

At 3:17 p.m. on October 6, 2022, Ronald B. Blicht called the meeting to order in the Board Room of The Lodge at Gulf State Park in Gulf Shores, Alabama, with the following members present:

Ronald B. Blicht, President  
John Cardone, Jr.  
Kevin J. Singh  
Michael F. Holly  
David K. Brossett  
Kristine A. Kobila

Also present:

Tyson J. Ducote, Executive Director  
Justin G. Owens, Deputy Director  
Paul H. Spaht, Board Legal Counsel

Absent:

Richard J. LeBlanc, Secretary

President Blicht welcomed everyone to the meeting.

President Blicht stated that Mr. LeBlanc was unable to attend the meeting in person.

The board unanimously approved the motion by Mr. Holly, seconded by Mr. Cardone, to elect Mr. Singh to serve as the Acting Secretary for this meeting.

President Blicht then reviewed the agenda and recognized public comment time.

The Board unanimously approved the motion by Mr. Brossett, seconded by Mr. Holly, to move the first three topics in the Discussion Items section of the agenda to the end of the Executive Director's report and to add an NCARB committee update item to the same section.

### **Legal Counsel Report**

#### **Rule §1525 update**

Spaht reported that on September 29, 2022, the Occupational Licensing Review Commission (OLRC) made its *final* review of the proposed amendment of Rule §1525 and authorized the board to promulgate the proposed amendment of such rule in accordance with the Administrative Procedure Act ("APA").

The Board unanimously approved the motion by Mr. Cardone, seconded by Ms. Kobila, to adopt the proposed changes to LAC 46:I: Chapter 15, §1525 Deceased or Retired Member Predecessor Firms subject to publication in the November 20<sup>th</sup> issue of the *Louisiana Register*.

#### **Rules §1103 & §1111 update**

Spaht reported that on September 29, 2022, the OLRC made its *initial* review of the proposed amendment of Rule §1103 and the adoption of Rule §1111, both concerning dependents of healthcare professionals, and authorized the board to promulgate the proposed amendment and adoption in accordance with the APA. The next step will be the submission of a Fiscal and Economic Impact Statement to the Legislative Fiscal Office, after which a notice of intent will be published in the *Louisiana Register*.

### **Complaint Review Committee Report**

Singh and Owens presented the report of the Complaint Review Committee ("CRC") consisting of Singh, Kobila, and Brossett.

**Case #2022-13** - Owens reported on a case involving an architectural firm that allegedly (a) practiced architecture in Louisiana during a time when its certificate of authority was expired and (b) falsely stated in its reinstatement application that it had not practiced architecture in Louisiana during the expiration period. To resolve the matter, Respondent signed and returned a proposed consent order which contained the following sanctions:

1. Respondent to pay a fine of \$1,000 and costs of \$658.28;
2. Publication of this disciplinary action on the board's website and a summary of this matter in the board's newsletter identifying Respondent by name, and

3. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name. The CRC recommended the proposed Consent Order to the Board.

After discussion, the board unanimously approved the motion by Mr. Blicht, seconded by Mr. Holly, with the CRC members abstaining, to reject the proposed Consent Order as presented and to remand the matter back to the CRC.

Owens then provided an update on current enforcement statistics noting that there were 19 open cases, 2 cases closed since the August meeting, 9 cases opened since the August meeting, 68 pending cases, and 2 letters of caution issued since the August meeting.

Ducote reported on a firm (Unicel Architectural USA, Inc.) that had requested and been granted a firm name waiver based on previous guidance from the board.

### **Continuing Education Committee Report**

Ducote reported that the Continuing Education Committee met after the August board meeting to review the remaining 2021 audits that needed committee input and guidance to resolve. Staff is working with the auditees to complete the open audits. Ducote advised about a discussion he had with NCARB staff regarding the possibility of a partnership for next year's continuing education audit. He will update the board at a future meeting.

Ducote and Singh discussed Lindsay Stewart and the licensing advisor position, and Ducote reported on his poll findings relating to the use of licensing advisors by other state architectural licensing boards. It appears that Louisiana is one of the only boards that have an in-house licensing advisor.

After discussion, the board unanimously approved the motion by Mr. Holly, seconded by Ms. Kobila, to provisionally accept Ms. Stewart as the board's licensing advisor.

