

BUSINESS MINUTES JOINT CHAIRS MEETING

Date: October 6, 2021

Place: Access Using Video Conferencing
<https://meet.google.com/euo-gcet-rxv>
Phone: +1 314-656-8913
PIN: 134 475 004#

Third Floor Conference Room
500 N. Calvert Street
Baltimore, MD 21202

Time: 2:00 p.m.

Present: John V. Mettee III, Chair, Board of Professional Land Surveyors
David Mongan, Chair, Board for Professional Engineers
Paul Edmeades, Chair, Board of Architects
Christopher Schein, Chair, Board of Examiners of Landscape Architects
Robyn Dubick, Chair, Board of Certified Interior Designers

Others Present: Gregory Morgan, Commissioner, Occupational & Professional Licensing
Kausar Syed, Deputy Commissioner, Occupational & Professional Licensing
Milena Trust, Assistant Attorney General, Office of the Attorney General
Jessica Praley, Assistant Attorney General, Office of the Attorney General
Raquel Meyers, Assistant Executive Director
Carla Marie Zamon, Administrative Specialist III
Tamica Sheppard, Office Secretary

Absent: None

CALL TO ORDER

John V. Mettee III, Chairman, called to order the Joint Chairs (the "Board") Business meeting, virtually, at 2:04 p.m.

APPROVAL OF MINUTES

Motion (I) was made by Mr. Edmeades, seconded by Ms. Dubick, and carried unanimously by the Board to approve the June 22, 2021, minutes with corrections.

FINANCIAL REPORT

Ms. Syed presented the Budget for fiscal year 2021 as of June 30, 2021. She explained the smaller boards are operating at a deficit and the larger boards are operating at a surplus large enough that the Design Boards as a

BUSINESS MINUTES JOINT CHAIRS MEETING

group are operating with a surplus. She noted that Fiscal Year (FY) 2019 had a surplus of \$88,000 and FY 2020 had a surplus of \$30,000. FY 2021 has a surplus of \$313,798.83.

Ms. Syed advised that different boards have different regulations and confirmed with Ms. Trust informed that that the Design Boards do not have any restrictions on the amount of income that may accumulate, nor would it go to the General Fund if some limit is reached because there is no limit. Ms. Trust added that the exam fees are not to be raised past 12.5% and while these go to the general fund, it is a nominal amount.

Ms. Trust reminded the Board that it must cover both direct and indirect services, so we cannot say we have enough to raise salaries. Ms. Syed stated that the large fund balance is related to no travel, management vacancies, no ELMO Project, and lower legal costs. Ms. Trust informed there were fewer hearings and she charges to other categories.

Mr. Edmeades asked how the Boards will have input into the future budgets. Ms. Syed clarified that the budget is a year to year quota and doesn't change very much, but the indirect and legal costs could be reviewed. Mr. Edmeades stated the engineers had a marginal influence on increasing travel costs. Ms. Trust mentioned that having a separate investigator and designated Information Technology person raises the cost.

Mr. Morgan stated that the Budget for FY 2022 has already been presented and suggested that the Boards designate a person to represent the Design Boards. Mr. Edmeades happily accepted this appointment. Mr. Morgan also informed that Ms. Syed would send the information to Mr. Edmeades who would disseminate the material to each Chair. Ms. Syed also she will send the FY 2023 budget and that the revenue is what can be spent. She also stated an amendment could be made if necessary.

LEGISLATIVE REPORT

Ms. Trust explained that the Board of Architects and the Board for Professional Engineers sunset in 2023 and necessary legislation has been submitted. She stated that she is aware of the timeframe to put in legislation and that the Land Surveyor's Board's Practice Act and legislation on drones and photogrammetry will be met with some opposition. Ms. Trust inquired to Mr. Edmeades and Ms. Praley whether there were complaints about the legislation increase Architects project fees. Mr. Edmeades and Ms. Praley have heard no complaints about the legislation to increase Architects project fees from \$5,000 to \$25,000. Ms. Trust reminded the group that any regulatory amendments will need to be submitted before the end of November or wait until the hold is lifted.

