

**MINUTES**  
**MARYLAND BOARD OF ARCHITECTS**

**DATE** June 24, 2020

**PLACE:** Virtual  
Video Conference – <https://meet.google.com/sjm-oyvc-zgh>  
Phone: +1 2249358-3924 PIN: 924 053 690#

**PRESENT:** Paul Edmeades, Chair  
Cynthia Shonaiya, Vice Chair  
Kevin Sneed, Architect  
Magda Westerhout, Architect  
Stephanie Hopkins, Consumer Board Member  
Gary Ey, Consumer Board Member  
Douglas Polt, Architect

**ABSENT** None

**OTHERS PRESENT:** Joseph H. Cullingford, Executive Director  
Frazier West, Investigator  
Jessica Praley, Board Counsel  
Carla M. Zamon, Acting Assistant Executive Director  
Dan Fulford, Public Member  
Noraida Lozano, Board Administrator

**CALL TO ORDER:**

Chairman Paul Edmeades called the meeting to order at 10:06 a.m.

**APPROVAL OF THE MINUTES**

Motion (I) was made by Douglas Polt, seconded by Gary Ey and unanimously carried to approve the May 27, 2020 meeting minutes, with changes.

**COMPLAINT COMMITTEE REPORT**

Gary Ey reported the current status of opened complaints as follows:

18-AR-23	Attorney General's office to send a letter out with an August deadline
02-AR-19	Closed
10-AR-19	No Change

Motion (II) was made by Douglas Polt, seconded by Kevin Sneed and unanimously carried to accept the complaint committee report.

## **CPC COMMITTEE REPORT**

Nothing new to report

## **APPLICATIONS FOR ARCHITECTURAL REGISTRATION EXAM (ARE)**

The Board decided to review the applications for Reciprocity during the closed session due to questions about education. There were no applications for the ARE Exam to review.

## **OLD BUSINESS**

### **FIRM PERMIT MODERNIZATION**

The Board continued the discussion on the modernization of firm permits. Jessica Praley presented the Board with a memorandum outlining the actual statutory language for the Board to review. If approved, next steps were discussed regarding Joseph Cullingford preparing the presentation to the Secretary for review.

Motion (III) was made by Gary Ey, seconded by Magda Westerhout and unanimously carried to approve the statutory language provided and to present the changes to the Secretary.

### **ANNUAL BUSINESS MEETING**

Kevin Sneed reported that the technology for the virtual Annual Business meeting ran smoothly. The top three candidates were Steven, Mary and Ken. Ken was elected Secretary of the Executive Board. Gary Ey won his position and Kevin Sneed will reach out to see if a tally of votes can be revealed. Paul Edmeades said that in the past vote totals were never announced. Cynthia Shonaiya stated that a pro would be to encourage candidates to seek office.

Paul Edmeades stated he is proud of Region 2 and gave congratulations to Gary Ey. Gary spoke briefly in thanks and referred to his speech being available online.

Mr. Edmeades asked if there was any additional old business and Joseph Cullingford requested to discuss the two Reciprocity applications. This was agreed to by the board.

## **APPLICATIONS FOR ARCHITECTURAL REGISTRATION VIA RECIPROCITY**

Mr. Edmeades recommended the first applicant be asked for clarification of his experience prior to a decision being made. Joseph Cullingford will reach out for more information. The second application was recommended for approval by Mr. Edmeades.

Motion (IV) was made by Cynthia Shonaiya, seconded by Magda Westerhout and unanimously carried to approve 1 reciprocal application.

### **Reciprocal Applicant**

William Fisher

## **NEW BUSINESS**

None

**CORRESPONDENCE**

None

**EXECUTIVE DIRECTOR’S REPORT**

Joseph Cullingford stated there is no update to the status of administrative operations during the COVID emergency. He indicated that staff are continuing remote operations. Mr. Cullingford introduced Noraida Lozano as the new Architects Board Administrator. Ms. Lozano greeted everyone and thanked the Executive Director.

Ms. Shonaiya asked Mr. Cullingford if the pandemic situation has had an impact on renewals and CPC credits. Mr. Cullingford said if there is an impact it is negligible as licenses were recently extended to the first of August and a great many firms are offering online education which was confirmed by Mr. Polt. Mr. Cullingford said that it may affect next year’s CPC’s.

In addition, it was confirmed that Prometric has designated Architecture an essential profession for licensing and has resumed testing at a 50% capacity.

**BOARD COUNSEL REPORT**

Jessica Praley had nothing to add to the prior discussion on the updated Statute language.

**EXECUTIVE SESSION**

Motion (V) was made by Mr. Ey, seconded by Mr. Polt, and unanimously carried to go into Executive Session at 10:52 a.m. at a virtual google meeting. This session was permitted to be closed pursuant to General Provisions Article, Annotated Code of Maryland, §3-305(b) (7).

The topic discussed was legal consult about an Office of Administrative Hearings order regarding Complaint 02-AR-19. It was voted upon and accepted by the Board. Upon completion of the session, the Board reconvened its public meeting at 10:59 a.m.

**ADJOURNMENT**

The next meeting is scheduled for August 26, 2020.

There being no further business, motion (VI) was made by Gary Ey, seconded by Stephanie Hopkins and unanimously carried to adjourn the meeting at 11:01 a.m.

\_\_\_\_\_ With Corrections

\_\_\_\_\_✓\_\_\_\_\_ Without Corrections

\_\_\_\_\_  
Paul Edmeades, Chair

\_\_\_\_\_  
Date: