The Architectural Division of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects was called to order by Chairman JC Rearden at 8:00 a.m. on Monday, August 3, 2015. A quorum being present, Chairman Rearden declared the meeting open for business.

**Members Present**

James C. “JC” Rearden, Chairman of the Division  
Michael Popp, Member of the Division  
Martha John, Member of the Division

**Others Present**

Phyllis Prenger, Board Staff

To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order it was discussed in the meeting.

**Approval of Minutes**

Martha John made a motion to approve the minutes of the April 20, 2015 Architectural Division Open Meeting. The motion was seconded by Michael Popp and unanimously carried.

**Discuss and comment on email request from Kathy Hillegas regarding IDP Experience Portfolio Documentation Method**

Division members reviewed NCARB’s request for comments regarding the IDP Experience Portfolio Documentation Method, and although they felt the IDP Experience Portfolio Documentation Method was still a work in progress, they saw no problems with it nor did they have any objections to any of the proposals. Ms. Kempker was then directed to advise Ms. Hillegas of the Division’s comments.
Discuss potential changes to the Board Rules and/or Chapter 327 RSMo regarding the architectural profession, if necessary

Division members briefly discussed the concept of linking incidental practice rules to building codes/building types. They also discussed that, at this time, it has been agreed to talk about it and if the rule is really well written it is not just between the architects and engineers but within the subset of engineers.

Review and discussion of Open items on the full Board’s August 3 and 4, 2015 Open Agenda

Division members reviewed Open items on the full Board’s Open Agenda. They discussed the following items in detail:

Item #5: Discuss email from Bill Knuckles, PE-24164, wherein he asks a question regarding a professional seal on “Record Drawings” and how to handle revised “Record Drawings” when the original license is no longer with the company

Division members expressed concern about the placement of a seal on a drawing where an architect could not personally attest that they supervised or looked at the drawing. They also felt professional liability carriers would have serious problems with architects certifying drawings they were not technically responsible for.

Item #6: Discussion regarding rejection of electronic seals by Department of Natural Resources (DNR)

Division members were more concerned with people taking their sealed drawing, obtaining a permit, and then doing what they want to do with it, without regard to what is shown on the plans.

Item #11: Discussion regarding the preparation of a Frequently Asked Questions (FAQ) Sheet regarding incidental practice as defined in Section 327.011(9), RSMo

Division members reviewed and discussed the first 2 questions of the pamphlet and felt the statements that follow should read identical. It was the feeling of Division members that the basic test for incidental practice is to look at a set of drawings and determine if it looks competent. They felt that code officials should not try to judge the level of competency because that is what the Board is here for.
Item #16: NCARB – Martha John and Mike Popp

Martha John and Mike Popp gave a brief summary of the 2015 Annual Business Meeting in New Orleans, Louisiana that occurred June 17 to 20, 2015, as follows:

- Candidate Election
  Kristine Harding won the election of First Vice President/President-Elect, which was the only contested race. Ms. Harding moved into the first vice president/president elect spot after not following the normal succession plan.

- Resolutions
  - 2015-1 Revisions of alternatives to the education and experience requirements for certification: **Failed 28 – 27**
  - 2015-2 Revision of the requirements for certification of foreign architects: **Passed 49 – 4**
  - 2015-3 Modifications to the qualifications of Public Director on Council Board Members: **Passed 44 – 9**
    Amendment A: **Passed 43 – 10**
    Amendment B: **Failed 27– 26**

- Workshops Attended
  - Best Practices for Minimizing Unlicensed Practice
  - Shaping the Path to Licensure: How Programs are developed
  - An Evolving NCARB: Changes that may impact your board
  - Broadly Experienced Intern: A proposed Alternative Approach to IDP
  - Managing Sunset Reviews: A Justification for Regulation

Item #24: Gary Marker, Manager, Plans Review for the City of Kansas City, Missouri – appearing for the purpose of establishing an open dialogue with the Board as well as to discuss changes to plans which were not previously authorized by the licensee who signed and sealed the original plans.

Division members questioned how Mr. Marker goes about assuring not just anyone is making these changes and what is the process that is in place.
Motion to Close Meeting pursuant to Sections 610.021(1) and (14) and 620.010.14(7) RSMo

At 9:00 a.m. Chairman JC Rearden called for a motion to close the meeting to the general public for the purpose of discussing confidential or privileged communications between this agency and its attorney as well as to discuss pending litigation and complaint matters. Martha John made a motion that the meeting be closed to the general public pursuant to Chapter 610.02(1) subsection (14), 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports, complaints, audits and/or other information pertaining to licensees or applicants; Chapter 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under Chapter 610.021 RSMo which authorizes this agency to go into closed session during those meetings. The motion was seconded by Michael Popp. A roll call vote was taken and unanimously carried. Chairman Rearden asked that all visitors leave the room at this time. There being none, the meeting was declared closed to the general public.

Reconvene in Open Session

At approximately 3:19 p.m., Mike Popp made a motion to go back into open session. Motion was seconded by Martha John. A roll call vote was taken and unanimously carried.

Adjournment

There being no further business, on motion of Martha John, seconded by Michael Popp, and unanimously carried, the meeting adjourned at 3:20 p.m.

ATTEST:

______________________________
Executive Director

Date Approved:__________________