



NCARB

REGIONAL SUMMIT

WCARB Region 6 2026 Regional Summit Meeting Materials – Oklahoma City, OK





2026 Regional Summit Agenda

THURSDAY, MARCH 19, 2026

5:00 – 6:00 p.m.

Registration Opens

North Prefunction Area

6:00 p.m.

Regional Dinners

Please contact Regional Executive for your Region's dinner location and time.

FRIDAY, MARCH 20, 2026

9:00 – 10:20 a.m.

Opening Plenary

Oklahoma Station 4

- Welcome from Region 5
- NCARB Update from President Marley and CEO Michael Armstrong
- NCARB Board of Director Candidate Forum
- FY26 Draft Resolution Overview

10:20 – 10:40 a.m.

Break

10:40 – Noon

Plenary

- ICOR Update
- Discipline & Enforcement Panel
- Pathways to Practice Update

Noon – 1 p.m.

Lunch

Oklahoma Station 5

1:15 – 4:30 p.m.

Regional Meetings

- **Region 1:** Pinon
- **Region 2:** Oklahoma Station 3
- **Region 3:** Oklahoma Station 1&2
- **Region 4:** Oklahoma Station 6
- **Region 5:** Mistletoe
- **Region 6:** Oklahoma Station 7&8

6:00 – 8:30 p.m.

Networking Reception

Myriad Botanical Garden

SATURDAY, MARCH 21, 2026

9:00 – 10:00 a.m.

Workshop: Current Opportunities across CE and the Future of Continuing Competency

Please see badge for group assignment.

- Group 1: Oklahoma Station 4
- Group 2: Oklahoma Station 7&8
- Group 3: Oklahoma Station 3
- Group 4: Automobile Alley B
- Group 5: Oklahoma Station 3
- Group 6: Automobile Alley A

10:00 – 10:15 a.m.

Break

10:15 – Noon

Regional Meetings

- **Region 1:** Pinon
- **Region 2:** Oklahoma Station 3
- **Region 3:** Oklahoma Station 1&2
- **Region 4:** Oklahoma Station 6
- **Region 5:** Mistletoe
- **Region 6:** Oklahoma Station 7&8

Noon – 1:00 p.m.

Lunch

Oklahoma Station 5

1:15 – 2:30 p.m.

Regional Meetings

- **Region 1:** Pinon
- **Region 2:** Oklahoma Station 3
- **Region 3:** Oklahoma Station 1&2
- **Region 4:** Oklahoma Station 6
- **Region 5:** Mistletoe
- **Region 6:** Oklahoma Station 7&8

2:30 – 2:45 p.m.

Break

2:45 – 3:50 p.m.

Closing Plenary

Oklahoma Station 4

The 2026 WCARB Regional Meeting

Friday, March 20, 2026

(*) denotes voting item

1:15 p.m.	Convene Meeting <i>Mike Kolejka, Chair</i>	Omni Oklahoma City Hotel Oklahoma City, OK Meeting Room: Oklahoma Station 7&8
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1:15 p.m.

Quorum Roll Call

1:20 – 1:40 p.m.

1. Introductions
2. *Approval of Agenda
3. *Approval of Minutes: June 20, 2025 WCARB Regional Meeting @ NCARB – Scottsdale, AZ, and
4. *Approval of Executive Committee Planning Meetings: November 22, 2025

1:40 – 1:50 p.m.

5. Regional Director Report – *Tian Feng*

1:50 – 2:00 p.m.

6. Chair's/Executive Committee Report – *Mike Kolejka*

2:00 – 2:10 p.m.

7. Financial Report – *Sian Roberts*

2:10 – 2:20 p.m.

8. *Review & Adopt 2026-2027 WCARB Budget – *Sian Roberts*

2:20 – 2:50 p.m.

9. State Reports – *Celestia Carson*

2:50 – 3:05 p.m.

10. Election Procedure Protocol, *Election Committee Chair, Celestia Carson*

3:05 – 3:10 p.m.

