

**CONSTRUCTION INDUSTRIES BOARD
MEETING MINUTES
JULY 13, 2011**

BOARD MEMBERS PRESENT: Larry Butler; Mike Liston; Keith Miller; Robert Soder; Tommy O'Donnell; Larry Shea.

PRESENT FROM THE CONSTRUCTION INDUSTRIES DIVISION: Nathan Powell, Administrator; Sarah Mussett, Business Manager; Jim George, Plumbing Field Supervisor; Gary Kirk, Mechanical Field Supervisor; Gary Williamson, Electrical Field Supervisor.

OTHERS PRESENT: Tim Yaciuk, IEC; Justin Martino, eCapitol.

CALL TO ORDER:

Mike Liston, Vice-Chairman, called the regular meeting of the Construction Industries Board to order at 1:30 p.m. in the Board Room at the Construction Industries Board, 2401 N.W. 23, Suite 5, Oklahoma City, OK. 73107

STATEMENT OF COMPLIANCE

This regular meeting of the Construction Industries Board, scheduled to begin at 1:30 p.m. on this 13th day of July, 2011, has been convened in accordance with the Oklahoma Open Meeting Act, Title 25, Sections 301 through 314.

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

With the exception of confidential matters to be discussed during an executive session, this meeting will be and is open to the public.

Notice of this meeting was given at least twenty-four (24) hours prior hereto and 54 people have filed a written request for notice of meetings of this public body to date.

Read aloud this 13th day of July, 2011.

ADMINISTRATORS COMMENTS:

Mr. Nathan Powell reported a good deal has transpired since our last meeting. DCS has approved our move, and continues to work with us to expedite the process. It appears that we are finally in a position to finalize our lease and move forward on our new quarters. We can discuss this in more detail when you consider a related item on today's agenda.

Meetings continue with the new statewide licensing vendor. Substantial work has been done on the statement of work. Actual practical work is expected to begin around the first of August, assuming that schedules can be coordinated.

We failed to properly submit our plumbing and mechanical rules for review by the Governor. As a result these rules will need to be submitted again next year for an effective date in July of 2012. The plumbing rules were "clean-up" in nature and failure to get them adopted will not have a material effect on our program. Failure to adopt the mechanical rules will delay by a year the implementation of the medical gas program that represents the work of staff, members of the board, the mechanical committee and numerous representatives of industry.

REPORTS

FINANCIAL REPORT – Laura Swingle

Ms. Laura Swingle gave a report on CIB's financial statements as of June 30, 2011. The CIB finished the year with income of 3.9 million and that is slightly above last year. Expenses of 2.7 million (which were lower than 2010) is a good sign that the Board tightened its belt a little and ended up with a reported income of \$815,803.

AUDITORS REPORT FOR 2009

Mr. Nathan Powell reported two findings one of which were deposits that were posted to CORE four (4) or more days later. The other finding is exercising diligent oversight of the Office of State Finance.

Ms. Swingle clarified the first finding in the statute requires "timely", the auditor's office has defined "timely" as four working days, not four calendar days. So, pretty much all the deposits that they found were from Holidays or weekends. They are working with the Auditor on this subject. Unfortunately, we will be getting that same finding again in the FY10 report because it was not brought to management or to our attention until after FY09 was completed.

MOTION BY LARRY SHEA WITH A SECOND BY KEITH MILLER TO ACCEPT THE AUDITORS REPORT FOR 2009.

Voting aye: Larry Butler
 Keith Miller
 Tommy O'Donnell
 Larry Shea
 Robert Soder
 Mike Liston

Voting nay:

DIVISION REPORTS:

Mechanical Report

Mr. Gary Kirk reported on the months of May and June on field contacts, citations, complaints, renewals, and applications received and new licenses processed.

Plumbing Report

Mr. Jim George reported on the months of May and June on field contacts, citations, complaints, renewals, and applications received and new licenses processed.

Electrical Report

Mr. Gary Williamson reported on the months of May and June on field contacts, citations, complaints, renewals, and applications received and new licenses processed. We denied a reciprocity agreement with Louisiana because the state only licenses Contractors at the state level and the journeymen are licensed at the parish or city level. All our agreements have been for journeymen and the committee wants to continue the same way with the workforce level and not the Contractors. There is a reciprocity meeting on August 1st and 2nd and Gary Williamson and Joe Hutmacher will be attending that meeting. We have had some states dropping Oklahoma from its group and we are asking for Letterhead official letters telling Oklahoma why they are being dropped. We know the reason why but we want to substantiate having mandatory apprenticeship training. Oklahoma has no mandatory apprenticeship program. Those letters from other states can be shown to the legislature to show that it has an economic impact on Oklahoma because those people from other states are qualified to come into our state to do our work and go home with money, but we do not have the qualifications by their law to go to their state to work. We need a rule change for continuing education for the next legislative session.

