

Maryland Board of Architects Business Meeting Minutes

DATE: December 13, 2023

TIME: 11:00 AM

LOCATION: 1100 North Eutaw Street
5th Floor Conference Room
Baltimore, MD 21201

Video conferencing via: meet.google.com/byw-mkbj-vad

By Phone: (US) +1 234-719-3728 PIN: 756 731 100#

MEMBERS PRESENT: Paul Edmeades, Chair
Cynthia Shonaiya, Vice Chair
Kevin Sneed, Architect
Casey Dawkins, Consumer Member
Stephanie Hopkins, Consumer Member
Mark Flemming, Architect

MEMBERS ABSENT: Douglas Polt, Architect

STAFF PRESENT: Zevi Thomas, Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

OTHERS PRESENT: John Corkill, Architect
Brett Drum, ARE Applicant

Call to Order

Paul Edmeades, Chair, called the Business Meeting of the Maryland Board of Architects to order at 11:05 a.m., virtually via meet.google.com/byw-mkbj-vad, (US) +1 234-719-3728 PIN: 756 731 100#.

Approval of Minutes

The members reviewed the minutes of the Business Meeting held on October 25, 2023. Motion (I) was made by Ms. Hopkins, seconded by Mr. Sneed, and unanimously carried by the Board to approve the minutes with corrections.

Complaint Committee Report

Ms. Shonaiya presented the following report on behalf of the Complaint Committee:

03-AR-23 - No change

04-AR-23 - Hearing ongoing

05-AR-23 - No Change

01-AR-24 - A Consent Order is being prepared

Motion (II) was made by Ms. Hopkins, seconded by Mr. Dawkins, and carried by the Board to accept the Complaint Committee Report.

Review of Applications

Applications for Architectural Registration Exam (A. R. E.)

Chair Edmeades presented the report for the applicants for the Architectural Registration Exam (A.R.E.) and reciprocity.

There were **twelve (12)** A.R.E. applications administratively approved:

BAY, Bryan

BERNIER, Christian

D'Angelo, Andrew

ELFALLAH, Sara

JOHNSON, Kevin

O'CONNELL, Erin Rose

PUNDZAK, Chris

SHANG, Zhengxuanzi

TITSAMP, William

WARD, Bryan

YONTZ, Daniel

ZORC, Caroline

There were **three (3)** A.R.E applications approved by the Board:

DRUM, Brett

RAHMAN, Muhammad Suhair

RAGSDALE, Paul

Applications for Reciprocity

There was **one (1)** reciprocal application approved by the Board:

TODD, Michelle

Motion (III) was made by Mr. Sneed, seconded by Ms. Shonaiya, and unanimously carried to approve **fifteen (15)** A.R.E. applications and **one (1)** reciprocity with **three (3)** ARE denials. Two candidates due to insufficient work experience and one candidate due to unclarified ERC forms and inadequate letters of recommendation.

Old Business

Committee Reports

DEI (Diversity, Equity, and Inclusion)

Mr. Sneed reported that the DEI committee discussed the Maryland Board of Architects' role in supporting DEI program. The Committee plans to contact the schools of architecture at Morgan State University and the University of Maryland. A committee meeting is scheduled for January 10, 2024 to further discuss the DEI program. Mr. Sneed mentioned that they included Mr. Dawkins as a member of the committee to which Mr. Dawkins agreed. Mr. Sneed stated that he would send a report to the Board regarding the topics of discussion at this meeting.

Board Responsibilities to MD

Due to technical issues, Mr. Flemming lost his connections during this part of the meeting. Chair Edmeades said he would check the status of the report on Board Responsibilities to MD from Mr. Flemming.

Code Officials

Chair Edmeades stated that Mr. Venuti has reviewed the Code Official's handbook and made his revisions. He also mentioned that there were some comments from the Joint Chairs Group. He will send a copy of the Code Official's report to the Board for the next meeting discussion.

Strategic Plan

Chair Edmeades enumerated and explained each principle of the Strategic Plan of NCARB Region 2. He encouraged Mr. Dawkins to apply for an NCARB committee position this coming January. After the discussion, the Board agreed to pursue the Regional Strategic plan rather than creating a State Strategic plan. Chair Edmeades stated that he would contact Mr. Edward Tucker of NCARB Region 2 as the next step.

Ms. Hopkins informed the Board on the recent NCARB Committee Summit Meeting. Maryland was still one of the primary jurisdictions concerning alternative paths to licensure. Chair Edmeades said he was proud that the Maryland Board offered this opportunity for licensure candidates.

New Business

Meeting Calendar 2024

Ms. Hopkins informed the Board that April 24th would conflict with her Board of Directors meeting with NCARB. Mr. Flemming also mentioned that he would not be available for the January 24th meeting due to prior commitments.

Chair Edmeades announced a few updates such as possible leadership positions available in NCARB Region 2, NCARB committees, and NCARB surveys on professional practice.

Correspondence - NONE

Executive Director's Report

Mr. Thomas updated the Board that Ms. Raquel Meyers stepped down as Assistant Director for the Design Boards and is now the interim Executive Director for the Maryland Real Estate Commission (MREC).

Board Counsel's Report

Mr. Venuti reported that the regulations on fee increases have been submitted and are currently under review. These could be completed by February or March of 2024.

Executive Session - NONE

Adjournment

There being no further business to discuss, Motion (IV) was made by Ms. Shonaiya, seconded by Mr. Sneed, and unanimously carried out by the Board to adjourn the meeting at 12:27 p.m.

The next Board Meeting will be on January 24, 2024, Wednesday at 11:00 am

_____ With Corrections X Without Corrections

(Signature on File)

Paul Edmeades, Chair

January 24, 2024

Date