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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE ARCHITECTS LICENSURE BOARD**

TIME: 10:30 A.M.

Held at

**PENNSYLVANIA DEPARTMENT OF STATE**

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

**VIA MICROSOFT TEAMS**

March 12, 2026



State Architects Licensure Board  
March 12, 2026

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ALSO PRESENT: (Cont.)

- Anthony Potter, Esquire
- Robyn St. Hilaire, Esquire
- Steve Swarney, PA AIA Executive Director
- Sara Evans, Margittai Architects
- Paul Pasquariello, Applicant
- Kendrick Thiessen, Legislative Analyst, Schafer  
Government Affairs
- Allison Walker, Sargent's Court Reporting Service,  
Inc.

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2 State Architects Licensure Board

3 March 12, 2026

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5 [Pursuant to Section 708(a)(5) of the Sunshine Act,  
6 at 9:30 a.m. the Board entered into Executive Session  
7 with Ashley Goshert, Esquire, Board Counsel, for the  
8 purpose of conducting quasi-judicial deliberations  
9 and to receive the advice of counsel. The Board  
10 returned to open session at 10:28 a.m.]

11 \*\*\*

12 The regularly scheduled meeting of the State  
13 Architects Licensure Board was held on Thursday,  
14 March 12, 2026. William J. Bates, RA, President,  
15 called the meeting to order at 10:29 a.m.

16 \*\*\*

17 Introduction of Board Members/Attendees

18 [President Bates requested an introduction of Board  
19 Members and attendees. A quorum of Board Members was  
20 present.]

21 \*\*\*

22 [Ashley Goshert, Esquire, Board Counsel, reminded  
23 everyone that the meeting was being recorded, and  
24 voluntary participation constituted consent to be  
25 recorded.]

1 Ms. Goshert noted that the Board entered into  
2 Executive Session with counsel for the purpose of  
3 conducting quasi-judicial deliberations and to  
4 receive advice of counsel.]

5 \*\*\*

6 Approval of Minutes

7 PRESIDENT BATES:

8 I ask if anyone has any questions about  
9 the minutes from November 7, 2025, or  
10 any amendments. Questions? None.

11 I will call a vote to approve the  
12 minutes as recorded.

13 Is there a motion to approve?

14 ACTING COMMISSIONER CLAGGETT:

15 Claggett, so moved.

16 MR. JOHNS:

17 Second.

18 PRESIDENT BATES:

19 Mr. Endler, would you call the roll?

20  
21 Jason Birl, aye; Richard DeYoung, aye;  
22 Nicole Dress, aye; Patrick Endler, aye;  
23 Mary McClenaghan, aye; Seth Miller,  
24 aye; Michael Johns, aye; William Bates,  
25 aye; Aarion Claggett, aye.

1 [The motion carried unanimously.]

2 \*\*\*

3 Report of Prosecutorial Division - No Report

4 \*\*\*

5 Report of Board Counsel

6 MS. GOSHERT:

7 I'll note that pursuant to Section  
8 708(a5) of the Sunshine Act and 9:30  
9 a.m., the Board entered into Executive  
10 Session with Counsel for the purposes  
11 of conducting quasi-judicial  
12 deliberations and to receive advice of  
13 Counsel. Based on those deliberations,  
14 I believe the Board would entertain a  
15 motion to approve the final  
16 Adjudication and Order drafted for  
17 Sierra Smith and Case No. 24-41-016829.

18 PRESIDENT BATES:

19 Do I hear a motion?

20 ACTING COMMISSIONER CLAGGETT:

21 So moved.

22 MR. JOHNS:

23 Second.

24

25 Jason Birl, aye; Aarion Claggett, aye;

1 Richard DeYoung, aye; Nicole Dress,  
2 aye; Patrick Endler, aye; Michael  
3 Johns, aye; Mary McClenaghan, aye; Seth  
4 Miller, aye; William Bates, aye.

5 [The motion carried unanimously.]

