

FOR YEAR OF _____

HELD AT Columbus ON October 19, 2012

The October 19, 2012 meeting was called to order at 9:03 AM by President Skapin in Room 1910 on the 19th Floor of the Riffe Center.

1. ATTENDANCE AND ANNOUNCEMENTS

Present: Jeffery Skapin, President; Richard Fleischman, Vice. Pres., Richard Bowen, Asst. Sec.; Steve Sharp, Secretary; August Fluker, Jr., Member; Amy Kobe, Executive Director; Chad B. Holland, Investigator.

Guests- Steve Shinn, AIA

Maggie Toal, Human Trafficking Task Force, Governor's Office

2. CONSENT AGENDA ITEMS

On motion by Mr. Sharp, second by Mr. Fluker and a vote of 4-0, the consent agenda was approved.

A. MINUTES August 10, 2012

B. REGISTRATION

1) Emeritus Applications

The Board ratified the applications of the following persons who met the qualifications to become Emeritus Architects.

| <u>Cert. No.</u> | <u>Name</u> |
|------------------|------------------|
| 5484 | HORNE, Brian D. |
| 6333 | RILEY, Edward J. |

2) Reciprocal Registration

The following applicants for registration under the provisions of Section 4703.08 of the Revised Code, previously approved by the Executive Director, were ratified:

| <u>Cert. No.</u> | <u>Name</u> | <u>Base State</u> |
|------------------|------------------------|-------------------|
| 15655 | ECONOMOU, Steve J. | IL |
| 15656 | VASCELLARO, Michael P. | FL |
| 15657 | SMITH, Charles E., Jr. | IL |
| 15658 | LOUDERMILK, Kathleen | NM |
| 15659 | NELSON, Keith P. | VA |
| 15660 | BEALE, Roger | VA |
| 15661 | JAFFE, Rochelle | IL |
| 15663 | LARSON, Cindy | TX |
| 15665 | CHAMBERLAIN, Joel G. | AK |
| 15667 | O'MALIA, Matthew | ME |
| 15668 | BENNETT, Christopher | KS |
| 15669 | KERNICK, Richard | PA |
| 15670 | SCHUETZ, Michael | KS |
| 15671 | MAUST, Michael | IN |
| 15672 | BAECK, James M. | DC |
| 15673 | DONALDSON, Rayburn | TX |
| 15674 | STARMER, William E. | FL |
| 15676 | MILLER, David S. | PA |
| 15677 | SHULBY, Richard B. | NC |
| 15678 | VAN VECHTEN, Peter | IL |
| 15679 | VAN RYN, Bryan | IL |
| 15680 | KADLEC, Scott | IL |
| 15681 | TENNANT, David R.C. | TX |
| 15682 | NETTLETON, Laura | PA |
| 15683 | PALMER, John M. | IL |
| 15684 | PLAGEMAN, John P. | NC |
| 15685 | MATCHETT, Robert A. | TN |
| 15686 | BEE TRIPLETT, Jana | SD |
| 15688 | DEMURE, Jeffrey | AZ |
| 15690 | MADISON, Sandra L. | MD |
| 15691 | BAUMANN, Russell M. | TN |
| 15696 | SMEDLEY, Brian | MI |
| 15697 | BROWN, Justin W. | AL |

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(Reciprocal Cont'd)

| <u>Cert. No.</u> | <u>Name</u> | <u>Base State</u> |
|------------------|-----------------|-------------------|
| 15698 | SUCHOMEL, Joan | IL |
| 15699 | MARGULIES, Marc | MA |
| 15701 | RYAN, Michael | MN |
| 15702 | OLIVER, Brian | TN |

4) Reinstatement of registration

The following applications for reinstatement of registration were approved and ratified:

| <u>Cert No.</u> | <u>Name</u> | <u>State</u> |
|-----------------|-------------------|--------------|
| 8666 | GUEST, John | TX |
| 8545 | LEONARD, James | OH |
| 11804 | HALSEMA, R. James | FL |
| 14410 | BOGGIO, Daniel | TX |

5) Ratification of Registration by Examination-

The Board ratified the applications of the following persons who have met all requirements of the Board and passed the required examination.

| <u>Cert. No.</u> | <u>Name</u> |
|------------------|-------------------------|
| 15662 | PONTIUS, Sarah |
| 15664 | SHREMSHOCK, Timothy |
| 15666 | KNIGHT, Chad A. |
| 15675 | BENKERT, Michael J. |
| 15687 | VON RABENAU, Marjeta L. |
| 15689 | BASILIOUS, Kyle |
| 15692 | BOYNE, Daniel R. |
| 15693 | MCALEXANDER, Brian |
| 15694 | KAGLIC, Tracie Ann |
| 15695 | GALLI, Bryan |
| 15700 | SHIELDS, Carson |

