



MINUTES OF THE MEETING OF THE
LOUISIANA STATE BOARD OF
ARCHITECTURAL EXAMINERS
THE WESTIN NEW ORLEANS
NEW ORLEANS, LA 70130
SEPTEMBER 29, 2023, 10:00 A.M.

At 10:05 a.m. on September 29, 2023, Ronald B. Blicht called the meeting to order in the Chairman's Room at the Westin New Orleans in New Orleans, Louisiana, with the following members present:

Ronald B. Blicht, President
Kevin J. Singh, Secretary
Michael F. Holly
David K. Brossett
Kristine A. Kobila
Christian R. Elbersen

Also present: Tyson J. Ducote, Executive Director
Justin G. Owens, Deputy Director
Paul H. Spaht, Board Legal Counsel
Lindsay Stewart, Board Licensing Advisor

Absent: John Cardone, Jr.

President Blicht welcomed everyone to the meeting, reviewed the agenda and recognized public comment time.

Minutes

The board unanimously approved the motion by Ms. Kobila, seconded by Mr. Brossett, to approve the minutes of the July 28, 2023 regular board meeting.

Legal Counsel Report

Case #2022-04 update:

The formal hearing occurred on July 28, 2023. Thereafter, the board members who heard the matter considered the testimony and evidence presented and rendered proposed Findings of Fact, Conclusions of Law, and Order ("Findings and Order"). The proposed Findings and Order and a letter dated August 22, 2023, from the Deputy Director to the Respondent were personally served upon the Respondent on August 23, 2023. The letter advised Respondent that he was being afforded the opportunity to file exceptions and present briefs and to make oral argument to the board members who had rendered the proposed Findings and Order at this meeting.

The Respondent failed to appear at the meeting. Owens reported that the Respondent had failed to file exceptions, present briefs, or make oral argument, and in fact he had not heard from the Respondent since the formal hearing.

Case #2022-27 update:

This formal hearing also occurred on July 28, 2023. Thereafter, the board members who heard the matter considered the testimony and evidence presented and rendered proposed Findings of Fact, Conclusions of Law, and Order ("Findings and Order"). The proposed Findings and Order and a letter dated August 22, 2023, from the Deputy Director to the Respondent were personally served upon the Respondent on August 24, 2023. The letter advised Respondent that he was being afforded the opportunity to file exceptions and present briefs and to make oral argument to the board members who had rendered the proposed Findings and Order.

The Respondent failed to appear at the meeting. Owens reported that he had spoken to the Respondent, and Respondent had paid the fine (\$2,500.00) and the attorney's fees, expenses, and costs (totaling \$4,631.27) set forth in the Findings and Order. Mr. Owens further reported that the Respondent had failed to file exceptions, present briefs, or make oral argument.

Rule §307, Meetings amendment:

Spaht reported that Act 393 of 2023 mandated that state agencies provide by rule for the participation in their meetings by electronic means on an individualized basis of members of the public with a disability recognized by the Americans with Disability Act, designated caregivers of such persons, and participant board members with an ADA-qualifying disability, and it set forth required procedures for providing public

notice, receiving requests for accommodation, and for accommodating requests for such participation. The board reviewed and discussed proposed amendments of its existing LAC 46:I: Chapter 3, §307. Meetings to provide for the changes mandated by Act 393, and for related matters.

The board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobila, to approve the proposed changes to LAC 46:I: Chapter 3, §307. Meetings and authorize the rulemaking process to begin by submitting a Fiscal and Economic Impact Statements (FEIS) for proposed rule amendments to the Legislative Fiscal Office for its review and consideration.

Rule §1907, General Disciplinary Guidelines amendment update:

Spaht reported that a FEIS for the proposed amendment to Rule §1907 had been submitted to the Legislative Fiscal Office, and its approval was soon expected so that a Notice of Intent could be published in the *Louisiana Register* on October 20, 2023.

Architect/Civil Engineer Task Force update:

Mr. Elberson gave an update to the board on the first two task force meetings, which occurred in August and September. Spaht reported his observations of the same meetings. Another task force meeting is scheduled for October 17, 2023.

Licensing Laws and Rules revision update

Spaht led a discussion concerning several issues which need to be decided related to the education required for initial and reciprocal licensing.

