
Joint Chairs Group of Design Boards **Business Meeting Minutes**

DATE: December 6, 2023

TIME: 1:00 PM

LOCATION: 1100 N. Eutaw St.
5th Floor Conference Room
Baltimore, MD 21201
(Teleconference via Google Meet)

MEMBERS PRESENT: John V. Mettee III, *Chair, Professional Land Surveyors*
Paul D. Edmeades, *Architects*
Sallye E. Perrin, *Professional Engineers*
Christopher Schein, *Landscape Architects*
Robyn Dubick, *Certified Interior Designers*

STAFF PRESENT: Zevi Thomas, *Executive Director*
Matthew Venuti, *Board Counsel*
Faith Green, *Board Administrator*

Meeting Called to Order

Mr. Mettee called the business meeting of the Joint Chairs of Design Boards to order at 1:04 p.m.

Approval of September 27, 2023 Minutes

Motion (I) was made by Mr. Schein, seconded by Ms. Perrin, and unanimously carried by the Board to approve the September 27, 2023 meeting minutes with corrections.

Legislative Report

Mr. Venuti reported that the Board for Professional Land Surveyors has submitted for their legislative sunset extension for review. The Board for Professional Engineers is continuing to work on changing the required qualifications to serve on the Board. He added that each Design Board has proposed to increase their fees which is still under review.

Executive Director's Report

Budget

Mr. Thomas presented the 'Fiscal Year 2023 Actual Revenue' report and 'Fiscal Year 2024 Budgeted Expenses' report to the Board.

Mr. Mettee reminded the Board that all money collected from fines goes to the general fund. This ensures the individual Board does not profit from fines levied upon violators.

Ms. Perrin shared that members of the Board for Professional Engineers have expressed concerns about the proposed fee increase, therefore she wanted to confirm that the fee increase aligns with the other Design Boards. Mr. Thomas confirmed that all Design Boards are pursuing fee increases this fiscal year, except one fee from the Board of Certified Interior Designers as they do not issue firm permits. Mr. Schein inquired if all fee increases would be the same across all the Design Boards. Mr. Thomas responded that all increase rates are the same.

Mr. Thomas explained to the Board that the 'Fiscal Year 2024 Budgeted Expenses' report accounts for the increase in fees. However, the new building that the Department of Labor is moving into will incur different costs. Therefore, the aforementioned budget will have a deficit, but the Design Boards as a whole will remain in the positive.

Board Reports

Professional Land Surveyors

Mr. Mettee reported that the Board for Professional Land Surveyors is continuing to work in committee for regulatory changes. The Board discussed the handbook for code officials provided by the Board of Architects. However, the Board did not see the benefit of providing such a document due to their limited interactions with code officials.

Professional Engineers

Ms. Perrin reported that the Board for Professional Engineers had begun reviewing the handbook intended for code officials. Section 3-103(b) requires an architect to be hired for projects of \$5,000 or more. Ms. Perrin requested the Board of Architects to review the section of their statute. She continued to report that the Board for Professional Engineers has had multiple hearings concerning individuals who were denied reinstatement. The Board is reviewing the CPC process, such as approving CPC providers, and if there should be a renewal process for current providers. However, the PE Board is aware that this undertaking could cause a large administrative burden. Mr. Schein stated that the Board of Examiners of Landscape Architects does not approve individual providers, instead it accepts approved courses from the Landscape Architecture / Continuing Education System (LA/CES). Ms. Dubick stated the Board of Certified Interior Designers has a process similar to that of Landscape Architects. Mr. Mettee that the Board for Professional Surveyors has a providers list with the regulation in place that the Board can audit these CPC providers. The Maryland Society of Surveyors and the National Society of Professional Surveyors provide courses.

Landscape Architects

Mr. Schein reported that the Board of Examiners of Landscape Architects is reviewing the decoupling of certain sections of the L.A.R.E. This would allow the more technical sections of the exam to be taken at a later time after candidates obtained additional experience, rather than immediately after examinees graduate from college or university. The Board is also evaluating the number of required continuing education credits which is currently 24 credits over a 2-year period. Similar to the Board for Professional Engineers, Mr. Schein stated that they are considering the idea of an approved providers list. He also mentioned that the

landscape architects Board is looking into potentially adding an emeritus status.

Architects

Mr. Edmeades reported that the Board of Architects is continuing to work on several committees regarding diversity, equity, and inclusion. The Board is considering doing outreach forums at the schools of architecture at Morgan State University and the University of Maryland College Park. Mr. Edmeades inquired to the other board chairs if they had given further consideration to the handbook intended for code officials.

Certified Interior Designers

Ms. Dubick reported that the Board of Certified Interior Designers has gained several new members which has allowed the Board to create more committees, specifically the DEI Committee without being stretched too thin. The Board is exploring additional pathways to increase the number of certified interior designers in the state. The CID board is also looking at ways to collaborate with Morgan State University's recently accredited interior design bachelor's program.

Old Business

None

New Business

Change in Staff Personnel

Mr. Thomas reported that Raquel Meyers, former Assistant Executive Director of the Design Boards, will now be interim Executive Director for the Real Estate Commission.

Wall Certificates

Mr. Thomas inquired to the Board about the added cost of issuing wall certificates to both reciprocal and original licensees and instead limit free wall certificates to first-time Maryland licensees only. Ms. Perrin responded that since the Board for Professional Engineers bears most of the burden in wall certificates, she sees no issue with the change. Ms. Dubick added that recent licensees are more digital-minded, and thus are not as concerned with wall certificates. Mr. Mettee stated that a fee could be imposed if newly licensed individuals would like to obtain a wall certificate.

Adjournment

Mr. Mettee stated that the next meeting will take place on April 16, 2024 at 2:00 p.m.

Motion (II) was made by Mr. Schein, seconded by Mr. Edmeades, and unanimously carried by the Board to adjourn the meeting at 2:04 p.m.

Chair's Signature: Signature on File

Date: 08/12/2024