAHOMA CITY, OK 73107

JULY 15, 2025 – 1:30 P.M.

COMMISSION MEMBERS PRESENT:

Todd Booze, Dee Hayes, Mitchell Hort, Madison Schultz, Zachary Tippet, Spencer Wilson, and Justin Willett

COMMISSION MEMBERS ABSENT:

Daniel Favata, Bradley Flatt, Warren Goldmann, Paul Gunderson, Anthony Reed, and Scott Tucker

OTHERS PRESENT:

David Adcock (OUBCC Staff), Kathy Hehnly (OUBCC Staff), Caitlin Taylor (OUBCC Staff), Bryan Neal (Oklahoma Attorney General's Office), Razann Ghazal (Intern – Oklahoma Attorney General's Office), Tyler Parette (Housing Forward), Kevin Wallace (ESC, LLC), and Wynn Tyson-Kramer (Office of Management and Enterprise Services, Financial Services - OMES ABS)

CALL TO ORDER:

Mr. Mitchell Hort, Chairman of the Commission, called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:32 p.m. in the Oklahoma Uniform Building Code Commission Board Room at Shepherd Center, 2401 NW 23rd St., Suite 82, Oklahoma City, OK 73107.

CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT:

Mr. Adcock stated the meeting was in compliance with all requirements of the Open Meeting Act.

REPORTS:

Introduction of new commissioners

Ms. Madison Schultz – Mechanical Engineering

Ms. Schultz introduced herself and provided a bit of her background to the Commission members present.

Mr. Spencer Wilson – Representing Architects

Mr. Wilson introduced himself and provided a bit of his background to the Commission members present.

CEO Report

Mr. David Adcock addressed the commission. He gave a progress report on the conference room project to provide live streaming for commission and committee meetings. He summarized several meetings he had attended since the last commission meeting. His list included meeting

with the Pool and Hot Tub Alliance regarding the Swimming Pool and Spa Technical Committees; Moore Norman Technology Center regarding the ICC Technical Training Program; and stopping in to visit with several cities. He provided updates regarding training that had taken place since the last meeting and some of the upcoming training that was scheduled or in the process of being scheduled.

Mr. Adcock noted all three technical committees would be presenting their recommendations at the August commission meeting and the meeting would likely be starting earlier in the day. There was some discussion about whether it would be better to have two different days of presentations. Mr. Adcock explained staff had been discussing ways to modify the presentations to shorten them by grouping the existing amendments that were in the rules that were recommended for deletion as the code now addressed them and grouping the existing amendments where the committee was moving them forward and there was no change, so unless there was a question, there was no need to spend time reviewing something that was already in the rules.

Financial Reports

Mr. Wynn Tyson-Kramer with OMES/Financial Services, addressed the Commission addressed the commission. He noted they had successfully completed the 2025 fiscal year, and the new fiscal year 2026 budget was in place. He reviewed the reports noting the available the cash balance for the agency was \$1,669,864.88. He noted the total expenses for the month of June were \$42,565.99 and for the year were \$563,797.56. There was some discussion at the end of his review regarding the total expenses for the fiscal year. Mr. Tyson-Kramer noted not all expenses were actualized in the fiscal year and there may be some expenses pending that would come in in the next few months and the FY25 expenses were not yet finalized.

Residential Technical Code Review Committee Updates

Residential Building Technical Committee (RBTC)

Mr. Booze noted the committee had met last week and they were pretty much done with their review.

Residential Fuel Gas, Mechanical and Plumbing Technical Committee (RFGMP)

Mr. Tippet noted they were holding an extra meeting on the 30th so they could finish on time and had one more scheduled meeting in August.

Residential Electrical Technical Committee (RETC)

Mr. Adcock noted they were done with their review.

