OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS,
LANDSCAPE ARCHITECTS AND REGISTERED INTERIOR DESIGNERS
220 N. E. 28th, Board Room
Oklahoma City, OK 74105
November 2, 2016
9:30 a.m.
Minutes

The Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers of Oklahoma met on Wednesday, November, 2016 with the following members and guests present:

Mark Taylor, Registered Interior Designer, Chairman
Jim Hasenbeck, Architect, Secretary-Treasurer
David Hornbeek, Architect
Gary Armbruster, Architect
Nate Baker, Architect
Brian Dougherty, Landscape Architect
Randy Weatherly, Landscape Architect/Architect
Elisabeth Windel, Architect
Jim Bruza, Architect
Jean Williams, Executive Director
Leslie Hanska, Executive Assistant
Ellen White, Executive Secretary
Brad Klepper, Counsel
Tammie Kilpatrick, Consultant
Steven Rote, Guest

AGENDA ITEM # 2a-1
FEB 01 2017
STATE BOARD OF ARCHITECTS

Brad Gaskins and Jeff Click were absent.
1. a. There were no public comments.
CONSENT AGENDA
2. a-1. Mr. Bruza moved to approve the minutes from August 31, 2016. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.
2. a-2. Mr. Hornbeek moved to approve the financials from August and September 2016. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.
ADMINISTRATIVE/INTERNAL BOARD ISSUES
3. a. Legislative report was given to the Board by Tammie Kilpatrick.

3. b. Mr. Hasenbeck moved to table to allow for personal appearances. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.
3. c. Mr. Baker reported on the discussion the Act and Rules committee had during their recent conference call. The two main issues were addressed. The first is that of moving to annual renewals. Our additional funds were swept this past year and the reality is that it could happen again in the future. Secondly, penalties on disciplinary matters were discussed. The legislature continues to ignore the fact that we bring the majority of our money in biennially and a move to annual renewals may help. Additionally, the $10,000 maximum on disciplinary fines is low compared to other states. The Engineering Board has no limit. Board Counsel noted that a specific dollar amount, approved by the legislature, is easier to justify to the AG and in court. The suggestion of a percentage of commission was noted as being vague for legislature to understand and likely confusing. Mr. Hornbeek moved to have the Act and Rules committee move forward with changes from biennial renewals to annual renewals. Mr. Weatherly noted that he spoke with both Representative Sears and Senator Ford. They both saw no problem with change to annual renewals. Ms. Kilpatrick suggested that a $100,000 is high compared with those she is familiar with of other agencies. Motion seconded by Mr. Bruza. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Weatherly moved to have the Act and Rules committee eliminate the top end dollar amount of the disciplinary fines. The discussion noted that this would help make them defendable by bringing them in line with the Engineering Board. Motions seconded by Mr. Hornbeek. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved. Mr. Hasenbeck moved to have the Act and Rules committee modify the definition of IDP to account for the new AXP and successors. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved. Following continued discussion it was decided it would be best to move forward with the changes to the Act this year and the Rules next year. No action was taken.
3. d. The Director gave an update on the manual for Superintendents of public education on how to put a construction project together and the idea of developing a CEU program for first year Superintendents and additional programs every three years on updating codes and requirements. In the 33 years she has been here, the Director emphasized that schools and churches have been the worst violators. As a result of helping several Superintendents it has become obvious that they do not know how to put a project together or even what steps to take. In 2012 the State Department of Education shut down school plant services which has made matters worse. After talking to an architect who worked for Tulsa schools and doing further research they found a

manual that was already in print, but was last updated in 2011. She is in the process of updating it now so that it can be reviewed by this Board and ultimately be placed on the Department of Education and this Board's web site. The OUBCC and the State Fire Marshal have provided their input. In order to get the manual up and running she has also asked Mr. Dougherty for input for Landscape Architecture as there is nothing in the current manual at all addressing playground requirements. Mr. Weatherly is providing information on storm shelters and the Engineers have been asked to provide input if they so choose. The Director discussed the need for continuing education with her contact at the Department of Education and the idea of this Board sponsoring it for free. He agreed it is a huge need. Every year there are 150 new Superintendents. He has also agreed to assist in making this program part of the Superintendent required continuing education. Mr. Hornbeek asked about the time involved in this project and if it was going to affect staff workload. The Director informed the Board that because the manual is not going to have to be produced from scratch, the project will be manageable with regular workload. The Board was in agreement that this is a very worthwhile project and they want to have input and review the final document. The Chairman appointed the Architect/Engineering Committee to this project and the review of the manual prior to completion.