6 \*\*\*

7 Regulatory Status Report

8 [Marc Farrell, Esquire, Regulatory Counsel, Office of  
9 Chief Counsel, reported on the status for Board's  
10 regulations. He commented the Board currently had  
11 five open regulatory matters, several of which had  
12 movement since the Board's last meeting.

13 Mr. Farrell stated the Licensure by Endorsement  
14 package, Act 41, 16A-4120), was approved by the  
15 Governor's Office and delivered to the Independent  
16 Regulatory Review Commission (IRRC), the Legislative  
17 Standing Committees, and the LRB for their approval.

18 Mr. Farrell noted the Continuing Education  
19 regulation, 16A-4122, was being drafted by both Ms.  
20 Goshert and himself. An exposure draft was  
21 distributed, and one comment was received thus far.  
22 He stated the General Revisions package was still at  
23 the top of their priority list and was still in the  
24 drafting stage.

25 Mr. Farrell addressed the Schedule of Civil

1 Penalties package, 16A-4124. He is working with the  
2 prosecution division to obtain recommendations as far  
3 as changes that may or may not be needed. He  
4 explained many citations are now hard to follow  
5 because they do not line up anymore with the statute.

6 Mr. Farrell discussed the Draft Annex for the  
7 Certified Interior Designer Regulation, 16A-4123. He  
8 noted the Board had its annex, preamble, and RAC,  
9 Regulatory Affairs Certification. He explained the  
10 annex is where the existing language is pulled from  
11 that is in the current PA code regulations. He noted  
12 the portions of the regulations that were not  
13 reproduced as they were not affected by the  
14 rulemaking. He stated none of the language in front  
15 of the Board was set in stone. He requested Board  
16 Members to point out any wording that was unusual or  
17 questionable on the draft. This was the first step  
18 in getting the process fine-tuned.

19 Mr. Farrell stated the regulations are designed  
20 to supplement the law statute or fill the gaps or  
21 holes as identified by the Board. He discussed the  
22 ability to add completely new subject matter that the  
23 legislature has access to add. He stated the  
24 definitions appeared to be newly added when they were  
25 actually just repeats of the definitions already in

1 the statute. He discussed keeping the language  
2 balanced and comprehensive enough without being  
3 overly complex.

4 He explained they were taking this as an  
5 opportunity to accomplish some housekeeping in the  
6 Board's regulations, such as changing statutory  
7 citations, so the right numerals or genericizing some  
8 of the pronouns were addressed.

9 Mr. Farrell discussed blending the certified  
10 interior designers' provisions into the Annex. Other  
11 provisions are completely specific to certified  
12 interior designers. Those will be kept discreet,  
13 separated, and well identified so the Board would  
14 know which profession was being referenced.

15 He reported on the requirements for certified  
16 interior designers. He stated the statute was  
17 structured in a way that, if someone met the  
18 eligibility requirements to take the NCIDQ exam,  
19 National Council for Interior Design Qualification,  
20 and passed, they would essentially meet the  
21 requirements to become certified in Pennsylvania. He  
22 advised a basic set of guidelines leading to some of  
23 the pathways to licensure the NCIDQ uses could be  
24 set. A person eligible to take the NCIDQ exam would  
25 have the documentation that Pennsylvania would

1 require for certification. He explained he would be  
2 looking towards the Board and stakeholders to fine-  
3 tune the language. His goal was to make sure the  
4 Board was comfortable with the draft annex. He noted  
5 a website where one could sign up for email update  
6 links.

7 Ms. Dress noted language that says, "achieves a  
8 satisfactory score on a practical examination of a  
9 nature determined by this Board." She referred to  
10 this language as an area to be addressed further by  
11 the Board. Mr. Farrell stated the provision was  
12 added to provide an option for clarity by the Board.

13 Mr. DeYoung requested additional clarification on  
14 the definition of interior designer. Mr. Farrell  
15 replied the definition came from the statute, and the  
16 Board could certainly further define or redefine the  
17 terms.

18 Ms. McClenaghan noted the confusion involving the  
19 potential for some services performed by an interior  
20 designer to overlap the services an electrical  
21 engineer was already performing. Additional  
22 uncertainty was voiced by Board Members regarding the  
23 definition of the license itself, continuing  
24 education, plans and models of building systems, sole  
25 proprietorship, business names, and renewal fees.