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The following applications for registration by examination were approved.

| <u>App. No.</u> | <u>Name</u> |
|-----------------|--------------------|
| 17845 | KRATZER, Wade T. |
| 17842 | SEKELLA, Carlie R. |
| 17846 | AVERY, Brian L. |
| 17809 | HALL, Bridgett |
| 17866 | SAMSONOW, Emily L. |

D. CERTIFICATES OF AUTHORIZATION**1. Applications**

The following architectural firms have applied for registration to practice in the state of Ohio. They have met all of the ownership requirements, and have shown proof of registration with the Ohio Secretary of State. These have been reviewed by the investigator for the Board and approved by the Executive Director. Formal certificates have been issued. The board's approval ratifies those actions.

NADAA ARCHITECTURE, LLC
THOUGHTFUL BALANCE, INC.
GPD ENGINEERING AND ARCHITECTURE PROFESSIONAL CORP.
DESIGN 3 INTERNATIONAL, PLLC
CURRENCE & GRAY ARCHITECTS PLLC
KIMLEY-HORN AND ASSOCIATES INC.
FES GROUP, LLC
INTEGRATED DESIGNS, INC.
K.T.H. ARCHITECTS INC.
KIRK STUDIOS
FX FOWLES ARCHITECTS, LLP
TONY RAVAGNANI ARCHITECTS
KRECH, O'BRIEN, MUELLER & ASSOCIATES, INC.
URS NORTHERN ARCHITECTS, INC.
ACCESSIBILITY ARCHITECTURE, INC.
PLAGEMAN ARCHITECTURE, PLLC

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2. Certificate of Authorization Applications for Review

On motion by Mr. Skapin, second by Mr. Fleischman, the Board Proposed to Deny the new firm application of Greig J. Rutherford Architects Inc. The motion passed by roll call vote as follows:

| | |
|----------------|--------|
| Mr. Skapin | Yes |
| Mr. Bowen | Absent |
| Mr. Fluker | Yes |
| Mr. Fleischman | Yes |
| Mr. Sharp | Yes |

E. BUDGET/FINANCE

Financial Report

IN THE MATTER OF MARK T. YAGER, CERTIFICATE NUMBER 9563

Assistant Attorney General Barry McKew explained the issue at hand. He noted Mr. Fleischman will need to recuse himself from all discussions and votes. An affirmative vote of 3-0 is required for any motion to pass, as Mr. Bowen is not present.

Yesterday, an email request was received from Mark Yager requesting a continuance to the board vote until the November meeting. Mr. McKew noted that the Board had the discretion to grant an extension, under Chapter 119.09, or deny the request.

Upon discussion, Mr. Sharp made a motion to deny the request for a continuance. Mr. Skapin seconded.

Roll call vote:

| | |
|------------|---------|
| Skapin | Yes |
| Sharp | Yes |
| Fluker | Yes |
| Fleischman | Abstain |
| Bowen | Absent |

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The motion to deny the request for a continuance passed, 3 - 0.

Mr. Fluker made a motion to enter a quasi-judicial session to discuss the hearing officer's report and recommendations. Mr. Skapin seconded.

| | |
|------------|---------|
| Skapin | Yes |
| Sharp | Yes |
| Fluker | Yes |
| Fleischman | Abstain |
| Bowen | Absent |

The Board entered the quasi-judicial session at 9:18 am and came out at 9:25 am.

Mr. Sharp made a motion to accept the statement of facts, conclusions of law and recommendations of the hearing officer's report dated September 17, 2012. Mr. Skapin seconded.

Roll call vote:

| | |
|------------|---------|
| Skapin | Yes |
| Sharp | Yes |
| Fluker | Yes |
| Fleischman | Abstain |
| Bowen | Absent |

The motion to accept the statement of facts, conclusions of law and recommendations of the hearing officer's report dated September 17, 2012 carried 3 - 0.

