

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
September 6, 2023
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.
 - A. Congratulations to Scott Howard, Landscape Architect for reappointment by Governor Stitt.
2. CONSENT AGENDA—Board discussion and action, as necessary, regarding:
 - A. Minutes from the June 7, 2023, meeting.
 - B. Financial documents from May, June, and July 2023.
3. FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES
 - A. Update on case #2022-625, the Board vs. Phillip B. Townsend.
4. ADMINISTRATIVE—Board discussion and action, as necessary, regarding:
 - A. Board policy regarding criminal history disqualification.
 - B. Name exemption request from David Gardner to use the business name "Architecture and Construction Teamwork Solutions".
 - C. Anthony McDermid email regarding a late license renewal.
 - D. Executive Director Report
 1. ARE Exam Breach
 2. Website upgrade and licensing system Thentia 2.0 upgrade
 3. OSU Professional Practice class presentation
 4. NCARB Professional Conduct Committee (PCC)
 5. CLARB Member Board Executive Committee (MBE)
 - E. Report from Licensing Officer:
 1. Licenses issued.
 2. Certificates of Authority issued.
 3. Renewals
 4. Licensing Advisors Summit
 - F. Committee Reports:
 1. University/Scholarship Committee: Chair, Glasgow

2. Investigations Committee: Chair, VanStavern, Secretary-Treasurer
 - a. Complaints Received.
 - b. Investigations closed.
 - c. Actions taken.
 3. Arch/Engineers Joint Committee: Chair, Brunsteter
 4. Finance Committee: Chair, VanStavern, Secretary-Treasurer
 - a. Budget Request
 5. Act & Rules/Legislative: Chair, Taylor
 - a. Proposed statute revisions
 6. Youth Outreach: Chair, Baker
 - G. Committee appointments by Chair.
 - H. Proposed executive session pursuant 25 O.S., Section 307 (B) (1) to discuss performance review of Licensing Program Officer, Business Manager and Enforcement/Compliance Officer with consideration for possible salary adjustments.
 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.
 - I. Artificial Intelligence impacts on the professions.
5. ORGANIZATIONS REPORTS—Board discussion and action, as necessary, regarding:
- A. NCARB/AIA
 1. NCARB Annual Business Meeting, Tampa, FL, June 15-17, 2023
 - a. NCARB 2023 Resolutions Acted Upon at the Annual Meeting
 - B. CLARB/ASLA
 1. Annual Business Meeting, Henderson NV, September 20-22, 2023.
 - C. CIDQ/OIDC/ASID/IIDA
 1. Annual Business Meeting, Louisville, KY, November 10-11, 2023
 2. CIDQ Town Hall discussions of potential governance changes.
 - D. FARB
 1. Regulatory Law Seminar (RLS), Chicago, IL, September 22-23, 2023

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

September 6, 2023

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, June 7, 2023, with the following members and guests present:

Nate Baker, Architect, Chair
Vicki VanStavern Registered Commercial Interior Designer, Secretary Treasurer
Jim Hasenbeck, Architect
M. Bradley Gaskins, Architect
Beth Glasgow, Architect
Betsy Brunsteter, Architect
Wade Scaramucci, 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

AGENDA ITEM # 2A

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STATE BOARD OF ARCHITECTS

Candace Dillingham, Landscape Architect and Scott Howard, Landscape Architect were absent.

WELCOME/PUBLIC COMMENTS

1. There were no public comments.

CONSENT AGENDA

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

FORMAL HEARINGS, PENDING FINAL ACTIONS AND/OR ENFORCEMENT ISSUES

3. A. Follow up to case #2022-625, the Board vs. Phillip B. Townsend: A complaint was filed with the Texas Board of Architectural Examiners on August 30, 2023, per Board action on April 5, 2023.

