

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

November 6, 2019

9:30 a.m.

AGENDA ITEM # 3A-1

FEB 19 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 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 September 4, 2019 meeting.

2. Financial documents from August and September 2019.

3. Executive Director's purchase card statement for September 2019 per OMES Central Accounting and Reporting policy and procedure.

3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

A. Board action as necessary regarding consent order on Case #2014-512, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Design-Build Evolutions, LLC p/k/a Architect Evolutions, LLC c/o Barry Williams.

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.

4. ADMINISTRATIVE

A. Board discussion and action as necessary Legislative report from Ryan Kilpatrick.

1. Sunset Review 2020

B. Discussion and action regarding changes to the Board's Rules for 2020 legislative session.

1. Report from Act & Rules/Legislative Committee—Chair, Hasenbeck

C. Update regarding Board's online system. Discussion and action concerning Thentia: Open Regulate.

1. Comparison

- D. Discussion and action regarding Board policy addressing disqualifying criminal offenses for the professional licensing of an Architect, Landscape Architect & Registered Interior Designers per HB1373.
- E. Report from Licensing Manager
  - 1. Licenses issued.
  - 2. Certificates of Authority issued.
  - 3. Candidates eligible to test.
  - 4. Reinstatements Update
  - 5. Pinning Ceremony, January 11, 2020 – Oklahoma History Museum
- F. Discussion and action regarding request by George Day, a0695, for emeritus status and return of renewal fees.
- G. Discussion and possible actions on the following committee reports:
  - 1. University/Scholarship Committee: Chair, Windel
    - a. Report from OCCF
  - 2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
    - a. Complaints Received.
    - b. Investigations closed.
    - c. Actions taken.
    - d. Possible Church Education Project.
  - 3. Arch/Engineers Joint Committee: Chair, Howard
  - 4. Finance Committee
  - 5. Succession Planning Committee
  - 6. Nomination Committee
- H. Report on the November 1, 2019 Fall 2019 CE Event and future event dates.
- I. Action to set regular meeting dates for calendar year 2020: February 5, 2020; April 8, 2020; June 3, 2020; September 2, 2020; November 4, 2020

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

- A. Report from NCARB/AIA activities
- B. Report from CLARB/ASLA activities
  - 1. CLARB Annual Meeting, Sept 26-28, 2019; St. Louis, MO
- C. Report from CIDQ/OIDC/ASID activities
  - 1. CIDQ Annual Meeting, Nov. 8-9, 2019; San Antonio, TX

#### 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.*

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

November 6, 2019

9:30 a.m.

**Minutes**

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Interior Designers of Oklahoma met on Wednesday, September 4, 2019 with the following members and guests present:

James Hasenbeck, Architect, Chairman  
Elizabeth Windel, Architect, Vice Chair  
M. Bradley Gaskins, Architect, Secretary Treasurer  
Gary Armbruster, Architect  
David Blackburn, Public Member  
Betsy Guthrie-Brunsteter, Architect  
Jim Bruza, Architect  
David Hornbeek, Architect  
Scott Howard, Landscape Architect  
J. Mark Taylor, Registered Interior Designer  
Leslie Hanska, Executive Director  
Ellen White, Licensing Manager  
Janie Hollars, Communications & Information Manager  
Lauren Vaughan, Enforcement & Compliance Officer  
Ryan Kilpatrick, Consultant  
Brad Klepper, Board Counsel

Absent: Brian Dougherty, Landscape Architect

1. There were no public comments.

CONSENT AGENDA

2. A. Mr. Hornbeek motioned to approve all consent agenda items. Motion seconded by Ms. Guthrie-Brunsteter. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Meses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved. See attachment A.

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Mr. Hornbeek motioned to accept the consent order for Case #2014-512, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Interior Designers vs. Design-Build Evolutions, LLC p/k/a Architect Evolutions, LLC, and Barry Williams. Respondent is reprimanded by the Board for its actions in demonstrating to the general public its ability to practice architecture within the state of Oklahoma without a valid certificate of authority and is assessed a civil penalty in the amount of two thousand five hundred dollars (\$2500.00). Motion seconded by Mr. Howard. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Ms. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.

