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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

STATE ARCHITECTS LICENSURE BOARD

TIME: 9:30 A.M.

PENNSYLVANIA DEPARTMENT OF STATE
Board Room C
One Penn Center
2601 North Third Street
Harrisburg, Pennsylvania 17110

November 8, 2018

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State Architects Licensure Board
November 8, 2018

BOARD MEMBERS:

- John R. Hill, RA, President
- Philip M. Leinbach, RA, Vice President
- Ian J. Harlow, Commissioner of Professional and Occupational Affairs - Absent
- Adam Hough, Office of Attorney General, Bureau of Consumer Protection
- Douglas E. Carney, RA
- Darryl R. Hamm, Public Member
- Mary E. McClenaghan, RA - Absent
- Jerry K. Roller, RA

BUREAU PERSONNEL:

- Ariel O'Malley, Esquire, Board Counsel
- C. William Fritz II, Esquire, Board Counsel
- Robert B. Armour, Esquire, Board Prosecution Liaison
- Amanda Li, Board Administrator

ALSO PRESENT:

- Anthony S. Potter, Esquire, General Counsel, American Institute of Architects-Pennsylvania

1 ***

2 State Architects Licensure Board

3 November 8, 2018

4 ***

5 The regularly scheduled meeting of the State
6 Architects Licensure Board was held on Thursday,
7 November 8, 2018. John R. Hill, RA, President, called
8 the meeting to order at 9:30 a.m.

9 ***

10 Roll Call

11 [Roll call was taken. A quorum was noted to be
12 present.]

13 ***

14 [The Pledge of Allegiance was recited.]

15 ***

16 Introduction of Audience Members

17 [President Hill requested the introduction of audience
18 members.]

19 ***

20 [John R. Hill, RA, President, noted two informal
21 conferences were scheduled prior to the meeting with
22 one being cancelled due to a health issue.]

23 ***

24 Approval of Minutes of the September 13, 2018 meeting

25 PRESIDENT HILL:

1 Has everybody had an opportunity to
2 review the minutes? Are there any
3 comments, corrections for the minutes?

4 MR. LEINBACH:

5 I make a motion that the minutes be
6 approved as submitted.

7 MR. CARNEY:

8 Second.

9 PRESIDENT HILL:

10 We have a motion to approve the minutes
11 and a second. All those in favor? Any
12 opposed? The minutes are approved as
13 written.

14 [The motion carried unanimously.]

15 ***

16 Report of Prosecutorial Division - No Report

17 ***

18 Report of Board Counsel

19 [Ariel O'Malley, Esquire, Board Counsel, noted that
20 the newsletter and proposed rulemaking for the digital
21 electronic signature should be distributed in the near
22 future. She also noted that the General Revisions
23 annex should also soon be disseminated within.

24 Ms. O'Malley announced that this was her last
25 meeting, and Mr. Fritz will be the new Board Counsel.

1 President Hill welcomed Mr. Fritz.]

2 ***

3 Regulations/Statute

4 [Ms. O'Malley noted that the exposure draft for the
5 General Revisions for distribution. She stated that
6 comments on the General Revisions will be reviewed at
7 the January meeting. The comments regarding the
8 digital seal regulation will be reviewed at the
9 February or March meeting.]

10 ***

11 Applications

12 [John R. Hill, RA, President, noted reciprocal
13 licensing applications for review in Executive
14 Session. He also noted that the informal conferences
15 will also be reviewed in Executive Session.]

16 ***

17 Report of Commissioner - No Report

18 ***

19 Report of Board President

20 Election of Board Officers for 2019

21 MR. HAMM:

22 I nominate John Hill for President.

23 MR. ROLLER:

24 Second.

25 PRESIDENT HILL:

1 Thank you. Any other nominations for
2 other offices?

3 ***

4 MR. HAMM:

5 I nominate Phil Leinbach for Vice
6 President.

7 MR. CARNEY:

8 Second.

9 PRESIDENT HILL:

10 Thank you.

11 ***

12 MR. CARNEY:

13 I'll nominate Darryl Hamm for Secretary.

14 MR. LEINBACH:

15 I'll second.

16 [The motion carried unanimously.]

