



**TENNESSEE BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE 37243
615.741.2241**

Board Meeting Minutes for August 7, 2025
First Floor Conference Room 1-A
Davy Crockett Tower

Tennessee Board of Architectural and Engineering Examiners met on August 7, 2025, and the following business was transacted:

BOARD MEMBERS PRESENT: Jason Carder, Blair Parker, Frank Wagster, Melanie Doss, Dr. Ashraf ElSayed, Jeff Nalley, James Collins, Alton Hethcoat, Eddie Jett, Rick Thompson, Philip Lim, Brian Tibbs

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Glenn Kopchak, Laura Martin, Aerial Carter, Alexandria Griffey, Tammy Roehrich, Ashley Byrd, Melanie Holcomb, Scott Huddleston

ENGINEER COMMITTEE MEETING

CALL TO ORDER

James Collins called the meeting to order at 9:00 am, and Director Glenn Kopchak took roll call.

FRESH Start Reviews

Application #1:

Alton Hethcoat made a motion to allow Seth Fontenot to continue in the application process. This was seconded by Dr. Ashraf ElSayed. The motion passed by unanimous voice vote.

Application #2:

Alton Hethcoat made a motion to deny Daniel J. Hosek's application. Applicant can reapply for licensure two years following conviction with supporting documentation of time served and evidence of rehabilitation. This was seconded by Eddie Jett. The motion passed by unanimous voice vote.

Application Reviews

Jason Carder made a motion to allow Rozbeh Moghaddam to continue in the application process. This was seconded by Alton Hethcoat. The motion passed by unanimous voice vote.

NEW BUSINESS

James Collins announced the upcoming NCEES Annual meeting scheduled for August 18 – 22, 2025.

Jason Carder announced that the TN Engineers' Conference is scheduled for September 15 - 16, 2025.

Philip Lim announced that there has been a renewed interest in the country to expand nuclear engineering and suggested Engineering Committee coordination with TVA for outreach.

BOARD MEETING

CALL TO ORDER

Jason Carder called the meeting to order at 10:00 am, and Director Glenn Kopchak took roll call and read the notice of meeting into the record.

Announcements

Director Glenn Kopchak introduced Melanie Holcomb as the new admin manager. Director Kopchak also announced that Nathan Ridley is now representing the Associated Building and Contractors (ABC) organization and no longer representing ASLA, and introduced his replacement at ASLA, Charles Schneider.

AGENDA

Blair Parker made a motion to approve the agenda. This was seconded by Brian Tibbs. The motion passed by unanimous voice vote.

JUNE MINUTES

Melanie Doss made a motion to adopt the June minutes. This was seconded by Brian Tibbs. The motion passed by unanimous voice vote.

PROFESSIONAL SOCIETY REPORTS

Kasey Anderson, Tennessee Society of Professional Engineers/American Council of Engineering Companies of Tennessee (TSPE/ACEC-TN), announced the upcoming TN Engineers' Conference scheduled for September 15 - 16, 2025, as well as invited the engineer members to the PE Luncheon for purposes of interacting with the conference attendees during a roundtable discussion.

Jackson Sauers, American Society of Civil Engineers (ASCE), reported updates for his organization to include the upcoming Engineer Symposium conference scheduled February 13, 2026, located at the Smyrna Town Center.

Charles Schneider, TN Chapter of the American Society of Landscape Architects (ASLA-TN), introduced himself and reported updates for his organization.

Hannah Finch, President of American Society of Interior Designers (ASID) and Claudia Lofton, President of Advocacy at International Interior Design Association (IIDA-TN), reported updates for their organizations to include a summary of the upcoming Annual State Conference at the Riverside

Revival venue scheduled for September 18, 2025, and the Annual Industry Partner appreciation night.

RULEMAKING HEARING

Alton Hethcoat made a motion to adopt the rules with several additional amendments. This was seconded by Melanie Doss. The motion passed by unanimous roll call vote.

Rick Thompson made a motion to adopt the "Regulatory Flexibility Addendum". This was seconded by Frank Wagster. The motion passed by unanimous roll call vote.

Dr. Ashraf ElSayed made a motion to adopt the "Impact on Local Government Statement". This was seconded by Brian Tibbs. The motion passed by unanimous roll call vote.

Frank Wagster made a motion to adopt the "Additional Information for the Joint Government Operations Committee". This was seconded by Brian Tibbs. The motion passed by unanimous roll call vote.

The board recessed for a 10-Minute Break

DIRECTOR'S REPORT

Budget Report

Director Kopchak summarized the financial reporting for May and June and drew attention to line items entitled "Technology". Director Kopchak reported that the uptick in expenses for these line items was an increase in STS charges due to various project enhancements. The board is trending in surplus.

Comity Application Review Policy

Rick Thompson made a motion to adopt the amendments to the "Comity Application Review Policy" as presented. This was seconded by Brian Tibbs. The motion passed by unanimous voice vote.

LEGAL

Legal Report (presented by Ariel Carter)

1. 2024068381 (AC)

First Licensed: N/A (Unlicensed)

Expiration: N/A

Type of License: Professional Architect

History (5 yrs.): None.