3. e. The Chairman assigned the consideration for writing a document on the value of hiring an architect to the Architect/Engineering Committee. No action taken.

3. f. Mr. Hornbeek moved to approve the proposed revisions to the FY17 budget. Discussion noted the possible need to increase personnel budget between now and FY18. Motion seconded by Mr.Weatherly. Discussion emphasized that additional funds may be necessary if adding new FTE in order to meet the Department of Labor requirements full time salary threshold versus hourly wage. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. g. Mr. Hornbeek moved to not to sign the MRA agreement with New Zealand and Australia. Discussion revisited the issues similar to that of the Canadian agreement. Jurisdictions will not receive any back up documentation that is normally found in a certified NCARB blue cover record. A summary sheet is the only documentation provided through this agreement. Motion seconded by Mr. Baker. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. h. The Chairman requested that the staff provide job outline/descriptions to him by December 1, 2017. No action taken.

3 h-1. Staff met with OMES Information Services Division to provide agency input and discuss business processes for a potential new state online licensing system/platform.

3. i. Mr. Dougherty provided an update on the scholarship program. Presentations to the schools have been ongoing by committee members and others. These presentations will be complete

prior to Thanksgiving, meeting the committee's goal. Oct 1st is a new date for federal requirements for financial documents submission. This earlier date will provide a larger pool of applicants. The most significant change to the scholarship program is that group projects are now allowed to be entered as long as they clearly define what part they took. Deadline is February 15, 2017.

3. k. Mr. Weatherly moved to adopt the conflict of interest statement, to be submitted annually by December 1st from all Board members. New Board members are to submit an initial conflict of interest statement by the first meeting following their appointment. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.

A brief break was taken, however meeting continued through lunch.

3. l. Mr. Dougherty moved to approve the Board manual. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. m. Mr. Weatherly moved to approve the following dates for the calendar year 2017: February 1st, April 5th, June 7th, September 6th, and November 1st. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Dougherty, Bruza, Armbruster, Weatherly, Baker, Hornbeek, Hasenbeck, Taylor, and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. n. Mr. Baker and Mr. Weatherly are expressed interest in serving on the Storm Shelter/Safe Room Technical Committee for OUBCC to develop the codes. Applications are available. No action taken.

3. o. The Investigation Committee is to address the procedures during formal hearing and the documentation of penalties and report back to the Board. These procedures may be included in the Board manual. No action taken.

3. p. The Board agreed that if Mr. Rote complies with the Rules, paying back fees/penalties, along with continuing education required for all renewal periods then no action is necessary. OAC 55:10-9-10(b).

3. q. The Board agreed to jointly host a meeting with new legislators prior to session and to proceed cautiously with cost. No action taken.

CLARB/NCARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS

4. a. Mr. Baker reported that he will be a part of AIA Oklahoma's Legislative Committee's presentation at their state convention next week November 10th-11th as a representative from this Board. AIA OK is pushing legislation this year for building type changes for mercantile and business that allow very large square footage and are exempt from requiring an architect. They are working on their alliances and getting the word out for support.

The Chairman recently attended the NCARB Member Board Chairs meeting. There was report from several states that they are under the threat of deregulation.

4. b. Mr. Weatherly reported that CLARB is coming out with exam updates/reorganization as a result of their recent task analysis. They saw a 40 percent increase in responses over the last analysis. Mr. Dougherty reported that both state and national ASLA meeting have taken place recently. The news coming out of the state meeting is that OU has really beefed up their program. OSU continues strong as well. There is an upcoming meeting December 5, 2016 with the local ASLA members to discuss with the Director and counsel questions regarding landscape architecture, the profession and the enforcement of the law.

4. c. CIDQ annual meeting is November 11th-12th. Bylaw changes and updating the exam are to be some of the topic. The Chairman will report more detail at the next meeting.

NEW BUSINESS

Mr. Weatherly asked the Board to pay attention to SB 1606 that is focused on restoring professional licenses while protecting the public. He has heard that the State Chamber of Commerce is taking a big interest in it and the Board may need to be proactive. The Director reminded the Board that she has been involved in this legislation over the past two years and has been called over to give input. One of the main problems is that they continue to not make distinctions between the types of felonies. SB 1606 was actually held over from last year and it is getting rid of the good moral character provision.

Adjourn

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

Mark Taylor, Chair

James H. Hasenbeck, Secretary-Treasurer