1 Another concern raised was the fact that  
2 architects had to be licensed while interior  
3 designers had only to be certified. Mr. Farrell  
4 remarked the certification of an interior designer  
5 was more of a protection title, meaning that if one  
6 was not certified they could not represent themselves  
7 as being a certified interior designer.

8 Ms. Goshert commented that the Board did not have  
9 any authority over any interior designer firm.

10 Mr. Farrell discussed the sole proprietor  
11 definition as already being in the regulation. Ms.  
12 McClenaghan understood that those regulations applied  
13 to architects. She questioned how the public would  
14 verify an interior designer certification. Mr.  
15 Farrell advised that one would go to the license  
16 verification website the State provides.

17 Mr. DeYoung commented that his architect firm  
18 does all of the work that an interior designer does,  
19 because that is the standard practice for an  
20 architect. He questioned whether a firm could state  
21 that it provides interior design services under this  
22 law even though there are no certified interior  
23 designers. Mr. Farrell commented the point was not  
24 in what an individual could or could not do, but what  
25 they could or could not say. He did assure Mr.

1 DeYoung that his firm could state that it provides  
2 interior designer services.

3 Mr. Farrell suggested the Board send the draft to  
4 the stakeholders and bring the refined Annex back to  
5 the Board more detailed than it was initially. He  
6 reminded the Board this was just the first of many  
7 steps for this regulation. He added the fees for  
8 said interior designer work were not yet decided, and  
9 that would also be subject to comment from all  
10 parties concerned.

11 Ms. Solomon commented her team would be  
12 responsible for determining whether or not an  
13 individual was a valid certified interior designer  
14 once a formal consumer complaint was made to the  
15 Professional Compliance Office (PCO).

16 President Bates asked Mr. Farrell how the Board  
17 could monitor or set that yardstick to elevate an  
18 architect as a certified interior designer. Mr.  
19 Farrell responded that the legislature had made it  
20 easy by establishing no exam and no fee  
21 certification. He stated an architect would need  
22 only to present to the Board a summary of their  
23 activities related to interior design services. At  
24 the Board's discretion, it would consider whether or  
25 not to issue certification for same.

1 Mr. Farrell explained the regulatory process for  
2 moving the regulation forward. Discussion ensued  
3 amongst Board Members as to whether a draft of the  
4 initial regulation should be sent out.]

5 MS. GOSHERT:

6 We have a motion to proceed with  
7 setting the Draft Annex for Certified  
8 Interior Designer regulation, number  
9 16A-4123, to be shared with the  
10 stakeholders for a 30-day comment  
11 period.

12 ACTING COMMISSIONER CLAGGETT:

13 So moved.

14 MR. JOHNS:

15 Second.

16  
17 Jason Birl, aye; Aarion Claggett, aye;  
18 Richard DeYoung, aye; Nicole Dress,  
19 aye; Patrick Endler, aye; Michael  
20 Johns, aye; Mary McClenaghan, aye; Seth  
21 Miller, aye; William Bates, aye.

22 [The motion carried unanimously.]

23 \*\*\*

24 Report of Commissioner - No Report

25 \*\*\*

1 Report of Board President

2 [President Bates discussed two upcoming NCARB,  
3 National Council of Architectural Registration  
4 Boards, meetings. The first meeting is in Oklahoma  
5 City, Oklahoma, from March 20 to March 21, 2026.  
6 Five Board Members will be attending. The second  
7 meeting is in Minneapolis, Minnesota, from June 25 to  
8 June 27, 2026.]

9 MS. GOSHERT:

10                   Would the Board entertain a vote to  
11                   approve travel and associated expenses  
12                   for, I believe, Board Members Birl,  
13                   Endler, DeYoung, Bates, McClenaghan and  
14                   the Board Administrator to travel to  
15                   the NCARB Regional Summit to be held in  
16                   Oklahoma City, Oklahoma, on March 20th  
17                   to 21st, 2026, noting that some of the  
18                   attendees will be receiving funding by  
19                   NCARB provided it complies with the  
20                   gift band policy.

