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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
MEETING CONDUCTED VIA TELECONFERENCE**

TIME: 9:01 A.M.

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

May 7, 2020

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State Architects Licensure Board
May 7, 2020

BOARD MEMBERS:

Philip M. Leinbach, RA, President
Darryl R. Hamm, Vice President, Public Member
K. Kalonji Johnson, Acting Commissioner, Bureau of
Professional and Occupational Affairs
Adam Hough, Office of Attorney General, Bureau of
Consumer Protection
John R. Hill, RA
Mary E. McClenaghan, RA
Jerry K. Roller, RA

BUREAU PERSONNEL:

C. William Fritz II, Esquire, Board Counsel
Ray Michalowski, Esquire, Board Prosecution Liaison
Tiffany A. Raker, Esquire, Board Prosecutor
Carolyn A. DeLaurentis, Esquire, Deputy Chief Counsel,
Prosecution Division
Amanda Li, Board Administrator
Ted Stauffer, Executive Secretary, Bureau of
Professional and Occupational Affairs

ALSO PRESENT:

Amal Mahrouki, Director of Legislative Affairs,
American Institute of Architects Pennsylvania
Stephen Swarney, JD, Executive Director, American
Institute of Architects Pennsylvania

1 ***

2 State Architects Licensure Board

3 May 7, 2020

4 ***

5 The regularly scheduled meeting of the State
6 Architects Licensure Board was held on Thursday, March
7 12, 2020 via teleconference. Philip M. Leinbach, RA,
8 President, called the meeting to order at 9:02 a.m.

9 K. Kalonji Johnson, Acting Commissioner, Bureau
10 of Professional and Occupational Affairs, was not
11 present at the commencement of the meeting.

12 ***

13 Roll Call

14 [Roll call was taken. A quorum was noted to be
15 present.]

16 ***

17 Introduction of Audience Members

18 [President Leinbach requested introductions of Bureau
19 Staff and audience members.]

20 ***

21 Approval of minutes of the March 12, 2020 meeting

22 PRESIDENT LEINBACH:

23 We have the approval of the March 12
24 minutes.

25 [The Board discussed corrections to the minutes.]

1 PRESIDENT LEINBACH:

2 Any other revisions, clarifications or
3 amendments? Hearing none, could we have
4 a motion to approve the minutes as
5 amended?

6 MR. HILL:

7 I make a motion to approve the minutes
8 as amended.

9 PRESIDENT LEINBACH:

10 Mr. Hill moves. Second?

11 MS. MCCLENAGHAN:

12 Second.

13 PRESIDENT LEINBACH:

14 There's a second by Ms. McClenaghan.
15 Any further discussions? Hearing none,
16 I'd ask Mr. Hamm to do a roll call vote
17 of the voting members.

18
19 Leinbach, yes; Hough, yes; Hamm, yes;
20 Hill, yes; McClenaghan; Roller, yes;
21 Stauffer, yes.

22 [The motion carried unanimously.]

23 ***

24 Report of Prosecutorial Division

25 [Tiffany Raker, Esquire, Board Prosecutor, reported on

1 working at home and checking on the professional
2 association website to make sure the guidance put out
3 to the membership was in line with the Governor's
4 orders. Thus far, there had been no issues.

5 Ms. Raker noted the hearings scheduled for the
6 meeting were continued or delegated to a Hearing
7 Examiner and she continues to work with Board Counsel
8 to make sure those hearings go as smoothly as
9 possible.

10 In response to a question by Mr. Hamm, Mr. Fritz
11 explained, based on the inability to conduct hearings
12 before the Board due to the current pandemic crisis,
13 it was decided that those hearings usually put before
14 the full Board would be delegated to the Hearing
15 Examiner. Mr. Fritz indicated, as recent as the day
16 before, there was discussion regarding a new policy on
17 proper conduct for the hearings, including provisional
18 denials and reinstatements, to get those hearings back
19 before the Board.

20 Mr. Hamm suggested those hearings could be held
21 in the same virtual format and urged Mr. Fritz to seek
22 approval to for such.

23 Mr. Fritz will update the Board regarding a
24 possible solution to the matter.]

25

1 [K. Kalonji Johnson, Acting Commissioner, Bureau of
2 Professional and Occupational Affairs, entered the
3 meeting at 9:11 a.m.]

4 ***

5 Report of Board Counsel

6 Status of Cases

7 [C. William Fritz II, Esquire, Board Counsel, noted
8 the Board had recently met in Executive Session via
9 teleconference and conducted quasi-judicial
10 deliberations and would do so again later in the
11 meeting.]

12 Mr. Fritz indicated there were five open files,
13 the Seals regulation was moving along, and the Act 41
14 regulation was out for exposure draft and awaiting
15 comments from stakeholders. He noted the informal
16 conferences would be discussed during Executive
17 Session.]

