



MINUTES OF THE COMPLAINT REVIEW COMMITTEE
OF THE LOUISIANA STATE
BOARD OF ARCHITECTURAL EXAMINERS
9625 FENWAY AVE., SUITE B
BATON ROUGE, LA 70809
DECEMBER 16, 2022

At 8:33 a.m. on December 16, 2022, Kevin J. Singh called the meeting to order, with the following members present:

Kevin J. Singh, Chair
David K. Brossett
Kristine A. Kobila

Also present:

Tyson J. Ducote, Executive Director
Justin G. Owens, Deputy Director
Paul H. Spaht, Board Legal Counsel

The meeting was called to order by Mr. Singh, after which the agenda was reviewed.

The committee unanimously approved the motion, made by **Ms. Kobila**, seconded by **Mr. Brossett**, to enter Executive Session to discuss investigative proceedings regarding allegations of misconduct [La. R.S. 42:17(A)(4)].

Discussion of the following matters:

- Discussion of Disciplinary Measures for Expired Firm Practice
- Case 2019-20 (Status Update)
- Case 2021-07 (Status Update)
- Case 2022-04 (Status Update)
- Case 2022-13 (Status Update)
- Case 2022-15 (Status Update)
- Case 2022-20 (Status Update)
- Case 2022-25

The Complaint Review Committee unanimously approved the motion by **Ms. Kobila**, seconded by **Mr. Brossett**, to exit Executive Session.

Discussion of Disciplinary Measures for Expired Firm Practice

The Complaint Review Committee voted unanimously to recommend to the Board that the dollar amount of fines contained in Rule §1907(E) General Disciplinary Guidelines pertaining to the violation of firm practice with an expired license be changed as follows:

Current Guidelines (for firm practice with an expired license):

- \$500 for three to six months
- \$1,000 for six to twelve months or fraction thereof
- \$1,000 per year or fraction thereof thereafter

Recommended Guidelines (for firm practice with an expired license):

- \$250 for three to six months
- \$500 for six to twelve months or fraction thereof
- \$500 per year or fraction thereof thereafter

Consent Order Status Updates:

2019-20

The Complaint Review Committee unanimously approved a motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to have Owens notify Respondent by letter that all terms of the Consent Order have been met and, as such, the case has been closed.

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2022-13

The Complaint Review Committee unanimously approved a motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to propose a new Consent Order to Respondent with the following sanctions: a fine of \$1,500, payment of actual administrative costs, publication of any adopted Consent Order on the Board's website, publishing a summary of the matter in the Board's newsletter, and reporting the matter to NCARB, all identifying Respondent by name.

2022-15

The Complaint Review Committee unanimously approved a motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to propose a Consent Order to Respondent with the following sanctions: a fine of \$1,500, payment of actual administrative costs, publication of any adopted Consent Order on the Board's website, publishing a summary of the matter in the Board's newsletter, and reporting the matter to NCARB, all identifying Respondent by name.

2022-20

The Complaint Review Committee unanimously approved a motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to propose a Consent Order to Respondent with the following sanctions: a fine of \$3,000, payment of actual administrative costs, publication of any adopted Consent Order on the Board's website, publishing a summary of the matter in the Board's newsletter, and reporting the matter to NCARB, all identifying Respondent by name.

Open Investigations:

2022-25

The Complaint Review Committee unanimously approved the motion by **Ms. Kobila**, seconded by **Mr. Brossett**, to have Owens obtain additional information from Respondent.

Minutes

The minutes of the previous meeting were reviewed.

The Complaint Review Committee unanimously approved the motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to approve the October 6, 2022 CRC minutes.

The Complaint Review Committee unanimously approved the motion by **Mr. Brossett**, seconded by **Ms. Kobila**, to adjourn the meeting.

Respectfully submitted,



Kevin J. Singh, Chair