

**Louisiana State Board of Architectural Examiners
Complaint Review Committee
Meeting Minutes
September 11, 2020
Via Zoom**

Present: Richard J. LeBlanc, Chair
Kevin J. Singh
Ronald B. Blicht
Katherine E. Hillegas, Executive Director
Tyson J. Ducote, Deputy Director
Paul H. Spaht, Board Attorney

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

Minutes

The minutes of the previous meeting were reviewed.

**Motion #1: Blicht/Singh: To approve the June 5, 2020, CRC minutes.
Passed. 3-0.**

Motion #2: Singh/Blicht: 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:

- 2019-16
- 2019-14 & 2019-20
- 2019-21
- 2020-04

Motion #3: Blicht/Singh: To leave Executive Session. Passed. 3-0.

Existing Complaints:

2019-16 - Lisa M. Southern d/b/a Southern Custom Designs

Ducote informed the committee that he had no additional information received from Southern regarding the complaint. The committee discussed the case and how it related to Case 2019-20.

Motion #4: Singh/Blicht: To dismiss the complaint for insufficient evidence of a violation of the Board's laws or rules. At the same time, to issue a letter of caution and warning and to forward a copy of the letter to the Louisiana Professional Engineering and Land Surveying Board. Passed. 3-0.

2019-14 - Clifton James LLC

Ducote reviewed the facts of the case and the committee discussed the information and how this case impacted case 2019-20.

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Motion #5: Blitch/Singh: To propose a consent order to the Respondent with the following sanctions: a fine of \$2,000.00 and actual administrative costs; publication of any adopted consent order on the Board's website, publishing a summary of the action in the Board's newsletter, and reporting the matter to NCARB. **Passed. 3-0.**

2019-20 - Clifton C. James

Ducote presented additional information regarding the case that was obtained from the Respondent after the June CRC meeting. The committee discussed the additional information.

Motion #6: Blitch/Singh: To propose a consent order to the Respondent with the following sanctions: suspension of his architect license for a period of 1 year; cease and desist from practicing and/or offering to practice architecture in Louisiana during the suspension period; return of all architect certificates and stamps/seals; upon completion of the suspension period, to be placed on probation for a period of 1 year; during probation period, submit on a quarterly basis a project list to the committee; upon request, submit project documents for any project on the list to the committee for review; immediate suspension of his license if he fails to comply with any portion of the consent order; pay a fine of \$6,750.00 and actual administrative costs; earn 2 HSW CEHs for 2019 and forward proof of such to the Board; publication of any adopted consent order on the Board's website, publishing a summary of the action in the Board's newsletter, and reporting the matter to NCARB. **Passed. 3-0.**

2019-21 - Gregory K. Bennett d/b/a D & G Line Designs

Ducote presented additional information regarding the case that was obtained from the State Fire Marshal's Office after the June CRC meeting. The committee discussed the additional information.

Motion #7: Blitch/Singh: To dismiss the complaint for insufficient evidence of a violation of the Board's laws or rules. **Passed. 3-0.**

New Business:

2020-04 – The Hill Firm, Inc.

Ducote presented a complaint alleging a violation of the Board's laws or rules for possible violations of the unlicensed practice of architecture in Louisiana. The committee discussed the evidence.

Motion #8: Blitch/Singh: To propose a consent order to the Respondent with the following sanctions: a fine of \$1,500.00 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, and reporting the matter to NCARB. **Passed. 3-0.**

There being no further business to address,

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Motion #9: Blich/Singh: To adjourn the meeting. Passed. 3-0.

Respectfully submitted,

Richard J. LeBlanc, Chair