

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

Virtual Meeting via Zoom

*(This virtual meeting is being held consistent with the amendments to the Open Meeting Act, 25 O.S.2011, § 301 et seq,  
signed into law by Governor Stitt on Wednesday, February 10, 2021. See SB1031.)*

February 17, 2021

9:30 a.m.

<https://us02web.zoom.us/j/85719909350?pwd=STdhOGlCYUdFQUhscVhGN000NE43dz09>

Meeting ID: 857 1990 9350

Passcode: 687093

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AGENDA ITEM # 2A-1

MAR 31 2021

**Agenda**

STATE BOARD OF ARCHITECTS

**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. CONSENT AGENDA
  - A. Board action as necessary on consent agenda items.
    1. Minutes from the November 4, 2020 meeting.
    2. Financial documents from October, November, and December 2020, and January 2021.
3. ADMINISTRATIVE
  - A. Board discussion and action as necessary regarding a name exemption request from Tommy Hood for "Cash Flow Architects."
  - B. Legal Review presentation.
  - C. Legislative Update from Executive Director about bills introduced in the 2021 session.
    1. Discussion and action as necessary regarding Kristen Brumley's January 26, 2021 email, concerning RID law clarification.
      - a. HB1147—Interior Design Licensing Act of 2021
  - D. Update from Executive Director on the transition to the new Thentia database.
  - E. Executive Director's presentation regarding the findings of the State Auditor.

F. Report from Licensing Manager

1. Licenses issued.
2. Certificates of Authority issued.
3. Candidates eligible to test.
4. Emeritus Applications:
  - a. Stephen Tresemer
  - b. Christopher Cordry

G. Discussion and possible actions on the following committee reports:

1. University/Scholarship Committee: Chair, Taylor
  - a. Thank you letters from 2020-2021 scholarship recipients.
2. Investigations Committee: Chair, Gaskins, Secretary-Treasurer
  - a. Complaints Received.
  - b. Investigations closed.
  - c. Actions taken.
3. Arch/Engineers Joint Committee: Chair, Howard
4. Finance Committee: Chair, Gaskins, Secretary-Treasurer
  - a. Executive Director Purchase Card Statement, November 2020-January 2021—no purchases to report.
5. Act & Rules/Legislative: Chair, Baker

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

A. Report from NCARB activities

1. Virtual Regional Summit—March 4-5, 2021
2. Board of Directors summary (Hornbeek)
3. Board action as necessary regarding NCARB PCC Survey. (Baker)
4. ARE Update (Glasgow)
5. NCARB Special Meeting—May 12-14, 2021
  - a. Board action as necessary to determine voting delegates.

B. Report from CLARB/ASLA activities

C. Report from CIDQ/OIDC/ASID activities

NEW BUSINESS

Adjourn

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

February 17, 2021

9:30 a.m.

**Minutes**

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Interior Designers of Oklahoma met virtually via Zoom on Wednesday, February 17, 2021, with the following members and guests present:

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

Elizabeth Glasgow, James Hasenbeck and Jim Bruza were absent.

1. There were no public comments.

CONSENT AGENDA

2. Mr. Hornbeek motioned to approve all consent agenda items. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Dougherty, Gaskins, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: None. Motion unanimously approved. See attachment A.

ADMINISTRATIVE

3. A. Mr. Hornbeek motioned to deny the name request for Cash Flow Architects. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Dougherty, Gaskins, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: None. Motion unanimously approved.

3. B. Ms. Vaughan presented a legal review to the Board.

3. C. Legislative report was presented and discussed to the Board by Ms. Hanska.

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3. C-1. The Board discussed the email from Kristen Brumely dated January 26, 2021. Mr. Hornbeek motioned the Act governs the practice of Architecture and Landscape Architecture and is a title act only for Registered Interior Design. The Board will not offer an official opinion on hypothetical scenarios as there are too many factors involved and each factual scenario is unique. If the Act is changed, this issue could be revisited. Counsel is to help word the response accordingly. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Blackburn, Dougherty, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: Mr. Gaskins. Motion approved.

3. D. Ms. Hanska gave an update to the Board on the transition to the new Thentia licensing database.

3. E. Ms. Hanska presented to the Board the state auditor report and its findings. See attachment B.

3. F (1-3). Ms. White presented a report to the Board of all licenses/registrations and firms that have been issued between November 4, 2020 to present, along with a list of newly approved testing candidates. See attachment C.

3. F-4 (a - b). Mr. Baker motioned to approve emeritus applications for Stephen Tresemer and Christopher Cordry. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Baker, Blackburn, Dougherty, Gaskins, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: None. Motion unanimously approved.

3. G-1. University/Scholarship Committee: Mr. Taylor reported that OU (architecture, landscape architecture and interior design), OSU (architecture and landscape architecture) and UCO (interior design) students were all informed about how to apply for our Path to Licensure Scholarship via Zoom. OSU and OC (interior design) did not respond to our Zoom invitation. Mr. Taylor motioned to extend the deadline for scholarship applications by thirty (30) days or as OCCF advises due to COVID-19 and recent extreme weather conditions. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Baker, Blackburn, Dougherty, Gaskins, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: None. Motion unanimously approved.

3. G-2 (a-c). Investigations Committee: Mr. Gaskins reported the following: four (4) complaints have been received; two (2) warning letters have been issued and three (3) investigations have been closed.

3. G-3. Arch/Engineers Joint Committee: No report given.

3. G-4. Finance Committee: See agenda item 2. A-2.

3. G-5. Act & Rules/Legislative: Mr. Baker reported that the committee is mostly focusing on the Interior Design Licensing Act HB1147.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A-3. NCARB/AIA – Mr. Hornbeek motioned to accept the completed NCARB PCC Survey as a consensus of the Board. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Dougherty, Gaskins, Hornbeek, Howard, Taylor and Ms. Brunsteter. Voting nay: None. Motion unanimously approved.

5. A-4. NCARB/A.R.E. Ms. Hanska reported that so far NCARB has not seen a difference in testing using the new whiteboard vs scratch paper.

5. B. CLARB/ASLA – Ms. White reported that CLARB is now trying to put together a universal application that could be used by all licensing boards.

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5. C. CIDQ/ASID/OIDC – Mr. Taylor reported that CIDQ just recently released a new video on their website regarding Title Acts for interior designers.

NEW BUSINESS

None

Adjourned at 11:55 a.m.

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

  
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Scott Howard, Vice Chair

  
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M. Bradley Gaskins, Secretary-Treasurer