

**Louisiana State Board of Architectural Examiners
Complaint Review Committee
Meeting Minutes
September 15, 2021, 7:45 am
Via Zoom**

Present: Kevin J. Singh, Chair (Zoom)
Ronald B. Blitch (Zoom) (telephone)
Richard J. LeBlanc (Zoom) (part of the meeting)
Shannon D. French (Zoom) (part of the meeting)
Katherine E. Hillegas, Executive Director (Zoom)
Tyson J. Ducote, Deputy Director (Zoom)
Paul H. Spaht, Board Attorney (Zoom)

This meeting is being held via zoom pursuant to JBE Proclamation 2021-94 and R.S. 42:17.1, the governor having declared a state of emergency for the State of Louisiana, and the nature of the emergency causing a meeting of the Complaint Review Committee (CRC) conducted pursuant to other provisions of the Open Meetings Law, R.S. 42:1 et seq. to be potentially detrimental to the health, safety, or welfare of the members of the committee, staff, and the public.

The meeting was called to order by Singh who certified that the matters to be considered by the CRC will be limited to the matters listed on the agenda of the meeting, such matters being time-sensitive and consideration of which should not be delayed in his opinion. The members of the CRC approved the consideration of the matters on the agenda, and only such matters, by unanimous vote. Singh then reviewed the agenda.

Motion #1: Blitch/French: To open the meeting and approve the consideration of the matters on the agenda only. **Passed. 3-0.**

Motion #2: Blitch/French: To enter into Executive Session to discuss investigative proceedings regarding allegations of misconduct, La. R.S. 42:17(A)(4). **Passed. 3-0.**

Discussion of the following matters:

- 2021-08 review
- 2021-09 review
- 2021-12 review

Motion #3: Blitch/French: To leave Executive Session. **Passed. 3-0.**

New Matters:

2021-08

Ducote presented a matter involving a possible violation of the Board's laws or rules concerning the expired practice of architecture in Louisiana and the possible disciplinary actions discussed during the Executive Session.

Motion #4: Blitch/French: To issue a letter of caution to the Respondent and then close the case due to a lack of evidence that the Board's laws or rules were violated. **Passed. 3-0.**

2021-12

Ducote presented a matter involving a possible violation of the Board's laws or rules concerning the conviction of a felony and the possible disciplinary actions discussed during the Executive Session.

Motion #5: French/Blitch: To propose a consent order to the Respondent with the following sanctions: revocation of his Louisiana architect license; publication of any adopted consent order on the Board's website, publishing a summary of the matter in the Board's newsletter, and reporting the matter to NCARB, all identifying Respondent by name. **Passed. 3-0.**

Mr. French left the meeting, and Mr. LeBlanc joined the meeting.

Motion #6: LeBlanc/Blitch: To enter into Executive Session to discuss investigative proceedings regarding allegations of misconduct, La. R.S. 42:17(A)(4). **Passed. 3-0.**

Discussion of the following matter:

2021-05 review

Motion #7: Blitch/LeBlanc: To leave Executive Session. **Passed. 3-0.**

Existing Matters:

2021-05

Ducote presented a matter involving a possible violation of the Board's laws or rules concerning a material misstatement on the respondent's reciprocal application and the possible disciplinary actions discussed during the Executive Session.

Motion #8: LeBlanc/Blitch: To propose a consent order to the Respondent with the following sanctions: a fine of \$1,500 and actual administrative costs; publication of any adopted consent order on the Board's website, publishing a summary of the matter in the Board's newsletter, and reporting the matter to NCARB, all identifying Respondent by name. **Passed. 3-0.**

Minutes

The minutes of the previous meetings were reviewed.

Motion #9: LeBlanc/Blitch: To approve the June 3, 2021, CRC minutes. **Passed. 3-0.**

**Louisiana State Board of Architectural Examiners
Complaint Review Committee Meeting Minutes
September 15, 2021, 7:45 am
Page 3**

Motion #10: LeBlanc/Blitch: To approve the June 21, 2021, CRC minutes. **Passed. 3-0.**

There being no further business to address,

Motion #11: Blitch/LeBlanc: To adjourn the meeting. **Passed. 3-0.**

Respectfully submitted,

Kevin J. Singh, Chair _____