

IOWA ARCHITECTURAL EXAMINING BOARD

MINUTES

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

Wednesday, March 26, 2014 | 9:30 a.m.

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

Terry Allers, President	Tom Clause
Linda Alfson Schemmel	Emily Forquer
Bruce Bassler, Vice President	

**Board Members Not Present:**

Kolby DeWitt	Dr. Sue Jarboe
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**Staff:**

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

**Guests:**

Steven Carmichael	Jerry Purdy
Scott Charleson	

**Call to Order**

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

Quorum was established.

**Motion by Bassler to approve March 26, 2014 agenda.**

Seconded by Forquer

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Motion by Bassler to approve January 14, 2014 Architect open and closed session minutes.**

Seconded by Forquer

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Registration issues facing border communities**

Steven Carmichael, CBO, and Scott Charleson, certified building inspector, from the City of Council Bluffs Building Division discussed issues the city has with the practice of architecture in the border community. Their office receives plans from owners and contractors, which do not always follow building code official guidelines. They requested clarification on when and what constitutes filing a complaint with the Board. Board members agreed that preliminary drawings constitute design and should be properly submitted; if the codes are not followed, a complaint should be filed.

The board participated in the Annual State Severe Weather Awareness drill from 10:15-10:26 a.m.

**Board Member Reports**

None.

### **Administrative Reports**

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

SchraderBachar provided the report presented in March at the NCARB Regional Meeting as well as the report submitted to AIA Iowa for an upcoming board meeting.

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

SchraderBachar informed the board that if they would like to submit a newsletter article, the deadline to do so is May 1.

SchraderBachar informed the board that February CE audits are complete and are all in compliance. The audits conducted for March found one issue that will be discussed in closed session.

SchraderBachar informed the board that 2014 renewals may need to be completed by paper and may not be available online.

Griebel discussed a bill to give veterans enhanced credit toward licensure in Iowa and SF 293, a bill to allow board members to sell goods and services to the state.

Morrison reported that there are 1,025 individuals architects that are up for renewal by June 30, 2014.

### **2014 Legislation**

Griebel informed the board that the bill rescinding registration of the business entity was signed by the Governor and is effective July 1, 2014.

Griebel discussed SF 2255 Good Samaritan bill and providing emergency services as a volunteer.

**Motion by Forquer to notice that the Architectural Board supports the Good Samaritan bill in 2014.**

Second by Bassler

VOTE: Aye: all            Nay: None      Abstaining: none

Motion passed.

### **Rule Changes**

At the November 2013 meeting the board filed notices of intended action amending Chapters 1 and 3 of 193B. No public comments were received.

**Motion by Clause to adopt and file ACR1282C and ARC1251C as written.**

Second by Bassler

VOTE: Aye: all            Nay: None      Abstaining: none

Motion passed.

### **Board policy on complaints**

Griebel discussed the differences of when complaints received by the board and when they are open to public records. If a complaint is received by the board against a licensee, it is confidential and must be discussed in closed session. If a complaint is received by the board against a non-licensuree it can be discussed in open session.

**Motion by Bassler that the board will recognize general complaints of unlicensed persons or entities as public records.**

Second by Forquer

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

### **NCARB**

Forquer, Allers, and SchraderBachar attended the Region 4 meeting. Forquer reported on the meeting: two plenary sessions were held and topics discussed were Health Safety and Welfare, NCARB resolutions and regional director eligibility clarification, iPhone and Android applications for licensees to update records and legislative tracking tools.

The board discussed allowing the IDP to go back 5 years and the applicant to receive 50% credit. The board agreed that they support allowing back experience.

Allers will be attending the NCARB meeting June 18-21 and in addition to Allers, NCARB will also be funding two delegates and the board administrator.

### **Recognition of outgoing Board Members**

Bassler presented to Allers a plaque recognizing nine years of service to the board. Allers thanked the board and appreciated the assistance received through the years.

Bassler presented to Clause a plaque recognizing six years of service to the board. The Board will send a plaque to outgoing member Sue Jarboe, recognizing her six years of service.

### **Public Comment**

None.

### **Complaints**

**Motion by Bassler to go into closed session pursuant to Iowa Code section 21.5(1)(a) & (d) at 11:27 a.m. to review open cases.**

Second by Forquer

VOTE: Roll call: Allers, aye, Bassler, aye, Forquer, aye, Clause, aye, and Alfson Schemmel, aye.

Motion carried unanimously.

**Motion by Bassler for the Board to return to open session at 11:54 a.m.**

Second by Forquer

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Forquer to release and close case 13-04.**

Seconded by Bassler

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Forquer to close case 13-15.**

Seconded by Bassler

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Clause to find probable cause case 14-03.**

Second by Forquer

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Clause to forward case 08-12 to the Attorney General's Office for collection.**

Second by Bassler

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Future Meetings:**

Tuesday, May 13

Tuesday, July 8

Tuesday, September 9

Tuesday, November 11 (State Holiday)

**Adjournment**

The meeting was adjourned at 12:06 p.m.

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

5/13/2014  
DATE

BY: Emily Forquer, President