

STATE BOARD OF ARCHITECTURAL EXAMINERS

BOARD MEETING MINUTES

May 24, 2007

Suite 111, 110 Centerview Drive

Columbia, SC

The State Board of Architectural Examiners convened May 24, 2007, in Columbia, South Carolina. Chairman W. Barry Jenkins called the meeting to order at 9:50 a.m. The following persons attended the meeting:

W. Barry Jenkins	Chairman
Stokes Browning	Secretary
Dennis S. Ward	Member
Stephen Russell	Member
Jan B. Simpson	Administrator
Alice Richardson	Administrative Assistant
Todd Bond	Investigator
Sharon Dantzler, Esq.	LLR Advice Counsel
Rion Alvey	Administrator, Office of Investigations and Enforcement
Pat Hanks	LLR Attorney
Melissa Jones	Program Assistant

Members Jose Caban and Tom Johnson notified the Administrator in advance that they would be unable to attend the meeting.

Administrator Simpson stated the **public notice** of the meeting was properly posted at the Board office and provided to organizations and news media in compliance with Section 30-4-80 of the S.C. Freedom of Information Act. A quorum was present at all times.

Minutes: Motion by Browning, Second by Russell: To accept the **Minutes** of the March 27, 2007, meeting. Motion carried.

Violations Report:

Motion by Ward, Second by Browning: To accept the IRC recommendations on the following cases. Motion carried.

Case No.	Action
2007-9	Letter of Caution

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The following case was reviewed by the IRC and will go forward with issuance of a Formal Complaint.

Case No.
2007-6

Report from Investigator – At the March 2007 meeting, members expressed concern about the investigative process and ultimate decisions made by the Board. They asked for a review of closed cases so they could better understand the investigation process and how complaints are handled from receipt through the Investigative Review Committee (IRC) then to the Board. Investigator Bond reviewed with the Board several such closed investigative cases. The Board thanked Mr. Bond for his explanation of the process. The Board expressed confidence in the two professional members who serve on the IRC.

IRC Composition – Rion Alvey, Administrator for the Office of Investigations and Enforcement, and Pat Hanks, LLR Attorney, met with the Board at the request of Chief Legal counsel Lynne Rogers who was unable to attend the meeting. Mr. Alvey described the intake, evaluation, and assignment of complaints and oversight for investigative cases. They also described the procedures used for closing cases and posting the Boards' actions (Consent Orders, Final Orders, etc.) on Web sites available to the public. They opined that professional members of the IRC should be appointed for set terms, and these individuals should meet annually with the Board to discuss general issues relative to investigations and enforcement. It was also noted that, based on the complaint and materials gathered during the investigation, professional members of the IRC may identify other issues to be investigated in addition to the original complaint.

Exam Candidates – Motion by Browning, second by Ward: To approve the following persons to begin taking the Architect Registration Examination. Motion carried.

Jaime Henderson, Michelle Smyth, Margaret Haas and Chris Bonner

Use of the term "Architectural Intern" – This item will be carried over to the September meeting. The members will work together to develop a policy regarding the use of the term "architectural intern" to be review and approved in September.

Proposed Changes to the Law/Regulations – The Board will meet on June 28, 2007, to discuss proposed changes to the Laws/Regulations. At that time, the Board will set a date to hold a public forum in the summer asking for input on proposed changes to the Board Laws/Regulations. Notice of drafting should be published by early September 2007. The target date for the proposed language is Friday, October 5, 2007.

Angie Taylor, Executive Director, AIA/SC, joined the meeting at 11:30 a.m.

Clemson Funding Request: The Board reviewed a request from Robert Silance, Associate Professor of Clemson University School of Architecture, asking for funding for a lecture series specific to the School of Architecture for each academic year. The Board asked Administrator

Simpson to write Ted Cavanagh, Chair, Clemson University School of Architecture and copy Mr. Silance requesting a specific outline of anticipated costs. The Board needs this information to determine how the money would be utilized. This item will be carried over to the September meeting.

Unauthorized Reproduction of Bid Documents by Plan Rooms: It has been reported to the Board that plans submitted to Plans Rooms are being reproduced without permission, and often without the knowledge of the architect, resulting in unauthorized use by contractors and others. Chairman Jenkins volunteered to set up a meeting with the Chairman of the Board of Professional Engineers and Land Surveyors for further discussion; due to scheduling conflicts, they have been unable to meet. This item will be carried over to the September meeting.

Election of Officers: The following persons were unanimously elected to serve as officers of the Board, effective July 1, 2007, through July 1, 2008.

Stephen Russell, Chair
W. Barry Jenkins, Vice-Chair
Stokes Browning, Secretary

Use of the word Architectural: The Board reviewed a request from L. Christopher Bobbit to use the word “architectural” in the company name Trimtec Architectural Products LLC, which is a company that manufactures computer cut exterior architectural ornamental trims and moldings. Motion by Ward, second by Russell: To approve the use of the word “architectural” in the company name Trimtec Architectural Products LLC. Motion carried.

Budget Report: The Board accepted as information the budget report for the period ending March 31, 2007.

