

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND
COMMERCIAL REGISTERED INTERIOR DESIGNERS
Oklahoma History Center, Chesapeake Event Room
800 Nazih Zuhdi Drive
Oklahoma City, OK 73105
September 1, 2021
9:30am

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 ITEMS ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
 - A. Welcome to new board member, Candace Dillingham, Landscape Architect, and welcome back to reappointed board members, Jim Hasenbeck, Architect, and J. Mark Taylor, Registered Commercial Interior Designer.
2. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Board action as necessary to consider case #2017-497 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Hani Sayegh and 4D Architectural Design & Constructions, 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.
 - B. Board action as necessary to consider case #2020-600 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Jeffrey Fry, JGF Design Studio, LLC, and Fry Design Company, 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.
3. CONSENT AGENDA
 - A. Board action as necessary on consent agenda items.
 1. Minutes from the June 2, 2021 meeting.
 2. Financial documents from May, June, and July 2021.
 - B. Discussion and action regarding Emeritus applications:
 1. Jim Bruza, Architect

2. Christopher Cordry, Architect
3. Dave Edwards, Landscape Architect
4. Alvin Nicek, Architect
5. David Clemons, Architect
6. Thomas Lamson, Jr., Architect
7. Scott Gould, Architect
8. Robert Grounds, Architect
9. Richard Tredway, Architect
10. Theodore Bailey, Architect
11. Jim Hodges, Architect
12. Keith Welsh, RCID

4. ADMINISTRATIVE

- A. Acknowledgement of former Board member, Jim Bruza's, service to the Board.
- B. Committee Appointments by Chair.
- C. Executive Director update.
- D. Report from Licensing Manager
 1. Licenses issued.
 2. Certificates of Authority issued.
 3. Candidates eligible to test.
- E. Discussion and possible actions on the following committee reports:
 1. University/Scholarship Committee: Chair, Taylor
 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
 5. Act & Rules/Legislative: Chair, Baker
 - a. Discussion regarding rulemaking for FY22, including clean-up and new rules relating to HB1147.
 - b. Discussion regarding changes to the rulemaking process due to SB913.
- F. Discussion and possible action regarding Board staff performance, per Open Meetings Act.
 1. Proposed executive session, if necessary, to deliberate the above proceedings. 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.

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

- A. Report from NCARB activities
 1. Virtual/In-person Annual Business Meeting—June 24-26, 2021.
- B. Report from CLARB/ASLA activities
 1. Discussion and possible action regarding CLARB Elections Ballot and Letter of Delegate Credentials for 2021 Annual Meeting.

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2. CLARB Annual Meeting—September 22-24, 2021.
- C. Report from CIDQ/OIDC/ASID activities
- D. Report from FARB activities
 1. Executive Director appointed to the Future Focus committee and Enforcement and Compliance Officer appointed to the Connect and Educate committee.
 2. Executive Director and Licensing Manager attending the Regulatory Law Seminar—October 1-3, 2021.

NEW BUSINESS

Adjourn

It is noted the Board will break the meeting for lunch and may or may not resume the meeting when finished.

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

Oklahoma History Center, Chesapeake Event Center

800 Nazih Zuhdi Drive,

Oklahoma City, OK 73105

September 1, 2021

9:30am

Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Wednesday, September 1, 2021, with the following members and guests present:

Scott Howard, Landscape Architect, Chair
Nate Baker, Architect, Vice Chair
M. Bradley Gaskins, Architect, Secretary Treasurer
Jim Hasenbeck, Architect
David Hornbeek, Architect
Betsy Guthrie-Brunsteter, Architect
Candance Dillingham, Landscape Architect
J. Mark Taylor, Registered Commercial Interior Designer
David Blackburn, Public Member
Russell Lissuzzo, Prosecuting Attorney
Leslie Hanska, Executive Director
Ellen White, Licensing Manager
Janie Hollars, Communications & Information Manager
Lauren Vaughan, Enforcement and Compliance Officer
Lana Phillips, Court Reporter
Thomas Schneider, Assistant Attorney General
Hani Sayegh, Guest
Andrew Murphy, Guest

Elizabeth Glasgow and Jim Bruza were absent.

1. There were no public comments. The Board welcomed new board member Candance Dillingham, Landscape Architect and reappointed members Jim Hasenbeck, Architect and Mark Taylor, Registered Commercial Interior Designer.

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

2. A. Formal hearing to consider case #2017-497 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Hani Sayegh and 4D Architectural Design & Constructions, LLC. A full record of the case was taken by the court reporter. Mr. Hornbeek motioned to enter executive session. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Dillingham and Brunsteter.

