

**EXECUTIVE SUMMARY**  
**BOARD OF ARCHITECTURE AND INTERIOR DESIGN**

**I. General Information**

Meeting Dates: April 3-4, 2014  
Meeting Type: General Business Meeting  
Hilton Cocoa Beach Oceanfront  
1550 North Atlantic Avenue  
Cocoa Beach, Florida

Members Present: Mr. Miguel Rodriguez, Chair  
Mr. Jonathan Toppe, Vice-Chair  
Mr. John Ehrig  
Mr. Francisco Costoya, Jr.  
Ms. Aida G. Bao-Garciga  
Ms. Kenan Fishburne  
Mr. Emory Johnson  
Mr. Hector Fernandez  
Mr. James Blanz  
Mr. Dylan Rivers

Members Absent: Ms. Ivette Arango O'Doski

Other Attendees: Ms. Juanita Chastain, Executive Director  
Mr. David Minacci, Prosecuting Attorney  
Ms. Mary Ellen Clark, Senior Assistant Attorney General  
Mr. Trent Manausa  
Other interested parties

**II. Major Issues/Actions**

- Chairman Rodriguez informed the board Ms. O'Doski was recently appointed to fill the vacant consumer position. He commented she was not able to participate because the Department of State had not received her completed paperwork. The board voted to excuse the absence.
- The board heard and acted upon seven informal hearings, ten settlement stipulations, and five voluntary relinquishments.
- The board approved the minutes of the January 15, 2014 probable cause panel meeting, the January 16-17, 2014, general business meeting and February 24, 2014 general business telephone conference call.
- The board approved the licensure ratification list and the continuing education ratification list.
- Chairman Rodriguez informed the board he has appointed Mr. Dylan Rivers to serve as the consumer position on the probable cause panel.
- Chairman Rodriguez gave an overview of the NCARB Regional Summit in San Antonio, Texas.
- Mr. Toppe gave an overview of the NCARB Educators' Conference in Raleigh, NC.
- Ms. Chastain reviewed the \$75 proposed fee holiday with the board. They asked that she run projections with a lesser fee holiday plus a fee reduction.
- Ms. Clark presented the rules report.
- Ms. Clark asked the board if they had any rules they would like to see on the 2014-15 regulatory plan. Rules 61G1-17.001, Fees, Architects, FAC, and 61G1-17.002, Fees, Interior Designers, FAC, were added to the plan.

- The board welcomed Ms. Victoria Horbin, President of CIDQ. They discussed the candidate examination review process.
- The board finalized the construction contract administration language and asked that the language be distributed.
- The board expressed a desire to have a joint meeting with the Board of Professional Engineers to discuss practice overlap, construction contract administration and engineering opinion on architectural elements of plans.
- The Board voted to approve changes presented by NCARB regarding the intern development program.
- The board discussed the Tri-National Agreement and would not be supportive of such an agreement.
- The board asked Ms. Chastain to meet with department staff in an effort to utilize unlicensed activity funds for public service announcements.

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

### **IV. Action Required**

- Final orders to be prepared by Ms. Clark and Mr. Minacci.
- Distribute construction contract administration language.
- Research setting up joint meeting with the Board of Professional Engineers.
- Meet with department staff regarding unlicensed activity public service announcements.
- Run projections with a lesser fee holiday amount plus a \$25 fee reduction.
- The following board meetings have been scheduled:  
Telephone Conference Call Tuesday, May 13 at 11:00 a.m. if needed  
July 14-16, 2014, Trump National Doral Golf and Spa Resort  
October 27-28, 2014, Location To Be Announced

Juanita Chastain  
Executive Director