3. NEW BUSINESS

A. NCARB Region 4 Bylaws Amendment

Mr. Sharp explained the proposed amendment. It is sponsored by Liz Knibbe of the Michigan board and would allow current Region 4 officers to continue to serve for up to three years. At the April 20, 2012 Board meeting, the Board decided it could support the bylaws amendment only if it were amended to require the candidate be within a specified number of years of the end of their term. Mr. Skapin noted that a person who has served for a couple of years has a lot of knowledge and there is value in letting them continue to serve. Mr. Sharp stated the purpose of the region is to "create a pool of people for future leadership for NCARB at the national level", which is why he does not support allowing the vice-chair or treasurer to continue after their local board term has ended.

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Mr. Bowen arrived at 9:31 am.

Mr. Sharp reported that at the recent Regional Chairs meeting in San Diego, NCARB First Vice President/President-Elect Blakely Dunn proposed abolishing the regions, as they are arcane and no longer needed. Regions were originally formed to facilitate reciprocity, which is now universal. Mr. Fleischman said regions are needed to eliminate cliques within NCARB because NCARB appointments are political. Mr. Fluker said there is a need for younger folks to become involved in NCARB. Mr. Sharp stated that the Regional Director (currently Gary Demele, MN) serves on the national board; if the Regional Director doesn't move up at the end of his three year term, the Regional Chair can't move up either. Mr. Fleischman said this keeps new people from coming in. Mr. Sharp proposed the Ohio Board take a position supporting a two year extension for the position of Regional Chair only (not the Vice-Chair or Treasurer). Mr. Skapin made a motion supporting a two year extension for the position of Regional Chair only. Mr. Fluker seconded the motion, which passed 5 - 0. Mr. Sharp will notify Ms. Knibbe.

B. HB 262-Human Trafficking

Maggie Toal, of Governor Kasich's office, joined the meeting. President Skapin invited her to attend in order to discuss the matter and answer the Board's questions on the new Human Trafficking Continuing Education and business inspection requirements.

In response to the Board's questions regarding the impact the human trafficking requirement will have on the Board, Ms. Toal explained:

- The Human Trafficking Task Force had determined that licensees should have one hour of education on Human Trafficking once as a condition of renewal for existing licensees, or at the time of initial licensure, for new licensees.
- The Task Force wants to educate licensees on where and how to report suspected human trafficking, although there is no reporting requirement in the statute.
- There would be an online course and a test and certificate. There would be no cost.
- The Department of Public Safety is hiring a HT Coordinator. Curriculum would be tailored for the Board.
- Training for Investigators is going to be available soon and an email will be sent in the near future.
- A standardized Business Impact Analysis has been developed for the Common Sense Initiative process.
- Task Force Report Key Deliverable #21 only applies to Continuing Education, not to the curriculum of the schools or the exams.
- Task Force Key Deliverable #15, requiring inspection of businesses with more than 3 licensees at the same address, was really intended for the Cosmetology Board, and does not apply to businesses such as the profession of architecture.
- The Task Force deliverables are recommendations, not requirements.
- Human trafficking education is not going to be taught to children in schools. The Ohio Department of Education will provide training for teachers.

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- The Task Force does not want to have an adverse effect on businesses.

Steve Shinn, AIA Ohio Liaison, was given permission to speak and stated he had discussed the new human trafficking requirements with the AIA Ohio Executive Committee and Executive Vice President. A handout from AIA Ohio is attached. He asked that the profession of architecture be exempt from the requirement, as human trafficking victims are not encountered in the normal course of business.

Ms. Toal thanked the Board for inviting her to the meeting, and stated that she now had a greater appreciation for what it is that architects do.

No action was taken by the Board on this matter.

C. Customer Service Standards

Director Kobe presented a draft of the proposed Customer Service Standards, which she explained puts current practice into formal policy. The implementation of a formal policy is required by Section 121.91 of the Ohio Revised Code, which was recently enacted, requires state agencies to adopt and if necessary, improve customer service standards for their employees who have a significant level of contact with the public. The law also requires that OBM determine if agencies have adopted those standards, and if it deems it necessary, reflect the extent to which agencies have adopted such standards in its budget recommendations. Mr. Fluker made a motion to adopt the Customer Service Standards as presented. Mr. Sharp seconded the motion which passed by a 4-0 vote. (Mr. Bowen was not in the room during the discussion or vote.)

4. REPORTS

- A. **Executive Director's Report**- A written report was sent in the board packet. Director Kobe noted that the FY14-15 budget proposal has been submitted to OBM. We were notified of Kent State's new mandatory IDP enrollment requirement just in time to include the increased expense in the budget. Kent State has projected between 75-90 new IDP enrollments per year.
- B. **AIA**- Mr. Shinn handed out two written reports, one reporting on regular activities and the other on the AIA's position on Human Trafficking. He noted he had not read aloud all of the AIA's position paper on Human Trafficking to Maggie Toal, as Ms. Toal had changed her position on the requirement for the inspection of businesses. He plans to follow up with a letter to the Governor's office.

