
Maryland Board of Architects Business Meeting Minutes

DATE: January 24, 2024

TIME: 11:00 AM

LOCATION: 1100 North Eutaw Street
5th Floor Conference Room
Baltimore, MD 21201

Video conferencing via: meet.google.com/byw-mkbg-vad

By Phone: **(US) +1 234-719-3728 PIN: 756 731 100#**

MEMBERS PRESENT: Paul Edmeades, Chair
Cynthia Shonaiya, Vice Chair
Kevin Sneed, Architect
Casey Dawkins, Consumer Member
Stephanie Hopkins, Consumer Member

MEMBERS ABSENT: Douglas Polt, Architect
Mark Flemming, Architect

STAFF PRESENT: Zevi Thomas, Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

OTHERS PRESENT: John Corkill, Architect
Danielle Anderson, O&P Communications and Web Coordinator

Call to Order

Paul Edmeades, Chair, called the Business Meeting of the Maryland Board of Architects to order at 11:04 a.m., virtually via meet.google.com/byw-mkbg-vad, (US) +1 234-719-3728 PIN: 756 731 100#.

Approval of Minutes

The members reviewed the minutes of the Business Meeting held on December 13, 2023. Motion (I) was made by Ms. Shonaiya, seconded by Ms. Hopkins, and unanimously carried by the Board to approve the minutes without corrections.

Complaint Committee Report - None

Review of Applications

Applications for Architectural Registration Exam (A. R. E.)

Chair Edmeades presented the report for the applicants for the Architectural Registration Exam (A.R.E.) and reciprocity.

There were **seven (7)** A.R.E. applications administratively approved:

DAVIS, Cody

NGUYEN, Ryan

PHILLPOTTS, Najuane

HAWKINS, Terry

LI, Nengjing

QAZI, Awais

TERRA, Iliad

There were **three (3)** A.R.E applications approved by the Board:

BROTT, Adam

MURRAY, Colin

SATTERFIELD, Michael

Mr. Sneed asked if the ERC forms were still acceptable even if the architect supervisor had already retired. Mr. Edmeades stated that it is acceptable provided that their license was current at the time when the candidate was under their supervision.

Applications for Reciprocity - None

Motion (II) was made by Ms. Hopkins, seconded by Mr. Dawkins, and unanimously carried out to approve **ten (10)** A.R.E. applications. **No reciprocities.**

Old Business

Committee Reports

DEI (Diversity, Equity, and Inclusion)

Ms. Shonaiya reported that there was positive feedback from both universities (the schools of architecture at Morgan State and University of Maryland). She and Mr. Sneed confirmed that the title DEI was changed to Maryland Diversity Licensure Forum which will focus on issues concerning underrepresented groups in architecture. The next meeting of this committee will be on January 30th, 2024. There's a forum planned for May 2024.

Code Officials

Chair Edmeades alluded that The Code Officials Handbook which was posted in G: Drive was already reviewed by Mr. Venuti including his comments. Chair Edmeades encouraged the Board members to review it and discuss it at the next meeting.

Board Responsibilities to MD

Chair Edmeades mentioned that he will circulate the report and discuss it at the next meeting.

Strategic Plan

Chair Edmeades shared with Mr. Ed Tucker an overview of what the MD Board has discussed regarding the Region VI Strategic Plan. In addition, he recommends discussing this matter during the upcoming NCARB Regional Summit

New Business

Ms. Hopkins requested a Closed Session for the next meeting regarding the Complaint Committee Meeting. Chair Edmeades agreed and asked Mr. Venuti to send him the Executive Session form for his signature. Mr. Venuti agreed.

Correspondence - NONE

Executive Director's Report - NONE

Board Counsel's Report

Mr. Venuti reported that the MD Architect's Board new fees regulations were published on December 29, 2023. The Board will be accepting comments on these changes until January 29, 2024, and will be submitted to the Secretary's Office for approval. The final vote could be carried during the next scheduled Board meeting.

Executive Session – NONE

Adjournment

There being no further business to discuss, Motion (III) was made by Mr. Sneed, seconded by Mr. Dawkins, and unanimously carried out by the Board to adjourn the meeting at 11:24 a.m.

The next Board Meeting will be on February 21, 2024, Wednesday at 11:00 am

_____ With Corrections X Without Corrections

(Signature on File)

02/22/2024

Cynthia Shonaiya, Chair

Date