21                   Do we have a motion for approval?

22 ACTING COMMISSIONER CLAGGETT:

23                   So moved.

24 MR. JOHNS:

25                   Second.

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Jason Birl, aye; Aarion Claggett, aye;  
Richard DeYoung, aye; Nicole Dress,  
aye; Patrick Endler, aye; Michael  
Johns, aye; Mary McClenaghan, aye; Seth  
Miller, aye; William Bates, aye.

[The motion carried unanimously.]

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MS. GOSHERT:

I believe the Board would entertain a  
motion to approve travel and associated  
expenses for Board Members John  
DeYoung, Mary McClenaghan, and possibly  
two other Board Members, the Board  
Administrator, and possibly Board Legal  
Counsel to travel to the NCARB annual  
business meeting to be held in  
Minneapolis, Minnesota, on June 25th  
through the 27th of this year.

ACTING COMMISSIONER CLAGGETT:

So moved.

MR. JOHNS:

Second.

Jason Birl, aye; Aarion Claggett, aye;

1 Richard DeYoung, aye; Nicole Dress,  
2 aye; Patrick Endler, aye; Michael  
3 Johns, aye; Mary McClenaghan, aye; Seth  
4 Miller, aye; William Bates, aye.

5 [The motion carried unanimously.]

6 \*\*\*

7 Appointment - PA AIA

8 [Amyra Weiss, Pennsylvania American Institute of  
9 Architects (PA AIA) updated the Board on recent  
10 events of the PA AIA.

11 Ms. Weiss stated members of the AIA attended a  
12 Women's Leadership Conference in November 2025. 12  
13 interviews from female architects were collected for  
14 an initiative called Conversations across the  
15 Commonwealth. She noted two of their own AIA  
16 Pennsylvania architects presented a panel on  
17 advocating for parental leave at that conference.

18 Ms. Weiss reported on attendance at the AIA  
19 Leadership Summit by AIA Pennsylvania staff and  
20 leadership. A panel was presented on a two-tiered  
21 program for bringing architects into civil  
22 leadership.

23 Ms. Weiss noted the PA AIA was working with the  
24 AIA New Jersey and AIA New York for the Tri States  
25 Conference that is to be held in November 2026. The

1 call for proposals for presentations is open until  
2 April 30, 2026. She noted the aiapa.org website for  
3 proposals.

4 Ms. Weiss stated AIA Pennsylvania received \$5,000  
5 in two grants, \$1,500 for architecture reprogramming  
6 and \$3,500 from the College of Fellows, which is  
7 being used for the Architecture Week Stories and  
8 Design initiative, April 12 through April 18, 2026.  
9 She was seeking one host volunteer architect from  
10 every county in the state to host story hours. She  
11 hoped to obtain 67 story hours across the state. She  
12 provided Board Members with the contact information  
13 for volunteers.]

14 \*\*\*

15 Appointment - IDLCPA

16 [Carrie Hillman, Career Certified, introduced herself  
17 to the Board. She stated the Interior Design  
18 Legislative Coalition of Pennsylvania (IDLCPA) was  
19 working closely with PA AIA to provide the Board with  
20 unified comments for its regulations. She reiterated  
21 the term, interior designer, was not an activity  
22 practice act, but a title protection act.

23 Ms. Hillman noted Jen Gibson, Senior Interior  
24 Designer, was awarded the Legacy Award in December  
25 2025 for her work and dedication to the field of

1 interior design by the International Interior Design  
2 Association (IIDA).]

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4 Appointment - Annual Prosecution Report

5 [Shana Walter, Esquire, Deputy Chief Counsel,  
6 reported on the duties and tasks of the Prosecution  
7 Division. She explained the Bureau of Professional  
8 Occupational Affairs (BPOA) provides administrative  
9 and legal support to 29 professional and occupational  
10 licensing boards and commissions to protect the  
11 health and safety of the public, as well as the  
12 integrity of the professions. The Prosecution  
13 Division works with the investigative and compliance  
14 arms who are tasked with receiving complaints,  
15 investigating allegations and enforcing compliance  
16 for same. The division consists of almost 40  
17 attorneys with five senior prosecuting attorneys.