AIA Ohio Report to the Ohio Architects Board

October 19, 2012

Steven H. Shinn, AIA, Immediate Past President

The following is a written report of issues as reported to the members of the Ohio Architects Board at the scheduled board meeting on October 19, 2012:

AIA Ohio Convention & Annual Meeting

Over 335 architects attended the convention in Cleveland which included 5 workshops, 29 seminars, 6 tours, 54 exhibitors at the trade show and several keynote speakers. The Awards Banquet included 10 awards; Richard Fleischman + Partners received the 25 Year Award for Pioneer Memorial Presbyterian Church. The annual report will be on the AIA Ohio website next week.

Jud Kline, FAIA – President's Report

Discussed his 12 strategies for the year: Promoting the value of architects; Educating our members in the skills to become the trusted advisor; Strengthening our diversity; Promoting collaboration; Recognizing the value of community service as a worthy endeavor; Expanding the domains of practice; Building the next generation; Developing leadership and investing in our communities; Legislative engagement; Celebrating Success; Honoring the past; Envisioning the future. Highlights included:

- Developing a Roundtable to Promote Local Design that will develop initiatives to change the flow of work and fees from out of state firms to local firms.
- Creating the Robert P. Madison Scholarship program to support minority and disadvantages students to pursue an architectural degree.
- Continuing the AIA Ohio Advocacy Grants to promote local chapter outreach to their communities.
- Continuing the School Research Grant to promote research and sharing with the profession.
- Developing a Schools of Architecture Competition to support students and increase interaction between students, professors and professionals.
- Expanding the "Vision Cincinnati Program" to other chapters to develop young architect leaders.
- Promoting the GoReLA (Government Relations and Legislation Advocacy) committee to promote our legislative agenda and the PAC fund.
- Celebrating members on the website "Members Matter" promoting new registrants, individual and firm milestones and special awards and recognitions.
- Honoring past AIA Ohio presidents at the convention for their leadership and contributions to the profession.

Michael Schuster, FAIA – President Elect Report

Mike will promote Ohio architects, Ohio firms, and Ohio design. He will push the AIA Ohio PAC which is essential for our voices to be heard and it will allow us to support candidates who support our mission. The AIA Ohio annual retreat will be held November 1 & 2 in Columbus to set goals for next year. His agenda will include:

- Member Education: He wants to encourage education that reinforces business, marketing, design and leadership.
- Technology: He wants to promote the value of technology to sell our services, skills and knowledge.
- Educating our Future: He wants to re-engage the Schools of Architecture and our interns; re-align expectations of education and profession and to help grow and rebuild our profession.

Jim Sarks, AIA – Treasurer

AIA Ohio is financially sound and the balance of 2012 is projected to be stable. We expect to draw some funds from reserves this year to balance our budget. AIA Ohio dues will not be increased in 2013.

David Field, Hon AIA – Executive Vice President

AIA Ohio tracked and engaged the Governor's office, and the state house on the following items:

- Ohio Facilities Construction Committee (OFCC): SAO and OFSC were merged into the new OFCC. A joint AIA Ohio/ACEC Ohio Advisory Committee has been established to facilitate quarterly communication with OFCC. Our representatives include Hank Reder, Hal Munger, Jon Rademacher and David Brehm. The first meeting will be December 19.
- Construction Reform: AIA Ohio provided comments on the new A/E agreements that were posted for comment in May.
- Capital Bill: The Ohio General Assembly passed a \$1.74 billion capital bill.
- Ohio Historic Preservation Tax Credits: AIA supported the streamlined tax credit process and \$35.8 million has been awarded to rehabilitate 44 historic buildings in Ohio.
- Ohio Residential Building Code: The Board of Building Standards adopted a residential building code energy update to improve energy efficiency.
- Ohio Energy Rules: DAS implemented administrative rules for energy consumption standards and requirements for life-cycle cost analyses for state funded buildings. They are based on the goals of Architecture 2030.

