

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

September 11, 2025

State Architects Licensure Board
September 11, 2025

BOARD MEMBERS:

Mary E. McClenaghan, RA, President
William J. Bates, RA, Vice President
Michael Johns, RA, Secretary
Arion R. Claggett, Acting Commissioner of
Professional and Occupational Affairs
Seth Miller, Esquire, Office of Attorney General
Jason Birl, RA
Richard DeYoung, RA
Nicole Dress, RA
Patrick Endler, RA
Merna T. Hoffman, Deputy Attorney General, Office of
Attorney General

BUREAU PERSONNEL:

Ashley Goshert, Esquire, Board Counsel
Angela L. Solomon, Esquire, Board Prosecution Liaison
Tyesha C. Miley, Esquire, Board Prosecutor
Jessica Harris, Board Administrator
Shana Walter, Deputy Chief Counsel of the Prosecution
Division
Danie Bendesky, Special Assistant for Strategic
Initiatives

ALSO PRESENT:

Stephen M. Swarney, JD, Executive Director, American
Institute of Architects Pennsylvania
Carrie Hillman, Interior Design Legislative Coalition
Of Pennsylvania
Tineke Reali, Senior Interior Designer, Wildman
Chalmers Design
Ryan Wilkinson, Applicant
Rick Smizer, Architectural Intern at FUSA Designs,
LLC, Applicant
Allison Walker, Sargent's Court Reporting Service,
Inc.

1 ***

2 State Architects Licensure Board

3 September 11, 2025

4 ***

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 10:30 a.m.]

11 ***

12 The regularly scheduled meeting of the State
13 Architects Licensure Board was held on Thursday,
14 September 11, 2025. Mary E. McClenaghan, RA,
15 President, called the meeting to order at 10:31 a.m.

16 ***

17 Introduction of Board Members/Attendees

18 [President McClenaghan requested an introduction of
19 Board members and attendees. A quorum of Board
20 members was 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 MCCLLENAGHAN:

8 First on the Agenda is the approval of
9 the minutes. Did everyone have the
10 chance to review the July 10, 2025
11 minutes?

12 Okay. Do I have a motion to
13 approve?

14 MR. BATES:

15 So approved.

16 COMMISSIONER CLAGGETT:

17 And a second.

18 PRESIDENT MCCLLENAGHAN:

19 Okay. And Mr. Bates, could you call
20 the roll?

21

22 William Bates, aye; Jason Birl, aye;
23 Arion Claggett, aye; Nicole Dress, aye;
24 Patrick Endler, aye; Merna Hoffman,
25 abstain; Michael Johns, aye; Mary

1 McClenaghan, aye; Rich DeYoung, aye;
2 Seth Miller, aye.

3 [The motion carried. Merna Hoffman abstained from
4 voting on the motion.]

5 ***

6 Report of Prosecutorial Division

7 [Angela L. Solomon, Esquire, Board Prosecution
8 Liaison, had no official report and no consent
9 agreements for the Board to consider.

10 Ms. Solomon introduced Shana Walter to the Board.
11 Ms. Walter greeted the Board as the new Deputy Chief
12 Counsel for the Prosecution and voiced her pleasure
13 to work with the Board.]

14 ***

15 Report of Board Counsel

16 ASHLEY GOSHERT:

17 Based on Executive Session
18 deliberations, I believe the Board would
19 entertain a motion to approve the Final
20 Adjudication and Order for Jeffrey
21 Laufer.

22 MR. BATES:

23 So moved.

24 COMMISSIONER CLAGGETT:

25 Second.

1 PRESIDENT MCCLLENAGHAN:

2 Roll Call.

3

4 William Bates, aye; Jason Birl, aye;

5 Arion Claggett, aye; Nicole Dress, aye;

6 Patrick Endler, aye; Rich DeYoung, aye;

7 Merna Hoffman; Michael Johns, aye; Mary

8 McClenaghan, aye; Seth Miller, aye.

9 [The motion carried unanimously.]

10 ***

11 ASHLEY GOSHERT:

12 Based on Executive Session

13 deliberations, I believe the Board would

14 entertain a motion to grant the

15 Commonwealth Motion for Judgement on the

16 pleadings in the matter of IDS Architect

17 LLC and Paul Levon and to direct Counsel

18 to prepare a final Adjudication and

19 Order consistent with the discussions

20 held in Executive Session.

