

MINUTES

**Board of Architecture and Interior Design
Hilton Daytona Beach Resort/Ocean Walk Village
100 North Atlantic Avenue
Daytona Beach, Florida 32118
(386) 254-8200**

May 12, 2017

**General Business
9:00 a.m.**

Call to Order

Mr. Toppe, Chair, called the meeting to order at 9:02 a.m. and a quorum was established.

Board Members Present:

Jonathan Toppe, Chair
Aida Bao-Garciga, Vice-Chair
John Ehrig
Miguel Rodriguez
Hector Fernandez
Holly Dennis

Board Members Absent:

Francisco Costoya, unexcused
Dylan Rivers, unexcused
Ivette O'Doski, excused

Others Present:

Mary Ellen Clark, Board Counsel
David Minacci, Prosecuting Attorney
Krista B. Woodard, Executive Director
Cynthia S. David, President IDAF
Sonia Longchamp
Todd Steibly, AIA Florida
Sarah Karram
Trent Manausa
David Roberts, Nortelus Roberts Group representing ASID

Court Reporter: Volusia Reporting Company & Videoconferencing Center, 432
South Beach Street, Daytona Beach, Florida 32114. Telephone: (386) 255-2150
E-mail: Scheduling@VolusiaReporting.com

Disciplinary Cases

Settlement Stipulations - It is requested that those cases in which the Settlement Stipulation follows the Probable Cause Panel recommendation be placed on a consent agenda. Such cases are marked with an asterisk.

Licensed

DBPR vs. Matthew David Cormia *

Case Number 2016-028378

PCP: Hall, Smith, and Toppe

Settlement Stipulation: \$750.00 fine plus \$862.50 costs and 32 hours of continuing education within 150 days of the final order.

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

DBPR vs. Reza A. Hadaegh *

Case Number 2016-028017

PCP: Hall, Smith, Rodriguez, and Rivers

Settlement Stipulation: \$500 fine.

Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel.

Motion: Ms. Bao-Garciga moved that the board approve the settlement stipulation as presented.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. Louis Chris Kallinosis *

Case Number 2016-007858

PCP: Hall, Smith, and Toppe

Settlement Stipulation: \$500.00 fine plus \$500.00 costs and 19 hours of continuing education within 30 days of the final order.

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. Victor Liberatore *

Case Number 2015-053503

PCP: Hall, Smith, and Toppe

Settlement Stipulation: Revocation plus \$450.00 costs.

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. Lawrence Albert Marek*

Case Number 2015-051045

PCP: Hall, Smith, and Toppe

Settlement Stipulation: \$1,000.00 fine plus \$825.00 costs, 48 hours of continuing education and suspension until compliance.

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. Carlos Anthony Mindreau *

Case Number 2016-009272

PCP: Hall, Smith, Rodriguez and Rivers

Settlement Stipulation: \$250.00 fine plus \$1,012.50 costs and 9 hours of continuing education within 90 days of the final order.

Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel.

Motion: Mr. Fernandez moved that the board approve the settlement stipulation as presented.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

DBPR vs. Isaac Molina *

Case Number 2016-009274

PCP: Hall, Smith, and Toppe

Settlement Stipulation: \$500.00 fine plus \$787.50 costs and complete the Florida Building Code course within 90 days of the final order.

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs Jeffrey Lee Schantz *

Case Number 2016-028409

PCP: Hall, Smith, Rodriguez and Rivers

Settlement Stipulation: \$500.00 fine plus \$712.50 costs and complete the Florida Building Code course within 30 days of the final order.

Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel.

Motion: Mr. Fernandez moved that the board approve the settlement stipulation as presented.

Second: Mr. Ehrig seconded the motion and it passed unanimously.

DBPR vs. Cardid Maria Sola *

Case Number 2016-009331

PCP: Hall, Smith, and Toppe

Settlement Stipulation: \$1,000.00 fine plus \$675.00 costs, 48 hours of continuing education and suspension until compliance

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the settlement stipulation as presented.

Second: Mr. Ehrig seconded the motion and it passed unanimously.

Voluntary Relinquishment

DBPR vs. Christian Crookless

Case Numbers 2005-015113 and 2005-065592

PCP: Rodriguez, Wirtz, and Hall

Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel.

Motion: Mr. Fernandez moved that the board approve the voluntary relinquishment as presented.

Second: Mr. Ehrig seconded the motion and it passed unanimously.

DBPR vs. Philip Hudson Gott

Case Number 2016-001627

PCP: Hall, Smith, and Toppe

Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing.

