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**Board of Registration of Registration of Architects**  
**December 19, 2023 MEETING MINUTES**

A public meeting of the Massachusetts Board of Registration of Architects (the Board) was held remotely via video and telephone conferencing pursuant to Chapter 20 of the Acts of 2022, allowing remote participation by Board members and the public.

**Attending Members:** Aelan Tierney, Emily Grandstaff-Rice, Kwesi Sam,  
Tony Ransom (arrived 10:10 AM)

**Staff:** Colleen Maloney, Lynn Read, John Hill

**Meeting Called to Order**

- Remote meeting procedures – Chair called the meeting to order at 9:07 a.m. Brief introductions for new members and noted recording of meeting.

**Board Business**

- After brief discussion, MOTION to accept the draft minutes of the Open Meeting and the Executive Session held October 17, 2023, with corrections. Motion made by Emily Grandstaff-Rice, seconded by Kwesi Sam.
  - Chair called for a roll call vote
  - Members in favor: Emily Grandstaff-Rice, Kwesi Sam, Aelan Tierney
  - Members opposed: None
- DOL Report
  - Administrative Report – nothing separate from agenda items to report from Colleen.
  - Board Counsel Report – nothing separate from agenda items to report from Lynn

**Discussion Items**

- 2023-1794-REIN\_50454-AR-AR Projects Submitted: Discussion regarding the request for reinstatement, members noted an oversight. MOTION to approve by Kwesi Sam, seconded by Emily Grandstaff-Rice.
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice



- Members opposed: None
- 4148-AR-AR – CEU waive request: Discussion regarding the request, requirements not fully satisfied. MOTION to deny by Kwesi Sam, seconded by Emily Grandstaff-Rice.
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None
- NCARB feedback  
Chair Aelan Tierney gave an overview of the letter from NCARB, evaluation of MA laws and regulations compared to their recommended model law .
- Confirm the Next Meeting Dates for calendar year 2024  
Preference for Tuesdays. Discussion of Feb 13th at 10AM in Boston, April 23rd virtual, June 11th virtual, August 20th in Worcester 10AM, October 15th virtual, December 17th at 10AM in Springfield. MOTION to adopt this schedule by Emily Grandstaff-Rice and second Kwesi Sam.
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None
- NCARB Regional and Annual Meetings  
Chair is planning to attend. Kwesi would like to go to the Regional meeting. Emily qualifies as new members. The annual meeting will be attended by Chair, Emily & Tony.
- FAQ updates : Lynn provided an overview of the FAQs and updates. Tabling for review at next meeting. MOTION by Emily Grandstaff-Rice and second by Kwesi Sam
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None
- Draft CORI policy: After brief discussion, MOTION to approve the policy as written by Kwesi Sam, seconded by Emily Grandstaff-Rice
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None
- Website Banner for Change in Exam Requirements: After brief discussion, MOTION to approve as corrected by Emily Grandstaff-Rice.
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None
- J.L. CEU: Provide additional information on the course and his role, specifically what elements relate to health, safety, and welfare. MOTION to request his particular role in development and teaching and how it relates to health safety welfare by Emily Grandstaff-Rice and seconded by Kwesi Sam.
  - Chair called for a roll call vote
  - Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
  - Members opposed: None

**Matters not reasonably anticipated 48 hours in advance of meeting**

- Subcommittee discussions and feedback from John Nunnari.
- Tony joined the meeting at 10:10 AM
- Licensee interested in the process

**10.17.23 Executive Session Pursuant to G.L. c. 30A, §21(a)(1) – CLOSED**

MOTION to exit Public Session to move into closed Executive Session under G.L. c. 30A, s. 21(a)(1) to review character rather than competence, followed by closed Quasi-Judicial Session, followed by closed Investigative Conference, with the public meeting not to resume; So Moved by Kwesi Sam; Seconded by Emily Grandstaff-Rice at 10:20 AM.

- Chair called for a roll call vote
- Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
- Members opposed: None

See separate minutes.

**VI. Quasi-Judicial Session (Closed per M.G.L. c. 30A, §18)**

During the closed Quasi-Judicial Session, the Board voted to take the following actions:

- 2021-000820-IT-ENF: Board determined its Final Decision and Order

**VII. Investigative Conference (Closed per M.G.L. c. 112, § 65C):**

**Cases:**

During the closed Investigative Conference, the Board voted to take the following action:

- 2022-000770-IT-ENF Tabled

**Motion to adjourn** by Tony Ransom, seconded by Emily Grandstaff-Rice.

- Chair called for a roll call vote
- Members in favor: Kwesi Sam, Aelan Tierney, Emily Grandstaff-Rice
- Members opposed: None

Meeting adjourned at 11:14 AM.

Respectfully submitted,

Colleen Maloney

Colleen Maloney  
Executive Director

**Documents Used During the Meeting:**

Agenda for the December 19, 2023 Open Meeting  
Draft Minutes of October 17, 2023 Open Meeting  
Draft Minutes of October 17, 2023 Executive Session  
Documents supporting 2023-1794-REIN\_50454-AR-AR  
Documents supporting 4148-AR-AR – CEU waiver request  
NCARB Letter  
Draft FAQ  
Draft CORI Policy  
Draft Website Announcement of Change of Exam Credit Requirements