

# MINUTES

## Board of Architecture and Interior Design

Hilton Naples & Towers  
5111 Tamiami Trail North  
Naples, Florida 34103  
239.659.3150

November 2, 2010  
9:00 a.m.

### General Business

#### Call to Order

Mr. Ehrig called the meeting to order at 9:05 a.m. The roll was called and a quorum established. Mr. Ehrig performed an invocation.

Roll Call – Identify excused absences

#### Members Present:

John Ehrig  
Wendell Hall  
Warren Emo  
Johnstone Reid, Jr.  
Joyce Shore  
Aida Bao-Garciga  
Garrick Gustafson  
Wanda Gozdz  
J. Emory Johnson

#### Member Absent:

Eric Kuritzky - excused

#### Others Present:

Mary Ellen Clark, Board Counsel  
David Minacci, Prosecuting Attorney  
Anthony "Tony" Spivey, Executive Director  
Terri Estes, Government Analyst  
Other Interested Parties

Court Reporter: Mary Anne DeMars, Martina Reporting Services, 2069 First Street, Suite 201, Ft. Myers, Florida 33901. Telephone 239.334.6545

#### Disciplinary Cases

### Settlement Stipulations

Unlicensed

DBPR vs. Reginald R. Harris  
Case Number 2009-053895  
PCP: Rodriguez, Wirtz, and Gustafson

Mr. Harris was present and sworn in by the court reporter. Mr. Gustafson was recused from the review of the case based on his participation with the probable cause panel. Probable cause was found to file a two count administrative complaint for offering architectural services without a license and using the title architect without a license.

The probable cause panel recommended that the board impose \$765.00 costs within 30 days of the final order. The settlement stipulation presented reflected the panel's recommendation.

Motion: Mr. Hall moved to approve the settlement stipulation as presented.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

### Motion for Final Order

DBPR vs. Joy A. Vannice and Joy's Creative Designs, Inc.  
Case Number 2008-049836  
PCP: Rodriguez, Wirtz, and Gustafson

Ms. Vannice was present and sworn in by the court reporter. Mr. Gustafson and Mr. Johnson were recused from the review of the case based on their participation with the probable cause panel. Probable cause was found to file a five count administrative complaint for filing a report which the licensee knows to be false, failing to perform any statutory or legal obligation, providing services that do not conform to acceptable standards of interior design practice, accepting and performing professional responsibility which the licensee knew that she or he is not competent or licenses to perform, and practicing interior design through a business entity without a certificate of authorization.

Ms. Vannice filed an election of rights form and the case went to the Division of Administrative Hearings. Ms. Vannice failed to respond to the request for admissions and the jurisdiction was relinquished to the board.

The probable cause panel recommended a \$2,500 fine plus \$6484.19 costs, reprimand, and two years reporting probation.

Motion: Mr. Hall moved that the board adopt the findings of fact as presented in the administrative complaint.  
Second: Ms. Shore seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board adopt the conclusions of law as presented in the administrative complaint.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Ms. Shore moved that the board adopt the panel's recommendation.  
Second: Mr. Hall seconded the motion and included that the reporting probation expert review be at Ms. Vannice's expense.

Ms. Vannice stated that she was not practicing interior design and had no means of employment or support to pay the penalties imposed. She stated that was caring for an elderly parent. She stated that she did not receive notice in the mail because she had relocated. She disputed the alleged fact she overcharged for her services.

The board discussed the options of Ms. Vannice relinquishing her license in lieu of further discipline and that she never reapply for licensure. The board discussed the fact that they could recover costs.

Ms. Shore withdrew her motion and Mr. Hall withdrew his second.

Motion: Mr. Hall moved to continue the case until the February meeting.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Ms. Vannice provided a new address for the record 345 Rockhill Court, Marco Island, Florida 34145.

#### Motion for Order Waiving Formal Hearing

Unlicensed

DBPR vs. Cesar Magnorsky and European Onyx, LLC

Case Numbers 2007-045164 and 2007-045200

PCP: Rodriguez, Wirtz, and Gustafson

Mr. Magnorsky was not present or represented by counsel. Mr. Gustafson and Mr. Johnson were recused from the review of the case based on their participation with the probable cause panel. Probable cause was found to file a three count administrative complaint for practicing architecture without a license, using the title architect without a license, and practicing architecture through a business entity without a certificate of authorization.

