

**OKLAHOMA UNIFORM BUILDING CODE COMMISSION**

**SPECIAL MINUTES**

**UNIFORM BUILDING CODE COMMISSION CONFERENCE ROOM**

**2401 NW 23<sup>RD</sup> STREET, SUITE 82**

**OKLAHOMA CITY, OK 73107**

**MARCH 31, 2022 – 1:30 P.M.**

**COMMISSION MEMBERS PRESENT:**

Wayne Allen, Daniel Favata, Warren Goldmann, Paul Gunderson, Danny Hancock, Dee Hays, Mitchell Hort, Kyle Lombardo, Lonnie Shackelford, Scott Tucker, Cary Williamson, and Donny Williamson

**COMMISSION MEMBERS ABSENT**

Stephanie Cliff

**OTHERS PRESENT:**

Billy Pope (OUBCC Staff), Kathy Hehnly (OUBCC Staff), Niki Batt (Oklahoma Attorney General's Office), Amber Armstrong (A & E Code Professionals), Kaden Bates (City of Yukon), Melissa Williamson, Dusty Schuler, Amber Armstrong (A&E Code Professionals), Sheri Bittle, Jon Roberts, Marcia Gallant (MA+ Architecture), Larry Curtis (KFC Engineering), and Kasha Egan (Guernsey)

**CALL TO ORDER:**

Mr. Danny Hancock, Chairman of the Commission called the regular meeting of the Oklahoma Uniform Building Code Commission to order at 1:30 p.m. in the Oklahoma Uniform Building Code Commission Board Room at Shepherd Center, 2401 NW 23rd St., Suite 82, Oklahoma City, OK 73107.

**STATEMENT OF COMPLIANCE:**

The following statement was read into the record:

"This special meeting of the Oklahoma Uniform Building Code Commission scheduled to begin at 1:30 p.m. on this 31st day of March 2022, has been convened in accordance with the Oklahoma Open Meeting Act, Title 25 O.S. Sections 301 through 314.

Further, this meeting was preceded by an advance public notice that was sent to the Secretary of State electronically specifying the date, time, and place of the meeting here convened.

Notice of this meeting was given at least forty-eight (48) hours prior hereto. To date, 4,674 (four thousand six hundred seventy-four) people have filed a written request for notice of meetings of this public body."

**PUBLIC COMMENT:**

Mr. Hancock noted he wanted to move general public comments to the Commission to the beginning of the discussion before any actions were taken by the Commission. He added there would be a separate section in the public hearing portion of the meeting to discuss the proposed agency rules.

MR. DANIEL FAVATA MADE A MOTION WITH A SECOND BY MR. DONNY WILLIAMSON TO MOVE THE GENERAL PUBLIC COMMENTS TO THE BEGINNING OF THE MEETING

VOTING AYE:	Wayne Allen	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Warren Goldmann	Lonnie Shackelford
	Paul Gunderson	Scott Tucker
	Danny Hancock	Cary Williamson
	Dee Hays	Donny Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Stephanie Cliff

There was no public comment.

**RULEMAKING ACTION ITEMS:**

**Public Hearing on Rulemaking – Opened at 1:35 p.m.**

Discussion (including but not limited to the acknowledgement of receipt of and discussion of written public comment forms, if any, received to date on Oklahoma Administrative Code, Title 748, Chapter 20 Adopted Codes, Subchapters 2 and 8), with possible action on permanent rulemaking on: Chapter 20, Adopted Codes, Subchapter 2, IBC® 2018 and Subchapter 8, IEBC® 2018

*Public comments:*

Mr. Hancock noted the first item to address were the written public comments that were received and asked if there was anyone who wanted to speak regarding Public Comment #1 submitted by Mr. Jonathan Strayhorn regarding Group E occupancies.

