

MINUTES

MARYLAND BOARD OF ARCHITECTS

DATE: May 22, 2019

PLACE: 500 N. Calvert Street
3rd Floor Conference Room
Baltimore, MD 21202

PRESENT: Paul Edmeades, Chair
Kevin Sneed, Architect
Douglas Polt, Architect
Magda Westerhout, Architect
Cynthia Shonaiya, Architect

OTHERS PRESENT: Joseph Cullingford, Executive Director
Rory Wise, Assistant Executive Director
Milena Trust, Board Counsel
Frazier West, Professional Licensing Investigator
Iris Beasley, Board Administrator

ABSENT: Gary Ey, Consumer Member
Stephanie Hopkins, Consumer Member

CALL TO ORDER

Paul Edmeades called the meeting to order at 10:20 a.m.

APPROVAL OF THE MINUTES

Motion (I) was made by Magda Westerhout, seconded by Douglas Polt and unanimously carried to accept the April 17, 2019 meeting minutes with changes.

COMPLAINT COMMITTEE REPORT

17-AR-06 No Change
18-AR-23 No Change
02-AR-19 No-Change
04-AR-19 Closed
06-AR-19 No -Change
07-AR-19 No-Change

08-AR-19 No -Change
09-AR-19 Closed
10-AR-2019 Open; Investigation
11-AR-19 Closed
12-AR-19 Open; May 22, 2019
13-AR-19 Olsen v.

Motion (II) was made by Kevin Sneed, seconded by Magda Westerhout and unanimously carried to accept the Complaint Committee report.

EXECUTIVE SESSION

Motion (III) was made by Cynthia Shonaiya, seconded by Douglas Polt and unanimously carried by the Board to go into Executive session at 10:30 a.m., 3rd Floor Conference room, 500 N. Calvert Street, Baltimore, MD 21220. This session is permitted to be closed pursuant to State Government Article, Title §10-508(a) (7). Upon completion of the session, the Board reconvened its public meeting at 10:40 a.m.

APPLICATIONS FOR ARCHITECT REGISTRATION EXAMINATION

The Board approved the following twelve ARE candidates:

Michael Vesely	Hilary Meehan
Alexandria Gill	Justin Oyler
Manuela Arrayo	Ryan Hess
Catherine Tran	Bao Phan
John Vogtman	Sarah Gilloran
Francisco Waltersdorfer	Caroline Marary

The Board denied one ARE application.

Motion (IV) was made by Kevin Sneed, seconded by Magda Westerhout and unanimously carried to accept the twelve ARE candidates with one denial.

OLD BUSINESS

Motion (V) was made by Magda Westerhout, seconded by Cynthia Shonaiya and unanimously carried to accept Gary Ey (Primary) and Kevin Sneed (Alternate) as the alternate voting delegates during NCARB's annual meeting. The meeting will be held in Washington, DC on June 19-22. Joseph Cullingford will submit the paperwork to NCARB to indicate the selection.

The Board reviewed an updated ARE application that was created by the Board's Staff. The revised application included any recent changes to the Board's regulations and procedures. The new application will also be a fillable PDF in order to ensure better access by the applicants.

The Board complimented the application, making only minor changes. Mr. Cullingford stated that the revised application will be posted online once the changes are made and the form is tested.

Joseph Cullingford stated that he is continuing to work towards increasing the Board's outreach initiatives. He added that he completed the application to become an active member in the Maryland Building Officials Association and will begin attending meetings periodically.

NEW BUSINESS

Paul Edmeades informed the Board about the NCARB Board of Directors Meeting. He highlighted that the NCARB Strategic Plan had finally been approved. He also informed the Board that at the NCARB Region 2 meeting they will be reviewing NCARB's By-laws and Rules to ensure that they were incorporated with the regions. The Board will also inform NCARB about several changes Region 2 has made.

CORRESPONDENCE

No new correspondence

The board chair updated the Board on prior correspondence. He explained that he had sent a letter, on behalf of the Joint Chairs of the Design Boards, to Montgomery County Permitting Office to address requirements that mandated architects to sign certifications that are not within the scope of their experience and education.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Joseph Cullingford introduced Rory Wise as the new Assistant Executive Director. Mr. Wise has over a twenty year history working for the state in the field of corrections. His previous job was with the Clifton T. Perkins Hospital Center as their assistant director for security.

BOARD COUNSEL'S REPORT

Milena Trust updated the Board about a conference call that herself and Jessica Praley attended with the NCARB Executive Mike Armstrong. During the conference call they discussed initiatives to renew the focus on board counsel involvement with NCARB.

Milena Trust informed the Board that they should notify her by July 1, 2019 if they planned on presenting new legislation for the upcoming session. She recommended that the Board consider reviewing the statutory language and requirements that is used in their firm permit requirements.

ADJOURNMENT

There being no further business, motion (VI) was made by Cynthia Shonaiya, seconded by Magda Westerhout and unanimously carried to adjourn the meeting at 11:15 a.m.

Paul Edmeades, Chair

Date: _____