

West Virginia Board of Architects



Date: May 16, 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
Wendy Scatterday, Member (WS)	Virtual
Edsel Smith, Public Member (ES)	In-Person
Edward Tucker, Member/NCARB Region 2 Chairman (ET)	In-Person
Mark Weiler, WV AG's Counsel (MW)	In-Person

(Departed: 12:43 PM)

Absent:

Adam Krason, Member and President (AK)
Jan Fox, Public Member (JF)

Order of Business

1. The meeting was called to order at 12:11 PM by Secretary RF, presiding in the absence of President AK.
2. Approval of Minutes – February 15, 2024, motion by ES, ET
3. Disciplinary Matters and Report of the Complaint Committee
 - a) Inquiry 10-10-2023
EP reported that letters of dismissal were sent to the complainant and respondent with no further correspondence received.
 - b) Complaints 09-07-2022, 07-07-2022, 07-28-2022 and Architect's Appeal of Suspension and Intermediate Court of Appeals Memorandum Decision
MW discussed the ICA's decision, and the board determined that the board's and the ICA's actions should be posted to the website and the NCARB Disciplinary Database.
 - c) Reinstatement or Reciprocal Applications with Disclosed Discipline
No applications were submitted for review.
4. Action Items Regarding Registration

- a) Applications for Review
EP reported an inquiry from a foreign architect regarding initial registration. The board determined that the individual was not eligible at this time based upon his credentials and recommended that he look to NCARB for guidance on how to meet the educational requirement.
 - b) Registration & Renewal Report
EP reported that the total number of registered architects is 1,534, with 119 of those residing in WV. Renewals already completed total 236.
5. Financial Report
- a) FY 2024 Budget to Actual
EP presented a summary and detailed version of the year-to-date financials.
 - b) FY2025 Budget and Across the Board Salary Increase
EP presented the FY 2025 budget with the same total expenditures as the FY 2024 budget with the inclusion of the Governor's recommended Across the Board Raise. The report was unanimously approved.
 - c) Review of P-Card Purchases and Reconciliation
RF reviewed and approved the board's P-Card purchases.
6. New Business
- a) Ad Hoc Committee on Registration Requirements Report
ET summarized the committee meeting discussion, noting that the group did not come away with recommendations for changes at this time and is planning to see what happens resulting from the NCARB Competency Taskforce and the "multiple pathways" initiative. He pointed out that the board had worked hard to gain recognition of the "three Es," education, examination, and experience, as preparation resulting in public protection. The committee discussed the possibility of recognizing experience for reciprocal candidates prior to registration but decided to see the new directions from NCARB, though some favor no or minimal change.
 - b) Updated State Fire Code
EP reported that she sent out a notice to all registered architects of the new State Fire Code effective May 1 and had also placed it on the board's website. The board recommended sending it out a second time. TB noted that the SFM expects to see drawings for projects, including renovations.
 - c) Election of Delegates to the NCARB Annual Business Meeting
AK was elected as the WV delegate, with RF as the alternate on a motion by ES/WS.
 - d) Election of Officers for FY2025
AK was re-elected President on a motion by TB/WS.
RF was re-elected Secretary on a motion by TBWS.
The board gratefully acknowledges the service of AK and RF in these roles.
 - e) Article about Licensing Regulations from the Knee Center at WVU

The board discussed the recent article in the State Journal and the possibility of the professions who participate in the Alliance for Responsible Professional Licensing and their respective associations and societies drafting an article detailing the research demonstrating the value to the public of professional licensing in protecting health, safety, and welfare.

- f) Report from the Regional Summit and Candidates for At-Large NCARB Board Positions
ET, WS, ES, and EP reported from the Regional Summit. They attended sessions on overlapping practice, regional meetings, met at-large candidates for the board, and EP attended the MBE workshop where she learned more about the competencies for initial registration that will be further discussed at the Annual Business Meeting. The board shared impressions of the at-large candidates based upon official contact with the board, meeting them in Savannah, past experience serving on committees with them, and the candidate webinar in an effort to provide guidance to the voting delegates since only two of the 10 highly qualified candidates will be elected.
- g) Appointment to NCARB Member Board Executive Committee
EP reported that she has been asked to join the MBE Committee and feels she has the time and experience now to make a contribution. The board supports this effort.

7. Old Business / Updates / Planning

- a) NCARB Realignment, Resolutions, Comments Submitted
ET discussed how the realignment effort grew out of the Diversity Collaborative and explained how the NCARB Board reached 14 people. The board remains in agreement with its prior consensus from the February meeting on the resolutions. On realignment, most members present agreed that the new realignment proposal was acceptable but did not see a compelling reason to warrant the realignment. EP will poll the two absent board members to provide further guidance to the delegate and alternate.
- b) Random Audit of Continuing Education
EP reported that all but one CE issue had been resolved. The architect with an outstanding issue will not be able to renew until the issue is resolved.
- c) Next Steps on Handbook for Code Officials
The board is awaiting final comments and/or approval from the West Virginia Board for the Registration of Professional Engineers which meets next week and for the upcoming ICOR webinar for results of joint work by national professional organizations of architects, landscape architects, interior designers, surveyors, and engineers on “overlapping practice.”
- d) Request for Ethics Scenarios
EP asked for possible scenarios for the development of material to be used for a CE session.
- e) Review of Executive’s Annual and Sick Leave
Reviewed and approved by RF.

8. Informational Items

- a) Reappointment of Board Member
EP reported that WS has been sent a questionnaire by the Governor's Office.
- b) NCARB Webinar on Professional Conduct
EP reported that she participated in the webinar led by Region 2's Rob Lopez.
- c) ICOR Webinar on "Overlapping Practice"
EP reminded the board to participate in the ICOR webinar on May 23.
- d) Exemption from CE Requirement on Basis of Illness/Disability
EP reported on a letter of gratitude from an architect who had documented a serious illness and temporary disability and was granted a medical exemption from meeting the CE requirement.

9. Adjournment

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