

MEETING MINUTES

DATE: February 22, 2016

PLACE: Department of Business Regulation (DBR)

1511 Pontiac Avenue, Bldg 68-1 Conference Room

Cranston, RI 02920

MEMBERS PRESENT: Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro (Present from: 1:09 p.m. – 3:11 p.m.) and Christian J. Ladds

MEMBERS ABSENT: None

OTHERS PRESENT: Jenna Algee, Esq., DBR Legal Counsel (Present from 2:03 p.m. – 3:25 p.m.)

Dawne Broadfield, Board Executive

A. CALLED TO ORDER: Chair Grosvenor called the meeting to order at 1:09 p.m.

B. MEETING MINUTES

(1) Vice-Chair Prengaman moved to approve the open meeting minutes of January 25, 2016 as published. Secretary Lonardo seconded. Motion passed, 4-0, four (4) in favor, one (1) abstained. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo and Member David L. DeQuattro. Member Christian J. Ladds abstained since he was at the meeting.

C. EXECUTIVE SESSION

(1) Secretary Lonardo moved to convene into executive session at 2:18 p.m. pursuant to RI General Laws §42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Vice-Chair Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

(2) Secretary Lonardo moved to adjourn from executive session and to reconvene to an open meeting at 3:25 p.m. pursuant to R.I.G.L. §42-46-4. Member Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

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

(4) Secretary Lonardo moved to record the votes taken in executive

session in accordance with RI General Laws §42-46-4, as follows: Member Ladds seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

02/22/16, Page 1 of 4

Record of Votes Taken in Executive Session:

Executive Session Item B (1) (A) – One (1) matter involving a plan stamped by an architect / architect firm that is not listed in the Board's records

Vice-Chair Prengaman moved to send a letter to the Building Official asking for additional information regarding this renovation project.

Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (B) – One (1) matter pertaining to information that appeared in an article in a newspaper publication on an architectural firm.

Vice-Chair Prengaman moved to send a letter to the registrant noting that the Board believes the firm is not in compliance with two (2) regulations, Section 4(G) and 7(B)(3). Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (C) – One (1) matter pertaining to information that appeared in an article in a newspaper publication on a firm that is using the term “architectural” without holding a Certificate of Authorization.

Secretary Lonardo moved to close and send a letter thanking the respondent for complying with the Board’s request. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (D) - One (1) Rhode Island Registered Architect submitted renewal application noting disciplinary action in another jurisdiction with no final determination made to date.

Member Ladds moved to send a letter to the registrant to conditionally approve the registrant’s renewal application on the condition that the registrant report to the Board, within a six (6) month period, the resolution of the disciplinary action pending and

that the registrant forward a copy of any final resolution that the registrant receives to the Board prior to the six (6) month period. The Board reserved the right to take any action on the registrant's license following receipt of any negative information as to the resolution of the pending disciplinary action. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (E) - One (1) Rhode Island Registered Architect inquiry as to municipality's actions

Vice-Chair Prengaman moved to send a letter to the registrant thanking the registrant for communicating with the Board and to send a letter to municipality noting that the Board has not received a response to its November 25, 2015 letter and would appreciate the municipality's attention to this matter. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (F) - One (1) matter pertaining to information that appeared in a newspaper article publication on an architectural firm

Secretary Lonardo moved to send the Board's inquiry form letter to

the firm. Vice-Chair Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (G) - One (1) Rhode Island Registered Architect requesting a three (3) month extension to complete the Continuing Education requirements for 2014-2015

Secretary Lonardo moved to send a letter to the registrant requesting that the registrant submit the registrant's renewal application and fee and that upon receipt, the Board will take action on the registrant's request for continuation of the registrant's continuing education hours. Vice-Chair Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

Executive Session Item B (2) (H) - One (1) Rhode Island Registered Architect requesting and exemption from continuing education due to medical issues.

Secretary Lonardo moved to send a letter to the registrant wishing the registrant well and granted a six (6) month extension to submit the required continuing education hours. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds.

Member David L. DeQuattro was absent from this vote.

02/22/16, Page 2 of 4

Executive Session Item B (2) (I) - One (1) Rhode Island Registered Architect requesting an extension to complete and submit the completed continuing education hours to the Board not later than March 24, 2016 (90 days from the date of the letter to the Board).

Secretary Lonardo moved to send a letter to the registrant granting the registrant's request and that the registrant follow-up by the registrant's noted deadline of March 24, 2016 in fulfilling the registrant's continuing education hours. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

Executive Session Item B (2) (J) - One (1) Rhode Island Registered Architect currently pursuing administrative review of taxes owed to the state.

