

Minutes of the Meeting of
Louisiana State Board of Architectural Examiners
Baton Rouge, Louisiana
June 17, 2011

Attending Richard LeBlanc, President presiding
 Ronald Blicht, Secretary
 Allen Bacqué
 Creed Brierre
 J. David Brinson
 John Cardone, Jr.
 Robert McKinney
 Teeny Simmons, Executive Director
 Paul H. Spaht, Board Attorney
 Robert Eddleman, Board Investigator

Call to Order

1. The meeting was called to order by the President.

Minutes Approved

2. The minutes from the meeting held March 18, 2011 were approved as written.

IDP Report

3. Ms. Marsha Cuddeback presented the following IDP report:

1

PROGRAM DEVELOPMENT

Proposal 1:

NCARB Council Record Initial Fee Reimbursement

Proposal 2:

Louisiana IDP Forum 2012

2

NCARB Eligibility Forms

Testing and creating a strategy for completing IDP Eligibility Date

3

UPCOMING EVENTS

2011 IDP Coordinators Conference

July 28-30, 2011, Chicago, IL

Proposal submitted and accepted for 30-minute presentation of the Louisiana IDP Forum

NEWS

The Board approved a donation of \$7000.00 to help fund the 2012 IDP Forum to be held Saturday, July 21, 2012.

Executive Director's
Report

4. The Executive Director reported and discussed the following:
 - A. 2011 firm renewal reminder postcards mailed in May and beginning of renewal process.
 - B. The continuing education audits were prepared for Mr. Baque, Mr. Brinson and Mr. Cardone's review prior to the meeting.
 - C. Continuing to work with Peacock Communications and Vincent Miranda on new website design.
 - D. Completed installation of large TV/monitor and connections in board room, along with purchase of new chairs.
 - E. Preparation for internal audit/working with Legislative Auditor for firm selection.
 - F. Preparation for Board meeting.
 - G. Attendance:
 1. March 21 – Breakfast meeting with Representative Simon and Marsha Cuddeback.
 2. March 23 – OCDD/LSU
 3. March 31 – AIALA Board meeting with Ron Blich.
 4. May 3 – Legislature/bill on exemptions/kept updated with progress.
 5. May 12-14 – New Orleans (AIA National).
 6. June – Advertising for lack of nominees from Districts 1 and 2 on Architects Selection Board.
5. Mr. Spaht presented the following legal matters for discussion:
 - A. Chapter 15 (Titles, Firm Names, and Assumed Names) – The board reviewed the NOI published on February 20, 2011, in the Louisiana Register proposing to amend Chapter 15 of the board rules concerning Titles, Firm Names, and Assumed Names. Ms. Simmons advised that no comments concerning the proposed rule amendments had been received. Upon motion duly made, seconded, and passed, the board adopted the proposed rule amendments. The amended rules will be published in the Louisiana Register.

Legal

- B. HB 362/Exemptions (2011 legislation) – The board reviewed the original and engrossed versions of HB 362 which amends and reenacts R.S. 37:155 (A)(4)(f) and (5) concerning exemptions to the licensing law. Ms. Simmons reported that she understood the bill had been passed by the legislature and recently signed by the governor. No board action was deemed necessary.
- C. Building Official's Guide to Architecture Requirements – Ms. Simmons reported that a meeting of representatives of the LSBAE and the Louisiana State Board of Registration for Professional Engineers and Land Surveyors will be held on July 12, 2011, at 11:00 a.m. Messers. Blicht, Brinson, and McKinney will represent the board at this meeting.
- D. Shop drawings review stamp – The board reviewed a string of emails and other documents concerning shop drawings and whether same needed to be stamped by a licensed professional. These emails and documents were reviewed primarily for informational purposes, and the board concluded that no amendment to its rules concerning this matter was necessary.
- E. Consulting architect – For informational purposes, the board reviewed a string of emails to/from Cat Foy of Grace & Hebert concerning the question of whether an unlicensed architectural firm providing consulting services to a licensed architect must be licensed by the board. The board also reviewed Mr. Spaht's email response dated April 7, 2011 to the question asked. Mr. Spaht had advised that it was the board's understanding that the unlicensed architectural firm providing consulting services would be working for and under the licensed architect and performing conceptual design, and that the licensed architect will assume full responsibility for and stamp the construction documents. Under that scenario, the consensus of the board was that the unlicensed architectural firm need not be licensed to perform those consulting services. At the same time, the unlicensed consultant should not be credited on the construction documents as being an architect. No further board action was deemed necessary.
- F. Number of Blue Covers issued – The board reviewed a chart showing the numbers of out of state registrations from 2004 through the present. The chart showed a significant increase in the number of out of state registrations during 2006, 2007, and 2008. Thereafter, the number of out of state registrations had decreased. However, the total number of out of state registrations during 2009 and 2010 was still higher than before Hurricane Katrina. The chart was reviewed primarily for informational purposes, and no board action was deemed necessary.
- G. General Disciplinary Guidelines – Pursuant to instructions from the last meeting, Mr. Spaht prepared a draft of Proposed Rules Re: General Disciplinary Guidelines. The proposed rules listed the possible violations of the licensing law and board rules, leaving for the board's consideration the discipline which should be imposed for each violation. The board appointed Messers. Blicht, Brinson, and McKinney to study the proposed rules and make recommendations to the full board concerning the discipline to be imposed for various violations and any other matters concerning the proposed rules deemed necessary.
- H. Appearance of Lynn Robertson/Steve Mayer AIA Louisiana – Ms. Robertson and Mr. Mayer appeared at approximately 11:30 a.m. Mr. Mayer confirmed that HB 362 had passed the legislature and been signed by the governor.

