

IOWA ARCHITECTURAL EXAMINING BOARD
MINUTES
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room
Tuesday, May 9, 2017 at 10:00 a.m.

Board Members present for all or part of the meeting:

Linda Alfson Schemmel	Joseph Ferrentino
Tandi Brannaman (joined at 10:34 am)	Scott Hatfield
Kolby DeWitt	Jerry Purdy (via phone)

Board Members not present for all or part of the meeting:

Emily C. Forquer

Staff:

Lori SchraderBachar, Board Administrator	Pamela Black, Licensing Specialist
Rebecca Barloon, Assistant Attorney General	Sandy Malek, PLB Investigator

Public:

None

Call to Order

Call to Order by Alfson Schemmel at 10:01 a.m.
Welcome to new board members Scott Hatfield and Joseph Ferrentino
Introductions were made and quorum was established.

Motion by Hatfield to approve the agenda of May 9, 2017.

Seconded by DeWitt
VOTE: Aye: all Nay: None Abstaining: None
Motion passed unanimously.

Motion by DeWitt to continue to next meeting the approval of opened and closed session minutes of March 21, 2017 due to an absence of a quorum of board members in attendance at the March meeting.

Seconded by Hatfield
VOTE: Aye: all Nay: None Abstaining: None
Motion passed unanimously.

Election of Officers

Motion by Hatfield to elect Alfson Schemmel as President, Purdy as Vice President, and DeWitt as Secretary.

Seconded by Ferrentino
VOTE: Aye: all Nay: None Abstaining: None
Motion passed unanimously.

Board Member Training Review

Barloon provided the annual board member training. Topics included purpose of the board, rule making authority, quorum requirements, and open vs. closed meetings and minutes. As a reminder,

don't "reply all" to emails to/from board members and/or staff as this is then considered an electronic meeting. Suggestion to keep a separate email folder for public records, Barloon and SchraderBachar can assist with correspondences. In the case of a disciplinary hearing board members will act as a judge (panel) and are reminded to not complete outside research as it is important to remain objective.

Board Member Reports

None

Administrative Reports

SchraderBachar reported that she and Purdy attended the ARRC meeting on May 3rd. Board will hold a teleconference call meeting May 19 to approve adoption of rules and notice rules to change "registered" to "licensed." 2016 continuing education audits: Sept – April, conducted 90 audits, 3 are still outstanding. 2017 continuing education audits will begin in September, and board members will be selected. Renewal session opens May 15th: 1132 up for renewals, and 313 from Iowa. Staff continues to work on the new licensing database, which will be operational in September. Diane Welcher was announced as the new Licensing Specialist, beginning on May 22nd. She will replace Pamela Black, who is leaving state employment in early July.

Black reported that 4 architect reinstatement applications were processed since our last meeting.

Board Committee Reports

Alfson Schemmel provided a brief review of the three committees.

Rules Task Force: Alfson Schemmel noted Iowa Association of Building Officials Board (IABO) has requested a board member to attend their July meeting.

5-year Rolling Review Committee: Rules will be ready to adopt after May 17th when a teleconference call meeting will be held on May 19th to vote. This committee will then no longer be needed.

Outreach Committee: Alfson Schemmel will visit with Purdy and DeWitt to facilitate IABO involvement to represent at IABO meeting. Alfson Schemmel or Purdy will attend.

Discussion of 193B-Chapter 5 Proposed Amendments

A discussion on 193B-Chapter 5 revisions was held. Alfson Schemmel will work with Barloon and SchraderBachar to craft language regarding "institutional." The draft will be provided to stakeholder groups to provide comment.

Public Notice of Disciplinary Action Discussion

This discussion was as a follow up to Purdy's inquiry at the last meeting regarding license suspension because of noncompliance per Iowa Code §§272D.7 and 272D.8. Decision to close the discussion and raise at a later time if/when a case is brought up.

NCARB

Annual Meeting and Resolution Discussion

Attendees are board members Alfson Schemmel, Brannaman, and DeWitt; staff attending will be SchraderBachar and Barloon. Discussion of board member input on candidates for national and regional office contested positions. Alfson Schemmel is the voting member and will carry the Board's

position on the resolutions with the freedom to participate in the dialogue at the NCARB Annual Meeting and take into consideration the discussions and any amendments to the resolution before casting the vote on behalf of the Board.

Region 4 Education Symposium Attendance

The Symposium will take place at Kent State University on October 21. If an educator from Iowa State University is not able to attend, then a board member may represent the Board. Staff will invite the attendee to a future board meeting.

Motion by Brannaman to approve Purdy to attend the Region 4 Education Symposium meeting in absence of Iowa State University candidate.

Seconded by DeWitt.

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Public Comment

None.

Complaints – Closed Session

Motion by DeWitt to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 11:42 a.m. to review pending licensee discipline cases and investigations.

Seconded by Brannaman

VOTE: Roll call: Alfson Schemmel, aye; Brannaman, aye; DeWitt, aye; Ferrentino, aye; Hatfield, aye; and Purdy, aye.

Motion passed unanimously.

Motion by Hatfield for the Board to return to open session at 11:51 a.m.

Seconded by Brannaman

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Motion by Brannaman to accept the signed consent order for case 17-04 and close the case as discussed in closed session.

Seconded by Ferrentino

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Motion by DeWitt to find probable cause in case 17-05 as discussed in closed session.

Seconded by Brannaman

VOTE: Aye: Brannaman, DeWitt, Ferrentino, Hatfield, Purdy Nay: none Abstaining: Alfson Schemmel

Motion passed.

Motion by Purdy to find probable cause in case 17-08 as discussed in closed session.

Seconded by Brannaman

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Complaints – Open Session

Discussion was held regarding Case No. 16-20 and the allegations of the unlicensed practice of architecture. Barloon and SchraderBachar to assist writing a letter to pursue ongoing investigation. It was determined that the file will be tabled to a future meeting.

Upcoming Meetings & Last Minute Comments

The next meeting will be a telephone conference meeting on May 19. Additional meetings are July 11, September 12, and November 14.

Adjournment

Alfson Schemmel adjourned the meeting at 12:10 p.m.

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

5.19.2017
DATE


By: Linda Alfson Schemmel, President