Mr. Jon Roberts, representing himself and speaking on behalf of the Fire Marshals Association of Oklahoma (FMAO) as Mr. Strayhorn could not attend the meeting, addressed the Commission. He stated: "I just wanted to reiterate some of the points that Mr. Strayhorn had put forth on his form. As first responders it is important for us to have these shelters in schools because it is going to take us a while to get there first and foremost. If nothing else, when we do arrive, we want to make sure the kids are protected from all kinds of rain and everything else that is happening from these storms. We want their teachers to have a level of life safety they should have during these tornado events, as well. And these designated safe areas, like those at Plaza Towers, didn't provide the needed level of life safety. We've seen that this hardened approach and not having storm shelters does not work for our state. Once we do arrive at these, obviously all the landmarks are gone, buildings are reduced to rubble and it's difficult to even find anyone. It's difficult to find what's going on, resources are stretched very thin when this happens. Everything we can do to help that case where we don't have to be rescuing children that are under piles of rubble, that's going to be helpful overall, not only to the children, obviously, and the teachers as well, but to the first responder's standpoint. It's hard for us to. One of the other things that hits home when it comes to first responder's standpoint is, we are showing up and digging children out from under rubble. I don't

know how many in this room have done that, but it's not something that you easily walk away from. That sticks with you for the rest of your life. In many cases we are trying to beat the clock here. We are racing against the clock and any effort we can put forth to help remediate any of these things that I've talked about, I think that would be helpful."

The Commission and Mr. Roberts discussed his background as fire fighter; if Mr. Roberts had discussed costs associated with the requirement with any school personnel; that Mr. Roberts sat on the committee that recommended the requirement be included, and that the committee did discuss the issue with school officials at the committee level; that the committee took into account the hardships schools faced and weighted it out against storm shelters; and costs associated with storm shelters.

Ms. Marcia Gallant representing herself as well addressed the Commission. She stated: "I was also on the technical committee that brought forth the changes. The original code required 50 occupants, for when you have to provide the shelter. We did a compromise to make it 200 occupants, that way if the rural school districts just needed to add one or two, maybe even up to four classrooms, they would be allowed to do those additions without having to add a storm shelter component. We felt like that was our compromise to the smaller districts that may just need to get a couple more classrooms to fit their growing population without having to do that.

There was some discussion between Ms. Gallant and the Commission regarding the language in the section listed in Public Comment #1 for when a storm shelter was required in new buildings and that the exception C-1 in Section 423.4 of the OUBCC rules. Exception C-1 required the storm shelter accommodate only the occupancy of the new building; and what her professional experience was as an architect. There was further discussion between the commissioners regarding the reason for the emergency rules; that it was on architects and engineers to be aware of the code requirements; the procedurally, the job of the Commission was to act on the proposed rules and possibly make them permanent rules, or to vote no on them and they would expire on September 15th and the original rules amended by the emergency rules would go back into effect; if the Commission needed to have a storm shelter committee to look at the requirements; and if the Commission needed to act individually and vote on each form or just discuss them. There was further discussion on Public Comment Form #1 noting that an addition of four classrooms was about 4000 square feet; that it gave an out to small schools and that the change was saying social-economically smaller schools which usually meant poorer schools, didn't need to do it and that was the wrong thing; if the Commission could make the change go back to the 50 occupants as required in the 2018 code without the OUBCC modifications; that the emergency rules were done to help with bond elections and how the bonds would be affected by such a change; and that life safety was paramount and that the children and teachers should be protected. There was discussion on how to address all the comment forms and discussion of them. At the end of the discussion, consensus was to address each form and allow for public comment then for the commission to discuss the rules.

Mr. Hancock asked if there were any comments on Public Comment #2. Mr. Jon Roberts spoke on behalf of the FMAO. He stated: "One of the things overall with emergency operations, and although school bonds were the primary focus of the decision to remove storm shelter requirements from the state code, it looks as though the emergency rules jettison the storm shelter requirements from critical emergency operations facilities. I'm not really sure why, seems like that everything taken for storm shelters was all cut back out. I personally feel, and I think a lot of the people in the room also feel, that the women and men who serve as police officers, fire rescue personnel, 911 call center

operators, need to be protected as they can't leave their post when tornados strike. They need to be available to safely emerge post event at the emergency operations center. They have to stay there. Communication is key when something like this is going on. We need to protect these people. We need to give them a place to go. I think it's important to protect their lives while they are on the job. I think I would ask that you would support keeping the requirement for storm shelters in critical emergency operations facilities in the State Building Code to protect the venerable population. After all, our first responders are often called during extreme weather events, and we need to protect them. On top of that, we talk about fire stations in rural areas, and I've been a fire fighter in a rural area, I know we respond to the fire department and a lot of times we try to take the trucks and get out of the way, but if we are not in time and we get to the station and that storm is bearing down on us, the only place we have to seek any shelter is to maybe crawl under the truck and just pray. That is not good enough, we need to provide facilities for these folks so that they can be protected while they protect us."

