New Mexico Board of Examiners for Architects

Minutes of Board Meeting
October 11, 2019
Albuquerque, New Mexico

Board Members Present
Michael Bodelson, Chair
Jim Oschwald, Vice-Chair
Robert Calvani, Architect Member
Ray Vigil, Architect Member
Tara Rothwell, Architect Member
(Attended Telephonically)
Geoffrey Adams, Architect Member/Educator

Board Member Absent
Mark Glenn, J.D., Secretary/Treasurer

Staff Present
Melarie Gonzales, Executive Director/CFO
Vanessa B. Roybal, Business Operations Specialist
Miguel Lozano, Board Counsel, Attorney General’s Office

Guests Present
Peggy Castner and Brandy Trussell – ANM
Johnnie Wardlow- Gary Alonzo
Ray Hartwell- Public
Bill Koteo- Public
Bob McInteer-Public
Emily Bolton-Public
Suzanne Porter-Bolton-Public
Laura Figueroa-Scott-Public
Jordan Rudolph-Public
Diane Sholtis-Public
Sunny Moore-Public
Jikreisz Westland- Public
Alicia Brown-Public
Steven Alano-AIA
Cynthia Figueroa-McInteer-Public
Camille Reyes-Public
A. OPENING
1. Chair Bodelson called the meeting to order at 10:07 a.m. Roll call was taken, and a quorum was determined to be present.
2. All present stood for the Pledge of Allegiance.
3. Chair Bodelson asked for approval of the meeting agenda.

   **Motion: To approve the meeting agenda**

   **Amended Motion: Amended agenda to move the Chair Report presentation of the board resolution to the beginning of the agenda**

   **By:** Jim Oschwald  
   **Second:** Robert Calvani  
   **Board vote:** Passed unanimously

4. **Introduction of Guests:**  
   Fifteen guests were present for the presentation of the resolution for Cynthia Figueroa-McInteer as the first Female Native American Architect. Peggy Castner and Brandy Trussell from Advanced Network Management (ANM), Steven Alano from AIA.

5. Chair Bodelson asked for approval of the August 23, 2019 Board meeting minutes.

   **Motion: To approve the August 23, 2019 Board Meeting minutes as presented**

   **By:** Robert Calvani  
   **Second:** Jim Oschwald  
   **Board vote:** Passed unanimously

6. **Chair Report:**  
   Mr. Oschwald presented Ms. Cynthia Figueroa-McInteer with a resolution on behalf of the Board for being the first female Native American Architect, Mr. Oschwald also presented Mrs. Cynthia Figueroa-McInteer with the 100th Anniversary Book of the National Council of Architectural Registration Boards which was celebrated this year, Ms. Cynthia Figueroa-McInteer is listed as the first licensed Native American Woman Architect under New Mexico law.

7. **Public Comment-** No Public Comment

B. NEW BUSINESS
1. **Discussion and Possible action for On-line Payments Proposal**  
   Advanced Network Management (ANM) to continue the design of the new website for NMBEA, the website is about 90% complete, Brandy is hoping to have it completed within the next two weeks. ANM as well as the Board members want to incorporate architectural pictures and design work done by architects throughout the state.
Motion: To proceed with selecting Advanced Network Management (ANM) to continue the design of the new website for NMBEA with the stipulation that the committee may stop the process if it is not satisfied with the proposed contract

By: Raymond Vigil
Second: Jim Oschwald
Board vote: Passed unanimously

2. Proposed Update to Broadly Experienced Pathway
   Miguel Lozano from the Attorney General’s Office suggested edits to the checklist and concurred with edits made by Mr. Oschwald. Mr. Oschwald reiterated edits will take place. Chair Bodelson reminded the Rules and Regulations Committee to consider a statutory change to the Architectural Act for future Legislative sessions. There are no objections made at this time to the Broadly Experienced Pathway.

3. Discussion of Disciplinary Matters
   a. NMBEA 2019_01 Issuance of Default Order
      Chair Bodelson entertained a motion to move into a closed Executive Session pursuant to NMSA 1978, Section 10-15-1 (H)(1) and (3) to discuss the next item on the agenda.

      Motion: To move into a closed session to discuss disciplinary matters

      By: Raymond Vigil
      Second: Jim Oschwald
      Board vote by Roll Call:

      Michael Bodelson: Yes
      Jim Oschwald: Yes
      Robert Calvani: Yes
      Ray Vigil: Yes
      Tara Rothwell: Yes
      Geoffrey Adams: Yes

      Motion Passed Unanimously.

      Executive Session began at 11:24 a.m. Recorder was turned off.

      Chair Bodelson announced that the Board is back in open session. The time is 11:36 a.m. The matters discussed during the Executive Session were limited only to those specified in the motion for closure and that no votes or official action was taken during the closed session.
4. Possible Action on Matters Discussed in Closed Session

**Motion: To approve NMBEA 2019_01 issuance of default order**

*By:* Raymond Vigil  
*Second:* Jim Oschwald  
*Board vote:* Passed unanimously

C. Reports

1. **Chair**<br>Chair Bodelson thanked Ms. Gonzales for her hard work especially being short staffed. Mr. Vigil concurred.

