

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

220 N. E. 28th
Board Room
Oklahoma City, OK 73105
April 4th, 2018
9:30 a.m.

AGENDA ITEM # 2a-1

JUN 06 2018

STATE BOARD OF ARCHITECTS

Agenda

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. CONSENT AGENDA
 - a. Board action as necessary on consent agenda items.
 1. Minutes from the February 7, 2018 meeting
 2. Financial documents from January and February 2018.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - a. Formal hearing and Board action as necessary to consider Case #2015-445, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Harrison, Walker & Harper.
 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.
 - b. Formal hearing and Board action as necessary to consider Case #2016-452, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. T.D. Miller & Associates, LLC.
 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.
 - c. Formal hearing and Board action as necessary to consider Case #2015-449, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Sunstar, LLC.
 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.

d. Formal hearing and Board action as necessary to consider Case #2016-470, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Ward Design Group.

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.

e. Gabe Palacios, Case #2015-431, \$2500 fine being sent to the Attorney General for collections.

f. Randy Curtis, Case #2016-456, \$500 fine being sent to the Attorney General for collections.

g. Ralph G. Martinez, Case #2016-454, \$10,000 fine at the Attorney General for collections.

h. Michael McClintock to present for Board discussion and with possible action as necessary concerning who to charge and project liabilities in disciplinary cases.

4. ADMINISTRATIVE/INTERNAL BOARD ISSUES

a. Announcement from Board Chairman concerning personnel changes.

b. Board discussion and action as necessary regarding legislative presentation from Tammie and Ryan Kilpatrick.

c. Board discussions and actions as necessary concerning the application of Carl Harkins for a reciprocal architect license, to determine Mr. Harkins passage of section's 1-9 of the CALE (California Architect Licensing Exam), July 1987 – July 1989, satisfies our testing requirement for licensing. He did not take any part of the A.R.E.

d. Board discussions and actions as necessary concerning medical CEU hardship request from Toni Bragg for a license reinstatement.

e. Board discussions and possible actions on the following committee reports:

1. University/Scholarship Committee

2. Investigations Committee

3. Act/Rules Committee

4. Arch/Engineering Committee

a. Administrator's Manual

b. Pamphlet on manual

5. Finance Committee

6. Building Officials Joint Committee

7. Continuing Education Committee

8. Nominations Committee

9. Succession Planning Committee

f. Proposed executive session to discuss personnel successions and/or hiring for all agency staff position. including Executive Director, Assistant to the Director, Executive Secretary and establishing new positions and salaries. Authority: 25 O.S., Section 307 (B) (1).

2. Vote on whether to convene into executive session.

3. Vote to return to open session.

4. Vote on matters discussed in executive session

g. Status report for new State Licensing cloud based application system.

h. Board discussions and possible actions regarding delegates to the NCARB Annual Business meeting in Detroit, June 28-30, 2018.

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

a. Report from NCARB/AIA activities

b. Report from CLARB/ASLA activities

c. Report from CIDQ/OIDC/ASID activities

d. Report from FARB

6. NEW BUSINESS

In accordance with 25 O.S. § 311(9), new business will now be heard, if any.

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

AGENDA ITEM # 2a-1

JUN 06 2018

STATE BOARD OF ARCHITECTS

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Interior Designers of Oklahoma met on Wednesday, April 4, 2018 with the following members and guests present:

Mark Taylor, Registered Interior Designer, Chairman

Bradley Gaskins, Architect, Vice-Chairman

James Hasenbeck, Architect, Secretary-Treasurer

Gary Armbruster, Architect

Nate Baker, Architect

Jim Bruza, Architect

Brian Dougherty, Landscape Architect

David Hornbeek, Architect

Randy Weatherly, Landscape Architect

Elizabeth Windel, Architect

Brad Klepper, Board Counsel

Michael McClintock, Counsel

Jean Williams, Executive Director

Leslie Hanska, Executive Assistant

Ellen White, Executive Secretary

Tammie Kilpatrick, Consultant

Ryan Kilpatrick, Consultant

Jennie Hunter, Dodson Court Reporter, Guest

David Burrage, Guest

Buddy Holder, Guest

Jerry Ward, Guest

David Blackburn, Public Member was absent.

1. a. There were no public comments.

CONSENT AGENDA

2. a. Mr. Weatherly motioned to approve the minutes from the February 7, 2018 Board meeting and the financials from January and February 2018. Motion seconded by Mr. Hasenbeck. Voting

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aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. See Attachment A for financials.

FORMAL HEARINGS AND/OR CASES PENDING FINAL ACTIONS

3. a. Formal hearing and Board action as necessary on Case 2015-445, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Harrison, Walker & Harper. Mr. Hasenbeck motioned to continue until next Board meeting. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. b. Formal hearing and Board action as necessary on Case #2016-452, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. T.D. Miller & Associates, LLC. Mr. McClintock, Board Counsel requested that Mr. Hornbeek recuse himself. Mr. Weatherly motioned to enter into Executive Session. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to come out of Executive Session. Motion seconded by Mr. Armbruster. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned that no violation has occurred. Motion seconded by Mr. Bruza. Voting aye: Messrs. Bruza, Gaskins, Armbruster, Dougherty, Taylor, Weatherly and Ms. Windel. Voting nay: None. Abstained: Hornbeek, Baker and Hasenbeck. Motion approved.

