

**Louisiana State Board of Architectural Examiners**  
**Meeting Minutes**  
**December 11, 2020**  
**Via Zoom**

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

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

**Legal Counsel:** Paul Spaht, Attorney

Tumlin welcomed everyone to the meeting and reviewed the agenda. He opened the floor for comments from the public, and there were none.

**Legal Counsel Report**

Incidental Practice Task Force

Spaht reported that he spoke with LAPELS attorney in early October prior to the Incidental Practice Task Force meeting. Following the October meeting of the Incidental Practice Task Force, LAPELS reached out and indicated that they would like to continue working to address concerns raised in our response to their proposed changes to LAC 46:LXI.105. They also indicated that should the Board want to further pursue an AG Opinion surrounding the authority to impose restrictions on architects practicing engineering and vice versa, they would like to assist in drafting such request for an opinion.

The Board deliberated options moving forward noting that while they had opposed the proposed definition of incidental practice that LAPELS was seeking to move forward, no alternate solution had been offered for consideration. Further, the Board indicated that they would like to get clarity from AIA Louisiana on their position related to LAPELS proposed rulemaking. It was agreed that Blicht, Spaht and Hillegas should engage in further discussion with AIA Louisiana and then the Task Force regarding the development of an alternate solution.

Upcoming Rule Changes

Military Licensure: Spaht reported that legislation passed in the regular session of 2020 required the Board to update their rules related to Military Licensure. He and Hillegas were working on preparing a draft for Board consideration.

Declaratory Rulings: He further reported that he had recently become aware of LA R.S. 49:962 which is a state statute that requires state agencies adopt language in their rules providing for the filing and prompt disposition of petitions for declaratory orders and rulings. To remedy the deficiency in our rules, he and Hillegas reviewed language from other state agencies as well as language used by other boards in the Southern Conference of NCARB and are preparing a draft rule for board consideration.

Review of Rules: Spaht reported that he had also recently learned of a rule in the Administrative Procedures Act that required the Board to incorporate a provision in their Rules to allow members of the public or outside of the board to address repeal or amendment of our rules. He and Hillegas will be working on drafting proposed language for Board consideration.

**Minutes**

The Board reviewed the minutes of the September 11, 2020 meeting.

**Motion #1: Brinson/Bacque: To approve the minutes of the September 11, 2020 meeting. Passed. 7-0.**

**Complaint Review Committee Report**

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

**Case #2019-14** - Ducote reported on a professional architecture firm which practiced and/or offered to practice architecture with an expired license. 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 \$2,000 and costs of \$209.13,
2. 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
3. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

**Motion #2: LeBlanc/Bacque: To accept the consent order for Case #2019-14. Passed 4-0, with CRC members abstaining.**

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

**Case #2019-20** - Ducote reported on a professional architect who (a) sealed, stamped, or permitted his seal to be affixed to drawings which were not prepared by him or under his responsible charge, (b) failed to meet the Board’s Continuing Education requirements and (c) committed fraud, deceit, material misstatement, or perjury in applying for a renewal certificate with the Board. The respondent signed and returned the proposed consent order offered by the CRC. The proposed consent order contained the following sanctions:

1. License to be suspended for one year beginning today,
2. Cease and desist,
3. Return all seals and certificates,
4. License to be placed on probation for 1 year upon completion of suspension period beginning December 11, 2021,
5. Submit on a quarterly basis during probation a complete list and detailed list of projects of which he provided architectural services during the preceding quarter,
6. Submit within 5 day of request, all documents relating to any project on any of said quarterly lists of projects,
7. Immediate suspension of architect license, if during probation period, respondent fails to comply with any portion of the Consent Order, with suspension continuing until he so complies,
8. Respondent to pay a fine of \$6,750 and costs of \$2,110.41,
9. Earn, within 60 days 2 HSW CEHs and forward proof to the Board,

**Louisiana State Board of Architectural Examiners**  
**Meeting Minutes**  
**December 11, 2020**  
**Page 3**

10. 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
11. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

After discussion, Cardone made the motion to modify the sanctions to include earning 24 additional HSW credit hours. The motion failed for lack of a second.

