

At 10:05 a.m. on December 1, 2023, Ronald B. Blicht called the meeting to order at the board office in Baton Rouge, Louisiana, with the following members present:

Ronald B. Blicht, 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  
Joe Delaune, Chief Architect, Office of State Fire Marshal  
Kathleen K. Gordon, Executive Director, AIA Louisiana

President Blicht welcomed everyone to the meeting, reviewed the agenda, and recognized public comment time.

### **AIA Louisiana**

Kathleen K. Gordon, Executive Director of AIA Louisiana, gave the board a brief update on the progress of the Architect/Civil Engineer Task Force.

### **State Fire Marshal**

Joe Delaune, Chief Architect with the Office of the State Fire Marshal, gave the board a brief update on the current activities of the Fire Marshal's Office.

Mr. Delaune and Ms. Gordon exited the meeting, and Mr. Elberson entered the meeting at 10:55.

### **Minutes**

The board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobila, to approve the minutes of the September 29, 2023, board meeting.

### **Legal Counsel Report**

#### **Case #2022-04 update:**

The proposed Findings of Fact, Conclusions of Law, and Order ("Findings and Order"), and a letter dated August 22, 2023, were personally served upon the Respondent on August 23, 2023. The letter advised Respondent that he was being afforded the opportunity to file exceptions and present briefs and to make oral argument to the board members who had rendered the proposed Findings and Order at the September 29, 2023, meeting. The Respondent failed to appear at that meeting and failed to file exceptions, present briefs, or make oral argument at that meeting or since. **The board members who heard the case (Blicht, Cardone, Holly, and Elberson) unanimously approved the motion by Mr. Holly, seconded by Mr. Elberson, to accept and finalize the Findings and Order in Case 2022-04.**

#### **Case #2022-27 update:**

The proposed Findings of Fact, Conclusions of Law, and Order ("Findings and Order"), and a letter dated August 22, 2023, were personally served upon the Respondent on August 24, 2023. The letter advised Respondent that he was being afforded the opportunity to file exceptions and present briefs and to make oral argument to the board members who had rendered the proposed Findings and Order at the September 29, 2023, meeting. The Respondent failed to appear at that meeting and failed to file exceptions, present briefs, or make oral argument at that meeting or since. The Respondent had paid the fine and the attorney's fees, expenses, and costs set forth in the proposed Findings and Order. **The board members who heard the case (Blicht, Cardone, Singh, and Elberson) unanimously approved the motion by Mr. Singh, seconded by Mr. Blicht, to accept and finalize the Findings and Order in Case 2022-27.**



Rule §307, Meetings amendment update:

Spaht reported that the Legislative Fiscal Office had recently approved the Fiscal and Economic Impact Statement for this proposed rule change. It was anticipated that the Occupational Licensing Review Commission would grant its initial approval for this change in early December and that a Notice of Intent would be published in the December 20, 2023, issue of the *Louisiana Register*. Rule-making will proceed.

Rule §1907, General Disciplinary Guidelines amendment update:

Spaht reported that a Notice of Intent for the proposed amendment of this rule was published in the November 20, 2023, issue of the *Louisiana Register*. No comments to the proposed amendment had been received; however, the comment period had not fully expired. Rule-making will proceed.

Architect/Civil Engineer Task Force update:

The Task Force met again in late November via Zoom, and Mr. Spaht reported his observations of this meeting. Another Task Force meeting is scheduled for December 19, 2023.

Licensing Laws and Rules revision update

Spaht reported that the Laws & Rules Committee had met for several hours yesterday (November 30), focusing upon the existing and proposed rules related to licensure. Significant progress was made. It is anticipated that proposed revisions to the licensure sections of the laws and rules, and only those revisions, will be presented to the board at a future meeting.

The board recessed at 11:30 a.m. and resumed at 1:00 p.m.

**Strategic Planning Review**

The board discussed several of its points of focus from the LSBAE Action Plan. One of the focuses was **Developing and Implementing a Continuing Education (CE) Tracking/Auditing System**. Ducote updated the board on the partnership with CE Broker, the challenges facing staff, how the 2022 CE audit is proceeding, and a discussion with NCARB staff on the possibility of NCARB getting involved in developing a CE system. Ducote discussed the option of a mandatory CE upload during renewals.