EXECUTIVE DIRECTOR'S REPORT

Ms. Meyers advised that a new Executive Director is scheduled to start this month. She introduced Ms. Sheppard as the new Design Boards' Office Secretary. Ms. Meyers presented graphs of the firm permits by Board and it was determined that fees for a Professional Engineer firm permits would not be discussed. The building office relocation plan to 1100 N. Eutaw Street is moving forward with tentative dates for December 2021 through February 2022. The shuttle would accommodate parking services at Fallsway.

Mr. Morgan requested the Boards' assistance in a Job Fair. After a lengthy discussion, it was determined that high schools, trade associations, colleges, and other organizations would be contacted by the Boards.

BOARD REPORTS

BUSINESS MINUTES JOINT CHAIRS MEETING

BOARD OF ARCHITECTS – Mr. Edmeades reported that CPC Regulations were sent for publication in the Maryland Register. The National Council of Architects completed a study and identified that African American examinees were underperforming on the exam. He noted pass rates for Morgan State University is below average pass rates. Addressing this disparity will be the topic of discussion with the Board. The Dean of Morgan State University will be invited to participate in the discussion.

BOARD OF LANDSCAPE ARCHITECTS – Mr. Schein informed that the CPC Committee met this past Friday. Ms. Fielder is leading this committee. Mr. Schein and Ms. Praley discussed the Architects CPC Regulation amendments and how they can be used as an example for the Landscape Architects.

BOARD OF PROFESSIONAL LAND SURVEYORS – Mr. Mettee reported that the NCEES Annual Meeting was virtual in August due to the pandemic. Mr. Orisich was elected to be the North East Zone Vice President. The next meeting will take place at the Maryland Society of Surveyor's (MSS) Fall Conference with a modified agenda and Town Hall meeting on October 14, 2021. Mr. Mettee also reported that there has been an atypical rise in the number of complaints.

BOARD FOR PROFESSIONAL ENGINEERS – Mr. Morgan stated that Mr. Edward Hubner replaced Dr. Steven Arndt and began with the Board in June. The Board still has two vacancies for consumer members. NCEES Annual Meeting in person meeting in New Orleans was canceled and held virtually.

BOARD OF CERTIFIED INTERIOR DESIGNERS – Ms. Dubick informed that the Annual CIDQ conference will be held virtually at a drastically reduced cost due to the pandemic and with the hope of bolstering attendance in November 2021. A legislative committee has been instituted to address the Sunset process which is scheduled for 2024.

NEW BUSINESS

The Board for Professional Engineers and Board of Architects sent out a letter regarding the signature for site plans. Ms. Zamon will distribute these letters to both Boards.

The signing by a Professional Engineer in lieu of an Architect for a Chick-fil-a canopy should also be addressed by the local jurisdiction's code official.

OLD BUSINESS

Mr. Mettee would like to get the opinion of the Board for Professional Engineers on the current practice of waiving the minor engineering test for Land Surveyor applicants who hold dual licenses as Civil Engineers. The concern is whether this a good practice. The Board of Professional Land Surveyors asked the Board for Professional Engineers to weigh in on this topic at their next meeting.

Ms. Trust asked Mr. Morgan to take a look at all five Design Boards AS400 categories and make sure that outdated license categories are no longer shown or are at least no longer populated. Her concern is that inappropriate data is available for categories not used in decades, complicating public information inquiries. Mr. Morgan stated that he would review these categories for the Design Boards.

EXECUTIVE SESSION - None.

**BUSINESS MINUTES
JOINT CHAIRS MEETING**

ADJOURNMENT

The next meeting is planned to be in-person and virtual, scheduled for mid-November 2021 so that the new Executive Director may meet with the Boards and review the budget.

There being no further business to discuss; Motion (II) was made by Mr. Edmeades, seconded by Mr. Schein and carried unanimously by the Board to adjourn the meeting at 3:39 p.m.

Approved: _____ without corrections

___X___ with corrections

Signature on File

John V. Mettee III, Chair

November 15, 2021

Date: _____