MINUTES
MARYLAND BOARD OF ARCHITECTS

DATE	April 29, 2020
PLACE:	Virtual Video Conference – https://meet.google.com/qwi-hfve-mxw Phone - +1 318-620-0382 PIN: 980 053 069#
PRESENT:	Paul Edmeades, Chair Cynthia Shonaiya, Vice Chair Kevin Sneed, Architect Magda Westerhout, Architect Stephanie Hopkins, Consumer Board Member Gary Ey, Consumer Board Member Douglas Polt, Architect
ABSENT	None
OTHERS PRESENT:	Joseph H. Cullingford, Executive Director Frazier West, Investigator Jessica Praley, Board Counsel Carla M. Zamon, Acting Assistant Executive Director

CALL TO ORDER:

Chairman Paul Edmeades called the meeting to order at 10:07 a.m.

APPROVAL OF THE MINUTES

Motion (I) was made by Cynthia Shonaiya, seconded by Kevin Sneed and unanimously carried to approve the February 26, 2020 meeting minutes, with changes.

COMPLAINT COMMITTEE REPORT

Gary Ey reported the current status of opened complaints as follows:

18-AR-23	No Change
02-AR-19	Awaiting Board's Review of OAH Order
10-AR-19	No Change
03-AR-20	Awaiting Response

Motion (II) was made by Magda Westerhout, seconded by Douglas Polt and unanimously carried to accept the complaint committee report.

APPLICATIONS FOR ARCHITECTURAL REGISTRATION EXAM (ARE)

The Board approved the following applications for the Architectural Registration Examination:

ARE Applicants
Kim, Jiae (ARE)
Collins, Dennis (ARE)
Howard, Abigail (ARE)
Li, Mengru (ARE)

Reciprocity Applicants
Norton, William (Recip)

Motion (III) was made by Stephanie Hopkins, seconded by Cynthia Shonaiya and unanimously carried to approve 4 A.R.E. and 1 reciprocal applications.

OLD BUSINESS

The Board continued the discussion on the modernization of firm permits. Jessica Praley stated that she is still working on the proposed revision comparisons with NCARB Model Law. She will continue working on it to make the draft documents available for review at the next meeting.

NEW BUSINESS

The Chairman discussed the cancellation of NCARB's annual meeting and the virtual limited meeting that will be held. He stated that more information would become available from NCARB and that the Board would further discuss it at the next meeting.

The Board discussed the requirement for licensees to report disciplinary actions from another jurisdiction. Currently, our statute does not require licensees to report discipline during their renewal unless it meets certain criteria that is outlined within the statute. The Board's opinion is that there is no need for change. Jessica Praley added that we are currently asking the correct questions to ensure that we are complying with the law. Kevin agree that we should not be requiring more information than necessary, to avoid "piling on."

CORRESPONDENCE

No correspondence

CPC COMMITTEE REPORT

Chairman Edmeades stated that he would review and comment on NCARB's draft continuing education changes.

EXECUTIVE DIRECTOR'S REPORT

Mr. Cullingford Informed the Board about some upcoming staffing changes and how they would potentially affect Board operations. He updated the Board on processes that have been put in place to facilitate operations during the COVID emergency response. Mr. Cullingford briefed the Board members on efforts being made to digitize all of the examination applications so that they would remain

available in perpetuity. He reminded Board members to ensure they completed their annual disclosure reports before the extended June deadline.

BOARD COUNSEL REPORT

Jessica Praley informed the Board that this year's legislative session was closed. She added that HB349/SB280 - altering application requirements for military/veterans/spouses also passed and HB483/SB297 - 90 day hearing requirements, did not pass.

Ms. Praley updated the Board on the progress of the CPC committee, stating that she was still working on draft revisions for the Board's review. She also informed the Board that she needed to review an OAH proposed order with the Board. Because this review would require legal advice, in executive session, she would not be reviewing it this month. A letter was sent out to the respondent to explain the nature of the delay in the Board issuing a final order.

ADJOURNMENT

The next meeting is scheduled for May 27, 2020.

There being no further business, motion (IV) was made by Stephanie Hopkins, seconded by Kevin Sneed and unanimously carried to adjourn the meeting at 11:27 a.m.

Paul D. Edmeades

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Paul Edmeades, Chair

May 28, 2020

Date