The administrative complaint was noticed in the South Florida Business Journal after attempts by hand delivery and certified mail delivery failed. The respondent has failed to respond.

The probable cause panel recommended a \$15,000 fine plus \$2,199 costs.

Motion: Mr. Hall moved that the board find that the administrative complaint was properly served upon the respondent and that the respondent waived the right to dispute the material facts by failure to timely respond thereto.

Second: Ms. Shore seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board adopt the findings of fact and conclusions of law as set forth in the administrative complaint.

Second: Mr. Emo seconded the motion and it passed unanimously.

Motion: Ms. Gozdz moved that the board impose a \$15,000 fine plus \$2,100 costs.

Second: Mr. Hall seconded the motion and it passed unanimously.

DBPR vs. David Lee Cogswell and David Lee Cogswell House & Garden Decor  
Case Number 2009-018931

PCP: Rodriguez, Wirtz and Gustafson

Mr. Cogswell was not present or represented by counsel. Mr. Gustafson and Mr. Johnson were recused from the review of the case based on their participation with the probable cause panel. Probable cause was found to file a one count administrative complaint for practicing interior design without a license.

The administrative complaint was noticed in the South Florida Business Journal after an attempt by hand delivery failed. The respondent has failed to respond.

The probable cause panel recommended a \$5,000 fine plus \$746 costs. Records reflect that the respondent had prior discipline. The board discussed the lawsuit case and determined that this case was a valid violation.

Motion: Ms. Bao-Garciga moved that the board find that the administrative complaint was properly served upon the respondent and that the respondent waived the right to dispute the material facts by failure to timely respond thereto.

Second: Mr. Reid seconded the motion and it passed unanimously.

Motion: Ms. Bao-Garciga moved that the board adopt the findings of fact and conclusions of law as set forth in the administrative complaint.

Second: Ms. Shore seconded the motion, it passed with Mr. Hall opposed.

Motion: Ms. Bao-Garciga moved that the board impose a \$5,000 fine plus \$746 costs.

Second: Mr. Reid seconded the motion, it passed with Mr. Hall opposed.

DBPR vs. Jillian Douglas Design Group, Inc. and

Douglas and Jill Burghardt  
Case Number 2009-060986  
PCP: Rodriguez, Wirtz, and Gustafson

The respondent was not present or represented by counsel. Mr. Gustafson and Mr. Johnson were recused from the review of the case based on their participation with the probable cause panel. Probable cause was found to file a three count administrative complaint for practicing architecture without a license, using the title architecture without a license, and offering architectural service through a business entity without a certificate of authorization.

The administrative complaint was served by hand delivery July 15, 2010. The respondent has failed to respond.

The probable cause panel recommended a \$10,000 fine plus \$865 costs. Records reflect that the respondent had prior discipline.

Motion: Mr. Hall moved that the board find that the administrative complaint was properly served upon the respondent and that the respondent waived the right to dispute the material facts by failure to timely respond thereto.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board adopt the findings of fact and conclusions of law as set forth in the administrative complaint.

Second: Ms. Shore seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board impose a \$15,000 fine plus \$865 costs.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

DBPR vs. Daryl W. Hosey and R & W Architectural Design, LLC  
Case Number 2009-003212  
PCP: Rodriguez and Gustafson

The respondent was not present or represented by counsel. Mr. Gustafson and Mr. Johnson were recused from the review of the case based on their participation with the probable cause panel. Probable cause was found to file a two count administrative complaint for practicing architecture without a license and offering architectural service through a business entity without a certificate of authorization.

The administrative complaint was noticed in the Erie Times News after an attempt by hand delivery failed. A notice was published in the South Florida Times Journal for the Port St. Lucie area and Pennsylvania based on a background check. The respondent has failed to respond.

The probable cause panel recommended a \$10,000 fine plus \$1,319 costs.

Motion: Mr. Hall moved that the board find that the administrative complaint was properly served upon the respondent and that the respondent waived the right to dispute the material facts by failure to timely respond thereto.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board adopt the findings of fact and conclusions of law as set forth in the administrative complaint.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board impose a \$10,000 fine plus \$1, 319 costs.