Tommy O'Donnell
Larry Shea
Robert Soder
Mike Liston

SUB-COMMITTEE REPORT ON NEW ADMINISTRATOR HIRING

Mr. Mike Liston wanted to re-advertise, extend deadline with current applicants remain in pool. The board concurred with the sub-committee. There was no vote on this item. The sub-committee will meet after the board meeting to discuss details.

BUDGET AMOUNTS FOR NEW OFFICE SPACE

Mr. Nathan Powell indicated the process for the office space has been quite long. Shepherd Mall raised the per square foot charge to \$12.50. We posted the request for office space and received 22 appropriate and timely responses. Fortunately, one of those responses was from Shepherd Mall at \$11.00 per square foot. Of course we will continue to do our due diligence on those proposals, but where that leaves us is at this point is that we already have the budget for office space in place. Mr. Powell is suggesting the Board take no action at this time at all.

ELECTRICAL RECIPROCAL AGREEMENT WITH OTHER STATES

Mr. Gary Williamson has a written agreement between Oklahoma and the state of Montana which was reviewed by our previous attorney Mr. Richard Denny when he was associated with us. It is Mr. Williamson's suggestion that the Board approve this agreement.

MOTION BY LARRY SHEA WITH A SECOND BY LARRY BUTLER TO APPROVE THE RECIPROCAL JOURNEYMAN ELECTRICAL LICENSE AGREEMENT BETWEEN THE STATES OF MONTANA AND OKLAHOMA.

Voting aye:	Larry Butler Keith Miller Tommy O'Donnell Larry Shea Robert Soder Mike Liston	Voting nay:
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Mr. Gary Williamson announced the Electrical Committee and PSI would be meeting sometime in the future to review the electrical tests to include the 2011 electrical code.

JEANNE BRITT RETIREMENT

Ms. Britt verbally announced her retirement on December 1, 2011.

CONVENE INTO EXECUTIVE SESSION

MOTION BY LARRY SHEA WITH A SECOND BY TOMMY O'DONNELL TO CONVENE INTO EXECUTIVE SESSION

Voting aye:	Larry Butler Keith Miller Tommy O'Donnell Larry Shea Robert Soder Mike Liston	Voting nay:
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RETURN TO OPEN SESSION

MOTION BY KEITH MILLER WITH A SECOND BY ROBERT SODER TO RETURN TO OPEN SESSION

Voting aye: Larry Butler
Keith Miller
Tommy O'Donnell
Larry Shea
Robert Soder
Mike Liston

Voting nay:

MOTION BY KEITH MILLER WITH A SECOND BY LARRY SHEA TO ACCEPT JEANNE BRITT FORMAL REQUEST FOR RETIREMENT ON DECEMBER 1, 2011.

Voting aye: Keith Miller
Tommy O'Donnell
Robert Soder
Mike Liston

Voting nay: Larry Butler
Larry Shea

EMPLOYMENT PROCESS AND SALARY RANGE FOR BOARD/ADMINISTRATOR EXECUTIVE ASSISTANT

Mr. Mike Liston thought it would be appropriate to put this burden on the sub-committee that is looking for the administrator to seek Jeanne Britt's replacement.

MOTION BY KEITH MILLER WITH A SECOND BY LARRY SHEA TO HAVE THE BOARD HIRING SUBCOMMITTEE TO SEEK THE REPLACEMENT FOR JEANNE BRITT.

Voting aye: Larry Butler
Keith Miller
Tommy O'Donnell
Larry Shea
Robert Soder
Mike Liston

Voting nay:

PUBLIC COMMENTS (*limit 3 minutes per person*)

There was no public comments.

NEW BUSINESS

Mr. Keith Miller asked the Board to consider having the agenda items to be considered by the board e-mailed in advance.

ADJOURNMENT

MOTION BY LARRY SHEA WITH A SECOND BY KEITH MILLER TO ADJOURN.

Voting aye: Larry Butler
Keith Miller
Tommy O'Donnell
Robert Soder
Mike Liston

Voting nay: Larry Shea

Minutes approved in regular session on the 7th day of September, 2011.

Larry Shea

Larry Shea
Chairman

PREPARED BY:

Jeanne Britt

Jeanne Britt
Board Secretary