

Louisiana State Board of Architectural Examiners
Meeting Minutes
June 21, 2021
Via Zoom

Present: Allen J. Bacque – Chair; J. David Brinson – Secretary, Ronald B. Blicht, John Cardone, Shannon French, Richard J. LeBlanc, Kevin Singh

Staff: Katherine E. Hillegas, Executive Director; Tyson J. Ducote, Deputy Director

Legal Counsel: Paul Spaht, Attorney

Bacque welcomed everyone to the meeting, reviewed the agenda, and validated that matters under consideration for the meeting will be limited to those matters identified on the agenda. He opened the floor for comments from the public, and there were none.

Complaint Review Committee Report

Singh and Ducote presented the report of the Complaint Review Committee (“CRC”) consisting of Singh, Blicht, and LeBlanc.

Case #2019-25 - Ducote reported on an architect convicted of a felony for entering a plea of nolo contendere to a criminal charge which arose out of his practice of architecture. The respondent signed and returned the proposed consent order offered by the CRC. The proposed consent order contained the following sanctions:

1. Permanent revocation of his architect license;
2. Cease and desist the practice and/or offering to practice architecture;
3. Return Louisiana certificate of architectural licensure and all architectural seals within 10 days of ratification of Consent Order;
4. Publication of this disciplinary action on the Board’s website and a summary of this matter in the Board’s newsletter identifying Respondent by name, and
5. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

Motion #1: Brinson/Cardone: To accept the consent order for Case #2019-25. **Passed 4-0, with CRC members abstaining.**

After the motion passed, the Respondent was identified as **Henry A. Boudreaux**

Case #2021-02 - Ducote reported on a professional architectural corporation that had submitted an application suggesting that it had practiced and/or offered to practice architecture when its certification was expired. Wishing to dispense with the need of further proceedings and to conclude the matter without further delay and expense, the corporation and the Board entered into a Consent Order wherein the corporation acknowledged that it had practiced architecture when its certificate was expired. The consent order contained the following sanctions:

1. The corporation to pay a fine of \$4,000 and costs of \$1,582.85;
2. Publication of this disciplinary action on the Board’s website and a summary of this matter in the Board’s newsletter identifying the corporation by name, and
3. Reporting this matter to NCARB Disciplinary Database identifying the corporation by name.

Motion #2: Cardone/Brinson: To accept the consent order for Case #2021-02. **Passed 4-0, with CRC members abstaining.**

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After the motion passed, the corporation was identified as **Prevot Design Services, APAC**.

Waiver Requests

Hillegas presented the Board with two waiver requests from businesses to use the title “architect” in their business names.

Motion #3: Blitch/Cardone: To approve the request of Ship Architects to use the title “architect” in its business name, conditioned upon it using a sub-title “naval architects and marine engineers” in promotional material letterhead, business cards, and contracts when conducting business in Louisiana. **Passed. 6-1.**

Motion #4: Blitch/LeBlanc: To approve the request of HBRS Architects to use the title “architect” in its business name, conditioned upon the stipulation that it immediately contact the board if it ever pursues work in Louisiana in order that the architect and the firm may be registered. **Passed. 7-0**

FY22 Budget

Hillegas presented a draft FY22 budget noting that revenue from licensing fees increased to reflect current year activity. She reminded the Board that these revenue lines had been reduced for FY21 in anticipation of a drop in licensure due to COVID. She further reported that there were no major changes to expenses with the exception of allowing for funds to replace laptops for two staff members and a possible replacement of the CPU in the smart board in the Boardroom.

Hillegas further reported that the budget allows for a salary increase for one staff member who is civil service and requested that the board consider converting the WAE Administrative Assistant position to a full-time position. She further reported that the budget as presented did not include salary increases for the two unclassified positions. At the Board’s request, she provided impact scenarios for salary increases for those positions. The Board discussed the option of building out the space to enlarge the conference room. Hillegas noted that this would have to coincide with a renewal of the lease and that those discussions would take place in late 2021/early 2022.

Hillegas left the meeting while the Board deliberated the budget. Hillegas returned to the meeting.

Motion #5: Cardone/Brinson: To approve the budget modified to include a 3% increase for unclassified employees. **Passed. 7-0.**

Bacque indicated that a committee comprised of himself, Brinson and LeBlanc would be established to further study teleworking options. Hillegas was tasked with collecting sample policies to share with the Committee.

There being no further business,

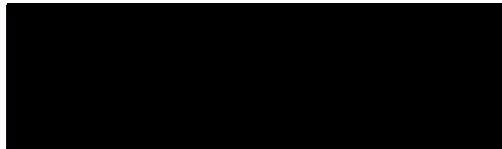
Motion #6: Blitch/Cardone: To adjourn. **Passed. 7-0.**

Respectfully submitted,

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Allen Bacque, Chair



David Brinson, Secretary