

DESIGNER SELECTION BOARD

MINUTES OF THE 1014TH MEETING, WEDNESDAY APRIL 28, 2021 AT 8:35 A.M, VIA ZOOM.

1. ROLL CALL:

The Designer Selection Board Meeting was called to order at 8:31 a.m.

MEMBERS PRESENT:

Alan Ricks, AIA, Chair	Registered Architect
Elise F. Woodward, AIA, Vice-Chair	Registered Architect
Martha Blakey Smith, AIA	Registered Architect
Daniel M. Carson, P.E.	Registered Engineer
David A. Chappell, P.E.	Registered Engineer
Ilyas Bhatti, P.E.	Registered Engineer
Rebecca Sherer, P.E.	Registered Engineer

MEMBERS ABSENT:

Jessica Tsymbal, AIA, LEED AP	Registered Architect
Kenneth Wexler	General Contractor
Janice Bergeron	Public Member

Present for the DSB staff, Bill Perkins, Executive Director, Claire G. Hester, Program Coordinator III and Roberto Melendez, Program Coordinator I.

2. MINUTES OF THE PREVIOUS MEETING:

A motion to approve the minutes of the 1013th April 14, 2021 meeting was made by Ilyas Bhatti seconded by Elise Woodward. Motion was approved.

3. VISITORS:

Michelle Apigian	ICON Architecture
Ned Collier	ICON Architecture
Beth Wilson-Shunta	NBBJ
David Martin	NBBJ
Cathy Bell	NBBJ
Alex Krieger	NBBJ
Rick Jones	Jones Architecture
Marc Perras	Jones Architecture
Brian Hunter	DiNisco
Ashley Horan	TSKP
Jim Falvey	Arora Engineers

4. NEW BUSINESS:

A. Informational Interview

The following firms met with the Board to discuss their firms' experience and the Designer Selection Board process:

- ICON Architecture
- NBBJ
- Jones Architecture

B. Board Business

Displaying the cover page of an application - The DSB discussed leveraging the platform to display the cover page of the application for each firm applying for a project. The Board will be implementing a new procedure at its public meetings starting May 12, 2021. The first page (cover) of a firm's application being reviewed will be displayed during DSB meetings. A notification to all designers registered in Autocene will be emailed regarding this new procedure.

Informational Interviews - Firms are strongly encouraged to request an informational interview with the Board. The Board would like to see the following information from the firms at the beginning of their presentation. The Board also requested, if any, a most recent application that the firm submitted to be uploaded into the Boardbook.

- ✓ Has the firm applied to the DSB in the past two-years
- ✓ What types of projects did the firm apply for
- ✓ Provide any awards/appointments from the DSB

5. MOTION TO ADJOURN: The Board adjourned at 10:59 AM

On a motion to adjourn the meeting of April 28, 2021 by Elise Woodward, seconded by Martha Blakey Smith. Motion was approved.

6. NEXT MEETING:

WEDNESDAY, MAY 12, 2021 at 8:30 AM via ZOOM

Submitted by: Claire G. Hester

Approved by: A. Riches