TEXAS BOARD OF ARCHITECTURAL EXAMINERS
Minutes of February 21, 2019 Board Meeting
William P. Hobby Jr. Building, 333 Guadalupe Street
Tower III, Conference Room 102
Austin, TX 78701
9:00 a.m. until completion of business

AGENDA ITEMS

1A. Call to Order

Ms. Dockery called the meeting to order at 9:00 a.m.

1B. Roll Call

Ms. Walker called the roll.

Present Board Members
Debra Dockery Chair, Architect Member
Jennifer Walker Secretary-Treasurer, Architect Member
Charles (Chuck) Anastos Architect Member
Chase Bearden Public Member
Robert (Bob) Wetmore Architect Member
Rosa G. Salazar Registered Interior Designer
Joyce J. Smith Public Member
Fernando Trevino Public Member

1C. Excused and Unexcused Absences

Michael (Chad) Davis Vice-Chair, Landscape Architect Member

A MOTION WAS MADE AND SECONDED (Bearden/Anastos) TO APPROVE THE EXCUSED ABSENCE OF CHAD DAVIS. THE MOTION PASSED UNANIMOUSLY.

1D. Determination of a Quorum

A quorum was present.

1E. Recognition of Guests

Ms. Dockery acknowledged the following members of TBAE staff: Julie Hildebrand, Executive Director; Lance Brenton, General Counsel; Glenn Garry, Communications Manager; Glenda Best, Operations Manager; Christine Brister, Human Resources; Kenneth Liles, Finance Manager; Jack Stamps, Managing Investigator; Steve Ramirez, Investigator; Dale Dornfeld, IT Manager; Mike Alvarado, Registration Manager; Jackie Blackmore, License and Permit Specialist; Rose Garza, Registration Assistant; and Katherine Crain, Legal Assistant.

Additionally, the following guests were recognized: Thomas Banks, Executive Director for CIDQ; Donna Vining, Executive Director for Texas Association for Interior Design; David Lancaster, Texas Society of Architects; and Becky Walker, Texas Society of Architects.
Ms. Dockery thanked the Board and welcomed the audience. Ms. Dockery remarked upon the recent events in which exam candidates in New York had been found to have violated NCARB’s rules relating to the administration of the Architect Registration Examination. Ms. Dockery stressed the importance of the examination, and that it is vital that examinees prove competency by actually gaining the knowledge necessary to pass the exam. Ms. Dockery lauded NCARB for providing notice to the public of the consequences of exam misconduct, and she encouraged TBAE staff to do the same.

None.

A MOTION WAS MADE AND SECONDED (Walker/Wetmore) TO APPROVE THE NOVEMBER 15, 2018 BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY. (Chuck Anastos and Fernando Trevino abstained from voting as they were not present at the last meeting.)

Ms. Dockery invited Ms. Hildebrand to deliver the Executive Director’s report.

Ms. Hildebrand provided a report and explanation of Executive accomplishments as summarized on page 15 of the Board materials.

Ms. Hildebrand directed the Board to page 16 and provided a report on registration department accomplishments. Ms. Hildebrand noted that exam applications are down from this time last year, but reciprocity is up, with an overall growth in total registrations.

Ms. Dockery requested that future versions of this report include figures for in-state and out-of-state registrants.

Ms. Smith asked whether these were all active registrants and Ms. Hildebrand stated that the emeritus and inactive registrants were not listed on the summary.

Ms. Hildebrand directed the Board to page 17 and provided a summary of enforcement division accomplishments, for which numbers were comparable to last year.

Ms. Hildebrand directed the Board to page 18 of the Board materials and provided a report and explanation of the first quarter of the FY 2019 budget. Ms. Hildebrand also discussed the numbers for the scholarship fund, as summarized on page 19 of the Board materials.
Report on Conferences and Meetings

Ms. Hildebrand then provided an update to the Board on conferences and meetings.

A. NCARB Model Law Task Force – Nov 29

Ms. Hildebrand shared a summary of her work with the NCARB Model Law Task Force. She discussed the committee’s review of the model statutes. She stated that a review of the model rules was forthcoming.