21 MR. BATES:

22 So moved.

23 COMMISSIONER CLAGGETT:

24 Second.

25 PRESIDENT MCCLLENAGHAN:

1 Roll call.

2

3 William Bates, aye; Jason Birl, aye;
4 Arion Claggett, aye; Nicole Dress, aye;
5 Patrick Endler, aye; Merna Hoffman,
6 aye; Rich DeYoung, aye; Michael Johns,
7 aye; Mary McClenaghan, aye; Seth
8 Miller, aye.

9 [The motion carried unanimously.]

10 ***

11 Report of Board Counsel - Regulatory Report

12 [Ashley Goshert, Esquire, Board Counsel, discussed
13 16A-4122: Continuing Education revised annex being
14 drafted. The section of the regulation having to do
15 with the exact definition of a place of primary
16 practice continued to be up for discussion. Ms.
17 Goshert reminded the Board, if a practitioner was
18 compliant with their CE obligations in their own
19 state of practice, they were automatically compliant
20 with same in the state of Pennsylvania.

21 Ms. Goshert reviewed options on how to define the
22 primary area of practice. The options included:
23 Where the practitioner worked the most hours or where
24 the practitioner made the most money from their
25 practice. Her third option was a hybrid of the first

1 two, and her fourth option was determining where the
2 practitioner primarily engages in the practice of
3 architecture as determined by the licensee and
4 communicated to the Board by same.

5 Ms. Goshert reviewed clarifying language on the
6 matter of satisfying the continuing education
7 requirement through another jurisdiction, § 9.305.
8 The United States jurisdiction in which a licensee
9 maintains the licensee's principal office for
10 practice of architecture during the biennial renewal
11 period... if the licensee does not maintain a
12 principal office, the jurisdiction where the licensee
13 performs the greatest number of hours of work during
14 the biennial renewal period shall be their primary
15 practice.

16 Mr. Bates discussed the fact that the larger
17 firms that have offices across the country would
18 likely have architects practicing in different
19 states. He questioned how that instance would be
20 handled. Ms. Goshert suggested recommending that the
21 primary location of practice should be where the
22 licensee did the most work. She stated this primary
23 location of practice could be turned in by the
24 licensee when submitting their continuing education
25 requirements.

1 Board members discussed concerns about specific
2 terms, such as the meaning of the primary location of
3 practice. It was noted a practitioner could be
4 physically living in Pennsylvania but working on
5 projects in another state that would not necessarily
6 be accurate in terms of primary location worked. Ms.
7 Solomon advised, from a prosecutorial perspective,
8 that type of issue would be messy. If a case of non-
9 compliance was referred, it could get quite
10 complicated and time consuming given the confusion as
11 to how and where to file the case. Lastly, it could
12 muddy the Board's ability to deliberate the case.

13 It was suggested the determination over the
14 practice location could be the physical address the
15 licensee uses to have their license mailed to them.
16 Again, there was confusion between Board members as
17 to the different possible scenarios.

18 Compliance or compliance not needed in other
19 states was discussed. The fact of licensees working
20 both remotely and in person was addressed. It was
21 strongly advised that additional language be inserted
22 into the regulation clarifying that if licensee's
23 primary place of practice requires continuing
24 education, they are automatically compliant with
25 Pennsylvania's requirements. That statement was

1 somewhat negated by the declaration that three states
2 do not have CE requirements and, therefore,
3 Pennsylvania would not allow licensees of these
4 states to work in the Commonwealth until such time as
5 the licensee met Pennsylvania's requirements to work
6 in the state.

7 It was agreed this was a regulation that remained
8 in the early stages of development. Comments from
9 the stakeholders would be coming back.

10 Ms. Goshert then asked if all Board members were
11 satisfied with the regulation moving on to the
12 stakeholders, with option number five. Ms. Goshert
13 reiterated this was a regulation that would be re-
14 visited after comments were returned from the
15 stakeholders.]

16 ASHLEY GOSHERT:

17 Would the Board entertain a motion to
18 approve the proposed annex with
19 revisions as discussed and authorize
20 Regulation 16A-4122 related to
21 continuing education to be approved and
22 circulated to stakeholders for comment?

