



MINUTES OF THE MEETING OF THE
LOUISIANA STATE BOARD OF
ARCHITECTURAL EXAMINERS
9625 FENWAY AVE., STE B
BATON ROUGE, LA 70809-1592
JULY 28, 2023, 10:00 A.M.

At 10:00 a.m. on July 28, 2023, Ronald B. Blitch called the meeting to order at the board's office in Baton Rouge, Louisiana, with the following members present:

Ronald B. Blitch, President
Kevin J. Singh, Secretary
John Cardone, Jr.
Michael F. Holly
David K. Brossett
Kristine A. Kobila
Christian R. Elberson

Also present: Tyson J. Ducote, Executive Director
Justin G. Owens, Deputy Director
Paul H. Spaht, Board Legal Counsel
Carlos Spaht, Board Special Counsel
Jack Miller, Board Prosecutor
Kelly S. Perrin, CCR (court reporter)

President Blitch welcomed everyone to the meeting.

The members of the Complaint Review Committee who were involved with Case #2022-04 (Mr. Singh, Mr. Brossett, and Ms. Kobila) recused themselves and left the meeting; pursuant to notice, the remainder of the board participated in a formal hearing for Case #2022-04.

At 11:00 a.m., the board came back together, and members of the Complaint Review Committee who were involved with Case #2022-27 (Mr. Brossett, Ms. Kobila, and Mr. Holly) recused themselves and left the meeting; pursuant to notice, the remainder of the board participated in a formal hearing for Case #2022-27.

The board recessed at 11:50 a.m. and resumed at 12:20 p.m.

President Blitch welcomed everyone back to the meeting, then reviewed the agenda and recognized public comment time.

Minutes

The Board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobila, to approve the minutes of the May 26, 2023 special board meeting and the minutes of the May 26, 2023 regular board meeting.

Legal Counsel Report

Rule §1907(E) amendment

Spaht reported that at its meeting in July of 2023 the Occupational Licensing Review Commission gave its initial approval to the proposed amendment to Rule §1907(E) concerning the General Disciplinary Guidelines concerning the fine for architectural firms practicing with an expired license. This initial approval allows the board to proceed with rule-making, including the publication of a Notice of Intent in the *Louisiana Register* and the filing of a Fiscal & Economic Impact Statement with the Legislative Fiscal Office.

Licensing Laws and Rules revision update

Spaht reported that the Licensing Laws & Rules Committee ("L&R") had met before the May board meeting and plans to meet again following the meeting today. The L&R is currently focusing on the licensing sections of the laws and rules.

Strategic Planning Review – LSBAE Self-Survey

Ducote reminded the board of the decision made at last year's strategic planning session for the board to complete an annual self-survey. Blitch led the discussion on the merits of completing this survey and the

time of year when it should be completed. It was decided to add an item to the September board meeting agenda for a deeper review of the 2023 survey results.

Complaint Review Committee Report

Brossett and Owens presented the report of the Complaint Review Committee (“CRC”) consisting of Brossett, Kobila, and Singh.

Case #2022-15 - Owens reported on a case involving a licensed professional architectural corporation which practiced and/or offered to practice architecture in Louisiana with an expired certificate of authority. The Respondent signed and returned the proposed consent order offered by the CRC. The proposed consent order contained the following sanctions:

1. Respondent to pay a fine of \$1,500 and costs of \$471.84;
2. Publication of this disciplinary action on the board’s website and a summary of this matter printed in the board’s newsletter, both identifying Respondent by name, and
3. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

The Board unanimously approved the committee motion, seconded by Mr. Holly, with the CRC members abstaining, to accept the consent order as presented.

After the motion passed, the Respondent was identified as Border Architects, Inc.

Owens provided an update on current enforcement statistics noting that there were 17 open cases, 12 cases closed since the May meeting, 9 cases opened since the May meeting, 56 pending cases, and 6 letters of caution issued since the May meeting.

Ducote discussed a CRC motion to include the board’s online Laws & Rules Quiz as a standard sanction item on all future proposed consent orders.

The Board unanimously approved the motion by Mr. Cardone, seconded by Mr. Singh with the CRC members abstaining, to include the Board’s online Laws & Rules Quiz as a standard sanction item to be included in proposed consent orders, requiring that the respondent score a minimum of 80% on the quiz with no continuing education credit being awarded.

