



MINUTES OF THE MEETING OF THE  
LOUISIANA STATE BOARD OF  
ARCHITECTURAL EXAMINERS  
LOUISIANA TECH UNIVERSITY  
HALE HALL FIRST FLOOR  
CONFERENCE ROOM (HALE 137)  
RUSTON, LA  
AUGUST 30, 2024, 10:15 A.M.

At 10:15 a.m. on August 30, 2024, Kevin J. Singh called the meeting to order in Room 137 of Hale Hall on the campus of Louisiana Tech University in Ruston, Louisiana, with the following members present:

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

Also present: Tyson J. Ducote, Executive Director  
Justin G. Owens, Deputy Director  
Paul H. Spaht, Board Legal Counsel  
Lindsay Stewart, Board Licensing Advisor

Absent: John Cardone Jr.

President Singh welcomed everyone to the meeting, reviewed the agenda, and recognized public comment time. It was agreed that the AERF tour of La. Tech's architecture program and facilities would occur immediately after the approval of the minutes.

### **Minutes**

**The board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobila, to approve the minutes of the August 30, 2024, special board meeting.**

### **Tour of Louisiana Tech University's architecture program**

The board was joined by Damon Caldwell, an Associate Professor who has led Tech's Architecture Education and Research Fund (AERF) applications since the award's inception in 2019. He gave the board a tour of Tech's architectural studios. He explained how Tech has used the AERF to integrate structural, façade and mechanical engineering consultants into coursework throughout the year. This tour and discussion gave the board a better insight into how the AERF funds impact students at a studio level.

### **Legal Counsel Report**

Rule §307, Meetings and Rule §1907, General Disciplinary Guidelines update

Spaht reported that the Occupational Licensing Review Commission (OLRC) had advised that its final approval of the proposed amendment of Rule §307 was not necessary; the amendment of this rule was published in the *Louisiana Register* on August 20, 2024, and the amendment to this rule is now effective. The amendment of this rule, as mandated by the legislature, has been completed.

Spaht further reported that the OLRC gave its final approval of the proposed amendment of Rule §1907 at its July 31, 2024 meeting, after which the required summary reports had been submitted to the legislative oversight committees. The amendment of Rule §1907 will be published in the *Louisiana Register* on September 20, 2024.

#### Licensing Laws & Rules revision update

Spaht reported that the Licensing Laws & Rules Committee (L&R) met for several hours the preceding day (8/29/24), focusing on the laws and rules concerning policy and the board (structure, election, terms, and operations). Significant progress was made. L&R would now like to present its proposed revisions to the policy and board sections of the laws and rules, as well as to the licensure sections, to the full board so that it could comment, make suggestions, and provide guidance as to the next step. For a thorough discussion, it was agreed that this could best be done at a special board meeting called for this purpose. A special board meeting will be held on November 21, 2024.

#### **Strategic Planning Review**

Ducote presented the results of the 2024 LSBAE self-survey. The board agreed to continue this self-reflective exercise yearly. Ducote also provided an update on several successes related to the board's strategic plan goals, specifically concerning its laws and rules, communications, and NCARB.

#### **Complaint Review Committee Report**

Kobila and Owens presented the report of the Complaint Review Committee ("CRC") consisting of Kobila, Holly, and Elberson.

**Case #2023-49** - Owens reported on a case involving an architecture firm that practiced architecture in Louisiana prior to receiving its certificate of authority from the Board. The CRC proposed a resolution of the matter via a consent order. The Respondent signed and returned the proposed consent order, which contained the following sanctions:

1. Respondent to pay a fine of \$1,500,
2. Respondent to pay costs of \$200.42,
3. Respondent's manager and supervising professional architect shall successfully complete, with a minimum score of 80% and with no continuing education credit awarded, the board's online Laws & Rules Quiz,
4. Respondent's certificate of authority shall be immediately and automatically suspended in the event its manager and supervising professional architect fails to comply with any of the terms of the consent order, which suspension shall continue until all such terms have been satisfied,
5. Publication of this disciplinary action on the board's website and a summary of this matter to be printed in the board's newsletter, both identifying Respondent by name, and
6. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

**After discussion, the board unanimously approved the motion made by the CRC, seconded by Mr. Brossett, to accept the consent order as presented.**

**After the motion passed, the Respondent was identified as Archetype, LLC.**

**Case #2024-1** - Owens reported on a case involving an architect for making a material misstatement on his CY2023 license renewal application and for failing to meet the Board's requirements for continuing education in CY2022. The CRC proposed a resolution of the matter via a consent order. The Respondent signed and returned the proposed consent order, which contained the following sanctions:

1. Respondent to pay a fine of \$1,500,
2. Respondent to pay costs of \$200.12,
3. Respondent shall successfully complete, with a minimum score of 80% and with no continuing education credit awarded, the board's online Laws & Rules Quiz,

4. Respondent shall, within sixty (60) days, earn twelve (12) continuing education hours in Health, Safety and Welfare topics and forward proof of earning such to the Board,
5. Respondent's continuing education records shall be audited for the next five (5) consecutive renewal cycles,
6. Respondent's Louisiana architect license shall be immediately and automatically suspended in the event he fails to comply with any of the terms of the consent order, which suspension shall continue until all such terms have been satisfied,
7. Publication of this disciplinary action on the board's website and a summary of this matter to be printed in the board's newsletter, both identifying Respondent by name, and
8. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

**After discussion, the board unanimously approved the motion made by CRC, seconded by Mr. Blich, to accept the consent order as presented.**

**After the motion passed, the Respondent was identified as Troy A. Verrett.**

**Case #2024-20** – Owens reported on a case involving an architect for making a material misstatement on her CY2023 license renewal application and for failing to meet the Board's requirements for continuing education in CY2022. The CRC proposed a resolution of the matter via a consent order. The Respondent signed and returned the proposed consent order, which contained the following sanctions:

1. Respondent to pay a fine of \$750,
2. Respondent to pay costs of \$200.42,
3. Respondent shall successfully complete, with a minimum score of 80% and with no continuing education credit awarded, the board's online Laws & Rules Quiz,
4. Respondent shall, within sixty (60) days, earn twelve (12) continuing education hours in Health, Safety and Welfare topics and forward proof of earning such to the Board,
5. Respondent's continuing education records shall be audited for the next three (3) consecutive renewal cycles,
6. Respondent's Louisiana architect license shall be immediately and automatically suspended in the event she fails to comply with any of the terms of the consent order, which suspension shall continue until all such terms have been satisfied,
7. Publication of this disciplinary action on the board's website and a summary of this matter to be printed in the board's newsletter, both identifying Respondent by name, and
8. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

**After discussion, the board unanimously approved the motion made by CRC, seconded by Mr. Blich, to accept the consent order as presented.**

**After the motion passed, the Respondent was identified as Claire E. Cornett.**

**Case #2024-22** - Owens reported on a case involving an architect for making a material misstatement on his CY2023 license renewal applications and for failing to meet the Board's requirements for continuing education in CY2022. The CRC proposed a resolution of the matter via a consent order. The Respondent signed and returned the proposed consent order, which contained the following sanctions:

1. Respondent to pay a fine of \$1,500,
2. Respondent to pay costs of \$200.42,
3. Respondent's continuing education records shall be audited for the next five (5) consecutive renewal cycles,
4. Respondent's Louisiana architect license shall be immediately and automatically suspended in the event he fails to comply with any of the terms of the consent order, which suspension shall continue until all such terms have been satisfied,

5. Publication of this disciplinary action on the board's website and a summary of this matter to be printed in the board's newsletter, both identifying Respondent by name and
6. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

After discussion, the board unanimously approved the motion made by CRC, seconded by Mr. Brossett, to accept the consent order as presented.

After the motion passed, the Respondent was identified as Conor Gibson.

In closing, Owens provided an update on current enforcement statistics, noting that, since the May meeting, there were 27 open cases, 10 cases closed, 11 cases opened, 8 pending cases, and 5 letters of caution issued.

### **Licensing**

Ducote reported on his findings about how other architectural boards celebrate new licensees, proposed a new licensee celebration for Louisiana, and discussed how AIA LA might be involved.

The board meeting recessed at 11:50 a.m. and resumed at 1:35 p.m.

Ducote presented the July 2024 data provided by NCARB on Louisiana architectural candidates, transmittal requests, and NCARB record holders. He noted that Louisiana was above both similar jurisdictions and all jurisdictions in the following metrics:

- Exam divisions taken
- Candidates completing core requirements
- Initial transmittal requests
- Reciprocal transmittal requests
- New NCARB records opened

and below both similar jurisdictions and all jurisdictions in the following metric:

- NCARB records renewed.

Ducote reviewed the Welcome Home Act Reciprocal Architect Application and requested that an Application Committee be formed to review any Welcome Home applications that might be submitted. Singh appointed Holly, Blich, and Cardone to the Application Committee.

The board reviewed a request for pre-approval of an individual's education and experience so that the individual could take the Architectural Registration Examination. After review, the board directed that staff draft a letter to the individual setting forth their decision on his request and other steps the individual could take.