23 MR. BATES:

24 So moved.

25 COMMISSIONER CLAGGETT:

1 Second.

2 PRESIDENT MCCLENAGHAN:

3 Roll Call.

4

5 William Bates, aye; Jason Birl, aye;
6 Arion Claggett, aye; Nicole Dress, aye;
7 Patrick Endler, aye; Merna Hoffman,
8 aye; Rich DeYoung, aye; Michael Johns,
9 aye; Mary McClenaghan, aye; Seth
10 Miller, aye.

11 [The motion carried unanimously.]

12 ***

13 [Ashley Goshert, Esquire, on behalf of Mark Farrell,
14 Esquire, Regulatory Counsel, discussed 16A-4123:
15 Certified Interior Designs-Initial, draft annex. She
16 stated Mr. Farrell was working on the preliminary
17 grant, which would be ready for the next Board's
18 meeting.]

19 ***

20 Report of the Commission - No Report

21 ***

22 Report of the Board President

23 [President McClenaghan discussed the new NCARB MRA
24 approval. She stated, while in the annual business
25 meeting in June 2025 with NCARB, member licensing

1 boards ratified two mutual recognition agreements,
2 (MRA), counterparts in Canada and in South Africa.
3 She stated the agreements would go into effect in
4 late 2025 or early 2026. The new agreement with
5 Canada requires that licensees eligible for
6 reciprocity must be licensed and in good standing in
7 participating jurisdiction in their home country and
8 hold an active NCARB certificate. She added, for
9 South Africa, architects needed to be at the
10 professional architect level, given that there are
11 several levels of architectural expertise that exist
12 there.

13 President McClenaghan stated the NCARB
14 Correspondence included documents on Fast Facts from
15 June and July 2025, as well as answers to questions
16 that were asked at the annual business meeting (ABM)
17 Town Hall, and NCARB updates to AXP (Architectural
18 Experience Program).]

19 ***

20 Report of the Board Administrator - No Report

21 ***

22 Applications - Ratify Approval

23 ASHLEY GOSHERT:

24 For Item Nos. 7 and 8, based on
25 Executive Session deliberations, I

1 believe the Board would entertain a
2 motion to ratify the approvals for
3 Applicants Jeanmarie Zimmerman and
4 Amanda Havens.

5 PRESIDENT MCCLLENAGHAN:

6 Do I have a motion to approve?

7 MR. BATES:

8 So moved.

9 COMMISSIONER CLAGGETT:

10 Second.

11 PRESIDENT MCCLLENAGHAN:

12 Roll call.

13

14 William Bates, aye; Jason Birl, aye;
15 Arion Claggett, aye; Nicole Dress, aye;
16 Patrick Endler, aye; Merna Hoffman,
17 aye; Rich DeYoung, aye; Michael Johns,
18 aye; Mary McClenaghan, aye; Seth
19 Miller, aye.

20 [The motion carried unanimously.]

21 ***

22 ASHLEY GOSHERT:

23 For Item Nos.9 and 12, based on
24 Executive Session deliberations, I
25 believe the Board would entertain a

1 motion to approve the Application of
2 Dean Giordano and Tyler Kane.

3 PRESIDENT MCCLLENAGHAN:

4 Do I have a motion to approve?

5 MR. BATES:

6 So moved.

7 COMMISSIONER CLAGGETT:

8 Second.

9 PRESIDENT MCCLLENAGHAN:

10 Roll call.

11

12 William Bates, aye; Jason Birl, aye;
13 Arion Claggett, aye; Nicole Dress, aye;
14 Patrick Endler, aye; Merna Hoffman,
15 aye; Rich DeYoung, aye; Michael Johns,
16 aye; Mary McClenaghan, aye; Seth
17 Miller, aye.

18 [The motion carried unanimously.]

