

**LOUISIANA STATE BOARD OF
ARCHITECTURAL EXAMINERS
9625 FENWAY AVENUE, SUITE B
BATON ROUGE, LOUISIANA 70809-1592
(225) 925-4802**

IN THE MATTER OF:

CASE NO. 2024-04

KELLY M. MCLAUGHLIN

RESPONDENT

CONSENT ORDER

The Louisiana State Board of Architectural Examiners [hereinafter the “Board”], by and through its Executive Director, pursuant to authorization by the Board, and Kelly M.

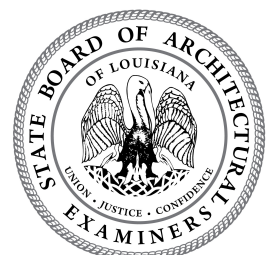
McLaughlin [hereinafter “Respondent”], hereby agree to the following:

At all times material hereto, Respondent was licensed in the State of Louisiana as an architect, number 6624.

An investigation was opened based upon the Board’s receipt of information which suggested that Respondent may have failed to satisfy the Board’s requirements for continuing education [hereinafter “CE”] and may have made a material misstatement in applying for a renewal certificate.

On or about December 31, 2023, Respondent submitted to the Board her Louisiana architect license renewal application for CY2024, certifying thereon that she had completed twelve (12) CE hours in Health, Safety and Welfare [hereinafter “HSW”] subjects during 2023, completion of which was a condition for the renewal of her Louisiana architectural license for CY2024. The following day, on January 1, 2024, Respondent emailed Board staff to state that she had renewed her license with the intention of finishing her continuing education requirement before the renewal deadline but that she had, in fact, not done so. Respondent subsequently submitted documentation of 2.5 CE hours earned during CY2023. A review of the Board’s licensure records disclosed that at all times material hereto Respondent was licensed in the State of Louisiana as an architect, number 6624.

La. R.S. 37:145(B), *to wit* LAC Title 46: I §1315(D)(1), (2) and (3), requires architect licensees to obtain a minimum of twelve (12) CE hours in HSW subjects each calendar year. La. R.S. 37:153(A)(7) prohibits licensees from making any material misstatement in applying for



any renewal certificate. La. R.S. 37:153 authorizes the Board to take disciplinary action against persons who violate La. R.S. 37:145(B), *to wit* LAC Title 46: I §1315(D)(1), (2) and (3), and La. R.S. 37:153(A)(7), upon finding of guilt following notice and hearing and a majority vote of its entire membership authorized to participate in the proceeding. La. R.S. 37:145(B), La. R.S. 37:153(A)(7), and LAC Title 46: I §1315(D)(1), (2), and (3) were in effect at all times material hereto.

It is undisputed that **(a)** on or about December 31, 2023, Respondent submitted to the Board her Louisiana architect license renewal application for CY2024, which certified that she had completed the Board's CE requirements for CY2023, completion of which was a condition for the renewal of Respondent's Louisiana architect license for CY2024; and **(b)** Respondent admitted to the Board on January 1, 2024 that she had failed to earn (and misstated that she had earned) the required CE hours for CY2023.

By letter dated September 9, 2024, the Committee gave notice to Respondent that it was considering the preferral of charges against her on the grounds that she may have violated **(a)** La. R.S. 37:145(B), *to wit* LAC Title 46: I §1315(D)(1), (2) and (3), relative to the Board's CE requirements, and **(b)** La. R.S. 37:153(A)(7), relative to her making a material misstatement in applying for a renewal certificate with the Board.

Wishing to dispense with the need for further disciplinary action and to conclude the instant proceeding without further delay and expense, and for the purpose of this proceeding only, Respondent and the Board do hereby enter into this Consent Order, in which Respondent of her own free will consents to the issuance of a Consent Order by the Board wherein Respondent agrees to **(a)** pay a fine of seven-hundred fifty and no/100 (\$750.00) dollars, **(b)** pay administrative costs of two-hundred sixty-seven and 62/100 dollars (\$267.62), **(c)** within sixty (60) days of the ratification of this Consent Order by the Board, earn all delinquent HSW CE hours for CY 2023 and forward proof of earning such to the Board; **(d)** the auditing of her CE records for the next renewal cycle; **(e)** the automatic and immediate suspension of her Louisiana architect license in the event she fails to comply with any sanction contained within this Consent Order, which suspension will continue until all such sanctions are satisfied; **(f)** publication of this Consent Order on the Board's website and a summary of this matter in the Board's official newsletter, *Louisiana Architect*, to read, "*Kelly M. McLaughlin, an architect (license #6624)*,