Second: Ms. Shore seconded the motion and it passed unanimously.

### Settlement Stipulations

#### Unlicensed

DBPR vs. J. Scott Drafting, Inc. and James Scott

Case Number 2009-046984

PCP: Rodriguez, Wirtz, and Gustafson

Mr. Scott was not present or represented by counsel. Mr. Gustafson was recused from the review of the case based on his participation with the probable cause panel. Probable cause was found to file a two count administrative complaint for practicing architecture without a license and offering architectural service through a business entity without a certificate of authorization.

The probable cause panel recommended a \$5,500 fine plus \$345 costs. The settlement stipulation reflects a \$2,250 fine plus \$345 costs. The fine was reduced because this was a first offense, the respondent agreed to comply, a professional engineer was involved with the project, and the respondent now understands the requirements of Chapter 481, Florida Statutes.

Motion: Mr. Johnson moved that the board approve the settlement stipulation as presented.

Second: Ms. Shore seconded the motion and it passed unanimously.

DBPR vs. Celia C. Domenech and Living Interior Design, Inc.

Case Number 2010-015837

PCP: Rodriguez, Wirtz, and Gustafson

Ms. Domenech was not present or represented by counsel. Mr. Gustafson was recused from the review of the case based on his participation with the probable cause panel. Probable cause was found to file a three count administrative complaint for practicing architecture without a license, using the title architect

without a license, and offering architectural service through a business entity without a certificate of authorization.

The probable cause panel recommended a \$15,000 fine plus \$300 costs. The settlement stipulation reflects a \$5,000 fine plus \$300 costs. The fine was reduced because this was a first offense and the respondent agreed to comply.

The board discussed that the case involved many professions and there was a civil matter pending.

Motion: Mr. Shore moved that the board approve the settlement stipulation as presented.  
Second: Ms. Gozdz seconded the motion. The motion failed due to a tie vote.

After further discussion the following motion was made.

Motion: Mr. Hall moved that the board approve the settlement stipulation as presented.  
Second: Mr. Reid seconded the motion, it passed with Ms. Bao-Garciga and Mr. Johnson opposed.

Licensed

DBPR vs. Gibson Midge Jones  
Case Number 2009-043954  
PCP: Rodriguez, Wirtz, and Gustafson

Mr. Jones was not present or represented by counsel. Mr. Gustafson was recused from the review of the case based on his participation with the probable cause panel. Probable cause was found to file a one count administrative complaint for aiding any unlicensed person to practice architecture.

The probable cause panel recommended a reprimand and \$1,000 fine.

Motion: Mr. Hall moved that the board approve the settlement stipulation as presented.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

### **Discussion Item**

Probable Cause Panel Meeting transcript for Carlos Ott

Mr. Ehrig commented that he was concerned that the probable cause panel did not find probable cause in the case.

Mr. Rodriguez presented the panel's view of the case. He commented that the practice act was out of sink with today's reality of the practice of architecture and the difficulty of enforcing its intent. He commented that he wanted to collaborate with the board to have insight as to their interpretation of the statutes and rules for enforcement. He commented that the board may want to revise the language for responsible supervisory control. He commented that the Professional Engineers' language was elaborate regarding the clarification of responsible supervisory control.

The board discussed the use of the embossed seal versus electronic signing and sealing. The board discussed that Miami Dade was requiring PDF submissions and not the rule approved Profession Electronic Data Delivery System (PEDDS). The board discussed that municipalities loosened the board's requirements to meet their needs. The board discussed the developers, contractors, and building officials ask architects and engineers to work outside of the imposed state rules.

Mr. Rodriguez commented that the current rules address issues in general and they must review cases on an individual basis to determine whether the respondent violated the intent or the rule. He commented that they investigate the actual timing of when the developer associated with an architect, engineer, etc.

Mr. Hall commented that developers do not always review licensure requirements prior to creating and beginning a project. Mr. Manausa commented that based on a verbal agreement a written agreement should follow to ensure proper responsible supervisory control over a project.

Mr. Rodriguez requested that the board review the language written to enforce unlicensed activity, global practice and the teaming issue, as well as the electronic signing and sealing and/or stamping versus metal embossed seal.

### **Board Member Orientation**

The board enjoyed an overview of the department's board member orientation presentation given by Mr. Spivey, Ms. Clark, and Mr. Minacci.

