

**MINUTES**  
**SC Board of Architectural Examiners**  
**Conference Call Board Meeting**  
**9:30 a.m., May 5, 2020**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive**  
**Columbia, SC**

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**Meeting Called to Order**

J. Sanders Tate, Chairman, called the meeting to order at 9:29 a.m. Other members participating were Charles Muldrow, Brad Smith, Amanda Green, Katherine Schwennsen 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**

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 29, 2020, Meeting Minutes**

**Motion:** To approve the minutes as presented. Muldrow/Green/Approved

**Approval of Agenda**

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

**Approval of Excused Absences**

No excused absences.

**Election of Officers**

**Motion:** The following persons were elected to serve as Chair and Vice-Chair of the Board, effective July 1, 2020, through June 30, 2021. Muldrow/Green/Approved.

Kate Schwennsen, Chair  
Anthony Lawrence, Vice-Chair

**Motion:** To nominate Amanda Green to continue serving as Secretary, effective July 1, 2020, through June 30, 2021. Smith/Lawrence/Approved.

## Reports

### Office of Investigations and Enforcement Report

From January 1, 2019, to December 31, 2019, thirteen (13) cases have been closed, two (2) were do not open; one (1) was pending attorney review; four (4) are pending board action; four (4) are pending drafting Consent Agreements; one (1) is pending drafting formal complaint; one (1) is pending drafting MOA and six (6) are pending respondents agreement. The Board accepted this as information.

From January 1, 2020 to April 27, 2020, there is one (1) active investigation; one (1) case has been closed, two (2) were do not open; The Board accepted this as information.

### Investigative Review Committee Report

The following IRC Recommendations were submitted to the Board as a result of the April 22, 2020, IRC meeting:

<b>Case No.</b>	<b>Action</b>
2019-2	Dismiss
2019-7	Dismiss
2019-14	Dismiss
2019-34	Formal Complaint
2019-36	Formal Complaint

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

### Office of Disciplinary Counsel Report

As of April 27, 2020, nineteen (19) cases have been opened. Four (4) cases have been closed, six (6) are pending action and ten (10) are pending Consent Agreements and/or MOA's. The board accepted this as information.

### Administrator's Report

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

<b>Credential</b>	<b>Description</b>	<b>Count</b>
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
	<b>Subt Total</b>	<b>5924</b>

**Number of Active Credentials by Prefix and  
 Subcategory  
 Board: ARCHITECT  
 as of 4/27/2020**

<b>Credential</b>	<b>Description</b>	<b>Count</b>
AR	Architect	4280
ARA	Partnership Firm	10
ARB	Business Corporation Firm	124
ARC	Professional Association Firm	63
ARD	Sole Proprietor Firm	20
ARF	Firms	1355
	<b>Subt Total</b>	<b>5852</b>

**Financial Reports**

The board accepted as information the March 2020 **Financial Reports**.

**Board Reports**

No Board reports

**Disciplinary Hearings**

No disciplinary hearing this meeting.

## **Application Hearings**

No application hearings this meeting.

## **New Business**

### **Process for CE Audit Violations**

Donnell Jennings, LLR Office of Disciplinary Counsel asked the board if the CE audit violation process could be revised to omit the IRC process. Mr. Jennings informed the board that since staff does a thorough job of reviewing CE audits for compliance, instead of having to go through the IRC review, staff could file a complaint to be sent directly to his department to issue the Consent Agreement and fine when audits are not found in compliance. Consent Agreements will be based on the Board's approved disciplinary parameters.

**Motion:** To allow omitting the IRC process when filing complaints regarding CE audit violations. Lawrence/Schwennsen/Approved.

### **Modifications to the NCARB Education Standards**

Member Schwennsen indicated that the standards are regularly reviewed and updated in order to remain relevant to current practice and in alignment with the NAAB conditions for accreditation. Schwennsen will provide feedback as requested by NCARB regarding these changes. The board accepted this as information.

### **2020 Annual Meeting**

The 2020 NCARB annual meeting will be a one day virtual meeting due to COVID-19 pandemic.

### **Unfinished Business**

No unfinished business.

### **Funding Request**

#### **Clemson University, Emery A. Gunnin Architecture Library**

**Library Funding** - The Board considered a request from Clemson Gunnin Architecture Library for \$35,000 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. Lawrence/Smith/Approved.

### **Other Business**

Member Smith will forward a copy of the 2019 Alabama Handbook for Building Officials for the board to review.

Board of Architectural Examiners  
Conference Call Meeting Minutes  
May 5, 2020

The next meeting of the SC Board of Architectural Examiners will be held September 2, 2020.

**Motion:** To adjourn the meeting. Schwennsen/Lawrence/Approved. The meeting adjourned at 10:27 a.m.

Respectfully submitted,

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

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Alice M. DeBorde, Program Coordinator