B. Governor’s Appointee Training – New Board Members – Dec 18

Ms. Hildebrand discussed the training for the new Board members both in the TBAE office and that which was provided through the Governor’s office. Rosa Salazar and Joyce Smith commented on the OAG training and stated that it was very helpful and informative.

C. CLARB MBE Committee Meeting – Feb 4

Ms. Hildebrand reported on her attendance at the CLARB MBE Committee Meeting, which she chaired. She stated that they discussed the annual meeting; applications and procedures; and empowering other boards to be able to respond to and assist legislators.

Report on Upcoming Conferences and Meetings

Next, Ms. Hildebrand discussed upcoming conferences and meetings.

A. NCARB Regional Summit/MBE Workshop – Mar 9-11

Ms. Hildebrand indicated that Debra Dockery, Joyce Smith and Lance Brenton would attend the NCARB Regional Summit.

B. 2019 Texas ASLA Annual Conference – Apr 24-25

Ms. Hildebrand stated that Chad Davis, TBAE staff and herself would attend the Texas ASLA meeting in April.

C. NCARB Model Law Task Force – May 24

Ms. Hildebrand said that she would attend the NCARB Model Law Task Force meeting in May.

4. Enforcement Cases Review and possibly adopt ED’s recommendation in the following enforcement cases:

February 21, 2019 Minutes of TBAE
4A. Registrant/Non-Registrant Cases

**Cameron, John J. (#004-19A)** – Mr. Brenton provided a summary of this matter as described on page 20 of the Board materials.

A MOTION WAS MADE AND SECONDED (Bearden/Anastos) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF $5,000 AS SET FORTH IN THE REVISED REPORT AND NOTICE OF VIOLATION DATED DECEMBER 20, 2018. THE MOTION PASSED UNANIMOUSLY.

**Griffin, J. Scott (#121-18N)**

Mr. Brenton provided a summary of this matter as described on page 21 of the Board materials.

A MOTION WAS MADE AND SECONDED (Bearden/Smith) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF $3,000 AS SET FORTH IN THE REVISED REPORT AND NOTICE OF VIOLATION DATED AUGUST 29, 2018. THE MOTION PASSED UNANIMOUSLY.

**Herron, Doug (033-18N)**

Mr. Brenton provided a summary of this matter as described on page 22 of the Board materials.

A MOTION WAS MADE AND SECONDED (Bearden/Walker) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF $1,500 AS SET FORTH IN THE REPORT AND NOTICE OF VIOLATION DATED JANUARY 14, 2019. THE MOTION PASSED UNANIMOUSLY.

**Hinkle, Darren H. (#280-18A)**

Mr. Brenton provided a summary of this matter as described on page 23 of the Board materials.

A MOTION WAS MADE AND SECONDED (Anastos/Wetmore) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF $1,000 AS SET FORTH IN THE REPORT AND NOTICE OF VIOLATION DATED OCTOBER 31, 2018. THE MOTION PASSED UNANIMOUSLY.

**Pittman, Julian (#089-19A)**

Mr. Brenton provided a summary of this matter as described on page 24 of the Board materials.

A MOTION WAS MADE AND SECONDED (Bearden/Walker) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF $1,000 AS SET FORTH IN THE REPORT AND NOTICE OF VIOLATION DATED NOVEMBER 27, 2018.
The Board considered and voted upon the continuing education cases as a group.

A MOTION WAS MADE AND SECONDED (Anastos/Walker) TO ENTER ORDERS WHICH ADOPT THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTIES AS SET FORTH IN THE REPORTS AND NOTICES OF VIOLATION FOR EACH OF THE FOLLOWING CONTINUING EDUCATION CASES:

Churchill, Stephen T. (#226-17l)
Dang, Liem (#096-19A)
Greer, Todd A. (#199-19A)
Grossman, Kenneth M. (#010-19A)
Haas, Stanley A. (#085-19A)
Herman, Timothy M. (#193-19A)
Lambert, Amy (#100-19A)
Maclaime, Merissa A. (#086-19l)
Vasquez, Samuel, Jr. (#084-19A)
Wainscott, Mark A. (#009-19A)
Walker, Peter E. (#196-19l)
Yeatts, Gordon N. (#094-19A)

THE MOTION PASSED UNANIMOUSLY.

