

At 9:00 a.m. on December 1, 2023, David K. Brossett called the meeting to order, with the following members present:

David K. Brossett, Chair  
Kristine A. Kobilá  
Michael F. Holly

Also present:

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

After the meeting was called to order, the agenda was reviewed.

The Complaint Review Committee ("CRC") unanimously approved the motion, made by **Mr. Holly**, seconded by **Ms. Kobilá**, to enter Executive Session to discuss investigative proceedings regarding allegations of misconduct.

[La. R.S. 42:17(A)(4)]

Discussion of the following matters:

- Case 2022-33
- Case 2022-25
- Case 2022-34
- Case 2023-24
- Case 2023-27
- Case 2023-28

The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobilá**, to exit Executive Session.

#### 2022-33

Owens advised the CRC that the informal conference scheduled for this meeting had been cancelled at the request of Respondent due to a medical emergency. The CRC instructed Owens to advise Respondent of the rescheduled meeting date when that date is confirmed by the Board, requesting that Respondent bring certain applicable documents to the next meeting for review by the CRC.

#### 2022-25

Owens advised the CRC that Respondent had returned the signed Consent Order along with certified cashier's checks as remittance for (a) the first of three equal installment payments for the fine and (b) all of the Board's costs incurred during this matter. The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobilá** to accept the Consent Order and present it to the full Board for acceptance.

#### 2022-34

Owens advised the CRC that Respondent had returned the signed Consent Order along with certified cashier's checks as remittance for (a) the fine and (b) all of the Board's costs incurred during this matter. The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobilá** to accept the Consent Order and present it to the full Board for acceptance.

2023-24

Owens advised the CRC that Respondent had returned the signed Consent Order along with a letter explaining that Respondent was currently unable to pay the fine or reimburse the Board for costs incurred during this matter. Following discussion, the CRC instructed Owens to draft a new Consent Order containing the following revised sanctions: a fine of \$2,000.00; payment of actual administrative costs; successful completion by Respondent's supervising architect, with a minimum score of 80%, of the Board's online *Laws & Rules Quiz*, with no continuing education credit awarded; publication of any adopted Consent Order on the Board's website and a summary of the matter in the Board's newsletter, and reporting the matter to the NCARB Disciplinary Database, all identifying Respondent by name.

2023-27

Owens advised the CRC that Respondent had returned the signed Consent Order along with certified cashier's checks as remittance for (a) the first of ten equal installment payments for the fine and (b) all of the Board's costs incurred during this matter. The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobil**a to accept the Consent Order and present it to the full Board for acceptance.

2023-28

Owens advised the CRC that Respondent had returned the signed Consent Order along with certified cashier's checks as remittance for (a) the fine and (b) all of the Board's costs incurred during this matter. The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobil**a to accept the Consent Order and present it to the full Board for acceptance.

**Minutes:**

The minutes of the previous meeting were reviewed.

The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobil**a, to approve the September 29, 2023, CRC minutes.

The CRC unanimously approved the motion by **Mr. Holly**, seconded by **Ms. Kobil**a, to adjourn the meeting.

Respectfully submitted,

  
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David K. Brossett, Chair