

West Virginia Board of Architects



Date: August 15, 2024

Time: 12:00 PM

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

Attendees:

Richard Forren, Member and Secretary (RF)	In-Person
Emily Papadopoulos, Executive Director (EP)	In-Person
Todd Boggess, Member (TB)	Virtual
Jan Fox, Public Member (JF)	In-Person
Wendy Scatterday, Member (WS)	Virtual
Edsel Smith, Public Member (ES)	Virtual
Edward Tucker, Member/NCARB Board Member (ET)	In-Person
Mark Weiler, WV AG's Counsel (MW)	In-Person

(Departed: 12:28 PM)

Absent:

Adam Krason, Member and President (AK)

Order of Business

1. The meeting was called to order at 12:05 PM by Secretary RF, presiding in the absence of President AK.
2. Approval of Minutes – May 16, 2024, motion by WS, TB
3. Disciplinary Matters and Report of the Complaint Committee
 - a) Architect's Failure to Comply with 2023 Audit Requirements
EP reported on correspondence with architect Charles Beamish's office. By motion by ET/WS, the board decided to offer the registrant 14 days to complete the board offered audit agreement before denying his current renewal application.
 - b) Reinstatement or Reciprocal Applications with Disclosed Discipline
No applications to consider at this time.
4. Action Items Regarding Registration
 - a) Applications for Review

On a motion by TB/ES, the board approved an application by Paul Fitzgerald for reciprocal registration with a state license from MD.

b) Registration & Renewal Report

EP reported that the total number of registered architects is 1,445 with 116 of those residing in WV and 1,329 from outside of the state.

5. Financial Report

a) FY 2024 Budget to Actual

EP reported that the FY2024 June 30, 2024 total expenditures were \$151,968.60, and total revenue was \$162,050 in licensing fees, and \$400.00 in miscellaneous revenue.

b) FY2025 Budget to Actual

For the current fiscal year, EP reported that the expenses as of August 7, 2024 total \$27,131.42, and revenue totals \$15,675.00.

c) FY2026 Appropriation Budget Submission

EP reported that the total budget to be submitted by September 1, 2024 would be the same as FY2025 but with some adjustments in individual line items.

d) Review of P-Card Purchases and Reconciliation

PCard purchases and reconciliation April 16, 2024 – July 15, 2024 were not reviewed, as they had been previously reviewed by the board president when signing certificates on July 29, 2024.

6. New Business

a) Sunset Extension Requests for Board Rules Expiring June 30, 2025

EP reported that she filed requests for sunset extension for 2 CSR 01 and 2 CSR 03. No public comment is required, but the rules will proceed through the Legislative Rule-Making Review Committee.

b) ARPL Meeting and Potential Response to article by Knee Center

EP reported that the Board of Accountancy, its society, and AIA-WV had all expressed interest in formulating a response that could also be used to explain the importance of reasonable regulation to protect HSW to the Legislature. This issue is anticipated to be discussed at the upcoming ARPL Meeting in early September.

c) Presentations to Summer Interns and Firm Intern in July and August and Future Outreach

EP reported that she made a presentation on West Virginia's initial licensing requirements to ZMM interns on July 29th and to interns at Edward Tucker Architects on August 5th. She will be traveling to Fairmont to Omni Associates on August 20th, and has indicated in the board's newsletter that she is prepared to make presentations at West Virginia firms with three or more interns.

d) New Architect Certificates

EP reported that a misspelling was discovered on the certificates printed by WV Correctional Industries less than a year ago and provided an estimate on the cost

to reissue the certificates with error. The board concluded that new certificates should be issued to those registrants affected.

- e) Report from the NCARB Annual Business Meeting
The board congratulated Ed Tucker on being elected to the NCARB Board of Directors, the jurisdictions' votes on the proposed resolutions, and the breakout sessions that were provided on competency standards, AI, pathways to practice, professional "overlap" in practice, and legal issues. ET explained the email that had been released about NCARB's continued funding of the National Architectural Accrediting Board (NAAB).

7. Old Business / Updates / Planning

- a) Handbook for Code Officials

The board discussed an email from the WV Board of Registration for Professional Engineers challenging the BOA's interpretation of its exceptions in the BOA's code regarding how to measure square footage and the application of fire walls to create a separate building. TB will work with EP to resolve the remaining issues and pursue how the Board of Engineers judges how an engineer is working outside of his or her area of expertise. The board recommended using examples to illustrate the issues and to work with Carol Stevens who has experience working with code officials with the goal of bringing the project to conclusion by November.

- b) Review of Executive's Annual and Sick Leave
Reviewed and approved by RF.

8. Informational Items

- a) Reappointment of Board Member

The board congratulated WS on being reappointed to the board

- b) Auditor's Conference for Chapter 30 Boards – November 7, 2024

EP listed those board members who need to attend the conference during their current term of appointment. ES reminded the board of the upcoming Fire Marshal Association's conference on Oct. 1st and 2nd. WS noted that the University of Tennessee's College of Architecture and Design is celebrating its 60th Anniversary in April of 2025

9. Adjournment

On a motion by JF/ET, RF adjourned the meeting at 2:32 PM

Informational Items and Good of the Order

Upcoming Board Meetings

- August 15, 2024
- November 14, 2024

Other Upcoming Meetings

- NCARB Annual Business Meeting – June 13-15, 2024
Chicago, IL
- NCARB Member Board Executive Workshop – February 27, 2025
Philadelphia, PA
- NCARB Regional Summit Feb. 28 – March 1, 2025
Philadelphia, PA

Respectively Submitted:

Richard T. Forren, AIA Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director