

OKLAHOMA UNIFORM BUILDING CODE COMMISSION

REGULAR MINUTES

UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM

2401 NW 23RD STREET, SUITE 82

OKLAHOMA CITY, OK 73107

SEPTEMBER 16, 2025 – 1:30 P.M.

COMMISSION MEMBERS PRESENT:

Todd Booze, Bradley Flatt, Warren Goldmann, Paul Gunderson, Dee Hayes, Mitchell Hort (arrived at 1:55 p.m.), Madison Schultz, Zachary Tippet, Spencer Wilson, and Justin Willett

COMMISSION MEMBERS ABSENT:

Daniel Favata, Anthony Reed, and Scott Tucker

OTHERS PRESENT:

David Adcock (OUBCC Staff), Kathy Hehny (OUBCC Staff), Caitlin Taylor (OUBCC Staff), Bryan Neal (Oklahoma Attorney General's Office), and Christi Tubbs (Office of Management and Enterprise Services, Financial Services - OMES ABS)

CALL TO ORDER:

Ms. Dee Hayes, Commissioner, called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:53 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:

CEO Report

Mr. David Adcock addressed the Commission. He provided an update on the Audio/Visual installation in the conference room; meetings he had attended since the last Commission meeting, including the commission's strategic planning committee and one with Mr. Craig Freeman, City Manager with the City of Oklahoma City. He noted a plumbing training on venting had been held since the last commission meeting and provided information on some upcoming scheduled classes. He pointed out that, as requested by Mr. Booze at the last meeting, a document was included behind his report showing fiscal-year to-date information from fiscal year 2021 through the current fiscal year month of August, with monthly and annual revenue totals and the total expenditures listed.

Financial Reports

Ms. Tubbs with OMES/Financial Services addressed the Commission. She reviewed each of the monthly reports, noting the agency had \$1,728,430.56 in available cash. At the end of her report, there was a question regarding payments to Standley Systems and what they were for. Ms.

Hehnly noted they were for the agency copier and included the quarterly rental and per copy charges for black and white and color copies.

ACTION AND DISCUSSION ITEMS:

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

Notice of Proposed Executive Session

In accordance with 25 O.S. §307(B)(1) the OUBCC, upon majority vote, may convene in executive session for the purpose of discussion of the employment, appointment, evaluation, promotion, demotion, discipline and compensation of the Chief Executive Officer.

MR. PAUL GUNDERSON MADE A MOTION WITH A SECOND BY MR. WARREN GOLDMANN TO CONVENE IN EXECUTIVE SESSION

VOTING AYE:	Todd Booze	Mitchell Hort
	Bradley Flatt	Maidson Schultz
	Warren Goldmann	Zachary Tippet
	Paul Gunderson	Justin Willett
	Dee Hayes	Spencer Wilson

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Scott Tucker
	Anthony Reed	

MR. BRADLEY FLATT MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPETT TO RETURN TO OPEN SESSION

VOTING AYE:	Todd Booze	Mitchell Hort
	Bradley Flatt	Maidson Schultz
	Warren Goldmann	Zachary Tippet
	Paul Gunderson	Justin Willett
	Dee Hayes	Spencer Wilson

VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata	Scott Tucker
	Anthony Reed	

Mr. Hort stated that while in executive session, no actions were taken, no votes were taken, and only the items listed on the agenda for the session were discussed.

Discussion and possible approval of the August 19, 2025, regular meeting minutes

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. WARREN GOLDMANN TO APPROVE THE AUGUST 19, 2025, REGULAR MEETING MINUTES AS WRITTEN

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

Discussion and possible action to approve the Fiscal Year 2026 (FY26) contract for legal services with the Oklahoma Attorney General's Office

MR. BRADLEY FLATT MADE A MOTION WITH A SECOND BY MS DEE HAYS TO APPROVE THE FY26 CONTRACT FOR LEGAL SERVICES WITH THE OKLAHOMA ATTORNEY GENERAL'S OFFICE

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

Discussion and possible action to approve the FY27 proposed budget due to OMES by October 1, 2025

Ms. Hehnly explained that by the first of October each year, each agency was required to submit a budget request to the legislature that was utilized during the next session as a tool for the creation of the state's budget. She added even though the OUBCC was non-appropriated, they were still required to submit a budget just like every other agency. She noted the recommendation was to utilize the FY26 numbers. She added it was not the final budget for FY27 and changes could be made in the spring before the FY27 budget was due. There was some discussion that the figure for the attorney fees should be updated to match what was just approved by the commission for the FY26 Attorney General Contract.

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPET TO APPROVE THE FY27 PROPOSED BUDGET AS AMENDED TO INCREASE THE ATTORNEY GENERAL COSTS BASED ON THE FY26 CONTRACT PRICE DUE TO OMES BY OCTOBER 1, 2027

VOTING AYE:	Todd Booze Bradley Flatt Warren Goldmann Paul Gunderson Dee Hayes	Mitchell Hort Maidson Schultz Zachary Tippet Justin Willett Spencer Wilson
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VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata Anthony Reed	Scott Tucker
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NEW BUSINESS:

Mr. Booze asked if the Commission could discuss creating an Energy Conservation Committee to review the Energy Code. Mr. Neal noted that New Business referred to items that could not be known in the hours after the agenda was posted and that wasn't something that fell under the definition. There was no further discussion.

PUBLIC COMMENTS:

There was no public comment.

ADJOURNMENT: (2:32 P.M.)

MS. DEE HAYS MADE A MOTION WITH A SECOND BY MR. ZACHARY TIPPETT TO ADJOURN

VOTING AYE:	Todd Booze Bradley Flatt Warren Goldmann Paul Gunderson Dee Hayes	Mitchell Hort Maidson Schultz Zachary Tippet Justin Willett Spencer Wilson
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VOTING NAY: None

ABSTAIN: None

ABSENT:	Daniel Favata Anthony Reed	Scott Tucker
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Minutes approved in the regular meeting on the 21st day of October 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.