### **Licensing Advisor Update**

Ducote updated the members on Stewart's hire as part-time (WAE) Licensing Advisor with the board. Stewart then updated the board on her outreach to license candidates and the means and methods she is using. There was discussion of additional groups she could target and ways to target them.

### **Executive Director's Report**

#### **Financials**

Ducote updated the board on the CD laddering investment strategy and reported on the FY24 financial numbers. FY24 revenue was approximately 109% of the FY24 budgeted

amount, and expenses were approximately 88% of the budgeted amount. Ducote then updated the board on the FY24 Louisiana Legislative Audit.

#### Miscellaneous

Ducote and the board briefly discussed his performance review goals for the 2025 Fiscal Year. As part of his goals for the coming year, Ducote requested that a Financial Committee be formed so that the board might have a better understanding of, and input into, the annual budget. Holly suggested that the committee be composed of the board president, board secretary, and the next person in line for the secretary position. Singh appointed himself, Brossett, and Holly to the Finance Committee for the remainder of FY2024. Ducote then updated the board on a wall certificate reprint and District 2 nominations to replace Blich.

#### Discussion Items

##### AERF award request

Ducote presented a request from LA Tech to move and re-allocate additional funds that the board had ear-marked for travel and presentation at the Region 3 Educators and Practitioners conference related to the FY24 LA Tech AERF award to the FY25 award.

After discussion, the board unanimously approved the motion made by Mr. Holly, seconded by Ms. Kobila, to withdraw from the FY24 AERF award the approved \$5,000 for travel expenses of two individuals from LA Tech to attend and present at the Region 3 Educator and Practitioner Conference and the NCARB Regional Summit and add the same amount to the FY25 LA Tech AERF award.

##### Annual Continuing Education Audit

Ducote then requested that the board's continuing education audit procedures be changed. Three options were presented and discussed. The board agreed with a staff recommendation to audit in conjunction with the annual architect renewal period.

##### Construction Administration Services

Ducote presented an email from a licensee to the board related to how construction administration services are handled in Alabama. The board reviewed the email and associated information and discussed the matter. The board decided to take no action on the suggestion at this time.

#### Miscellaneous


The board agreed that Mr. Brossett and Mr. Cardone should serve as the 2025 President and Secretary, with Mr. Brossett as President and Mr. Cardone as Secretary. The board then discussed action items the members would work on between now and the November meeting.

#### Adjournment

The board unanimously approved the motion by Mr. Elberson, seconded by Ms. Kobila, to adjourn the meeting.

The meeting adjourned at 3:35 p.m. on August 30, 2024.

Respectfully submitted,

  
Kevin J. Singh, Board President

  
David K. Brossett, Board Secretary

Initial Licenses Issued			
License #	Name	City	State
10147	Nicole Lee Vigé	Madisonville	LA
10164	Mr. Andre Michael Villejoin	Crowley	LA
10167	Matthew Buyer	New Orleans	LA
10181	Mrs. Elizabeth Mire	New Orleans	LA
10182	Mr. James Lawrence Catalano	New Orleans	LA
Reciprocal Licenses Issued			
License #	Name	City	State
10145	Eric Cameron Newton	Boise	ID
10146	Daniel Adam Greenberg	Tampa	FL
10148	Nina Broadhurst	Saint Paul	MN
10149	Amy Lynne Cheever	Excelsior	MN
10150	Mark Russell Oldham	Boston	MA
10151	Mr. Robert Chad Norvell	Kansas City	MO
10152	Robert S. Rule	Atlanta	GA
10153	Chi-wai Chau	Katy	TX
10154	Julian Pittman	Houston	TX
10155	Janann Mohring Pittman	Houston	TX
10156	Adam R. Krason	Charleston	WV
10157	Nicholas Oliver	Dallas	TX
10158	James Ammon Meyer	North Little Rock	AR
10159	Mr. Jordan Etters	Brentwood	TN
10160	Mr. Michael C. Johnson	Savannah	GA
10161	Mr. Jason Daniel Clark	Norman	OK
10162	Mauro Dallabattista	Tulsa	OK
10163	Derek Phillips	Monticello	KY
10165	Shelley Beth Waugh	Oakland	MD
10166	Thomas Maxwell	Richardson	TX
10168	Kathryn Culley-Rapata	Columbus	OH
10169	Mr. Clayton Hakes	New Orleans	LA
10170	Marie Taylor	Chicago	IL
10171	Claudine Williams	Brooklyn	NY
10173	Andrew J. Van Leeuwen	Des Moines	IA
10172	Kristi Lynch	Menasha	WI
10174	Mr. Michael William Franks	Tucson	AZ
10177	Jonathan Lee Perry	Birmingham	AL
10175	Henry Lewis	Philadelphia	PA
10176	Jorge McCormack	Windermere	FL
10178	David Warren Breedlove	Birmingham	AL
10179	Philip Bruce Purifoy Jr	Little Rock	AR
10180	Mr. Ronald Kuoppala	Babylon	NY
10183	Brett Greene	Franklin	TN
10184	Rex E. Atkinson	Indianapolis	IN
10185	Chad Alan Harris	Colorado Springs	CO
10186	Jennifer Marie Cash	Lexington	KY
Reinstatement Licenses Issued			
License #	Name	City	State
3211	Mr. Patrick J. Touchet	Abbeville	LA
3298	Mr. Charles F. Luquet	Kenner	LA
6081	Mr. Joseph N. Swaika	Homewood	AL
6117	Mr. Paul M. Gladysz	Albuquerque	NM
6914	Mr. Michael Grey Jones	Oxford	MS
8263	Mr. Lawrence H. Connolly	Austin	TX
8306	Mr. Joshua M. Buono	Ponte Vedra Beach	FL
8613	Mr. Jeffrey R. Likes	Eagle	ID
8711	Mr. Steven L. Vetter	Saint Louis	MO
9034	Mr. Terry Scott Forbes	Charlottesville	VA
9289	Mr. Thomas McCarthy Fennell	Little Rock	AR
9576	Ms. Carrie Hunsicker	New Orleans	LA