**Motion #3: LeBlanc/Bacque: To accept the consent order for Case #2019-20. Passed 4-0, with CRC members abstaining.**

After the motion was passed, the Respondent was identified as **Clifton C. James, Architect.**

**Case #2020-04** – Ducote reported on an unlicensed firm which practiced and/or offered to practice architecture without proper licensure. 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 \$448.85,
2. 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
3. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

**Motion #4 LeBlanc/Bacque: To accept the consent order for Case #2020-04. Passed 4-0, with CRC members abstaining.**

After the motion was passed, the Respondent was identified as **The Hill Firm, Inc.**

Ducote provided an update on current enforcement statistics noting that there were 14 open cases, 3 cases which had been closed since the last meeting, 0 cases that had been opened since the last meeting, and 10 pending cases.

### **Continuing Education Committee**

Hillegas provided an overview of the results of the 2019 Continuing Education Audit reporting that 168 licensees were randomly selected for the audit and that 160 records had been completed to date. She indicated that staff is following up on the remaining 8 licensees. She further reported that 96 of the records submitted were AIA transcripts, and 68 were self-reported documentation. The Continuing Education Committee met in November and reviewed several files with incomplete or questionable documentation.

During the audit, it was observed that some licensing boards grant HSW continuing education hours for reading their newsletters. The Board discussed the possibility of offering similar credit for those who read the LSBAE newsletter. After considerable discussion, it was determined to further research the development of a bank of questions for a jurisprudence type exam to be published in the newsletter.

**Louisiana State Board of Architectural Examiners**  
**Meeting Minutes**  
**December 11, 2020**  
**Page 4**

**Licenses Issued for Ratification**

Hillegas reported the following registrations had been issued since the last Board meeting:

- 6 initial
- 33 reciprocal
- 28 reinstatement
- 15 Architectural Firm (5 in-state; 10 out-of-state)
- 1 Architectural Engineering Firm (out-of-state)

**Motion #5: Bacque/LeBlanc: To approve the list of licenses and certificates of authority issued for the period September 5, 2020, through November 29, 2020. Passed. 7-0.**

She reported that initial applications remain slow following the closure of Prometric Test centers last spring and NCARB's processing time for initial evaluations is currently running ~50 days. She further reported that they are piloting a program with Ohio and NC to expedite final review of initial applicants record upon completion of ARE and AXP and that both jurisdictions are pleased with the faster turnaround.

**Executive Directors Report**

August, September and October 2020 Financial Statements

Hillegas reported that Firm Revenue is at 87.68% for the year. She reminded the Board that the deadline to renew firm licenses was extended by 90 days until September 30 in response to the stay-at-home orders related to the COVID-19 pandemic. This will impact the amount of time the Board is collecting delinquent revenue for the fiscal year by 3 months. Currently this amounts to approximately \$10K in unrealized revenue. Total revenue to date is \$150k – right on target with budget.

Expenses are currently at \$175K, running below budget. She noted that staff had eliminated the rental of Pitney Bowes postage machine and transferred to Stamps.com which will result in a significant reduction of expenses. The elimination of travel to meetings also contributed to reduced expenses.

The current bottom line represents a \$33K deficit. She noted that revenues are picking up as we are about 5½ weeks into renewals. That will show in future financial statements. She indicated that we are about ½ way there with renewals, with 1,768 already renewed, and another 1,672 still outstanding. There are two additional renewal reminders scheduled to go out before the end of the month.

Business Name Waiver Request

Ducote reviewed a name waiver request received.