Strategic Planning Review – LSBAE Self-Survey

President Blich led a discussion on the board’s strategic plan and ideas of how separate items thereon could be best addressed. The board discussed a few of the items on the LSBAE self-survey, and it was decided that Ducote would send out a second survey to gather ideas from the members on which sections should be addressed first.

Complaint Review Committee Report

Owens provided an update on current enforcement statistics, noting that there were 25 open cases, 14 cases closed since the July meeting, 23 cases opened since the July meeting, 30 pending cases, and 7 letters of caution issued since the July meeting.

Licenses/Certificates Issued for Ratification

Ducote reported that the following licenses/certificates had been issued from July 22, 2023, to September 21, 2023:

- 7 Initial Architects
- 29 Reciprocal Architects
- 10 Architect Reinstatements
- 13 Architectural Firms (3 in-state; 10 out-of-state)
- 2 Firm Reinstatements

License/Certificate statistics as of September 21:

Individual Licenses:

- In-state active – 1,296
- In-state emeritus – 48
- Out-of-state active – 2,260
- Out-of-state emeritus – 45

Total – Individual Licenses: 3,649

Firm Certificates of Authority as of September 21:

- Architectural Firms
 - In-state – 323
 - Out-of-state – 458
- Professional Architectural Corporations
 - In-state – 113
 - Out-of-state – 154
- Architectural Engineering Corporations
 - In-state – 12

- Out-of-state – 133
- Delinquent firm renewals
 - In-state – 16
 - Out-of-state – 25

Total – Firm Certifications: 1,234

The board unanimously approved the motion by Mr. Brossett, seconded by Ms. Kobila, to approve the list of licenses and certificates issued for the period July 22, 2023, through September 21, 2023.

Ducote reported on the end of August 2023 data provided by NCARB on Louisiana architectural candidates and licensees and current demographic data.

- Number of exam candidates - 357
- Number of Louisiana licensed architects who are NCARB record-holders - 2,764
- Exam divisions administered – 112

Data from May 1, 2023, to August 31, 2023

- Number of candidates completing core requirements – 11
- Number of initial transmittal requests to NCARB – 12
- Number of reciprocal transmittal requests to NCARB – 62
- New NCARB records opened – 65
- NCARB records renewed - 285

Ms. Stewart and Mr. Singh gave a report on the NCARB Licensing Advisor Summit, which they attended in Kansas City, MO, August 3-5, 2023.

Executive Director's Report

Financials

Ducote reported on the August financial numbers. Income was at 22% of the FY24 budgeted amount, with expenses at 14% of the budgeted amount with ten months left in the FY.

Louisiana Legislative Audit

Ducote reported that the 2023 financial audit had been completed two weeks earlier and that he had received a final report detailing the audit. The Louisiana Legislative Auditor found no significant or material weaknesses and no issues with compliance or other matters, and he did not need to issue a letter to board management.

LSBAE District 2 notice

Ducote reported that the process of filling the District 2 position, which will expire on December 31, 2023, was started on September 2. Applicants have until October 2 to submit a letter of intent to the board office.

Miscellaneous

Ducote reported on the CE Broker audit rollout status and on changes to the new licensee welcome emails. President Blich and Mr. Holly volunteered to be part of the CE Broker audit test.

Discussion Items

LSBAE Substance Abuse and Drug-Free Workplace Policy

The board reviewed and discussed an amendment to the previously adopted LSBAE Substance Abuse and Drug-Free Workplace policy for staff.

The board unanimously approved the motion by Mr. Holly, seconded by Mr. Singh, to adopt an amendment to the LSBAE Substance Abuse and Drug-Free Workplace Policy.

Mr. Brossett and Mr. Elberson exited the meeting.

LSBAE Investment Policy

Ducote discussed and presented a proposed investment policy for the board's excess funds.

The board unanimously approved the motion by Ms. Kobila, seconded by Mr. Holly, to adopt the LSB AE Investment Policy.

Mr. Brossett and Mr. Elberson re-entered the meeting.

Executive Director's Annual Performance Review

There was a short discussion on the Executive Director's annual performance review forms and timeline.

The board unanimously approved the motion by Mr. Holly, seconded by Mr. Brossett, to enter into executive session to discuss personnel matters.

Ducote, Owens, Spaht, and Ms. Stewart exited the meeting.

