

IOWA ARCHITECTURAL EXAMINING BOARD

MINUTES

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

Thursday, July 29, 2021 at 10:30 a.m.

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

Bobbi Jo Duneman  
Anna Harmon, via Zoom  
Scott Hatfield  
Ted Nahas, via Zoom  
Jerry Purdy

**Board Members not present:**

Tandi Brannaman  
Dan Dutcher

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

Lori SchraderBachar, Board Executive  
Danielle Bartkiw, Licensing Specialist  
Renee Paulsen, PLB Investigator  
Caroline Barrett, AAG

**Public:**

None

**Call to Order**

Call to Order by 10:30 a.m.  
Quorum was established.  
Introductions were made.

**Motion by Duneman to approve the open and closed session minutes of May 20, 2021.**

Seconded by Purdy.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Administrative Reports**

**Assistant Attorney General:** Barrett reports many boards have open positions and are awaiting Governor appointments. The AAG does not expect the legislature will vote on board member appointments in the upcoming emergency session.

**Board Executive/Site Manager:** SchraderBachar asked members to have their per diems signed and returned to her. SchraderBachar directed members to two documents on the Google Drive: a report Iowa gave for Region 4 at NCARB's Annual Business Meeting and a report that NCARB gave regarding ARE pass rates. SchraderBachar announced that Alfson Schemmel will attend the September Board Meeting where her service will be celebrated.

**Licensing Specialist:** Bartkiw reports that from May 1, 2021 to June 30, 2021 there were 17 new licensees and 2 reinstatements. 1274 licensees were up for renewal this year and of that 1129 licensees have renewed; leaving only 145 licensees left to renew.

**Board Member Reports**

None.

**Public Comment**

None.

**Renewal Hardship Approval**

**Motion by Purdy to authorize SchraderBachar the authority to grant an extension for a licensee’s renewal period and to waive the late fee due to personal hardships.**

Seconded by Duneman.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**NCARB**

NCARB Annual Meeting Report: SchraderBachar and Hatfield reported on the 2021 Annual Business Meeting. SchraderBachar attended virtually and reports 54 jurisdictions were in attendance: 144 virtual attendees and 120 in person. SchraderBachar shared Brannaman’s report on the Google Drive.

Hatfield reports the meeting went very well. Hatfield pointed out that voting delegates for some states were consistently slow in casting their vote.

Region 4 – Financial Plan Comments: SchraderBachar reports that Vice President for Region 4, Alfson-Schemmel asked for feedback on what should be done with regional funds.

Duneman suggests increasing the salary of the regional director and offering minority and neurodivergent scholarships for study materials in preparation for exams.

Purdy suggests the education symposium should continue to receive funds.

Board members were in consensus. SchraderBachar will report back to Alfson-Schemmel.

Region 4 – Education Symposium: Purdy and Duneman volunteered to assist with the 2022 Education Symposium.

**Motion by Purdy to approve NCARB committee travel for SchraderBachar for fiscal year 2022.**

Seconded by Duneman.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

SchraderBachar reports she received a list from NCARB of all the volunteers in Iowa that are serving on committees and reviewed the list with board members.

Focus Group on diversity, equity, and inclusion research: Duneman volunteered to provide feedback. All members were encouraged to participate.

**Complaints & Discipline**

**Closed Session:**

**Motion by Hatfield to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 11:03 a.m. to review pending licensee discipline cases and investigations, including any cases ready for final resolution through closure or consent order.**

Seconded by Purdy.

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

Motion passed.

**Open Session:**

**Motion by Duneman for the Board to return to open session at 11:08 a.m.**

Seconded by Nahas.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Motion by Purdy to accept the signed consent order for Case No. 19-14 and close the case as discussed in closed session.**

Seconded by Duneman.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Upcoming Meetings & Last-Minute Comments**

2021 Meeting Dates: September 16 and November 18.

**Adjournment**

Hatfield adjourned the meeting at 11:11 a.m.

Respectfully submitted,

9.16.21  
DATE

  
By: Scott Hatfield, Chairperson