**Comments by Steven Shinn
On behalf of AIA Ohio
At the Ohio Architects Board
Friday, October 19, 2012
Concerning HB 262 Human Trafficking**

- Steven Shinn, AIA Ohio Past President.
- On behalf of AIA Ohio I want to share the following comments concerning HB 262 Human Trafficking.
- I will let the Architecture Board speak to the administrative ramifications of the bill, but I want to speak from the perspective of Ohio architectural firms.
- HB 262 can certainly reduce Human Trafficking in Ohio when appropriately applied, but it is not applicable to architectural firms.
- Architects do not encounter human trafficking victims in the normal course of our work.
- In our normal course of work, we engage with fellow professionals in architecture, landscape, planning, engineering and construction. Our projects vary dramatically from firm to firm, but our client interaction is almost always with people in leadership or decision making positions. Our peers and clients are not likely to be victims of involuntary servitude.
- Our Executive Vice President, who has worked with AIA Ohio for over 28 years, does not know of a single instance of human trafficking connected with an Ohio architectural firm, let alone a number of instances that would rise to a level that could reasonably be considered a "normal course of work."
- The bill requires the adoption of human trafficking continuing education for all registered architects in Ohio.
- Our continuing education focuses on safeguarding the health, safety and welfare of the public. Our education subjects emphasize legal building and zoning codes (life safety, accessibility), building systems (structural, fire protection), environmental efficiencies (energy efficiency, hazardous materials), occupant comfort (air quality, acoustics) and materials and methods (construction systems and finishes).
- Requiring human trafficking continuing education will dilute the critical focus on relevant HSW for the public.
- Requiring inspections of all architectural firms with more than 3 licensed professionals will have an adverse economic impact on firms. We are still trying to crawl out of the great recession. The "AIA 2012 Business of Architecture Report" notes the gross revenue at architecture firms declined 40% between 2008 and 2011 with a 28% decline in employment. We cannot afford to have more bureaucratic oversight in this economic climate.
- This is not a business friendly bill.
- Our executive committee stated: "It is a waste of taxpayer resources to target our board with enforcement efforts on an industry that has no history of or exposure to human trafficking."
- As a counterpoint, I want to share with you a bill that has recently been funded by the Governor and it will definitely help architecture firms.
- At least one of the 4 schools of architecture in Ohio is pursuing the "Ohio Means Internships and Co-ops". The state is offering matching funds to private businesses that hire architectural interns while they are in school.
- This program will incentivize architectural firms to hire college students. It will help struggling firms and increase the employment of our architectural college students.
- In summary, I encourage you to NOT apply HB 262 to the Ohio Architects Board and instead, focus on programs like the "Ohio Means Internships" that are relevant to our profession and will promote jobs and growth for architectural firms.

Ohio Architects Board
Customer Service Standards
October 2012

Our customers include:

- The citizens of Ohio
- Students contemplating a career in architecture or landscape architecture
- Students currently enrolled in architecture or landscape architecture programs
- Colleges and universities that offer architecture or landscape architecture degrees
- Examinees
- Licensees – individuals and firms
- Federal, state and local government agencies
- Architecture or landscape architecture technical and professional societies and associations

Our customer service goals:

- We will treat all of our customers with courtesy and respect.
- We will provide high-quality service by a knowledgeable staff.
- We will provide complete, accurate and precise information.
- We will regularly assess our customer's needs and level of satisfaction with our service.
- We will continue to improve our customer service based on customer feedback.

Customer Service Standards

1. The Board's regular office hours are Monday through Friday 8 a.m. to 4:30 p.m.
2. Telephone calls will be answered within three rings whenever possible.
3. Questions from the public will be handled by the staff member that has the knowledge and expertise to respond to the subject of the call.
4. All questions from the public will be answered completely and accurately.
5. If the staff member cannot answer the question or the question falls outside the staff member's duties, the customer will be transferred to the appropriate staff member or advised that the staff member will attempt to locate the answer and call the customer back.
6. If a question or complaint falls outside of the Board's jurisdiction, the customer will be referred to the appropriate agency whenever possible.
7. If the party the caller is trying to reach is unavailable the caller will be transferred to voicemail.
8. Voice and email messages will be returned within 24 hours whenever possible.
9. Voicemail messages and out of office email messages will provide the main office telephone number.
10. Calls will be answered in the order received. Callers will be placed on hold (with periodic updates) or transferred to voicemail if the party they request is on another call.
11. Staff will leave their full name, agency name, telephone number and time available when leaving a message.

12. Written correspondence will be professional and the information contained therein will be complete, accurate and precise.
13. All applications will be reviewed and evaluated as soon as possible based on workload.
14. Requests for additional or missing information will be requested as soon as possible.
15. Applicants will be updated on the status of their application by telephone, email or written letter.
16. Approved applications will be processed as soon as possible in accordance with Board policy.

