

IOWA ARCHITECTURAL EXAMINING BOARD
MINUTES
200 East Grand Avenue, Suite 350, Des Moines | Electronic Means
Thursday, January 21, 2022 at 10:30 a.m.

Pursuant to Iowa Code 21.8, this meeting was conducted by electronic means due to the health and safety concerns stemming from the COVID-19 virus, which rendered an in-person meeting impossible or impractical.

Board Members present for all or part of the meeting:

Tandi Brannaman	Scott Hatfield
Bobbi Jo Duneman	Ted Nahas
Anna Harmon	Jerry Purdy

Board Members not present:

Dan Dutcher

Staff present for all or part of the meeting:

Lori SchraderBachar, Bureau Chief	Caroline Barrett, AAG
Kimberly Gleason, Licensing Specialist	

Public:

Mark Clipsham	Lisa Kalaher, AIA Iowa Representative
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Call to Order

Hatfield called the meeting to order at 10:32 a.m.
Quorum was established.
Introductions were made.
A grammatical correction was made to the agenda.

Approval of Minutes

Motion by Purdy to approve the open and closed session minutes of November 18, 2021, and allow the board executive to sign on the chair's behalf.

Seconded by Nahas.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

Waiver 21-02

Petitioner Mark Clipsham addressed the board asking to waive 193B Iowa Administrative Code § 3.4 to allow the Momentum is Building conference sponsored by Touchstone Energy Cooperatives of Iowa to partially fulfill the continuing education requirement for his future architect licensure renewals.

Motion by Nahas to approve waiver 21-02.

Motion not seconded; motion failed.

Motion by Harmon to deny waiver 21-02.

Seconded by Purdy.

Vote: Aye: Brannaman, Duneman, Harmon, Hatfield, Purdy Nay: Nahas Abstaining: None

Motion passed.

Clipsham left the meeting at 10:56 a.m.

Administrative Reports

Assistant Attorney General: Barrett reported she is tracking bills that may pertain to this board. She encouraged board members to contact her if there were specific bills in which they are interested. Barrett will start to report on these once they get further into the legislative process.

Board Executive/Bureau Chief: SchraderBachar asked members to have their per diems signed and returned within 30 days. SchraderBachar stated she has updated the roster to include the new licensing specialist, Kimberly Gleason. She provided the pass rate for NCARB ARE exams for calendar year 20221, which was 67%.

Licensing Specialist: Gleason reported that from November 1, 2021 through December 31, 2021 there were 22 new licensees and 2 reinstatements.

Board Member Reports

None.

Public Comment

Kalaher introduced herself to the board and mentioned that if they would like anything specific from her to let her know. SchraderBachar noted that the past staff member would provide legislative updates. Kalaher did state that they are keeping track of the Interior Design bill.

Enforcement Task Force

Brannaman reported on the newly formed enforcement task force. Brannaman stated Barrett provided the task force with a detailed breakdown of the board's authority and jurisdiction. The task force is working to create a letter detailing what those who are found to be practicing without a license must do in order to comply with Iowa Code §544A as well as outreach to building code officials and other affected parties.

Kalaher left the meeting at 11:16 a.m.

Legislative Report

Barrett and SchraderBachar stated the bill regarding interior design sealing/stamping privileges is still in play this session. The board sent a letter last session to oppose the bill.

CE Audit Review

The Board reviewed documents submitted by Gary Musciano and reached consensus that the course documents submitted were HSW.

The Board reviewed the email submitted by Trent Reed and reached consensus to allow him to complete 24 HSW hours in 60 days.

RFP Review

Purdy shared an RFP from Des Moines County for construction services. The project scope of work includes topics that are included in the practice of architecture. The board directed staff to send a letter to Des Moines County to share its concerns.

NCARB

Motion by Purdy to approve sending Brannaman and Duneman as funded delegates with Hatfield as an alternate, Dutcher as a funded public member, and SchraderBachar to the Regional Meeting March 3-5, which will be held in Charlotte, NC and virtually.

Seconded by Harmon.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Purdy to name Brannaman as the voting delegate and to approve sending Brannaman and Duneman as funded delegates with Hatfield as an alternate, one funded public member to be determined, Caroline and Lori to the Annual Meeting June 1-4, 2022, tentatively to be held in Austin and virtually and to authorize the voting delegate to carry the Board's position on elections and 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.

Seconded by Harmon.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

NCARB is planning to visit Iowa State University, with the date yet to be determined. Board members are invited to attend.

The December jurisdictional report regarding Iowa candidates was sent and in the Google drive.

The board recessed at 11:59 a.m. and reconvened at 12:05 p.m.

Complaints & Discipline

Closed Session:

Motion by Brannaman to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 12:06 p.m. to review pending licensee discipline cases and investigations, including any cases ready for final resolution through closure or consent order.

Seconded by Duneman.

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

Motion passed.

Open Session:

Motion by Harmon for the Board to return to open session at 12:21 p.m.

Seconded by Nahas.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Purdy for close cases 21-27 and 22-04 as discussed in closed session.

Seconded by Duneman.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

Motion by Harmon to find probable cause in case 22-01 and file notice of hearing as discussed in closed session.

Seconded by Brannaman.

Vote: Aye: All Nay: None Abstaining: None

Motion passed.

Upcoming Meetings & Last-Minute Comments

The next meeting will be March 17. The board will receive reports from the NCARB regional summit.

Adjournment

Hatfield adjourned the meeting at 12:25 p.m.

Respectfully submitted,

3.17.22
DATE


By: Scott Hatfield, Chairperson