

West Virginia Board of Architects



Date: November 14, 2024

Time: 12:00 PM

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

Attendees:

Adam Krason, Member and President (AK)	In-Person
Emily Papadopoulos, Executive Director (EP)	In-Person
Todd Boggess, Member (TB)	In-Person
Jan Fox, Public Member (JF)	In-Person
Wendy Scatterday, Member (WS)	Virtual
Edsel Smith, Public Member (ES)	In-Person
Edward Tucker, Member/NCARB Board Member (ET)	In-Person
Mark Weiler, WV Assistant AG/Counsel (MW)	In-Person

Absent:

Richard Forren, Member and Secretary (RF)

Order of Business

1. The meeting was called to order at 12:17 PM by President AK.
2. Approval of Minutes – August 15, 2024, motion by ET, ES.
3. Disciplinary and Complaint Matters
 - a) Follow-up on CE Audit Issues - The board recommended EP send a reminder to architect deficient on CE hours to complete a late renewal. EP was directed to provide a reinstatement application to architect seeking reinstatement who did not complete the requirements of a CE Audit Agreement in 2021 and detail what the practice of architecture in WV entails given the definition in W.Va. Code.
 - b) Architect's Reciprocal Application with Discipline
Motion for board initiated complaint against architect who failed to disclose discipline and appears to be practicing architecture in WV made by ES/ET.
 - c) Inquiry into Building Failure – Motion by ES/TB to start the investigative process with inquiry to church deacon since neither the church pastor or trustees have responded to the letter of inquiry or emails.

d) Inquiry Related to Possible Unlicensed Practice – The board agreed that the engineer who stamped the plans submitted for review is practicing architecture; EP will ask architect who sent the inquiry if he or she would like to file complaint. If the architect does not file the complaint, the board will ask the engineer to respond and copy the WV Board of Registration for Professional Engineers.

4. Action Items Regarding Registration

a) Applications for reciprocity with a state license were reviewed and approved for Andrew Rashid and John Bertram.

b) Registration & Renewal Report

EP reported that there are 1,470 active registrants, including 119 in state and 1,341 out of state, so the board is slightly ahead of the same period last year.

5. Financial Report

a) FY 2025 - EP reported current expenditures as \$62,836.83 and current revenue as \$26,200 and provided comparison with this time last year. Current cash balance is \$267,798.73.

b) FY 2026 - EP reported that the FY2026 budget was submitted following the last board meeting and the total budget expenditures was the same as the current FY, \$175,237.00.

c) PCard Review - AK reviewed and approved reconciled P-Card purchases. The financial report was approved.

6. New Business

a) ARPL Meeting and Upcoming Legislative Session

EP reported on the last Alliance for Responsible Professional Licensing meeting, and AK reported on anticipated legislation that was reported by Legislative staff at the Chapter 30 Auditor's Conference. A bill promoting "universal licensing" is anticipated. In discussion, the board concluded that its multiple pathways to reciprocity was "universal licensing" but that an experience requirement of less than three years would be inadequate because of the lifespan of an architectural projects and the sometimes unintended consequences.

b) NCARB Chair / MBE Meeting

ET reported on the meeting, which focused primarily on the new NCARB Competency Standard and Pathways to Practice. An update on NCARB's relationship with the NAAB was also provided.

c) Competency Standard and Pathways to Practice

ET and EP reported on how the adoption of the new Competency Standard will have impacts on NCARB's programs such as the ARE, AXP, the NCARB certificate, and

continuing education. NCARB views the sixteen competency standards in three domains as the goal with less emphasis on how the goal is achieved via multiple pathways. EP has started to look at the board's rules and code that might be affected with changes resulting from the adoption of multiple pathways to initial registration.

d) Seal Theft & Fiverr

EP explained that several executive directors had reported seal thefts and individuals portraying themselves as architects on an online platform for services called Fiverr.

7. Old Business / Updates / Planning

a) Sunset Extension Requests

EP reported that the board's request will be part of Bill Bundle Nine during the Legislative session. She met virtually with NCARB Government Relations staff to prepare for the unexpected. Boards anticipate questions related to fees, number of registrants, time to process applications and examples of how the board has protected the public from projects / individuals that presented public endangerment.

b) Circulation of SFM's Updates

EP reported that timely updates related to the process of plan submission and review have been circulated to registrants via email, the website, and the newsletter at the request of the State Fire Marshal.

c) Handbook for Code Officials

EP and TB jointly sent an email to the Board of Engineers indicating the Board of Architects' position on its own exceptions provided in W.Va. Code §30-12-12 and the need to proceed with the publication and issuance of the handbook. The board agreed to move forward as soon as possible.

d) Review of Executive's Annual and Sick Leave
Leave logs were reviewed and approved by AK.

8. Informational Items

a) Authorization Requests for Business Names

AK and EP reported on two business identified by the WV Secretary of State's Office seeking to use the title "architect" in their business names despite not providing architectural services. One request was approved and the other denied based upon the likelihood of confusion to the public regarding what service was being provided.

b) Meetings and Training

EP reported on six recent events in which she participated.

9. Adjournment

On a motion made by WS/TB, the meeting was adjourned by AK at 3:02 PM.

Respectively Submitted:

Richard T. Forren, AIA Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director