

**EXECUTIVE SUMMARY**  
**BOARD OF ARCHITECTURE AND INTERIOR DESIGN**

**I. General Information**

Meeting Dates: November 21-22, 2013  
Meeting Type: General Business Meeting  
Hampton Inn & Suites  
80 Beach Drive, NE  
St. Petersburg, Florida  
Members Present: Mr. John Ehrig, Chair  
Mr. Miguel Rodriguez, Vice-Chair  
Mr. Francisco Costoya, Jr.  
Mr. Jonathan Toppe  
Ms. Aida G. Bao-Garciga  
Ms. Kenan Fishburne  
Mr. Emory Johnson  
Mr. Dylan Rivers  
Members Absent: None  
Other Attendees: Ms. Juanita Chastain, Executive Director  
Mr. David Minacci, Prosecuting Attorney  
Ms. Mary Ellen Clark, Assistant Attorney General  
Mr. Trent Manausa  
Other interested parties

**II. Major Issues/Actions**

- Chairman Ehrig welcomed Mr. Rivers to the board.
- The board accepted nine settlement stipulations.
- The board accepted eleven voluntary relinquishments of licensure.
- The board voted to deny the motion to reconsider a final order.
- The board heard and acted upon an additional six disciplinary cases.
- The board approved the minutes of the August 5, 2013 probable cause panel meeting and the August 6-7, 2013 general business meeting.
- The board approved the licensure ratification list and the continuing education ratification list.
- Ms. Clark presented the rules report. The board voted to amend the following rules and approved the SERC checklists. The board indicated a SERC was not required for any of the rules:
  - Rule 61G1-16.004, FAC, Title Block
  - Rule 61G1-21.006, FAC, Inactive or Delinquent Florida Registered Interior Designers who Desire Reactivate
  - Rule 61G1-21.009, FAC, Definition of a Complete Application
  - Rule 61G1-24.004, FAC, Inactive or Delinquent Florida Registered Architects who Desire to Reactivate
  - Rule 61G1-24.005, FAC, Definition of a Complete Application
  - Rule 61G1-25.003, FAC, Qualification Program for Threshold Building Inspectors.
- The board reconsidered the Petition for Variance or Waiver of Rule 61G1-22.002(1) and 22.001(1) and voted to vacate order and allow for withdrawal.
- The board denied one application for interior design endorsement.

- Mr. Johnson presented a report on his attendance at the National Council of Interior Design Qualification (NCIDQ) annual meeting.
- Mr. Johnson presented a letter from NCIDQ Executive Director indicating NCIDQ would consider exam review for the next year. Ms. Chastain will ask Mr. Ashoo to contact NCIDQ with the specifics.
- Mr. Ehrig discussed the NCARB Intern Development Program changes.
- The board declined to sign the Mutual Recognition Agreement between NCARB and the Canadian Architectural Licensing Authorities (CALA).
- Mr. Ehrig discussed Construction Contract Administration (CCA) and asked that the item be placed on the January agenda and interested parties invited to the meeting.
- The board discussed continuing education reciprocity between boards and commented the hours must be in health, safety and welfare.
- Ms. Chastain presented the fourth quarter financial statement.
- Mr. Rodriguez informed the board he serves on an NCARB committee looking into the licensure process. The board voted to have Mr. Rodriguez advise NCARB Florida was interested in participating in the pilot program.
- Ms. Vicki Long, AIA, gave a report.
- Mr. Dave Roberts, ASID, gave a report.
- Mr. David Minacci presented his annual report.
- Mr. Rodriguez was voted Chair and Mr. Toppe was voted Vice-Chair. The board expressed their appreciation to Mr. Ehrig for his service as Chair.

### **III. Legislation/Rule Promulgation**

- Ms. Clark to notice the following rules:
  - Rule 61G1-16.004, FAC, Title Block
  - Rule 61G1-21.006, FAC, Inactive or Delinquent Florida Registered Interior Designers who Desire Reactivation.
  - Rule 61G1-21.009, FAC, Definition of a Complete Application
  - Rule 61G1-24.004, FAC, Inactive or Delinquent Florida Registered Architects who Desire to Reactive
  - Rule 61G1-24.005, FAC, Definition of a Complete Application
  - Rule 61G1-25.003, FAC, Qualification Program for Threshold Building Inspectors.

### **IV. Action Required**

- Ms. Chastain to write NCARB declining to sign Mutual Recognition Agreement between NCARB and the Canadian Architectural Licensing Authorities (CALA)
- Ms. Chastain to share the letter from NCIDQ with Mr. Ashoo regarding examination review.
- Place Construction Contract Administration on the January agenda.
- Final orders to be prepared by Ms. Clark and Mr. Minacci.
- The following board meetings have been scheduled:
  - January 15-17, 2014, Jacksonville, FL
  - April 2-4, 2014, Cocoa Beach, FL
  - July 14-16, 2014, Miami
  - October 22-24, 2014, Location To Be Announced

Juanita Chastain  
Executive Director