Motion: Mr. Rodriguez moved that the board approve the voluntary relinquishment as presented.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

**Petition for Variance of Rule 61G1-14.001, Florida Administrative Code
Joaquin Fernandez-Sanchez**

Petition

Mr. Fernandez-Sanchez was present and sworn in by the court reporter. He provided a brief synopsis of his petition.

The petition was filed on March 15, 2017. Mr. Fernandez-Sanchez applied for licensure by the National Council of Architectural Registration Boards (NCARB) Endorsement route per Section 481.213(3) (c), Florida Statutes (F.S.). Mr. Fernandez-Sanchez did not take and pass the prescribed licensure examination as required by board rule; however, he took and passed the prescribed examination administered by NCARB with a dossier review for Broadly Experience Foreign Architects (BEFA).

Mr. Fernandez-Sanchez holds a Master's Degree in Architecture from the Universidad Politecnica de Catalunya (ETSAV), Barcelona, Spain, is licensed in Spain and the United States; the state of Georgia, where they determined his credentials, including the examination, as substantially equivalent for licensure, and he has met the rigorous review for NCARB certification. He owns his own business as a managing principal and partner and taught architectural studies in Spain. He obtained LEED certification and home inspector licensure. Mr. Fernandez-Sanchez performs construction inspection and is knowledgeable with fire and life safety codes.

Mr. Fernandez-Sanchez seeks a permanent variance from the requirement of Rule 61G1-14.001, Florida Administrative Code (F.A.C.), based on the examinations he has passed, his education, his extensive experience, and his licensure in the United States and Spain.

After reviewing Mr. Fernandez-Sanchez's credentials the board determined that he met the minimum level of competency and standards which meets the Legislative intent to protect the public's health, safety, and welfare. After board review and discussion the following motion was made.

Motion: Mr. Ehrig moved that the board grant the permanent variance of the examination requirement outlined in Florida Administrative Code 61G1-14.001, that Mr. Fernandez-Sanchez has met the intent of the underlying statute through the NCARB BEFA certification process and through his education and experience he met the examination requirement by other means, that requiring him to

take any further examinations would be a substantial hardship as defined in Section 120.542(2), F.S.

Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Application Review

Motion: Mr. Rodriguez moved that the board approve the application for licensure based on the approved waiver of Rule 61G1-14.001, F.A.C.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion for Final Order Waiving Formal Hearing

Licensed

DPBR vs. Scotty Allen Ford

Case Numbers 2015-053440

PCP: Hall, Smith, and Toppe

Mr. Ford was not present or represented by counsel. Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing. The case was before the board based on a one count administrative complaint for failing to comply with a lawful order of the board. The administrative complaint was served by hand delivery to the respondent's last known address on January 14, 2017. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

The Probable Cause Panel recommended revocation of the license plus \$485.24 costs. After review and discussion, the following motions were made.

Motion: Mr. Ehrig moved that the board finds that the administrative complaint was properly served upon the respondent and the respondent waived the right to dispute the material facts by failure to timely respond thereto and moved that the board adopts the findings of fact and conclusions of law as set forth in the administrative complaint

Second: Mr. Fernandez seconded the motion and it passed unanimously.

Motion: Mr. Rodriguez moved that the board impose revocation of the license and \$485.24 costs.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. Scotty Allen Ford

Case Number 2016-043429

PCP: Hall, Smith, Rodriguez, and Rivers

Mr. Ford was not present or represented by counsel. Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel. The case was before the board based on a two count administrative complaint for using an inactive architect license and aiding and abetting unlicensed activity. The administrative complaint was served by hand delivery to the respondent's last known address on March 18, 2017. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

The Probable Cause Panel recommended a \$3,000.00 fine plus \$1,560.00 costs and one year suspension. After review and discussion, the following motions were made.

Motion: Mr. Fernandez moved that the board finds that the administrative complaint was properly served upon the respondent and the respondent waived the right to dispute the material facts by failure to timely respond thereto and moved that the board adopts the findings of fact and conclusions of law as set forth in the administrative complaint.

Second: Mr. Ehrig seconded the motion and it passed unanimously.

Motion: Mr. Fernandez moved that the board impose \$3,000.00 fine plus \$1,560.00 costs.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

DBPR vs. Alexander P. Lamis

Case Number 2016-028388

PCP: Hall, Smith, Rodriguez, and Rivers

Mr. Lamis was not present or represented by counsel. Mr. Rodriguez was recused from the review of the case due to his participation on Probable Cause Panel. Mr. Minacci presented a settlement stipulation reflecting the Probable Cause Panel's recommendation of a \$250.00 fine plus \$600.00 costs and completion of 9.5 hours of continuing education within 90 days of the final order.

