

**MINUTES**  
**SC Board of Architectural Examiners**  
**Conference Call Board Meeting**  
**9:30 a.m., November 6, 2019**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Room 105**  
**Columbia, SC**

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**Meeting Called to Order**

Katherine Schwennsen, Vice-Chairman, called the meeting to order at 9:30 a.m. Other members participating were Charles Muldrow, Brad Smith, 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.

**Statement of Public Notice**

Ms. Schwennsen 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.

Emily Farr, Director of LLR gave a brief discussion of the following issues at LLR.

- New Website format
- New LLR Logo
- Fee analysis study
- CAMP – tracking information for a more efficient licensure turn around.

**Approval of the September 4, 2019, Meeting Minutes**

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

**Approval of Agenda**

**Motion:** To approve the agenda as submitted. Muldrow/Lawrence/Approved.

**Approval of Excused Absences**

J. Sanders Tate, Chairman, notified the board in advance that he would be unable to attend the meeting due to a prior commitment.

**Motion:** To approve excused absence. Smith/Muldrow/Approved.

## Reports

### Office of Investigations and Enforcement Report

From January 1, 2019, to October 30, 2019, Two (2) cases have been closed, one (1) was a do not open; five (5) are pending board action; one (1) pending IRC; one (1) pending ODC and six (6) 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 October 28, 2019, IRC meeting:

<b>Case No.</b>	<b>Action</b>
2019-5	Dismiss
2019-6	Dismiss
2019-4	Formal Complaint
2019-8	Formal Complaint
2018-12	Formal Complaint

**Motion:** To approve IRC recommendations. Lawrence/Muldrow/Approved.

### Office of Disciplinary Counsel Report

As of October 23, 2019, one case has been closed. Three (3) cases have been opened. The board accepted this as information.

### Administrative Report

Number of Active Credentials by Prefix and  
Subcategory  
Board: ARCHITECT  
as of 10/28/2019

<b>Credential</b>	<b>Description</b>	<b>Count</b>
AR	Architect	4141
ARA	Partnership Firm	10
ARB	Business Corporation Firm	132
ARC	Professional Association Firm	66
ARD	Sole Proprietor Firm	20
ARF	Firms	1344
	<b>Subt Total</b>	<b>5713</b>

Number of Active Credentials by Prefix and  
 Subcategory  
 Board: ARCHITECT  
 as of 11/6/2018

<b>Credential</b>	<b>Description</b>	<b>Count</b>
AR	Architect	4301
ARA	Partnership Firm	10
ARB	Business Corporation Firm	137
ARC	Professional Association Firm	70
ARD	Sole Proprietor Firm	21
ARF	Firms	1290
	<b>Subt Total</b>	<b>5829</b>

The 2017-2019 continuing education audit has begun, a total of 100 licensees are being audited.

**Financial Reports**

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

**Board Reports**

Member Smith informed the board that the Louisiana State Board of Architectural Examiners is working on an effort to address the overlap of practice between architects and engineers through the development of a definition of “incidental practice”. Member Smith will touch base with the

LA board to see what further steps have been taken regarding this issue. Member Lawrence indicated that he has spoken with the Mississippi State Board of Architecture and the Texas Board of Architectural Examiners about this issue as well.

Vice-Chair Schwennsen informed the board that Clemson is currently searching for her successor. The search for a Dean is currently going on as well.

### **Disciplinary Hearings**

No disciplinary hearing this meeting.

### **Application Hearings**

No application hearings this meeting.

### **New Business**

#### **Military Spouse License**

Stacey Hewson, Advice Counsel, informed the board of SC Code of Laws, Title 40, Chapter 1 (LLR Engine), Section 40-1-630 (B)(e), regarding temporary professional licenses for a spouse of an active duty member of the United States Armed Forces if the member is assigned to a duty station in this State pursuant to the official active duty military order of the member. A discussion ensued.

The board agreed if the applicant has an NCARB record, the application would be processed as usual. For those applicants that do not have a current NCARB record, the applicant would have to complete the board application, application fee, verification of licensure in another state and appear before the board for review. Since the board does not issue temporary licenses, a full license would be issued if accepted by the board.

### **Unfinished Business**

#### **Expert Reviewer and IRC Members**

Donnell Jennings, Disciplinary Counsel, asked that the board offer some guidance on essential questions to ask the expert reviewer on cases. Member Lawrence volunteered to assist with establishing questions.

The board established the following reimbursement guidelines for expert reviewers and IRC Members:

**Motion:** Expert Reviewers will be reimbursed \$125 per hour and mileage.  
Smith/Lawrence/Approved.

**Motion:** IRC members will be reimbursed \$100 per hour and mileage.  
Smith/Lawrence/Approved.

### **Funding Request**

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No requests submitted for this meeting.

The next meeting of the SC Board of Architectural Examiners will be held January 29, 2020.

**Motion:** To adjourn the meeting. Lawrence/Muldrow/Approved. The meeting adjourned at 10:51 a.m.

Respectfully submitted,

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

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Alice M. DeBorde, Program Coordinator