ADMINISTRATIVE

4. A. Ms. Brunsteter motioned to approve the updated board policy regarding criminal history disqualification for licensure. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Scaramucci, Taylor, Blackburn, and Mses. Glasgow, Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved. See attachment B.
4. B. Mr. Gaskins motioned to deny David Gardner's name exemption request to use "Architecture and Construction Teamwork Solutions" as a business name. Motion seconded by Mr. Scaramucci. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Scaramucci, Taylor, Blackburn, and Mses. Glasgow, Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved.
4. C. Board discussed Anthony McDermid's email regarding his late license renewal. No Action.
4. D. (1-5). The Executive Director informed the Board of the most recent ARE exam breach as reported by NCARB. The Board was introduced to the new Adobe platform website and was informed about the upcoming Thentia 2.0 licensing system upgrade. In August the Executive Director and Ms. Vaughan were invited to give a presentation regarding enforcement and compliance to the OSU Architecture Professional Practice Class. The Executive Director informed the Board that she was recently appointed to the NCARB Professional Conduct Committee and for the next year she will be the Chair of CLARB's MBE Committee.
4. E. (1-4). Ms. White presented the report of all licenses/registrations and certificates of authority/certificates of title that were issued between June 7, 2023, to present. She reported license renewals increased by 5% compared to 21/23 renewals. Ms. White attended NCARB's Licensing Advisor's Summit for the first-time in August as it was recently opened to board staff/MBEs. See attachment C.
4. F-1. University/Scholarship Committee: Ms. Glasgow reported scholarship applications will now open on December 1, 2023 and will remain open until March 1, 2024. The committee will begin reaching out and scheduling scholarship presentations to each of the universities.
4. F-2. (a-c). Investigations Committee: Ms. VanStavern reported the following: eight (8) complaints have been received; three (3) investigations have been closed; three (3) investigations have been acted upon and twelve (12) investigations are currently pending.
4. F-3. Arch/Engineers Joint Committee: Mr. Hasenbeck reported the committee has agreed upon what has been purposed as changes to the Act.
4. F-4. Finance Committee: The Executive Director reported the Budget Request is due to OMES by October 1, 2023.
4. F-5. Act & Rules/Legislative Committee: Mr. Taylor presented the new changes to the Act.
4. F-6. Youth Outreach Committee: Mr. Baker presented the Mission, Vision, and Values Statements for the new committee along with the goals and strategic plan. See attachment D.
4. G. Chairman Baker announced the FY24 committee appointments. See attachment E.
4. H. Mr. Gaskins motioned to enter executive session. Motion seconded by Mr. Hasenbeck. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Scaramucci, Taylor, Blackburn, and Mses. Glasgow, Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved. Ms. Brunsteter motioned to come out of executive session. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Board of Architects

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Scaramucci, Taylor, Blackburn, and Mses. Glasgow, Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved. Mr. Scaramucci motioned to give the board staff cost of living salary adjustments as budgeted. Motion seconded by Mr. Gaskins. Voting aye: Messrs. Baker, Gaskins, Hasenbeck, Scaramucci, Taylor, Blackburn, and Mses. Glasgow, Brunsteter and VanStavern. Voting nay: None. Motion unanimously approved.

4. I. Chairman Baker suggested that the Board begins to focus on Artificial Intelligence and the future impact on the professions.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORT

5. A-1 (a). NCARB/AIA – Chairman Baker reported NCARB passed new governance changes at the annual meeting. AIA has a fall convention coming up in Enid, OK in October.

5. B-1. CLARB/ASLA – Ms. Hanska, Ms. White and Ms. Dillingham will be attending the CLARB annual meeting in September.

5. C. (1-2). CIDQ/OIDC/ASID/ IIDA – Mr. Taylor reported CIDQ will be discussing new governance changes at the upcoming annual meeting in Louisville, KY in November. Ms. VanStavern reported OIDC recently published their new slate of officers.

5. D-1. FARB – Ms. Hanska reported Ms. Vaughan and Mr. Lissuzzo will be attending the Regulatory Law Seminar in Chicago, IL in September.

NEW BUSINESS


None

Adjourned at 1:15 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