### **New Business**

No new business.

### **Old Business**

No old business.

### **Recess**



The meeting recessed at 3:42 p.m.

## **MINUTES**

### **Board of Architecture and Interior Design**

**Hilton Naples & Towers  
5111 Tamiami Trail North  
Naples, Florida 34103  
239.659.3150**

**November 3, 2010  
9:00 a.m.**

#### **General Business**

##### **Call to Order**

Mr. Ehrig, Chair, called the meeting to order at 9:03 a.m.

Roll Call – Identify excused absences

##### Members Present:

John Ehrig, Chair  
E. Wendell Hall  
Warren Emo  
Johnstone Reid, Jr.  
Joyce Shore  
Aida Bao-Garciga  
Garrick Gustafson  
Wanda Gozdz  
J. Emory Johnson

##### Member Absent:

Eric Kuritzky - excused

##### Others Present:

Mary Ellen Clark, Board Counsel  
David Minacci, Prosecuting Attorney  
Anthony “Tony” Spivey, Executive Director  
Terri Estes, Government Analyst  
Trent Manausa  
Virginia Courtenay  
Claude Pullen  
Nancy Desantis  
Other Interested Parties

Court Reporter: Mary Anne DeMars, Martina Reporting Services, 2069 First Street, Suite 201, Ft. Myers, Florida 33901. Telephone 239.334.6545

## **Review and Approval of Meeting Minutes**

March 16, 2010 Telephone Conference Call

Motion: Ms. Gozdz moved that the board approve the minutes as presented.  
Second: Mr. Gustafson seconded the motion and it passed unanimously.

August 16-17, 2010 General Business – Ponte Vedra Beach

Motion: Ms. Gozdz moved that the board approve the August 16, 2010 minutes as presented.  
Second: Mr. Gustafson seconded the motion and it passed unanimously.

Motion: Mr. Gustafson moved that the board approve the August 17, 2010 meeting minutes with a correction on page 16 removing the word “the” from the first paragraph third line down, second sentence.  
Second: Mr. Johnson seconded the motion and it passed unanimously.

August 18, 2010 – Probable Cause Panel Meeting

Motion: Mr. Johnson moved that the board approve the minutes as presented with a correction on page 25, second case, first paragraph, third line remove “A & E Support Services, Inc.” and replace with “MAH & Associates, Inc.”  
Second: Ms. Shore seconded the motion and it passed unanimously.

September 28, 2010 – Telephone Conference Call

Motion: Mr. Hall moved that the board approve the minutes as presented with a correction on page three, line 127, change November 10, 2010 to November 19, 2010 and change NCARB’s Strategic Planning Program to NCARB’s Board Chairs’ Meeting.  
Second: Ms. Gozdz seconded the motion and it passed unanimously.

## **Reports**

Chair’s Report – John Ehrig

Mr. Ehrig reported that a newsletter would be available on the web site soon.

Executive Director’s Report – Tony Spivey  
Financial Report Ending June 30, 2010

Mr. Spivey reviewed the financial report that reflected a balance of \$396,837 for the unlicensed activity account and \$667,935 for the operating account. The board discussed using the unlicensed activity funds for unlicensed activity publications and brochures. Mr. Johnson and Mr. Emo offered to review prior radio and television publications and review the opportunities to use the funds for updated materials. Mr. Spivey offered to coordinate a meeting with the department's unlicensed activity coordinator.

Mr. Spivey reported that he was not aware of future account sweeps. The board requested that the \$300,000 that was taken from a previous sweep or loan be returned.

#### AIA Report – Vicki Long

Ms. Long and Mr. Dan Kirby were present. Mr. Kirby, Vice President of the Advocacy Committee, acknowledged the new board members. He commented that he attended on behalf of Mr. Logan. He reported that AIA Florida membership increased over the past year.

Mr. Kirby reported that AIA Florida would cautiously enter the upcoming Legislative Session. He reported that they would oppose any changes to the statute that would change or expand the practice definitions. He reported that a joint task force continued to work with the Building Official Association of Florida and the Florida Engineers Society to develop a design professional's practice guide. He reported that the goal was to have a final document by the end of the year.