**Motion #6: LeBlanc/Singh: That the Board approved the name waiver request from Architectural Building Solutions. Passed 7-0.**

**Candidate Concerns with ARE 5.0 Changes**

Hillegas shared communications received from candidates regarding changes to the ARE which were necessary to implement Remote Proctoring. She reported that NCARB is aware of these concerns and has been addressing them with the candidate population since the announcement of Remote Proctoring. She reminded the Board that remote proctoring will launch on December 14.

**Louisiana State Board of Architectural Examiners**  
**Meeting Minutes**  
**December 11, 2020**  
**Page 5**

**San Francisco Institute of Architecture**

LeBlanc shared information he received regarding an online school of architecture with “ties” to Louisiana. Hillegas reported that upon further research, the BArch and MArch programs they offer are NOT NAAB accredited. The school lists its admissions office at an address in Ruston, LA. The address has been identified as a “Pack and Mail” storefront in Ruston. Further research indicated that there appears to be no Louisiana licensed architects affiliated with the school. It was agreed that there does not currently appear to be any violations of the architects licensing law or rules with respect to this school.

**CY 21 Committee Assignments**

Bacque and Brinson reviewed assignments to committees for 2021. It was noted that while Mr. Tumlin’s appointment is set to expire in January 2021, the 2020 committees will remain in place until Mr. Tumlin’s replacement is identified.

Complaint Review Committee – Singh (Chair), Blicht, Tumlin replacement

Continuing Education Committee – LeBlanc, Cardone, Brinson (January – July), Bacque (July – December)

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

Respectfully submitted,

---

Knox Tumlin, Chair

---

Allen Bacque, Secretary

Approved: February 26, 2021



<b>INITIAL LICENSES</b>			
<b>License #</b>	<b>Name</b>	<b>City</b>	<b>State</b>
9385	Matthew Raybon	New Orleans	Louisiana
9387	Sam Levison	New Orleans	Louisiana
9396	Alan Hart Goodman	Greenwell Springs	Louisiana
<b>RECIPROCAL LICENSES</b>			
<b>License #</b>	<b>Name</b>	<b>City</b>	<b>State</b>
9383	Juliet Serem	Houston	Texas
9384	Giorgio L Balli	Coral Gables	Florida
9386	Jason Paul Tramonte, Jr.	Houston	Texas
9388	Don Dacumos	Lafayette	California
9389	Gregory Lee Keffer	New York	New York
9390	Peter E. Smith	Huntington	New York
9391	Michael Stanczak	Ardmore	Pennsylvania
9392	Daniel Norbert Valle	Memphis	Tennessee
9393	Heath J. Wenrich	San Antonio	Texas
9394	Timoth John Keith	Peachtree Corners	Georgia
9395	Cheryl Lynn McAfee	Atlanta	Georgia
9397	Daniel Leonard Isackson	Columbia	Maryland
9398	Homer I. Guilliams	Forney	Texas
9399	Peter A. Lind	Winnetka	Illinois
9400	John Wesley Gabriel	Houston	Texas
9401	Cesar Dominguez-Ramirez	Richmond	Texas
9402	Robert Peter Budetti, Jr.	Orange	California
9403	David Austin Butler	Kingwood	Texas
9404	William R. Dupre	Kissimmee	Florida
9405	Rudra Kumar Thapa	Dallas	Texas
9406	Peter Lukacs	Murfreesboro	Tennessee
9407	Chris J. Profeta	Melbourne	Florida
9408	James B. Gwin, Jr.	Houston	Texas
9409	Sean G. Pendleton	Parker	Colorado
9410	Joseph M. Lombardi	Paoli	Pennsylvania
9412	LaDonna Marie Justice	Highlands Ranch	Colorado
9413	Stephen Joshua Hampton	Austin	Texas
9414	Adam Timothy Pickett	O'Fallon	Missouri
9415	John David McMorran	Little Rock	Arkansas
9416	Bruce Edward Morris	Atlanta	Georgia
9417	Christopher Thomas Upton	Trophy Club	Texas
9418	Joseph Lee Powell, III	San Francisco	California
9419	Jay Lawrence Woodburn	Richmond	Virginia



