

Maryland Board of Architects Business Meeting Minutes

DATE: January 22, 2025

TIME: 11:00 AM

LOCATION: 100 S. Charles Street
Tower 1, 3rd Floor
Baltimore, MD 21201

Video conferencing via: meet.google.com/jzf-hyjn-wcx

By Phone: (US) +1 470-228-0070 PIN: 831 936 121#

MEMBERS PRESENT: Cynthia Shonaiya, Chair
Paul Edmeades, Architect
Kevin Sneed, Architect
Mark Flemming, Architect
Douglas Polt, Architect
Casey Dawkins, Consumer Member
Gretel Lott, Consumer Member

STAFF PRESENT: Zevi Thomas, Executive Director
Raquel Meyers, Assistant Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

OTHER PRESENT: John Corkill, Architect

Call to Order

Cynthia Shonaiya, Chair, called the Business Meeting of the Maryland Board of Architects to order at 11:01 a.m., virtually via meet.google.com/jzf-hyjn-wcx, (US) +1 470-228-0070 PIN: 831 936 121#

Approval of Minutes

The members reviewed the minutes of the Business Meeting held on December 11, 2024. Motion (I) was made by Mr. Edmeades, seconded by Mr. Sneed, and unanimously carried by the Board to approve the minutes with corrections.

Complaint Committee Report

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

02-AR-25 - has been closed.

03-AR-25 - has been referred to OAG for pre-charge.

Mr. Flemming mentioned that there was a topic about fraudulent activities but suggested to discuss in the latter part of the meeting.

Ms. Shonaiya followed up on the status of 02-AR-24 and the remaining complaints from last year. Mr. Flemming confirmed that 04-AR-23 and 04-AR-25 were already noted as closed from the previous report. He also reported that 02-AR-24 was already closed in the November 2024 meeting.

Motion (II) was made by Mr. Edmeades, seconded by Ms. Lott, and carried by the Board to accept the Complaint Committee Report.

Review of Applications

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

Mr. Edmeades presented the report for the Architectural Registration Exam (A.R.E.) and reciprocity applications.

There were **nine (9)** A.R.E. applications administratively approved:

MOORE II, David
TRITT, Ashley Nicole
JOHNSON, Molly
LEVY, Theodore
LEMERE, Austin

SENN, Jeanette
KEAN, Terrance
SIEGALL, Tai
FURCHAK, Michaila

There were **four (4)** ARE applications approved by the Board:

BAILEY, Hunter
EINHORN, Gabriel

MILLER, Jacob
TEAPOLE, Ginger

Applications for Reciprocity - None

Ms. Shonaiya said that the applications submitted for this meeting were straightforward. Two candidates still must complete their AXP and two already met the MD and NCARB AXP requirements.

Ms. Shonaiya agreed with Mr. Edmeades' comments that the MD Board should be proud of its continued support of these ARE candidates in their pursuit of licensure utilizing our multiple pathways, especially those who contributed long years of experience to this design profession.

Motion (III) was made by Mr. Dawkins, seconded by Mr. Edmeades, and unanimously carried by the Board to approve **thirteen (13)** A.R.E. applications with no reciprocity application.

Old Business

Committee Reports

Board of Architects Annual Report

Mr. Flemming reported that the initial Board of Architects Annual Report for Fiscal Year 2024 has been finalized and submitted. The Board agreed to accept the report as submitted by Mr. Flemming. Ms. Shonaiya commented that the document is a substantive report that could be helpful for the policy makers in the state.

Ms. Shonaiya checked with Mr. Thomas and Mr. Venuti on how the architect's annual report handbook will be distributed. Mr. Thomas mentioned that it would be posted on the website and disseminated with the assistance of the O & P Office of the Commissioner.

DEI (Diversity, Equity, and Inclusion) Forum

Mr. Dawkins reported that the DEI committee met the week before this meeting. He said they contacted NCARB to obtain the list of community colleges in Maryland. They contacted Anne Arundel and Montgomery Community College. The Committee plans to reconvene to discuss the next step.

Legislative Task Force

Mr. Venuti reported that the committee has reviewed the MD Statute. He is preparing a draft to be included in the revision of the MD law and regulations. The Board will have an opportunity to review and comment during the February board meeting.

Outreach Opportunity

Ms. Shonaiya recalled the presentation they participated in at AIA Maryland, Potomac Valley, and Chesapeake Bay. The Outreach Committee would reconvene in preparation for the upcoming AIA summer event in May 2025.

License Verification Task Force

Mr. Venuti updated the Board that he plans to combine the task force across the design board. He is still waiting for the other design board's response. Mr. Flemming volunteered to be a member of the License Verification Committee. Ms. Shonaiya followed up with Mr. Venuti for the other design board's response. He answered that the PE and CID Boards are interested in participating in the task force.

New Business

NCARB Meetings 2025

Ms. Shonaiya confirmed with the Board their attendance at the forthcoming NCARB Regional Summit in Philadelphia, Pennsylvania on February 28 - March 1, 2025, as follows:

Lott	Yes - NCARB funding
Sneed	Yes - Region II funding
Edmeades	Yes - Region II funding
Polt	will confirm
Shonaiya	Yes - State funding
Dawkins	Yes - NCARB funding
Flemming	Yes - NCARB funding
Thomas	Yes - State Funding
Venuti	will confirm

Mr. Edmeades enumerated the available funding for the Board from NCARB and Region II funding. There are two architect members, one public member, one new member, one for Board counsel (first come, first serve), and two for Region II members.

Ms. Shonaiya encouraged members to register before its deadline on February 27, 2025. She also announced the need to assign the Board's representative for the Regional Strategic Plan included in the Annual Meeting agenda. She would update the Board when she gets more information.

Mr. Edmeades added that NCARB resolutions would also be discussed at the Regional Summit.

Correspondence - None

Executive Director's Report

Mr. Thomas confirmed that the Maryland Department of Labor completed its move to the new location at 100 South Charles, Baltimore, MD on January 13, 2025. As previously discussed, the Board may convene in person by March or April since the Board is still in the process of getting conference rooms completed.

Ms. Shonaiya suggested meeting in person in April 2025 to get together and see the new State office location.

Mr. Thomas requested an executive session for an ARE candidate's concerns.

Board Counsel's Report

Mr. Venuti reported that Complaint 04-AR-23 was given a 30-day deadline for the respondent to file an appeal from December 6, 2024, but the council has not received an appeal from the respondent as of this date. He announced that the Legislative Session has begun, but he has no updates yet that would affect the design boards.

