

Singh and Ducote presented the report of the Complaint Review Committee (“CRC”) consisting of Singh, French, and Brossett.

Case #2021-12 - Ducote reported on a case involving an architect who was convicted of a felony. The respondent signed and returned the proposed settlement agreement offered by the CRC. The proposed settlement agreement contained the following sanctions:

1. Respondent to voluntarily surrender his Louisiana architect license;
2. Respondent to cease and desist the practice and/or offering to practice architecture;
3. Respondent to return his Louisiana certificate of architectural licensure and all seals;
4. 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
5. Reporting this matter to NCARB Disciplinary Database identifying Respondent by name.

Motion #4: Holly/Cardone: To accept the settlement agreement for Case #2021-12. Passed 4-0, with CRC members abstaining.

After the motion passed, the Respondent was identified as **Michael W. LeBlanc, Sr.**

Case #2021-13 - Ducote reported on a case involving an architect who used another architect’s plans without receiving the written approval of the other architect. The respondent signed and returned the proposed consent order offered by the CRC. The proposed consent order contained the following sanctions:

1. Respondent to pay a fine of \$1,500 and costs of \$1,127.11;
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.

Motion #5: Cardone/Holly: To accept the settlement agreement for Case #2021-13. Passed 4-0, with CRC members abstaining.

After the motion passed, the Respondent was identified as **Walter Antin III.**

Case #2021-14 - Ducote reported on a case involving a firm that practiced/offered to practice architecture prior to obtaining the proper certification. The respondent signed and returned the proposed consent order offered by the CRC. The proposed consent order contained the following sanctions:

1. Respondent to pay a fine of \$1,500 and costs of \$1,127.11;
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.

Motion #6: Holly/LeBlanc: To accept the settlement agreement for Case #2021-14. Passed 4-0, with CRC members abstaining.

After the motion passed, the Respondent was identified as **WAAR LLC.**

Ducote and Spaht gave an update on Case #2019-15, and Ducote then provided an update on current enforcement statistics noting that there were 11 open cases, 9 cases closed since the December meeting, 8 cases opened since the December meeting, and 11 pending cases.

He further provided the following statistics for the calendar year 2021:

Number of issues investigated - 22
Number of cases opened - 17
Number of cases closed - 19
Ave. number of days to close a case - 190 days
Cases ending in Consent Order - 8
Cases reported to NCARB Disciplinary Database - 8
Fines collected and deposited in Louisiana General Fund - \$22,000
Actual costs recouped - \$5,676.00

Roofing letter review

The Board reviewed and approved a draft letter in response to an inquiry related to whether roof replacement/repair/maintenance projects required an architect, and if roof contractors would be precluded from making recommendations for roof replacements to customers on commercial projects without them having an architect or engineer supply sealed documents.

Disciplinary Guidelines Review

Ducote and Hillegas gave an update on the status of the review of the Board's Disciplinary Guidelines and how they propose to proceed with the process. The CRC recommended that the initial focus be on the review of the expired practice violations and sanctions, with the long-term goal of reviewing all the Disciplinary Guidelines.

Licenses Issued for Ratification

Ducote reported that the following licenses/certifications had been issued since the last Board meeting:

- Initial Architect - 11
- Reciprocal Architect - 53
- Architect Reinstatements - 16
- Architectural Firms – 20 (11 in-state; 9 out-of-state)
- Professional Architectural Corporation – 3 (out-of-state)

Total Individual Licenses:

- In-state active – 1,296
- In-state emeritus – 41
- In-state revoked – 1
- In-state suspended – 1
- Out-of-state active – 2,107
- Out-of-state emeritus – 56

Total – Individual Licenses: 3,613

Total Firm Registrations:

- Architectural Firm – 756 (323 in-state; 433 out-of-state)
- Architectural Firm Suspended – 1 (in-state)
- Professional Architectural Corporation – 297 (117 – in-state; 180 out-of-state)
- Architectural Engineering Corporation – 150 (17 – in-state; 133 out-of-state)

Total - Firm Certifications: 1,203 (457 in-state; 746 out-of-state)

Motion #7: Singh/Brossett: To approve the list of licenses and certificates of authority issued for the period December 3, 2021, through March 14, 2022. **Passed. 7-0.**

Ducote reported that he would begin including data provided by NCARB on Louisiana architect candidates and licensees, including information on the total number of exam candidates, number of Louisiana licensed architects who are NCARB record-holders, total exam divisions administered, number of candidates completing core requirements, total number of initial transmittal requests to NCARB, total number of reciprocal transmittals requests to NCARB, and data on NCARB records opened and renewed.

