

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

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

February 19, 2020

9:30 a.m.

AGENDA ITEM # 2A-1

JUN 03 2020

STATE BOARD OF ARCHITECTS

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. WELCOME/PUBLIC COMMENTS ON CURRENT AGENDA ITEMS ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
2. WELCOME
 - A. Welcome back returning board member, Nate Baker, Architect.
3. CONSENT AGENDA
 - A. Board action as necessary on consent agenda items.
 1. Minutes from the November 6, 2019 meeting.
 2. Financial documents from October, November, and December 2019, and January 2020.
4. ADMINISTRATIVE
 - A. Board discussion and action to formally adopt proposed changes to the Rules. (Proposed Rules changes can be found at ok.gov/architects/act_&_rules/index.html.)
 1. Open discussion to hear from public members present.
 2. Executive Order from Governor Stitt regarding state agencies' Rules.
 - B. Update regarding the start of the 2020 Legislative session and bills that have been introduced that could affect the professions.
 1. HB2831—Sunset Law, recreating Oklahoma Board of Architects, Landscape Architects and Registered Interior Designers.
 2. HB3098—Modifies the Board and the profession of registered interior design.
 3. SB1891—Universal Occupational Licensing Recognition Act
 - C. Update regarding progress on the Board's new online system, Thentia.
 - D. Discussion regarding an education opportunity regarding municipality on-call contracts and the professions.
 - E. Report from Licensing Manager
 1. Licenses issued.
 2. Certificates of Authority issued.

3. Candidates eligible to test.
4. Pinning Ceremony, January 11, 2020.
5. Request by Erin Schier for ARE testing accommodations.
- G. Discussion and possible actions on the following committee reports:
 1. University/Scholarship Committee: Chair, Windel
 2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 - d. Discussion and possible action regarding notices of disciplinary action against Jason Gnich, a6526, and David Mollenkopf, a6381.
 3. Arch/Engineers Joint Committee: Chair, Howard
 4. Finance Committee
- H. Report from Enforcement and Compliance Officer about FARB Forum 2020, January 23-26.
- I. Discussion and possible action regarding Executive Director's salary.
 1. Proposed executive session if necessary to deliberate the above proceedings.
Authority: 25 O.S., Section 307 (B)(8).
 2. Vote on whether to convene into executive session.
 3. Vote to return to open session.
 4. Vote on matters discussed in executive session.
- J. Discussion and possible action regarding employee Performance Management Process incentives.

5. CLARB/NCARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS

- A. Report from NCARB/AIA activities
 1. NCARB MBE Workshop and Regional Summit—March 5-7, 2020, Cambridge, MA
 2. NCARB's 2020 Draft Resolutions
 3. Executive Director's appointment to serve on the NCARB Credentials Committee.
- B. Report from CLARB/ASLA activities
- C. Report from CIDQ/OIDC/ASID activities

NEW BUSINESS

Adjourn

It is noted the Board and guests will break the meeting for lunch in the conference room and may or may not resume the meeting when finished.

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Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Interior Designers of Oklahoma met on Wednesday, February 19, 2020 with the following members and guests present:

James Hasenbeck, Architect, Chairman
Elizabeth Windel, Architect, Vice Chair
M. Bradley Gaskins, Architect, Secretary Treasurer
Nate Baker, Architect
Betsy Guthrie-Brunsteter, Architect
Scott Howard, Landscape Architect
Brian Dougherty, Landscape Architect
J. Mark Taylor, Registered Interior Designer
Brad Klepper, Board Counsel
Leslie Hanska, Executive Director
Ellen White, Licensing Manager
Janie Hollars, Communications & Information Manager
Lauren Vaughan, Enforcement and Compliance Officer

Jim Bruza, David Hornbeek and David Blackburn were absent.

1. There were no public comments.

WELCOME

2. The Board welcomed returning board member Nate Baker. Mr. Baker was appointed by Governor Stitt to replace Gary Armbruster.