The Complainant is a certified engineer intern in Tennessee. The Respondent is unlicensed. The Complainant stated that they were asked to provide a life safety plan for a local building that required a permit. After reviewing the drawings provided by the general contractor, they determined that the Respondent was practicing architecture without a license. The complaint alleged that the Respondent is engaged in unlicensed activity and that the drawings should require stamps.

The Respondent stated that they only advertised as architectural designers/drafters, which was explained to clients. They stated that they work with several structural engineers and disclosed that any portion of a design that needs to be reviewed and stamped by an architect or engineer is the client's responsibility. For the project referenced in the complaint, the general contractor told them that since it was an existing building, no structural modifications were being made. They stated they were only modifying the exterior façade, and non-load-bearing interior walls were being updated, so no stamp was needed. Additionally, the general contractor advised that the building was being divided into three (3) units under 5,000 sq. ft. with a firewall between each unit. The Respondent stated that they took proper care, and if any portion of the project required an engineer, it was the general contractor's responsibility, and they have no knowledge of the actions taken.

After review by a board member, it was determined that the Respondent engaged architectural services by subdividing the existing building with firewalls. There were no details provided that show how the proposed firewalls were meant to be designed. Additionally, subdividing the building doesn't create three different buildings and is still over 5,000 square feet, which requires the design and seal of an architect. Despite the Respondent's assertion that a structural engineer would be responsible for any relevant parts of the project, in this case, a structural engineer would not be permitted to stamp the plans. Based on the drawing index included in the documents submitted, the Respondent provided thirteen (13) drawings for this project.

Based on the information provided, the Respondent engaged in the practice of architectural services without the proper certifications. Therefore, it is recommended that the Respondent be assessed a civil penalty of Five Hundred Dollars (\$500.00) per drawing submitted.

Reviewed by Board member: Frank Wagster

Mitigating Factors:

Aggravating Factors:

Recommendation: Assess a Civil Penalty against the Respondent in the amount of Six Thousand, Five Hundred (\$6,500.00) for engaging in the practice of architecture without the proper licensing, in violation of Tenn. Code Ann. §62-2-105(b)(1)

Board Decision: Concur

2. 2025028711 (SH)

First Licensed: 09/07/2021

Expiration: 09/30/2025

Type of License: Professional Engineer

History (5 yrs.): 2024 – One complaint closed with a letter of caution for reporting discipline by another state's licensing board.

The Respondent self-reported that they were disciplined in Wyoming in May 2025 for providing

professional engineering services on ten (10) projects without a valid business registration and for discipline in other jurisdictions. Wyoming noted disciplinary actions taken against the Respondent in 2024 in both Ohio and Missouri. The Respondent was required to successfully pass a laws and ethics exam, complete a minimum of three (3) hours of continuing education in ethics, and pay a civil penalty of One Thousand Dollars (\$1,000.00) within six (6) months.

In October 2024, as part of a settlement agreement with the Missouri Board, the Respondent agreed for their license to be placed on probation for two (2) years for failing to disclose discipline in Kentucky in their renewal application. This Board issued a Letter of Caution on 01/24/2024 regarding the Kentucky discipline.

Although Respondent self-reported the discipline taken by the Wyoming Board, Respondent did not report the 2024 disciplinary actions in Missouri or Ohio to this Board. However, none of the disciplinary actions taken by Wyoming, Missouri, or Ohio were reportable actions pursuant to Rule 0120-02-.07(5)(b), which requires registrants to report within sixty (60) days if their license has been revoked, suspended, or voluntarily surrendered.

Reviewed by Board member: James Collins

Mitigating Factors:

Aggravating Factors:

Recommendation: Close with a Letter of Warning

Board Decision: Concur

3. 2025034021 (SH)

First Licensed: 07/23/2021

Expiration: 06/30/2027

Type of License: Professional Architect

History (5 yrs.): None.

Summary: Respondent acknowledged on their renewal application that they had worked on several projects after allowing their license to expire. Respondent stated that they have worked on seven (7) projects in Tennessee since July 2023, and further states:

- *"One of the seven projects is in a schematic design phase, with exterior design elevations having been signed and sealed, but construction documents have not been solicited. The remaining 6 projects have completed permitting and construction; as an additional level of oversight on these, I have gathered the project documents and engaged a TN-licensed colleague to review the construction documents, to ensure they find these to meet TN's requirements. Upon my colleague's review, these documents appear to comply with TN regulations...."*
- *Upon further review of the project list, I would like to clarify that all six projects I signed and sealed construction documents for during the period when my license was expired were each business*

locations under 5,000 square feet in total gross area. As such, these projects fall within the exemption to requiring a licensed architect as described in Tenn. Code Ann. Section 62-2-102."

Reviewed by Board member: Rick Thompson

Mitigating Factors:

Aggravating Factors:

Recommendation: Assess a civil penalty in the amount of Five Hundred Dollars (\$500.00) for each of the seven (7) violations for a total penalty of Three Thousand Five Hundred Dollars (\$3,500.00) and require Respondent to take and pass the Rules & Laws exam for using an expired certificate of registration in violation of Tenn. Code Ann. § 62-2-105(a)(1)(D).

Board Decision: Concur

COMMITTEE REPORT

Please see summary provided above.

PUBLIC COMMENT PERIOD RELATED TO ITEMS ON THE AGENDA

There were no comments from the public.

ADJOURNMENT

There being no new business, Jason Carder adjourned the meeting at 11:51 a.m.