

---

## **Maryland Board of Architects** **Business Meeting Minutes**

**DATE:** January 25, 2023

**TIME:** 11:00 AM

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

**Video conferencing via:** <https://meet.google.com/cmp-vqnj-zic>

**By Phone:** (US) +1 320-377-9655 PIN: 698 740 241#

**MEMBERS PRESENT:** Paul Edmeades, Chair  
Cynthia Shonaiya, Vice Chair  
Mark Flemming, Architect (In-person)  
Gary Ey, Consumer Member  
Kevin Sneed, Architect  
Douglas Polt, Architect  
Stephanie Hopkins, Consumer Member

**STAFF PRESENT:** Zevi Thomas, Executive Director  
Raquel Meyers, Assistant Executive Director  
Andrew Brouwer, Board Counsel  
Noraida Lozano, Board Administrator

**OTHERS PRESENT:** Bezaleel Jackson, Architecture Student

### **Call to Order**

Paul Edmeades, Chair, called the Business Meeting of the Maryland Board of Architects to order, held at 1100 North Eutaw Street, 5th Floor Conference Room Baltimore, MD 21201 at 11:03 am.

### **Approval of Minutes**

The members reviewed the minutes of the Business Meeting held on December 14, 2022. Motion (I) was made by Mr. Polt, seconded by Ms. Shonaiya, and unanimously carried by the Board to approve the meeting minutes with no changes.

zevi.thomas@maryland.gov | 410-230-6262 | www.labor.maryland.gov

## **Complaint Committee Report**

Mr. Ey presented the following report on behalf of the Complaint Committee:

03-AR-21 - No Change

06-AR-22 - Responding to a counteroffer

07-AR-22 - Closed as of to date

08-AR-22 - Closed as of to date

10-AR-22 - Opened December 20, 2022 and Closed as of this date. Will be forwarded to the PE Board.

Motion (II) was made by Mr. Flemming, seconded by Mr. Sneed, 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 Architectural Registration Exam (A.R.E.) and reciprocity.

There were **seven (7)** A.R.E. applications administratively approved:

**CLARK, Samantha**

**MADDOX, John**

**DAVEY, Megan**

**PHAIRE, Rodell**

**FLYNN, Shannon**

**TUCKFIELD, Matthew**

**JANG, Mingu**

There were **four (4)** A.R.E applications approved by the Board:

**BRENNEMAN, Derek**

**ROESNER, David**

**HIMMELBERGER, Erin**

**SAMIH, Zakarya**

### **Applications for Reciprocity**

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

**NORRIS, Tom**

Motion (III) was made by Ms. Shonaiya, seconded by Mr. Sneed and unanimously carried to approve **eleven (11)** A.R.E. applications and **one (1)** reciprocity

## **Old Business**

### **Correspondence**

Chair Edmeades followed up with Mr. Brouwer on the status of the correspondence from Mary Lyttle which was discussed in the last Board meeting. Mr. Brouwer stated that it has not been completed but will communicate with Mr. Thomas to address this matter.

## **NCARB Change of Board Governance**

Chair Edmeades shared his synopsis of NCARB's resolutions on changes of Board Governance. He also encouraged Board members to stay abreast of these resolutions and maintain an ongoing discussion during upcoming meetings.

## **NCARB Regional Summit**

Chair Edmeades inquired if Board members attending the NCARB Regional Summit (March 3 – 4, 2023) had completed their registration.

## **Sunset**

Mr. Brouwer reported that the Architect's Sunset Bill has not been assigned a bill number at this time. Commissioner Morgan stated that all the bills submitted this year are being held until the new administration. He also updated the Board that the Sunset Bills have been reviewed and received positive feedback.

## **Revision of ARE Application**

Chair Edmeades made a comment that EESA should be deleted from the matrix as it was already mentioned in Part A of the Education Requirements. The ERC form is not required when completing the EESA evaluation, unlike other degree evaluation companies.

The Board decided to table the topic of inserting the IPAL program into the ARE application form for an upcoming meeting.

Mr. Brouwer announcement that he accepted a new position as Administrative Law Judge and his last day with the OAG office is February 17th. Mr. Sigman will continue as the Board's legal counsel, and he will advise him about this IPAL discussion.

## **Committee Report**

### **DEI**

Chair Edmeades will be in touch with Ms. Shonaiya and Mr. Sneed to discuss the NCARB report that he forwarded to them in reference to the ARE candidates.

### **Board Responsibilities to MD Law**

Mr. Ey forwarded the annual report to Chair Edmeades. He will be sending a form to the Board Members to get their biographical information regarding their involvement within AIA or NCARB. He and Mr. Flemming are now working on the last section which is "Pass the Licensure in Maryland".

### **Code Officials**

Ms. Hopkins submitted the report to the Board for comments and feedback. Chair Edmeades suggested additional fields to the cover page. He also mentioned that he will be forwarding some references that might be helpful to code officials.

## **New Business - NONE**

## **Correspondence – NONE**

**Executive Director’s Report**

Mr. Thomas presented the ARE Pass/Fail Rates Report for December 2022.

He also reminded the Board Members on updating their appointment online. In addition, Commissioner Morgan stated that given the change in administration re-appointment would be at the discretion of the new administration. He informed the Board that they may contact Matthew McKinney, Director of Board & Commission Appointments, or Mr. Thomas for any information if they are interested in a re- appointment.

Commissioner Morgan also announced the new policy which enables Boards and Commissions to take a position on Bills submitted by the members of the legislature. Mr. Thomas will consult with Mr. Brouwer about the process.

Mr. Thomas also shared with the Board the impending relocation of the Maryland Department of Labor to 100 South Charles Street, anticipated to take place within the next 12 to 18 months.

**Board Counsel’s Report - NONE**

**Other Business – NONE**

**Adjournment**

Mr. Ey announced that the NCARB Board Meeting will be held on April 26-30, 2023.

There being no further business to discuss, Motion (IV) was made by Mr. Ey, seconded by Mr. Flemming, and unanimously carried out by the Board to adjourn the meeting at 12:18 pm.

The next Board Meeting will be on February 22, 2023, Wednesday at 11:00 am

\_\_\_\_\_With Corrections

  **X**  Without Corrections

**Signature on File**

**03/21/2023**

**Paul Edmeades, Chair**

**Date**