

Minutes of the Meeting of
Louisiana State Board of Architectural Examiners
Baton Rouge, Louisiana
September 10, 2010

Attending Ronald Blitch, President presiding
Richard LeBlanc
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
Marsha Cuddeback, State IDP Coordinator

Call to Order

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

Minutes Approved

2. The minutes from the meeting held July 16, 2010 were approved as written.

IDP Report

3. Ms. Marsha Cuddeback presented the following report:

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Announcements

IDP LOUISIANA

- **New – Tulane University**
Mr. Jonathan Tate, Adjunct Assistant Professor of Architecture, is the newly appointed IDP Educator Coordinator for the School of Architecture. Contact: jtate2@tulane.edu
- **Auxiliary Coordinators, Louisiana**
Maureen Dugas Foster, MBSB Group, Lafayette, maureen@mbsbgroup
W. Conway Cristina, AIA, Manning Architects, New Orleans, ccristina@manningarchitects.com
Steve Templet, AIA, ACHA, LEED AP, Blitch/Knevel Architects, New Orleans, st@blitchknevel.com

NCARB

- **Six-Month Rule**
The Six-Month Rule went into effect for all interns at 12:01 a.m. Eastern Daylight Time on 07/01/10. The Six-Month Rule is already in effect for interns that established an NCARB Record on or after 07/01/2009.
- **IDP 2.0 Phase 3**
Phase 3 will be implemented in January 2011. The current seven work settings will be condensed to three experience settings, and instead of IDP core competencies, there will be a list of tasks that interns must accomplish. *Supporting document: 2007 Practice Analysis of Architecture.*
(Phase 1 and 2: simplified reporting process, supplementary education employed or

unemployed, training units to training hours, e-EVR, six-month rule, updated definition of "direct supervision.")

▪ **Emerging Professionals Companion**

Visit: <http://www.ncarb.org/idp/enews/2010/april/index.html>

NCARB recently completed a quality control review of the EPC 2009. During this review, it was discovered that 11 exercises and/or activities were not properly aligned to the results of the 2009 Linking Study. NCARB has carefully reviewed the anomalies and is currently in the process of working with the AIA to update the content on the EPC web site. NCARB has removed the affected items from the e-EVR pull down menu while these adjustments are being made. Interns impacted by these adjustments will be notified.

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News and Upcoming Events

- IDP (Educator) Coordinators Conference Held August 6-7, 2010, Chicago, IL
Attendees: Willoughby and Tate – travel per AIA and NCARB
- **AIA Louisiana Design Conference**
September 23-25, 2010, Baton Rouge, LA
- **Annual Louisiana IDP Coordinators Meeting** (agenda in progress)
Thursday, September 23, 2010, 1:30 – 4:30
Hilton Baton Rouge, Victory Room
Confirmed Attendees: Cuddeback, Willoughby, Gjertson, Lockhart
- **Margarita Mentoring**
Friday, September 24, 2010, 5-6:30
Hilton Baton Rouge, Victory Room
Confirm Attendees
- **Louisiana IDP Forum 2011**
Dean Ken Schwartz and Tulane University have been selected as the host for the Louisiana IDP Forum 2011. Planning is underway w/ Jonathan Tate, Tulane IDP Educator Coordinator

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Development

New - Spring 2011 IDP Open House/Meeting (LA IDP Annual Mtg.) – ULL, LA Tech, SUSA/LSU, Tulane

In Process - Statewide Student & Intern Competition (LA IDP Annual Mtg.)

Ongoing - Louisiana IDP Weblog (<http://www.louisianaipd.org>)

Ongoing - Louisiana IDP

Facebook(<http://www.facebook.com/group.php?gid=77860191621>)

Executive Director's
Report

4. The Executive Director's report consisted of the following:
 - A. Mailed delinquent renewal letters to firms.
 - B. Website upgrade/Newsletters/proposal from Peacock Communications.
The Board approved the first three proposals (e-newsletter, redesign website,

and monthly e-updates).

