

## West Virginia Board of Architects



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

**Date:** September 17, 2020

**Time:** 12:00 PM

**Attendees:** Todd Boggess, Member (TB)  
Richard T. Forren, Member (RF)  
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

**Guests:** Michael Armstrong, CEO – NCARB  
Josh Batkin, VP Council Relations – NCARB  
S. Steve Wygoda, Applicant for Reciprocal Registration  
Judy Belcher, Executive Region 2 NCARB (present for Armstrong and Batkin presentation/discussion only)

**Absent:** Jan Fox, Public Member (JF)

### Order of Business

1. Call to Order – 12:07 pm by AK.
2. Approval of Minutes – June 11, 2020  
On a motion by TB/ES the Board approved the minutes of the June 11, 2020 meeting.
3. Complaints, Inquiries and Discipline Issues  
AK announced that the order of business was changing to consider applications with

disclosures first so Mr. Wygoda could address the Board. Mr. S. Steve Wygoda had requested to speak to the Board concerning his reciprocal registration application. Mr. Wygoda responded to questions from the Board and its attorney and staff after he spoke. Afterwards, the Board went into Executive Session to confer with its attorney on a motion by RF and seconded by ES. Armstrong, Batkin, and Wygoda left the meeting. On a motion from ET seconded by TB, the Board exited Executive Session. Armstrong, Batkin, and Wygoda rejoined the meeting.

- a) Complaint # 05-14-2019 - EP and MW reported on progress on meeting the requirements of the Consent Agreement and Order.
- b) Complaint # 12-30-2019 – On a motion by ET/WS the complaint was dismissed.
- c) Wygoda Application - On a motion by TB, seconded by ES, the Board voted 5-0 to deny S. Steve Wygoda reciprocal registration with West Virginia. WS abstained. The Board thanked the applicant for appearing and indicated that a written denial of application will be forthcoming with information outlining appeal rights.  
Grenfell Application- A motion for approval was made by ET/WS. The Board voted to approve reciprocal registration for Milton Grenfell.  
Silvestri Application - On a motion by WS, seconded by RF, and amended by TB without objection, the Board voted to approve Philip Silvestri's application for renewal with a letter from EP regarding timely reporting of disciplinary actions taken by other jurisdictions.

4. Presentation by and discussion with NCARB CEO Michael Armstrong and VP of Council Relations Joshua Batkin. (Judy Belcher joined the meeting at this time)

Michael Armstrong gave introductory remarks, complemented EP on her contributions to NCARB and WV BOA. He gave a summary of NCARB President Bob Calvani's creation of task forces for the purpose of having conversations about Incidental Practice, Responsible Charge/ Responsible Control, Interiors Task Force (NCARB's 20 year old "edict" to oppose licensing of Interior Designers), and when to suspend or terminate an NCARB certificate based on a jurisdiction's disciplinary actions taken. He also reviewed the roll-out of an option for the Architectural Registration Exam to test with on-line proctoring. NCARB has hosted three webinars on the subject with one more scheduled for October 21, 2020.

5. Action Items Regarding Registration

- a) Reciprocal Applications – On a motion by RF/ES the Board approved granting a reciprocal license to Tracie Kaglic.
- b) Reinstatement Applications – On a motion by motion by TB/WS the Board approved granting reinstatement of William Stallworth.

6. Financial Report

- a) FY2021 Budget to Actual Summary and Detail – EP reported current total expenses of \$41,633.82, revenue of \$15,725.00, and a cash fund balance of \$244,383.19.
- b) FY2020 End of Year Report – EP reported total FY2020 expenses of \$157,610.55 and revenue of \$152,925.00
- c) Proposed FY 2022 “Appropriation” Budget – EP reported that she submitted a budget of \$160,839 and revenue of \$129,250 for FY2022.

7. New Business

- a) Response to Joint Committee on Government Organization – EP shared an email and discussed her telephone call with Liz Schindzielorz, Counsel for the House Government Organization Committee. EP shared the spreadsheet Schindzielorz generated comparing licensing fees with states that have similar demographics as well as states surrounding West Virginia.
- b) New Licensing System Update – Anticipated “Go Live” – Anticipated in late September that an applicant will be able to apply completely online and active registrant will be able to upload HSW hours throughout the year (certificates or AIA transcript). Informational emails to licensees will be forthcoming.
- c) Draft Retention Schedule - EP presented a required document for how to deal with paper/record keeping with emphasis on more scanned documents.
- d) Audit of 2019 Hours – EP reported that the audit has been delayed because of the launch of the new licensing tool, but is expected to be underway in late Sept. or early Oct.
- e) Discussion of IPAL – Board elected to postpone a discussion until the next meeting on setting a policy related to accredited schools that offer the IPAL program and timing of the ARE.

8. Good of the Order / Informational Items

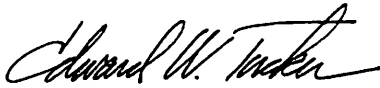
- a) Registration Report – Total Active 1,252; WV Active 115; Out of State Active 1,137
- b) Upcoming Events:
  - NCARB MBC & MBE Meeting – Virtual
    - October 21, 2020 10:00 AM – 4:00 PM
  - Auditor’s Chapter 30 Conference - Virtual or at South Charleston Holiday Inn
    - October 27, 2020 8:00 AM – 4:00 PM

Upcoming Board Meeting Dates

- December 3, 2020 12:00 PM

9. AK adjourned the meeting at 3:15 pm.

Respectively Submitted:



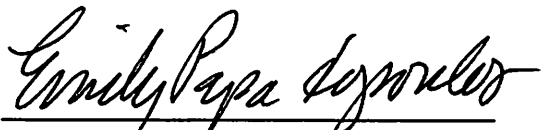
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Edward W. Tucker FAIA, Secretary



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Adam Krason, AIA, President

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Emily Papadopoulos, Executive Director