

BOARD OF ARCHITECTS
Secretary of State, Office of Professional Regulation
89 Main St., 3rd Floor
Montpelier, VT 05620-3402
APPROVED MINUTES
Meeting of September 30, 2013

1. The meeting was called to order at 10:15 AM by Chairman Wolfstein

Members present: Ed Wolfstein; Chair, Frank M. Guillot; Vice-Chair, Keith Robinson, Janet Stackpole, Ingrid Nichols, Jennifer Arbuckle

Guests: Michael Armstrong and Kathy Hillegas from NCARB

OPR Staff: Danielle Rubalcaba; Licensing Board Specialist

2. Chair Ed Wolfstein called for approval of the Minutes of the September 30, 2013 meeting. Motion seconded by F. Guillot. Motion passed unanimously.

3. **Case Manager's Report**

The current number of cases pending for the Board is twenty two (22); two (2) are being investigated. Two (2) are done and I-Team recommends charges. One (1) pending Intake. Eleven (11) ready for an I-Team meeting. Six (6) closing three (3) of which will be discussed today.

Closing Report

2013-282- Chairman Wolfstein made a motion to accept the closing report. Motion Seconded by K. Robinson. Motion Passed

2013-363- I. Nichols made a motion to accept the closing report. Motion seconded by F. Guillot. Motion Passed.

2013-370- F. Guillot made a motion to accept the closing report. Motion seconded by I. Nichols. Motion Passed.

4. **Applicants for Licensure:**

The Board reviewed and approved the following applicants for licensure on the basis of their National Council of Architectural Registration Boards' (NCARB) Certification, or having met Vermont's requirements.

-J. Arbuckle made a motion to approve Frederic Grossfeld for licensure based upon his NCARB record. Motion seconded by I. Nichols. Motion carried.

-J. Arbuckle made a motion to approve Adam Cohen for licensure based upon his endorsement application and pending an official transcript. Motion seconded by I. Nichols. Motion carried.

-J. Arbuckle made a motion to approve John Rosendahl for licensure based upon his NCARB record. Motion seconded by I. Nichols. Motion carried.

-K. Robinson made a motion to approve Peter White for licensure based on reinstatement. Motion seconded by J. Stackpole. Motion Carried.

-Chairman Wolfstein made a motion to approve Robert Limanek for licensure pending a current application form (Reinstatement) and proof of three remaining HSW credits. Motion seconded by J. Arbuckle. Motion Carried.

-F. Guillot made a motion to approve Michael Mahns for licensure based upon his NCARB record. Motion seconded by Chairman Wolfstein. Motion carried.

-F. Guillot made a motion to approve William Powell for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.

-F. Guillot made a motion to approve Andrew Sidford for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.

-I. Nichols made a motion to approve Peter Wells for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.

-I. Nichols made a motion to approve Marcus Gleysteen for licensure based upon his NCARB record and verifying his Massachusetts license expiration date. Motion seconded by J. Arbuckle. Motion carried.

-I. Nichols made a motion to approve Robert Pitt for licensure based upon his NCARB record and submitting a completed Vermont Application. Motion seconded by J. Arbuckle. Motion carried.

-J. Stackpole made a motion to approve David Benham for licensure based upon his NCARB record. Motion seconded by K. Robinson. Motion carried.

-J. Stackpole made a motion to approve Timothy Stewart for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.

-K. Robinson made a motion to approve Allen Spencer for licensure based upon successfully completing all sections of the A.R.E examination. Motion seconded by J. Arbuckle. Motion Carried.

Applicants for Examination:

-F. Guillot made a motion to approve Daniel Reynolds to sit for the examination based on submitting an additional 900 hours and an official transcript. Motion seconded by Chairman Wolfstein. Motion Carried.

-K. Robinson made a motion to approve Timothy Applebee to sit for the examination. Motion seconded by J. Arbuckle. Motion Carried.

-K. Robinson made a motion to approve Mathew Oest to sit for the examination. Motion seconded by J. Arbuckle. Motion Carried.

5. Applications reviewed and discussed:

The Board reviewed and discussed the following applications and took action as indicated. The applications will be advised of the Board's conclusions regarding their inquiry or of documents needed to complete their applications.

-NONE

6. New Business

Chairman Wolfstein made a motion to elect the following; Jennifer Arbuckle; Chair, Frank Guillot; Vice Chair, Keith Robinson; Secretary. Motion seconded by J. Stackpole. Motion Carried.

Guests Mike Armstrong and Kathy Hillegas presented some current and upcoming changes with NCARB and discussed the CALA agreement. F. Guillot made a motion to pass and sign the MRA. Chairman Wolfstein seconded the motion. Motion Carried.

A Matrix will be presented at the next meeting for further review and discussion. Chris Winters will discuss board budgets. Peter Comart will present VPCAP proposal.

7. **Adjournment**

Meeting adjourned at 12:28 by Chairman Wolfstein.

Next Scheduled Meetings:

December 2, 2013 10:00 am Board Meeting

Respectfully submitted,

Danielle Rubalcaba
Licensing Board Specialist
Office of Professional Regulation