- C. As suggested by Mr. Blicht, the board approved purchasing a large (50-60 inch) screen/monitor for the Board room to be used during Board meetings.
- D. Upon the Board's previous request, the Executive Director presented a quote from Dell for new computers and server. All will be purchased from state contract and fall under budgeted allocations. EMCO Technologies (listed on state contract) will do the installation.
- E. Attendance:
 - 1. August 5-8 – NCARB PCC/Chicago
 - 2. August 8 – Peacock Communications
 - 3. August 12 – LA Dell Representative/Joey Cashio
 - 4. September 8 – AIA/LA
 - 5. September 23-24 – Attending AIA/LA Conference, which includes meeting with IDP State Coordinator & Educators on Thursday, September 23rd.

5. Mr. Spaht presented the following legal matters for discussion/action:

- A. Rule §1301.E (Increasing Delinquent Fee) – For informational purposes, the board reviewed the publication of Rule §1301.E in the Louisiana Register on August 20, 2010. This rule concerns the amendment to §1301.E to increase the delinquent fee for an architect domiciled in Louisiana from \$75 to \$105, and the delinquent fee for an architect domiciled outside Louisiana from \$150 to \$180. Mr. Spaht reported that the procedure for amending this rule is now complete, and the Rule is now adopted.
- B. Proposed legislation relating to firm practice – On September 8, 2010, Mr. Blicht, Mr. Bacque, Ms. Simmons, and Mr. Spaht met with representatives of AIA Louisiana to discuss various issues. Mr. Blicht and Mr. Bacque reported on the discussions that occurred at that meeting, including the discussions concerning the status of proposed legislation relating to firm practice. AIA Louisiana asked during that meeting whether the board had any objection to representatives of AIA Louisiana discussing the proposed legislation with ACEC or engineers. Mr. Blicht and Mr. Bacque responded that the board had not objection to anything that AIA Louisiana might choose to do to move the process forward.

After discussion, the board decided that it should ask AIA Louisiana to take the lead on any amendment to the law concerning firm practice, and the board will support AIA Louisiana in this endeavor. Ms. Simmons will so advise AIA Louisiana.

- C. Building Official's Guide to Architecture Requirements – Mr. Blicht suggested that Peacock Communications, LLC prepare an outline for this Guide. Ms. Simmons will discuss this suggestion with Peacock.

- D. Proposed changes to exemptions (R.S. 37:155) – At its last meeting the board (i) approved the changes to R.S. 37:155 concerning exemptions to the licensing law which had been recommended by the board committee appointed to study this issue, and (ii) decided to submit those proposed changes to the Office of the State Fire Marshal (“OFM”) for its comments. Following the meeting, Ms. Simmons sent the proposed changes to OFM.

The board reviewed a response from Don Zeringue of the OFM indicating that that office was in agreement with the proposed changes to R.S. 37:155. Ms Simmons will now provide the proposed changes to AIA Louisiana for its comments. Thereafter, the proposed changes will be sent to the Louisiana Professional Engineering and Land Surveying Board.

- E. Surplus funds – The board continued its discussions concerning possible using some of its surplus funds to assist the architectural schools in matters related to the requirements for licensure in Louisiana. The general consensus was that the board should seek an opinion from the Attorney General authorizing it to provide up to \$50,000 annually from its surplus funds for (i) IDP registration for architectural students in a NAAB architectural program entering the IDP program, and (ii) purchase of technology, software, and information systems training related to HSW. In addition, there was a general consensus that an architectural school must apply for the surplus funds, and any school receiving surplus funds will be required to provide to the board a report concerning its use of any funds received. Mr. McKinney will draft a letter to the AG for review at the next meeting.

- F. Rule §1525 (Deceased or Retired Member Predecessor Firms) – The second sentence of Rule §1525 provides, “[i]f a firm chooses to include in any listing of architects a deceased or retired member, a deceased or retired member should be so identified.” After discussion, the board decided to amend Rule §1525 by substituting the following sentence for the present second sentence:

The status of a retired or deceased member must be clearly shown on the firm letterheads and website by the use of the words “retired” or “deceased” or the date of the years of the members birth and death.

