

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND  
REGISTERED COMMERCIAL INTERIOR DESIGNERS  
Oklahoma History Center, Chesapeake Event Room  
800 Nazih Zuhdi Drive  
Oklahoma City, OK 73105  
February 9, 2022  
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.
2. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
  - A. Board action as necessary to consider Case #2020-593, in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. T.S. Adams - Consent Order.
    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. Discussion regarding Attorney General Opinions issued for cases #2019-551 and #2021-611.
3. CONSENT AGENDA
  - A. Board action as necessary on consent agenda items.
    1. Minutes from the November 3, 2021 meeting.
    2. Financial documents from October, November, and December 2021.
    3. Executive Director's purchase card statement from January 2022 per OMES Central Accounting and Reporting policy and procedure: \$60 American Airline bag fee(s); \$480.94 Omni Hotel Fort Worth - FARB Annual Forum.
4. ADMINISTRATIVE
  - A. Discussion and action as necessary regarding NCARB's published joint report with the Council for Interior Design Qualification (CIDQ).
    1. NCARB/CIDQ Summary Video.
    2. OK IIDA seeks expanding scope of practice legislation.
  - B. Discussion and action as necessary to formally adopt proposed changes to OAC 55:10.
    1. Open discussion for qualifying members of the public who wish to be heard.

- C. Legislative Update from Executive Director.
- D. Discussion and action as necessary CLARB's 2022 Mid-Year Membership Update/Vote – April 20, 2022
  - 1. CLARB Uniform Standard and Resolutions.
  - 2. Voting Delegate
- E. Report from Licensing Manager
  - 1. Licenses issued.
  - 2. Certificates of Authority issued.
  - 3. Candidates eligible to test.
- F. 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, Brunsteter
    - a. Report and possible action on the February 7, 2022 meeting
  - 4. Finance Committee: Chair, Gaskins, Secretary-Treasurer
  - 5. Act & Rules/Legislative: Chair, Baker

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

- A. Report from NCARB activities
  - 1. Regional Summit2022
    - a. Member Board Executives (MBE) Workshop: March 3, 2022, Charlotte, NC
    - b. Member Board Member & MBE: March 4-5, 2022, Charlotte, NC
  - 2. 2022 NCARB Annual Business Meeting: June 1-4, 2022, Austin, TX
    - a. NCARB Draft Resolutions.
- B. Report from CLARB/ASLA activities
  - 1. April 20, 2022 Mid-Year Membership Update/Vote
  - 2. ASLA Annual Central States Conference, May 4-6, 2022, Tulsa, OK.
- C. Report from CIDQ/OIDC/ASID activities
- D. Report from FARB activities
  - 1. Annual Forum, January 28-29, 2022, Fort Worth, TX.

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

February 9, 2022

9:30am

**Minutes**

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Wednesday, February 9, 2022, 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  
Elizabeth Glasgow, Architect  
Candance Dillingham, Landscape Architect  
J. Mark Taylor, Registered Commercial Interior Designer  
Vicki VanStavern, Registered Commercial Interior Designer  
David Blackburn, Public Member  
Russell Lissuzzo, Prosecuting Attorney  
Leslie Hanska, Executive Director  
Ellen White, Licensing Program Officer  
Janie Hollars, Business Manager  
Lauren Vaughan, Enforcement and Compliance Officer

1. There were no public comments.

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

2. A. Formal hearing to consider case #2019-551 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. T.S. Adams – Consent Order. Mr. Hornbeek motioned to approve the consent order. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Ms. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Abstain: Mr. Baker. Motion approved.
2. B. Board was presented Attorney General Opinions issued for cases #2019-551 and #2021-611.

CONSENT AGENDA

3. A. 1-3. Mr. Hornbeek motioned to approve all consent agenda items. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Ms. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. See attachment A.

ADMINISTRATIVE

4. A. The board discussed NCARB's published joint report with the Council for Interior Design Qualification (CIDQ). Ms. Brunsteter motioned to end discussion. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blackburn, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: Mr. Gaskins. Motion approved. Mr. Hasenbeck motioned to defer the discussion to the Act and Rules committee. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.
4. B. Mr. Hornbeek motioned to formally adopt the purposed changes to OAC 55:10. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.
4. C. Ms. Vaughan presented the legislative report.
4. D. 1-2. Mr. Baker motioned to elect Ms. Candace Dillingham as the board's voting delegate for CLARB. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Gaskins motioned to give Ms. Dillingham the authority from the board to vote as she deems appropriate concerning CLARB's Uniform Standard and Resolutions. Motion seconded by Mr. Baker. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.
4. E. Licensing Program Officer's report was presented. See attachment B.
4. F-1. University/Scholarship Committee: Mr. Taylor reported scholarship applications are due February 15, 2022, and the committee will schedule a meeting soon after to decide the recipients.
4. F-2. (a-c). Investigations Committee: Mr. Gaskins reported the following: seven (7) complaints have been received; five (5) investigations have been closed; two (2) investigations have been acted upon and sixteen (16) investigations are currently pending.
4. F-3 (a). Arch/Engineers Joint Committee: Ms. Hanska presented the Purposed Memorandum developed by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors. Mr. Hasenbeck motioned to support the general direction of the Purposed Memorandum and to continue working on refining the document. Motion seconded by Mr. Hornbeek. Voting aye: Messrs. Baker, Blackburn, Gaskins, Hasenbeck, Hornbeek, Howard, Taylor, and Meses. Brunsteter, Dillingham, Glasgow and VanStavern. Voting nay: None. Motion unanimously approved.
4. F-4. Finance Committee: Ms. Hanska presented the financial report.
4. F-5. Act and Rules/Legislative Committee: Mr. Baker referred to agenda item 4.B.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A 1-2. NCARB/AIA – Mr. Hornbeek reported the NCARB Regional Summit will take place March 4-5, 2022, in Charlotte, NC and there will be seven (7) resolutions that will be discussed.

- 5. B. CLARB/ASLA – Ms. Dillingham reported Oklahoma is hosting ASLA Central States Conference May 4-6, 2022, in Tulsa, OK.
- 5. C. CIDQ/OIDC/ASID – Mr. Taylor reported ASID is hosting a student day on February 18, 2022.
- 5. FARB – Ms. Hanska reported that she and Ms. White attended the FARB Forum in-person and Ms. Vaughan attend virtually. Deregulation and judicial deference were the hot topics.

NEW BUSINESS

David Hornbeek was not reappointed to the board.

Adjourned at 12:33 p.m.

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

  
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Scott Howard, Chair

  
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M. Bradley Gaskins, Secretary-Treasurer