Ms. Hildebrand updated the Board on developments in the legislative session. Ms. Hildebrand said that she has discussed the session with Bob Wetmore, the chair of the legislative committee, and they have developed a procedure for updating the Board on important legislation. For notable bills that relate generally to state government, Ms. Hildebrand will email Mr. Wetmore and copy the Chair. Alternatively, for bills that affect the professions, she will email all Board members.

Ms. Hildebrand stated that most of the bills tracked by the agency were general bills that would apply to all agencies, on issues such as employment law, information technology, information security, administrative procedures, and personal financial statements filed by governmental officers. Ms. Hildebrand also discussed bills relating to agency accounting practices and SDSI agencies. Ms. Hildebrand noted a number of bills relating to the use of criminal history information in licensing decisions. She and Mr. Brenton provided analysis and comparison of pending bills relating to this topic.

Ms. Hildebrand also provided a summary of HB1894 which relates to the Board’s authority to impose an administrative penalty for a violation of Occupations Code Chapter 1053.
Finally, Ms. Hildebrand discussed SB 922, which adds RIDs to the definition of professional services in the PSPA. Mr. Brenton gave an explanation to the Board about the PSPA process and discussed how the act treats architecture, engineering, and land surveying differently than other listed professional services.

The Board took a break at 10:17 a.m. and reconvened at 10:32 a.m.

6. Board Election

Ms. Dockery stated that she would take nominations for Vice Chair. Ms. Walker nominated Bob Wetmore as Vice Chair. No other nominations were considered.

Ms. Dockery stated that she would take nominations for Secretary/Treasurer. Mr. Anastos nominated Joyce Smith as Secretary/Treasurer.

The Board voted to accept the nominations of Bob Wetmore as Vice Chair and Joyce Smith as Secretary/Treasurer. The Board voted all in favor and the motion passed unanimously.

7. Interior Design Qualification (CIDQ) Exam Eligibility Requirements

Ms. Dockery stated that Thomas Banks from CIDQ was here to make a presentation to the Board.

Mr. Banks thanked the Board for giving him the opportunity to make a presentation. Mr. Banks provided information to the Board about CIDQ and the certification process, as summarized in the Board materials beginning on page 38.

8. NCARB Continuing Education Guidelines

Ms. Dockery discussed the NCARB guidelines for continuing education, which have been sent out for comment. She invited the Board to address any matters of concern. Ms. Hildebrand noted that staff had reviewed the document and did not have any comments. The Board did not have any comment on the guidelines.

9. Freedom by Design Service Projects

Ms. Dockery notified the Board of an opportunity for volunteer work with the Freedom by Design program, as discussed on pages 92 -101 of the Board materials. Mr. Garry provided additional information about the program. The Board members were encouraged to consider participation in the program, and to contact Mr. Garry for more information.

10. Upcoming Board Meetings

Ms. Dockery identified the following dates for the 2019 Board meetings:

- June 13, 2019
- August 13, 2019
- November 19, 2019
Ms. Dockery asked the Board for input about starting the remainder of the 2019 Board meetings at 10:00 a.m. rather than 9:00 a.m. It was suggested that this would allow Board members who drive to the meetings to avoid an overnight stay. The Board briefly discussed the idea and decided to begin the remainder of the meetings at 10:00 a.m.

11. Chair's Closing Remarks

The Chair had no final remarks.

12. Adjournment

A MOTION WAS MADE AND SECONDED (Anastos/Smith) TO ADJOURN THE MEETING AT 11:20 A.M. THE MOTION PASSED UNANIMOUSLY.

APPROVED BY THE BOARD:

[Signature]

DEBRA J. DOCKERY, FAIA
Chair, TEXAS BOARD OF ARCHITECTURAL EXAMINERS