Mr. Kirby reported that AIA Florida would attend and observe the National Council of Architectural Registration Boards' (NCARB) Broadly Experience Architect (BEA) process later in the month.

Ms. Long reported that a continuing education data dump for AIA national was complete. She reported that members would take ownership of their records and the system offered real time information.

Ms. Long reported that AIA was working with NCARB regarding the Intern Development Program (IDP) and informing schools of the six month rule changes, other avenues to gain credit, mentoring, etc. She reported that they shared information regarding emerging professional and unlicensed activity.

Ms. Long offered to assist with the unlicensed activity outreach.

#### IDAF – Janice Young

Ms. Clark reported that Mr. Glogau completed his arguments in front of the Appeals Court and could not get a read on how well it went. She reported that there did not appear to be a strong argument from the Plaintiffs' to overturn Judge Hinkle's ruling.

Ms. Young reported that Mr. Jernigan and Ms. Grigsby were present at the hearing. She reported that the Institute for Justice argued that there were only three states that license interior designers. She reported that the cost of education and examination was presented as problematic.

Ms. Young reported that NCIDQ recently accepted a broadly based category for exam eligibility.

Mr. Johnson requested guidance from AIA and IDAF regarding changes to Rule 61G1-23, Florida Administrative Code, responsible supervisory control. Ms. Young recommended that the board review Judge Hinkle's remarks. Mr. Kirby reported that they have not discussed the responsible supervisor's rule and could not offer comments.

Mr. Johnson requested that the board workshop Rule 61G1-23, Florida Administrative Code to confirm that the rule is current with today's electronic world and needs. The board discussed the practice definitions and the responsible supervisory control rule.

Ms. Clark recommended that the board focus on the specific matter as a discussion but not call it a workshop. She encouraged board members to utilize licensed individuals, associations, municipalities, attorneys, etc. for input on recommended changes. The board members were appointed the following assignments for reviewing Rule 61G1-23, Florida Administrative Code.

Rule 61G1-23.010 – Johnstone Reid  
Rule 61G1-23.015 – Wendell Hall  
Rule 61G1-23.020 and .025 – Warren Emo  
Rule 61G1-23.040 – Aida Bao-Garciga  
Rule 61G1-23.050 – Joyce Shore  
Rule 61G1-23.060 – Emory Johnson

The following telephone conference calls were scheduled to discuss proposed rule language changes.

December 7, 2010 at 2:00 p.m. - rules review only  
December 16, 2010 at 2:00 p.m. – application and rules  
January 6, 2011 at 2:00 p.m. – application rules review

Mr. Johnson commented that the number of licensed architects and interior designers had declined. He asked the associations if they were aware of

employment opportunities for architects and interior designers and what the board could do to assist the professionals with employment.

Mr. Kirby commented that many firms were leaving Florida because of the economy. He commented that AIA Florida was focusing on building code education and protecting the professional's ability to work at the state level. He commented that their goal was to have a better architect at the end of the day.

The board discussed that many individuals were starting businesses for themselves.

The board discussed the need to educate students about the path to licensure. The board discussed the difficulty for architect and interiors designers to gain the experience due to the down turn of the economy. The board discussed gaining experience in other methods than just employer/employee relationships.

Mr. Kirby commented that AIA Florida had a concern with the national examination cost rising. He commented that AIA National was allowing a payment plan for association dues to help with the burden of rising costs.

The board discussed unlicensed activity and opening the lines of communication with the building officials. Building officials have first contact with unlicensed individuals and could encourage them on the right path to licensure. The board discussed public service announcements to educate the public regarding unlicensed activity.

Mr. Minacci reported that he routinely gave presentations regarding unlicensed activity and the need for licensure which generated complaints once the attendees were educated on the requirements.

Mr. Latavish recommended performing sting operations on repeat offenders. He commented that individuals see complaints as the cost of doing business. The board discussed the need for all professionals (contractors, electricians, real estate brokers, etc.) to combat unlicensed activity.

Prosecuting Attorney's Report – David K. Minacci

Licensed Architecture Legal Cases

Licensed Interior Design Legal Cases

Unlicensed Architecture Legal Cases

Unlicensed Interior Design Legal Cases

Licensed/Unlicensed Investigative Cases

Fines Chart – Summary

Fines Chart – Licensed

Fines Chart – Unlicensed

Billable Hours July 2010

Billable Hours August 2010

Billable Hours September 2010  
Board Meeting Results August 16, 2010  
Press Releases/Speaking Engagements/Other Correspondence

Mr. Minacci reviewed and explained the case reports, fines charts and press releases for the new board members. The board thanked Mr. Minacci for his service.