11. *Regional Director Nominations/Speeches

3:10 – 3:35 p.m.

12. *Executive Committee Nominations/Speeches/Elections (3 positions)

3:35 – 3:55 a.m.

13. Strategic Plan 2026 Update Presenting Housekeeping Edits – *Mike Kolejka*

4:00 – 4:30 p.m.

14. Educational Workshop: Best Practices

4:30 p.m.

RECESS FOR THE DAY

SATURDAY

March 21, 2026

RECONVENE WCARB ANNUAL MEETING

10:15 a.m.

Quorum Roll Call

- 10:15 – 10:30 a.m. 15. Review and discuss proposed NCARB Resolutions – *Mike Kolejka, Tian Feng, and Celestia Carson*
- 10:30 – 11:00 a.m. 16. Educational Workshop: Understanding Reciprocity
- 11:00 – 11:05 a.m. 17. *Regional Director Election
- 11:05 – 11:10 a.m. 18. Executive Committee Leadership (Officer) Nominations:
a. Chair
b. Vice Chair
c. Secretary/Treasurer
- 11:10 – 11:20 a.m. 19. Executive Committee Leadership (Officer) Speeches
a. Chair
b. Vice Chair
c. Secretary/Treasurer
- 11:20 – 11:30 a.m. 20. *Executive Committee Officer Elections – *Election Committee Chair - Celestia Carson*
a. Chair
b. Vice Chair
c. Secretary/Treasurer
- 11:30 – 12:00 p.m. 21. Educational Workshop: Responsible Control

12:00 – 1:00 p.m.

LUNCH TOGETHER WITH OTHER REGIONS

- 1:05 – 1:15 p.m. 22. Bylaw Amendment Article X - Committees
- 1:15 – 1:30 p.m. 23. WCARB Laudatories – *Sian Roberts*
- 1:30 – 2:00 p.m. 24. NCARB Visiting Team
25. Any Other Business
- Chair's Round Table
26. Next WCARB Meeting Date & Location: June 26, 2026
Minneapolis, MN

2:30 p.m.

ADJOURN

DRAFT

**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF ARCHITECTURAL
REGISTRATION BOARDS – WCARB REGION 6
The Fairmont Princess Hotel, Scottsdale, AZ**

Friday, June 20, 2025

Chairman Tian Feng called the meeting to order at 3:00 p.m.

AGENDA ITEM 1

Roll Call:

Alaska – present
Arizona – present
California – present
Colorado – present
Guam – present
Hawaii – present
Idaho – present
Nevada – present
New Mexico – present
Northern Marianas - present
Oregon – present
Utah – present
Washington – present

All member states and jurisdictions were present and represented at the June 2025 Region 6 Regional meeting at the NCARB Annual Business Meeting.

Introductions:

There was one new member in attendance: Robert Williams, MBM New Mexico, The new and existing members of WCARB Region 6 were warmly welcomed.

Approval of Agenda:

Motion: Michael Kolejka (AZ) moved to approve the agenda. Motion seconded by Catherine Gutierrez (GU).

Vote: All in favor. Motion passes.

Approval of the Minutes:

Motion: Celestia Carson (UT) moved to approve the minutes from the February 28 – March 1, 2025 regional summit in Philadelphia, PA. Motion seconded by Jared Maw (UT).

Vote: All in favor. Motion passes.

AGENDA ITEM 4 Regional Chair's Report, Year in Review – Tian Feng

Since being elected as your chair during the 2024 Regional Summit, I have been actively collaborating with the Executive Committee, member boards, and the WCARB Executive Director on initiatives for organizational management, governance updates, financial health, and communication with NCARB.

Here are some notable accomplishments of our work on your behalf:

Following the departure of our previous Executive Director in June 2024, we conducted a comprehensive national search and selected Gina Spaulding as the new Executive Director for WCARB. Leveraging her extensive 3-decade experience as a member board executive director and former WCARB executive director, Gina has demonstrated exceptional leadership and has made a remarkable impact since her appointment.

The Executive Committee drafted proposed amendments to the Bylaws and Rules to enhance organizational governance. These amendments were voted and approved during the Regional Summit in Philly.

The Executive Committee prepared the agenda and program for the WCARB Region 6 meeting at the Regional Summit.

By aligning WCARB's fiscal year with NCARB's fiscal year, we have simplified financial reconciliation and enhanced clarity. Strategic spending reductions, including reductions in business and travel expenses, have been implemented to balance the budget without compromising critical services to member boards or increasing member dues. These measures have improved the long-term financial outlook for WCARB.

After hearing from you for several years that you wanted us to make some earning on the WCARB savings, the Executive Committee opened a brokerage account at Fidelity and transferred \$100,000 of WCARB funds to that account. We have already received our first monthly dividend of \$297.

Gina scanned 40 years of old meeting minutes from 1962 to 2003 with the objective of making them accessible on the WCARB website for all members.

I eagerly anticipate serving as the Regional Director for Region 6 and welcome the incoming Executive Committee for 2025-26, which is:

- Mike Kolejka, Chair
- Celestia Carson, Vice Chair
- Sian Roberts, Secretary/Treasurer
- Ray Vigil, Member
- Scott Sayles, Member

AGENDA ITEM 3 Regional Chair’s Report, Year in Review – Scott Harm

Written remarks: We started off the year at the Annual Business Meeting (ABM) in Chicago, IL with a very lively number of conversations surrounding the “issues of the day” which among many others was the topic of Regional Realignment. Once the Regional Realignment was dealt with and ultimately rejected by the overall body of NCARB we focused our attention on other pressing and vital issues.

In the big picture, topics identified during ABM the member Boards and other participating persons discussed and reviewed such topics as; The Pathways to Practice (P2P), Mutual Recognition Agreements (MRA), The National Architectural Accreditation Board (NAAB) Funding issue, Relationships with the Coalition of Community College Architectural Programs (CCCAP), Policy Statement of the use of AI, and the continued presence of Testing Applicants caught up in cheating activities.

Later in the year the Executive Committee focused their energies on matters related to the financial health of NCARB and making adjustments to budgets to align income with expenses based on data shared with the EC from various financial advisors, and activities related to NCARB’s investment portfolio.

It should not go unrecognized that NCARB lost three valuable team members who were instrumental in the operations and success of NCARB. These individuals, Mary de Souza, Harry Falconer, and Guillermo Ortiz de Zarate will be missed and their contributions to the organization were greatly appreciated.

ANNUAL BUSINESS MEETING (ABM) JUNE 16, 2024 – CHICAGO, IL

- As stated above, the primary issue that captured the focus of the many people who attended the ABM was the debate and voting on the initiative to realign the regions that comprise all of NCARB member Boards. The measure/initiative was ultimately voted down but without careful consideration and lively discourse between opposing positions.
- Other topics covered within the ABM agenda of Topics was a Presentation by the Professional Conduct Committee (PCC) and the state of affairs related to cheating and information sharing between license candidates
- Discussions also centered around NCARB’s continued support of Community Colleges (CCCAP), Historically Black Colleges and Universities (HBCU), and the continued financial support of NAAB.
- The “newest” topic that has since gathered a lot of momentum is the Competency Based Pathway to Practice. This methodology relies on a total of 16 measured competencies that are “measured or documented” through the means and methods of either; Education, Testing, or Work Experiences.
- Lastly presentations and/or workshops on such topics as: Continuing Education, Examination, Experience Committee, Auditing, Credentials, and Diversity, Equity, and Inclusion (DEI) were presented to NCARB Members in attendance. There were no virtual presentations or workshops post COVID.

