

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF ARCHITECTS**

MINUTES OF THE SEPTEMBER 29, 2020 OPEN PUBLIC MEETING

A regularly scheduled open public meeting of the Massachusetts Board of Registration of Architects (“the Board”) was held via Conference Call due to Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.

Board Members Present:

John Pesa, Chair
Holly Cratsley, Secretary
Aelan Tierney, Member

DPL Staff Present at various times during the telephone meeting:

Matthew Keigan, Executive Director
Lynn Read, Legal Counsel

1. Meeting was called to order @ 9:13 a.m. by J. Pesa. J. Pesa confirmed attendance of Board members by roll call to ensure quorum.
A. Tierney - Aye
H. Cratsley – Aye
J. Pesa – Aye

2. The Board reviewed the public meeting minutes from the Architect Board Meeting held on July 28, 2020. A MOTION was made by A. Tierney, second by H. Cratsley, to approve the minutes as written. The Chair called for a Roll Call Vote:
H. Cratsley– Aye
A. Tierney– Aye
J. Pesa – Aye

The Motion passed.

3. Executive Director Matthew Keigan presented the State Report to the Board. The Board commented on the number of registered Architects in Massachusetts compared to the prior years. The report will be presented at the NCARB regional meeting.

4. Michael Armstrong, Josh Batkin, and Jared Zurn from the National Council of Architectural Registration Board (NCARB) spoke to the Board about a few different topics. The main topic of their presentation was implementation of remote proctoring of the Architect Registration Examination (ARE). They also spoke about responsible

charge, interior design, education, celebrating licensure, and collaborating with the National Organization of Minority Architects (NOMA). NCARB and the Board discussed recent complaints and concerns about remote proctoring of the ARE, including security of the exam, the removal of scratch paper, and the length of the exams.

5. The Board discussed the “Professional Practice, A Guide to the Practice of Architecture, Engineering, and Land Surveying in Massachusetts.” The Board decided to meet and hold a listening session on October 27th, 2020 to further to discuss the guidebook and obtain public comment on it.
6. The Board reviewed reinstatement application # 2020-0909-REIN. A MOTION was made by H. Cratsley, second by A. Tierney, to approve the reinstatement. The Chair called for a Roll Call Vote:
A. Tierney – Aye
H. Cratsley– Aye
J. Pesa – Aye

The Motion passed.

7. Board Counsel Legal Report: Lynn Read updated the Board on a potential opportunity to change the Board’s current statute from annual license renewal to renewal every two years.
8. John Pesa announced that the next Board meeting will be held on October 27th, 2020.
9. Items Not Reasonably Anticipated: Matthew Keigan asked the Board for guidance re: out of state discipline disclosed by a licensee on their renewal application. The Board decided not to take further action against this licensee, and asked Lynn Read and Matthew Keigan to draft a delegation of authority for the staff to approve renewals from licensees with out-of-state discipline for minor violations.
10. A MOTION was made by J. Pesa, second by H. Cratsley, to move into a closed executive session @ 11:59 a.m., then enter Quasi-Judicial Session pursuant to G.L. c. 30A §18(d). The Board would then to enter into closed Investigative Conference pursuant to G.L. c. 112, § 65C. The Chair announced that the Open Meeting would not resume. The Chair called for a Roll Call Vote:

A. Tierney – Aye
H. Cratsley– Aye
J. Pesa – Aye

The Motion Passed.

See separate minutes of Executive Session.

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

- 2019-000676-IT-ENF Determined Final Decision and Order

Report of actions taken in Investigative Conference:

- 2020-000633-IT-ENF Forwarded to Prosecution

Respectfully submitted,

Matthew Keigan

Matthew Keigan
Executive Director

Documents used in public session:

- Agenda for the September 29, 2020 open meeting
- Draft Minutes of the July 28, 2020 open meeting
- Supporting documentation for reinstatement application 2020-0909-REIN
- Professional Practice, A Guide to the Practice of Architecture, Engineering, and Land Surveying in Massachusetts
- Massachusetts State Report presented to The National Conference of Architectural Registration Boards
- NCARB Fast Facts September 2020
- NCARB Online Proctoring Fact Sheet