The Commission and Mr. Roberts discussed that it was more difficult to have storm shelter built into a structure if it wasn't a requirement; that the code was mute on what size the shelter needed to be and in the rural areas, those structures were barns to house equipment and were unmanned and what would happen was the people from the community would go there expecting to find shelter; that the shelter wouldn't be labeled as or built to community shelter requirements; and the question of how big the shelter would be, was dependent on staffing and volunteers and who they wanted to include in the shelter; and if there were existing buildings that did not have shelters.

Mr. Larry Curtis with KFC Engineering addressed the Commission. He stated "I am a structural engineer and I have a public comment later that does touch on the same subject. I think a question came up regarding size of the shelters. We do a large number of peer reviews for safe rooms and shelters for fire stations, police and what we've seen, is that they are not large structures. You are trying to protect people. The emergency responders that are going out in the community to direct traffic. If you have an event and something happens to them, you have lost your quarterback. You may lose equipment and other things, but it's very important to protect the people. It's a life safety issue. It's not just for the first responders, but it's also critical for the citizens of that community so they can react to the emergency response as needed. I have a comment form later where I produce a lot of data from NOAA, and I want to talk to that a little bit. In Oklahoma if you look at statistics from an EF5 going back to 1905 we've had 13 of those, which those occur once every 9 years on average. They don't happen exactly every 9 years, but that's the statistics. If you get into a violent tornado EF4 or EF5, there are enough of those that they happen somewhere in the state once a year, on average. From 1950 to now, NOAA has recorded over 4500 tornados within the state. I've got backgrounds in here that basically shows where those occurred in a graph. They occur everywhere. The one thing about tornados is they don't discriminate, whether it's metropolitan or rural, they happen. What I believe the responsibility we have is life safety for everybody. It's not just if it's rural or metropolitan. I don't think a small shelter for rural fire fighter station is going to cost that much. You can get some of those from manufacturers and at least they have that protection. I just wanted to talk to that, that we see this in a lot of states, we're licensed in all 50 states, and I have done a lot of review, where we see a lot of fire stations and that's how they address it. It's not the whole facility, it's just to protect the main emergency responders."

The Commission, Mr. Curtis, and Ms. Gallant discussed if a renovated a multipurpose building at an existing school would be required to include a storm shelter; the exception the committee made

related to that type of scenario; costs associated with renovating buildings and the percentage of the building that was required to be renovated before it had to be brought up to the current code requirements per the IEBC®; and that the changes in the IEBC® rules were to additions of buildings to the campus, not in renovations to existing buildings.

Mr. Hancock asked if there were any comments for Public Comment Form #3. Mr. Curtis addressed the comment form. He stated: "Mr. Bell could not be here today, he's with the National Storm Shelter Association, and I'm a member of that as we do a large number of designs and peer reviews. I think the points I've heard from what was discussed here today, is a lot about costs, and we're concerned about costs. Obviously, storm shelters cost more money, you're providing more structure for it, you are providing special ventilation systems, so on and so forth, to protect the occupants. The one thing historically and Ms. Gallant could maybe speak to this as well, if you are doing a brand new campus, let's say a high school, generally speaking what we do is design a class room for every-day use and it can be hardened and qualified as a storm shelter to be used when needed. Some of those dollars go to the actual use of the building as a classroom or gymnasium. Over the history of what we've seen, you are probably in 0.5 percent to 1.5 to 2 percent of total cost, which for an overall campus is a reasonable cost. The second part of that is FEMA offers grants. We've done some projects here in rural Oklahoma, actually just did one in Prague not too long ago that was FEMA grant money. You can get some funding that will help pay for the storm shelter portion. I think it is 75% of the cost of the shelter. When you start running the numbers on that, it more than adequately covers the total cost of what you were going to build as a classroom anyway. There are ways to go through this. I think there was a comment made when we are putting all these bond issues together, the code is the code. We have architects and engineers that read the code, interpret that code, and determine what needs to be done. Money is money and the shelters should have been accounted for. I just think there are ways to mitigate that. If you are doing a campus, it's very small cost. If you have the time and can do the FEMA funding, it won't cost anymore to do. Recently in the news, I don't know if you saw the stuff in Kingfisher. There was a complex of storms that occurred in the north Texas region into Kingston. Jacksboro was a location that did have a hardened space. I don't know if you saw any of the pictures from that, but it got hit and they had school in session and they had the protection for their occupants. What do you think they would have done, had they not had that? Where would they have gone. It does save lives. It may not happen all that frequently, but it only takes once. I just wanted to bring that up. I think Mr. Bell had an example with a project they did in Tennessee where he is located. Had some examples of how they were able to mitigate costs. It can be done. I feel very strongly that this is a life safety issue, and this commission should be thinking about life safety. Costs and money to me are just part of how you figure out how to mitigate."