<b>Total Individual Licenses Issued In Reporting Period</b>			
	Initial	5	
	Reciprocal	37	
	Reinstatement	12	
<b>Total Individual Licenses</b>			
	In-State	1,295	
	In-State Emeritus	52	
	Out-of-State	2,256	
	Out-of-State Emeritus	46	
<b>Total Architect Licenses</b>		<b>3,649</b>	
<b>FIRM CERTIFICATES</b>			
<b>Firm Certificates Issued</b>			
Certificate #	Firm Name	City	State
AC0901	Lakeside Architecture, Inc.	Oakland	MD
AE0500	Palmetto Engineering and Consulting Inc.	Greenville	SC
AE0501	C H Guernsey & Company	Oklahoma City	OK
AE0502	Colliers Engineering & Design, Inc.	Holmdel	NJ
AE0503	ZMM, Inc.	Charleston	WV
AF1039	DKAM RUIZ CONSULTING, LLC	Baton Rouge	LA
AF1040	Woodshop Architecture LLC	Broussard	LA
AF1041	Walcott Adams Verneuille Architects	Fairhope	AL
AF1042	Project Luong Architects, LLC	Houston	TX
AF1043	Noble Oak Architects, LLC	Mandeville	LA
AF1044	Hopkins Clegg Architects, LLC	Jersey City	NJ
AF1045	GWG3 Architecture, PLLC	North Little Rock	AR
AF1046	C & K Architects/Interiors, Inc.	Tampa	FL
AF1047	Resin Architecture LLC	Idaho Falls	ID
AF1048	Bassenian Lagoni, Inc.	Newport Beach	CA
AF1049	AFRY USA LLC	Appleton	WI
AF1050	Prouet Architecture & Engineering, LLC	Lafayette	LA
AF1051	Rule Joy Trammell + Rubio, LLC	Atlanta	GA
AF1052	Fennell Purifoy Architects, PLC LLC	Little Rock	AR
AF1053	JP Architecture and Design, Inc.	Birmingham	AL
<b>Firm Certificates Reinstated</b>			
Certificate #	Firm Name	City	State
AC0315	Alliance Architects, Inc.	Richardson	TX
AC0808	Jackson & Ryan Architects, Inc.	Houston	TX
AC0862	ALC Architecture	Eagle	ID
AE0196	Lose & Associates, Inc.	Nashville	TN
AE0467	C + TC Design Studio, Inc.	Atlanta	GA
AF0452	HMK Architects, PLLC	Brentwood	TN
<b>Total FIRM Certificates Issued In Reporting Period</b>			
	In-State		4
	Out-of-State		16
<b>Total FIRM Reinstatements In Reporting Period</b>			
	In-State		0
	Out-of-State		6
<b>Total Active Firm Certificates</b>			
	In-State		<b>395</b>
	Out-of-State		<b>711</b>
	Total Due In-State		<b>70</b>
	Total Due Out-of-State		<b>87</b>
	Total In-State		<b>465</b>
	Total Out-of-State		<b>798</b>
<b>Total Firm Certificates</b>			<b>1,263</b>