

West Virginia Board of Architects



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

Date: February 7, 2023

Time: 12:00 PM

Order of Business

Attendees:

Adam Krason, Member and President (AK) – In-Person
Richard Forren, Member and Secretary (RF) - In-Person
Emily Papadopoulos, Executive Director (EP) - In-Person
Todd Boggess, Member (TB) – In-Person
Wendy Scatterday, Member (WS) - Virtual
Edsel Smith, Public Member (ES) – In-Person
Edward Tucker, Member and NCARB Region 2 Chairman (ET) – In-Person
Mark Weiler, WV AG’s Counsel to the Board (MW) – In-Person (departed at 1:28 pm)

Absent:

Jan Fox, Public Member (JF)

Order of Business:

1. Call to Order – Meeting called to order on 12:27.
2. Approval of Minutes – November 17, 2022; Approved by a motion by TB, ES
3. Disciplinary Matters
 - a) Suspension Hearing – Defendant was to submit a closing statement along with other documents but failed to do so as of this date. MW submitted the findings of facts. Defendant requested an extension from the Hearing Examiner, which was granted. The Board is on record as objecting to the request for extension.

- b) Complaint 07-01-2022 – Status Report – There is nothing to report since the last meeting. The complainant has not produced any of the information requested and has not responded. EP will send an updated request and status report.
- c) Reciprocal Applications with NCARB Certificate and Undisclosed Discipline Board requires this applicant to sign the agreement, show that he has updated his NCARB record, show that he has met the WV 12 HSW hour requirement, and pay \$500.00 in administrative costs. Motion to approve by ET, ES
- d) Anonymous Inquiry – Received Jan. 17, 2023
The inquiry asks if Cooper Leaf Interiors (Marietta, OH) and North South Design (Parkersburg, WV) can provide architectural design. Both firms are shown on a Google search of “architect near Parkersburg” and the tag of “architectural design” is part of the Google listing. The Board took no action on Cooper Leaf since they are outside the Boards jurisdiction. Since a response to a Google search cannot be controlled, the Board will reach out to North South Design to ensure there is no conflict with the practice laws and will encourage them to complete licensure.
- e) The Board discussed a potential Board-Initiated complaint. TB indicated that a project designed by an Engineer with numerous code violations had been brought to his attention. The structure in question is believed to be a two story, wood construction place of assembly. Under state law this project requires the services of an Architect. A FOIA request to the Office of the State Fire Marshal for drawings and any permitting or corrective documents will be issued so the Board may review the documents. TB and ES will serve on a Complaint Committee on the matter.

4. Action Items Regarding Registration

- a) Reciprocal Applications with a State License - None to review
- b) Reinstatement Applications – Thomas Little has applied for reinstatement. He was ineligible to renew in 2018 because he was audited and had not completed his 2017 CE hours. A letter was sent indicating that he must comply by 6/30/18 or he could not renew. He failed to do so. To become eligible for reinstatement, the Board determined he must meet all the reinstatement requirements and also complete an Audit Agreement and pay the corresponding costs so the prior audit failure can be handled administratively. Motion by ES, seconded by TB.

5. Financial Report

- a) FY2023 Budget to Actual -
EP Reviewed the financial report regarding budget which was accepted by the Board on a motion by TB,WS
6. New Business
 - a) *State Journal's* Book of Lists submission submitted last week.
 - b) NCARB Listening Sessions / Region 2
ET Reported that NCARB has been working on a change to its governance. Changes proposed reduce the overall size of the executive board. Resolution will be presented at the annual meeting.
 - c) Legislative Session / ARPL
EP provided an update on all current Legislative activities and will follow up on any changes.
7. Old Business / Updates / Planning
 - a) Handbook for Code Officials – March 10th and March 22nd Presentations
EP provided an update of the meeting with the Board of Engineers along with the plans for the two upcoming presentations. Presentations will require participation from and input from the Board, especially in creating scenarios that reflect actual issues Code Officials might confront.
 - b) Potential Interpretive Rule
The Board discussed the need for Interpretive Rules to assist with issues noted in the Handbook for Code Officials particularly after discussions with the Board of Engineers. No action by the Board.
8. Adjournment at 3:42 by motion from ES, ET

Informational Items and Good of the Order

Upcoming Board Meetings

- May 16, 2023 (Tuesday)
- August 10, 2023 (Thursday)
- November 16, 2023 (Thursday)

Other Upcoming Meetings

- NCARB Regional Meeting – Honolulu, Hawaii – March 2-4, 2023

- WV Code Officials Code Association Meeting – Flatwoods, WV – March 10, 2023
- WV EXPO – Charleston, West Virginia – March 21-23, 2023 (Presentation March 22nd)
- NCARB Annual Business Meeting – Tampa, Florida – June 15-17, 2023

Respectively Submitted:

Richard T. Forren, AIA Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director