

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: March 26, 2020

Time: 1:00 PM

Attendees: Todd Boggess, Member (TB)
Jan Fox, Public Member (JF)
Adam Krason, Member and President (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)
Mark Weiler, WV Attorney General's Counsel to the Board

Absent: Richard T. Forren, Member (RF)

1. Call to Order
AK called the meeting to order at 1:10 PM
2. Approval of Minutes –
The minutes of the December 12, 2019 were approved on a motion made by ES and seconded by WS
3. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 02-07-2020 and further inquiry
The Board concluded that no further action was necessary. The Board requested that EP communicate to the registrant that he should make the representation of his work experience accurate on his NCARB record and also clarify his role on large collaborative projects on his firm website.
 - b) Update on Complaint # 05-14-2019
The Board reviewed a draft consent agreement and order developed by MW with discussion following. On a motion by ES and seconded by WS the Board voted to present the consent order to the complainant with the Board's changes and authorized MW to continue to negotiate.

- c) Update on Board Initiated Complaint # 12-30-2019
The complaint remains active, and the Board took no action. MW will continue discussion with the respondent's attorney as needed.
 - d) Update on Anonymous Inquiry # 05-07-2018
On a motion by ET and seconded by TB, the Board voted to have MW communicate to the individual the Board's rules and code related to the use of the title "architect."
 - e) NCARB Notification & Discipline Disclosure
Following discussion on a motion by WS and seconded by TB, the Board voted to have EP communicate to each of the registrants the need to disclose prior discipline in future renewal applications.
4. Action Items Regarding Registration
- a) Reciprocal Applications
No reciprocal applications to review at this time.
 - b) Reinstatement Applications
One application reviewed and approved for reinstatement.
 - c) Renewals for 2019-2020
EP reported that the number of renewals are tracking ahead of last year's, with a total of 1,316 active architects as of March 20, 2020.
5. Financial Report
- a) FY2020 Budget to Actual Summary
EP presented a current financial summary reporting \$115,296.50 in expenditures and \$57,100.00 in revenue to date. On a motion by ET and seconded by ES, the financial report was approved by the Board.
6. New Business
- a) Legislative Update
EP presented a summary document of the Legislation completed during the 2020 Regular Session with implications for the Board. She also discussed changes required in the Board's forms and plans for publicizing the Board's rule changes that become effective on July 1.

- b) **Licensing System / Timing**
EP is waiting on pricing from some of the multiple vendors who have expressed interest in providing services to the Board. Once all information is in hand, EP will advise so that the Board can evaluate and move toward selection of a vendor.
 - c) **2019 Audit of Continuing Education**
EP will initiate this year's audit immediately following renewal and will advise the Board of results.
 - d) **May Building Safety Month Proclamation**
The Board directed EP to send the draft proclamation to Ken Tyree, WV State Fire Marshal, prior to sending to the Governor's office.
 - e) **Work from Home/Office**
Due to the COVID19 pandemic and the Governor's directive resulting therefrom, the Board encouraged EP to work from home and minimize her time in the office to perhaps one visit every one to two weeks until more information or direction is given.
7. **Good of the Order / Informational**
- a) **Current registrations:**
 - 117 Residents
 - 1,199 Out-of-State
 - 1,316 Total Registrants
 - b) **NCARB Regional Summit – March 6-7 – informational – verbal report**
This year's Regional Summit was held in Cambridge, MA, with AK and ET in attendance. CE sessions focused on best practices including collaboration with code officials. ET was nominated for Region 2 Treasurer/Vice-Chair.
 - c) **Huntington Rotary Meeting – Jan. 27, 2020**
EP and ET reported on presentation given to the Huntington Rotary Club developed to educate groups on the importance of professional licensure. Board members are encouraged to look for opportunities for future presentations to similar groups.
 - d) **Upcoming Board Meeting Dates**
 - June 11, 2020
 - September 17, 2020
 - December 3, 2020

Long Range Planning

- April 21-23, 2000 – Treasurer’s Cash Management Conference – (postponed due to pandemic)
- June 18-20, 2020 – NCARB Annual Business Meeting

7. Adjournment

AK adjourned the meeting at 3:20 PM.

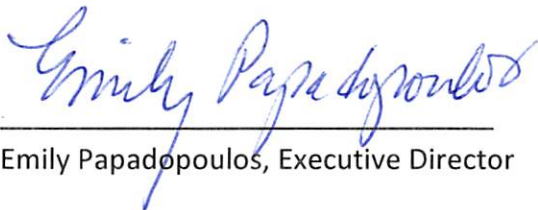
Respectively Submitted:



Edward W. Tucker FAIA, Secretary



Adam Krason, AIA, President



Emily Papadopoulos, Executive Director