Cardone left the meeting

Executive Director's Report

Supervising Professional

During the December 2021 meeting, the Board discussed the question of whether an architect can be attached to more than one firm as the Supervising Professional Architect. During that meeting, staff was instructed to determine how many architects are attached to more than 1 firm. Staff analyzed registered firms and found that of 1,203 registered firms, 14 architects appear to be designated as the Supervising Professional Architect for more than one firm. This impacts a total of 29 firms. Staff began reaching out on March 16, 2022, to those architects to request that they contact the office to update the records and identify an alternate Supervising Professional Architect for the second (or third) firm to maintain compliance with the Rules. Staff will continue to work with the architects included on this list and will update the Board at the May meeting.

Tracking Legislation

Ducote reported that several bills had been filed in this legislative session that may directly or indirectly impact Louisiana architects and/or the Board. He briefly identified and described 22 of those bills.

Transition: Staff Reorganization

Ducote reported that he had divested himself of many of the administrative duties that the current staff (Ms. Lavigne and Ms. James) had absorbed. This caused a re-working of the staff's position descriptions and a requirement to send such to State Civil Service for review and possible re-allocation of the current positions to different positions due to the increase in duties. Ducote requested a possible pay increase, via the Board's optional pay policy, for Ms. Lavigne and Ms. James if the re-allocation did not trigger a required increase. He also re-worked the Deputy Director position description, placing an increased focus on enforcement/education/outreach activities. Ducote informed the Board that he was ready to post the position and hire a new Deputy Director.

Motion #8: French/LeBlanc: To authorize a 3% pay increase for Ms. Lavigne and Ms. James if State Civil Service does not re-allocate them to a higher paying position. **Passed. 6-0.**

Customer Service Survey

Ducote reported that a customer service survey was emailed to 3,420 architects and architect point of contacts on February 3, 2022. Staff received 596 responses (17.5% response rate), of which 55% were out-of-state, 45% in-state. The survey gathered data on customer service, the LSBAE.com website, the application/renewal process, and Board communications, as well as solicited how the Board could better protect the public. Overall, the results of the survey were positive. Ducote stated that he would summarize the findings in the next Board newsletter.

November and December 2021 Financial Statements

Ducote reported that revenues are in a positive position with 96.3% of budgeted revenue received for the year. He reported that the remaining revenue earned will come through initial, reciprocal, and reinstatement architect applications, as well as initial and reinstatement firm applications. Firm renewals will begin in May, but that revenue will be deferred to the next fiscal year. Staff is continuing with a more aggressive campaign to get delinquent architects renewed before their licenses expire at the end of the month. This has yielded greater retention of architect licenses.

Board Vacancy

Ducote reported that the two candidate applications for the District 1 position on the Board were submitted to the Governor's office. The Governor's office informed staff that it would need a resignation letter from Mr. French before it could begin the process of selecting a replacement. Mr. French submitted his resignation letter with an effective date of March 25, 2022. Ducote anticipates having a replacement appointed by the May 2022 Board meeting. He also noted that staff had recently created an onboarding orientation program and manual for new board members.

Cardone returned to the meeting

NCARB 2022 Annual Business Meeting

The Board reviewed the agenda, resolutions, officer candidates, and Region 3 officer candidates which would be presented at the NCARB 2022 Annual Business Meeting in Austin, TX (and virtually) on June 2-4. Mr. Blich was identified as the Voting Delegate and he will be voting on resolutions and the national election on behalf of the Board. There was also a discussion on the NCARB/Council for Interior Designer Qualification Practice Analysis Report.

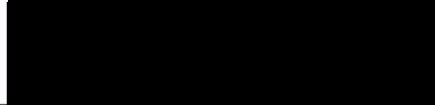
Telework and Miscellaneous

The Board discussed a telework policy for staff and requested additional information from Ducote to be presented at the next meeting. Ducote gave updates on the status of the office lease, the October 2022 strategic planning session, the 2021 Continuing Education licensee audit that will begin in a few weeks, and firm renewals that will begin May 1st. Lastly, Ducote gave an update on the meetings and events he had attended since January 1st.