Member Ladds moved to approve the registrant's renewal application and close. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

Executive Session Item B (2) (K) - One (1) Rhode Island Registered Architect requesting a sixty (60) days extension to complete the Continuing Education requirements for 2014-2015

Member Ladds moved to send a letter to the registrant granting the registrant's request of sixty (60) days to fulfill the registrant's continuing education hours and to submit the documentation for the Board's further review. Vice-Chair Prengaman seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, and Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

D. OLD BUSINESS

(1) Elimination of the Certificate of Authorization (COA) requirement as a result of the LEAN Kaizen Event. Chair Grosvenor sent an e-mail to Carl Sapers, Massachusetts Attorney and former NCARB Legal Counsel, indicating that the DBR Director has suggested abolishing the Certificate of Authorization (COA) requirement in order to expedite business growth in the State of Rhode Island. The Board is asking Mr. Sapers his opinion as a long standing architectural law practitioner. The Rhode Island Board is concerned that architects are increasingly taking on more liability for less and less ownership. The Rhode Island Board is contemplating presenting the following questions to NCARB at their upcoming March meeting:

- (1) Do states with a COA requirement have few disciplinary issues?**
- (2) Do states with a COA requirement typically track percentages of**

owners or percentages if directors/managers as a means of meeting COA requirements?

(3) Does NCARB have a count of Architecture School Graduates that are eligible to become registered but are not currently licensed?

The Board is waiting for a response from Mr. Sapers and will discuss this issue with him at the NCARB Regional Summit being held in March, 2016. After discussions, the Board will update the DBR Director.

(2) Rules and Regulations – Discussion of the term “principal” – Attorney Algee will draft language for an Informational Bulletin to make it clearer when a person can or cannot use the term of “principal.” The Informational Bulletin will be sent in an e-mail blast to all registrants, the American Institute of Architects/RI Chapter (AIA/ri) and will be posted on the Board’s website.

(3) Develop a Template for the Renewal Applications submitted for Restoration of an Expired Certificate, which has been allowed to lapse for a period of six (6) months to not more than two (2) years, along with a brief outline setting forth the professional activities during the lapsed period. – This matter was continued.

(4) Any other old business to come before the Board – None at this time.

E. NEW BUSINESS

(1) Any other new business to come before the Board. Member DeQuattro brought up a question what practice constitutes the building of a deck. The Board indicated that the deck is above grade which constitutes the practice of architecture.

02/22/16, Page 3 of 4

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

(1) NCARB Announcements, Publications, etc.: – No comments on the standard publications.

(2) NCARB 2016 MBE (Member Board Executive) Workshop and Regional Summit – Savannah, GA – March 9 – 13, 2016 – Chair Grosvenor, Vice-Chair Prengaman, Secretary Lonardo, Member DeQuattro and Board Executive Dawne Broadfield will be attending.

• State Report – The State report was prepared and will be presented at the Regional meeting.

G. APPLICATIONS

(1) Registration(s) and Reinstatement(s) requests requesting Reciprocity of his/her Rhode Island registration for Board action.

• Paul Monardo – Secretary Lonardo moved to approve the reciprocity application for registration. Member DeQuattro seconded. Motion

passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

(2) Registration Renewal Applications for Board action.

- **Frank D. Mileto, RI Architect #2560 – Disciplinary Action noted on Renewal application. – The Board requested that Mr. Mileto submit a list of current projects located in Rhode Island and/or plans that he has stamped since his last renewal. This matter is continued.**
- **Jerry J. Phillips, Jr., RI Architect #2757 – Disciplinary Action noted on Renewal Application. – Secretary Lonardo contacted RedVector and confirmed that the renewal application process is provided. Secretary Lonardo moved to approve the amended renewal application. Member Ladds seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.**
- **Nathan Tuttle, RI Architect #3521, Expired 12/31/2013 - Renewal application package submitted for restoration of an expired certificate, which has been allowed to lapse for a period of six (6) months to not more than two (2) years, with a brief outline setting forth the professional activities during the lapsed period. The Board requested a brief outline of activities set forth during the lapsed period in accordance with the Rules and Regulations, Section 7.B.6 and evidence of the completion of the required continuing education (CE) by either submitting an American Institute of Architects (AIA)**

transcript or completion certificates. This matter is continued.

H. APPLICATIONS

(1) Certificate(s) of Authorization (COA) request(s) for Board Action

• Vickerman & Associates LLC – (Initial COA Application) – Requesting clarification on how to apply. – This matter is continued. No response to the Board’s letter for corrections to be made to the application.

• Albert, Righter & Tittmann Architects, Inc. – Initial COA Application – Disciplinary Action noted on COA Renewal Application

Secretary Lonardo to approve the initial COA application for Albert, Righter & Tittmann Architects, Inc. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo, Members David L. DeQuattro and Christian J. Ladds.

I. NEXT MEETING DATE – March 21, 2016 at 1:00 p.m.

J. ADJOURNMENT

Member Ladds moved to adjourn the meeting at 3:28 p.m. Secretary Lonardo seconded. Motion passed, 4-0, four (4) in favor, one (1) absent. Voting in favor were Chair John K. Grosvenor, Vice-Chair David R. Prengaman, Secretary Thomas D. Lonardo and Member Christian J. Ladds. Member David L. DeQuattro was absent from this vote.

Respectfully submitted,

Thomas D. Lonardo, NCARB

Secretary

TDL/dmb

• Posted on March 22, 2016 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.

02/22/16, Page 4 of 4