

**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: October 21, 2013

**PLACE: Department of Business Regulation (DBR)
1511 Pontiac Avenue, Bldg 69-1 Conference Room
Cranston, RI 02920**

MEMBERS PRESENT: Chair Barbara Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor

MEMBERS ABSENT: Member David L. DeQuattro

**OTHERS PRESENT: Jenna Algee, Esq., DBR Legal Counsel (Present from 1:08 p.m. - 3:02 p.m.)
Dawne Broadfield, Board Executive**

CALLED TO ORDER: Chair Feibelman called the meeting to order at 1:07 p.m.

A. MINUTES OF THE MEETING OF THE BOARD

(1) Secretary Ladds moved to approve the open meeting minutes of September 9, 2013 as published. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(2) Secretary Ladds moved to approve and seal the executive session meeting minutes of the September 9, 2013 as published. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

B. EXECUTIVE SESSION

(1) Member Grosvenor moved to convene into executive session at 1:08 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. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(2) Member Grosvenor moved to adjourn from executive session and to reconvene to an open meeting at 2:26 p.m. pursuant to R.I.G.L. §42-46-4. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro 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. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

10/21/13, Page 1 of 7

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

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

(6) In Executive Session closed matters, the vote was four (4) to zero (0) to close two (2) matters. 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 – Status Update

- DBR Central Management – “Rules of Procedure for Administrative Hearings”**

- **Explain what the Procedures are.**
- **What is the Role of the Board?**

Attorney Algee sent an e-mail containing the latest version of the document along with some explanations. The Board reviewed the document with the Concise Summary Statement, which is used to describe the intended changes to the public. All of the Boards proposed Rules and Regulations will be noticed at the same time with a target within the next two (2) months.

Comments – Proposed Rules and Regulations:

- **Attorney Algee told the Board that there were no substantive changes that she recommended in this set of changes.**
- **There were some additional provisions that were effective by the “omnibus bill” on how complaints and hearings are handled that were described in the e-mail.**
- **Formatting changes were made so that the regulation would be in the standard DBR format.**
- **Repetitive language as in the statute was deleted, since this is not a good practice.**
- **It was suggested creating a new section that explains the provisions for “Interns” and the provisions for “Architect Emeritus/Emerita,” instead of it being in the definition section.**
- **It is the goal for the rules to be user-friendly, to improve clarify of the language, to simplify and to delete items that were unnecessary.**

Explanation – DBR Central Management Rules of Procedures for

Administrative Hearings

- **Attorney Algee indicated that the Boards no longer have its own procedures and is now referencing DBR Central Management Regulation 2.**
- **The Boards have followed these Rules since 2008 when the Boards became part of the DBR. Then proceeded to explain the procedures to the Board.**

It was suggested that the Rules of Procedures for Administrative Hearing should be added to the new Board Member Manual.

A final readable document will be submitted for Board review prior to the next meeting. For purposes of preparing for the public hearing, substantive are highlighted in yellow. The goal is to review the document and take action next month. Member Grosvenor will telephone Member DeQuattro about the review of the last rules and regulations document.

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

10/21/13, Page 2 of 7

(2) Legislation-Possible Legislative Changes

- **Percentage of Ownership**

- **Nested Entities**

Secretary Ladds moved to continue for when Member DeQuattro is present. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

- **Design Competition Fishing**

Massachusetts allows this, and Connecticut does not. This bill has been submitted in the DBR legislative package twice during this Administration, and it was rejected both times. This bill will be put on the Board's agenda again for Fall 2014.

(3) Warren Ducharme, RI Building Code Commission – (Expo and Seminar) is being rescheduled to early November – details will be available soon.

In reviewing the Rhode Island Building Officials Association website, it appeared that Board attendance should be at a regular monthly meeting and not the Expo and Seminar. Chair Feibelman will contact Bill Nash for details for Board presentation.

Member Grosvenor moved to continue. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L.

DeQuattro was absent from this vote.