Adjournment

Motion #9: Holly/French: That the meeting be adjourned. **Passed. 7-0.**

Respectfully submitted,



Ronald B. Blich, Board President



Richard J. LeBlanc, Board Secretary

Licenses Issued for Board Ratification
 December 3, 2021 through March 14, 2022

INITIAL LICENSES			
License #	Name	City	State
9655	James Knight	Shreveport	LA
9663	Benjamin Atchison	New Orleans,	LA
9674	Ashley Webre	Thibodeaux	LA
9692	Katie Roddie	Lafayette	LA
9696	Christie Badinger	New Orleans	LA
9697	Wil Finley	New Orleans	LA
9703	Kathryn Seal	Covington	LA
9705	Alison Melancon	Baton Rouge	LA
9664	Adrienne Erbesti	Chicago	IL
9691	Lauren Evans	Austin	TX
9666	Li Gong	London	UK
RECIPROCAL LICENSES			
License #	Name	City	State
9672	Edward Edelman	New Orleans	LA
9650	Nicholas Becraft	Magnolia	TX
9651	Thomas Sliwa Roessler	Dallas	TX
9652	Paul Mussman	Greenville	SC
9653	Emmanuel Mdingi	Germantown	MD
9654	Simon Chen	Austin	TX
9656	John Schaaf	Colorado Springs	CO
9657	Larry Adams	Pensacola	FL
9658	Robert Mitchell	Summit	MS
9659	Anthony Murphy	Maitland	FL
9660	Benjamin Traxel	Cape Girardeau	MO
9661	Noah Tolson	Conshohocken	PA
9662	Man Tai	Houston, TX	TX
9665	Jeffrey Hough	Little Rock	AR
9667	Matthew Ragona	Charlotte	NC
9668	Jason Legg	Fort Walton Beach	FL
9669	Christian Ozbun	Conroe	TX
9670	Cody Bowman	Phoenix	AZ
9671	Alberto Anastasio	Brooklyn	NY
9673	Frank Campione	New York	NY
9675	John Guest	Dallas	TX
9676	Stephen Upham	Houston	TX
9677	Ramy Ghebranius	Houston	TX
9678	James Warford	Kansas City	MO
9679	Aaron Fox	Oklahoma City	OK
9680	Trenton Reed	Lincoln	NE
9681	Mark Campbell	Saint Louis	MO
9682	Scott Klimek	Palm Beach Gardens	FL
9683	Timothy Kurmaskie	Raleigh	NC

RECIPROCAL LICENSES (Continued)			
License #	Name	City	State
9684	Jed Prest	Orlando	FL
9685	Corey Brunton	North Mankato	MN
9686	Robert Papocchia	New York	NY
9687	Jess May	Oxford	MS
9688	Kelly Brubaker	Charlestown	MA
9689	Curtis Koldeway	Loveland	CO
9690	Roy Williams	Brentwood	TN
9693	Steven Baker	Bentonville	AR
9694	Jefrey Jakalski	Schererville	IN
9695	Patrick Franke	New Orleans	LA
9698	Damon Hewlin	Indianapolis	IN
9699	Patrick McKelvey	Ashland	MA
9700	Robin Bellerby	Dallas	TX
9701	Michael Knisely	Minneapolis	MN
9702	Christopher Young	Bentonville	AR
9704	Jimmy Johnson	Lubbock	TX
9706	Julia Markey	New Orleans	LA
9707	James McCrery	Washington	DC
9708	Ariane Tattershall	Tulsa	OK
9709	William Martin	Seattle	WA
9710	Edward Eimer	Philadelphia	PA
9711	David Wright	Wichita	KS
9712	Leon Williams	Jacksonville	FL
9713	Marwan Mujahed	Phoenix	AZ
LICENSE REINSTATEMENTS			
License #	Name	City	State
6966	Brandon Cooper	Baton Rouge	LA
1527	Clifton James	Baton Rouge	LA
8702	Shea Trahan	New Orleans	LA
2284	Robert Olivier	Metairie	LA
2063	William Sealy	Pensacola	FL
5383	Richard Renschen	Indianapolis	IN
6204	Ralph Windle	Houston	TX
7245	Merrill Elam	Atlanta	GA
7568	David Powell	Nashville	TN
7662	Hwai Yang	St. Louis	MO
8391	Steven Knight	Boynton Beach	FL
8739	Antonio Garcia	North Miami	FL
8920	Michael DeVere	Tryon	NC
9018	Gregory Comito	Newark	NJ
9144	Steven Gifford	New York	NY
9181	Neeraj Kumar	Germantown	TN