Ducote updated the board on his findings related to other states requiring one continuing education hour related to ADA as part of the required 12 HSW hours. Of the 11 states which responded to his inquiry, Ducote advised that only Texas has an ADA requirement as part of their CE requirements.

### **Minutes**

The Board unanimously approved the motion by Mr. Holly, seconded by Ms. Brossett, to approve the minutes of the August 16, 2022, board meeting.

### **Executive Director's Report**

#### **August 2022 Financial Statement**

Ducote reported on the August financial numbers. Income was at 22% of the FY23 budgeted amount, with expenses at 11% of the budget with ten months left in the fiscal year.

#### **Louisiana Legislative Audit**

Ducote reported that the 2022 financial audit had been completed two weeks earlier and that he had received a final report detailing the audit. The board's assets exceeded its liabilities at the close of FY22 by \$268,286. Net position increased by \$56,811 or 26.9% in 2022 compared to the previous year's net position.

The board's revenues totaled \$745,161. Revenues are comprised of licensing fees, other fees, and interest income. Revenues increased by \$9,546 in 2022 compared to the prior fiscal year. The board's expenditures totaled \$688,350. Expenditures are primarily personnel, operating, and professional services. Expenditures decreased by \$79,796 or 10.4% in 2022 compared to the prior fiscal year.

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 Laws & Rules Quiz**

Ducote gave an update on the development of the LSBAE Laws & Rules quiz. President Blicht suggested that Ducote reach out to the NCARB A.R.E. staff and see if they would review the quiz and offer any recommendations for the layout and delivery of the quiz.

#### **Louisiana Architecture Education Research Fund 2019 Award Update**

Ducote presented the final report from Louisiana State University concerning the 2019 Mary "Teeny" Simmons award for the program "Virtual Frictions." The report presented and the article printed in the June

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2022 LSBAE newsletters are the concluding steps in the 2019 LSU award grant process. There was a total unused amount of \$4,814.24, two thousand dollars of which had not yet been paid to LSU. Ducote relayed that he would request a refund from LSU of \$2,814.24 if the board approved the final report.

After discussion, the board unanimously approved the motion by Mr. Cardone, seconded by Ms. Kobila, to approve the final report and request a refund from the university.

Public Information Officer - Position

Ducote reported that he had reached out to the LSBAE's current graphic designer and discussed the possibility of the position. He suggested that the board review the Nevada position description and decide exactly what the LSBAE position description should include. President Blich appointed Holly, Kobila, and himself to a committee to decide on the desired duties of the position. Ducote advised that he would poll the other states to see which ones have a PIO and request position descriptions and pay ranges. He will report back at the next meeting.

Discussion Items

2023 Officers

There was a discussion regarding the 2023 executive committee members.

After discussion, the board approved the motion by Mr. Holly, seconded by Mr. Cardone, to elect President Blich and Mr. Singh as the 2023 officers, with President Blich continuing as president and Mr. Singh serving as secretary.

2023 NCARB Regional Summit

Ducote explained the NCARB funding structure for the 2023 NCARB Regional Summit (two architectural board members, one public member, the executive director, and the board attorney), and he asked for the names of two architectural board members to be submitted to NCARB as the architectural funded members.

After discussion, the board approved the motion by Mr. Cardone, seconded by Mr. Blich, to select President Blich and Mr. Singh as the two architectural-funded members and to approve travel costs for any non-funded board member and the deputy director to attend the NCARB Regional Summit meeting in Honolulu, Hawaii, on March 3-4, 2023.

At 5:10 p.m., consultant Kathy Hillegas joined the meeting via teleconference.

Ms. Hillegas led a discussion reviewing the Disciplinary Guideline and the Laws and Rules. After the discussion, the board requested that she perform a preliminary re-write/edit of the "Licensure" section of the board's licensing laws and have it ready for further review and discussion at the next meeting.

Ms. Hillegas exited the meeting.

Update on NCARB committee service


Mr. Brossett gave an update on his experience on the NCARB FY23 Certification Alternatives Review Team.

Adjournment

The board unanimously approved the motion by Mr. Brossett, seconded by Mr. Blich, to adjourn the meeting.

Respectfully submitted,

  
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Ronald B. Blich, Board President

  
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Kevin J. Singh, Acting Secretary