Mr. Hancock asked if there were any comments on Public Comment #4. Mr. Curtis stated "I have submitted the next seven comments. Basically, the point was I wanted to try and get us back to where we were in the fall. I agree with some of the comments, 200 was the compromise and I'd rather have that then where we are now, but I do feel very strongly going to the 50, it would be so much easier to follow the code. A couple of similar situations that I want to speak too, because I do a lot of storm shelter design, you go to Alabama, in Enterprise, they lost seven (7) students. Alabama took immediate action. They enacted code, straight IBC, they are one of the strongest proponents now. Joplin, you know how many lives were lost there, Missouri adopted the IBC. They got their wakeup call, and they still went to straight IBC. I think we had our wakeup call multiple times in Moore, and we really need to go to the straight code. I think there are ways to mitigate the

costs, but putting this on the back burner, the concern I have is, let's go to some of those rural schools, I see them when I do peer reviews. There's a brand new school that we have in a small community in Wewoka and fortunately they are building shelters. If it comes down to cost and you don't have to do that, I mean you are not making those communities make the tough choices and decisions. You do a brand new school, how long do those last? I've looked at a lot of Oklahoma City Public Schools and others and some of them are 100 years old. So, this may be the one time in the next 100 years to have a shelter and we are foregoing that opportunity if you don't require the life safety protection. I would really like you to consider that as your rule on today's actions."

The Commission and Mr. Curtis talked about the bond issue that brought about the emergency rules; the need for life safety; and other states that had storm shelter requirements for schools and issues with costs.

Mr. Hancock asked if there were any comments on Public Comment #5. Mr. Curtis stated he thought he had already spoken to the issue. Mr. Williamson asked if Mr. Curtis' comments were bringing back the 2018 code as adopted. Mr. Curtis agreed and stated the only other thing he felt would be a new comment was on Public Comment #10. He stated: "It's basically more statistics on tornado impacts on schools in Oklahoma. From 1993-2020, a total of 20 schools were hit by tornados. The other highlights of that are, in those schools, from 1917-2013, there were 33 school tornado fatalities in 5 different schools, compared to a total of 240 in the U.S. I think we know Oklahoma has tornados. Looking at the statistics, Oklahoma has about 14 percent of total fatalities in schools compared to the entire U.S. but yet we only hold 1.2 percent of the population. So, it is a more critical life safety issue here than in other states. The way I presented these were basically by section and probably should have put it all together."

There was more discussion with Mr. Curtis and Ms. Gallant regarding the requirements for additions and what happened to the remaining students that were not part of the addition and there was no storm shelter for the existing school; that the technical committee agreed there was no good way to address that issue, but they needed to start getting shelters into schools; that it was a question the school board needed to take up and that the Commission shouldn't take the place of the very important positions in society; the 2018 code as published and the requirements for storm shelters; occupant loads for new buildings and additions to existing buildings; and that the seven comment forms submitted by Mr. Curtis would reverse the changes in the emergency rules.