<b>LICENSE REINSTATEMENTS</b>			
<b>License #</b>	<b>Name</b>	<b>City</b>	<b>State</b>
3778	William Wilson	Baton Rouge	LA
3606	William Eskew	Baton Rouge	LA
1707	Walter Randall	Alexandria	LA
4931	David Poché	New Orleans	LA
7457	Jason Mitchell	Lake Charles	LA
6456	Ashish Mishra	Charlotte	NC
6106	Jerry Nuznov	Lawrenceville	GA
7321	Eric Kronberg	Atlanta	GA
8263	Lawrence Connolly	Austin	TX
5117	Gary Davenport	Midlothian	TX
7519	Joseph Slicker	Tyler	TX
8101	Chijiokeh Iloputaife	Williamsville	NY
8492	Angelica Batac	Katy	TX
7021	Richard King	Garland	TX
8242	Deryl Patterson	Jacksonville	FL
	<b>Total Licenses Issued In Reporting Period</b>		
	Initial		6
	Reciprocal		33
	Reinstatement		28
	<b>Total Licenses</b>		
	In-State		1,321
	In-State Emeritus		39
	In-State Suspended		1
	Out-of-State		2,119
	Out-of-State Emeritus		41
	<b>Total</b>		<b>3,588</b>



<b>FIRM LICENSES</b>			
<b>Architectural Firm Licenses Issued</b>			
<b>License #</b>	<b>Firm Name</b>	<b>City</b>	<b>State</b>
AF0746	Cohesion Architecture	Lake Charles	LA
AF0747	Griggs Mitchell and Assoc. Architecture LLC	Lake Charles	LA
AF0748	Architects Plus, L.L.C.	Baton Rouge	LA
AF0755	FiveH Design, LLC	New Orleans	LA
AF0760	WILLIAMS Architecture, LLC	Baton Rouge	LA
AF0749	Mitchell and Hugeback Architects, Inc.	Saint Louis	MO
AF0750	CMH Architects, Inc.	Birmingham	AL
AF0751	DP Designs & Development	Desoto	TX
AF0752	Knauer Incorporated	Deerfield	IL
AF0753	Tramonte Design Studio LLC	Houston	TX
AF0754	Rehler Vaughn & Koone, Inc.	San Antonio	TX
AF0756	Kern & Co., LLC	Savannah	GA
AF0757	Beck Architecture, LLC	Dallas	TX
AF0758	SWA Architecture PLLC	New York	NY
AF0759	Design Justice, LLC	Indianapolis	IN
<b>Professional Architectural Corporation Licenses Issued</b>			
<b>License #</b>	<b>Firm Name</b>	<b>City</b>	<b>State</b>
NO PAC's ISSUED			
<b>Professional Architectural Corporation Licenses Reinstated</b>			
<b>License #</b>	<b>Firm Name</b>	<b>City</b>	<b>State</b>
NO PAC's REINSTATED			
<b>Architectural-Engineering Corporation Licenses Issued</b>			
<b>License #</b>	<b>Firm Name</b>	<b>State</b>	
AE0475	Polaris Forensics, Inc.	Plano	Texas
<b>Total Licenses Issued In Reporting Period</b>			
	Architectural Firm - In-State		5
	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		1
<b>Total Firm Licenses</b>			
	Architectural Firm - In State		291
	Architectural Firm - Out of State		376
	Professional Architectural Corporation - In State		115
	Professional Architectural Corporation - Out of State		183
	Architectural Engineering Corporation - In State		17
	Architectural Engineering Corporation - Out of State		117
	<b>Total In-State</b>		<b>423</b>
	<b>Total Out-of-State</b>		<b>676</b>
	<b>Total Firm Licenses</b>		<b>1,099</b>