

BUSINESS MINUTES JOINT CHAIRS MEETING

Date: June 22, 2021

Place: Access Using Video Conferencing
<https://meet.google.com/euo-gcet-rxv>
Phone: +1 314-656-8913
PIN: 134 475 004#

Time: 4:00 p.m.

Present: John V. Mettee III, Chair, Board of Professional Land Surveyors
David Mongan, Chair, Board for Professional Engineers
Paul Edmeades, Chair, Board of Architects
Christopher Schein, Chair, Board of Examiners of Landscape Architects
Robyn Dubick, Chair, Board of Certified Interior Designers

Others Present: Gregory Morgan, Commissioner, Occupational & Professional Licensing
Kausar Syed, Deputy Commissioner, Occupational & Professional Licensing
Raquel Meyers, Assistant Executive Director
Carla Marie Zamon, Administrative Specialist III
Milena Trust, Assistant Attorney General, Office of the Attorney General
Jessica Praley, Assistant Attorney General, Office of the Attorney General

Absent: None

CALL TO ORDER

John V. Mettee III, Chairman, called to order the Joint Chairs Business meeting, virtually, at 4:03 p.m.

FINANCIAL REPORT

Ms. Syed presented the Budget for fiscal year 2021 as of April. She explained column D for the carry forward amount from fiscal year 2020, the fiscal year 2021 revenue in column E, total projected expenditures in column N and the ending fund balance for fiscal year 2021. Ms. Syed further explained OIT and legal costs are recorded monthly and indirect costs are calculated based on appropriations amounts. .

Mr. Mettee mentioned the Board for Professional Engineers and the Board of Architects are showing profit due to their respective large licensing pools, whereas the Boards of Surveyors, Landscape Architects and Certified Interior Designers are operating at a loss due to fairly small respective licensing pools. Ms. Trust informed once the department moves, the expenses should hopefully decrease due to an anticipated decrease in rent because the new building is owned by the Maryland Department of Labor. Mr. Morgan further explained that the move should shrink the footprint by 35% if the department increases its numbers of licensees. .

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Mr. Edmeades commented that it would be helpful if financial summaries were prepared for each individual Design Board allowing them to give input on their budgets. He suggested to return to monthly, individualized summary reports so that each Chair can make comments on their budget. Ms. Trust informed monthly reports were promised by the previous administration and then the pandemic happened in March of 2020. Mr. Morgan assured the chairs that they will be able to give input in the future, and requested Ms. Syed present future reports in the same manner as existed prior to pandemic.

Ms. Syed presented an additional spreadsheet with a list of costs categories. Mr. Edmeades stated that this report is what he was hoping to review and give input on. Mr. Mettee informed there were 2020 budget concerns over travel. Mr. Morgan confirmed that a categorized breakdown for each board would be available from Ms. Syed monthly to each Chair. Mr. Morgan also said that once the boards receive their first reports, the conversation will continue.

Ms. Trust commented that the revenues will most likely change since a number of design boards' licensees took advantage of extended deadlines due to the pandemic. Mr. Schein stated that he would like to know how the Design Professional Boards number of licensees fared post pandemic, specifically if the number of licensees and business permits increased or decreased. Ms. Meyers promised to have that information available at the next Joint Chairs meeting.

Chairs agreed that it will be beneficial to meet on a quarterly, and Mr. Morgan confirmed that the requested reports will be available.

LEGISLATIVE REPORT

Ms. Trust informed there were two (2) bills that affected some of the Design Boards. Surveyors Board, in cooperation with Maryland Society of Surveyors, made a milestone change with regard to the preparation of topographic surveys by non-surveyors. In addition, the Legislature passed the bill to increase the de minimis amount from \$5000 to \$25000 for alteration of existing projects without requiring a licensed Maryland architect. She informed unemployment insurance, labor related issues and sick leave for COVID were also presented in the session.

EXECUTIVE DIRECTOR'S REPORT

Ms. Meyers confirmed with Mr. Edmeades that the NCARB Annual Business Meeting for June 24 - June 26, 2021 in Los Angeles has been approved. Mr. Edmeades thanked Ms. Meyers and Mr. Morgan for their assistance in supporting the Board and the delegates for this meeting. Ms. Meyers confirmed that the upcoming NCEES Annual Business Meeting travel forms have been submitted and awaiting approval by the Office of the Secretary. Mr. Orsich and Ms. Trust are invited to the NCEES Board of Directors meeting to accept awards.

