

**State of Rhode Island and Providence Plantations  
DEPARTMENT OF BUSINESS REGULATION (DBR)  
1511 Pontiac Avenue, Bldg. 68-2  
Cranston, Rhode Island 02920**

**Division of  
Design Professionals BOARD OF EXAMINATION AND  
REGISTRATION OF ARCHITECTS  
MEETING MINUTES**

**DATE: July 8, 2013**

**PLACE: Department of Business Regulation (DBR)  
1511 Pontiac Avenue, Bldg 68-1 Conference Room  
Cranston, RI 02920**

**MEMBERS PRESENT: Chair Barbara Feibelman, Secretary Christian  
J. Ladds, and Members David L. DeQuattro and John K. Grosvenor**

**MEMBERS ABSENT: Vice-Chair David R. Prengaman**

**OTHERS PRESENT: Jenna Algee, Esq., DBR Legal Counsel (Present  
from 1:58 p.m. - 2:49 p.m.)**

**Dawne Broadfield, Board Executive**

**CALLED TO ORDER: Chair Feibelman called the meeting to order at  
1:15 p.m.**

**A. MINUTES OF THE MEETING OF THE BOARD**

**(1) Member Grosvenor moved to approve the open meeting minutes of June 10, 2013 as published. Member DeQuattro seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(2) Member Grosvenor moved to approve and seal the executive session meeting minutes of the June 10, 2013 as published. Member DeQuattro seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

## **B. EXECUTIVE SESSION**

**(1) Member Grosvenor moved to convene into executive session at 2:34 p.m. pursuant to RI General Laws, §42-46-5 (a)(2) for sessions or work sessions pertaining to collective bargaining or litigation and §42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(2) Member Grosvenor moved to adjourn from executive session and**

to reconvene to an open meeting at 2:47 p.m. pursuant to R.I.G.L. §42-46-4. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.

(3) Member Grosvenor moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.

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(4) Member Grosvenor moved to record the votes taken in executive session in accordance with RI General Laws §42-46-4 as follows: Motions were made to close agenda item B. Motions were made to continue the following agenda items A and C. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair

**David R. Prengaman was absent from this vote.**

**(5) Member Grosvenor moved pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(6) In Executive Session closed matters, the vote was four (4) to zero (0) to close one (1) matter. Each vote was unanimous at the time that it was taken with one (1) Board member absent, with no recusals.**

**(7) In Executive Session pending matters, there are two (2) pending matters, comprised of zero (0) investigation matters and two (2) registration matters with one (1) absent with no recusals.**

## **C. OLD BUSINESS**

### **(1) Rules and Regulations – (Review for Updating)**

**Member Grosvenor moved to continue in order for Attorney Algee to incorporate the Omnibus Bill changes that passed in the FY13 legislative session for consistency. Secretary Ladds seconded.**

**Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

## **(2) Legislation – Status Update**

**The Omnibus bill passed in the FY13 legislative session as amended with the minor edits as previously noted.**

## **(3) National Council of Architectural Registration Boards (NCARB)**

- 2013 Annual Meeting – San Diego, CA – (June 19 – 23, 2013)**
- Vice-Chair Prengaman and Mrs. Broadfield attended. Mrs. Broadfield gave an update.**
- NCARB had various information stations set up by each Department.**
- The Council Relations Department is developing an information library pertaining to all of the states' laws and rules and regulations for similarities. This will be an available resource tool.**
- A presentation was made on the new “My Examination” portal. An examination candidate, through the portal, can now log onto the NCARB website to schedule an examination, view eligibility dates and possibly view exam scores.**
- All of the resolutions were passed.**
- The FY 14 NCARB Board of Directors were elected. FY 14 Officers for Region 1 were elected as follows: Margo Jones, Massachusetts, Treasurer; Christopher Williams, New Hampshire, Director, Region 1;**

**David Prengaman, Rhode Island, Chair, Region 1; Stephen Schreiber, Massachusetts, Vice-Chair, Region 1; Edward Wolfstein, Vermont, Secretary, Region 1; and Dawne Broadfield, Rhode Island, the new Region 1, Regional Executive Administrator.**

**• NCARB Committee Appointments were made. Member Grosvenor was re-appointed to the Architectural Registration Examination (ARE). Vice-Chair Prengaman was re-appointed as Chair, Region 1 and to the Procedures and Documents Committee, and Dawne Broadfield, was appointed Committee Chair to the Member Board Executives Committee. Chair Feibelman encouraged Secretary Ladds and Member DeQuattro to seek NCARB Committee Appointments. Due to a time commitment, Chair Feibelman could not seek NCARB Committee Appointments. It is beneficial to serve on NCARB Committees to keep the Board involved to learn and know how NCARB is moving forward in the future.**