Administrator’s Report:

License Statistics

License Statistics as of

Architects	In-state	221
	Emeritus	15
	Out of State	894
Total:		1130 (THAT HAVE RENEWED SINCE MAY 16 TH)
Firms		1161

Note individual numbers are not accurate due to renewal.

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Compiled Disciplinary Actions

Melissa Jones, a new employee, has begun to compile and categorize past disciplinary actions taken by the Board, either in Consent Agreements or Formal Orders. She will enter all Board actions on the NCARB Disciplinary database. In addition to being useful to the Investigative Review Committee in recommending and levying consistent and appropriate sanctions, it will be easily accessible to other state boards of architecture.

Interior Design Legislation Update

The House LCI subcommittee on Banking and Consumer Affairs held a hearing on H. 3918, interior design regulation legislation, on May 16, 2007. Nine people spoke against the bill; no one spoke in favor of it. The Subcommittee members voted to adjourn debate on the bill, effectively killing it. Board member Steve Russell contacted Rep. Wallace Scarborough, the bill's sponsor, and voiced his opinion that the interior design industry does not need to be regulated because their activities do not affect the public's health, safety and welfare.

Online Renewals

The Department mandated online renewals this year but there is a provision for sending licensees a paper form if they request it.

AIA/SC Emerging Professionals Committee

The Board is providing the conference room for the AIA/SC's Emerging Professionals Committee's all-day seminar, Project Management for Emerging Professionals, on June 1, 2007.

{End of Administrator's Report}

2007 Annual Meeting – Denver, CO: Members Ward, Caban, Jenkins and Administrator Simpson will attend the meeting. Member Russell is unable to attend the meeting due to scheduling conflicts.

NCARB Resolutions. The Board discussed Resolutions that will be voted on during the NCARB Annual Meeting in Denver, CO.

SC Community Design Summit – The Board accepted as information a letter from Lindsey Moore, Director of Community Outreach, thanking the Board for the \$5000 contribution to support the South Carolina Community Design Summit held April 24-25, 2007, at Clemson University's Madren Center. The Board's financial support enabled 37 Clemson University students from the School of Architecture to attend at no cost and defrayed expenses for the keynote speaker.

Licensure of Clemson Professor – The Board reviewed the status of the new Chair of the School of Architecture, Dr. Ted Cavanagh. Administrator Simpson wrote Dr. Cavanagh welcoming him as the Chair of the School of Architecture. The Board has concerns that Dr. Cavanagh is not a licensed architect in South Carolina and would not be able to hold the professor seat on the Board until he is registered.

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Guideline for Renewal Related Sanctions --Administrator Simpson discussed with the Board parameters for handling individual architectural renewals that indicate disciplinary action taken by another board. The Board approved the attached "Parameters for Renewals".

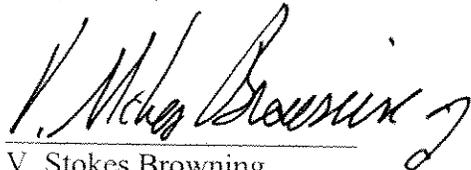
CE Question – The Board received a request from Alex James for architects who serve on the South Carolina Public School Facilities Committees to receive continuing education credit for time spent in the subcommittee or committee meetings. The Board unanimously agreed that 1 continuing education hour per meeting relating to health, safety and welfare would be allowed. If audited, these individuals would need to provide a copy of the meeting minutes verifying attendance.

4.0 A.R.E. – Member Ward reminded the Board that the rollout date for the new 4.0 A.R.E. will be July 2008. At that time, the number of divisions will decrease and some division names will change. There will be a one-year transition period (July 2008 – July 2009) after July 1, 2009, only the 4.0 version will be available to exam candidates

Greg Pickett Update – Attorney Sharon Dantzler reviewed the timeline and legal actions taken in Case # 03/04-14 , Greg Pickett. Due to procedural issues, the Administrative Law Court found in favor of an appeal by Mr. Pickett, and the Board's sanction was overturned.

There being no further business, the meeting adjourned at 3:30 p.m.

Respectfully submitted,



V. Stokes Browning
Secretary

Parameters for Renewals for the Board of Architects

1. **Lapsed license in another state which was unintentional but was disciplined by another state.**

Sanction 1st offense

Letter of Caution

Sanction - 2nd offense

Consent Order, Public Reprimand and possible fine.

2. **Firm sanctioned but SC licensee was not part of the sanction**

Sanction -1st offense

Letter of Caution

Sanction - 2nd offense

Consent Order, Public Reprimand and possible fine

- 3 **Consent Agreement or Order issued by another state**

Sanction -1st offense

Letter of Caution

Sanction - 2nd offense

Consent Order, Public Reprimand and possible fine

- 4 **License "suspended" by another state for non-compliance with CE requirements**

Sanction -1st offense

Letter of Caution
proof

Sanction - 2nd offense

Consent Order, Public Reprimand, possible fine and
of CE for SC or add name to audit list.

5. **Misrepresenting information on renewal form.**

Sanction -1st offense

Consent Order, Public Reprimand
and possible fine.

Sanction - 2nd offense

Hearing

Approved May 24, 2007