17 ***

18 PRESIDENT HILL:

19 Do we have any other nominations to
20 consider, anybody else going forward?

21 Do I hear a motion to close the
22 nominations?

23 MR. CARNEY:

24 So moved.

25 PRESIDENT HILL:

1 Since nothing is contested, I assume the
2 nominations move forward as needed. All
3 in favor? Any opposed?

4 Thank you for your confidence
5 moving forward in that. I look forward
6 to that.

7 [The motion carried unanimously.]

8 ***

9 NCARB MBC & MBC Conference Summary

10 [John R. Hill, RA, President, addressed the NCARB MBC
11 & MBE Conference in St. Louis. President Hill noted
12 good presentation on the National Board's Strategic
13 Plan that was being updated from the 2013 version. He
14 mentioned programmatic changes for regulations and
15 processes among jurisdictions. He noted major themes
16 of the plan, including advocacy.

17 Mr. Hamm discussed his attendance at the meeting,
18 commending a consultant for the wonderful job in
19 getting a version back reflecting the direction of the
20 Board. He mentioned that it was being shared with
21 stakeholders and was not a strategic plan for NCARB
22 but was a strategic plan for the Board of Directors.

23 Mr. Hamm commented that NCARB does a good job
24 assisting states being challenged legislatively in
25 their efforts to deregulate or change regulations.

1 President Hill also noted a paper from the
2 Federal Trade Commission. He stated that NCARB will
3 reach out and assist all of the Boards and
4 jurisdictions in responding to challenges, noting that
5 NCARB has expanded their resources.

6 Mr. Roller questioned whether there was a
7 mechanism for NCARB to coordinate with AIA, which also
8 has similar goals and has an advocacy component. Mr.
9 Hamm replied that there was an active engagement among
10 all collaterals. AIA works on advancing the
11 profession.

12 President Hill discussed NCARB assisting the
13 Board with articles in future newsletters. NCARB has
14 pamphlets on protecting the public, health safety, and
15 explaining why licensure matters.]

16 ***

17 Region 2 Educator/Practitioner Symposium Summary
18 [President Hill next discussed the successful Region 2
19 Educator/Practitioner Symposium program on October 4
20 and 5, 2018, at Drexel University. Mr. Leinbach and
21 Mr. Carney were instrumental in the collaboration.
22 The Region 2 Symposium will continue in the future
23 every other year. He encouraged Board member
24 participation in the program. Mr. Carney recognized
25 President Hill's leadership in the program. President

1 Hill expressed his appreciation and his continued
2 support for the connection between the practice and
3 the continuing education process.]

4

5 Continuing Education Legislation - Update

6 [President Hill updated the Board on the Continuing
7 Education legislation. The legislation has moved from
8 the House to the Senate Committee, but will not move
9 past Committee due to the end of the legislative
10 session.

11 Anthony S. Potter, Esquire, General Counsel,
12 American Institute of Architects-Pennsylvania,
13 introduced himself. He reiterated the update on the
14 Continuing Education legislation as provided by
15 President Hill. The Board discussed obtaining
16 additional sponsors for the legislation and the
17 ramifications with not having a Continuing Education
18 regulation.]

19

20 NCARB Centennial Celebration - 2019

21 [President Hill noted the NCARB Centennial Celebration
22 to be held in 2019. There is a plan to highlight the
23 history of NCARB. A regional meeting to be held in
24 Nashville, Tennessee, was noted to be a key point.]

25

1 NCARB's 55th Jurisdiction - Northern Mariana Islands
2 [President Hill discussed the expansion of NCARB to
3 the Northern Mariana Islands. He recently met the
4 Executive Director of the Northern Mariana Islands,
5 which is the key location of Saipan. Mr. Hamm met a
6 public member of the islands and reported on their
7 projects.]

8 ***

9 Board Initiatives

10 [President Hill reiterated the discussion on the
11 distribution of the Board's newsletter.

12 President Hill noted prior discussion related to
13 an outreach to code officials to encourage the
14 policing of the unregulated practice of architects.
15 Mr. Roller suggested distributing information to
16 jurisdictions as to the seal requirements and
17 verification of architects to practice. Mr. Leinbach
18 suggested extending a request to Labor and Industry
19 and Department of Health to open a dialogue regarding
20 the oversight of the UCC and code officials in
21 Pennsylvania.]