18 Ms. Walter stated approximately 23,000 complaints  
19 are received by the Prosecution Division each year.  
20 The prosecution process starts with a complaint. She  
21 explained, when a complaint is received, an initial  
22 determination is made to determine whether or not the  
23 Board has jurisdiction over the matter. If  
24 jurisdiction is established and the respondent is  
25 charged, the respondent can elect to go through the

1 hearing process. The respondent also has the option  
2 of electing to go through a consent agreement  
3 process, frequently presented by the prosecutors at  
4 the board meetings. The role of prosecuting  
5 attorneys includes presentation of consent agreements  
6 and authoring information as Ms. Solomon does. From  
7 that point, the complaint is sent to the Bureau of  
8 Enforcement and Investigations (BEI).

9 Ms. Walter commented the BEI is an entity that  
10 conducts interviews, inspections, and obtains  
11 evidence. After the BEI investigation of the  
12 complaint, the entire matter is reviewed by the  
13 prosecuting attorney to determine whether or not the  
14 existence of violations of the act or regulations are  
15 contained in the evidence and what steps should be  
16 taken next. When the evidence supports a violation,  
17 there are several options, such as immediate temporary  
18 suspension of the license, order to show cause,  
19 automatic suspension, order for mental and physical  
20 examination, and a petition for appropriate relief.

21 Ms. Walters stated, if the Board determines the  
22 proposed discipline is appropriate for the violation,  
23 there are several forms of discipline, such as  
24 revocation, suspension, probation, public reprimand,  
25 civil penalty, remedial education, and cost of



1 noted, because of this, Arizona was having an issue  
2 with people going into their state from India with an  
3 interior design license, but no exam and no  
4 experience. If they were to come to Pennsylvania, it  
5 would look like they have a valid Arizona license,  
6 when, in fact, they had never actually taken the exam  
7 nor had the required experience. She wanted the  
8 Board to be aware that this was impacting reciprocity  
9 issues.

10 Ms. McClenaghan addressed three NCARB  
11 resolutions. She discussed the resolution pertaining  
12 to obtaining a NCARB certificate by passing the  
13 Architect Registration Examination (ARE). The ARE  
14 requires a passing score of 75, but that was not  
15 required by either California or Puerto Rico in the  
16 1970's or 1980's. This established a glitch in the  
17 system by which some licensed architects did not pass  
18 the Puerto Rico or the California exam.

19 Ms. McClenaghan noted the Fast Facts and Annual  
20 Report pages on the NCARB website.]

21

\*\*\*

22 Report of Board Administrator

23 [Jessica Harris, Board Administrator, reported this  
24 would be her last meeting as the official board  
25 administrator. Her colleague, Leslie Warner, will be

1 the new board administrator.]

2 \*\*\*

3 Applications

4 MS. GOSHERT:

5 Based on Executive Session  
6 deliberations, I believe the Board  
7 would entertain a motion to approve the  
8 applications of Amanda Lee Priano, Paul  
9 Pasquariello, Samuel Mather, and Joseph  
10 Totaro.

11 ACTING COMMISSIONER CLAGGETT:

12 So moved.

13 MR. JOHNS:

14 Second.

15  
16 Jason Birl, aye; Aarion Claggett, aye;  
17 Richard DeYoung, aye; Patrick Endler,  
18 aye; Michael Johns, aye; Mary  
19 McClenaghan, aye; Seth Miller, aye;  
20 William Bates, aye.

21 [The motion carried unanimously.]

22 \*\*\*

23 MS. GOSHERT:

24 Based on Executive Session  
25 deliberations, I believe the Board

1                   would entertain a motion to  
2                   provisionally deny the applications  
3                   submitted by Joshua Helzlsouer and  
4                   Thong Quang Thai.