**Complaint Review Committee Report**

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

**Case #2022-25** - Owens reported on a case involving an architectural firm that practiced architecture in Louisiana with an expired certificate of authority. 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 in three consecutive monthly payments of \$500,
2. Respondent to pay costs of \$756.04,
3. Respondent’s license to be automatically and immediately suspended if he fails to make payment as set forth in the consent order,
4. 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
5. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

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

After the motion passed, the Respondent was identified as Joseph S. Partain, Architect LLC.

**Case #2022-34** - Owens reported on a case involving an architect who had affixed his Louisiana architect seal to architectural drawings that were not prepared by him or under his responsible supervision. 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’s Louisiana architect license to be suspended for a period of six (6) months from the date the board accepts the consent order,
2. Respondent’s Louisiana architect license to be placed on probation for a period of twelve (12) months immediately following the suspension period (“Probation Period”),



3. Respondent to pay a fine of \$3,000,
4. Respondent to pay costs of \$836.04,
5. Respondent to submit to the board on a quarterly basis during the Probation Period a complete and detailed list (i.e. name, type, and square footage) of current projects on which he is providing architectural services and projects on which he provided architectural services during the preceding quarter,
6. Respondent to submit to the board during the Probation Period, via email, a PDF file containing the architectural documents of every project submitted by Respondent to the Louisiana State Fire Marshal's Office for review,
7. Respondent to submit to the board, within five (5) business days of a Board request, his complete job file for any project on any of said current or quarterly lists of projects,
8. Respondent's Louisiana architect license shall be automatically and immediately suspended during the Probation Period upon failure to comply with any of the terms of the consent order, which suspension shall remain in effect until all terms of the consent order are satisfied,
9. Respondent to successfully complete, with a minimum score of 80% and with no continuing education credit awarded, the board's online Laws & Rules Quiz,
10. 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
11. 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. Cardone, to accept the consent order as presented.

After the motion passed, the Respondent was identified as Steven J. Girouard.

**Case #2023-27** – Owens reported on a case involving the insertion of a PDF image of an electrical engineer's stamp on electrical drawings for a project in New Orleans without the electrical engineer's knowledge or permission. The electrical engineer whose stamp had been inserted had not been involved in the project. Respondent advised that, when he reviewed the drawings prior to submittal to the City of New Orleans, he had failed to notice that one of his firm's employees had erroneously inserted the PDF image of Complainant's stamp on the electrical drawings instead of having the electrical engineer who had prepared the drawings stamp same. 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 \$5,000 in ten consecutive monthly payments of \$500,
2. Respondent to pay costs of \$906.78,
3. Respondent's license to be automatically and immediately suspended if he fails to make payment as set forth in the consent order,
4. Respondent to successfully complete, with a minimum score of 80% and with no continuing education credit awarded, the board's online Laws & Rules Quiz,
5. 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
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. Blich, to accept the consent order as presented.

After the motion passed, the Respondent was identified as Raymond C. Bergeron, Jr.

**Case #2023-28** - Owens reported on a case involving an architectural firm that practiced and/or offered to practice architecture in Louisiana prior to receiving a 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 \$316.62,
3. 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
4. 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. Cardone, to accept the consent order as presented.



After the motion passed, the Respondent was identified as Smith Ard Group, LLC.

Owens then provided an update on current enforcement statistics, noting that there were 24 open cases, 18 cases closed since the September meeting, 23 cases opened since the September meeting, 16 pending cases, and 4 letters of caution issued since the September meeting.

#### **Licenses/Certificates Issued for Ratification**

Ducote reported that the following licenses/certificates had been issued from September 22, 2023, to November 26, 2023:

- 6 Initial Architects
- 28 Reciprocal Architects
- 8 Architect Reinstatements
- 18 Architectural Firms (6 in-state; 12 out-of-state)
- 11 Firm Reinstatements

License/Certificate statistics as of November 26:

#### **Individual Licenses:**

- In-state active – 1,303
- In-state emeritus – 49
- Out-of-state active – 2,283
- Out-of-state emeritus – 44

*Total – Individual Licenses: 3,679*

#### **Firm Certificates of Authority as of November 26:**

- Architectural Firms
  - In-state – 331
  - Out-of-state – 475
- Professional Architectural Corporations
  - In-state – 114
  - Out-of-state – 156
- Architectural-Engineering Corporations
  - In-state – 13
  - Out-of-state – 134

*Total – Firm Certifications: 1,223*

The board unanimously approved the motion by Mr. Cardone, seconded by Mr. Brossett, to acknowledge and approve the list of licenses and certificates issued for the period September 22, 2023, through November 26, 2023.