Licenses/Certificates Issued for Ratification

Ducote reported that the following licenses/certificates had been issued from May 17, 2023, to July 21, 2023:

- 3 Initial Architects
- 29 Reciprocal Architects
- 19 Architect Reinstatements
- 15 Architectural Firms (6 in-state; 9 out-of-state)
- 1 Professional Architectural Corporation (in-state)
- 3 Firm Reinstatements

License/Certificate statistics for CY2023:

Individual Licenses:

- In-state active – 1,287
- In-state emeritus – 48
- In-state revoked – 1
- Out-of-state active – 2,225
- Out-of-state emeritus – 45

Total – Individual Licenses: 3,605

Firm Certificates of Authority for CY2023:

- Architectural Firms
 - In-state – 333
 - Out-of-state – 466
- Professional Architectural Corporations
 - In-state – 116
 - Out-of-state – 163
- Architectural Engineering Corporations

- In-state – 14
- Out-of-state – 137

Total – Firm Certifications: 1,229

The Board unanimously approved the motion by Mr. Brossett, seconded by Mr. Singh, to approve the list of licenses and certificates issued for the period May 17, 2023, through July 21, 2023.

Ducote reported that he had not received the state data provided by NCARB on Louisiana architectural candidates and licensees since the May board meeting. He then reviewed and discussed the corrected data from the 2022 NCARB by the Numbers data, which had been initially reported as incorrect. The corrected data showed 40 ARE competitions in 2022, which brought Louisiana's pass rate to 56%, such rate above the national average of 55%.

Mr. Singh reported on the NCARB Licensing Advisor Summit, which he and Lindsay Stewart will attend in Kansas City, MO, in early August.

Executive Director's Report

Financials

Ducote reported on the end of the fiscal year financial numbers. The board ended the 2023 fiscal year with 109% of projected revenue, a 6% increase over 2022. This was primarily due to an increase in renewals and delinquent renewals. Expenses ended at approximately 85% of the projected amount, an increase of only 1% over 2022. Board expenses related to cyber insurance, board member travel, annual audit, and staff insurance were higher than expected.

July 2023 began with the completion of the firm renewal cycle with approximately 89% of the budgeted income having been received. He noted that any remaining income earned would come through initial, reciprocal, and reinstatement architect license applications and initial and reinstatement firm certificate applications.

CD investment

Ducote advised that he would begin the CD laddering project after the annual audit is complete, and he would have an update at the September meeting.

Louisiana Compliance Questionnaire

Ducote presented the annual Louisiana Compliance Questionnaire, which is required as part of the Legislative Auditor's audit of the board's records for the period ending June 30, 2023.

The Board unanimously approved the motion by Mr. Elberson, seconded by Ms. Kobila, to approve and adopt the completed 2023 Louisiana Compliance Questionnaire, as presented.

Stolen Mail Update

Ducote reported that the board recouped the \$4,000 stolen via the altered board check on July 14, 2023. The bank gave no information on the outcome of its investigation. Ducote reiterated that staff has begun using alternate payment methods to reduce the number of checks it mails.

FY2024 Budget

Ducote requested an amendment to the Legal Miscellaneous expense line in the FY24 budget for increased expenses due to the two formal hearings and the overlap in bringing in a new attorney to train with Paul prior to him leaving employment with the board.

The Board unanimously approved the motion by Mr. Cardone, seconded by Mr. Brossett, to amend the Legal Miscellaneous expense line in the FY24 budget from \$1,500 to \$30,000.

Louisiana Professional Engineering and Land Surveying Board (LAPELS)

Ducote reported that LAPELS has updated its portion of the "Information on Architecture and Engineering Licensure Laws and Rules in Louisiana" book and requested that LSBAE do the same so that an updated version may be released. Both boards co-authored the book 11 years ago. It was agreed that Ducote would let LAPELS know that a Laws and Rules Committee has been formed, and it is currently working through a refresh and language update. The board will let them know once we are completed.

Miscellaneous

The board discussed an issue confronting the Fire Marshal's office involving its hiring qualified architects due to how the Civil Service hiring language is written regarding the earning of experience. Ducote reported on a letter AIA New Orleans sent NCARB regarding the New Orleans PSI testing locations and their failure to follow NCARB testing protocol, Finally, Ducote gave an update on a meeting he attended since the May meeting.

Mr. Elberson left the meeting at 1:45 p.m.

Discussion Items

Louisiana Architects Selection Board Nominations

Ducote presented the candidates for Districts 1-5 for the 2023-2024 Louisiana Architects Selection Board ("LASB") to the board. No objections to the candidates were made.