#### **(4) E-licensing (CAVU)**

**The e-licensing was implemented and is now currently in use. This item was kept on the agenda to monitor its progress. A request was received for a list of the registered architects. The list can now be generated, by live data, by the public in a format of choice. Warren Ducharme, registered architect and employed at the State Building Commission, commented that the e-licensing was very easy to use, and it was a great job.**

## **D. NEW BUSINESS**

### **(1) Insurance Issue**

**Chair Feibelman told the Board that she fielded a telephone call from a relative of an older registrant inquiring as to the protocol for maintaining insurance at the end of one's career. The relative was paying a specific amount per year and inquired about the issue as he had concerns about the cost and the liability. Chair Feibelman indicated that it was not a Registration Board issue at all but will research. Chair Feibelman determined that the "statute of limitations" is ten (10) years in Rhode Island and noted that this registrant is still practicing. Chair Feibelman believed that the registrant could purchase "tail" insurance which will cover the registrant for ten (10) years after the last project of practice. Chair Feibelman gave the information to the relative and encouraged the older registrant to retire and become "emeritus." The purpose of "emeritus" is probably a way to legally end the practice. Chair Feibelman suggested that the relative speak to an insurance advisor and a lawyer.**

### **(2) Rhode Island Architect Registration Stamp**

**The Board received a telephone call from David Laurin who was approved for registration at the last meeting. The Board always had only one authorized stamp dealer, AA White Company. Approximately two (2) years ago, AA White Company moved out of Rhode Island and into Uxbridge, MA. The Board continued using their services. Mr. Laurin indicated that he tried contacting AA White**

**Company to no avail.**

**Member Grosvenor moved to investigate how Creative Print Management, Inc., 969 Park Avenue, Cranston, RI 02910, 401-781-5650, can become an authorized stamp dealer, in addition to AA White Company. Creative Print Management, Inc. is an authorized stamp dealer used by the other Design Professionals Boards. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(3) Any other new business to come before the Board.**

**E. National Council of Architectural Registration Boards (NCARB) Information and Updates)-(Review/Take Action)**

**(1) No issues at this time.**

**(2) The 2014 Spring Regional meeting will be held March 6-8, 2014 in San Antonio, TX. The meeting will now be in the new format where all of the Regions will be present jointly. The Annual Meeting will be held in June 2014 in Philadelphia, PA.**

**F. APPLICATIONS**

**1. RECIPROCAL REGISTRATION REQUESTS FROM INDIVIDUALS REGISTERED IN OTHER STATES SEEKING REGISTRATION IN RHODE ISLAND**

**(A) Member Grosvenor moved to approve the following reciprocal registration requests as submitted with an expiration date of December 31, 2013. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(1) HARDING, V, John H. (3) SISSON, David**

**(2) LEVEY, Douglas J. (4) SULLIVAN, Gerald J.**

## **2. REGISTRATION REINSTATEMENT REQUESTS FROM INDIVIDUALS REQUESTING REINSTATEMENT OF HIS/HER RHODE ISLAND REGISTRATION.**

**(A) None at this time.**

## **3. INITIAL REGISTRATION REQUESTS FROM INDIVIDUALS WHO HAVE COMPLETED THE REQUIRED EDUCATION, INTERN DEVELOPMENT PROGRAM (IDP) AND THE ARCHITECTURAL REGISTRATION EXAMINATION (ARE) THROUGH THE NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB) DIRECT REGISTRATION PROGRAM**

**(A) Member Grosvenor moved to approve the following initial registration request with an expiration date of December 31, 2013 pending receipt of \$60 registration fee and a completed Tax Payer Status Affidavit. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Vice-Chair Barbara**

**Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Chair David R. Prengaman was absent from this vote.**

**(1) NICHOLS, Daniel**

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**4. CERTIFICATES OF AUTHORIZATION (COA) APPLICATIONS (See Attached List)**

**(A) Member DeQuattro moved to conditionally approve the application for the Certificate of Authorization for the Limited Liability Company for Crossroads Design Associates, LLC dba Crossroads Design of Rhode Island noting that the Board expects that the name of “Crossroads Designs of Rhode Island” be used on correspondence in Rhode Island and subject to receipt of the Certificate of Good Standing from the Rhode Island Secretary of State’s office. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(B) Member DeQuattro moved to conditionally approve the applications for the Certificates of Authorization for the Limited Liability Companies for Sullivan Buckingham Architects and David Laurin Architect, PLLC subject to receipt of the Certificate of Good Standing from the Rhode Island Secretary of State’s office. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent.**

**Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(C) Callison Architecture, LLC dba Callison, LLC**

**The renewal and amended application for a change in responsible charge for the application for Certificate of Authorization (COA) for the Limited Liability Company (LLC) for Callison Architecture, LLC dba Callison, LLC, removing Carolyn Jones (3873) as submitted was continued and being reviewed by Attorney Algee.**

**Attorney Algee reviewed the application and recommended under the statute that the Board approve the application. There is a Uniform Limited Liability Company Act that is common in the states. The way that members are defined is that a member can be an individual or any other sort of other entity. There is one (1) member that is actually a Limited Liability Company (LLC). The statute is purely the number of managers, and a LLC is allowed to be a Manager of a LLC.**

**Discussion occurred on making a change in ownership to percentage ownership. This will veer away from the National Council of Architectural Registration Boards (NCARB) Model Law.**

**Secretary Ladds will e-mail NCARB's Legal Counsel, Daniel Taylor, with a copy of the Certificate of Authorization (COA) application, will**

**ask what the general direction of NCARB is and possibly considering changing their rules and ask what would NCARB advise a jurisdiction that does have NCARB model language to currently do if they have a “nested entity” type of application.**

**Member DeQuattro moved to approve the renewal and amended COA applications based on the advice of legal counsel and to re-exam the application at the time of renewal. Secretary Ladds seconded. Discussion occurred that when the Board is looking at COAs in the future that this is a case that the Board would look at again. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**Member Grosvenor moved to add possible legislative changes regarding percentage of ownership and nested entities this COA as an example. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(D) Member DeQuattro moved to approve the applications for the Certificates of Authorization for the Corporations for Good Fulton & Farrell, Sheridan Associates, Inc. and Spencer & Vogt Group Inc.**

subject to receipt of the Certificate of Good Standing from the Rhode Island Secretary of State's office. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.

(E) Member DeQuattro moved to continue the application for the application for Certificate of Authorization for the Corporation for CTA Inc. as submitted. As a result of the last meeting, the Board sent a letter notifying CTA, Inc. that the person in responsible control, Steve Scoval, must be a Director and/or Officer. CTA, Inc. notified the Board via telephone that Steve Scoval is not a director or officer. The Board is waiting for a response. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.

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(F) Member DeQuattro moved to conditionally approve the application for the application for Certificate of Authorization for the Corporation for Dewing & Schmid Architects, Inc., #A-14,278 removing Mark Louis Schmid (2842) and adding Thomas Kerns (2960) as submitted pending receipt of Certificate of Good Standing from the Rhode Island Secretary of State's office. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were

**Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(G) Crossroads Design Associates, LLC**

**Attorney Barry Gordon contacted Attorney Algee. Attorney Algee suggested and sent that Attorney Gordon complete the Fictitious Business Name Statement form by the Rhode Island Secretary of State which would allow the entity to come up with a name to use for the purposes of doing business in Rhode Island without changing their corporate structure that exists in Massachusetts. Attorney Gordon did complete the Fictitious Business Name Statement and provided a copy to the board in the fictitious name of “Crossroads Design of Rhode Island.”**

**Member Grosvenor moved to conditionally approve the application for the Certificate of Authorization for the Limited Liability Company (LLC) for Crossroads Design Associates, LLC dba Crossroads Design of Rhode Island pending receipt of a “Certificate of Good Standing” from the Rhode Island Secretary of State and to communicate that the Board expects that the name of “Crossroads Design of Rhode Island” to be used on correspondence in Rhode Island. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**(H) Member DeQuattro moved to send a letter and continue the application for the Certificate of Authorization for the Corporation for Pasma Group Inc. requesting clarification of how the Corporation complies with the law, §5-1-15.1 and identify the law that two-thirds (2/3rds) of the Directors and Officers have to be registered architects or engineers and one-third (1/3rd) of the Directors and Officers have to be registered architects. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

