

## BOARD OF ARCHITECTS

Secretary of State, Office of Professional Regulation  
National Life Building, North, Floor 2, Montpelier, VT 05620-3402

### UNAPPROVED MINUTES

#### Meeting of January 14, 2009

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

Members present: Ed Wolfstein, Chairman; Frank Guillot, Vice-Chair; Arnold Aho, Secretary; Rebecca Arnold and Heidi Passalacqua. Absent: Robert Meyer and Janet Stackpole.

OPR Personnel: Carla Preston, Unit Administrator; and Kristy Kemp, Staff Secretary.

2. The Chair called for approval of the Minutes of the October 15<sup>th</sup> meeting. Mr. Aho made a motion, seconded by Ms. Passalacqua, to approve the Minutes of the October 15, 2008 meeting as presented. The question was called and the motion passed unanimously.

#### 3. Reports

Chairman Wolfstein reported on the New England Conference of Architectural Registration Boards (NECARB), which Vermont hosted at the end of October in Burlington. He acknowledged that Frank Guillot was a presenter at the conference. He said the meeting was very successful and attendees received a tour of the University of Vermont facilities. The main focus of the conference was "Going Green in the Green Mountain State." He said a joint conference with the southeast region is scheduled for March 19, 2009 and would be held in Georgia.

#### 4. Hearings/Stipulations/Reports of Concluded Investigations

ULP-AR08-0306 and ULP-AR09-0306 – The Board reviewed the Report of Concluded Investigation. Mr. Guillot made a motion, seconded by Ms. Passalacqua, to accept the Investigative Team's recommendation and conclude these cases without charges. Motion passed. Mr. Wolfstein, Investigating Member, did not participate in the vote.

#### 5. Legislation/Rulemaking

The Board will continue its effort to draft legislation to require an accredited architectural degree, thus phasing out and eliminating the nine-year rule. The Board noted that the wording to describe the acceptable education was found in the 2007-2008 Intern Development Program Guidelines regarding IDP Eligibility. The language pertained to when training units may be earned, which included three years in a NAAB-accredited professional degree program; the third year of a four-year **"pre-professional degree program in architecture accepted for direct entry to a two-year NAAB-Accredited professional master's degree program,"** and soon. This information will be shared with Board Counsel for inclusion in the next draft.

#### 6. Applicants for Licensure

The Board reviewed and approved the following applicants for licensure on the basis of their NCARB Certification, or having met Vermont's requirements. Applicants who were approved for licensure based on successful completion of the Architect Registration Examination must submit updated child support/tax and unemployment statements and responses to the legal questions (i.e., convictions, discipline in other states, etc.). In the future, once an applicant has passed the final division of the ARE, he or she will be asked to provide the updated information before it is presented to the Board for review. Since most examination applicants were approved to sit for the examination several years prior, updated documents must be submitted before the issuance of the certificate (license).

6. **Applicants for Licensure** - continued

Jill Burley (Examination)	Frank W. Enneking (Blue Book)
Mark T. Forth (Blue Book)	Gerard A. Gilbride (Blue Book)
Patrick J. Hayden (Endorsement)	James E. LaPosta, Jr. (Blue Book)
Gerald B. Menke (Blue Book)	Teryl K. Miller (Blue Book)
Genevieve F. Niessen (Examination)	Gregory T. Shue (Blue Book)
Scott M. H. Swanson (Blue Book)	Christopher A. Tuck (Blue Book)
Anthony C. Vandermark (Blue Book)	Michael A. Wightman (Examination)
Scott D. Wurl (Blue Book)	

The following candidates were approved to sit for the Architect Registration Examination.

Alan Benoit (with 8 years)	Gregory Boshart
Sabine Dickel	Eric J. Morrow

7. **Applications for review and discussion:**

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

**Jane Alessandra** (Examination)–The Board had asked Ms. Alessandra to update her IDP which was submitted. The Board found a discrepancy in the total number of training units reported ending in 2002 (628) and in 2007 (433). The Board will contact NCARB for an explanation of the discrepancy and for verification of the total number of training units she has been awarded.

**Noel J. Clarke** (Reinstatement)–The Board reviewed Mr. Clarke's application for reinstatement and supporting documentation, which included three references from licensed architects. The Board concluded that since Mr. Clarke successfully passed the ARE in 1996, he would not need to retake the ARE. Mr. Clarke must submit evidence of 24 hours of continuing education credit within the previous 24 months.

**Frederick Fisher** (Endorsement)–The Board found Mr. Fisher's application incomplete. He must provide three reference letters from licensed architects.

**Duane M. Harver** (Blue Book)–The Board found Mr. Harver's application incomplete.

**Douglas Sonsalla** (Examination)–The Board reviewed Mr. Sonsalla's application to sit for the Architect Registration Examination (ARE) but found it incomplete. Page 5 was missing from his application.

8. **Newsletter Topics!**

This matter was tabled to the next meeting.

9. **National Council of Architectural Registration Boards (NCARB) Correspondence**

- a. The Board reviewed and noted the E-mail from Robert Lopez regarding proposed dues increases for NCARB membership.
- b. The Board reviewed and noted the E-mail from Erica Brown regarding score reporting errors and delays.

10. **Miscellaneous Correspondence:**

- Andre Bliss – The Board reviewed Mr. Bliss' request for a rescore re. The Board agreed to allow Mr. Bliss to review his examination in accordance with NCARB policy.
- The Board reviewed several renewal applications for clarification of continuing education credits.

11. **Public Comment**

12. **Other Business Introduced:**

- At the next meeting, the Board agreed to modify its policy regarding reinstatement requests from lapsed licensees who have taken the examination. A separate reference may be needed.
- The Board discussed the process for evaluating applicants on the basis of endorsement from other jurisdictions. NCARB Publications which state each state's requirements are no longer being updated, making it difficult for the Board to determine whether licensing requirements in another jurisdiction are essentially equivalent to Vermont's licensing requirements. As a result of the discussion, Mr. Guillot made a motion, seconded by Mr. Wolfstein, to have staff research the state's requirements from which an endorsement applicant is applying and include those requirements in the file. In addition, verification of licensure standing in another state will be updated via online verification when an applicant's license in the endorsing state would expire prior to Board action. The question was called and the motion passed unanimously.
- The Board discussed ways in which to expedite approval of applicants for licensure, particularly "Blue Book" applicants. Members felt that it was important to have a member of the Board review the applications versus simply delegating that to staff. In the end, the Board agreed to establish a procedure for reviewing applications in the off month of the regularly scheduled Board meetings. The Board may authorize the members reviewing the applications to approve them for licensure or determine other ways in which to obtain board approval (i.e., phone conference, formal approval at the next meeting, etc.). Chairman Wolfstein and Secretary Aho agreed to come to Montpelier to review the applications. The matter will be discussed further at the next meeting to formalize the procedure.

14. The next meeting of the Board is scheduled for February 18, 2009 at 10:00 AM. The following meeting is scheduled for April 1, 2009.

15. The meeting was adjourned at 1:15 PM.

Respectfully submitted,

Carla Preston  
Unit Administrator  
Office of Professional Regulation