Mr. Hancock ran through the remainder of Mr. Curtis' Public Comment Forms, numbers 6 through 10 and asked if there were any comments on them. There were no additional comments. Mr. Hancock asked if there was any public comment related to Public Comment Form #11

Ms. Sheri Bittle addressed the Commission. She stated: "I was a first grade teacher at Briarwood Elementary during the May 20, 2013, tornado. Out of 21 of my students I had 14 of them left with me that day. I submitted pictures of my classroom. Eight of them had checked out and had gone home safe with their parents, but I was charged with the responsibility of the 14. The very first picture is how, in public schools, of the kids in the corner in our tornado precautions, when we do tornado drills each year. The electricity was still on in that picture and there was an assistant in the room that took the picture. There were several portable classrooms, so those teachers moved in, once things got serious so there was another half class in my classroom that moved in behind them. If you will look at some of the other pictures, it was what the classroom looked like as the things fell in. The talking point that I wanted to mention is, if you don't have a storm shelter and your

protection is down on your knees with your hands behind your head, that's not a lot of protection from the air conditioning units and those beams that are falling down on top of you, along with all the other debris. I was a very fortunate teacher as at Briarwood we didn't lose any students that were at the school. But I do know the teacher at Plaza who lost several students and where she is today. I am very thankful that I was able to return my students to their parents that day."

"If you don't understand the process of how that day went, the parents were not able to get there until about 8:30 that night. I sat with wet students covered in insulation waiting for parents to get there. I had other teachers who were injured that left to go to the hospital. I was not badly injured, and I was very lucky and fortunate. We didn't have a place to even congregate. We sat in somebody's front yard and waited for parents to get there. They couldn't get there. A lot of the parents had to park and run from I-35 to 149<sup>th</sup> and Western. Having a safe room and having a safe place is something I feel very strongly about. Moore Public Schools now all have safe rooms or shelters of some sort where they are. In the years after that, when they did not, our tornado precautions changed. I wanted to speak a little bit about that. Parents did all kinds of donations and we got tote buckets of bicycle helmets and so every time we practiced tornado precautions, we had to get the bicycle helmets out and put them on the kids and try to find a corner or spot where they were going to crouch down with the bicycle helmet on their heads. Then as teachers get more resourceful, we thought about the parents and officials that had to identify students that were injured or hurt or fatally wounded. We had to put around their necks, their identifying information and that's how we practiced their tornado precautions in the years after the tornado. Now I'm no longer at Moore Public Schools, I'm at a private school and we have a safe room and we just practiced ours two weeks ago. You walk into a safe room; you have the kids sit quietly. You take attendance and everybody is where they are supposed to be, the entire school is in the safe room area. Then we file out and go back to class. You don't worry about depending on bicycle helmets. You don't think about putting identification markers around their necks. When I think about rural communities or other school districts that don't have safe rooms and they are thinking, I don't have a safe place for these students and it's my responsibility, what can I pull out of the air that I can make a better situation. Teachers are very resourceful. We get mandated for things we don't get funded for all the time. This is what I wore to school today, I had lunch duty, but if it was a severe weather day, I would have had boots with me because you can't get away. Nobody can drive to you; you have to walk for miles to get to someone who can drive to you. Having a safe place to wait would be wonderful, no matter if you are in a rural area or a metropolitan area. That is my personal item. I don't know any of the technological portion of it, I don't have any answers for that. I was just like, every teacher that has accepted a student from a parent, no matter if it's their health, if they get sick during the day, that's my responsibility. If they get into a fight during the day, there are just so many things that are my responsibility, and I want to have all the resources possible to fulfill that duty so that at the end of the day, I can return that parent, a safe child, a whole child, a healthy child and if you are considering how other districts have that resource, I just think you need to have safe rooms required no matter what. Because when it does come down to money, over life safety, life safety is more important, and the money can be figured out later."

There was discussion between Ms. Bittle and the Commission regarding the rebuilt schools including safe rooms; that the schools lost kids and teachers as so many homes were damaged, the students couldn't attend; what happened in the years immediately after the schools were damaged, before the schools were rebuilt; what she experienced; and suggestions were not always taken as fiercely as requirements.

Ms. Batt suggested that Mr. Hancock ask if there were any other comments that the public might want to make beyond commenting on the Public Comment Forms submitted, relative to the proposed rules. Mr. Hancock opened the floor to anyone else that might have a public comment to make.

