

West Virginia Board of Architects



Location: Quarterly Meeting
405 Capitol Street
Charleston, West Virginia 25301

Date: November 16, 2023

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – August 10, 2023
3. Presentation by State Fire Marshal Ken Tyree related to Code Analysis
4. Disciplinary Matters and Report of the Complaint Committee
 - a) Inquiry 10-10-2023
 - b) Inquiry 02-05-2023
 - c) Complaint 04-10-2023
 - d) Complaints 09-07-2022, 07-07-2022, 07-28-2022 and Architect's Appeal
 - e) Reinstatement or Reciprocal Applications with Disclosed Discipline
5. Action Items Regarding Registration
 - a) Applications for Review
 - b) Registration & Renewal Report
6. Financial Report
 - a) FY 2024 Budget to Actual
 - b) Review of P-Card Purchases and Reconciliation
7. New Business
 - a) Discussion of NCARB's Additional Pathways to Initial Licensure Webinar and Responses to the Licensing Requirements Survey
 - b) Discussion with AIA Licensing Advisor - Report from Fairmont State Meeting
 - c) Report from Auditor's Conference for Chapter 30 Boards

- d) Ethics Module for Continuing Education
 - e) Confidentiality Agreements and Defensive Driver Training
8. Old Business / Updates / Planning
- a) Update to Title 2 Procedural Rule, Series 2 – Disciplinary and Complaint Procedures
 - b) Random Audit of Continuing Education
 - c) Next Steps on Handbook for Code Officials
 - d) Review of Executive’s Annual and Sick Leave
9. Adjournment

Informational Items and Good of the Order

Upcoming Board Meetings

- February 15, 2024
- May 16, 2024
- August 15, 2024
- November 14, 2024

Other Upcoming Meetings

- MBE Workshop – Feb. 29, 2024
Savannah, GA
- NCARB Regional Summit – March 1-2, 2024
Savannah, GA
- NCARB Annual Business Meeting – June 13-15, 2024
Chicago, IL