### **Ratification Lists**

Continuing Education (handout)

Motion: Ms. Gozdz moved that the board approve the list as presented.  
Second: Mr. Gustafson seconded the motion and it passed unanimously.

### **General Discussion and Information**

Building Code Administrators and Inspectors Board – licensing and disciplinary authority over architects and engineers providing private inspection and plans review services to a local government

This item was for informational purposes there was no board discussion on the agenda item.

Order Denying Plaintiffs' Motion for Partial Summary Judgment Ms. Lecroy-Landsdown

Ms. Lecroy-Landsdown was not present. In August the board acted upon Ms. Lecroy-Landsdown's request to remove her disciplinary action from Mr. Minacci's web page. The board did not have information regarding Ms. Lecroy-Landsdown's civil case when they voted to remove her disciplinary action from the web page. The board discussed the disciplinary issue and determined it was commercial interior design in nature as well as the Judge that issued the opinion in the civil matter.

Motion: Mr. Gustafson moved that the board reconsider her request.  
Second: Ms. Shore seconded the motion and it passed unanimously.

Motion: Mr. Hall moved that the board determine the case was commercial interior design in nature and to post the disciplinary action on Mr. Minacci's web page.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Out of State registration fees – Eric Kuritzky

The board did not discuss the item since Mr. Kuritzky was not able to attend the meeting.

#### Stamp vs. Embossed Seals

Proposed language for Rule 61G1-16.002, F.A.C., Description of Seal  
Professional Engineers' Rule 61G15-23.001 Seals Acceptable to the Board  
Electronic signature and seal  
Example of secured pdf. signature and seal submittal  
Information on the Professional's Electronic Data Delivery System (PEDDS)  
Digital Signature

Mr. Ehrig commented that he was not willing to change the rule language to accommodate one county. The board discussed continuing to use the metal embossed seal and add the ability to use a wet stamp but require a wet signature. The board discussed reviewing NCARB model law language.

Mr. Hall and Mr. Reid would like to move forward with a rubber stamp seal in addition to the metal embossed seal based on today's electronic age. The board discussed the security of the seal and lack of. Mr. Ehrig wanted to poll the profession before moving forward. Ms. Estes reported that a majority of the states allow wet rubber stamps in addition to the metal embossed seal.

Board's position on updating the Intern Development Program through the Legislative process

The board discussed reviewing this requirement at a later date.

NCARB – Call for Suggested Nominations for NCARB Public Director  
The Professional use of Seals pamphlet – West Virginia

Information purposes only.

### **Rules Report and Discussion**

Rules Report

No rules report.

### **Future Board Meetings**

February 16, 2011 Probable Cause Panel Meeting  
February 17-18, 2011 General Business Meeting  
Location: To be determined

May 2, 2011 Probable Cause Panel Meeting  
May 3-4, 2011 General Business Meeting



Location: To be determined

## **New Business**

Elections

Chair

Motion: Mr. Hall nominated Mr. Ehrig for Chair.  
Second: Ms. Gozdz seconded the motion and it passed unanimously.

Vice Chair

Motion: Ms. Gozdz nominated Mr. Hall for Vice Chair.  
Second: Mr. Johnson seconded the motion and it passed unanimously.

Mr. Ehrig appointed Mr. Rodriguez, Mr. Wirtz, and Mr. Gustafson as Probable Cause Panel members. Ms. Gozdz offered to serve as an alternate consumer member. Ms. Clark recommended that the panel consist of three or more panel members. Mr. Gustafson recommended appointing another architect to the panel.

Review and approval revised application for streamlining the process

Current Architecture Endorsement Application  
Revised Architecture Endorsement Application

Motion: Mr. Hall moved that the board approve the applications as presented.  
Second: Ms. Shore seconded the motion and it passed unanimously.

## **Old Business**

No old business.

## **Adjourn**

Motion: Mr. Johnson moved to adjourn.  
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

The meeting adjourned at 2:03 p.m.