



MINUTES OF THE MEETING OF THE  
LOUISIANA STATE BOARD OF  
ARCHITECTURAL EXAMINERS  
UNIVERSITY OF LOUISIANA AT LAFAYETTE  
FLETCHER HALL (ROOM 232)  
LAFAYETTE, LOUISIANA 70503  
AUGUST 22, 2025  
10:15 A.M.

At 10:15 a.m. on August 22, 2025, David K. Brossett called the meeting to order, with the following members present:

David K. Brossett, President  
John Cardone, Jr., Secretary  
Michael F. Holly  
Kristine A. Kobila  
Christian R. Elberson  
Jason I. Zuckerman  
Stephen M. Long

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

President Brossett welcomed everyone to the meeting and reviewed the agenda. He then recognized public comment time.

### Minutes

The board unanimously approved the motion by Ms. Kobila, seconded by Mr. Zuckerman, to approve the minutes of the August 22, 2025 special board meeting.

Mrs. Stewart entered the meeting.

### Tour of the University of Louisiana at Lafayette's architecture program

The board was joined by Professor Robert McKinney, past LSBAE board member, who led ULL's 2025 Architecture Education and Research Fund (AERF) project. McKinney, Professor William Riehm, Interim Director of the School of Architecture, and Professor Kari Smith, Associate Dean of the College of the Arts, gave the board a tour of ULL's architectural studios, discussed the past, present, and future of the program, and explained the Professional Pathways Series, which the AERF award was used to fund. This tour and discussion provided the board with insight into how AERF funds impact students directly.

### Legal Counsel Report

The board reviewed and discussed draft Notices of Intent (NOIs) for LAC 46:1: Chapter 3, Organization, and Chapter 5, Election of Nominees to Fill Vacancy and Strikethrough/Underscored versions for such Chapters and for Chapter 21, Architects Selection Board, showing the changes being proposed. These NOIs and versions concern proposed amendments to the rules in the Chapters mentioned. These proposed amendments were reviewed and approved by the board's Laws & Rules Committee (LRC) yesterday and the changes in the NOIs were previously approved by the board.

The board unanimously approved the motion by Mr. Elberson, seconded by Mr. Zuckerman, to (1) approve the proposed rule amendments to LAC 46:1: Chapter 3, Organization; Chapter 5, Election of Nominees to Fill Vacancy, and Chapter 21, Architects Selection Board, and (2) authorize the rulemaking process to begin by submitting Fiscal and Economic Impact Statements to the Legislative Fiscal Office and then Notices of Intent (NOIs) to the *Louisiana Register*.

Spaht reported that the LRC also discussed at its meeting yesterday possible amendments to

R.S. 37:152, Use of title “architect”; seal or stamp, and R.S. 37:155, Exemptions. The LRC recommends several amendments to R.S. 37:152, and those recommendations were discussed. The LRC also recommends to the board that the rules related to R.S. 37:152 be amended consistent with its recommended changes to R.S. 37:152. The related rules are LAC 46:I.1303, Architect’s Seal or Stamp; LAC 46:I.1305, Placing of Seal or Stamp, and LAC 46:I.1313, Interpretation of R.S. 37:152 (B). The changes recommended by LRC were discussed.

The LRC further recommends to the board that no changes be made to R.S. 37:155 or to Rule §1309, Calculating Gross Floor Area under R.S. 37:155(A)(4). However, the LRC recommends amendments to Rule §1311, Interpretation of R.S. 37:155(4)(c), and the recommended changes were discussed. The LRC had previously made recommendations concerning Rule §1317, Interpretation of R.S. 37:155(A)(3), and it had no further recommendations concerning §1317 at this time.

The board approved the above recommendations of the LRC concerning R.S. 37:152 and R.S. 37:155, and the rules related to these statutes.

### **Strategic Planning Review**

Ducote presented a short update on several successes related to the board’s strategic plan goals, specifically concerning staff attending and presenting at the 2025 NCARB Licensing Advisors Summit, and Kevin Singh securing a second term as an at-large member on the NCARB Board of Directors.

### **Licensing**

Ducote reviewed a question from an individual pursuing the NCARB certificate via the International Architect Path to Licensure. After reviewing the request and the board’s laws and rules, Ducote was instructed to respond that a foreign applicant seeking an initial license in Louisiana would need to first be licensed in another state before requesting reciprocity in Louisiana.