ADMINISTRATIVE

4. A. Legislative report was presented and discussed to the Board by Ryan Kilpatrick.
4. B. Board discussed changes to the Rules for 2020 legislative session. Comments are due back by Friday, November 22<sup>nd</sup>, 2019. Mr. Hornbeek motioned to give authority to the Act and Rules Committee to make the necessary changes. Motion seconded by Ms. Windel. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Ms. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
4. C. The Board discussed Thentia's Open Regulate as the agency's new online system. Mr. Hornbeek motioned to move forward with Thentia. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Ms. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
4. D. Board discussed the proposed Board policy addressing disqualifying criminal offenses for the professional licensing of an Architect, Landscape Architect & Registered Interior Designers per HB1373. Mr. Hornbeek motioned to approve proposed policy and incorporate counsel's advised amendments per attachment. Motion seconded by Mr. Howard. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Hasenbeck, Hornbeek, Bruza, and Ms. Brunsteter and Windel. Voting nay: Mr. Gaskins. Motion approved. See attachment B.
4. E. Licensing Manager's report was presented. See attachment C.
4. E-5. Ms. White reminded everyone that the Newly Licensed/Registered Pinning Ceremony will be on Saturday, January 11, 2020, at the Oklahoma History Center at 2:00 p.m.
4. F. Board discussed the request by Mr. George Day, license number a0695, for emeritus status and return of his renewal fees. Mr. Hornbeek motioned to refund Mr. Day's, 19/21 license fee based on his qualification as emeritus. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Ms. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.
4. G-1. University/Scholarship Committee: Ms. Windel reported that it's time to begin reaching out and scheduling our scholarship presentations to the universities. Oklahoma State University School of

Architecture has been scheduled for Thursday, January 16<sup>th</sup>, 2020 at 2:00 p.m. All the other schools should be notified about our scholarship by the end of January.

4. G-2. Investigation Committee: Mr. Gaskins reported the following: 1 (one) complaint has been received, 8 (eight) investigations have been closed; 1 (one) warning letter and 1 (one) consent order have been issued; 15 (fifteen) investigations still pending.
4. G-2 (d). The Board discussed the opportunity to create a handbook or brochure to help educate churches when putting together a building project.
4. G-3. Arch/Engineers Joint Committee: No report given.
4. G-4. Finance Committee: No report given.
4. G-5. Succession Planning Committee: No report given.
4. G-6. Nomination Committee: No report given.
4. H. Board discussed the November 1, 2019 Fall CE Event and possible future event dates.
4. I. Mr. Gaskins motioned to approve the following 2020 Board meeting dates: February 5<sup>th</sup>, April 8<sup>th</sup>, June 3<sup>rd</sup>, September 2<sup>nd</sup> and November 4<sup>th</sup>. Motion seconded by Mr. Howard. Voting aye: Messrs. Taylor, Howard, Armbruster, Blackburn, Gaskins, Hasenbeck, Hornbeek, Bruza, and Mses. Brunsteter and Windel. Voting nay: None. Motion unanimously approved.

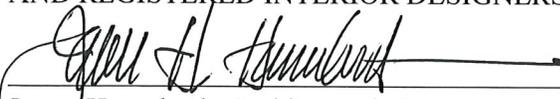
NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS

5. A. NCARB/AIA – Mr. Hornbeek reported that he is now a member on NCARB’s Policy Advisory Committee and they have been tasked with rewriting model law. A draft has been created and will be reviewed and voted on at the annual meeting in June.
5. B. CLARB/ASLA – Executive Director reported the CLARB Annual meeting was very informative and well put together.
5. C. CIDQ/ASID/OIDC – Mr. Taylor reported that he and Ms. White will be attending the CIDQ annual meeting.

NEW BUSINESS

None

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

  
\_\_\_\_\_  
James Hasenbeck, Architect, Chairman

  
\_\_\_\_\_  
M. Bradley Gaskins, Architect, Secretary Treasurer

Adjourned at 11:45 a.m.