Mr. Cardone left the meeting at 2:15.

Ducote reported on the October 2023 data provided by NCARB on Louisiana architectural candidates, transmittal requests, and NCARB record holders:

- Number of exam candidates - 360
- Number of Louisiana licensed architects who are NCARB record-holders - 2,817

#### **Data from July 1, 2023, to October 31, 2023**

- Exam divisions administered – 126
- Number of candidates completing core requirements – 12
- Number of initial transmittal requests to NCARB – 13
- Number of reciprocal transmittal requests to NCARB – 65
- New NCARB records opened – 50
- NCARB records renewed - 232

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

##### Financials

Ducote reported on the October financial numbers. Income was at 24% of the FY24 budgeted amount, with expenses at approximately 29% of the budgeted amount with eight months left in the FY.



FY24 budget amendment

Ducote requested that the board amend the Capital Outlays line of the FY24 budget.

The board unanimously approved the motion by Mr. Brossett, seconded by Mr. Holly, to amend the Capital Outlays line of the LSBAE FY24 budget.

LSBAE District 2 position update

Ducote gave an update on the District 2 position and reported that he had forwarded the sole application to the Governor's office for review. Mr. Blich will continue to serve until he is replaced.

**Discussion Items**

Executive Director's performance review update

The board briefly discussed Ducote's performance review. Spaht exited the meeting during this discussion, and Ducote exited the meeting while the board spoke with staff. Ducote and Spaht then returned to the meeting.

LSBAE Education Requirements in Law Revisions

A discussion was held regarding the board's preference for changing the current education requirements for initial and reciprocal license applicants. The board also discussed NCARB's *Pathways to Practice* statement.

Miscellaneous


There was a brief discussion on the NCARB Regional Realignment, and Ducote updated the board on the CY24 Committee appointments and board meeting dates. Ducote requested full funding for the travel of a board member and partial funding for the Executive Director to the 2024 Region 3 Educators and Practitioners Conference being held on Saturday, February 3, 2024, in Charlotte, NC.

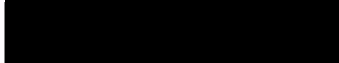
After discussion, the board approved the motion by Mr. Brossett, seconded by Mr. Singh, to approve travel for Mr. Holly and Mr. Ducote to attend the 2024 Region 3 Educators and Practitioners Conference.

**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, Board Secretary



Initial Licenses Issued			
License #	Name	City	State
9977	Mrs. Marie Sophie Lapping	Kansas City	MO
9981	Mr. Kaleb David Hebert	Lafayette	LA
9984	Mrs. Mia Kaplan	Lacombe	LA
9987	Page Comeaux	New Orleans	LA
9994	Mr. Matthew Jacob Landry	Prairieville	LA
9995	Mr. Lance Casey Orillion	Lafayette	LA
10001	Mr. Ephraim Harrison Fields	Bowie	MD
Reciprocal Licenses Issued			
License #	Name	City	State
9975	Mr. John-Paul Mikolajczyk	Livermore	CA
9976	Mr. Jeffrey Ralph Sherer	Matthews	NC
9978	Mr. Paul A. Buchanan	Houston	TX
9979	Ms. Kahyun Lee	Denver	CO
9980	Mr. Alexander Emil Sexsmith	Tucson	AZ
9982	Mr. Clinton Temple Ashworth	Bedford	TX
9983	Mrs. Jessica Hughes Bennett	Birmingham	AL
9985	Mr. Tobias Heddinghaus	Saint Louis	MO
9986	Mr. Brian Harvey Jones	hattiesburg	MS
9988	Mr. Dennis Robert Wilson	Overland Park	KS
9989	Mr. Michael Lee Paddock	Woodbury	MN
9990	Mr. Enrique Juan Maciá	Miami	FL
9991	Mrs. Bethany Jackson	Oklahoma City	OK
9992	Mr. Roy C. Williams	St Augustine	FL
9993	Mr. James W. Brad Baker	Springfield	MO
9996	Mrs. Rebecca Marie Barry	Dearborn	MI
9997	Mr. David Lee Melo	Braintree	MA
9998	Mr. Adam Marcus	New Orleans	LA
9999	Mr. Jeffrey Alan Fox	Leander	TX
10000	Mr. Frederick Douglas Ostrosky	Rogers	AR
10002	Mr. Dan Mitchell Skaggs	Oklahoma City	OK
10003	Mr. Edmund J. Gontram	Wake Forest	NC
10004	Mr. Gregory T. Mayo	Hendersonville	TN
10005	Mr. Ghassan E. Jahchan	Rogers	AR
10006	Mr. Joseph Epstein	Charlotte	NC
10007	Mr. Lorenzo Ricardo Winslow	Fairburn	GA
10008	Mr. David William Gassen	Rochester	MI
Reinstatement Licenses Issued			
License #	Name	City	State
1931	Mr. Coleman D. Brown	Baton Rouge	LA
4894	Mr. Thomas William Hamilton	Richmond	VA
5502	Mr. David M. Connick	Metairie	LA
6666	Vance William Lazar	Frisco	TX
8251	James Edward Strack	Atlanta	GA
9246	Mr. Joseph Maytum	Bedias	TX
9303	Mr. James Gilder Coate III	Chattanooga	TN
951	Mr. Salvatore F. Caserta	Kenner	LA
9676	Mr. Stephen Kirk Upham	Houston	TX
9713	Mr. Marwan S. Mujahed	Phoenix	AZ
<b>Total Individual Licenses Issued In Reporting Period</b>			
	Initial	7	
	Reciprocal	29	
	Reinstatement	10	



