



CANNON BUILDING  
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**STATE OF DELAWARE  
BOARD OF ARCHITECTS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF ARCHITECTS</b>
<b>MEETING DATE AND TIME:</b>	<b>Wednesday, February 3, 2016 at 1:30 p.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904</b>
<b>MINUTES FOR APPROVAL:</b>	<b>March 2, 2016</b>

**MEMBERS PRESENT**

Kevin Wilson, Professional Member, President  
John Mateyko, Professional Member, Secretary  
Paul Guggenberger, Professional Member  
Elizabeth Happoldt, Public Member  
Robert Maffia, Professional Member  
Todd Breck, Professional Member  
Donnell McNair, Public Member

**MEMBERS ABSENT**

Rosemarie Vanderhoogt, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Witte, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General

**OTHERS PRESENT**

Nancy Payne

**CALL TO ORDER**

Mr. Wilson called the meeting to order at 1:45 p.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Maffia, seconded by Mr. Mateyko, to approve the minutes from the January 6, 2016 meeting as presented. The motion was unanimously carried.

A motion was made by Mr. Breck, seconded by Mr. Guggenberger, to approve the minutes from the January 6, 2016 subcommittee meeting as presented. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Discussion on Expiration Date Change**

With the change of the expiration date, the Board began discussing the continuing education requirement. After a lengthy discussion on conformity with the national requirements the AIA's approval of courses Mr. Maffia made a motion, seconded by Mr. McNair, for the Board to consider 24 hours of continuing education over the two year renewal period with a minimum of 8 per year. Mr. Wilson was opposed. Mr Guggenburger abstained. The motion was carried by Mr. Mateyko, Ms. Happoldt, Mr. Maffia, and Mr. Breck. Discussions will continue at the March meeting.

### **Discussion on Architects/Engineers Handbook**

At the January meeting, Mr. Maffia offered to make amendments to the handbook. He distributed amendments that he made to page 3 which the Board discussed further in depth. Mr. Breck offered to transfer the handbook into word format so that it would be easier to make amendments to and Mr. Guggenberger offered to take on the task of making the amendments to it. Mr. Wilson advised the discussion of these amendments would be continued at the March meeting.

## **NEW BUSINESS**

### **Ratification of Certificate of Authorization Applications**

A motion was made by Mr. Breck, seconded by Ms. Happoldt, to approve the ratified certificate of authorization application of Vocon Partners, LLC. The motion was unanimously carried.

### **Ratification of Reciprocity Applications – NCARB Certificate**

A motion was made by Mr. Breck, seconded by Mr. Guggenberger, to approve the ratified architect applications of John Hatch and Russell Jenkins. The motion was unanimously carried.

### **Ratification of Reciprocity Applications – Direct Application**

A motion was made by Mr. Breck, seconded by Mr. Mateyko, to approve the ratified architect application of Allen Waldron. The motion was unanimously carried.

### **Ratification of Re-Application Applications – NCARB Certificate**

A motion was made by Mr. Breck, seconded by Mr. Guggenberger, to approve the ratified architect applications of Robert Tanay and Valdis Ronis. The motion was unanimously carried.

## **CORRESPONDENCE**

The Board received correspondence from a licensee seeking permission to apply CE he earned in 2015 to the required CE for 2014. After review, a motion was made by Mr. Maffia, seconded by Mr. Guggenberger, to grant the approval of this one time extension due to the change in the rules and regulations. The motion was unanimously carried.

The Board received correspondence from a licensee seeking an extension for complying with the CE requirements for license renewal. After review, a motion was made by Mr. Breck, seconded by Mr. Mateyko, to grant the approval of the extension and allow the licensee to renew his license and complete the 24 CE's between February 1, 2016 – May 31, 2016. The motion was unanimously carried.

The Board received correspondence from a licensee seeking approval for a hardship to complete his deficient CE requirement for license renewal. After review, a motion was made by Mr. Guggenberger, seconded by Ms. Happoldt, to table a decision until the Board has received verification of the hours that were completed in both 2015 and to date in 2016. The motion was unanimously carried.

### **OTHER BUSINESS BEFORE THE BOARD**

Ms. Witte advised the Board that Senate Bill 81 was passed by the House and the next step is the Governor's signature.

### **PUBLIC COMMENT**

There was no public comment.

### **NEXT MEETING**

The next meeting will be March 2, 2016 at 1:30 p.m. in Conference Room B.

### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Breck, seconded by Mr. Guggenberger, to adjourn the meeting at 3:13 p.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II