BOARD OF DIRECTORS CALL – AUGUST 13, 2024 – VIRTUAL CALL

- A Fiscal Year (FY) 2025 budget adjustment request was presented by NCARB CEO Michael Armstrong. The adjustment request was presented to allow the “half price” renewal fee for first time Certificate Record Holders. In previous communications to newly licensed individuals it was dissimulated that they would receive a second year of price reduction. This was overlooked in the budget process but wanting to be “good for our word” CEO Armstrong requested that the BOD allow the half price reduction to carry through for a second year. The BOD approved by a unanimous vote.
- NCARB had previously developed a software program to help similar organizations and companies identify, organize, and utilize volunteers by the best possible means. This software program’s name is Lineup, as a registered trademark of NCARB. As part of the management of Lineup there is an annual need to establish and certify the identities Board of Directors. During this call the Lineup BOD was confirmed which include a new member for a one-year term who is Miguel Rodriguez of Miami Florida and the current Regional Director for Region 3.
- During a presentation during this Board call CEO Mike Armstrong outlined his Goals which included the following items:
 - Effectively guide staff/organizational realignment after the departure of VP Harry Falconer
 - Prioritize awareness and engagement of key stakeholders
 - Launch a new approach to onboarding internal staff and new board members
 - Oversee development of a multi-year legislative/advocacy strategy
 - Deliver a Position Statement regarding NCARB’s role in addressing the impact of Artificial Intelligence on its role and mission

BOARD OF DIRECTORS MEETING – SEPTEMBER 25, 2024 – BOSTON, MA

- Primary topics of conversation included reviews of Board Policies regarding the ARE examination process, Credential Committee reviewing the procedures surrounding upcoming elections given the reorganization of the Executive Board including the combination of Secretary/Treasurer position and Members at Large.
- The Pathways to Practice (P2P) with its 16 competencies is still a significant part of the meeting and focusing on the means and methods of measuring each competency.
- Volunteer Lifecycle Report- The volunteer lifecycle review project with an outside consultant aims to improve the program further and ensure all volunteers have a positive experience serving on an NCARB committee. The volunteers generally give very positive feedback and have a high rate of returning to continue volunteering, The research has also revealed areas where NCARB can further improve the program and the volunteer experience.

BOARD OF DIRECTORS CALL – NOVEMBER 13, 2024 – VIRTUAL CALL

- CEO Mike Armstrong provided the Board of Directors (BOD) a full, in depth report on the fiscal health of the organization as well as reviewing the various meeting and events he and President VanTine had participated in the previous months.
- The Board of Directors discussed the possibility of reassigning funds previously allocated to fund the NAAB to fund AIAS and NOMAS.
- Recommended action finalizes updates the FY26 Board of Directors Election Policy. Updates to the policy for sharing vote totals aim to provide transparency in the election process for all candidates and members, while also not unnecessarily deterring qualified candidates from running. The FY25 Credentials Committee recommends the policy be updated to share only the percentage of the vote for the winning candidates in a contested race, rather than listing all vote totals for each candidate. Members may still request a full report of voting totals from the Credentials Committee.
- The Board of Directors received a report regarding the NCARB Mutual Recognition Agreement (MRA) with Canada and Mexico.

BOARD OF DIRECTORS MEETING – JANUARY 23, 2025 – SANTA BARBARA, CA

- Review of NCARB's relationship with the Coalition of Community College Architectural Programs (CCCAP) is a professional organization of educators dedicated to promoting the value of Architecture Programs in community colleges and to providing an alternative pathway to the architectural profession. The CCCAP empowers students to pursue their career and academic goals in the field of architecture and the built environment today and in the future.
- Discussion continued with a presentation and analysis of the NCARB BOD position on submitting candidates to serve on the NAAB Board of Directors. Each year, the NCARB Board of Directors must submit three names to the National Architectural Accrediting Board (NAAB) to fill an NCARB-assigned seat on the NAAB Board of Directors.