<b>Total Individual Licenses</b>			
	In-State	1296	
	In-State Emeritus	48	
	Out-of-State	2260	
	Out-of-State Emeritus	45	
<b>Total Architect Licenses</b>		<b>3,649</b>	
<b>FIRM CERTIFICATES</b>			
<b>Architectural Firm Certificates Issued</b>			
Certificate #	Firm Name	City	State
AF0981	CRGA Architecture, Inc.	Baltimore	MD
AF0974	Kephart Architects, Inc.	Denver	CO
AF0971	J Tate Design LLC	Auburn	AL
AF0973	BUF Architecture Studio, PLLC	Bentonville	AR
AF0976	Seaver Franks Architects, Inc.	New Orleans	LA
AF0978	Sexsmith Architects, Inc.	Tuscon	NM
AF0970	J.S. Held LLC	Jericho	NY
AF0982	Socotec Consulting, Inc.	New York	NY
AF0980	Archetype, LLC	NEW ORLEANS	LA
AF0972	Daroca Design Studio, LLC	Baton Rouge	LA
AF0977	Health, Education and Research Associates, Inc.	Saint Louis	MO
AF0975	ArchitectureWorks, LLP	Birmingham	AL
AF0979	Gontram Architecture, Inc.	Wake Forest	NC
<b>Architectural Firm Certificates Reinstated</b>			
Certificate #	Firm Name	City	State
<b>Professional Architectural Corporation Certificates Issued</b>			
Certificate #	Firm Name	City	State
<b>Professional Architectural Corporation Certificates Reinstated</b>			
Certificate #	Firm Name	City	State
AC0844	Madden McMillan Architects, Ltd.	Lombard	IL
AC0201	Babineaux Design Associates, Inc.	LAFAYETTE	LA
<b>Architectural-Engineering Corporation Certificates Issued</b>			
Certificate #	Firm Name	City	State
<b>Architectural-Engineering Corporation Certificates Reinstated</b>			
Certificate #	Firm Name	City	State
<b>Total FIRM Certificates Issued In Reporting Period</b>			
	Architectural Firm - In-State		3
	Architectural Firm - Out of State		10
	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
			<b>13</b>
<b>Total FIRM Reinstatements In Reporting Period</b>			
	Architectural Firm - In-State		0
	Architectural Firm - Out of State		0
	Professional Architectural Corporation - In-State		1
	Professional Architectural Corporation - Out-of-State		1
	Architectural Engineering Corporation - In-State		0
	Architectural Engineering Corporation - Out-of-State		0
			<b>2</b>





	<b>Total Active Firm Certificates</b>		
	Architectural Firm - In State		323
	Architectural Firm - Out of State		458
	Professional Architectural Corporation - In-State		113
	Professional Architectural Corporation - Out-of-State		154
	Architectural Engineering Corporation - In-State		12
	Architectural Engineering Corporation - Out-of-State		133
	<b>Total In-State</b>		<b>448</b>
	<b>Total Out-of-State</b>		<b>745</b>
	<b>Total In-State Delinquent</b>		<b>16</b>
	<b>Total Out-of-State Delinquent</b>		<b>25</b>
	<b>Total Firm Certificates</b>		<b>1,234</b>