

# **EXECUTIVE SUMMARY**

## **BOARD OF ARCHITECTURE AND INTERIOR DESIGN**

### **I. General Information**

Meeting Dates: Committee Meeting on February 4, 2004  
General Business Meeting on February 5, 2004

Meeting Location: Crowne Plaza Oceanfront North Palm Beach, 3200 North Ocean Drive, Singer Island, FL

Members Present: Sharon Del Bianco, Ellis Bullock, Chair, Neil Hall, Joyce Shore, Rick Gonzalez, Vice-Chair, Garrick Gustafson, Stephen Schreiber, Kenneth Horstmyer, Miguel Rodriguez, Mary Jane Grigsby and Roymi Membiela.

Members Absent: Roymi Membiela was not present for the General Business Meeting

Other Attendees: Juanita Chastain, Terri Estes, Mary Ellen Clark, David Minacci, Les Smith, Trent Manausa, Emory Johnson, Jerry Hicks, applicants and other interested parties.

### **II. Major Issues/Actions**

- One motion for relief from final order reviewed and denied.
- Seven final orders by hearing not involving disputed issues of material fact.
- Two orders for motion for default.
- Ten settlement stipulations.
- Two application reconsiderations.
- One application for architecture certificate of authorization.
- Three applications for architecture certificate of authorization business name change.
- One application for architecture endorsement.
- Five continuing education denials.
- The board reviewed and approved the ratification list as amended.
- The board asked that a newsletter be developed.
- Roymi Membiela to work with staff on an unlicensed activity awareness project.
- The board was informed that the general appropriations act states that \$375,239 will be used to fund the investigative and prosecutorial functions associated with the practice of architecture and interior design, including unlicensed activity. The board was informed the department was seeking clarification and a letter would be sent to board members.
- Mr. Minacci presented his prosecutorial and investigative report.
- The board asked Ms. Chastain to respond to the National Council of Architectural Registration Board (NCARB) letter on reciprocity impediments.
- Ms. Clark gave a rules report and informed the board the Joint Administrative Procedures Committee (JACP) questioned several of the rules previously submitted. She will respond to their concerns.
- The board asked that comments concerning Mr. Manausa's statute rewrite be sent to him and to the board office. The response to the interior design statute rewrite should be sent to Susette Crosby and the board office.
- Mr. Rodriguez asked that a rules workshop be held to address prototype buildings.
- The board discussed the annual NCARB meeting and election of officers.
- Mr. Rodriguez to draft a letter to Mr. Venegas explaining the continuing education options.
- The board voted to reaffirm that their intent was to pay Mr. Minacci's invoice for unlicensed activity prosecution out of the unlicensed activity account.

- The board voted to obtain a full accounting of funds received from unlicensed activity fines and asked for an explanation as to why the funds are not being deposited into the unlicensed activity account.

### **III. Legislation/Rule Promulgation**

- Ms. Clark to respond to the JAPC letters.

### **IV. Action Required**

- The board requested that a telephone conference call be scheduled for March 11, 2004.
- Schedule a rules workshop for the April 2004 meeting.
- Ms. Chastain to develop a newsletter.
- Ms. Chastain to respond to the NCARB letter.
- Mr. Rodriguez to draft a letter to Mr. Venegas.
- Ms. Chastain to report to the board at the April 2004 meeting concerning the unlicensed activity funds collected.

Juanita Chastain  
Executive Director