The board unanimously approved the motion by Mr. Holly, seconded by Mr. Brossett, to exit the executive session.

Ducote re-entered the meeting, and Ms. Kobila exited the meeting.

Owens and Spaht re-entered the meeting.

Miscellaneous

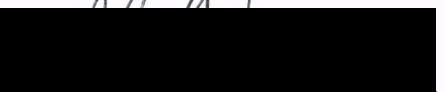
Ducote gave a brief update on the status of the Legal Search Committee, and there was a discussion regarding the 2024 board executive committee members.

After discussion, the board approved the motion by Mr. Holly, seconded by Mr. Elberson, to elect Mr. Singh and Mr. Brossett as the 2024 board officers, with Mr. Singh as president and Mr. Brossett serving as secretary.

Adjournment

The board unanimously approved the motion by Mr. Elberson, seconded by Mr. Holly, to adjourn the meeting.

Respectfully submitted,



Ronald B. Blich, Board President



Kevin J. Singh, Secretary

| Initial Licenses Issued | | | |
|-------------------------|-----------------------------|--------------|-------|
| License # | Name | City | State |
| 9977 | Mrs. Marie Sophie Lapping | Kansas City | MO |
| 9981 | Mr. Kaleb David Hebert | Lafayette | LA |
| 9984 | Mrs. Mia Kaplan | Lacombe | LA |
| 9987 | Page Comeaux | New Orleans | LA |
| 9994 | Mr. Matthew Jacob Landry | Prairieville | LA |
| 9995 | Mr. Lance Casey Orillion | Lafayette | LA |
| 10001 | Mr. Ephraim Harrison Fields | Bowie | MD |

| Reciprocal Licenses Issued | | | |
|----------------------------|--------------------------------|----------------|-------|
| License # | Name | City | State |
| 9975 | Mr. John-Paul Mikolajczyk | Livermore | CA |
| 9976 | Mr. Jeffrey Ralph Sherer | Matthews | NC |
| 9978 | Mr. Paul A. Buchanan | Houston | TX |
| 9979 | Ms. Kahyun Lee | Denver | CO |
| 9980 | Mr. Alexander Emil Sexsmith | Tucson | AZ |
| 9982 | Mr. Clinton Temple Ashworth | Bedford | TX |
| 9983 | Mrs. Jessica Hughes Bennett | Birmingham | AL |
| 9985 | Mr. Tobias Heddinghaus | Saint Louis | MO |
| 9986 | Mr. Brian Harvey Jones | hattiesburg | MS |
| 9988 | Mr. Dennis Robert Wilson | Overland Park | KS |
| 9989 | Mr. Michael Lee Paddock | Woodbury | MN |
| 9990 | Mr. Enrique Juan Maciá | Miami | FL |
| 9991 | Mrs. Bethany Jackson | Oklahoma City | OK |
| 9992 | Mr. Roy C. Williams | St Augustine | FL |
| 9993 | Mr. James W. Brad Baker | Springfield | MO |
| 9996 | Mrs. Rebecca Marie Barry | Dearborn | MI |
| 9997 | Mr. David Lee Melo | Braintree | MA |
| 9998 | Mr. Adam Marcus | New Orleans | LA |
| 9999 | Mr. Jeffrey Alan Fox | Leander | TX |
| 10000 | Mr. Frederick Douglas Ostrosky | Rogers | AR |
| 10002 | Mr. Dan Mitchell Skaggs | Oklahoma City | OK |
| 10003 | Mr. Edmund J. Gontram | Wake Forest | NC |
| 10004 | Mr. Gregory T. Mayo | Hendersonville | TN |
| 10005 | Mr. Ghassan E. Jahchan | Rogers | AR |
| 10006 | Mr. Joseph Epstein | Charlotte | NC |
| 10007 | Mr. Lorenzo Ricardo Winslow | Fairburn | GA |
| 10008 | Mr. David William Gassen | Rochester | MI |