2. **Secretary/Treasurer**<br>Mr. Glenn was absent.

3. **Director**<br>Ms. Gonzales informed the Board of the new Legislative Finance Committee (LFC) analyst Noel Martinez who replaced Ms. Annamae Montoya. They will be meeting within a week to get familiar with the Board, for the upcoming FY21 Appropriation Request hearing that is on October 30, 2019. Ms. Gonzales informed the Board interviews are next week for the State Investigator and the Business Administrator position. The FY19 financial audit is complete but cannot disclose any information until released from the State Auditor Office. NMBEA received a letter from the General Services Department (GSD) that the Board is in violation for never having a Chief Procurement Officer (CPO) on staff. Therefore, the Board cannot create or submit any professional contracts to have a licensed architect conduct any investigative field work. Ms. Gonzales has directed Ms. Vanessa B. Roybal to take the appropriate courses to become the Board’s new Chief Procurement Officer (CPO). Ms. Gonzales wrote a letter requesting a six- to nine-month wavier to allow Ms. Roybal to complete the courses necessary to become the Boards new Chief Procurement Officer (CPO).

4. **Exam and Reciprocity Committee**<br>Mr. Oschwald reported the Examination and Reciprocity Committee reviewed the qualifications and approval of applicants for New Mexico Architectural registration.

**Motion: To move for Board approval of the following recommended applicants for New Mexico Architectural Registration by Reciprocity, Reinstatement, and Examination:**

*From Committee Review August 23, 2019*

a. **Reciprocity** - Trevor Abramson, Thomas Brand, Daniel Cancilla, Casey B. Carlton, Steven Carr, Leo Cosgrove, Thomas Elchert, Ryan C. Home, Randel Jacob, Erik Jorgensen, Mark L. Levine, Charles Popovich, David Streebin, Daniel Swift, Charles Todd, Bryan Wilson
b. Reinstatement - Phillip C. Pecord

From Committee Review September 24, 2019

a. Reciprocity - Lucia Bartholomew, John Carney, Christopher M. Clemmons, Janna Ferguson, Jesse Goldman, Chad H. Holtzinger, Lamar Johnson, Mariah Meyer, Andrew Oxley, Trevor Ridley.

b. Reinstatement - Noreen Richards, Gregory P. Walke

c. Examination – None

By: Jim Oschwald
Second: Geoffrey Adams
Board Vote: Passed unanimously

d. Registrant/ Application Quarterly Report
For August 23, 2019 through October 11, 2019 Mr. Oschwald reported that the Board has a total of 2,324 architects, 101 of the architects are Architect Emeritus, 49 are in-state and 52 are out-of-state. There are 764 architects who are in-state and 1,560 architects are out of state. There are 9 Reciprocity applicants pending. There are 25 new registrants, 0 are resulting from examination, and 25 are reciprocity.

5. Finance and Operations Committee
a. Current Budget Status Report-
Ms. Roybal reported to the Board the income statement as of July 1, 2019 through October 31, 2019. The Board was approved for FY20 budget of $407,800.00. For the 200 category, Personnel Services/Benefits- the Board was approved for a budget of $313,500.00, spent $69,651.97 with $243,848.03 remaining. For the 300 category, Contractual- the Board was approved for a budget of $11,000.00, the Budget Adjustment Request (BAR) was approved for $19,100.00 from category 400 spent $391.39 with $26,407.63 remaining. For the 400 category, Other- the Board was approved for a budget of $83,300.00, spent $14,882.72 with $48,607.18 remaining.

6. Planning and Development Committee
Ms. Rothwell reported the Committee is actively working on the IT proposals and moving forward with the online registration and renewals. A meeting will be set for the final approval for the website.

7. Rules and Regulations Committee
Mr. Vigil currently the rules and regulations don’t really have anything on going other than preparing for the upcoming legislative session. The lack of the investigation has been a downfall since we don’t have an investigator to conduct investigations.
8. **Joint Practice Committee**
   Mr. Vigil currently has nothing to report and no meetings have been set.

**D. BOARD COMMENTS / ANNOUNCEMENTS**
Chair Bodelson stated the next Board meeting date is December 13, 2019 at 10:00 AM in Santa Fe, NM at NMBEA.
Mr. Vigil recognized and thanked Ms. Gonzales for all her hard work and dedication and keeping the Board running smoothly with all the changes and being short staffed.

**E. ADJOURNMENT:**

**Motion:** To adjourn the meeting

**By:** Geoffrey Adams  
**Second:** Jim Oschwald  
**Board vote:** Passed unanimously

The regular open meeting of the New Mexico Board of Examiners for Architects was adjourned by Mr. Bodleson at 12:07pm.
Respectfully submitted:

[Signature]
Mr. Michael Bodleson, Chair  
Date: 12-13-19

[Signature]
Mr. Mark Glenn, Secretary/Treasurer  
Date: 12/13/19