The Board unanimously approved the motion by Mr. Brossett, seconded by Mr. Holly, to accept the nominations of the following individuals for election and service on the LASB from September 15, 2023, through September 14, 2024:

- District 1 – Seamus R. McGuire
- District 2 – Peter J. Spera III
- District 4 – Wayne P. Domingue
- District 5 – Clarence P. Babineaux,

and to accept the nomination of the following individual for election and service on the LASB from September 15, 2023, through September 14, 2024, on the condition that he submits the remaining paperwork to the board by August 15th.

- District 3 – Steven J. Romero Jr.

Executive Director's Annual Performance Review

The board discussed Ducote's updated annual performance review forms and timeline. It was agreed to do a dry run prior to the September meeting and discuss the next steps at that meeting.

LSBAE Substance Abuse and Drug-Free Workplace Policy

The board reviewed and discussed a substance abuse and drug-free workplace policy for staff.

The Board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobil, to adopt the LSBAE Substance Abuse and Drug-Free Workplace Policy, as written.

September 2023 board meeting/AIA Louisiana Annual Conference

Ducote led a discussion of a request from AIA LA regarding the current agreement related to the new licensee awards dinner and celebration. The board then discussed the timing of and travel funding for the September LSBAE board meeting, which is being held in conjunction with the AIA Louisiana Annual Conference in New Orleans.

The Board unanimously approved the motion by Ms. Kobil, seconded by Mr. Singh, to approve travel funds to the September LSBAE Board Meeting and AIA Louisiana Annual Conference in New Orleans, LA, on September 28-29, 2023, for all board members and executive staff.

Adjournment

The board unanimously approved the motion by Mr. Holly, seconded by Mr. Brossett, to adjourn the meeting.

Respectfully submitted,

Ronald B. Blich, Board President

Kevin J. Singh, Acting Secretary

Initial Licenses Issued			
License #	Name	City	State
9948	Mr. Tan Nguyen	New Orleans	LA
9952	Mrs. Katie Layne Shay	Lavalette	WV
9955	Mrs. Katherine G. Patin	Baton Rouge	LA
Reciprocal Licenses Issued			
License #	Name	City	State
9943	Mr. Trevor Anthony Meeks	Houston	TX
9944	Mrs. Amy Cook Trim	Madison	MS
9945	Mrs. Laura Adcock	Bradenton	FL
9946	Mr. William Joseph Trakas	Kansas City	MO
9947	Mr. Brian Ward	Atlanta	GA
9949	Mr. Jeffrey Steven Liederman	North Tustin	CA
9950	Mrs. Veronika Wendy Diffley	Chicago	IL
9951	Mr. Dennis M. Colwell Jr	Foxborough	MA
9953	Mr. Walter David Van Scoter	Cary	NC
9954	Sherri Ellen Miller	Sammamish	WA
9956	Mrs. Karina Gutierrez Lanier	Tampa	FL
9957	Mr. Gabriel Justin Clark	Dallas	TX
9958	Mr. James Christopher Jaubert	Jackson	WY
9959	Mr. Jonathan Michael Massey	Dallas	TX
9960	Mr. Cord Jennings McLean	Yulee	FL
9961	Mr. Paul William Sieben	Palatine	IL
9962	Mr. Rolando De La Rosa	San Antonio	TX
9963	Mr. Nathan Richard Siems	Austin	TX
9964	Mr. Douglas Van Lerberghe	Denver	CO
9965	Mr. Johnson Tate Lauderdale	Auburn	AL
9966	Mr. David S. Tobin	Charlotte	NC
9967	Mr. Adam Toal	Atlanta	GA
9968	Mr. Dennis Patel	Humble	TX
9969	Ms. Sonya Khan	Atlanta	GA
9970	Mr. Gabriel J. Fey	Cleveland	OH
9971	Mr. Piotr Matejczyk	Downers Grove	IL
9972	Mrs. Jennifer Mason Taylor	New Orleans	LA
9973	Mr. Hosam Eldin Habib	Overland Park	KS
9974	Mr. Dennis Charles Robert	Charlotte	NC
Reinstatement Licenses Issued			
License #	Name	City	State
3464	Mr. Richard Rauh	Atlanta	GA
6099	Mr. Henry C. Onochie	Indianapolis	IN
6452	Mr. Kelly Brian McCarthy	Sachse	TX
7048	Mr. Mark Anderson	New York	NY
7604	Mrs. Jessica McCormick Walker	Franklinton	LA
7884	Mr. Marcus Adrian	St. Louis	MO
7902	Mr. Michael Baker Zizik	Plano	TX
7919	Hoppy Allred	Ocean Springs	MS
8243	Mr. Marc Anthony Robert	New Orleans	LA
8314	Mr. George Wesley Jones	Charlotte	NC
8492	Mrs. Angelica Ugaddan Batac	Katy	TX
8502	Mr. Gregory Cook	Chicago	IL
8800	Mr. James A. Wallis	Cleveland	OH
8931	Mr. Jeffrey S. Lewis	Valparaiso	IN
8939	Mr. Christopher T. Fisher	Littleton	CO
8966	Mr. Michael F. Pollard	Independence	MO
8986	Mr. Alan Ambros Nelson	Arlington	TX
9052	Mr. Vincent L. Scarano	Phoenix	AZ
9618	Mr. Robert H. Cox	Austin	TX