5 ACTING COMMISSIONER CLAGGETT:

6                   So moved.

7 MR. JOHNS:

8                   Second.

9  
10                   Jason Birl, aye; Aarion Claggett, aye;  
11                   Richard DeYoung, aye; Patrick Endler,  
12                   aye; Michael Johns, aye; Mary  
13                   McClenaghan, aye; Seth Miller, aye;  
14                   William Bates, aye.

15 [The motion carried unanimously.]

16   \*\*\*

17 Report of Board Counsel - (cont.)

18 [Ashley Goshert, Esquire, Board Counsel, presented on  
19 the Sunshine Act and Recusal process. Ms. Goshert  
20 stated the purpose of the Sunshine Act reflected the  
21 principal that the public had the right to observe  
22 government decision-making. The act is for the  
23 public to have the right to be present at all  
24 meetings of agencies in order to witness  
25 deliberations, policy formulation, and decision-

1 making. She noted the process is vital to the  
2 functioning of the democratic process.

3 Ms. Goshert noted, for purposes of the act, an  
4 agency includes state boards like the State Architect  
5 Licensure Board. An agency also includes committees  
6 authorized with the Board to render advice or take  
7 official action, or deliberating and discussing of  
8 agency business that is aimed at making a decision.  
9 She stated agencies must give public notice of its  
10 first regular meeting of each calendar year not less  
11 than three days in advance of the meeting, as well as  
12 public notice of the schedule of the remaining  
13 meetings.

14 If an agency has a special meeting, public notice  
15 of the special meeting or rescheduled meeting must be  
16 given at least 24 hours in advance. She continued,  
17 when Jesse, or in the future Leslie, is asking for  
18 things for the agenda it's important that we get them  
19 their agenda items because they are on a time  
20 schedule. If there is an emergency meeting, public  
21 notice is not required.

22 Public notice originally meant the publication of  
23 the place, date and time of a meeting in a newspaper  
24 of general circulation in the political subdivision  
25 of where the meeting would be held; prominent posting

1 of a notice with the same information at the  
2 principal offices of the agency; and notice to  
3 interested parties.

4 Act 65 of 2021 added that the agenda must be  
5 publicly accessible by website no later than 24 hours  
6 in advance of the meetings, as well as posting the  
7 agenda at the agency office and meeting location.  
8 The agenda must include a listing of each matter of  
9 agency business that may or will be a subject of  
10 deliberations or official action. She noted it was  
11 easier to put items on the agenda and then table them  
12 during the meeting than to decide to discuss a matter  
13 after the agenda is published. She added the agenda  
14 requirement applies to all regular and special  
15 meetings but does not apply to work sessions,  
16 conferences and executive sessions.

17 Ms. Goshert shared that all votes must be  
18 publicly casted and recorded. If a Board Member is  
19 attending virtually, they must be seen as well as  
20 heard. No secret ballots are permitted. She gives  
21 the hybrid meeting announcement at the beginning of  
22 each meeting to supersede the Practice Act of the  
23 Board which talks about Board Members being  
24 physically present.

25 Ms. Goshert reviewed the requirements for written

1 minutes as well as the exceptions for written  
2 minutes. She stated deliberation of agency business  
3 may not take place at a conference. She emphasized  
4 this was important to remember because many Board  
5 Members present are very participatory in the NCARB  
6 meetings and sometimes there will be enough of them  
7 sitting around that would qualify as a quorum. If  
8 any of them were to be in this type of situation and  
9 making decisions or talking about board business,  
10 this would qualify as a violation of the Sunshine  
11 Act.

12 Ms. Goshert explained what is permitted during  
13 executive sessions. She noted executive sessions may  
14 be held before, during or after an open meeting or  
15 may be announced for a future time. The reason for  
16 the executive session must be disclosed at the open  
17 meeting occurring immediately prior or subsequent to  
18 the executive session. She stressed that executive  
19 sessions may not be used as a subterfuge to defeat  
20 the purposes of the Sunshine Act, because the public  
21 has the right to see the Board's deliberations.