Motion: Ms. Bao-Garciga moved that the board approved the settlement stipulation as presented.

Second: Mr. Ehrig seconded the motion and it passed unanimously.

DBPR vs. Steven M. Lawler

Case Number 2016-009266

PCP: Hall, Smith, and Toppe

Mr. Lawler was not present or represented by counsel. Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing. The case was before the

board based on a one count administrative complaint for failing to comply with the continuing education requirements for license renewal. The administrative complaint was served by certified mail to the respondent's last known address on December 6, 2016. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

The Probable Cause Panel recommended a \$750.00 fine plus \$1,012.50 costs and 34 hours of continuing education completed within 150 days of the final order. After review and discussion, the following motions were made.

Motion: Mr. Fernandez moved that the board finds that the administrative complaint was properly served upon the respondent and the respondent waived the right to dispute the material facts by failure to timely respond thereto and moved that the board adopts the findings of fact and conclusions of law as set forth in the administrative complaint

Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Motion: Mr. Ehrig moved that the board impose a \$750.00 fine plus \$1,012.50 costs within 30 days and 34 hours of continuing education within 150 days of the final order.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

DBPR vs. G. Franklin Lee

Case Number 2015-036669

PCP: Hall, Smith, and Toppe

Mr. Lee was not present or represented by counsel. Mr. Toppe was recused from the review of the case due to his participation on the Probable Cause Panel. Ms. Bao-Garciga, Vice-Chair, conducted the hearing. The case was before the board based on a one count administrative complaint for failing to comply with a lawful order of the board. The administrative complaint was served by hand delivery to the respondent's last known address on January 12, 2017. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

The Probable Cause Panel recommended revocation of the license plus \$752.50 costs. After review and discussion, the following motions were made.

Motion: Mr. Fernandez moved that the board finds that the administrative complaint was properly served upon the respondent and the respondent waived the right to dispute the material facts by failure to timely respond thereto and moved that the board adopts the findings of fact and conclusions of law as set forth in the administrative complaint

Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Motion: Mr. Ehrig moved that the board impose revocation of the license.
Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Settlement Stipulation

DBPR vs. Michael L. Ellingwood *
Case Number 2016-036373

PCP: Hall, Smith, Rodriguez, and Rivers

Mr. Ellingwood was not present or represented by counsel. Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel. The case was before the board based on a three count administrative complaint for offering architectural services when not licensed, contracting for service not licensed to perform, and offering services through a business when not licensed.

The Probable Cause Panel recommended a reprimand and \$1,000.00 fine plus \$2,325.00 costs. Mr. Ellingwood submitted a letter to the board for review. After review and discussion, the following motions were made.

Motion: Mr. Fernandez moved that the board approve the settlement stipulation as presented.
Second: Mr. Ehrig seconded the motion and it passed unanimously.

Motion for Final Order Waiving Formal Hearing

DBPR vs. Sarah M. Karram
Case Numbers 2016-009216 and 2016-008070
PCP: Hall, Smith, Rodriguez, and Rivers

Ms. Karram was not present or represented by counsel. Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel. The case was before the board based on a two count administrative complaint for failing to complete the continuing education requirements for renewal and failing to respond to the audit. The administrative complaint was served by certified mail to the respondent's last known address on February 18, 2017. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

The Probable Cause Panel recommended a \$1,000 fine plus \$1,425.00 costs and 39 hours of continuing education within 180 days of the final order. After review and discussion, the following motions were made.

Motion: Mr. Fernandez moved that the board finds that the administrative complaint was properly served upon the respondent and the

respondent waived the right to dispute the material facts by failure to timely respond thereto and moved that the board adopts the findings of fact and conclusions of law as set forth in the administrative complaint

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Mr. Fernandez moved that the board impose a \$1,000 fine plus \$1,425.00 costs and 39 hours of continuing education within 180 days of the final order.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Application Review

Bergman, Walls & Associates, Ltd – Architecture Certificate of Authorization
The applicant was not present or represented by counsel. Mr. Ehrig requested to be recused from the review of the case because he could not be unbiased.

After discussion the board made the following motion.

Motion: Mr. Rodriguez moved to approve the application based on the firm having one civil litigation in 20 years.

Second: Ms. Bao-Garciga seconded the motion, the motion passed with Mr. Fernandez and Mr. Toppe opposed.

