

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS
AND INTERIOR DESIGNERS
VIRTUAL BOARD MEETING MINUTES
July 21, 2020**

MEMBERS PRESENT:

Terrence DeWan, Chair
R. Michael Pullen
William Bisson
Lori LaRochelle
Cinderella Norris

STAFF PRESENT:

Karen Bivins, Administrator
Catherine Pendergast, Licensing Supervisor
Debbie Fales, Licensing Clerk
Kim Baker, Licensing Clerk
Samantha Morgan, AAG

MEMBERS ABSENT:

None

Location: Virtual Meeting Via Zoom Meeting Start: 9:02 a.m. Adjourn: 9:53 a.m.

CALL TO ORDER

The meeting was called to order by Chair Terrence DeWan at 9:02 a.m.

OLD BUSINESS

Action on Minutes of July 19, 2019 Meeting

A motion was made by Bisson and seconded by LaRochelle to approve the minutes of the July 19, 2019 meeting. Norris abstained. Bisson, Pullen, LaRochelle and DeWan voted in the affirmative. Motion carried.

NEW BUSINESS

Application Report

The Board discussed application activity since July 19, 2019. DeWan requested a licensee report broken down by license type and by Maine residents and non-residents.

Administrator's Report

Confidential Licensing Matter (KLC)

A motion was made by Pullen and seconded by Bisson to preliminarily deny the renewal application and offer a consent agreement for untimely disciplinary disclosure. The consent agreement is to include a reprimand and a \$500.00 civil penalty. Unanimous.

Confidential Licensing Matter (VPD)

A motion was made by Pullen and seconded by Bisson to preliminarily deny the renewal application and offer a consent agreement for untimely disciplinary disclosure. The consent agreement is to include a reprimand and a \$500.00 civil penalty. Unanimous.

Rulemaking Discussion

Board Members discussed the need for a complete review of Board Rules with the Administrator. It was decided that Board Members will independently review the rules and send any comments to the Administrator by August 15, 2020. The Administrator will compile any comments or suggested changes for review at the next meeting currently scheduled for September 15, 2020.

PUBLIC COMMENT

None.

OTHER BUSINESS

Next Meeting Scheduled for September 15, 2020.

ADJOURN

Being no further business, the meeting adjourned at 9:53 a.m.

DRAFT