REGIONAL SUMMIT – FEBRUARY 28, 2025 – PHILADELPHIA, PA

- A financial report was presented by Jim Oschwald of New Mexico. Oschwald reported that the WCARB funds were moved from New Mexico Bank and Trust to Wells Fargo Bank after Gina Spaulding took over as the Executive Director. The Executive Committee is working on submitting a business application to Fidelity so that the money in the savings account can be moved there to earn some interest or dividend income. The Executive Committee will report back on these efforts at the next meeting.
- All Member Boards were present at this meeting and provide their individual status reports.
- RAMP Training for NCARB Reimbursements NCARB will no longer use the Excel spreadsheet for travel reimbursements and will use the application RAMP to submit all NCARB related travel expenses, starting with the Regional Summit. Rob Dickinson, Finance Vice President at NCARB, gave a 30-minute presentation on how to set up

individual accounts and use the RAMP program for NCARB travel reimbursements. Dickinson told the members that all receipts for travel now need to be submitted for payment.

- WCARB Election Process: The Regional Chair will designate two members from the Executive Committee and/or the general membership to serve on the Election Committee. The Election Committee oversees the elections by passing out the ballots, counting the ballots and reporting the outcome of the ballots to the membership.
 - There are three election types:
 - 1. Regional Director
 - 2. Executive Committee
 - 3. Executive Committee Leadership

BOARD OF DIRECTORS MEETING – APRIL 10, 2025 – WASHINGTON DC

- In 2015, NCARB launched the Integrated Path to Architectural Licensure (IPAL), a dynamic, innovative initiative to give students the opportunity to complete the core requirements for architectural licensure while earning their degree. IPAL options within architecture programs provide students with a structured approach to making significant progress toward completion of the Architectural Experience Program® (AXP®) and taking each division of NCARB’s practice exams for the Architect Registration Examination® (ARE®) before graduation. This initiative offers a systematic approach to architecture students interested in a streamlined, comprehensive path to licensure.
- Opportunities and Risks Report - The NCARB Board of Directors performs an annual analysis of the immediate and near-term risks the organization may confront along with an evaluation of opportunities that may be pursued. This effort helps align and support strategic planning and related annual initiative and budget development.
- Next Steps on Thought Leadership: The Board of Directors will continue its discussion around defining thought leadership for NCARB.

BOARD OF DIRECTORS CALL – MAY 14, 2025 – VIRTUAL CALL

- MRA With Costa Rica Update The Board will be presented with a recommended motion to table Resolution 2025-02: Mutual Recognition Agreement with the Colegio de Arquitectos de Costa Rica/Colegio Federado do Ingenieros y Arquitectos
- de Costa Rica (CACR/CFIA) until 2026. This request was initiated by El Colegio Federado de Ingenieros y de Arquitectos de Costa Rica (CFIA) and el Colegio de Arquitectos de Costa Rica (CACR), who indicated that regulatory updates must first be enacted through their legislative process in order to meet the operational requirements of the agreement.

AGENDA ITEM 5 **Financial Report – Jim Oswald, Secretary/Treasurer**

The FY26 final Budget that was adopted by the membership in March 2025 at the Regional Summit in Philadelphia was presented to the membership for review and informational purposes.

The Balance Sheet as of June 4, 2025 was provided in the meeting materials for the membership.

Also provided was the Statement of Activity for July 1, 2024 – June 4, 2025.

As of June 4 2025, total assets from both the checking, savings and Fidelity accounts total \$148,393.

Secretary/Treasurer Oschwald asked if there were any questions. There were none.

AGENDA ITEM 6 State Reports

Arizona

Board Composition:

Architects: 1
Non-Architects: 10
Other Licensed Professionals: 4

Licensing Statistics:

In State Registrants: 2,400
Out-of-State Registrants: 4,300

Brief Overview of Current Issues:

Surviving the volatile political climate of the state. Judith Stapley told the members that the board thought they were going to be sunsetted last year.

Current Legislation Related to Architecture:

House Bill HB2200 will allow reciprocity and acceptance of MRA agreements in place by NCARB, NCEES, and CLARB. It adds another pathway to licensure in Arizona. This passed the House, the Senate, and was signed by the Governor on 4-7-2025.

Senate Bill SB1051, This legislation would alter the Board's statutes ARS § 32-144. (Exemptions and limitations) As amended it reads, "An interior nonstructural alteration of an individual unit of a commercial space if that individual unit does not exceed three thousand square feet except assembly occupancy as defined in the adopted building code." This Bill passed the House, the Senate and was signed by the Governor on 5-12-2025.