Novus Architects, Inc.

The applicant was not present or represented by counsel. After discussion the board made the following motion.

Motion: Mr. Rodriguez moved that the application be table for further information regarding the disciplinary history.

Second: Mr. Fernandez seconded the motion and it passed unanimously.

Addendum – Application Review

Mr. Toppe, Chair, added the addendum for good cause shown.

Lesley Aron Schmerzler

Mr. Schmerzler was not present or represented by counsel. Mr. Schmerzler applied for licensure by State Endorsement per Subsection 481.213(3)(b), Florida Statutes. Mr. Schmerzler does not meet the educational requirements for licensure in Florida, New York's statutes are not substantially equivalent, and Mr. Hicks recommended denial of his application.

After board discussion and review, the following motion was made.

Motion: Mr. Ehrig moved that the board deny the application pursuant to Section 481.213(3)(b), Florida Statutes, because the criteria for issuance of the New York license is not substantially equivalent to the criteria that existed in Florida at the time the license was issued.
Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Bergman, Walls & Associates, Ltd – Architecture Certificate of Authorization

Motion: Ms. Bao-Garciga moved that the board reconsider the application, request that the firm provide additional information regarding the affirmative answer, and schedule the application review for a future telephone conference call.
Second: Mr. Fernandez seconded the motion and it passed unanimously.

Review and Approval of Meeting Minutes

January 26, 2017 – Probable Cause Panel, Jacksonville, Florida

Motion: Mr. Rodriguez moved that the minutes be approved with a correction to reflect his attendance and remove Mr. Rivers.
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

January 27, 2017 – General Business, Jacksonville, Florida

Motion: Mr. Rodriguez moved that the meeting minutes as be approved as presented.
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

March 24, 2017 – Telephone Conference Call

Motion: Mr. Rodriguez moved that the minutes be approved with a correction to reflect his attendance.
Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Ratification Lists

Licensure

Architect licensed by Examination, Architect licensed by NCARB Examination, Architect licensed by NCARB Endorsement, Architect license by State Endorsement, Architect licensed by Direct Endorsement, Architect licensed by Initial from Null and Void (Hardship), Architect Specialty license issued by Threshold Building Inspector, Architect Business licensed by Corporation, Fictitious Name, Partnership, and Limited Liability Company, Architect Business licensed by Name Change, Interior Designer license by NCIDQ Examination,

Interior Designer license by NCIDQ Endorsement, Interior Design Business license by Corporation and Limited Liability Corporation, and Interior Designer license by AA/IB Dual Certification.

Motion: Mr. Rodriguez moved that the board approved the ratification list as presented.

Second: Mr. Fernandez seconded the motion, it passed with Mr. Ehrig opposed.

Continuing Education

Approved courses for A Builders License Training Institute, Building Envelope Science Institute, Department of Business and Professional Regulation, JC Code & Construction Consultants, Inc., and Karen Rauch Carter.

Motion: Ms. Bao-Garciga moved that the continuing education ratification list be approved.

Second: Mr. Rodriguez seconded the motion and it passed unanimously.

Future Board Meetings

The board scheduled a telephone conference call June 6, 2017 at 3:00 p.m.

Location: Naples

July 25, 2017 – Probable Cause Panel

July 26, 2017- General Business

Location: Coral Gables

October 19, 2016 – Probable Cause Panel

October 20, 2016 – General Business

Rules Report and Discussion

Rules Report

Ms. Clark reported that Rules 61G1-13.001 and 14.001, Florida Administrative Code were effective April 11, 2017.

General Discussion/Information

American Institute of Architects -Titles

NCARB – Use of Titles by Interns

The National American Institute of Architects proposed that architect interns be titled “Design Professionals” or “Associate Architects”. The National Council of Architectural Registration Boards (NCARB), Region 3, voiced concerns regarding

the proposed titles. The board discussed that the titles were misleading and could violate Florida statutes.

CIDQ – Q Connections
For information purposes.

Reports

Board Chair – Jonathan Toppe

Mr. Toppe provided a brief report on the Legislative Session regarding the deregulation of interior designers, certificates of authorization, and the Antitrust Indemnification Insurance.

Mr. Rodriguez provided a brief report on the NCARB Summit held in New Jersey, NJ. He reported that he is Secretary of Region 3 and will remain the Chair of the Education Committee. He requested that the board fund his attendance at the upcoming NCARB meetings. He provided an overview regarding cut scores for the examination process.

