

**Maryland Board of Architects
Business Meeting Minutes**

DATE: May 22, 2024, Wednesday

TIME: 11:00 AM

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

Video conferencing via: meet.google.com/byw-mkbj-vad

By Phone: (US) +1 234-719-3728 PIN: 756 731 100#

MEMBERS PRESENT: Cynthia Shonaiya, Chair
Paul Edmeades, Architect
Kevin Sneed, Architect
Douglas Polt, Architect
Mark Flemming, Architect
Stephanie Hopkins, Consumer Member
Casey Dawkins, Consumer Member

STAFF PRESENT: Zevi Thomas, Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

OTHERS PRESENT: John Corkill, Architect

Call to Order

Cynthia Shonaiya, Chair, called the Business Meeting of the Maryland Board of Architects to order at 11:12 a.m., virtually via meet.google.com/byw-mkbj-vad, (US) +1 234-719-3728 PIN: 756 731 100#.

Approval of Minutes

The members reviewed the minutes of the Business Meeting held on April 24, 2024. Motion (I) was made by Mr. Edmeades, seconded by Mr. Sneed, and unanimously carried by the Board to approve the minutes with corrections.

Complaint Committee Report

Ms. Hopkins presented the following report on behalf of the Complaint Committee:

03-AR-23 - Closed as of 05-22-2024.

04-AR-23 – Exceptions and Hearing were requested.

05-AR-23 - Forwarded to OAG for pre-charge.

02-AR-24 - Forwarded to OAG for pre-charge.

04-AR-24 - Closed as of 05-22-2024, contract dispute.

05-AR-24 - Forwarded to OAG for pre-charge.

06-AR-24 - Closed as of 05-22-2024, contract dispute.

07-AR-24 - Closed as of 05-22-2024.

08-AR-24 - Closed as of 05-22-2024, HR issue.

Motion (II) was made by Mr. Edmeades, seconded by Mr. Dawkins, and carried by the Board to accept the Complaint Committee Report.

Review of Applications

Applications for Architectural Registration Exam (A. R. E.)

Mr. Edmeades presented the report for the applicants for the Architectural Registration Exam (A.R.E.).

There were **twelve (12)** A.R.E. applications administratively approved:

ALCIVAR, Peter Alcivar

BANNISTER, Makenzie

BINDER, Michael Paul

CLARKE, Nico

JOHNSON, Eric

KRAUSE, Savannah

McLAURIN, Coleman

PECK, John

ROMERO, Judith

TAN, Allyson

THOMPSON III, Allen

YODER, Allen

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

AGARWAL, Bindiya

AYRES, William

PROMISLOFF, Brett

UBAID, Anees

The Board agreed that candidate BP be considered for 4 years of work experience instead of 6 years per the Board's interpretation of the education equivalency matrix.

Motion (III) was made by Mr. Polt, seconded by Mr. Edmeades, and unanimously carried by the Board to approve **sixteen (16)** A.R.E. applications with **one (1)** denial due to incomplete work experience requirement. No application for reciprocity was submitted.

Old Business

Review of NCARB ABM Board Candidates

Chair Ms. Shonaiya asked each member to select their top three (3) candidates for at-large directors as follows:

Sneed

- Coffee Polk
- Bobbi Jo
- Marcus Thomas

Polt

- Coffee Polk
- Marcus Thomas
- Catherine Fritz

Edmeades

- Bobbi Jo
- Catherine Fritz
- Jakiel Sanders

Flemming

- Coffee Polk
- Marcus Thomas
- Kevin Singh

Dawkins

- Kevin Singh
- Coffee Polk
- Jakiel Sanders

Shonaiya

- Bobbi Jo
- Coffee Polk
- Jakiel Sanders

Hopkins

- Catherine Fritz
- Jakiel Sanders
- Kevin Singh

The following received a plurality of the votes: **Coffee Polk** with 5 out of 7 votes, and **Jakiel Sanders** with 4 out of 7 votes, respectively. As suggested by Mr. Edmeades, the Board agreed to grant Mr. Sneed some latitude in making the final voting decision during NCARB's Annual Business Meeting.

Old Business

Proposed Legislative Task Force

Mr. Thomas reminded the Board that the Proposed Task Force aims to consider last month's Board Counsel's report on possible revisions to the Board's Practice Act. One item discussed last month was the practicality of lowering the number of years of experience to be eligible to serve on this Board. and the 6-month deadline for holding a hearing as part of the Complaint Committee process.

Mr. Venuti confirmed that the next deadline for Sunset Review is July 1, 2028. Mr. Edmeades volunteered to be a member of the Legislative Task Force along with Mr. Dawkins, and Mr. Venuti.

Committee Reports

Code Officials

Ms. Hopkins enumerated some revisions made in the Code Officials Handbook. Mr. Edmeades stated that he had a few more changes and would send them to Ms. Hopkins for her reference, including the insertion of Overlapping Practices. Mr. Sneed noticed the old office address. Mr. Thomas agreed to send the new address to Ms. Hopkins for updates.

As suggested by Chair Ms. Shonaiya, Ms. Hopkins and Mr. Polt agreed to forward the discussion at the next meeting to finalize the handbook for minor edits.

Board Responsibilities to MD

Chair Ms. Shonaiya agreed with Mr. Flemming to meet and discuss the Board Responsibilities to MD handbook and forward it at the next Board meeting for discussion.

DEI (Diversity, Equity, and Inclusion) Forum

Ms. Hopkins asked about the DEI report. Ms. Shonaiya confirmed that the DEI Forum already took place at Morgan State School of Architecture and Planning.

New Business

Complaint Committee Meeting Schedule

Ms. Hopkins and Mr. Flemming agreed with Ms. Shonaiya to start the Complaint Committee meeting 10 minutes earlier to allow the Board Meeting to start on time.

Correspondence - NONE

Executive Director's Report

Mr. Thomas announced that there will be an ICOR (Interorganizational Council on Regulation) webinar on Overlapping Practices, on Thursday, May 23, 2024, at 3:00 pm. He will provide the login information to those interested in joining the meeting.

He also requested the Board to consider offering an ARE candidate a brief audience before the Board to discuss their concerns about exams. If granted this could be scheduled during the August board Meeting. The Board agreed on the condition that the questions would be provided prior to the meeting.

Board Counsel's Report

Mr. Venuti requested an Executive Session about complaint number 04-AR-23 concerning the Exceptions and Hearing Request received from the respondent.

Motion (IV) was made by Ms. Hopkins, seconded by Mr. Edmeades, and unanimously carried by the Board to enter the Executive Session at 12:28 p.m., virtually via <https://meet.google.com/byw-mkbj-vad> or by Phone (US) +1 234-719-3728 PIN: 756 731 100#. This session was permitted to be closed pursuant to General Provisions Article, Annotated Code of Maryland, §3-305(b)(7) to discuss Complaint 04-AR-23.

Motion (V) was made by Mr. Flemming, seconded by Ms. Hopkins, and unanimously carried by the Board to reconvene its public meeting and leave the Executive Session at 12:36 p.m. virtually, via <https://meet.google.com/byw-mkbj-vad> or by Phone (US) +1 234-719-3728 PIN: 756 731 100#.

Adjournment

There being no further business to discuss, Motion (VI) was made by Mr. Edmeades, seconded by Mr. Sneed, and unanimously carried by the Board to adjourn the meeting at 12:37 p.m.

The next Board Meeting will be on June 26, 2024, Wednesday, at 11:00 am.

With Corrections Without Corrections

(Signature on File)

Cynthia Shonaiya, Chair

07/05/2023

Date