The AIA AZ chapter tried again this session to initiate interest in a bill to change the board's composition. The bill would have allowed two architects rather than only one, in addition to other professionals. Unfortunately, the legislature is not interested in working on this change.

*New Question: What is your jurisdiction doing to educate the public?

We make every effort to attend all university events, local conferences and associations related to those professions regulated by this board. Recently we have sent out letters to all city building/planning departments to alert them to the fraudulent scams occurring with various online platforms. We keep our website updated with the most current information; we have created informational flyers to pass out and PowerPoint presentations.

Miscellaneous:

We are confidently moving towards a new online platform for our agency. Our target date to go live is June 2025.

Board Members Terming out in 2025:

Clinton Campbell – Public Member
Jack Gilmore – Landscape Architect
Stacy Skankey – Public Member

California

Board Composition

Architects: 5
Non-Architects: 5
Other Licensed Professionals: n/a

Licensing Statistics

In State Registrants: 17,445
Out of State Registrants: 4,395

Brief Overview of Current Issues

The Board adopted a new four-year strategic plan, to coincide with its sunset review cycle and plan. The board is working with AIA to create legislation that is responsive to disaster issues, such as the recent fires in Los Angeles.

Current Legislation Related to Architecture

AB 759 (Valencia) creates a title of Architect-in-Training."

*New Question: What is your jurisdiction doing to educate the public?

The Board provides a quarterly newsletter. Other outreach is targeted at specific groups, primarily students.

Board Members Terming out in 2025:

Tian Feng
Ronald Jones (eligible for reappointment)

Colorado

Board Composition:

Architects: 3
Non-Architects: 3 public
Other Licensed Professionals: 4 Professional Engineers, 3 Professional Land Surveyors

Licensing Statistics As of 5/27/2025

In State Registrants: 3,959 (3,906 rpt'd in Feb)
Out of State Registrants: 4,879 (4,754 rpt'd in Feb)

Brief Overview of Current Issues

- Retention of Board Members and procuring diversity appointments.
- Currently transitioning out 2 very busy Boards from MBE portfolio = more time training and hand- over work to new team.

Current Legislation Related to Architecture

Update on the following: This bill was PI'd – Postponed Indefinitely, basically killing the bill.

SB25-156, Which prohibits a state agency from imposing a personal qualification requirement in order to engage in as profession or occupation unless the agency can show that the requirement is demonstrably necessary and narrowly tailored to address a specific, legitimate public health, safety, or welfare objective. Dictating that on or before July 1, 2026, every agency must review occupational regulations and determine whether the regulation should be repealed or amended. Any person may file a petition with an agency requesting that an occupational regulation be repealed or amended. As we already have a 8-10 year sunset review process and a requirement for all the Boards and Programs within our division to review their rules on a rotating schedule for cutting regulatory red-tape, we are hoping this bill does not go far. The bill also called for repealing various clean air programs/regulations.

Miscellaneous

Rulemaking Hearing at the July 11, 2025, meeting:

- Remove the occupational portability language from rule as ARC, PE, and PLS industry representatives had them exempted from the requirement.

- Remove language that does not support direct testing.
- Clarify reporting due date for malpractice/settlement judgments
- Add language to require that a licensee must be in good standing to obtain retired status and that it cannot be used to avoid disciplinary action.
- Adopts the NCEES examinations (previously in statutes); offering more flexibility when changes occur.
- Adds CE for PLS'
- Several revisions to PLS practice standards.

Board Members Terming Out in 2025:

- We have one outstanding PLS vacancy (Gene Reininger).
- PE Board Member, Bill Hoffman is up for reappointment for a second term, applied
- Avik Guha, Architect, will not be seeking 2nd term.
- Completing their 2nd and final four-year and not eligible for reappointment:
 - Bill Buntrock, PLS and
 - Tim Hayashi, PE

Challenges to recruiting has been getting candidates with racial/cultural diversity

Guam

Board Composition

Architects: 2 – (Currently 1 Seat Vacant)

Non-Architects: 2

Other Licensed Professionals: 2 Engineers 1 Surveyor

Licensing Statistics

In State Registrants: 33

Out of State Registrants: 79

Current Legislation Related to Architecture

Ongoing work on updating law, rules and regulations.

