

IOWA ARCHITECTURAL EXAMINING BOARD

MINUTES

200 E. Grand, Suite 350, Des Moines | Bureau Conference Room

Tuesday, May 13, 2014 | 9:30 a.m.

**Board Members present for all or part of the meeting:**

Linda Alfson Schemmel	Emily Forquer, President
Bruce Bassler, Vice President	Tyler Kamerman
Tandi Dausener	Jerry Purdy
Kolby DeWitt	

**Staff:**

Lori SchraderBachar, Board Administrator	Pam Griebel, Assistant Attorney General
Jennifer Morrison, Licensing Specialist	Sandy Malek, PLB Investigator

**Call to Order**

Call to Order by Bassler at 9:35 a.m.

Quorum was established.

**Motion by Forquer to approve May 13, 2014 agenda.**

Seconded by DeWitt

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by Bassler to elect Forquer as President.**

Seconded by Alfson Schemmel

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by DeWitt to elect Bassler as Vice President.**

Seconded by Kamerman

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by Bassler to elect DeWitt as Secretary.**

Seconded by Purdy

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by Bassler to approve March 26, 2014 open and closed session minutes.**

Seconded by Alfson Schemmel

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Overview of Laws Applicable to Board Members**

Griebel summarized Board responsibilities and requirements such as confidentiality, rulemaking, conflict of interest, open meetings, gift law, and hearings for the benefit of new Board members, Tandi Dausener, Tyler Kamerman and Jerry Purdy.

**Board Member Reports**

None.

**Administrative Reports**

Griebel had no additional report.

SchraderBachar provided a list of names of new licensees administratively approved by staff since March 1, 2014.

SchraderBachar discussed sending board agenda packets by the state of Iowa SecureMail system.

SchraderBachar informed the board the next issue of the bureau newsletter will be completed by the end of May.

SchraderBachar informed the board that 2013 CE audits are complete and one issue will be discussed in closed session.

Morrison provided a list of individuals that have started the ARE Exam process and passed divisions prior to January 1, 2006 and the divisions will no longer remain valid if not completed by July 1, 2014.

**Legislative Report**

The board reviewed and discussed Iowa Home Base Act (Senate File 303), which is an effort to make Iowa more attractive to veterans and their families. The board will need to adopt a rule by January 1, 2015 for the processes that will expedite licensure to veterans. A committee consisting of Purdy, Bassler and Dausener will meet to discuss how to proceed and will bring a recommendation back to the board.

Griebel updated the board on Iowa Code 68B.3 for the sales of goods and services to state agencies. The bill will become effective July 1, 2014.

**Rules**

Iowa Administrative Code 193B – Chapter 2 review and discussion of proposed changes to change the expiration date to December 31<sup>st</sup>, to require all 12 hours of CE to be completed in health, safety, welfare, and to move to an annual renewal cycle. A transition plan from Chapter 3 to Chapter 2 will be included.

**Motion by Bassler to file a notice of intended action for rule changes to chapter 2 as discussed.**

Seconded by Purdy

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

Iowa Administrative Code 193B – Chapter 3 review and discussion of proposed changes to rescind the current rules and replace with new language for continuing education.

**Motion by Alfson Schemmel to file a notice of intended action for rule changes to chapter 3 as discussed.**

Seconded by Bassler

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**NCARB**

**Motion by Kamerman to approve DeWitt, Purdy, Dausener and Forquer to represent the Iowa Architectural Board at the Annual Meeting June 18-21, 2014.**

Seconded by Bassler

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by Purdy to approve SchraderBachar to attend the Annual Meeting June 18-21, 2014.**

Seconded by DeWitt

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

FY15 Travel Budget was reviewed. \$12,000 has been allocated for use of travel by the professional licensing bureau, which allows \$3,000 for the annual meeting and \$9,000 for the regional meeting. No more than three board members may attend a meeting unless receiving prior approval by the Superintendent of the Division of Banking.

**Public Comment**

None.

**Complaints**

**Motion by Bassler to go into closed session pursuant to Iowa Code section 21.5(1)(a) & (d) and 272C.6(4) at 12:11 p.m. to review open cases.**

Second by Alfson Schemmel

VOTE: Roll call: Bassler, aye, Forquer, aye, DeWitt, aye, Dausener, aye, Kamerman, aye, Purdy, aye, and Alfson Schemmel, aye. Motion carried unanimously.

**Motion by Bassler for the Board to return to open session at 12:22 p.m.**

Second by Alfson Schemmel

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Bassler to close case 14-05.**

Seconded by Alfson Schemmel

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Future Meetings:**

Tuesday, July 8

Tuesday, September 9

Wednesday, November 12

**Adjournment**

The meeting was adjourned at 12:34 p.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

7/8/2014  
DATE

  
By: Emily Forquer, President