ACTION AND DISCUSSION ITEMS:

Discussion and possible approval of the April 15, 2025, regular meeting minutes

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPETT TO APPROVE THE APRIL 15, 2025, REGULAR MEETING MINUTES AS WRITTEN

VOTING AYE:	Todd Booze Dee Hayes Mitchell Hort	Zachary Tippet Justin Willett
VOTING NAY:	None	
ABSTAIN:	Madison Schultz	Spencer Wilson
ABSENT:	Daniel Favata Bradley Flatt Warren Goldmann	Paul Gunderson Anthony Reed Scott Tucker

Discussion and possible action to approve the OMES Fiscal Year 2026 (FY26) Rate Packet for IT Services (Appendix C), Payroll Services (Appendix D), and Central Accounting and Reporting Services (Financial Services – Appendix F)

Ms. Hehnly noted the agency had a master service agreement with OMES for the services they provided, and each area had a separate appendix. She noted the costs for the HR services and Financial services were the same, but IT services had increased by \$100.00. She explained OMES was a cost recovery agency and the difference in the costs had to do with support OMES had provided in fiscal year 2025 related to the website as well as when they had reviewed other possible sources for the permit reporting system the agency utilized.

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. TODD BOOZE TO THE OMES FISCAL YEAR RATE PACKET FOR IT SERVICES (APPENDIX C), PAYROLL SERVICES (APPENDIX D) AND CENTRAL ACCOUNTING AND REPORTING SERVICES (FINANCIAL SERVICES – APPENDIX F)

VOTING AYE:	Todd Booze Dee Hayes Mitchell Hort Madison Schultz	Zachary Tippet Justin Willett Spencer Wilson
VOTING NAY:	None	
ABSTAIN:	None	
ABSENT:	Daniel Favata Bradley Flatt Warren Goldmann	Paul Gunderson Anthony Reed Scott Tucker

Discussion and possible action to approve a slate of volunteers for the Commercial Swimming Pool and Spa Technical Committee (CSPSTC)

MR. TODD BOOZE MADE A MOTION WITH A SECOND BY MS. DEE HAYES TO APPROVE A SLATE OF VOLUNTEERS FOR THE COMMERCIAL SWIMMING POOL AND SPA TECHNICAL REVIEW COMMITTEE (CSPSTC)

VOTING AYE:	Todd Booze Dee Hayes Mitchell Hort Madison Schultz	Zachary Tippet Justin Willett Spencer Wilson
-------------	---	--

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Paul Gunderson
	Bradley Flatt	Anthony Reed
	Warren Goldmann	Scott Tucker

Discussion and possible action to approve a slate of volunteers for the Residential Swimming Pool and Spa Technical Committee (RSPSTC)

There was some discussion on the process of calling for volunteers and how the applications were reviewed and selected following the agency's rules, and placed in the positions where they fit best based on their qualifications the positions available. There was discussion on the open positions and that there was still time to find volunteers for them as the committees would not start meeting immediately.

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPETT TO APPROVE A SLATE OF VOLUNTEERS FOR THE RESIDENTIAL SWIMMING POOL AND SPA TECHNICAL REVIEW COMMITTEE (RSPSTC)

VOTING AYE:	Todd Booze	Zachary Tippet
	Dee Hayes	Justin Willett
	Mitchell Hort	Spencer Wilson
	Madison Schultz	

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Paul Gunderson
	Bradley Flatt	Anthony Reed
	Warren Goldmann	Scott Tucker

Discussion and possible action update Commissioner assignments to standing Commission Committees

Mr. Adcock noted there was an attempt to keep each commissioner to two committees each and still move them around so that there was experience on each committee. There was some discussion on setting rotating monthly committee meetings so that each committee met at least twice a year.

MR. TODD BOOZE MADE A MOTION WITH A SECOND BY MR. SPENCER WILSON TO APPROVE THE UPDATED COMMISSIONER ASSIGNMENTS TO STANDING COMMISSION COMMITTEES

VOTING AYE:	Todd Booze	Zachary Tippet
	Dee Hayes	Justin Willett
	Mitchell Hort	Spencer Wilson
	Madison Schultz	

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Paul Gunderson
	Bradley Flatt	Anthony Reed
	Warren Goldmann	Scott Tucker

Discussion and possible action to discuss the creation of a new technical code review committee to review affordable housing/consolidated dwellings

