**Occupational and Professional Licensing**

**District of Columbia Board of Architecture, Interior Design and Landscape Architecture**

**1100 4th Street, SW Suite 400**

**Washington, DC 20024**

**October 20, 2023**

**Minutes**

**\*\*This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at** [**opengovoffice@dc.gov**](mailto:opengovoffice@dc.gov)

The District of Columbia Board of Architecture, Interior Design and Landscape Architecture held its monthly meeting on Friday, October 20, 2023. This meeting was held virtually.

The meeting was called to order at 9:47AM by Mr. Ronnie McGhee, Chairman.

**Attendance**

Board Members Present: Mr. Ronnie McGhee, Chairman, Mr. Patrick Williams, Vice Chairman, Mr. Bob Alter, Mr. Maurice Walters, Ms. Melissa Cohen

Absent: Ms. Eileen Vitelli, Ms. Barbara Jones

Board Staff: Mr. Leon Lewis, Program Manager, Ms. Avis Pearson, Board Administrator, Ms. Stephanie Johnston, Program Support Specialist, Ms. Jah-mai Jefferson, Program Support Specialist, Mr. Kevin Cyrus, Education Liaison

Legal Counsel: Mr. Justin Orrison, Esq. DLCP Office of General Counsel

**Agenda Item: Comments from the Public**

Correspondence from the public discussed in Executive Session.

**Agenda Item: Draft Minutes**

Upon motion duly made by Mr. Alter and properly seconded by Mr. Walters the Board voted unanimously to approve the September 8, 2023, minutes.

**Agenda Item: Review of Administrative approved Applications**

Upon motion duly made by Mr. Alter and properly seconded by Ms. Cohen the Board voted unanimously to approve the administrative-approved applications for October 20, 2023, attached hereto and made a part of the October 20, 2023, meeting minutes.

**Agenda Item: Education**

The Board gave feedback from the Education Symposium. This was a great event and well attended by Howard University students. KUDOS to Mr. Cyrus, Mr. McGhee, Ms. Hillegas, and the entire committee for their efforts with this event.

**Agenda Item: Old Business**

Mr. Lewis is working with the office of Mayor of Talents and Appointments (MOTA) to get the Board vacancies filled. We currently have one Landscape Architect who has expressed an interest in being on the Board. Mr. Lewis will also inform Mr. Walker at the MOTA office of the 2 vacancies for the Interior Design vacancies.

**Agenda Item: New Business**

Mr. Lewis informed the Board that Microsoft has begun working with the Occupational and Professional Licensing office to develop a comprehensive licensing system over the next few months, the Microsoft Team will be meeting with staff currently on all boards, commissions, and programs, as well as the Boards at a later date regarding the impending licensing system.

Ms. Pearson will coordinate a meeting with Mr. McGhee and Ms. Petty to discuss the outreach information that was presented earlier this year. The Board wants to continue efforts with establishing a paid summer internship for Architect students.

**Agenda Item: Review of Correspondence**

The Board received a commendation from Ed Tucker, Chair, regarding the outstanding efforts rendered by Mr. Cyrus, Mr. McGhee and the committee.

**Agenda Item: Executive Session** – **(Closed to the Public)**

Upon motion duly made by Mr. Alter and properly seconded by Ms. Cohen, the Board unanimously voted to enter Executive Session at 10:25a pursuant to D.C. Official Code § 2-575(b) (4) (A); D.C. Official Code § 2-575 (b) (9) and (13) to discuss complaints/legal matters, applications, and legal counsel report.

The Board exited Executive Session at 11:35a

**Agenda Item: Recommendations**

An update on the proposed rulemaking was given by Mr. Orrison, Esq. All information is being reviewed for final approval. Mr. Orrison requested that the Board send any questions/comments to him by Friday, October 27th.

Upon motion duly made by Ms. Cohen and properly seconded by Mr. Williams the Board voted to deny the application discussed in Executive Session. A formal letter will be sent to the Applicant.

**Agenda Item: Adjournment:**

Upon motion duly made by Mr. Alter and properly seconded by Mr. Walters, the Board unanimously voted to adjourn the meeting at 11:41am.

Respectfully submitted,

Mr. Ronnie McGhee, Chairman

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Date

Recorder/transcriber: Avis Pearson