- I. Waiver of delinquency fee for license renewal – The board reviewed a request from Donald E. Hedrick, La. Registration Number 3887, requesting that the board waive any delinquency fee for renewal of his architectural license for 2011. Mr. Hedrick advised that he had received military mobilization orders and reported to active duty in April of 2011, and he was thereafter deployed to Afghanistan. Thereafter, he returned to the United States, but he remains on Active Duty Order with an anticipated release July of 2011. Mr. Hedrick intends to re-initiate his architectural career upon release from the military. Upon motion duly made, seconded, and passed, the board agreed to waive the delinquency fee for Mr. Hedrick. Further, the board will consider adopting a rule waiving the delinquency fee for a civilian architect who seeks to renew his architectural license after serving on active duty in the Armed Forces of the United States similar to Rule §1315.B.3. Rule §1315.B.3 exempts a civilian architect serving on active duty in the Armed Forces of the United States for more than ninety consecutive days from the requirements of continuing education. Ms. Simmons will notify Mr. Hedrick that the board had granted his request for a waiver.
- J. Personal financial disclosures – Ms. Simmons reminded the board that the deadline for filing the personal financial disclosures was May 15, 2011. No board action on this issue was deemed necessary.
- K. Website questions and answers – The board reviewed and made several changes to the common questions and answers to be published on the board website. Further, the board observed that the answers to the questions concerning continuing education may need to be amended, depending upon pertinent events at the upcoming (June) national meeting of NCARB.
- L. CRC matters – Mr. Eddleman presented the following CRC matters:

Case # 2010 – 38 – Brawer & Hauptman, Architects, L.L.C. – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure and admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved the motion made by Mr. Blich, seconded by Mr. Brinson, to approve the signed Consent Order.

Case # 2010 – 40 – Ziegler and Cooper, Inc. – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure and admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved the motion made by Mr. Bacque, seconded by Mr. Cardone, to approve the signed Consent Order.

Case # 2010 – 35 – Monsour Architecture + Consulting, L.L.C. – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure and admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved the motion made by Mr. Cardone, seconded by Mr. Blich, to approve the signed Consent Order.

Pryor & Morrow Architecture, A Professional Corporation – Mr. Eddleman reported on an unlicensed architectural firm that submitted an application for firm licensure and admitted to practicing and/or offering to practice architecture prior to obtaining licensure. The respondent has signed and returned the proposed Consent Order offered by the CRC. After discussion, the Board unanimously approved the motion made by Mr. Cardone, seconded by Mr. Blicht, to approve the signed Consent Order.

M. Enforcement Report – Mr. Eddleman presented a written Enforcement Report for the period March 18, 2011 – June 17, 2011. As set forth more fully in this report, the CRC at its March 18, 2011 meeting authorized the issuance of four proposed consent orders. Further, since the March meeting, three cases had been opened, and at the direction of the CRC six cases were closed. Four cases were referred to the CRC for review; the four cases were cases of unlicensed practice.

6. Mr. McKinney & Mr. Brierre were elected President and Secretary respectively with one year term beginning January 1, 2012.
7. The May, 2011 budget report was reviewed.
8. Approval was given to the 2011-2012 budget.
9. The Board went into executive session to discuss plans for future staffing .
10. Remaining 2011 meeting dates:

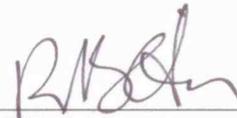
Friday, September 30
Friday, December 16

9/30/2011

Date



Richard LeBlanc, President



Ronald Blicht, Secretary

Budget Report