

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND
REGISTERED COMMERCIAL INTERIOR DESIGNERS
220 N.E. 28th Street, Board Room
Oklahoma City, OK 73105
April 3, 2024
9:30am

Agenda

Call meeting to order - declare quorum present.

"The Board of Architects, Landscape Architects and Registered Commercial 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—Board discussion and action, as necessary, regarding:
 - A. Minutes from the February 7, 2024 meeting.
 - B. Financial documents from January and February 2024.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Formal hearing and board action as necessary regarding the consent order for case #2023-671 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Marsha Hoffman.
 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. POSSIBLE EXECUTIVE SESSION pursuant to Title 25 O.S. § 307(B)(4) for the purpose of confidential communications between the Board and counsel for the Board concerning State of Oklahoma, ex rel. Oklahoma Board of Architects, Landscape Architects, and Registered Commercial Interior Designers v. Justin Reyes, CJ-2024-967 (Okla. Cnty., J. Timmons), where counsel has determined that disclosure of information related to the claim(s) or action(s) will seriously impair the ability of the Board to process or conduct litigation in this matter, provided that any action taken shall be in open session.
 1. Vote to Enter Executive Session
 2. Executive Session pursuant to 25 O.S. § 307(B)(4).
 3. Vote to Exit Executive Session
 4. Possible discussion and action on matters discussed in Executive Session.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. 2024 Legislative Session Update.
 - B. Report from Executive Director.

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1. Delivery method for Board Meeting packets.
 - C. Update regarding State Fire Marshal's new plan review processes
 - D. Virtual presentation Harry Falconer, NCARB
 1. NCARB Mutual Recognition Agreements/Resolutions
 2. NCARB Foreign Architect Path
 - E. Discussion regarding Continuing Education requirements.
 - F. Report from Licensing Manager:
 1. Licenses issued.
 2. Certificates of Authority issued.
 3. Licensure approval for Ghassan Jahchan.
 4. Registration reinstatement for Fran Ryan.
 5. Pinning Ceremony.
 - G. Committee Reports:
 1. University/Scholarship Committee: Chair, Windel
 2. Investigations Committee: Chair, VanStavern, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 3. Act & Rules/Legislative: Chair, Taylor
 4. Arch/Engineers Joint Committee: Chair, Brunsteter
 5. Finance Committee: Chair, VanStavern, Secretary-Treasurer
 6. Youth Outreach: Chair, Baker
 - H. 2025: 100 year anniversary of the licensing architects in Oklahoma
5. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
 1. NCARB Regional Summit—February 29-March 2, 2024, Savannah, GA.
 2. AIA—Board Presentation at Rome the Dome, March 26, 2024
 - B. CLARB/ASLA
 - C. CIDQ/OIDC/ASID
 - D. FARB

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

Engineering and Design Professionals Center

220 N. E. 28th Street, Board Room

Oklahoma City, OK 73105

April 3, 2024

9:30 a.m.

Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Commercial Interior Designers of Oklahoma met on Wednesday, April 3, 2024, with the following members and guests present:

Nate Baker, Architect, Chair
Vicki VanStavern, Registered Commercial Interior Designer, Secretary Treasurer
M. Bradley Gaskins, Architect
Betsy Brunsteter, Architect
Wade Scaramucci, Architect
Jim Hasenbeck, Architect
Scott Howard, Landscape Architect
J. Mark Taylor, 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
Niki Batt, Deputy Attorney General, Board Counsel
Fran Ryan, Guest
Harry Falconer, NCARB Virtual Guest
Josh Batkin, NCARB Virtual Guest
Patricia Ramallo, NCARB Virtual Guest

Beth Glasgow, Architect was absent and Candace Dillingham, Landscape Architect was absent.

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

2. A. Mr. Gaskins motioned to approve February 7, 2024, board minutes. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Meses. Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved.

2. B. Mr. Gaskins motioned to approve financial documents from January and February 2024. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn,

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Scaramucci, and Mses. Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved. See attachment A.

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Formal hearing and board action as necessary regarding the consent order for case #2023-671 in the matter of the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Marsha Hoffman. Mr. Hasenbeck motioned to approve the consent order. Ms. Hoffman has thirty (30) days to submit her fine of one thousand five hundred dollars (\$1500.00) to the board. Motion seconded by Mr. Taylor. Voting aye: Messrs. Baker, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter and VanStavern. Voting nay: None. Voting abstains: Mr. Gaskins. Motion approved.

