

**Louisiana State Board of Architectural Examiners  
Complaint Review Committee  
Meeting Minutes  
February 25, 2021, 3:30 pm  
Via Zoom**

**Present:** Kevin J. Singh, Chair  
Ronald B. Blich  
Richard J. LeBlanc  
Katherine E. Hillegas, Executive Director  
Tyson J. Ducote, Deputy Director

The meeting was called to order by Singh who reviewed the agenda.

**Minutes**

The minutes of the previous meeting were reviewed.

**Motion #1: Blich/LeBlanc:** To approve the December 11, 2020, CRC minutes. **Passed. 3-0.**

**Motion #2: LeBlanc/Blich:** 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:

- 2019-18 - update
- 2020-02 - update
- 2020-07
- 2020-03
- A licensee who revealed disciplinary action, in another state, to the Board after receiving his reciprocal license in Louisiana

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

**Existing Matters:**

2020-02

Ducote reviewed the facts of the case and discussed the information received from the State Fire Marshal's office related to the involved project's size and scope of work.

**Motion #4: Blich/LeBlanc:** To dismiss the case for insufficient evidence of a violation of the Board's laws or rules, pending acceptance by the Board of the consent order related to case 2020-07. **Passed. 3-0.**

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**New Matters:**

2021-03

Ducote presented a matter involving a possible violation of the Board's laws or rules concerning the expired practice of architecture in Louisiana. The committee discussed the evidence.

**Motion #5: LeBlanc/Blitch:** To propose a consent order to the Respondent with the following sanctions: a fine of \$4,000 and actual administrative costs; publication of any adopted consent order on the Board's website and publishing a summary of the action in the Board's newsletter, identifying Respondent by name, and reporting the matter to NCARB. **Passed. 3-0.**

The Committee reviewed information regarding a licensee who revealed disciplinary action in another state after receiving a reciprocal license and not disclosing said action in his application for licensure. The Committee instructed Ducote to open an investigation into the matter.

**Returned Consent Orders:**

2020-07

Ducote presented an executed Consent Order to the committee for acceptance.

**Motion #6: LeBlanc/Blitch:** To accept the executed Consent Order related to case 2020-07 and forward it to the full Board for acceptance. **Passed. 3-0.**

There being no further business to address,

**Motion #7: LeBlanc/Blitch:** To adjourn the meeting. **Passed. 3-0.**

Respectfully submitted,

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Kevin J. Singh, Chair