22 ***

23 Region 2 Fall Tele-Conference

24 [President Hill deferred to Mr. Leinbach as the
25 President of the Regional 2 Board. Mr. Leinbach

1 discussed a recent tele-conference meeting wherein all
2 jurisdictions were represented. New Executive
3 Director Judy Belcher is assisting with streamlining
4 the documentation. The biggest focus is on drafting a
5 newsletter outreach to highlight recent
6 accomplishments, as well as documentation updates to
7 meet NCARB organizational requirements. Mr. Leinbach
8 discussed preparing for the 2020 Symposium to be held
9 in Charlottesville, Virginia.

10 President Hill noted key topics of discussion in
11 the tele-conference related to diversity and inclusion
12 within the organization.]

13 ***

14 NCARB Correspondence

15 [President Hill noted the NCARB August and September
16 updates for the Board's review.]

17 ***

18 Report of Board Administrator - No Report

19 ***

20 Miscellaneous - No Report

21 ***

22 [Pursuant to Section 708(a)(5) of the Sunshine Act, at
23 10:04 a.m. the Board entered into Executive Session
24 with Ariel O'Malley, Esquire, Board Counsel, for the
25 purpose of conducting quasi-judicial deliberations on

1 matters that are currently pending before the Board,
2 to receive advice of Counsel, and to review personnel
3 issues. The Board returned to Open Session at 11:07
4 a.m.]

5

6 MOTIONS

7 MS. O'MALLEY:

8 The Board was just in Executive Session
9 conducting quasi-judicial deliberations
10 on matters that are currently pending
11 before the Board, to receive advice of
12 Counsel, and to review personnel issues.

13 At this point, I would note for the
14 record that Item No. 2 for the
15 application for Rebecca Hawranick is
16 going to finish with an informal
17 conference, hopefully at the January
18 meeting.

19 Moving on to Item No. 3, I believe
20 the Board would entertain a motion to
21 approve the application of Joshua
22 Schneider.

23 MR. CARNEY:

24 So moved.

25 MR. LEINBACH:

1 Second.

2 PRESIDENT HILL:

3 I have a motion to approve and a second.

4 Any more discussion on the item?

5 Hearing none, all those in favor? Any
6 opposed?

7 [The motion carried unanimously.]

8 ***

9 MS. O'MALLEY:

10 For the informal conferences this
11 morning, I would first note that Item
12 No. 5 has been tabled and will have to
13 be rescheduled for the January meeting.

14 Taking us back to Item No. 4, I
15 believe the Board would entertain a
16 motion to approve the application of
17 Troy Bankert.

18 MR. ROLLER:

19 So moved.

20 MR. LEINBACH:

21 Second.

22 PRESIDENT HILL:

23 I have a motion to approve and a second.

24 Any more discussion on the matter?

25 Hearing none, all those in favor, say

1 aye? Opposed?

2 [The motion carried unanimously.]

3 ***

4 Adjournment

5 PRESIDENT HILL:

6 That ends the motions to be voted on by
7 the Board. Any further discussions for
8 today's Board meeting?

9 Hearing none, I certainly wish
10 everybody happy holidays coming up, and
11 we will not meet again until January.

12 I thank you for your work today.

13 Do I hear a motion to adjourn?

14 MR. HAMM:

15 So moved.

16 MR. LEINBACH:

17 Second.

18 PRESIDENT HILL:

19 All those in favor?

20 [The motion carried unanimously.]

21 ***

22 [There being no further business, the State Architects
23 Licensure Board Meeting adjourned at 11:10 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Architects Licensure Board meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Architects Licensure Board meeting.

Amy L. Warehime

Amy L. Warehime,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE ARCHITECTS LICENSURE BOARD
REFERENCE INDEX

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TIME	AGENDA
9:30	Official Call to Order
9:31	Roll Call
9:31	Pledge of Allegiance
9:32	Approval of Minutes
9:33	Report of Prosecutorial Division
9:33	Report of Board Counsel
9:35	Regulations/Statute
9:36	Report of Board President
10:03	Report of Board Administrator
10:03	Miscellaneous
10:04	Executive Session
11:07	Return to Open Session
11:07	Motions
11:10	Adjournment