Licenses Issued for Board Ratification
 December 3, 2021 through March 14, 2022

Total Individual Licenses Issued In Reporting Period		
Initial		11
Reciprocal		53
Reinstatement		16
Total Individual Licenses		
In-State		1,296
In-State Emeritus		41
In-State Revoked		1
In-State Probation		1
Out-of-State		2,107
Out-of-State Emeritus		56
Delinquent		112
Total		3,613

FIRM LICENSES			
Architectural Firm Licenses Issued			
License #	Firm Name	City	State
AF0840	Guidry Coastal Architecture, Inc.	Wilmington	NC
AF0841	LAI Design Associates, LLC	Estero	FL
AF0842	Adams Stewart Architect, LLC	Robertsdale	AL
AF0844	Tenmile Studio, LLC	Cape Girardeau	MO
AF0846	Pfluger Architects, Inc.	Houston	TX
AF0847	LB PIE LLC	Arvada	CO
AF0848	Ragona Architecture & Design, PLLC	Charlotte	NC
AF0849	Level Studio	Little Rock	AR
AF0851	CREATE Architecture Planning & Design, PLLC	New York	NY
AF0853	Parish Line Studio, PLLC	Royse City	TX
AF0854	DPS Group, Inc.	Framingham	MA
AF0855	RDG Planning & Design, Inc.	Des Moines	IA
AF0857	Eppstein Uhen Architects, Inc.	Milwaukee	WI
AF0858	iCON Architecture, LLC	Kansas City	MO
AF0859	McCrery Architects, PLLC	Washington	DC
AF0860	CPZ Architects, Inc.	Plantation	FL
Architectural Firm Licenses Reinstated			
License #	Firm Name	City	State
AF0305	Maple Ridge Architects Professional LLC	Metairie	LA
AF0575	Apex Architectural Services, LLC	Alexandria	LA
AF0591	Stouthaus Architecture, LLC	New Orleans	LA
AF0694	Layered Design Studio, LLC	Baton Rouge	LA
AF0770	Luquet Architects, LLC	Kenner	LA
Professional Architectural Corporation Licenses Issued			
License #	Firm Name	City	State
AC0891	Cox Design Associates	Austin	TX
AC0892	Brunton Architects, LTD	North Mankato	MN
Professional Architectural Corporation Licenses Reinstated			
License #	Firm Name	City	State
	NONE		
Architectural-Engineering Corporation Licenses Issued			
License #	Firm Name	City	State
AE0488	LaBella Associates, D.P.C., Inc.	Rochester	NY
AE0489	WSP USA Inc.	New York	NY

**Licenses Issued for Board Ratification
 December 3, 2021 through March 14, 2022**

Architectural-Engineering Corporation Licenses Reinstated			
License #	Firm Name	City	State
AE0162	Arcadis U.S., Inc.	Syracuse	NY
AE0421	WSP USA Buildings Inc.	New York	NY
Total FIRM Licenses Issued In Reporting Period			
	Architectural Firm - In-State		5
	Architectural Firm - Out of State		16
	Professional Architectural Corporation - In-State		0
	Professional Architectural Corporation - Out-of-State		2
	Architectural Engineering Corporation - In-State		0
	Architectural Engineering Corporation - Out-of-State		4
Total Firm Licenses Issued			27
	Architectural Firm - In State		323
	Architectural Firm - Out of State		433
	Architectural Firm - In State Suspended		1
	Professional Architectural Corporation - In State		117
	Professional Architectural Corporation - Out of State		180
	Architectural Engineering Corporation - In State		17
	Architectural Engineering Corporation - Out of State		133
Total In-State			457
Total Out-of-State			746
Total Firm Licenses			1,203