| Reinstatement Licenses Issued | | | |
|-------------------------------|-----------------------------|-------------|-------|
| License # | Name | City | State |
| 1931 | Mr. Coleman D. Brown | Baton Rouge | LA |
| 4894 | Mr. Thomas William Hamilton | Richmond | VA |
| 5502 | Mr. David M. Connick | Metairie | LA |
| 6666 | Vance William Lazar | Frisco | TX |
| 8251 | James Edward Strack | Atlanta | GA |
| 9246 | Mr. Joseph Maytum | Bedias | TX |
| 9303 | Mr. James Gilder Coate III | Chattanooga | TN |
| 951 | Mr. Salvatore F. Caserta | Kenner | LA |
| 9676 | Mr. Stephen Kirk Upham | Houston | TX |
| 9713 | Mr. Marwan S. Mujahed | Phoenix | AZ |

| Total Individual Licenses Issued In Reporting Period | | | |
|--|---------------|----|--|
| | Initial | 7 | |
| | Reciprocal | 29 | |
| | Reinstatement | 10 | |
| | | | |
| | | | |
| | | | |
| | | | |

| Total Individual Licenses | | | |
|---|---|--------------|-----------|
| | In-State | 1296 | |
| | In-State Emeritus | 48 | |
| | Out-of-State | 2260 | |
| | Out-of-State Emeritus | 45 | |
| Total Architect Licenses | | 3,649 | |
| FIRM CERTIFICATES | | | |
| Architectural Firm Certificates Issued | | | |
| Certificate # | Firm Name | City | State |
| AF0981 | CRGA Architecture, Inc. | Baltimore | MD |
| AF0974 | Kephart Architects, Inc. | Denver | CO |
| AF0971 | J Tate Design LLC | Auburn | AL |
| AF0973 | BUF Architecture Studio, PLLC | Bentonville | AR |
| AF0976 | Seaver Franks Architects, Inc. | New Orleans | LA |
| AF0978 | Sexsmith Architects, Inc. | Tuscon | NM |
| AF0970 | J.S. Held LLC | Jericho | NY |
| AF0982 | Socotec Consulting, Inc. | New York | NY |
| AF0980 | Archetype, LLC | NEW ORLEANS | LA |
| AF0972 | Daroca Design Studio, LLC | Baton Rouge | LA |
| AF0977 | Health, Education and Research Associates, Inc. | Saint Louis | MO |
| AF0975 | ArchitectureWorks, LLP | Birmingham | AL |
| AF0979 | Gontram Architecture, Inc. | Wake Forest | NC |
| Architectural Firm Certificates Reinstated | | | |
| Certificate # | Firm Name | City | State |
| | | | |
| Professional Architectural Corporation Certificates Issued | | | |
| Certificate # | Firm Name | City | State |
| | | | |
| Professional Architectural Corporation Certificates Reinstated | | | |
| Certificate # | Firm Name | City | State |
| AC0844 | Madden McMillan Architects, Ltd. | Lombard | IL |
| AC0201 | Babineaux Design Associates, Inc. | LAFAYETTE | LA |
| Architectural-Engineering Corporation Certificates Issued | | | |
| Certificate # | Firm Name | City | State |
| | | | |
| Architectural-Engineering Corporation Certificates Reinstated | | | |
| Certificate # | Firm Name | City | State |
| | | | |
| Total FIRM Certificates Issued In Reporting Period | | | |
| | Architectural Firm - In-State | | 3 |
| | 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 | | 0 |
| | | | 13 |
| Total FIRM Reinstatements In Reporting Period | | | |
| | Architectural Firm - In-State | | 0 |
| | Architectural Firm - Out of State | | 0 |
| | Professional Architectural Corporation - In-State | | 1 |
| | Professional Architectural Corporation - Out-of-State | | 1 |
| | Architectural Engineering Corporation - In-State | | 0 |
| | Architectural Engineering Corporation - Out-of-State | | 0 |
| | | | 2 |

| | | |
|---|--|--------------|
| Total Active Firm Certificates | | |
| Architectural Firm - In State | | 323 |
| Architectural Firm - Out of State | | 458 |
| Professional Architectural Corporation - In-State | | 113 |
| Professional Architectural Corporation - Out-of-State | | 154 |
| Architectural Engineering Corporation - In-State | | 12 |
| Architectural Engineering Corporation - Out-of-State | | 133 |
| Total In-State | | 448 |
| Total Out-of-State | | 745 |
| Total In-State Delinquent | | 16 |
| Total Out-of-State Delinquent | | 25 |
| Total Firm Certificates | | 1,234 |