Mr. Spaht will draft a NOI for review at the next meeting.

- G. Request for continuing education credit for lecture – The board reviewed an email dated August 28, 2010 from Andrew Perrin requesting continuing education credit for a lecture. The email advised that Mr. Perrin will be making a two hour lecture for the Acadiana Home Builders Association and that he has already put more than twenty hours of research into his preparation for the lecture. The email described the various materials that Mr. Perrin had read, and it stated that the subject of the lecture is LEED, green and sustainable design criteria for homes, and universal design for the handicapped and elderly. The board will allow Mr. Perrin four (4) CEHs toward his continuing education requirement for 2010 pursuant to Rule §1315.F.1.c. Ms. Simmons will so advise Mr. Perrin.

Ms. Simmons will provide an update on the 2010 audit at the next meeting. In addition, the board will revisit its Continuing Education Disciplinary Guidelines at its next meeting to see if those guidelines should be amended.

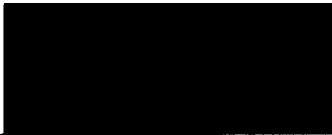
- H. Possible revision to Chapter 15 (Title, Firm Names and Assumed Names) – The board reviewed the Ohio rule on firm names (4703-3-03) which provides in part: “(C) Any non-resident firm legally engaged in architectural practice in the jurisdiction of its origin is granted the right to retain its identity upon obtaining a certificate of authorization to provide architectural services in Ohio.” The consensus of the board is that a similar rule should be adopted for Louisiana. The board asked Mr. Spaht to work with Ms. Simmons and suggest possible revisions to Chapter 15 of the board rules. Of particular interest are Rules §1505, §1507, and §1513.
- I. Branch office – Rule §1901.E.1 provides, in part, that any branch office of an architectural firm rendering or offering architectural services “shall be registered with the board as a branch office.” The board reviewed a letter dated August 24, 2010 from Grace & Hebert Architects (“G&H”) advising that it will be opening an office in New Orleans; the letter provided the address of that office and also advised that, although the office will not have a Louisiana licensed architect at the office full time, two registered architects will be going to the office on a weekly basis and will supervise all activity. After discussion, the board concluded that a letter is sufficient to satisfy the requirements of Rule §1901.E and that the letter from G&H provided sufficient information to satisfy the requirements of this rule.
- J. CRC matters – The board reviewed proposed consent orders which had been negotiated by the CRC with The BDA Group, Inc. (Case #2010-6) and Castles Design Group, Inc. (Case #2010-26). Each of those consent orders was signed by a representative of the respective respondent. On motion by Mr. Brierre, seconded by Mr. Blicht, the board approved the proposed consent orders and authorized its executive director to sign same on behalf of the board.
- K. Enforcement report – Mr. Eddleman presented a written enforcement report for the period July 16, 2010 – September 3, 2010. As set forth more fully in his written report, Mr. Eddleman reported that the CRC at its last meeting authorized the issuance of five (5) consent orders; that two (2) cases had been opened and twenty (20) cases closed since the July meeting, and that four (4) cases had been referred to the CRC.

On motion duly made, seconded and passed, the board decided to consider the following matter which was not on the board’s agenda:

- L. Joint venture – The board reviewed an email dated September 9, 2010 from Ron Martinez of Scairono Martinez Architects, APAC (“SMA”). The email advised that SMA is in the process of forming a joint venture to perform architectural services with an out-of-state architectural firm and that its joint venture partner is not licensed to practice architecture in Louisiana. Mr. Martinez asked if the out-of-state firm will be required to become licensed or whether it may operate under the license held by SMA. After discussion, the board concluded that, under the circumstances described, the out-of-state firm is not required to obtain a license provided the requirements of Rule §1317.A are satisfied. Ms. Simmons will so advise Mr. Martinez.
6. The Annual LA Compliance Questionnaire was approved.

7. The July, 2010 Budget Report was reviewed.
8. December 17 is the next Board Meeting.

12/17/10
Date



Ronald Blich, President



Richard LeBlanc, Secretary