

Board Meeting Minutes
May 10, 2022

A meeting of the Alabama Board for Registration of Architects was held on Tuesday, May 10, 2022, at 10:00 a.m. at the RSA Union Building, 100 North Union Street, Montgomery, Alabama.

Members Present: Mike Chapman, Chair; Nolanda Hatcher, Vice-Chair; Jimmy H. Seay, Jr., Member; Daniel D. Bennett, Member; Emily Coe, Member; and Sted McCollough, Member.

Ex-Officio Member: Scott Pilgreen, State Fire Marshal

Staff: Paula Pilgreen, Executive Director; Debbie Whitman, Operations Manager; and Tara Hetzel, Deputy Attorney General.

Guests: Donald Oliva, Senior Business Development Executive of CE Broker
David Littlepage, Intern with the Attorney General's Office
Guillermo Ortiz de Zarate, Chief Information and Innovation Officer of NCARB

Chair Chapman called the meeting to order at 10:03 a.m. and declared that a quorum was present in the following Members: Chair Chapman; Vice-Chair Hatcher; Mr. Bennett; Mr. Seay; Mr. McCollough; and Ms. Coe.

The meeting was advertised on the Secretary of State's website and the Board's website in accordance with the Open Meetings Act.

Motion 2022-20: Mr. Seay moved that the Consent Agenda, including the Minutes from the January 18, 2022, Board Meeting, be approved as presented. Vice-Chair Hatcher seconded. Motion carried with all in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman).

Motion 2022-21: Mr. Seay moved that the Board approve Executive Director Pilgreen to work with Legal Counsel to review the Memorandum of Understanding with CE Broker and upon their approval that the Memorandum of Understanding with CE Broker be signed. Vice-Chair Hatcher seconded. Motion carried with all in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman).

Motion 2022-22: Vice-Chair Hatcher moved that the Board approve Executive Director Pilgreen to move forward with negotiations with NCARB to finalize the implementation of the database developed and supported by NCARB. Mr. Bennett seconded. Motion carried with all in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman).

Motion 2022-23: Mr. Bennett moved that the Board accept amendments to Rules and Regulations as advertised for 100-X-2-.05, Registration by NCARB Certificate; 100-X-3-.03, Requirements; and 100-X-3-.05, Recordkeeping, with there being no public comments received. Mr. Seay seconded. Motion carried with all in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman). *Note: Final Rule Language attached to Official Minutes.*

Chair Chapman established a Committee on Housekeeping Legislation consisting of Mr. Seay, Vice-Chair Hatcher, Executive Director Pilgreen, and Deputy AG Hetzel.

Motion 2022-24: Vice-Chair Hatcher moved that the Board go into Executive Session to consider the general reputation and character, physical condition, professional competence, and mental health for individuals with proposed Consent Orders A, B, C and D, in accordance with Section VII (1) of the Open Meetings Act. Mr. Seay seconded. Motion carried with all in favor via a roll call (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman).

Chair Chapman announced at 12:20 p.m. that the Board will reconvene at the conclusion of the Executive Session, which should be approximately ten (10) minutes.

Chair Chapman reconvened the Board Meeting in Open Session at 12:30 p.m., with a quorum present in the following Members: Mr. Bennett, Ms. Coe, Mr. Seay, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman.

Motion 2022-25: Mr. Bennett moved that the Board approve the Consent Agreement as proposed for Case No. 20011. Vice-Chair Hatcher seconded. Motion carried with a majority in favor (Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman). Mr. Seay abstained from the vote due to serving on the Probable Cause Committee.

Motion 2022-26: Mr. Seay moved that the Board approve the Consent Agreement as proposed for Case No. 22004. Mr. Bennett seconded. Motion carried with a majority in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, and Vice-Chair Hatcher). Chair Chapman abstained from the vote due to serving on the Probable Cause Committee.

Motion 2022-27: Mr. Bennett moved that the Board approve the Consent Agreement as proposed for Case No. 22008. Vice-Chair Hatcher seconded. Motion carried with a majority in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, and Vice-Chair Hatcher). Chair Chapman abstained from the vote due to serving on the Probable Cause Committee.

Motion 2022-28: Vice-Chair Hatcher moved that the Board approve the Consent Agreement as proposed for Case No. 22009. Mr. Bennett seconded. Motion carried with a majority in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, and Vice-Chair Hatcher). Chair Chapman abstained from the vote due to serving on the Probable Cause Committee.

Motion 2022-29: Mr. Seay moved that the Board approve the amount of \$6,525.00 for reimbursement of NCARB record fees to Auburn University upon their request for reimbursement of said funds. Vice-Chair Hatcher seconded. Motion carried with all in favor (Mr. Seay, Mr. Bennett, Ms. Coe, Mr. McCollough, Vice-Chair Hatcher, and Chair Chapman).

Chair Chapman announced the next currently scheduled Board meeting would be held August 9, 2022, in Montgomery, Alabama.

Motion 2022-30: Mr. Seay moved that the Board attend the 2022 AIA Conference in Gulf Shores, Alabama. Mr. Bennett seconded. Motion carried with all in favor (Mr. Seay, Mr. McCollough, Ms. Coe, Mr. Bennett, Vice-Chair Hatcher, and Chair Chapman).

Motion 2022-31: The time being 12:41 p.m., and there being no further business, Mr. Seay moved to adjourn the meeting. Vice-Chair Hatcher seconded. Motion carried with all in favor (Mr. Seay, Mr. McCollough, Ms. Coe, Mr. Bennett, Vice-Chair Hatcher, and Chair Chapman).

Respectfully Submitted:

Michael L. Chapman, *Chair*

Nolanda Hatcher, *Vice-Chair*

Paula Pilgreen, *Executive Director*

Deborah Whitman, *Operations Manager*
(Serving as Recorder)