

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE  
ARCHITECTS AND REGISTERED INTERIOR DESIGNERS

220 N. E. 28<sup>th</sup>, Board Room  
Oklahoma City, OK 73105  
February 6, 2019  
9:30 a.m.

**Agenda**

**Call meeting to order - declare quorum present.**

“The Board of Architects, Landscape Architects and Registered Interior Designers are meeting pursuant to notice filed with the Secretary of State. The agenda was posted outside the Board Offices and on the Board’s website twenty four hours prior to the meeting setting forth thereon the date, time, place and business for the meeting. *Pursuant to the applicable statutes, rules and code, the Board is reminded to refrain from utilizing their personal tablet, portable computers or phone for any purpose other than reviewing offered materials or agenda matters. It is requested that during enforcement hearings you do not look at or utilize the Internet for any information pertaining to the hearing.*”

1. PUBLIC COMMENTS ON CURRENT AGENDA ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
2. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
  - A. Progress report regarding Case #2018-547 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Fergon Architects, LLC. AG issued opinion 2018-435A “Fergon is unlicensed by the Board and falsely stated its qualifications and the kind of services it is authorized to provide. The Board proposes to fine Fergon \$1,000. The Board has adequate support for the conclusion that this action advances the State’s policy to ensure that architects are properly licensed when providing services.” Final orders issued.
  - B. Case # 2017-520, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Michael D. Smith. AG issued opinion 2018-436A “The Board found that Smith practiced architecture without a license when he provided drawings of a building to a customer. The Board proposes to fine Smith \$5,000. The Board has adequate support for the conclusion that this action advances the State’s policy to ensure that architects are properly licensed when providing services.” Final orders issued.
  - C. Board discussions and actions as necessary concerning David Evans reporting Settlement Agreement/Letter of Reprimand from MO & WY state boards.
3. ADMINISTRATIVE
  - A. Acknowledgment of the passing of sitting board member Randy Weatherly and his service the state and these professions.
  - B. Appointments: Brian Dougherty, Landscape Architect appointed by Governor Mary Fallin to fill the remainder of Randy Weatherly’s term; David Blackburn has been appointed by Governor Stitt as Public Member.
  - C. Board discussion and action as necessary Legislative report from Tammie Kilpatrick and Ryan Kilpatrick.
    1. Report from Executive Director
  - D. Board action as necessary to approve minutes from the November 7, 2018 meeting.

- E. Board action as necessary to receive financial documents from October, November, and December 2018.
  - F. Board action for review and approval of Leslie Hanska, Executive Director's use of state p-card for authorized state expenses. \$500.58 hotel expense for the CIDQ annual meeting per OMES Central Accounting and Reporting policy and procedure. Miscellaneous travel related expenses were paid for by Ms. Hanska and reimbursed per State of Oklahoma travel reimbursement policy and procedure.
  - G. Board action as necessary regarding NCARB Continuing Education Guidelines.
  - H. Board action as necessary regarding the authorization of certificate of authority for Integrated Architecture LLC, ca03022 Stillwater office location.
  - I. Report from Licensing Manager.
    - 1. Licenses issued.
    - 2. Certificates of Authority issued.
    - 3. Candidates eligible to test.
    - 4. Inaugural licensing ceremony January 19, 2019
  - J. Committee appointments by Chairman.
    - 1. Board discussions and possible actions on the following committee reports:
      - (a) University/Scholarship Committee; Beth Windel, Chair
      - (b) Investigations Committee; Nate Baker, Secretary-Treasurer
        - i. Enforcement for calendar year 2018: 7 cases prosecuted (5 found guilty of unlicensed practice; 1 warning issued; 1 dismissed); 46 cases reviewed and resolved with informal resolution, warning or no evidence of violation found; 22 complaints pending.
      - (c) Act/Rules Committee
  - K. Board action as necessary regarding OMES Enterprise Licensing System (proposed new online system).
  - L. Report from Janie Hollars, Communication & Information regarding update to Board's website.
4. CLARB/NCARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS
- A. Report from NCARB/AIA activities
    - 1. NCARB Regional Summit, Nashville, March 2019
    - 2. Call for NCARB Committee volunteers
  - B. Report from CLARB/ASLA activities
  - C. Report from CIDQ/OIDC/ASID activities
  - D. Report from FARB

NEW BUSINESS  
Adjourn