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Voting nay: None. Motion unanimously approved. Mr. Hornbeek motioned to come out of executive session. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved. Mr. Taylor motioned to find the defendant guilty and a fine of five thousand dollars (\$5,000.00) on all four (4) Counts. Count I: 4D's creation of plans for the Project despite not possessing a Certificate of Authority to practice Architecture in the State of Oklahoma, Count II: 4D holding itself out as having the capability to practice architecture in the state of Oklahoma by representing that it "has the necessary qualifications, experience and abilities to provide architectural services to the Owner", in the agreement despite the fact that 4D did not and currently does not possess a Certificate of Authority to practice Architecture in the State of Oklahoma, Count III: Mr. Sayegh unlawfully practicing architecture by creating architectural plans for the Project without a license to practice Architecture in the State of Oklahoma, and Count IV: Holding himself out as having the capability to practice architecture by representing that he "has the necessary qualifications, experience and abilities to provide architectural services to the Owner", in the agreement despite the fact he did not possess and currently does not possess a license to practice Architecture in the State of Oklahoma. Motioned seconded by Mr. Hornbeek. Voting aye: Messrs. Blackburn, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Voting abstain Messrs. Baker, Hasenbeck and Gaskins. Motion approved.

2. B. Formal hearing case #2020-600 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Jeffrey Fry, JGF Design Studio, LLC, and Fry Design Company, LLC. Mr. Hornbeek motioned to accept the consent agreement. Motioned seconded by Mr. Hasenbeck. Voting aye: Messrs. Blackburn, Hornbeek, Hasenbeck, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Voting abstain Messrs. Baker and Gaskins. Motion approved.

CONSENT AGENDA

3. A-B. Mr. Taylor motioned to approve all consent agenda items. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved. See attachment A.

ADMINISTRATIVE

4. A. Chairman Howard requested that Emeritus Board Member Jim Bruza be present at our November board meeting to acknowledge his years of service to the Board.

4. B. Chairman Howard announced FY21 Committee Appointments and Chairs. See attachment B.

4. C. Ms. Hanska reported that 99% of 21/23 license renewals were completed online via our new license portal. FY21 Annual Report can be found on the board's website under the Publications tab.

4. D. Licensing Manager's report was presented. See attachment C.

4. E-1. University/Scholarship Committee: Mr. Taylor reported that it's time to begin reaching out and scheduling our scholarship presentations to each of the universities. Ms. Hanska and Ms. White are scheduled to meet with Oklahoma State's 5th-year architecture class on Tuesday, October 5, 2021.

4. E-2. (a-c). Investigations Committee: Mr. Gaskins reported the following: three (3) complaints have been received; two (2) investigations have been closed; two (2) investigations have been acted upon and twelve (12) investigations are currently pending.

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

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4. E-4. Finance Committee: Mr. Gaskins reported that we budgeted less revenue for FY21 due to COVID; however, instead of a revenue decrease we had an increase.

4. E-5. Act & Rules/Legislative Committee: Mr. Baker reported that the committee will be meeting soon to discuss the changes to the Rules to line up with the new language in the Act.

4. F. Mr. Gaskins motioned to enter executive session. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved. Mr. Hornbeek motioned to come out of executive session. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved. Mr. Hornbeek motioned to give raises to all staff members. Secretary-Treasurer Gaskins is to coordinate the adjustments, effective immediately with the Executive Director. Motion seconded by Ms. Dillingham. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A 1-2. NCARB/AIA – Mr. Hornbeek reported that NCARB is scheduled to have a board meeting the last week of September in Colorado Springs, CO. NCARB is scheduled to switch their testing provider from Prometric to PSI in early 2022.

5. B. CLARB/ASLA - Mr. Howard reported that CLARB's Annual meeting is scheduled for September 22-24 in Phoenix, AZ. Mr. Gaskins motioned to elect Ms. Dillingham as the board's voting delegate for Clarb's elections and has the authority from the board to vote as she deems appropriate. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved. Mr. Howard also reported that ASLA's National Convention is scheduled for November 18-22 in Nashville, TN. Ms. Hanska reported she was chosen to sit on Clarb's MBE committee.

5. C. CIDQ/OIDC/ASID – Mr. Taylor reported that ASID is scheduled to have their state convention on September 16, 2021. Mr. Hornbeek motioned to elect Mr. Taylor as the board's voting delegate for CIDQ's elections and has the authority from the board to vote as he deems appropriate. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Mses. Dillingham and Brunsteter. Voting nay: None. Motion unanimously approved.

5. FARB – Ms. Hanska has been appointed to the Future Focus committee and Ms. Vaughan has been appointed to the Connect and Educate committee.

NEW BUSINESS

None

Adjourned at 1:45 p.m.

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



Scott Howard, Chair



M. Bradley Gaskins, Secretary-Treasurer