19 ***

20 ASHLEY GOSHERT:

21 For Items 10, 11 and 13 together, based
22 on Executive Session deliberations, I
23 believe the Board would entertain a
24 motion to deny the Applications of Ryan
25 Wilkinson, Richard Smizer and Caitlin

1 Vera.

2 PRESIDENT MCCLLENAGHAN:

3 Do I have a motion to approve?

4 MR. BATES:

5 So moved.

6 COMMISSIONER CLAGGETT:

7 Second.

8 PRESIDENT MCCLLENAGHAN:

9 Roll call.

10

11 William Bates, aye; Jason Birl, aye;
12 Arion Claggett, aye; Nicole Dress, aye;
13 Patrick Endler, aye; Merna Hoffman,
14 aye; Rich DeYoung, aye; Michael Johns,
15 aye; Mary McClenaghan, aye; Seth
16 Miller, aye.

17 [The motion carried unanimously.]

18 ***

19 Miscellaneous - No report.

20 ***

21 Appointments - AIA Pennsylvania Update

22 [Stephen M. Swarney, JD, Executive Director, American
23 Institute of Architects Pennsylvania, presented an
24 update of the PA AIA.

25 Mr. Swarney stated Ms. Hillman and he have been

1 in constant communication. The AIA has a tentative
2 working group of people to discuss mutual issues with
3 the Interior Design Legislative Coalition Of
4 Pennsylvania group. A meeting is scheduled for the
5 first week in October 2025.

6 Mr. Swarney reported the AIA Large States meeting
7 will be in Michigan. Their past president and their
8 current treasurer will be attending that meeting. He
9 and Jamie Ober will be attending the NCARB event in
10 Philadelphia during that period.

11 Mr. Swarney mentioned the awards presentation
12 taking place on December 4, 2025.

13 Additional work taking place within the PA AIA
14 included the Statute of Repose coalition moving
15 forward and their coalition group is fairly
16 extensive. He discussed the monitoring of two state
17 Supreme Court cases up for oral argument in the fall.
18 He cautioned the Board that since the legislators and
19 the Governor are currently working on another issue,
20 any other legislation will have to wait until the
21 current issue is resolved.

22 Mr. Swarney informed the Board there is a school
23 facilities survey bill circulating. He stated the PA
24 AIA had a representative speaking in Philadelphia on
25 September 22, 2025. There would be members speaking

1 on housing reform in Bucks County.

2 Mr. Swarney reported on a new partnership with
3 the Union Mechanical Insulators Group for continuing
4 education ideas, which he hoped will help ramp up for
5 the mandatory continuing education requirements. He
6 had no updates on any building code movement. He
7 stated this was not an issue for them or for the
8 state.

9 Mr. Swarney announced engaging a media relations
10 firm, Sisler Media, which would be airing PA AIA Op
11 Eds on housing and sustainability. He commented that
12 two of their local architects had participated on
13 podcasts about the revitalization of Harrisburg.

14 Mr. Swarney was recently appointed to AIA
15 National's Government Affairs Board for their
16 committee as well as voted by his colleagues as the
17 AIA Component Executive of the year.

18 He conveyed the PA AIA newsletter wanted to do a
19 story on some of the new Board members. He
20 encouraged Mr. DeYoung to allow himself to be
21 interviewed him for this.]

22 ***

23 Next Meeting Dates - November 7th, 2025

24 ***

25 Adjournment

1 PRESIDENT MCCLLENAGHAN:

2 Are there any other comments or things
3 to discuss? Hearing none, we'll
4 adjourn.

5 Do we have a motion to adjourn?

6 MR. BATES:

7 So moved.

8 PRESIDENT MCCLLENAGHAN:

9 Thank you.

10 ***

11 [There being no further business, the State
12 Architects Licensure Board Meeting adjourned at
13 11:16 a.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.

A handwritten signature in dark ink, appearing to read 'Allison Walker', is written over a horizontal line.

Allison Walker,

Minute Clerk

Sargent's Court Reporting
Service, Inc.

STATE ARCHITECTS LICENSURE BOARD
REFERENCE INDEX

September 11, 2025

TIME	AGENDA
9:30	Executive Session
10:30	Return to Open Session
10:30	Official Call to Order
10:32	Introduction of Board Members and Attendees
10:33	Approval of Minutes
10:35	Report of Prosecutorial Division
10:35	Appointment
10:36	Report of Board Counsel
11:02	Report of Board President
11:08	Appointment
11:15	Miscellaneous
11:16	Adjournment