

CONSTRUCTION INDUSTRIES BOARD

(A self-funded, non-appropriated agency whose mission is to protect life and property by licensing and inspection of the related trades for the health, safety and welfare of the public.)

Regular Board Meeting

**Conference Room
2401 N.W. 23rd Street, Suite 2F
Oklahoma City, Oklahoma 73107**

July 23rd, 2025

1:30 p.m.

AGENDA

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.

**1. CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT – Chair
Larry Buxton/Stephanie Brown**

2. STATEMENT OF COMPLIANCE WITH THE OPEN MEETING ACT – Stephanie Brown

3. NEW BUSINESS

In accordance with 25 O.S. § 311(A)(9) and (10), new business not known at the time of the posting of the agenda, if any, will now be heard. – Assistant Attorney General

4. PUBLIC COMMENTS

(Opportunity for the Board to receive public comments. Each person wanting to make a public comment is asked to sign in and remember time is limited to three minutes. To comply with the intent of the public notice requirements, the Board does not respond to or discuss comments regarding matters not on today's agenda.) – Assistant Attorney General

5. ACTION AND DISCUSSION ITEMS:

(A) Discussion of proposed permanent amendments to OAC 158 as listed below or as may be proposed on OAC 158 during the meeting, inclusive of trade committee recommendations, and possible vote on proposed draft language of rules, as presented or as may be amended during the meeting, for publication and rule making process including public comment and a future public hearing – Janis Hubbard, Administrator

TITLE 158. CONSTRUCTION INDUSTRIES BOARD

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CHAPTER 40. ELECTRICAL INDUSTRY REGULATIONS

SUBCHAPTER 1. GENERAL PROVISIONS

158:40-1-2. Definitions

SUBCHAPTER 5. LICENSING REQUIREMENTS, DISPLAY OF LICENSE, AND
FIRM NAME, AND BOND REQUIREMENTS

158:40-5-5. Bond and insurance requirements

SUBCHAPTER 9. EXAMINATION APPLICATIONS, EXAMINATIONS AND
LICENSE AND REGISTRATION FEES AND RENEWALS

158:40-9-2. Examinations and licensure

158:40-9-4. Continuing education

SUBCHAPTER 11. LICENSE REVOCATION OR SUSPENSION AND PROHIBITED
ACTS

158:40-11-2. Prohibited acts

6. BREAK

7. RECORDING OF MEMBERS PRESENT AFTER SCHEDULED BREAK – Stephanie Brown

8. REPORTS

(B) Administrator's Report – Janis Hubbard, Administrator

(C) Report on LiUNA, Local 107; and Stolhand Wells Plumbing, Heating & Air Conditioning, Inc. v. State of Oklahoma, Ex Rel. Construction Industries Board, Court Number CV-2024-3430, Oklahoma County District Court – Janis Hubbard, Administrator

(D) Financial Report – OMES ABS Representative

(E) Public Relations Report – Tony DeSha, Public Relations and Outreach Officer

- Workforce Development
- Return on Investment Reports Received:
 - Mid-Del Technology Center
 - Project: Equipment Updates to Accommodate Instruction of Advanced Technologies in the Plumbing Industry
 - Amount: \$10,233.41
- Communications and Outreach
- Legislative Update

9. DIVISION REPORTS

(F) Mechanical Division statistical report and Division activity update – Gary Kirk, Supervisor

- (G) Electrical Division statistical report and Division activity update – Ron Morris, Supervisor
- (H) Plumbing Division statistical report and Division activity update – Richard Hager, Supervisor
- (I) Roofing and other Division statistical reports and Division activity update – Richard Hager, Supervisor

10. CONSENT AGENDA FOR UNCONTESTED CITATIONS PAID, HEARING WAIVED

- (J) Review and possible vote to approve all fines, penalties and fees assessed and collected on uncontested matters where administrative hearing was waived and fines have already been paid, as reflected on the Management Statement of Activities by trade revolving fund. (Any item may be removed from the consent agenda by any Board member who requests to discuss the item for consideration as a separate action item.) – Assistant Attorney General
- (K) Possible vote to remove item from Consent Agenda for Uncontested Citations Paid, Hearing Waived, for consideration as a separate action item – Assistant Attorney General
- (L) Discussion and possible action on items removed from Consent Agenda for Uncontested Citations Paid, Hearing Waived.

11. ADDITIONAL ACTION AND DISCUSSION ITEMS:

- (M) Discussion and possible vote on the Minutes of the Regular Meeting of the Construction Industries Board held May 21st, 2025 – Chair Larry Buxton
- (N) Discussion and announcement of any disqualification or conflict of interest as defined by state laws and recusal of any board member due to consideration of either the application or proposed agreement for the Skilled Trade Education Workforce Development Fund authorized by 59 O.S. § 1000.4a, as listed in the following agenda items. – Assistant Attorney General
- (O) Discussion and possible vote on complete applications received for Skilled Trade Education Workforce Development Funds authorized by 59 O.S. § 1000.4a that may be approved for any amount up to and including the application amount requested, subject to the availability of funds, to be prioritized and evaluated based upon: sufficient justification, project cost, anticipated return on investment, best value, and viability of the proposal. – Tony DeSha, Public Relations and Outreach Officer; Nick Carter, Indian Capital Technology Center - Sallisaw

**Incomplete applications or applications not meeting statutory requirements cannot be considered by the Board. Applicants may reapply prior to the next deadline. The next deadline for applications is: October 6, 2025.*

- i. Project: Mini Motor Control Trainers
 Applicant: Meridian Technology Center
 Amount: \$25,420

- ii. Project: Code Book Education
Applicant: Indian Capital Technology Center - Sallisaw
Amount: \$4,000

(P) Discussion and possible vote on OMES Master Service Agreement for Shared Services through OMES Information Services (Appendix C: OMES Information Services) – Windy Nunnery, Office Manager

(Q) Discussion with possible vote on amendments to the CIB Employee Handbook, originally adopted August 23, 2017, with amendments through June 19, 2024 – Tony DeSha, Public Relations and Outreach Officer

- i. Section 2
 - 2-2-1 ~~Probationary~~ Trial Period
- ii. Section 3
 - 3-2-1 General
- iii. Section 5
 - 5-6 SALARY ADMINISTRATION
- iv. Section 6
 - 6-1 HOLIDAYS
 - 6-2-1 Eligibility
 - 6-2-8 Payment upon Separation
 - 6-3-1 Eligibility
 - 6-4 ENFORCED LEAVE
 - 6-13-1 Voluntary Leave without Pay
- v. Section 8
 - 8-1 Discipline Policy
- vi. Section 9
 - Section 9-1 RESOLUTION POLICY
- vii. Section 10
 - Section 10-1 RESIGNATIONSS
 - Section 10-3 DISCHARGE

(R) Discussion and possible vote for Chair beginning September 1, 2025, pursuant to 59 O.S. § 1000.3(A)(1) – Chair Larry Buxton

(S) Discussion and possible vote for Vice Chair beginning September 1, 2025, pursuant to 59 O.S. § 1000.3(A)(1) – Chair Larry Buxton

**12. RECOGNITION OF SERVICE AS BOARD MEMBER AND PRESENTATION OF
CERTIFICATE OF APPRECIATION TO CONSTRUCTION INDUSTRIES BOARD
MEMBER KEITH DEEVER – Chair Larry Buxton**

13. ADJOURNMENT