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5. ENFORCEMENT

Mr. Skapin moved the Board go into executive session, pursuant to Ohio Revised Code section 121.22 (G) 3, for the purpose of discussing pending or imminent litigation. Mr. Bowen seconded the motion that passed on a roll call vote as follows:

| | |
|----------------|-----|
| Mr. Sharp | Yes |
| Mr. Fleischman | Yes |
| Mr. Skapin | Yes |
| Mr. Fluker | Yes |
| Mr. Bowen | Yes |

The Board returned to regular session at 11:19 am.

A. Settlement Agreements

- 1) File #2012-33, John E. Sandrock, Cert. No. 6457 - On a motion by Mr. Sharp, which was seconded by Mr. Skapin, the Board voted to accept the Settlement Agreement and close the case. Motion passed by a 5-0 vote.
- 2) File #2012-34, Steven D. Stroh, Cert. No. 9849 - On a motion by Mr. Fluker, which was seconded by Mr. Skapin the Board voted to accept the Settlement Agreement and close the case. Motion passed by a 5-0 vote.

B. New Cases

- 1) File No. 2012-35, Joseph B. Power, Cert. No. 6451. - On a motion by Mr. Bowen, which was seconded by Mr. Skapin, the Board voted to close the case due to compliance obtained. Motion passed by a 5-0 vote.
- 2) File No. 2012-36, Christopher Manganello, Manganello Design, LLC - On a motion by Mr. Skapin, which was seconded by Mr. Fluker, the Board voted to table the case pending the receipt of a response. Motion passed by a 5-0 vote.
- 3) File No. 2012-37, Terry E. Beilharz, Cert. No. 3860 - On motion by Mr. Sharp, which was seconded by Mr. Skapin, the Board voted to issue a warning letter and close the case. Motion passed by a 5-0 vote.

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- 4) File No. 2012-38, Kurt J. Platte, Cert. No. 10833- On motion by Mr. Fluker, which was seconded by Mr. Skapin, the Board voted to issue a charge letter and offer a Settlement Agreement, \$1,000 fine and completion of an NCARB Ethics course. Motion passed by a 5-0 vote.
- 5) File No. 2012-39, David J. Sobieski, Cert. No. 9673- On motion by Mr. Skapin, which was seconded by Mr. Sharp, the Board voted to issue a charge letter and offer a Settlement Agreement, \$500 fine, and completion of an NCARB Ethics course. Motion passed by a 5-0 vote.
- 6) File No. 2012-40, Brian G. Feeley, Cert. No. 9136- On motion by Mr. Sharp, which was seconded by Mr. Skapin, the Board voted to issue a charge letter and offer a Settlement Agreement, \$1,500 fine, and completion of an NCARB Ethics course. Motion passed by a 5-0 vote.
- 7) File No. 2012-41, Humberto J. Olivos, Cert. No. 10122- On motion by Mr. Skapin, which was seconded by Mr. Sharp, the Board voted to issue a charge letter and offer a Settlement Agreement, \$500 fine, and completion of an NCARB Ethics course. Motion passed by a 5-0 vote.

C. Second Review Cases

- 1) File #2011-15, Peter F. Spittler, Cert. No. 9216- On motion by Mr. Fluker, which was seconded by Mr. Bowen, the Board voted to table the case pending a response. The motion passed by a 5-0 vote.
- 2) File # 2011-16, Laura L. Rees/URS Corp, Cert. No. 13527- On motion by Mr. Skapin, which was seconded by Mr. Sharp, the Board voted to close the case. The motion passed by a 5-0 vote.
- 3) File # 2012-6, Fernando Cruz, Cruz Interior Architects, LLC- On motion by Mr. Skapin, second by Mr. Sharp, the Board voted to refer the case to the Attorney General's Office for legal action. The motion passed by a 5-0 vote.

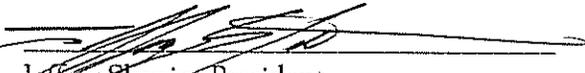
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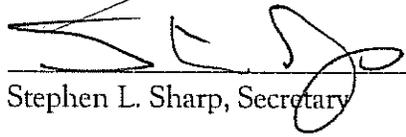
6.

ADJOURNMENT

Mr. Fleischman moved the meeting be adjourned at 11:30 AM. Mr. Fluker seconded the motion which passed by a 5-0 vote.



Jeffrey Skapin, President



Stephen L. Sharp, Secretary