18 ***

19 Report of Acting Commissioner

20 [K. Kalonji Johnson, Acting Commissioner, Bureau of
21 Professional and Occupational Affairs, thanked the
22 Board for its flexibility, patience, and adjusting to
23 the virtual meeting due to the current crisis. He
24 advised members to check the commonwealth.pa.gov
25 website for updates regarding when each county would

1 re-open.]

2

3 Report of Board President

4 [Philip M. Leinbach, RA, President, referred to three
5 updates on the agenda for further discussion of the
6 bylaws and rules for NCARB Region 2, which were to be
7 voted on at a regional meeting, the election of the
8 NCARB Secretary, and the voting delegates forum for
9 the annual business meeting naming Mr. Leinbach and
10 Mr. Hill as the official and alternate to the 2020
11 annual business meeting.]

12

13 Report of Board Administrator

14 [Amanda Li, Board Administrator, provided an update
15 with regard to per diems. She indicated the January
16 per diems should have been received. The March Board
17 meeting and the Annual NCARB Regional Summit per diems
18 were submitted and should be processed shortly.

19 Mr. Hamm requested Acting Commissioner Johnson
20 attend the Executive Session for further discussion of
21 the matter.]

22

23 Miscellaneous

24 AIA Pennsylvania

25 [Stephen Swarney, JD, Executive Director, American

1 Institute of Architects Pennsylvania, requested to be
2 advised of any information on the website that the
3 Board believed was in violation or incorrect.

4 Amal Mahrouki, Director of Legislative Affairs,
5 American Institute of Architects Pennsylvania, thanked
6 Acting Commissioner Johnson and the entire department
7 for being instrumental in providing information in an
8 expeditious manner. She indicated a number of
9 webinars had been conducted due to the stay-at-home
10 order.

11 Ms. Mahrouki noted the Government Affairs
12 Committee met for discussion of legislative priorities
13 going forward, including the need for architectural
14 and engineering design to happen before construction.

15 Healthcare architects also considered ways architects
16 could provide services. Ms. Mahrouki stated a letter
17 was sent to the Governor, Department of Health, and
18 PEMA regarding that assistance.

19 She noted AIA had been tracking legislation,
20 including the HB1497, Interior Design Bill and HB
21 2172, PASSHE Reform Bill.]

22 ***

23 MR. HAMM ASSUMED THE CHAIR

24 ***

25 [Pursuant to Section 708(a)(5) of the Sunshine Act, at

1 9:26 a.m. the Board entered into Executive Session
2 with C. William Fritz II, Esquire, Board Counsel, for
3 the purpose of quasi-judicial deliberations. The
4 Board returned to open session at 9:53 a.m.]

5

6 MOTIONS

7 MR. FRITZ:

8 The Board met in executive session and
9 conducted quasi-judicial deliberations
10 on the following matters:

11 In regard to the informal
12 conferences that were held, the Board
13 would entertain a motion to approve the
14 Application submitted by Timothy
15 Checchia.

16 VICE PRESIDENT HAMM:

17 Is there a motion to approve Mr.
18 Checchia to sit for the ARE?

19 MR. HILL:

20 So moved.

21 VICE PRESIDENT HAMM:

22 Is there a second?

23 MR. ROLLER:

24 Second.

25 VICE PRESIDENT HAMM:

1 Moved and seconded. Any further
2 discussion? Ready for the question.
3 All those in favor signify by saying
4 aye? Opposed same sign?

5 [The motion carried unanimously.]

6 ***

7 MR. FRITZ:

8 The Board would entertain a motion to
9 provisionally deny the application for
10 reciprocal licensure submitted by Brian
11 Hartline.

12 VICE PRESIDENT HAMM:

13 I will entertain a motion to deny
14 provisionally the application of Mr.
15 Hartline for reciprocal licensure.

16 MR. ROLLER:

17 I make the motion.

18 MR. HILL:

19 Second.

20 VICE PRESIDENT HAMM:

21 Moved and seconded to deny the
22 reciprocal license of Mr. Hartline. Is
23 there any further discussion? Ready for
24 the question. All those in favor of
25 denying the application for Mr. Hartline

1 [The next meeting is scheduled for July 9, 2020.]

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CERTIFICATE

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Morgan McKendrick

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Morgan McKendrick,

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Minute Clerk

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Sargent's Court Reporting

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Service, Inc.

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STATE ARCHITECTS LICENSURE BOARD
REFERENCE INDEX

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TIME	AGENDA
9:02	Official Call to Order
9:02	Roll Call/Introduction of Audience Members
9:04	Approval of Minutes
9:06	Report of Prosecutorial Division
9:11	Report of Board Counsel
9:13	Report of Acting Commissioner
9:15	Report of Board President
9:17	Report of Board Administrator
9:19	Miscellaneous
9:26	Executive Session
9:53	Return to Open Session
9:53	Motions
9:58	Adjournment