The Commission discussed issues schools might have with funding; that first responders need shelter; protecting first responders; students, teachers and staff; and if the Commission needed to take action on the comment forms. There was further discussion on regulating other areas of government by telling them they had to have safe rooms; the number of Oklahoma school children killed by tornados versus the number of children in Oklahoma schools; how schools dealt with providing safety that may not meet the requirements in ICC 500; that local governments should make the decisions on the provisions provided in their areas; and costs associated with the mandate. The Commission discussed the argument that they were trying to micromanage local governments could be said about the entire code, not just storm shelters; costs for making parts of schools, such as a gymnasium, a storm shelter; that school districts made provisions, but they didn't necessarily meet ICC 500; and the reason for the emergency rules was due to school bonds not making such provisions. There was further discussion on what schools were or were not doing; that the issue was a life safety issue; and what the Commission procedurally needed to do in the meeting, which was to either vote to approve the rules and make them permanent or deny them and allow the emergency rules to expire on September 15, 2022.

Ms. Gallant addressed the Commission and stated: "Respectively, it may only be 33 children dead, which is 33 more than there should be. Think of the 100s of thousands of children that were impacted emotionally. Those children sheltering with debris falling on them and the teachers that have to protect them. I don't want that for my child."

Mr. Curtis addressed the Commission and stated: "I would like to add that respectively I heard that these schools come up with other ways to deal with that. We heard testimony on how they dealt with that. I've done best available refuge area studies, the intent for that is until you get funds secured, you find the best location within the school or building that will offer the most protection. It doesn't mean that you won't have injuries or death. But it is not safe and is a short term measure. I think Moore took action to come in and build safe rooms, but I don't believe that all of the school districts, until it's happened to them, are going to find out that they don't have adequate protection or how they are going to go about doing that. To me, respectfully, I hope we will return what is on the emergency rules and what is life safety. I agree with Marcia, 33 is 33 too many."

The Commission discussed if more children had died from lunchroom meals than had been killed by tornados in Oklahoma; that the requirements didn't address existing buildings that didn't have safe rooms; and that the code was written in blood, something happened to develop each requirement.

Ms. Tasha Egan addressed the committee and stated: "I am a structural engineer as well and am representing myself. To your point sir, if there are schools, as a structural engineer, sometimes you are told let's just make it hardened. That doesn't meet ICC 500 storm shelter or FEMA requirements. All I do as a structural engineer to make it hardened, is to include debris impact resistance and allow it so the winds don't penetrate in a damaging way to people. But that doesn't mean that lights stay on for small children. That doesn't mean ventilation or dust debris doesn't come into these spaces. I have no control over that. That is what the intent of the code is for in the

ICC 500. So, to say that there are schools possibly taking measures, I don't have any of the data for that, but I do know when schools try and massage it to a way where they will build a hardened space, that's all it is. It provides none of these other measures. You want teachers in there with 200 kids in the dark at prepubescent age or high school, I don't think so. The physiology that happens during a storm is so unpredictable. You want people to feel safe and protected. It's not just by the structure that does that. To add to that point, a hardened space is not a storm shelter."

MR. DONNY WILLIAMSON MADE A MOTION WITH A SECOND BY MR. WARREN GOLDMANN ON CHAPTER 20, SUBCHAPTERS 2 AND 8 TO DENY THE APPENDIX AND LET THE EMERGENCY RULES EXPIRE ON SEPTEMBER 15, 2022, TO REVERT TO THE 2018 IBC AND 2018 IEBC AS AMENDED

VOTING AYE:	Wayne Allen	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Warren Goldmann	Lonnie Shackelford
	Paul Gunderson	Scott Tucker
	Danny Hancock	Cary Williamson
	Dee Hays	Donny Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Stephanie Cliff

**ACTION AND DISCUSSION ITEMS:**

Discussion and possible action on the CEO Job salary range and setting the CEO salary range, for the new CEO position's advertisement and publication.