#### **G. ADJOURNMENT**

**Chair Prengaman announced that the next Board meeting is scheduled for Monday, August 19, 2013, at 1:00 p.m. at the DBR, John O. Pastore Center, 1511 Pontiac Avenue, Conference Room 68-1, Cranston, RI 02920. Due to two (2) members not being able to attend, this meeting may be canceled. If canceled, the next Board meeting is scheduled for Monday, September 9, 2013. Secretary Ladds moved to adjourn the meeting at 2:49 p.m. Member DeQuattro seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Secretary Christian J. Ladds, Members David L. DeQuattro and John K. Grosvenor. Vice-Chair David R. Prengaman was absent from this vote.**

**Respectfully submitted,**

**Christian J. Ladds, AIA  
Secretary**

**CJL/dmb**

**• Posted on September 10, 2013 electronically on Secretary of State's Office website. Pursuant to the Open Meetings Law, R.I. Gen. Laws Sec. 42-46-6(b), business not included in this notice may be considered with the consent of the majority of the members, and/or may convene into Executive (closed) Session pursuant to R.I. Gen. Laws Sec. 42-46-5.**

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**CERTIFICATE OF AUTHORIZATION (COA) APPLICATIONS  
Board Meeting of JULY 8, 2013**

## **SOLE PROPRIETORSHIPS**

### **LIMITED LIABILITY COMPANIES**

**CALLISON ARCHITECTURE, LLC dba - 0 - WA CONTINUE – 04/08/13**

**CALLISON, LLC “REQUEST FOR LEGAL SERVICES”**

**#ALLC38 – Change in Responsible Charge SUBMITTED –  
CLARIFICATION ON**

**Removed: Carolyn Jones (3873) STRUCTURE COMPOSITION –  
ONE OF**

**Renewal Application Attached THE MEMBERS IS AN ENTITY OF AN  
ENTITY**

**CONTINUE – 05/13/13**

**CONTINUE – 06/10/13**

**APPROVED AND RE-EXAM AT RENEWAL-07/08/13**

**CROSSROADS DESIGN ASSOCIATES, LLC - 0 - MA CONTINUE –  
CANNOT USE THE PLURAL OF**

**dba CROSSROADS DESIGN OF RHODE ISLAND THE WORD  
“ASSOCIATES” IN THE TITLE –**

**06/10/13**

**APPROVED - NOTING THAT THE BOARD EXPECTS THAT THE  
NAME “CROSSROADS DESIGN OF RHODE ISLAND” WILL BE USED  
ON CORRESPONDENCE IN RHODE ISLAND – 07/08/13**

**SULLIVAN BUCKINGHAM ARCHITECTS - 0 - MA APPROVED -  
07/08/13**

**DAVID LAURIN ARCHITEC, PLLC - 0 - MA APPROVED - 0708/13**

**CORPORATIONS**

**CTA, INC. - 0 - MT CONTINUE - 04/08/13**

**CORRECT INFORMATION IN THE  
POSITION TITLE COLUMN AND LIST ONLY  
DIRECTORS AND OFFICERS AND UNDER  
PROFESSION LIST THE ARCHITECTS AND  
ENGINEERS STATE OF LICENSURE AND  
LICENSE NUMBER**

**CONTINUE - 05/13/1/3 - NOTIFY PERSON  
IN RESPONSIBLE CONTROL MUST BE A  
DIRECTOR AND/OR OFFICER.**

**BD NOTIFIED VIA TELEPHONE - PERSON  
LISTED IS NOT A DIRECTOR OR OFFICER  
- CONTINUE 06/10/13 - CONTINUE-07/08/13**

**DEWING & SCHMID ARCHITECTS, INC. \$720 MA SUSPEND PENDING  
REVIEW - 05/13/13**

**#A-14,278 - Change in Responsible Charge WAITING FOR A NEW  
APPLICATION.**

**Removed: Mark Louis Schmid (2842) CONTINUE – 06/10/13 –  
WAITING FOR**

**Added: Thomas Kearns (2960) CERT OF GS FOR RI SOS.**

**Renewal Application Attached (2006-2012) CONDITIONALLY  
APPROVED - PENDING**

**Must be Ratified CERTIFICATE OF GOOD STANDING**

**WAITING FOR CERT OF GOOD STANDING FROM RI SECRETARY  
OF STATE–07/08/13**

**GOOD FULTON & FARRELL - 0 - TX APPROVED – 07/08/13**

**CONTINUE – 07/08/13 – REQUEST HOW TO**

**PASMA GROUP INC. - 0 - IL COMPLY WITH 2/3RD – 1/3RD**

**SHERIDAN ASSOCIATES, INC. - 0 - RI APPROVED – 07/08/13**

**SPENCER & VOGT GROUP INC. - 0 - MA APPROVED – 07/08/13**

**07/08/13**

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