

**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: November 18, 2013

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

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

MEMBERS ABSENT: Secretary Christian J. Ladds and Member David L. DeQuattro

OTHERS PRESENT: Jenna Algee, Esq., DBR Legal Counsel (Present from 1:12 p.m. – 2:58 p.m.)

Dawne Broadfield, Board Executive

CALLED TO ORDER: Chair Feibelman called the meeting to order at 1:10 p.m.

A. MINUTES OF THE MEETING OF THE BOARD

(1) Member Grosvenor moved to approve the open meeting minutes of October 21, 2013 as published. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(2) Member Grosvenor moved to approve and seal the executive session meeting minutes of the October 21, 2013 as published. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

B. EXECUTIVE SESSION

(1) Member Grosvenor moved to convene into executive session at 1:12 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, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(2) Member Grosvenor moved to adjourn from executive session and to reconvene to an open meeting at 2:24 p.m. pursuant to R.I.G.L. §42-46-4. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were 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, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were 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: Motion was made to continue 1.A, B and D and to close agenda item 2. C. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor.

Secretary Christian J. Ladds and Member David L. DeQuattro were 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, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(6) In Executive Session closed matters, the vote was three (3) to zero (0) to close one (1) matter. Each vote was unanimous at the time that it was taken with two (2) Board members absent, with no recusals.

(7) In Executive Session pending matters, there are three (3) pending matters, comprised of zero (0) investigation matters and three (3) registration matters with two (2) absent with no recusals.

C. OLD BUSINESS

(1) Rules and Regulations – Status Update

The Board reviewed and discussed the final readable document provided by Attorney Algee.

Comments:

- **Section 4. C. – Electronic Signatures – A question arose as to who the signatory is and the relationship. Attorney Algee will review the language.**
- **Page 2, Section 4. C - Electronic Signatures - Signatory?**
- **Page 3, Section 5 Applications - Changes noted on attachment.**
- **Page 3, Number 3 change "intergraded" to "integrated."**
- **"Disciplinary Guidelines" were removed from the Rules and Regulations. The "Disciplinary Guidelines" are an Internal Tool for Board use for consistency.**

Vice-Chair Prengaman moved to approve the revised Rules and Regulations with edits discussed at this meeting. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(2) Legislation-Possible Legislative Changes

- **Percentage of Ownership**
- **Nested Entities**

Without Member DeQuattro in attendance, this matter was continued.

- **Design Competition and Fishing**

These two (2) issues will be held for discussion for the next

legislative session in the Fall 2014.

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

Chair Feibelman spoke to Mr. Ducharme and there was a miscommunication about format of at the Expo and Seminar. The Board has requested to attend a regularly monthly meeting of the RI Building Officials Association. A Power Point presentation will be presented by Warren Ducharme with follow-up discussion with the Board. This matter is continued.

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

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

The 2013 NECARB Fall meeting was held at UMass at Amherst. The continuing education program given was excellent. It was suggested that when feasible, for the host plan state to tag onto an interesting program given by the local American Institute of Architects (AIA) local chapter or the local University.

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(5) Authorized Stamp Dealers

As a result of the last meeting, the Board Executive contacted the two (2) stamp dealers used by the RI Board of Registration for Professional Engineers. Creative Print Management on Park Avenue

in Cranston, RI 02920 developed a template of the seal and submitted a sample for Board approval. Rhode Island Label Works, Inc. indicated verbally that they would create and provide a template of the seal, but no template was received to date.

The Board reviewed the template provided by Creative Print Management. It was suggested that the lower stems of the anchor match the lower stem of the anchor as it appears on the Board's letterhead.

Chair Feibelman moved to appoint a sub-committee consisting of Member Grosvenor and that he sign-off on the final graphics. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

D. NEW BUSINESS

(1) AIA/RI 2013 Design Awards Celebration – December 5, 2013

- Newly Registered Architects to be recognized by the Board.**

Member Grosvenor will attend on behalf of the Board and present the newly registered architects with a citation from the Governor's Office.

Member Grosvenor will list who the Board members and will remind Architects about Certificates of Authorization (COA). He will report that live license look-up is available online. This matter was

continued.

(2) 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. The meeting is scheduled to begin at 9:00 a.m., which is a change from 1:00 p.m.

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

No new business at this time.

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

(1) NCARB Announcements, Publications, etc.

(1) NCARB put together a Licensure Task Force to look at speeding up the Intern Development Program (IDP).

