

**MINUTES**  
**SC Board of Architectural Examiners**  
**Board Meeting/Application Hearing**  
**9:30 a.m. November 2, 2016**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Room 105**  
**Columbia, SC**

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**Meeting Called to Order**

Charles Muldrow, Chairman, called the meeting to order at 9:29 a.m. Other members present were Katherine Schwensen, Amanda Green, Anthony Lawrence, and J. Sanders Tate.

**Motion:** To accept the excused absence of member Brad Smith. Lawrence/Green/Approved.

Staff members participating in this meeting included Lenora Addison-Miles, Administrator; Alice DeBorde, Program Coordinator; and Donnell Jennings, Advice Counsel. Adrienne Montare with AIASC was also in attendance.

**Statement of Public Notice**

Mr. Muldrow announced that public notice of this meeting was properly posted at the S. C. Board of Architectural Examiners office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Approval of the September 14, 2016, Meeting Minutes**

**Motion:** To approve the minutes as submitted. Tate/Lawrence/Approved.

**Approval of Agenda**

**Motion:** To add an agenda item "Freedom by Design" under item 12 "Other Business". Lawrence/Tate/Approved.

**Office of Investigations and Enforcement Report**

A total of 16 cases were received from January 1, 2016 thru October 20, 2016; two active cases, five closed, two opened and three pending board action. A total of 12 cases have been closed from January 1, 2016 thru October 20, 2016. The Board accepted this as information.

**IRC Recommendations**

The following IRC Recommendations were submitted to the Board as a result of the October 17, 2016, IRC meeting:

<b>Case No.</b>	<b>Action</b>
2016-11	Dismiss

2016-10 Dismiss - Cease and Desist  
2016-12 Dismiss – Cease and Desist

**Motion:** To approve IRC Report. Lawrence/Schwennsen/Approved.

### **Office of Disciplinary Counsel Report**

There were a total of three open cases and two pending hearings, as of January 12, 2016; a total of two cases have been closed since the last meeting for a total of eight closed for the year. The Board accepted this as information.

## **REPORTS**

### **Administrator’s Report**

**Licensure Statistics – Active licenses as of November 2, 2016**

Number of Active Credentials by Prefix and  
Subcategory  
Board: ARCHITECT  
as of 11/2/2016

<b>Credential</b>	<b>Description</b>	<b>Count</b>
AR	Architect	4094
ARA	Partnership Firm	12
ARB	Business Corporation Firm	153
ARC	Professional Association Firm	78
ARD	Sole Proprietor Firm	21
ARF	Firms	1212
	<b>Subt Total</b>	<b>5570</b>

NCARB 5.0 A.R.E launched yesterday.

### **Board Member Report**

Chair Muldrow attended the 2016 Member Board Chairs and Member Board Executives Meeting on October 28-29, 2016 in Columbus, OH. Chairman Muldrow gave a brief overview of the meeting.

### **Financial Reports / Funding Request History**

The September 2016 Financial Reports and Funding Request History was presented to the Board. The Board accepted this as information.

### **Office of Disciplinary Counsel – Hearings**

#### **Case No. 2016-7 – Thomas James Markalunas**

The proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary. Board member Anthony Lawrence was recused from the hearing.

**Motion:** To go into Executive Session to receive legal advice: Schwensen/Green/Approved.

**Motion:** To come out of Executive Session: Tate/Schwensen/Approved.

**Motion:** To defer action on this item pending a Board review of the respondent's new 11 learning units which must be received within 10 days from today. If it is shown that the learning units fulfill the requirements, the case will be dismissed. If not, Mr. Markalunas will need to come back before the Board at the next scheduled meeting to consider possible disciplinary actions. Schwensen/Green/Approved.

### **Application Hearing**

#### **Davis Architects Inc. (ARF-100480)**

The proceeding was recorded by a court reporter in order to produce a verbatim transcript should one be necessary.

Davis Architects Inc., submitted a 2015-2017 Certificate of Authorization (COA) Late Renewal Form on January 26, 2016. According to information provided by Davis Architects Inc., the firm indicated that it provided architectural services in South Carolina with a lapsed COA. The COA lapsed on August 31, 2015. The company provided a list of projects. Staff could not approve the application.

**Motion:** To go into Executive Session to receive legal advice: Tate/Lawrence/Approved.

**Motion:** To come out of Executive Session: Lawrence/Schwensen/Approved.

**Motion:** Issue a Public Reprimand and reissue the COA license upon payment of an \$8000 fine. Schwensen/Tate/Approved.

### **Sealing and Direct Supervision Policy**

The Board reviewed the Sealing and Direct Supervision Policy specifically the "electronic seals" section. Chairman Muldrow asked the board if Section 11(E) (5) (6) (7), should be revised since it is not clear on how to do what the policy is asking to be done. After a brief discussion, the board agreed to keep the policy as written.

### **Joint Task Force Subcommittee Update**

Member Lawrence reported that on September 22, 2016, Timothy Rickborn, member of the SC Professional Engineers and Surveyors Board contacted him and stated that he had submitted the draft language to the Board for review. Mr. Rickborn felt it was time to present the draft before the full committee. Member Lawrence stated he would like to have this document reviewed and approved before the holidays. This item will be carried over to the January meeting.

### **Funding Requests**

No funding requests were submitted at this time.

### **Freedom by Design**

During the 2016 Annual Business Meeting, President Dennis Ward announced a new partnership with the American Institute of Architecture Students (AIAS) and its Freedom by Design Program. Developed by the AIAS, this volunteer-based program empowers architecture students to improve safety and accessibility of homes, community spaces, and playgrounds through sensitive design. Through this partnership, NCARB will provide local AIAS chapters with grants for building materials. Additionally, students who participate in Freedom by Design can use their experience to satisfy requirements for the Architectural Experience Program (AXP). NCARB encourages Boards to consider offering assistance or mentorship to your local AIAS Chapter. Chairman Muldrow will contact AIAS Executive Director Nick Serfass to acknowledge that the board endorses the idea of the Freedom by Design project.

### **Public Comments**

Adrienne Montare, AIASC Executive Director, again addressed the Board regarding concerns that have been brought to her attention regarding the revisions to the SC Professional Engineers and Surveyors Board Statute, Section 40-22-280 (B) & (C). The references to building height and size were removed. Due to this change, Building Officials are now requiring engineering seals on buildings that were normally exempt (small projects).

The next meeting of the SC Board of Architectural Examiners will be held January 25, 2017.

**Motion:** To adjourn the meeting. Tate/Green/Approved. The meeting adjourned at 1:30 p.m.

Respectfully submitted,



Alice M. DeBorde, Program Coordinator