



Board of Architects

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402
Tel. (802) 828-5434 website: <https://sos.vermont.gov/opr/>

Minutes June 5, 2023

Via Microsoft Teams

1. The meeting was called to order at 10:03 a.m.

Members present via Microsoft Teams: Keith Robinson; Kirk Moore; Rebecca Campbell; Beth Chenette; and Eileen Hee. Absent: Matt Lutz.

OPR Personnel present via Microsoft Teams: Lauren Layman, General Counsel; Noura Eltabbakh, Staff Attorney; Emily Tredeau, Staff Attorney; and Kara Shangraw, Licensing Administrator II.

2. **Changes to the Agenda**

3. **Minutes** The Chair called for the approval of the minutes from the April 12th meeting. Ms. Hee made a motion, seconded by Ms. Campbell, to approve the minutes of the April 12, 2023, meeting as presented. Motion passed unanimously.

4. **Disciplinary Matters**

5. **Administrative Updates**

6. **Topics for Discussion**

The Board discussed the proposed Rules with General Counsel. Based on the discussion, Ms. Hee made a motion, seconded by Ms. Chenette, to allow General Counsel to proceed with the rulemaking process once the proposed language in Rule 4-1(b) is modified to meet NCARB's "rolling clock" standard. The motion passed unanimously.

The Board discussed the upcoming resolutions for NCARB's upcoming annual meeting. Based on the discussion, Ms. Campbell made a motion, seconded by Mr. Moore, to elect Keith Robinson as the voting delegate for the NCARB Annual meeting. Motion passed unanimously.

7. **Correspondence**

8. **File Review**

Mr. Moore made a motion, seconded by Ms. Campbell to approve the individuals listed below for examination and initial licensure in VT. Motion passed unanimously.

Groman Jr., Richard – Approved to sit for his examinations.

9. **Other Business**

10. **Public Comment**

11. Adjourn There being no further business, the meeting adjourned at 10:40 a.m.

Respectfully submitted,

Kara Shangraw
Licensing Administrator II

Next Scheduled Meeting – September 5, 2023
Please check the office [website](#) for updates