Total Individual Licenses Issued In Reporting Period			
	Initial	3	
	Reciprocal	29	
	Reinstatement	19	
Total Individual Licenses			
	In-State	1287	
	In-State Emeritus	48	
	Out-of-State	2225	
	Out-of-State Emeritus	45	
Total Architect Licenses		3,605	
FIRM CERTIFICATES			
Architectural Firm Certificates Issued			
Certificate #	Firm Name	City	State
AF0955	J. A. Modinger Architect, LLC	New Orleans	LA
AF0956	Housing Design Matters, Inc.	Jacksonville	FL
AF0957	R3 Architecture L.L.C.	Baton Rouge	LA
AF0958	Torti Gallas and Partners, APAC	Washington	DC
AF0959	McCune Partners of Texas Inc./dba MPI Architects	Addison	TX
AF0960	A Beazley Architecture LLC	Lafayette	LA
AF0961	Atelier 43, LLC	Jackson	WY
AF0962	Smith Ard Group, LLC	LaPlace	LA
AF0963	Collaborative Design, Ltd.	Dublin	OH
AF0964	Concept Architects LLC	Louisville	KY
AF0965	Edwards + Hotchkiss Architects, PC	Brentwood	TN
AF0966	HFA-AE, LTD	Bentonville	AR
AF0967	Studio Latofiume, LLC	New Orleans	LA
AF0968	dp studio LLC	Humble	TX
AF0969	HCI Design, LLC	New Orleans	LA
Architectural Firm Certificates Reinstated			
Certificate #	Firm Name	City	State
AF0085	Construction Documents Consultants, LLC	New Orleans	LA
AF0196	EQ Studio Architecture LLC	Youngsville	LA
AF0370	InvestWell Architects LLC	Katy	TX
Professional Architectural Corporation Certificates Issued			
Certificate #	Firm Name	City	State
AC0899	Cross 2 Design Group, Inc.	New Orleans	LA
Professional Architectural Corporation Certificates Reinstated			
Certificate #	Firm Name	City	State
Architectural-Engineering Corporation Certificates Issued			
Certificate #	Firm Name	City	State
Architectural-Engineering Corporation Certificates Reinstated			
Certificate #	Firm Name	City	State
Total FIRM Certificates Issued In Reporting Period			
	Architectural Firm - In-State	6	
	Architectural Firm - Out of State	9	
	Professional Architectural Corporation - In-State	1	
	Professional Architectural Corporation - Out-of-State	0	
	Architectural Engineering Corporation - In-State	0	
	Architectural Engineering Corporation - Out-of-State	0	
		16	
Total FIRM Reinstatements In Reporting Period			
	Architectural Firm - In-State	2	

	Architectural Firm - Out of State	1	
	Professional Architectural Corporation - In-State	0	
	Professional Architectural Corporation - Out-of-State	0	
	Architectural Engineering Corporation - In-State	0	
	Architectural Engineering Corporation - Out-of-State	0	
		3	
	Total Active Firm Certificates		
	Architectural Firm - In State	333	
	Architectural Firm - Out of State	466	
	Professional Architectural Corporation - In-State	116	
	Professional Architectural Corporation - Out-of-State	163	
	Architectural Engineering Corporation - In-State	14	
	Architectural Engineering Corporation - Out-of-State	137	
	Total In-State	463	
	Total Out-of-State	766	
	Total In-State Delinquent	22	
	Total Out-of-State Delinquent	42	
	Total Firm Certificates	1,229	