(4) New England Conference of Architectural Registration Boards (NECARB)

• 2013 Fall Meeting – Amherst, MA - (October 25 - 27, 2013)

The 2013 NECARB Fall meeting will be held at UMass at Amherst. Regional Chair Prengaman suggested that anyone interested in becoming more involved at a regional and national level may want to express their interest this year.

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

D. NEW BUSINESS

(1) Authorized Stamp Dealers

The Board procedure for a minimum of 25 years or more has been that A.A. White Company was the only authorized stamp dealer that could make the Rhode Island Architect stamp. A.A. White Company has since moved out of Rhode Island into Uxbridge, Massachusetts. Since the company is no longer in Rhode Island, the Board will reach out to the two (2) entities used by the other Design Professionals Boards as to whether not they will participate.

Member Grosvenor moved that the Board Executive investigate two (2) additional stamp dealer companies in Rhode Island as to whether or not the companies would be interested in becoming an authorized stamp dealer. The Board will continue with A.A. White Company as the authorized stamp dealer at this time. If the two (2) additional stamp companies accept, the then the Board will provide the dimensions and ask for sample of the stamp impression for acceptance by the Board and continue. Secretary Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

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

- Chair Feibelman requested that each Board member submit proof of their continuing education units (CEUs) with their renewal application.**
- In preparing the Regional report, it was noted the Member DeQuattro's appointment term expired April 1, 2013. Chair Feibelman will contact Member DeQuattro.**
- Chair Feibelman's second term expires April 1, 2014. The Board should start thinking about who would be a good Board member to recruit an individual to work and who can seek initiative of the Board clearly.**

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

(1) NCARB Announcements, Publications, etc.

- **The adopted changes remove the employment duration requirement to report Intern Development Program (IDP) hours. Currently, interns are required to be employed at least 15 hours per week for a minimum period of eight consecutive weeks. Effective December 16, 2013, this requirement will be eliminated.**
- **The Architectural Registration Examination (ARE) will be changing and ARE 5.0 begins to take Form.**
- **NCARB is inviting application for the Board of Directors Public Member.**

(2) Letter of Undertaking, Mutual Recognition Agreement between NCARB and Canadian Architectural Licensing Authorities

Attorney Algee advised the Board that it is within its authority to sign the document.

NCARB entered into an agreement with Canada since Canada no longer administers the NCARB ARE process and now administers its own Canada exam. The registration powers still rests with each State. It seems that the Board should trust that NCARB took the Boards interest in consideration as they drafted the agreement. Canada has left the ARE process. NCARB trusts that Canada knows

how to test exams and qualifications. This is a new agreement reflecting the new situation. The agreement has to be ratified by the States.

Vice-Chair Prengaman moved to execute the document to approve the agreement. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(3) NCARB Visit

The Board Executive confirmed with NCARB CEO Michael Armstrong and Director of Council Relations, Kathy Hillegas their attendance at the December 16, 2013 meeting. Ms. Hillegas requested forty-five (45) minutes of agenda time. Details will be discussed at a later date.

F. APPLICATIONS

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

(A) Secretary Ladds moved to approve the following reciprocal registration requests as submitted with an expiration date of December 31, 2015. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J.

Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(1) BASCHNAGEL, Marcia Kay (4) SALVATORE, Alberto

(2) ELLMAN, Howard S. (5) SCHMITZ, Kurt L.

(3) JONES, Steven C. (6) SLOCUM, Craig A.

(B) Secretary Ladds moved to approve the following reciprocal registration request as submitted with an expiration date of December 31, 2015 pending receipt of the fully executed “tax payer status affidavit.” Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(1) REMBOWSKI, Gerald M.

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

(A) Secretary Ladds moved to approve the following reciprocal reinstatement registration request as submitted with an expiration date of December 31, 2015. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(1) McDougal, Beth A. (2680)

10/21/13, Page 4 of 7

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) Secretary Ladds moved to approve the following initial registration requests with an expiration date of December 31, 2015 pending receipt of \$60 registration fee and a completed Tax Payer Status Affidavit. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(1) CLEMENCE, Matthew Austin (2) Tesa, Alec R.