Appoint CIDQ delegate and alternate delegate

Mr. Toppe appointed Holly Dennis as the board's CIDQ delegate.

Mr. Toppe requested that the department fund board members to the NCARB and CIDQ meetings.

Executive Director's Report – Krista Woodard

Financial Statements ending December 31, 2016

Operating Account

Unlicensed Activity Account

Ms. Woodard reviewed the financial reports and reported that the board was in good financial standing. The board discussed the positive cash in the accounts and requested that Indemnification Insurance be purchased with those funds.

The board discussed their frustration regarding the lack of Indemnification Insurance and the need to handle unlicensed activity cases.

AIA Florida – Todd Steibly

Mr. Todd Steibly was present and provided a brief report on the 2017 Legislative Session. He reported that one third of the Legislature was new. He reported that the Consultants' Competitive Negotiation Act (CCNA) received opposition and the Statute of Repose language passed.

Mr. Steibly reported that the Home Builders Association had a concern about how frequent the codes change and the cycle changed from three years to six

years. The Florida Building Code is the base code and the Commission will review the International Code and incorporates code changes as needed. The change is effective July 1, 2017.

Mr. Steibly reported on the American Disabilities Act (ADA) Bill language that passed regarding a registry that was intended to assist businesses against the right by lawsuit to help determine if there was merit to lawsuits. After discussion the board determined the actual bill language had unintended consequences.

IDAF – Cynthia David

Ms. David thanked Mr. Roberts and Mr. Nortelus for organizing the associations to speak in front of the Legislative Representatives to address the deregulation of interior designers. She reported that they were able to educate the Legislators regarding interior designer's specialty to handle commercial interiors.

ASID – Dave Roberts

Mr. Roberts reported that the interior designers were removed from the Deregulation House Bill 7047 and Senate Bill 802 but ultimately the Bills did not pass. He reported that the 2018 Legislative Session begins early January 2018. He reported on House Bill 741 that reduces the delinquency fee for all professions to \$25.00 and Senate Bill 615 provides a licensing fee waiver for spouse of armed forces.

Prosecuting Attorney's Report – David K. Minacci

Prosecutor's Case List Licensed/Unlicensed Cases

Investigator's Case List Licensed/Unlicensed Cases

Fines Chart – Summary

Fines Chart – Unlicensed

Fines Chart – Licensed

Billable Hours – January 2017

Billable Hours – February 2017

Billable Hours – March 2017

Results of the January 2017 Board Meeting

Presentations and Thank You

Mr. Minacci reported that since the last meeting he provided a presentation to an interior design school and will speak at the upcoming 2017 NCARB Annual Conference.

Disciplinary Case

DBPR vs. Sarah M. Karram

Case Numbers 2016-009216 and 2016-008070

PCP: Hall, Smith, Rodriguez, and Rivers

Ms. Karram was present and sworn in by the court reporter. Ms. Clark advised Ms. Karram the the board considered her case earlier in the meeting and the

board imposed a \$1,000 fine plus \$1,425.00 costs and completion of 39 hours of continuing education within 180 days of the final order.

Mr. Rodriguez was recused from the review of the case due to his participation on the Probable Cause Panel. The case was before the board based on a two count administrative complaint for failing to complete the continuing education requirements for renewal and failing to respond to the audit. The administrative complaint was served by certified mail to the respondent's last known address on February 18, 2017. The respondent failed to respond to the administrative complaint. The respondent failed to respond to the administrative complaint.

Ms. Karram did not complete the continuing education requirements due to a parent with health issues. She provided 20 hours for the 2017 renewal and completed 41 penalty hours for a total of 61 hours. She requested leniency regarding the fines and costs due to her circumstances.

Motion: Mr. Ehrig moved to reconsider the case.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

Motion: Mr. Ehrig moved that the due to mitigating circumstances such as lack of previous disciplinary history, steps taken by the licensee to insure non-recurrence of the violation, and the degree of financial hardship; and that the board impose 39 hours of continuing education, which have been provided.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

New Business

The Legislature approved the reduction of the delinquency fee for renewals from \$125.00 to \$25.00. The fee rules, Rule 61G1-17.001(11) and 17.002(13), F.A.C., must be updated and draft language will be provided on the June 6, 2017 telephone conference call.

Old Business

No old business.

Adjourn

Motion: Mr. Rodriguez moved that the board meeting adjourn.

Second: Ms. Bao-Garciga seconded the motion and it passed unanimously.

The meeting adjourned at 12:30 p.m.