CONSENT AGENDA

3. Ms. Guthrie-Brunsteter motioned to approve all consent agenda items. Motion seconded by Mr. Taylor. Voting aye: Messrs. Taylor, Howard, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Voting abstain: Mr. Baker. Motion approved. See attachment A.

ADMINISTRATIVE

4. A. Mr. Gaskins motioned to adopt purposed changes to the Rules. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.

4. A-1. No public members were present to discuss proposed Rule changes.
4. A-2. Board discussed Governor Stitt's Executive Order to conduct a comprehensive review of our Rules and issue a report by August 1, 2020. No Action taken.
4. B-1. Board discussed the agency's Sunset Bill HB2831, including the Executive Director's visit to the Capitol for the legislative review. The Legislative Committee voted to recreate the agency and others for one (1) year.
4. B-2. Ms. Guthrie-Brunsteter motioned to give the Act and Rules Committee the authority to act on HB 3098, the interior designers bill on behalf of the Board. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
4. B-3. Board discussed SB1891 Universal Occupational Licensing Recognition Act.
4. C. Executive Director gave a report on the progress of the Board's new online system.
4. D. The Chairman assigned the subject of on-call contracts to the Act and Rules Committee for further review.
4. E. Licensing Manager's report was presented. See attachment B.
4. E-4. The Board hosted their second annual Newly Licensed/Registered Pinning Ceremony at the Oklahoma History Center on January 11, 2020. Even with inclement weather we had eighty-two (82) in attendance.
4. E-5. Mr. Baker motioned to approve Erin Schier's request for special A.R.E. testing accommodations. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
4. G-1. University/Scholarship Committee: Report given by Ms. Windel. The Board received fifty-one (51) scholarship applications. Each committee member will review all submitted applications and meet to decide which applicants will receive a scholarship.
4. G-2. Investigations Committee: Mr. Gaskins reported the following: 5 (five) complaints have been received; 4 (four) investigations have been closed; 4 (four) warning letters have been written and 14 (fourteen) investigations are currently pending.
4. G-2(d). Following Board discussion, it was agreed upon to send disciplinary matters that are received from NCARB or individual licensees to the Investigation Committee for review. The Chairman assigned the subject to the Act and Rules Committee for future review. No action taken.
4. G-3. Arch/Engineers Joint Committee: Report given by the Executive Director. The Oklahoma Medical Marijuana Authority (OMMA) and the State Fire Marshal will also be working with members of the joint committee to address issues regarding building laws.
4. G-4. Finance Committee: Report given by the Executive Director. The finance committee will meet before the next Board meeting to discuss FY 21 budget.

4. H. Compliance and Enforcement Officer gave a report regarding the FARB annual meeting.
- I. Ms. Guthrie-Brunsteter motioned to enter executive session. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to come out of executive session. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to increase the Executive Director's salary to \$90,000 annually. Motion seconded by Ms. Windel. Voting aye: Messrs. Taylor, Howard, Baker, Gaskins, Hasenbeck, Dougherty and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
- J. Board discussed employee Performance Management Process Incentives already in budget. No action taken.

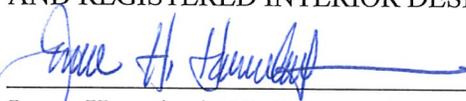
NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A. NCARB – Executive Director reported the Regional Summit is March 5-7, 2020 in Cambridge, MA. Ms. Hanska has also been asked to finish out the year and serve on the NCARB Credentials Committee. David Hornbeek is slated for Region V Chair.
5. B. CLARB – Mr. Dougherty reported a conference call is scheduled for February 26, 2020 at 2:00 pm with CLARB staff and other jurisdictions.
5. C. CIDQ - No report.

NEW BUSINESS

Chairman requested to add "items from the Chair" to future Board meeting agendas. The Executive Director will look further into this request.

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



James Hasenbeck, Chair



M. Bradley Gaskins, Secretary-Treasurer