

**Maryland Board of Architects**  
**Business Meeting Minutes**

**DATE:** August 24, 2022

**TIME:** 11:00 AM

**LOCATION:** 1100 N. Eutaw St.  
5<sup>th</sup> Floor Conference Room  
Baltimore, MD 21201  
<https://meet.google.com/cmp-vqnj-zic>

**MEMBERS PRESENT:** Paul Edmeades, Chair  
Cynthia Shonaiya, Vice Chair  
Stephanie Hopkins, Consumer Member  
Mark Flemming, Architect  
Gary Ey, Consumer Member  
Kevin Sneed, Architect  
Douglas Polt, Architect

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Zevi Thomas, Executive Director  
Raquel Meyers, Assistant Executive Director  
Kenneth Sigman, Board Counsel

**OTHERS PRESENT:** John Corkill, Architect  
Madalyn Burns, ARE Applicant

**Call to Order**

Paul Edmeades, Chair, called the Business Meeting of the Maryland Board of Architects to order, virtually, at 11:08 am.

**Approval of Minutes**

The members reviewed the minutes of the Business Meeting held on June 29, 2022. Motion (I) was made  
[www.labor.maryland.gov](http://www.labor.maryland.gov)

by Ms. Hopkins, seconded by Mr. Sneed, and unanimously carried by the Board to approve the minutes with corrections.

### **Complaint Committee Report**

Mr. Ey presented the following report on behalf of the Complaint Committee:

03-AR-21 – No Change due to postponements

10-AR-21 – Pre-charge settlement still pending

Motion (II) was made by Mr. Polt, seconded by Mr. Flemming, and carried to accept the Complaint Committee Report.

### **Review of Applications**

#### **Applications for Architectural Registration Exam (A. R. E.)**

Chair Edmeades presented the report for the Applicants for Architectural Registration Exam (A.R.E.)

There were **eight (8)** A.R.E. applications administratively approved:

**ALEMNEW, EYOB**

**FILLER, KENNETH**

**MANONGDO, JUSTIN**

**SALLER, IVA**

**FAUGHNAN, ERIC**

**KURUCZA, ERIN**

**PODBLIESKI, ADAM**

**STETTS, VALERIE**

There were **seven (7)** A.R.E applications approved by the Board:

**BURNS, MADALYN**

**IBRAHIM, MAHMOUD**

**TAN, DEWI**

**SHAVELSON, AMY**

**HERZOG, SARAH**

**MOYA, LAURA**

**WILBERS, ERIC**

#### **Applications for Reciprocity**

**SEILIE, JOHAN**

**WAYE, HEATHER**

Motion (III) was made by Mr. Sneed, seconded by Ms. Shonaiya and unanimously carried out to approve **fifteen (15)** A.R.E., **two (2)** reciprocal applications with **one (1)** pending A.R.E. to be administratively approved upon completion of the ERC form.

Ms. Shonaiya inquired if the administrative staff could do a preliminary review of applications and create another cover sheet that would facilitate the board's review of applications.

Chair Edmeades, agreed that it could be helpful if the staff could and verify letters of recommendation and the completeness of the application forms. He stated that each member of the Board is still responsible for the analysis of education and work experience.

Mr. Thomas stated that it might be feasible and can be taken into consideration; however, but did not commit at this time due to a lack of staff to which Ms. Hopkins agreed. Chair Edmeades suggested putting it on the agenda for next Board Meeting.

## **Old Business**

### **Sunset**

Mr. Thomas reported that there is a close-out letter to be addressed administratively. Mr. Sigman confirmed that the letter was drafted and is ready for submission. Mr. Corkill asked to clarify the close-out letter. Mr. Thomas clarified that a closeout letter address a complaints brought before the board.

Mr. Corkill gave a brief report on the AIA activity advocating for the Architect's Board Sunset Extension which was acknowledged by Chair Edmeades.

### **Revision of ARE Application**

Chair Edmeades mentioned that he and Mr. Sigman worked on a new draft. He asked Mr. Sigman if he could post the draft for September Meeting. Mr. Sigman requested a word version of the ARE application from Mr. Thomas for him to make these edits. Mr. Thomas agreed to find share a copy with Mr. Sigman.

### **About Integrated Path to Architectural Licensure (IPAL)**

Chair Edmeades also stated that he discussed the IPAL with Counsel Sigman. Chair Edmeades believes that the MD regulations as stated IPAL candidates can take the ARE. He suggested discussing it when the Board considers the ARE applications.

### **Limitations on Letter of Recommendation**

Chair Edmeades acknowledged the issue of the 5-year limitations on letters of recommendation. Motion(IV) was made by Mr. Ey, seconded by Mr. Flemming and unanimously out to approve that the letters of recommendation for ARE applications be dated within 5 years of the application.

Ms. Shonaiya and Mr. Sneed, respectively, asked if the letters of recommendation should come from their employers or from licensed architects. Mr. Edmeades made a clarification that it can be from anyone, and its main purpose is to attest to the candidate's good moral character while the ERC form is for the architectural aspects of the applicant. Mr. Sigman suggested that the 5-year window be included in the ARE application form to which Mr. Edmeades agreed.

## **New Business**

Chair Edmeades assigned the following Committees to the following members:

DEI Committee - Ms. Shonaiya, Mr. Sneed and himself

Board Responsibilities to MD Law - Mr. Ey and Mr. Flemming

Code Officials - Mr. Polt and Ms. Hopkins

The assigned members all agreed to their respective Committee. Ms. Hopkins reminded Chair Edmeades that she is also a member of an NCARB Committee. Chair Edmeades also asked Mr. Thomas to get involved with all the Committees and also Mr. Sigman if necessary. He looks forward to reports in September meeting.

**Correspondence**

Mr. Edmeades and Mr. Flemming both acknowledged and thanked the staff in posting the Thank You letters from an ARE candidate and a licensee.

**Executive Director’s Report**

Mr. Thomas informed the Board that NCARB leadership, Mike Armstrong & Josh Batkin are interested in attending the September 28 meeting. Chair Edmeades suggested putting the NCARB presentation on the Agenda next to the Complaint Committee Report.

Mr. Thomas expressed that it would be nice to have the meeting in person, but since the cooling system of the building is still under repair he suggested that the meeting be held at the Department of Labor, Professional Outplacement Assistance Center (POAC) building near BWI airport. A virtual option will be available for those who may not be able to attend in person.

He presented the Maryland ARE Pass Rates report for July 2022. Mr. Ey asked if Morgan State’s program is now an IPAL program, and Mr. Thomas confirmed this.

He also announced that there will be a luncheon meeting with NCARB after the Board Meeting for those who are available to attend.

**Board Counsel’s Report**

Mr. Sigman reported that he replied to the correspondence from June 29 meeting. Sent to the Board from Harford County.

**Adjournment**

There being no further business to discuss, Motion (V) was made by Mr. Flemming, seconded by Ms. Hopkins, and unanimously carried out to adjourn the meeting at 12:26 pm.

The next Board Meeting will be on Sep 28, 2022, Wednesday at 11:00 am.

  X   With Corrections

\_\_\_\_\_ Without Corrections

(Signature on File)

11/01/2022

\_\_\_\_\_  
**Paul Edmeades, Chair**

\_\_\_\_\_  
**Date**