

IOWA ARCHITECTURAL EXAMINING BOARD  
MINUTES  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
Tuesday, March 21, 2017 at 10:00 a.m.

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

Linda Alfson Schemmel	Emily C. Forquer
Tandi Brannaman	Jerry Purdy

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

Kolby DeWitt	Tyler Kamerman
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**Staff:**

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

**Public:**

Stephen Nutt, Senior Architect and Advisor to NCARB CEO (by phone)

**Call to Order**

Call to Order by Alfson Schemmel at 10:04 a.m.  
Introductions were made and quorum was established.

**Motion by Forquer to approve the agenda of March 21, 2017.**

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

**Motion by Purdy to approve the open and closed session minutes of January 10, 2017.**

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

**NCARB's Tri-Lateral Agreement Discussion**

Nutt discussed NCARB's Tri-Lateral Mutual Recognition Agreement with the Board, which allows a pathway to licensure for architects in Canada, Mexico, and the United States to become licensed in the other foreign jurisdictions.

**Motion by Purdy to adopt the Tri-Lateral Agreement.**

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

**Board Member Reports**

Alfson Schemmel provided an update on AIA's Design Day at the Hill that was held on March 6, 2017. It was well attended. The main points of discussion were the bill to change "registered architect" to

“licensed architect,” statute of repose bill, and modification to current statewide energy codes to allow local jurisdictions to adopt a lesser version for residential construction.

### **Administrative Reports**

Barloon will lead a legal review with the board at its May meeting.

SchraderBachar referenced meeting packet materials of newly registered architect list, report to NCARB Region 4, and draft letter to local jurisdictions regarding when an architect is needed. The Governor reappointed Purdy and Brannaman and appointed a new public member, Joseph Ferrentino. There is an additional seat yet to be filled. Staff continues to work on the new licensing database, which will be operational by late summer. PLB has a new newsletter delivery provider, GovDelivery; however, the newsletter is on hiatus until this summer.

Black reported that 5 architect reinstatement applications were processed since our last meeting.

### **Board Committee Reports**

#### **Rules Task Force**

Alfson Schemmel, Barloon and SchraderBachar met with AIA-Iowa to review Chapter 5 definitions. The Board discussed the changes. SchraderBachar will provide to Alfson Schemmel and Barloon a draft to finalize for Board review at the May meeting.

#### **5-year Rolling Review Committee**

##### **Motion by Forquer to adopt ARC 2876C.**

Seconded by Brannaman

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

##### **Motion by Purdy to notice rule changes to 193B Iowa Administrative Code Chapters 4 and 7.**

Seconded by Forquer

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

#### **Outreach Committee**

Purdy and Brannaman drafted a letter to educate county officials on Iowa architectural laws and rules. With the upcoming changes to 193B Iowa Administrative Code Chapter 5, the Board decided to wait to finalize and send the letter.

### **Legislative Review**

Barloon reported House File 522 and Senate File 408 are still being considered. Other bills related to licensure have died because of the legislative funnel. SchraderBachar informed the Board the current registration certificates for registration will be phased out if the language is changed to licensed architect.

### **Ombudsman Report**

The Ombudsman’s Office issued a special report February 27, 2017 that criticized the way in which licensing boards handle complaints in closed session. The Board was not the subject of the report; however the report may be used to make sure the Board is using best practices.

### **2017 Renewals**

The 2017 renewal period will begin on May 15, 2017. For proof of continuing education, the Board will accept AIA transcripts or course completion certificates. All paper renewals will be required to provide proof of continuing education.

### **NCARB**

#### **Report from Regional Meeting**

Forquer provided a report from the NCARB Regional Summit held in Jersey City, New Jersey March 10-11. Good regional conference meeting and communications. Review of candidate platforms to be voted on at annual meeting (June). Regional dues asking NCARB for one receipt/invoice. Suggestion to have NCARB (not state) pay for Continuing Education. Regional dues to be verified and look into which states support it. Educator Symposium at Kent State, date tbd. Consideration of implementing into the application a questionnaire (ex. Engineers). ARE 5.0 cut score are being developed and going well. Next regional meeting will be held in Wichita, Kansas.

#### **Motion by Forquer for Barloon to attend the Annual meeting.**

Seconded by Brannaman

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

#### **Member in Good Standing Resolution Opposition Letter**

Handout in meeting packet acknowledged.

### **Recognition of Outgoing Board Member Kamerman**

Alfson Schemmel will provide farewell recognition plaque to Kamerman for his service on the Board.

### **Public Comment**

None.

### **Complaints – Closed Session**

#### **Motion by Forquer to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 11:49 a.m. to review pending licensee discipline cases and investigations.**

Seconded by Purdy

VOTE: Roll call: Alfson Schemmel, aye; Brannaman, aye; Forquer, aye; and Purdy, aye.

Motion passed unanimously.

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

Seconded by Brannaman

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

#### **Motion by Forquer to accept the signed consent orders for cases 16-19 and 17-01 and close the cases as discussed in closed session.**

Seconded by Purdy

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Purdy to find probable cause in cases 17-04 as discussed in closed session.**

Seconded by Brannaman

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

Unlicensed practice case 16-20 was discussed.

**Upcoming Meetings & Last Minute Comments**

The next meeting will be May 9, where the Board will welcome a new board member and vote for president, vice president and secretary. Additional meetings are July 11, September 12, and November 14.

**Adjournment**

Alfson Schemmel adjourned the meeting at 12:31 p.m.

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

7.11.2017  
DATE

  
By: Linda Alfson Schemmel, President