22 Ms. Goshert reviewed when legal challenges are  
23 permitted and penalties for violating the Sunshine  
24 Act. She commented the takeaways from the  
25 presentation are that Board business should always be

1 conducted in open meetings, and Board Members should  
2 not discuss agency business, especially executive  
3 session matters, outside of the official Board  
4 meeting, whether in person, by phone or by email.  
5 Legal challenges associated with the Act must  
6 generally be filed within 30 days of the meeting  
7 where the alleged violation occurred or within 30  
8 days of discovering the violation. It cannot extend  
9 past one-year after the meeting.

10 She noted, if a board has delegated to a  
11 committee a role in formulating policy or  
12 regulations, those deliberations should take place  
13 during an open meeting. If a committee is performing  
14 administrative functions, such as reviewing  
15 applications or prosecutorial functions, the meeting  
16 is not subject to open meeting requirements.

17 Ms. Goshert reviewed the recusal rules. Recusal  
18 becomes necessary when a Board Member cannot fairly  
19 participate in a decision. Recusal is mandatory when  
20 the Board Member has had a prosecutorial role in the  
21 matter or if the Board Member has a direct personal  
22 financial interest in the outcome of the matter.  
23 Recusal is strongly suggested if a Board Member has a  
24 personal affection for someone directly involved in  
25 the subject at issue. Discretionary recusal can

1 occur if the Board Member feels they cannot hear and  
2 dispose of the case or participate in a decision  
3 fairly and without prejudice. Board recusal would be  
4 necessary in the case of the entire board having  
5 knowledge of prejudicial information about a matter.  
6 Ms. Goshert provided an example of the scenario to  
7 recuse oneself.

8 Ms. Goshert advised, if a Board Member has need  
9 to recuse themselves, please do it quietly so the  
10 entire board will not have to recuse. She added, if  
11 a Board Member is unsure if they should recuse, they  
12 should talk to Board Counsel.

13 Ms. Goshert explained the difference between  
14 recusal and abstaining from a vote. Abstaining is  
15 withholding a vote and does not affect quorum.  
16 Recusing is an inability to vote and can affect  
17 decorum and, therefore, affects the quorum.

18 Regarding conflicts of interest, Ms. Goshert  
19 stated no member of a professional or licensing board  
20 is permitted to be an officer or agent of a statewide  
21 association or organization that represents the  
22 profession or occupations subject to the Board's  
23 actions. She added public members of the Board  
24 cannot be spouses, immediate family or friends.]

25

\*\*\*

1 Next Meeting Dates

2 [President Bates stated the next meeting dates for  
3 the Board are May 14th, July 9th, September 10th, and  
4 November 12th, 2026.]

5 \*\*\*

6 PRESIDENT BATES:

7 Thank you so much, and I will entertain  
8 a motion to adjourn.

9 MR. ENDLER:

10 I'll make that motion.

11 \*\*\*

12 [There being no further business, the State  
13 Architects Licensure Board Meeting adjourned at  
14 12:03p.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Architects Licensure Board meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Architects Licensure Board meeting.



Allison Walker,

Minute Clerk

Sargent's Court Reporting  
Service, Inc.

STATE ARCHITECTS LICENSURE BOARD  
REFERENCE INDEX

March 12, 2026

	TIME	AGENDA
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4		
5		
6		
7		
8		
9	9:30	Executive Session
10	10:28	Return to Open Session
11		
12	10:29	Official Call to Order
13		
14	10:29	Introductions
15		
16	10:32	Approval of Minutes
17		
18	10:36	Report of Board Counsel
19		
20	11:17	Report of Board President
21		
22	11:23	Miscellaneous - PA AIA
23		
24	11:27	Miscellaneous - IDLCPA
25		
26	11:29	Appointment - Prosecutorial Process
27		
28	11:39	Report of Board Administrator
29		
30	11:40	Applications
31		
32	11:45	Report of Board Counsel (Cont.)
33		
34	11:48	Appointment - Sunshine Act/Recusal
35		
36	12:01	Next Meeting Dates
37		
38	12:03	Adjournment
39		
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