3. c. Formal hearing and Board action as necessary on Case #2015-449, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Sunstar, LLC. Mr. Gaskins motioned to enter into Executive Session. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to come out of Executive Session. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Hornbeek motioned to issue a warning with no penalty. Motion seconded by Mr. Bruza. Voting aye: Messrs. Hornbeek, Bruza, Gaskins, Armbruster, Dougherty, Taylor, Weatherly and Ms. Windel. Voting nay: None. Abstained: Baker and Hasenbeck. Motion approved.

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3. d. Formal hearing and Board action as necessary on Case #2016-470, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Ward Design Group. Mr. Taylor recused himself. Mr. Hornbeek motioned to enter into Executive Session. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to come out of Executive Session. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Hornbeek, Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Dougherty motioned to issue a \$500.00 penalty and for Mr. Ward to familiarize himself with our Act and Rules. Motion seconded by Mr. Weatherly. Voting aye: Messrs. Hornbeek, Bruza, Gaskins, Armbruster, Dougherty, Weatherly and Ms. Windel. Voting nay: None. Abstained: Taylor, Baker and Hasenbeck. Motion approved.

3. e. Gabe Palacios, Case #2015-454 – Final order being served.

3. f. Randy Curtis, Case #2016-456 – Final order being served.

3. g. Ralph G. Martinez, Case #2016-454 – Pending Attorney General review.

3. h. The Investigation Committee continues to see complaints where the State Fire Marshal (SFM) or the authority having jurisdiction issues a certificate of occupancy on metal buildings thought to be exempt. The Board discussed the issues and reviewed options of informal resolution which are in the Board's rules per OAC 55:10-15-10.

David Hornbeek and Elizabeth Windel left the meeting.

ADMINISTRATIVE/INTERNAL BOARD ISSUES

4. a. Mr. Taylor announced Ms. Williams will be retiring on June 30, 2018 with 34 years of state service, Ms. Hanska will be the new incoming Executive Director starting July 1, 2018 and Ms. White will have the new title Director of Licensing.

4. b. Legislative report was given to the Board by Ryan Kilpatrick.

4. c. Mr. Gaskins motioned to accept Mr. Carl Harkins July 1987 grades from sections 1-9 of the CALE (California Architects Licensing Exam) and grant a reciprocal license. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly. Voting nay: None. Motion unanimously approved.

4. d. Mr. Weatherly motioned to reinstate Mr. Toni Bragg's architectural license and grant his CEU hardship request. Motion seconded by Mr. Bruza. Voting aye: Messrs. Hasenbeck, Bruza, Gaskins, Armbruster, Dougherty, Baker, Taylor, Weatherly. Voting nay: None. Motion unanimously approved.

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4. e-1. University/Scholarship Committee: Mr. Dougherty reported that we received a total of forty-two (42) scholarship applications, twenty-four (24) applications were complete and to be considered. A total of sixteen (16) scholarships were given in varied amounts totaling \$69,500.00, twelve (12) architects, two (2) landscape architects and two (2) interior designers. We are scheduled to present the Oklahoma State University architecture scholarships on April 12, 2018 at 2:00pm and the Interior Designer scholarship on April 13, 2018 at 6:00pm. We will present the remaining scholarships granted at The University of Central Oklahoma in August 2018 and the University of Oklahoma in September 2018. The dates for each presentation are to be determined.

4. e-2. Investigations Committee: See items 3. a - g.

4. e-3. Act and Rules Committee: Mr. Baker reported that once the session finishes up at the Capitol, the committee will begin discussions on what changes need to be made to our Act and Rules.

4. e-4. Arch/Engineering Committee – Ms. Williams reported that both the Administrator's Manual and the smaller pamphlet will be distributed, funded and updated by the Department of Education. Mr. Armbruster reported that he would like to reformat page three (3) of the pamphlet and Mr. Weatherly is working on the landscape architect section that will be added at a later time.

4. e-5. Finance Committee: No report.

4. e-6. Building Officials Joint Committee: No report.

4. e-7. Continuing Education Committee: No report.

4. e-8. Nominations Committee: No report.

4. e-9. Succession Planning Committee: Mr. Taylor reported that the committee will try and meet with both Ms. Hanska and Ms. White prior to the next Board meeting.

4. f. No discussion

4. g. New State Licensing Cloud Based Application System: Ms. Hanska reported the State is still currently looking at several possible vendors.

4. h. NCARB Annual Business Meeting in Detroit, June 28-30, 2018: Mr. Taylor reported that our cabinet secretary has approved travel to NCARB's Annual Business Meeting to Detroit. Nate Baker, David Hornbeek, Beth Windel, Mark Taylor, Brad Gaskins and Leslie Hanska are planning to attend. We have also been approved for travel to annual 2018 business meetings for both CLARB and CIDQ.

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NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS

5. a. NCARB/AIA – Ms. Hanska reported on behalf of Mr. Hornbeek, that he would like for us to look into having a ceremony for the new initially licensed individuals. Staff will look into the details of creating an annual event.

5. b. CLARB/ASLA – No report

5. c. CIDQ/OIDC/ASID – No report

5. d. FARB – No report

New Business

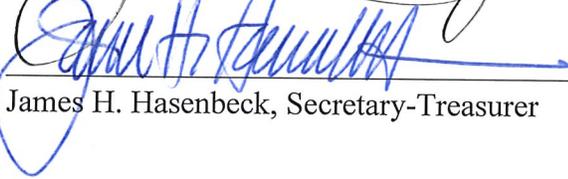
6. None

Adjourn

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



J. Mark Taylor, Chair



James H. Hasenbeck, Secretary-Treasurer