Mr. Adcock explained the item came from the Residential Building Technical Committee from a group called Housing Forward in Tulsa and it was related to affordable housing. He noted the International Residential Code (IRC) dealt with one- and two-family dwellings and that even at the national level they were considering proposals that addressed increasing the dwelling numbers in the IRC. He noted once in the commercial codes, there were things that increased costs such as fire sprinkler systems and fire separation requirements and other things. He noted there was a proposal to the residential committee with a similar request and they felt it should come to the commission as something to seriously look at, but felt it involved more than what the RBTC committee was charged to look at. He noted if the residential committee did look at the proposal in depth, it would take time and it would make the committee miss the deadlines to have the legislature look at the rules for the IRC during the next legislative session because if things were changed in the IRC to deal with multifamily housing then changes would need to be made to commercial codes to address conflicts within them. He added ICC had proposals for the 2027 cycle that did similar things and if the Commission moved forward with this it would go to the legislature in 2027, and the new codes would be published.

Mr. Booze added most of the committee was in favor of looking at it, as there was a missing segment of housing. He added there was some concern from city officials related to safety and they needed to be involved in the process. He added the proposal noted there were four states that had made state amendments. Mr. Adcock added as he had studied the issue, the terminology he was seeing over and over was "middle housing" and he thought it would become more prevalent. He noted the idea behind it was to fill in a gap in the market to build more affordable multifamily housing. Mr. Booze added one of the things he didn't realize was Oklahoma was one of he thought two states that still required fire sprinklers for townhomes. He noted it was not required for single family homes. He added most other states only required a two-hour fire wall and it was a huge component of the proposal. Mr. Adcock stated he felt the issue was something that should not be rushed as taking a national code based on public safety and lessening the requirements or changing them out by requiring a different system was something that required time.

MR. TODD BOOZE MADE A MOTION WITH A SECOND BY MR. SPENCER WILLSON TO APPROVE THE CREATION OF AN AFFORDABLE HOUSING/CONSOLIDATED DWELLINGS TECHNICAL CODE REVIEW COMMITTEE

Ms. Shultz noted she had some concerns with removing part of the code and while the intent was to make homes more affordable, what would that do to the cost of insurance and the holistic cost of the home. She noted she would feel more comfortable if there was a

representative from the insurance industry on the committee. Mr. Adcock noted the committee makeup was not yet set and that was a good point and the commission could discuss that when the committee makeup was before them.

VOTING AYE:	Todd Booze	Zachary Tippet
	Dee Hayes	Justin Willett
	Mitchell Hort	Spencer Wilson
	Madison Schultz	

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Paul Gunderson
	Bradley Flatt	Anthony Reed
	Warren Goldmann	Scott Tucker

Discussion and possible action on employment, appointment, evaluation, promotion, demotion, discipline, and compensation of the Chief Executive Officer

Mr. Hort asked since there wasn't a full commission, did the members present want to move forward with the item or push it out to the next meeting when more members should be present.

MR. TODD BOOZE MADE A MOTION WITH A SECOND MS. DEE HAYES TO TABLE DISCUSSION AND POSSIBLE ACTION ON EMPLOYMENT, APPOINTMENT, EVALUATION AND PROMOTION, DEMOTION, DISCIPLINE AND COMPENSATION OF THE CHIEF EXECUTIVE OFFICER

VOTING AYE:	Todd Booze	Zachary Tippet
	Dee Hayes	Justin Willett
	Mitchell Hort	Spencer Wilson
	Madison Schultz	

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Paul Gunderson
	Bradley Flatt	Anthony Reed
	Warren Goldmann	Scott Tucker

NEW BUSINESS:

There was no new business.

PUBLIC COMMENTS:

There was no public comment.

ADJOURNMENT: (2:10 P.M.)

MS. MADISON SCHULTZ MADE A MOTION WITH A SECOND BY MS. DEE HAYS TO ADJOURN

VOTING AYE:	Todd Booze Dee Hayes Mitchell Hort Madison Schultz	Zachary Tippet Justin Willett Spencer Wilson
VOTING NAY:	None	
ABSTAIN:	None	
ABSENT:	Daniel Favata Bradley Flatt Warren Goldmann	Paul Gunderson Anthony Reed Scott Tucker

Minutes approved in the regular meeting on the 19th day of August 2025.

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 agency file.