

MINUTES
SC Board of Architectural Examiners
Board Meeting
9:30 a.m., May 29, 2019
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 108
Columbia, SC

Meeting Called to Order

J. Sanders Tate, Chairman, called the meeting to order at 9:30 a.m. Other members participating were Charles Muldrow, Brad Smith, Katherine Schwennsen Amanda Green and Anthony Lawrence.

Staff members participating in this meeting included Lenora Addison-Miles, Administrator; Alice DeBorde, Program Coordinator; Rodney Pigford, LLR Office of Investigations and Enforcement; Donnell Jennings, LLR Office of Disciplinary Counsel; and Stacey Hewson, Advice Counsel. Other attending included Jordan Fuller, and Andrew Walden (attorney).

Statement of Public Notice

Mr. Tate 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 January 23, 2019, Conference Call, Meeting Minutes

Motion: To approve the minutes as submitted. Muldrow/ Schwennsen /Approved.

Approval of Agenda

Motion: To approve the agenda as submitted. Schwennsen /Green/Approved.

Approval of Excused Absences

No excused absences.

Reports

Office of Investigations and Enforcement Report

From January 1, 2019, to May 20, 2019, no cases have been closed, one (1) was a do not open; two (2) are pending board action; and three (3) are active cases. The Board accepted this as information.

Investigative Review Committee Report

The following IRC Recommendations were submitted to the Board as a result of the May 16, 2019, IRC meeting:

Case No.	Action
2018-17	Dismiss
2018-18	Dismiss
2019-1	Dismiss
2019-2	Dismiss with Cease and Desist
2018-19	Formal Complaint

Motion: To approve IRC recommendations. Schwennsen/Lawrence/Approved.

Office of Disciplinary Counsel Report

As of May 15, 2019, two cases have been closed. Two (2) cases have been opened. The board accepted this as information.

Administrative Report

Financial Reports

The board accepted as information the February **Financial Reports**.

Number of Active Credentials by Prefix and Subcategory Board: ARCHITECT as of 5/7/2018

Description	Count
Architect	4144
Partnership Firm	10
Business Corporation Firm	137
Professional Association Firm	70
Sole Proprietor Firm	21
Firms	1246
Subt Total	5628

Licensure Statistics – Active licenses as of May 2, 2019

Number of Active Credentials by Prefix and
Subcategory
Board: ARCHITECT
as of **5/2/2019**

Credential	Description	Count
AR	Architect	4360
ARA	Partnership Firm	10
ARB	Business Corporation Firm	134
ARC	Professional Association Firm	68
ARD	Sole Proprietor Firm	21
ARF	Firms	1331
	Subt Total	5924

Board Reports

Vice-Chair Schwensen reported that a record number of architectural students are enrolled at Clemson University. Approximately 490 students, 120 graduates and the remaining are undergraduates.

Member Schwensen was appointed to the Steering Committee to review the NAAB Criteria for accreditation for Clemson University for 2020. She encouraged the board to review the material that was emailed to them.

At the January meeting, member Lawrence reported that the SC Board of Professional Engineers and Surveyors rejected the Incidental/Overlapping Practice draft document, he revised the document and removed any references to engineering duties. He plans to attend a meeting of the SC Board of Professional Engineers and Surveyors to inform them of the changes.

Disciplinary Hearings

Case No. 2018-5 – Satchel Construction LLC (Reconsideration of Cease & Desist)

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

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

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

Motion: The Cease and Desist was properly issued and would not be reconsidered. Schwennsen/Smith/Approved. Member Green was opposed.

Application Hearings

No application hearings this meeting.

New Business

Expert Reviewer

Donnell Jennings, Disciplinary Counsel, informed the board that he would need a list of suggested architects that could serve as expert reviewers for board complaint cases. The individuals must be a licensed SC architect, with no disciplinary issues. Once the board has presented him with suggested individuals, his office would contact them to see if they are interested in serving in this capacity for the board.

Election of Officers

Motion: The following persons were elected to serve as officers of the Board, effective July 1, 2019, through June 30, 2020. Muldrow/Lawrence/Approved.

J. Sanders Tate, Chair
Katherine Schwennsen, Vice-Chair
Anthony Lawrence, Secretary

SC Fire Sprinkler Association

Stuart Weeks, President of the SC Fire Sprinkler Association, spoke with the board regarding the ongoing issues of permitting, plan review, and being forced to practice outside of their scope of expertise. Mr. Weeks stated that architects licensed in SC are not engaging engineers to perform the duties required by law to produce the building's Fire Sprinkler Specification Sheet. Mr. Weeks presented a statement regarding this issue and a discussion ensued. The board asked that he submit a copy of his statement to the board regarding the issues so that a summary of the information can be placed on the board website. Member Lawrence volunteered to work with Mr. Weeks regarding this issue if needed.

Delegation of Authority to Board Chair to issue Cease & Desist Orders for Unlicensed Practice

Stacey Hewson, Advice Counsel, asked the board to delegate authority to the board Chair to issue Cease and Desist Orders for unlicensed practice. This would help to expedite the process of issuing these orders. The Orders would go directly to the Board Chair for review and would not have to be held and presented at the next scheduled meeting for approval.

Motion: To approve authority to the Board Chair to issue Cease and Desist Orders for unlicensed practice. Smith/Lawrence/Approved.

Unfinished Business

Member Sanders left the meeting due to another scheduled meeting.

Parameters Review

At the January meeting, a subcommittee was established in order to update the board parameters for initial applications, reinstatements and renewals. The subcommittee consisted of Members Smith and Green as well as Stacey Hewson, Advice Counsel and Donnell Jennings, Disciplinary Counsel.

Motion: To accept the proposed draft revisions with additional modifications as discussed. The revised parameters become effective May 29, 2019. Smith/Lawrence/Approve.

IRC Committee Guidelines

The subcommittee also looked into obtaining new members to serve on the Investigation Review Committee (IRC). Member Smith presented proposed Investigative Review Committee Member Guidelines for the board to review. The board was reminded that a list of suggested IRC members needs to be submitted to Administrator Miles.

Motion: To accept the proposed Investigative Review Committee Member Guidelines with suggested changes. Smith/Lawrence/Approved.

Funding Request

Clemson University, Emery A. Gunnin Architecture Library

Library Funding - The Board considered a request from Clemson Gunnin Architecture Library for \$30,000 from the Board's Education and Research Fund for the purchase of materials for the Architecture Library.

Motion: To approve funding of \$30,000 to Clemson Gunnin Architecture Library. Tate/Smith/Approved. Member Schwennsen recused herself from the vote.

Clemson School of Architecture – NCARB AXP Registration

AXP Registration Funding – The Board considered a request from Clemson School of Architecture for \$10,000 from the Board's Education and Research Fund for the Fall 2019 AXP (Architectural Experience Program) enrollment drive for students.

Motion: To approve funding of \$10,000 to Clemson School of Architecture – NCARB AXP Registration. Smith/Lawrence/Approved.

The next meeting of the SC Board of Architectural Examiners will be held September 4, 2019.

Motion: To adjourn the meeting. Muldrow/Smith/Approved. The meeting adjourned at 12:00 p.m.

Board of Architectural Examiners
Meeting Minutes
May 29, 2019

Respectfully submitted,

A handwritten signature in cursive script that reads "Alice DeBorde". The signature is written in black ink on a light-colored background.

Alice M. DeBorde, Program Coordinator