BOARD REPORTS

BOARD OF ARCHITECTS – Mr. Edmeades reported that CPC Regulations will be sent for publication in the Maryland Register shortly. NCARB Annual Business Meeting will have four (4) representatives in-person and three (3) virtual representatives. He stated that it's a wonderful statement that Maryland is represented by a diverse group of individuals. National delegates are voting on a comprehensive rewrite of Model Law and this will be a guide to look at when changes are made.

BOARD FOR PROFESSIONAL ENGINEERS – Mr. Morgan stated that both Justin Williams and Dr. Steve Arndt resigned. Dr. Arndt has been replaced by Mr. Edward Hubner, but the Board is still lacking both consumer members. NCEES plans to have their first face to face meeting at the end of August in New Orleans.

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BOARD OF CERTIFIED INTERIOR DESIGNERS – Ms. Dubick informed that there has been a new Architect appointed to the Board of Certified Interior Designers. She also reported that certificate numbers have increased over the past year. NCIDQ has an upcoming fall meeting scheduled as a hybrid meeting of both virtual and in-person

Ms. Trust asked if any schools other than Morgan State University have partnered with CID. Ms. Dubick informed it has attempted to partner with Stevenson University, but it has not happened yet. Ms. Praley stated the Sunset Review for CID Board is scheduled in 2024. Ms. Dubick is hoping that the number of CID will increase with the partnership with Morgan State University. Mr. Edmeades stated that NCARB will take a neutral position for CID.

BOARD OF LANDSCAPE ARCHITECTS – Mr. Schein informed that the Board meets quarterly. He stated that with the departure of Mr. Cullingford, they will miss his participation with the board and with CLARB committee meetings. CLARB has redefined itself in the past year and looks forward to a hybrid meeting in September with virtual and two (2) in-person representatives to attend in Phoenix, Arizona. The newly appointed Mr. Duncan has extensive knowledge and good experience as an Architect. Ms. Fielder is working on updating CEU credits because courses with LACES designation and the decrease of vendor events seem to be affecting licensees' ability to earn CEU's. Mr. Schein informed AIA offers courses each week.

Ms. Fielder, a member of the Board, is championing the trend to expand CPC regulations and approve providers in a timely fashion. Courses related to site planning such as storm management and arborist planning of land use, in addition to courses approved by the Engineering Board and AIA are being reviewed at this time.

Ms. Trust suggested that Ms. Praley could present a draft concept paper to change the regulations so that Ms. Fielder's concerns are addressed, especially regarding overlapping design groups such as the AIA and Maryland Society of Professional Engineers. Mr. Mettee suggested looking at the Professional Land Surveyors and Professional Engineers regulations CPC's requirements.

BOARD OF PROFESSIONAL LAND SURVEYORS – Mr. Mettee informed that the Surveyor's Practice Act Bill passed.. Ms. Trust expressed praise for the Professional Land Surveyors Board and informed this bill is first of its kind in the nation.

Mr. Mettee stated that new Board members appointed to the Board are adjusting well and are serving on various subcommittees on the Board. There are two (2) state specific exams scheduled to take place in July. Before the pandemic, a review of applications' "minor engineering" was considered acceptable when an applicant was also a licensed Maryland Professional Engineer. As such, the Storm Drain and Road Grade Exam was waived. Mr. Mettee asked Mr. Mongan if this is a good practice, or should the Professional Land Surveyors look further into this matter which affects approximately 200 licensees. Mr. Mongan and Mr. Mettee agreed it could be brought up at the NE Zone meeting in New Orleans with discussions about the Practice Act.

NEW BUSINESS

None.

OLD BUSINESS

None.

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EXECUTIVE SESSION

None.

ADJOURNMENT

The next meeting is planned to be in-person and scheduled for Wednesday, September 1, 2021, at 2:00 p.m

There being no further business to discuss; Motion (I) was made by Mr. Edmeades, seconded by Mr. Schein and carried unanimously by the Board to adjourn the meeting at 5:22 p.m.

Approved: _____ without corrections with corrections

Signature on File

John V. Mettee III

October 6, 2021

Date: _____