The board recessed at 11:50 a.m. and returned at 12:30 p.m.

### **Licensing Advisor Update**

Stewart updated the board on her outreach to license candidates since the last meeting, gave a recap of the 2025 NCARB Licensing Advisors Summit, and provided an overview of the NCARB Pathways to Practice program that they are implementing.

### **Complaint Review Committee Report**

Holly and Owens presented the report of the Complaint Review Committee (“CRC”) consisting of Holly, Elberson, and Zuckerman.

**Case #2024-58** - Owens reported on a case involving an architectural firm which practiced with an expired license and made a material misstatement on its license reinstatement application. 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 \$2,500.00,
2. Respondent to pay administrative costs of \$463.93,
3. Respondent’s supervising professional architect shall successfully complete, with a score of 80% or higher, the Board’s online *Laws & Rules Quiz*, for which no continuing education credit shall be awarded.
4. Respondent’s Louisiana architectural firm license shall be immediately and automatically suspended in the event it 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 Ms. Kobila, to accept the consent order as presented.

After the motion passed, the Respondent was identified as Ellender Architects & Associates, LLC.

Owens reported that, as per the instructions of the CRC, he had engaged the services of a collection agency to collect unpaid fines and administrative costs from past Respondents. Owens also explained the agreement between the Board and the agency, including its fee structure and the actions taken so far by the agency.

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

#### **Financials**

Ducote reported on the FY25 financials. FY25 total revenues were approximately 115% of the budgeted amount, and total expenses were approximately 81% of the budgeted amount. Ducote then updated the board on the FY25 Louisiana Legislative Audit.

#### **Miscellaneous**

Ducote and the board briefly discussed his performance review goals for the 2026 Fiscal Year, reviewed the NCARB FY26 Dues Memo, and reviewed a letter from a licensee who urged the board to make the necessary changes that would allow Louisiana licensees to take advantage of several Mutual Recognition Agreements between NCARB and certain other nations.

### **Discussion Items**

#### **FY26 Amended Budget Proposal**

Ducote presented an amended FY26 budget to the board for review and adoption. The changes were requested at the June 2025 meeting to bring the budget into a zero-based position.

After discussion, the board unanimously approved the motion made by Mr. Holly, seconded by Mr. Cardone, to accept the proposed amendments to the previously adopted LSBAE FY26 budget.

#### **Questions from Licensee**

Ducote presented an email from a licensee to the board related to (1) whether discussions among solo practitioners of the fees charged to clients are disallowed by board regulations, and (2) whether there are any limitations on architects purchasing FF&E items on a project and receiving a percentage from the supplier for that work. As to the first question, the board observed that such discussions are not expressly disallowed by the licensing law or the board rules; however, depending upon the substance of the discussions, other laws, such as antitrust laws, may be applicable. Such other laws are outside the jurisdiction of the board. As to the second question, Rule §1903(B)(1) concerning conflicts of interest prohibits an architect from accepting compensation in connection with services from more than one party unless the circumstances are fully disclosed and waived in writing by all parties, and (B)(2) prohibits an architect from accepting compensation from material or equipment suppliers for specifying or endorsing their products in connection with a project. (B)(2) provides that "compensation" shall mean customary and reasonable business hospitality, entertainment, or product education.

Ducote will advise the licensee of the board's discussions and direct the licensee to these rules

#### **Miscellaneous**

The board reviewed the proposed change in the National Architecture Accrediting Board's Terms of Service and decided that responding to the comment period would not be needed, since the change merely clarifies the status term of a program under review. The board then discussed

Region 3's (SCNCARB) unincorporating and its bylaws. Finally, the board agreed that Mr. Cardone should serve as the 2026 President and Mr. Holly as the 2026 Secretary.

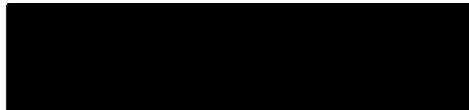
**Adjournment**

The board unanimously approved the motion by Mr. Cardone, seconded by Mr. Holly, to adjourn the meeting. The meeting adjourned at 1:45.

Respectfully submitted,



David K. Brossett, Board President



John Cardone, Jr., Board Secretary