The Commission discussed their options for advertising for the CEO position with or without a salary range; setting the salary once they had an acceptable candidate; what was budgeted for FY23 for the position; that the budgeted amount for FY23 was within range given by OMES after the evaluation of the position description; and how other positions were advertised. They discussed how other municipal governments handled the issue; that sometimes the application would ask the applicant what they expected the salary to be; and if a range was published, the tendency of any applicants would be to get the top end of the range. There was further discussion on adding language that the salary would be commiserate with experience and qualifications; that if they mentioned a specific salary in the meeting it was public record and the need to decide how they would handle the issue before a salary was discussed.

MR. SCOTT TUCKER MADE A MOTION WITH A SECOND BY MR. DONNY WILLIAMSON TO NOT ADVERTISE A SALARY OR SALARY RANGE IN THE CEO JOB ADVERTISEMENT

VOTING AYE:	Wayne Allen	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Warren Goldmann	Lonnie Shackelford
	Paul Gunderson	Scott Tucker
	Danny Hancock	Cary Williamson
	Dee Hays	Donny Williamson

VOTING NAY: Paul Gunderson  
ABSTAIN: None  
ABSENT: Stephanie Cliff

Discussion and possible action to approve a Chief Executive Officer (CEO) job description in preparation for a search for a new CEO

*Discussion and possible action to request and direct OMES Human Capital Management advertise and publish the opening of the OUBCC CEO Position with its revised CEO Job Description as determined by the OUBCC, to advertise and publish the opening of the CEO's position for a period of time of not less than sixty (60 days), to advertise and publish the opening of such OUBCC CEO's position in professional and trade publications, newsletters, newspapers, job boards, postings, and places appropriate for the professional executive position of the OUBCC CEO and in such professional and trade publications, newsletters, newspapers, job boards, and postings requested by the OUBCC*

*Discussion and possible action to authorize OMES Human Capital Management to gather and collect all CEO position applications/resumes in confidence on behalf of the OUBCC submitted for consideration at the office of OMES Human Capital Management and at the end of the not less than sixty (60) day period of CEO job opening advertising and publication, to analyze and screen the CEO position applications/resumes for compliance with the minimum listed requirements in the OUBCC CEO Job Description, and thereafter that OMES Human Capital Management report its analysis and screening results to the OUBCC Standing Personnel Committee Chairman or his/her designee in confidence for subsequent review and analysis by the OUBCC Standing Personnel Committee for further consideration and interviews, and that the OUBCC Standing Personnel Committee conduct interviews of appropriate candidates for the CEO position, and that the OUBCC Standing Personnel Committee make recommendations to the OUBCC as to such candidates*

MR. DONNY WILLIAMSON MADE A MOTION WITH A SECOND BY MR. DANIEL FAVATA TO APPROVE THE PROCESS FOR THE CEO JOB SEARCH TO INCLUDE HAVING OMES POST THE POSITION, SCREEN APPLICANTS TO MEET THE MINIMUM NEEDS AND SEND APPROPRIATE APPLICATIONS TO THE OUBCC PERSONNEL COMMITTEE FOR CONSIDERATION AND POSSIBLE INTERVIEWS

VOTING AYE:	Wayne Allen	Mitchell Hort
	Daniel Favata	Kyle Lombardo
	Warren Goldmann	Lonnie Shackelford
	Paul Gunderson	Scott Tucker
	Danny Hancock	Cary Williamson
	Dee Hays	Donny Williamson

VOTING NAY: None  
ABSTAIN: None  
ABSENT: Stephanie Cliff

**ADJOURNMENT: (3:07 P.M.)**

MR. WARREN GOLDMANN MADE A MOTION WITH A SECOND BY MR. KYLE LOMBARDO TO ADJOURN

VOTING AYE: Wayne Allen Mitchell Hort  
Daniel Favata Kyle Lombardo  
Warren Goldmann Lonnie Shackelford  
Paul Gunderson Scott Tucker  
Danny Hancock Cary Williamson  
Dee Hays Donny Williamson

VOTING NAY: None

ABSTAIN: None

ABSENT: Stephanie Cliff

Minutes approved in the regular meeting on the 17th day of May, 2022

DANNY HANCOCK  
Danny Hancock, Chairman  
Oklahoma Uniform Building Code Commission

PREPARED BY: KATHY HEHNLY  
Kathy Hehny, Executive Assistant  
Oklahoma Uniform Building Code Commission

*Official Copy: Original with signatures in agency file.*