(2) Efforts were made within the AIA Large States Roundtable to address a draft White Paper regarding licensure initiated by the Texas Society of Architects (TXA). While NCARB awaits a formal submittal from the Round Table to NCARB in December, the TXA has endorsed and published its draft version.

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, 2015. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(1) SCHOFIELD, Donald W. (3) VERMEERSCH, John Leonard

(2) SHMIDHEISER, George (4) WONG, Kit Ming

(B) Member Grosvenor moved to approve the following reciprocal registration requests as submitted with an expiration date of December 31, 2015. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(1) NEUENSCHWANDER, Roger L.

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

No requests 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

No requests at this time.

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

(A) Member Grosvenor moved to approve the applications for the Certificates of Authorization for the Sole Proprietorships for DN Design and Kyle Bambrick. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(B) Member Grosvenor moved to approve the application for the Certificate of Authorization for the Sole Proprietorship for Donald W. Schofield. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(C) Member Grosvenor moved to continue the application for the Certificate of Authorization for the Sole Proprietorship for Salvatore Associates pending explanation of the plural “Associates.” Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(D) Member Grosvenor moved to approve the applications for the Certificates of Authorization for the Limited Liability Companies for DKW Architecture, LLC, Ledos Engineering, LLC, #ALLC14, Name Change from SAIC Energy Environmental & Infrastructure LLC and Studio Hillier, LLC subject to receipt of the Certificate of Good Standing from the Rhode Island Secretary of State’s office. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(E) Member Grosvenor moved to approve the application for the Certificate of Authorization for the Limited Liability Partnership for Brewster Thornton Group Architects, LLP, #ALLP15, Change in Responsible Control, adding Patrick Connors. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent.

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

(F) Member Grosvenor moved to approve the applications for the Certificates of Authorization for the Corporations for A.Tesa Architecture Inc, Dynamic Designs, P.C., Leslie Architecure and Peter Zimmerman Architects, Inc. subject to receipt of the Certificate of Good Standing from the Rhode Island Secretary of State's office. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(E) Member Grosvenor moved to deny the application without prejudice based on lack of response to the Board's notice of June 12, 2013 for the application for Certificate of Authorization for the Corporation for CTA Inc. as submitted. Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

(F) Member Grosvenor 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.

Vice-Chair Prengaman seconded. Motion passed, 3-0, three (3) in favor, two (2) absent. Voting in favor were Chair Feibelman, Vice-Chair David R. Prengaman and Member John K. Grosvenor. Secretary Christian J. Ladds and Member David L. DeQuattro were absent from this vote.

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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,

**Barbara Feibelman, AIA
Chair**

BF/dmb

• Posted on December 17, 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 NOVEMBER 18, 2013

SOLE PROPRIETORSHIPS

DN DESIGN - 0 - RI APPROVED – 11/18/13

DONALD W. SCHOFIELD - 0 - OH APPROVED – 11/18/13

KYLE BAMRICK - 0 - RI APPROVED – 11/18/13

**CONTINUE – PENDING EXPLANATION OF
SALVATORE ASSOCIATES - 0 - MA PLURAL – 11/18/13**

LIMITED LIABILITY COMPANIES

DKW ARCHITECTURE, LLC - 0 - RI APPROVED – 11/18/13

LEDOS ENGINEERING, LLC - 0 - OK APPROVED – 11/18/13

#A-10,602 – Name Change

From: SAIC Energy Environment & Infrastructure LLC

STUDIO HILLIER, LLC - 0 - NJ APPROVED – 11/18/13

LIMITED LIABILITY PARTNERSHIP

BREWSTER THORNTON GROUP ARCHITECTS, LLP - 0

- RI APPROVED – 11/18/13

#ALLP15 – Change in Responsible Charge

Added: Patrick Connors

CORPORATIONS

A.TESA ARCHITECTURE INC. RI APPROVED – 11/18/13

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

DENIED WITHOUT PREJUDICE – 11/18/13 –

DUE TO LACK OF GOOD STANDING

SUBMITTAL FROM THE RI SECRETARY OF STATE.

DYNAMIC DESIGNS, P.C. - 0 - MI APPROVED – 11/18/13

LESLIE ARCHITECTURE - 0 - RI APPROVED – 11/18/13

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

CONTINUE – 11/18/13

**PETER ZIMMERMAN ARCHITECTS INC. - 0 - PA APPROVED –
11/18/13**

11/18/13

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