

IOWA ARCHITECTURAL EXAMINING BOARD

MINUTES

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

Thursday, May 21, 2020 at 10:30 a.m.

The meeting was conducted via telephone conference call because of public health recommendations to minimize public gatherings. Public access to this meeting was held at the Board Office.

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

Linda Alfson Schemmel

Tandi Brannaman

Anna Harmon

Scott Hatfield, Vice President

Ted Nahas

Jerry Purdy, President

**Board Members not present:**

Dan Dutcher

**Staff present for all or part of the meeting:**

Lori SchraderBachar, Board Administrator

Danielle Bartkiw, Licensing Specialist

Caroline Barrett, AAG

**Public:**

Kerry Weig, AIA Iowa Liaison.

**Call to Order**

Call to Order by Purdy at 10:31 a.m.

Quorum was established.

Introductions were made for new board member, Ted Nahas.

**Motion by Hatfield to approve the open and closed session minutes of March 19, 2020 and allow the Board Executive to sign on the president's behalf.**

Seconded by Schemmel.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Schemmel to approve the open session minutes of April 9, 2020 and allow the Board Executive to sign on the president's behalf.**

Seconded by Hatfield.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Election of Officers**

**Motion by Purdy to elect Hatfield as President, Harmon as Vice President, and Dutcher as Secretary.**

Seconded by Schemmel.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

Purdy acted as President for the remainder of the meeting.

**Update from AIA Iowa**

Kerry Weig reported on her attendance at active legislation sessions for proposed interior design bills and pointed that the legislation will start up again in early June. Weig informed the Board that licensing extension information for 2020 renewals was shared with AIA members.

### **Administrative Reports**

**Assistant Attorney General:** Barrett confirmed legislation was scheduled to resume early June.

**Board Executive/Site Manager:** SchraderBachar reminded members to have their per diems signed and returned to her as soon as possible and welcomed Ted Nahas to the Board. SchraderBacher announced she posted two documents for Board Members on the Google Drive: "Board Member Dos and Don'ts" and "Random Thoughts from a Public Protection Administrator." SchraderBacher then asked the Board to consider for future discussion the following, "Are there things staff is not currently doing that should be done"? "What can we, as staff do better to assist you"? "What are we, as staff doing well"?

**Licensing Specialist:** Bartkiw reported that from March 1, 2020 to April 30, 2020 there were 20 new licensees and 1 reinstatement. She announced there are 1,180 licensees up for renewal this year.

### **Committee Reports**

**Outreach Committee:** Schemmel sent an article to ISAC about the Building Code Officials' Handbook. Schemmel explained there was an interest from CSI and she was going to send them a similar document.

**Rules Committee:** Schemmel announced IAC – 193B had been reviewed and the requested modifications to chapters 1-3 were made.

### **Board Member Reports**

None.

Brannaman left the meeting at 11:10 a.m.

### **Board Member Training**

Barrett gave a legal overview/training presentation for the board; the presentation is on the Board's Google drive.

### **CEU Audit Review**

The Board reviewed documents submitted by Stephen Mar-Pohl. The Board reached consensus that the documents were in compliance with IAC – 193B Chapter 3.

The Board reviewed documents submitted by Dennis Strait. The Board reached consensus that the documents were in compliance with IAC – 193B Chapter 3.

The Board reviewed documents submitted by Alan Bowman for his 2020 renewal. The Board determined 16 HSW were submitted. SchraderBachar will contact Bowman to let him know he must take additional classes prior to him submitting a renewal application.

### **NCARB**

Board members discussed NCARB's proposed education standard modifications.

The Board submitted feedback to NCARB, noting their concern with the proposal to reduce the number of required Ethics credits.

SchraderBachar announced that the 2020 Annual Business Meeting will be held virtually on June 19<sup>th</sup>, with the Regional Meeting on June 18<sup>th</sup>. All board members and staff can attend the session on June 19<sup>th</sup>. Schemmel, Brannaman, and Dutcher will attend the Regional meeting. Board members discussed the election of contested officer and board members of the NCARB Board of Directors. The Board gave Schemmel the freedom to

participate in the dialogue at the NCARB Annual Meeting and take into consideration the discussions before casting the vote on behalf of the Board.

**Public Comment**

None.

There was a short break at 12:00 p.m. and the meeting reconvened at 12:08 p.m.

**Complaints & Discipline**

Discussion was held on whether the board will entertain an anonymous complaint with representation through an attorney. The board determined that they would analyze requests on a case-by-case basis and approved the current request.

Discussion was held on whether the board will allow the Board Executive to take administrative action when staff receives a complaint or finds use of an unlicensed architect using an architect title. Board approved.

**Closed Session:**

**Motion by Hatfield to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 12:21 p.m. to review pending licensee discipline cases and investigations, including any cases ready for final resolution through closure or consent order.**

Seconded by Harmon.

VOTE: Roll call: Schemmel, aye; Harmon, aye; Hatfield, aye; Nahas, aye; and Purdy, aye.

Motion passed.

Brannaman rejoined the meeting at 12:46 p.m.

**Open Session:**

**Motion by Hatfield for the Board to return to open session at 12:56 p.m.**

Seconded by Harmon.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Harmon to close cases 20-05, 20-06, and 20-08.**

Seconded by Nahas.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Schemmel to find probable cause in case 20-07 as discussed in closed session.**

Seconded by Hatfield.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Harmon to issue an order for case 19-44.**

Seconded by Hatfield.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Upcoming Meetings & Last-Minute Comments**

Next meeting is July 16, 2020.

Purdy passed the gavel to Hatfield.

**Adjournment**

Purdy adjourned the meeting at 1:02 p.m.

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

7.16.2020

DATE

  
By: Scott Hatfield, President