was subject to disciplinary action by the Board for **(a)** failing to comply with the Board's continuing education [hereinafter "CE"] requirements in violation of La. R.S. 37:145(B), to wit LAC Title 46: I §1315(D)(1), (2) and (3), and **(b)** making a material misstatement in applying for a renewal certificate with the Board in violation of La. R.S. 37:153(A)(7). On or about December 31, 2023, Ms. McLaughlin submitted to the Board her renewal application for CY2024, certifying thereon that she had completed 12 CE hours in Health, Safety, and Welfare [hereinafter "HSW"] subjects during CY2023. The following day, on January 1, 2024, Respondent emailed Board staff to state that she had renewed her license with the intention of finishing her continuing education requirement before the renewal deadline but that she had, in fact, not done so. Respondent subsequently submitted documentation of 2.5 CE hours earned during CY2023. A review of the Board's licensure records disclosed that at all times material hereto she was licensed in the State of Louisiana as an architect, number 6624. Ms. McLaughlin has entered into a Consent Order with the Board wherein she admitted to the referenced violations of the above laws/rules and agreed to pay a fine of \$750; to pay administrative costs of \$267.62; to earn all delinquent HSW CE hours for CY2023 and forward proof of earning such to the Board within 60 days of the ratification by the Board of the Consent Order; to the audit of her CE records for the next three renewal cycles; to the immediate and automatic suspension of her Louisiana architect license in the event she fails to comply with any sanction contained within the Consent Order, which suspension will continue until all sanctions are satisfied; to the publication of the Consent Order on the Board's website; to the printing of a summary of this matter in the official newsletter of the Board, Louisiana Architect, identifying Ms. McLaughlin by name, and to the reporting of this matter to the National Council of Architectural Registration Boards (NCARB) Disciplinary Database, identifying Respondent by name."; and **(g)** to the reporting of this matter to the National Council of Architectural Registration Boards (NCARB) Disciplinary Database, identifying Respondent by name.

Respondent admits that her conduct as set forth above constitutes violations of the above-referenced laws and/or rules as stated herein. Respondent acknowledges that this Consent Order constitutes a disciplinary action by the Board against herself and her Louisiana architect license. Respondent also acknowledges awareness of said laws and/or rules and states that she will comply with all applicable laws and rules henceforth. Respondent has been advised of her right



to be represented by counsel before the Board and/or to appear at any hearing personally or by counsel and present witnesses and evidence on her own behalf; she hereby waives this right and her right to appeal, and she states affirmatively that she has been afforded all administrative remedies due her under the law. Respondent further acknowledges awareness of the fact that the signed original of this Consent Order will remain in the custody of the Board as a public record and will be made available for public inspection and copying upon request.

Therefore, in consideration of the foregoing and by signing this Consent Order, Respondent does hereby waive her right to a hearing before the Board, to the presenting of evidence and witnesses on her behalf, to Findings of Fact and Conclusions of Law in this case, and to judicial review of this Consent Order.

Respondent hereby represents that **(a)** she fully understands the meaning and intent of this Consent Order, including but not limited to its final and binding effect, **(b)** she has voluntarily entered into this Consent Order, and that no promise or agreement of any kind has been made to or with her by any person whatsoever to cause the execution of this instrument, and **(c)** the sanctions set forth in this Consent Order do not prevent the Board from taking further disciplinary or enforcement action against Respondent on matters not specifically addressed in this Consent Order.

WHEREFORE, the Louisiana State Board of Architectural Examiners and Respondent agree that:

1. Respondent shall pay a fine of seven-hundred fifty and no/100 (\$750.00) dollars, which shall be tendered to the Board by certified check payable to the Treasurer, State of Louisiana, due upon the signing of this Consent Order; and
2. Respondent shall pay administrative costs of two-hundred sixty-seven and 62/100 dollars (\$267.62), which shall be tendered to the Board by certified check payable to the Louisiana State Board of Architectural Examiners, due upon the signing of this Consent Order; and
3. Respondent shall, within sixty (60) days of the ratification of this Consent Order by the Board, earn all delinquent HSW CE hours for CY2023, and forward proof of earning such to the Board; and
4. Respondent's CE records shall be audited for the next renewal cycle; and



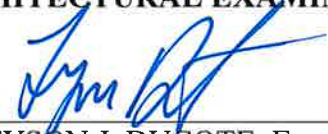
5. In the event Respondent fails to comply with any sanction contained within this Consent Order, her Louisiana architect license shall be immediately and automatically suspended until all such sanctions are satisfied; and

6. This Consent Order shall be published on the Board's website, a summary of this matter shall be printed in the official newsletter of the Board, *Louisiana Architect*, and this matter shall be reported to the National Council of Architectural Registration Boards (NCARB) Disciplinary Database, all identifying Respondent by name; and

7. This Consent Order shall not become effective unless and until it is accepted and signed by and on behalf of the Board. Should the Board not accept and sign this Consent Order, it is agreed that presentation of this matter to the Board shall not prejudice the Board or any of its members, staff, attorneys, or representatives from further participation, consideration, or resolution of any further proceedings herein.

**LOUISIANA STATE BOARD OF
ARCHITECTURAL EXAMINERS**


DATE: 11/22/24

BY: 
TYSON J. DUCOTE, Executive Director

DATE: 9/18/24

BY: 
Kelly M. McLaughlin, Respondent

**Witnesses to the signature of
Kelly M. McLaughlin**


Print Name: James A. Ezell


Print Name: Barry M. Stone

