DESIGNER SELECTION BOARD

MINUTES OF THE 990TH MEETING, WEDNESDAY APRIL 29, 2020 AT 9:00 A.M, VIA ZOOM.

1. <u>ROLL CALL</u>:

The Designer Selection Board Meeting was called to order at 9:00 a.m.

MEMBERS PRESENT:

Rebecca Sherer, P.E., Chairwoman Alan Ricks, AIA, Vice Chairman Martha Blakey Smith, AIA Jessica Tsymbal, AIA, LEED AP Elise F. Woodward, AIA Gregory E. Brown, P.E. David A. Chappell, P.E. Daniel M. Carson, P.E. Janice M. Bergeron Virginia Greiman Registered Engineer Registered Architect Registered Architect Registered Architect Registered Architect Registered Engineer Registered Engineer Registered Engineer Public Member Public Member

MEMBERS ABSENT:

Kenneth Wexler

General Contractor

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:

The minutes of the 989th April 15, 2020 meeting were voted to be amended and approved at the next meeting. On a motion to amend and review the minutes of the 989th April 15, 2020 meeting at the next meeting by Elise Woodward seconded by Virginia Greiman. Motion was approved.

3. VISITORS:

| Sara Ruggiero | STV |
|-----------------|-------------------------|
| John Nunnari | AIA |
| Jennifer Shelby | Architectural Engineers |
| Kayla Skerry | |
| Molly Moore | MDS |
| Anna Luciano | |

4. <u>NEW BUSINESS</u>:

A. Board Business

- Remote Board meetings will be held at 8:30 a.m.
- Board business spreadsheet from Rebecca, not discussed today, will be on agenda for next meeting for the Board to look at and decide how best to utilize
- DSB Regulations: Provide dated tracked change versions of CMR 3.00 and CMR 4.00 for review in advance of next meeting.
- Remote Voting Procedures: Short term use (up to 2 meetings) of Zoom for remote voting Motioned by Janice Bergeron to use Zoom for remote voting up to two meetings, seconded by Virginia Greiman, Jessica Tsymbal and Dave Chappell opposed.
- Autocene voting: Version 2 Board will be provided login information to Autocene discuss at next meeting on how to proceed with Autocene voting and when will it become available to use.
- Evaluation Criteria Subcommittee (task force) (Marty Smith, Dan Carson, Janice Bergeron) (invite Liz Minnis and Antonio Leite from DCAMM) for week of the May 18, 2020.
- Subcommittees must post meetings and take minutes.
- Subcommittees will meet in the off week and will report at a full Board meeting
- Autocene & Analytics Subcommittee (task force) (Elise Woodward, Dave Chappell, Janice Bergeron, Alan Ricks) two additional members to consult as time permits for Virginia Greiman and Jessica Tysmbal. Will meet with Autocene the week of May 4th
- Autocene applications accepted as of July 1, 2020 with 3-month concurrency period where the old format will be accepted. Firms
 must be registered in Autocene by October 1, 2020. This will be updated on our website May 1, 2020.
- Telecommuting during COVID 19: Add open meeting requirement: MGL Chapter 30A section 20 (d) to Boardvantage and notify board by email when posted.

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5. MOTION TO ADJOURN: The Board adjourned at 11:00 a.m.

On a motion to adjourn by Virginia Greiman, seconded by Gregory Brown. Motion was approved unanimously.

6. **NEXT MEETING:**

WEDNESDAY, May 13, 2020, at 8:30 a.m. via ZOOM

Submitted by: Claire S. Hester