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

(A) Vice-Chair Prengaman moved to approve the applications for the Certificates of Authorization for the Sole Proprietorships for Kevin Golemme, Michael John Vivien Architect, and John R. Tankard III

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

(B) Vice-Chair Prengaman moved to approve the application for the Certificate of Authorization for the Limited Liability Company for Richard P. DeCoste Architect, LLC 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, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(C) Vice-Chair Prengaman moved to approve the applications for the Certificates of Authorization for the Corporations for Forum Architecture & Interior Design, Inc.; Godwin & Associates; HMR Architects, PA; Interface Architecture & Design, LLC; Kahler Slater, Inc. and Mark Almeda Architects, P.C. 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, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro

was absent from this vote.

(D) Vice-Chair Prengaman moved to approve the application for the Certificate of Authorization for the Corporation for BSA Lifestructures, Inc., #A-14,468, change in Business Structure. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(E) Vice-Chair Prengaman moved to continue the application for the application for Certificate of Authorization for the Corporation for CTA Inc. as submitted. The Board is waiting for a corrected application since the person listed in responsible control was not a Director/Officer. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

(F) Vice-Chair Prengaman moved to continue the application for the Certificate of Authorization for the Corporation for Pasma Group Inc. as the Board is waiting for a response to its September 5, 2013 letter. Member Grosvenor seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair

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

10/21/13, Page 5 of 7

G. ADJOURNMENT

Chair Feibelman announced that the next Board meeting is scheduled for Monday, November 18, 2013, at 1:00 p.m. at the DBR, John O. Pastore Center, 1511 Pontiac Avenue, Conference Room 68-1, Cranston, RI 02920. Secretary Ladds moved to adjourn the meeting at 3:56 p.m. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman, Secretary Christian J. Ladds, and Member John K. Grosvenor. Member David L. DeQuattro was absent from this vote.

Respectfully submitted,

**Christian J. Ladds, AIA
Secretary**

CJL/dmb

• Posted on November 19, 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.

10/21/13, Page 6 of 7

CERTIFICATE OF AUTHORIZATION (COA) APPLICATIONS

Board Meeting of OCTOBER 21, 2013

SOLE PROPRIETORSHIPS

KEVIN GOLEMME - 0 - MA APPROVED – 10/21/13

MICHAEL JOHN VIVIEN ARCHITECT - 0 - CA APPROVED – 10/21/13

JOHN R. TANKARD III ARCHITECT - 0 - MA APPROVED – 10/21/13

LIMITED LIABILITY COMPANIES

**RICHARD P. DECOSTE ARCHITECT, LLC - 0 - MA APPROVED –
10/21/13**

**INTERFACE ARCHITECTURE & DESIGN, LLC - 0 - IN APPROVED –
10/21/13**

CORPORATIONS

BSA LIFESTRUCTURES, INC. - 0 - IN APPROVED – 10/21/13

#A-14,468 – Change in Business Structure

Updated Ownership List Attached

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 – 05/13/13 - 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

CONTINUE – 09/09/13 – CONTINUE – 10/21/13

FORUM ARCHITECTURE & INTERIOR DESIGN, INC. – 0

- FL APPROVED – 10/21/13

GODWIN & ASSOCIATES - 0 - MO APPROVED – 10/21/13

HMR ARCHITECTS, PA - 0 - NJ APPROVED – 10/21/13

KAHLER SLATER, INC. - 0 - WI APPROVED – 10/21/13

MARK ALMEDA ARCHITECTS, P.C. - 0 - MA APPROVED – 10/21/13

**CONTINUE – 07/08/13 – REQUEST HOW TO
PASMA GROUP INC. - 0 - IL COMPLY WITH 2/3RD – 1/3RD
CONTINUE – 09/09/13 – CONTINUE – 10/21/13**

10/21/13

Page 7 of 7