3. B. Mr. Hasenbeck motioned to enter executive session for the purpose of confidential communications between the Board and Counsel for the Board concerning State of Oklahoma, ex rel. Oklahoma Board of Architects, Landscape Architects and Registered Commercial Interior Designers vs. Justin Reyes, CJ-2024-967 (Okla. Cnty., J. Timmons), where Counsel has determined that disclosure of information related to the claim(s) or action(s) will seriously impair the ability of the Board to process or conduct litigation in this matter, provided that any action taken shall be in open session. Motion seconded by Mr. Howard. Voting aye: Messrs. Baker, Hasenbeck, Howard, Gaskins, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter and VanStavern. Voting nay: None. Motion Approved. Mr. Gaskins and Ms. VanStavern left the room. Mr. Howard motioned to come out of executive session. Motion seconded by Mr. Scaramucci. Voting aye: Messrs. Baker, Hasenbeck, Howard, Gaskins, Taylor, Blackburn, Scaramucci, and Mses. Brunsteter and VanStavern. Voting nay: None. Motion approved. Mr. Hasenbeck motioned to authorize Mr. Lissuzzo to negotiate a resolution with the Board of Governors of the Licensed Architects, Landscape Architects and Registered Commercial Interior Designers vs. Justin Reyes, CJ-2024-967 consistent with the terms discussed in executive session. Motion seconded by Ms. Brunsteter. Voting aye: Messrs. Baker, Hasenbeck, Howard, Taylor, Blackburn, Scaramucci and Ms. Brunsteter. Voting nay: None. Voting abstains: Mr. Gaskins and Ms. VanStavern. Motion approved.

ADMINISTRATIVE

4. A. Executive Director presented a legislative update.

4. B. Executive Director reported the Engineer Board accepted the counteroffer from 3-years to 5-years regarding the new lease agreement. The agency's new Adobe platform allows for analytics and gives a good overview of how often the website is being visited.

4. B-1. Board discussed the delivery method for future Board Meeting Packets.

4. C. Executive Director updated the Board regarding the State Fire Marshal's new plan review process. The new system will help alleviate issues individuals are experiencing and greatly shorten the time for reviewing and approving applications.

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4. D. (1 – 2). Mr. Harry Falconer from NCARB presented to the board the Mutual Recognition Agreements to be voted on at NCARB’s 2024 Annual Business Meeting and the new Foreign Architect Path.

4. E. Board discussed continuing education requirements and assigned further discussion to the Act and Rules Committee.

4. F. (1-2). Ms. White presented the report of all licenses/registrations and certificates of authority/certificates of title that were issued between February 8, 2024, to present. See attachment B.

4. F-3. Ms. Brunsteter motioned to approve Mr. Ghassan Jahchan’s Reciprocal Architect Application. Motion seconded by Mr. Scaramucci. Voting aye: Messrs. Baker, Howard, Scaramucci, and Ms. Brunsteter. Voting nay: Messrs. Hasenbeck and Gaskins, and Ms. VanStavern. Voting Abstain: Messrs. Taylor and Mr. Blackburn. Motion denied. Chairman Baker requested for Mr. Jahchan’s reciprocal application to be placed on the June’s agenda for further discussions.

4. F-4. Ms. VanStavern motioned to approve Ms. Fran Ryan’s Commercial Interior Design Registration and return her status to active after paying all back fees and penalties. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Howard, Hasenbeck, Taylor, Blackburn, Scaramucci, and Ms. Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved.

4. F-5. Ms. White announced the Pinning Ceremony for all newly licensed/registered individuals will take place on Saturday, April 13, 2024, at the History Center.

4. G-1. University/Scholarship Committee: Mr. Taylor reported the board received twenty (20) scholarship applications. The committee is scheduled to meet on April 4, 2024, to determine scholarship recipients.

4. G-2. F-2. (a-c). Investigations Committee: Ms. VanStavern reported the following: five (5) complaints have been received; eight (8) investigations have been closed; five (5) investigations have been acted upon and twelve (12) investigations are currently pending.

4. G-3. Act & Rules/Legislative Committee: Mr. Taylor reported changes to the Rules are on-going and cleanup will need to be done if HB1793 passes.

Scott Howard left the meeting at 12:30pm.

4. G-4. Arch/Engineers Joint Committee: No report.

4. G-5. Finance Committee: Ms. VanStavern informed the Board the committee will be meeting soon to prepare the FY25 operating budget.

4. G-6. F-6. Youth Outreach Committee: No report.

4. H. Board discussed the one hundred (100) year anniversary of licensed architects.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A. (1-2). NCARB/AIA – Mr. Baker reported NCARB’s finalized resolutions will be coming out in May to be voted on at the June Annual Business Meeting. Ms. Hanska and Ms. Vaughan gave a Legislative/Board Presentation at AIA’s Roam the Dome on March 26, 2024.

5. B. CLARB/ASLA – No report

5. C. CIDQ/ OI DC/ ASID – Mr. Taylor reported HB1793 was discussed at the OI DC meeting. Ms. VanStavern requested that IIDA be added to the agenda.

5. D. FARB – No report.

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NEW BUSINESS

None

Adjourned at 12:55 p.m.

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



Nate Baker, Chair



Vicki VanStavern, Secretary-Treasurer