*New Question: What is your jurisdiction doing to educate the public?

The board engages closely with professional societies, students of the University of Guam School of Engineering.

Hawaii

Board Composition

Architects: 3

Non-Architects: 11

Other Licensed Professionals: 4 Engineers, 2 Land Surveyors, 2 Landscape Architects (3 public members)

Licensing Statistics*

In State Registrants: 987

Out of State Registrants: 1557

*As of March 31, 2025

Brief Overview of Current Issues

- Increase in overlapping practice scope inquiries from licensees/members of the public
- Plan stamping issues, particularly on the neighbor islands

Current Legislation Related to Architecture

- The Board did not comment on any architecture-related bills this session
- The Board was tracking SB 66: Relating to Housing, which is currently enrolled to the Governor

*New Question: What is your jurisdiction doing to educate the public?

- New FAQs for applicants and licensees
- Notice regarding "plan stamping" and consumer resources
- Several presentations to the University of Hawaii at Manoa and other conferences, etc. for students, young professionals, and unlicensed professionals. Initial presentations have been for engineers and surveyors, with intent to expand to the other EASLA board professions.

Miscellaneous

- Administrative rules revision process in the works for HAR 16-115

Board Members Terming out in 2025:

- Roberto Yumol (architect): Termed out 5/2/2025
- Dan Hirota (land surveyor): Terms out 6/30/2025

Idaho

Board Composition

Architects: 3 Architects, 2 Landscape Architects

Non-Architects: 1 public member, 1 Educator

Licensing Statistics

In State Registrants: 2,438 Architects, 348 Landscape Architects

Out of State Registrants:

Brief Overview of Current Issues

Touchstone said that Idaho is a DOGE state and is currently going through every statute to see what can be removed. They are looking at taking the Rules and putting them in statute.

Current Legislation Related to Architecture

HB014 – Idaho statutory clean-up bill

*New Question: What is your jurisdiction doing to educate the public?

I have been traveling around the state to discuss the building code potential update. No other efforts are being made.

Nevada

Board Composition

Architects: 5

Interior Designers: 2

Residential Designer: 1

Public Member: 1

Licensing Statistics

In State Registrants: 966

Out of State Registrants: 2298

Current Legislation Related to Architecture

As we approach the final week of the Legislative Session, we are closely monitoring SB78, which relates to the Governor's office reform of boards and commissions. After several amendments, it seems that board consolidations will not occur. However, we remain hopeful that a few more changes will come our way before the session concludes on June 2. Currently, the only aspect of the bill that appears to have some support is the provision regarding the

Department of Business and Industry's oversight of board staff, which unfortunately creates a significant disconnect from the board's current operations. On another note, a competing bill proposing the creation of an Office of Shared Services was submitted last week as Senate Bill 425. SB425 would allow us to operate independently from the Department of Business and Industry while continuing our current functions. We are optimistic that SB425 will successfully pass and replace SB78.

Latest legislative update: On Monday, June 2, the proposed bills aimed at reforming boards and commissions died after controversial amendments were added at the last minute. Additionally, Senate Bill 507, which intended to provide funding for the Department of Business and Industry to expand its staff for board oversight and allow the department to charge a fee for its services, also failed to progress and ultimately did not move out of the Assembly Government Affairs Committee.

*New Question: What is your jurisdiction doing to educate the public?

Nevada has a designated public information officer responsible for overseeing the public outreach program established by the board several years ago. This program aims to raise awareness, enhance educational efforts, and improve both professional and public engagement through unified communication and public relations strategies. This initiative aligns with the board's mission statement and the services it provides. The outreach initiatives by the Board have enabled us to adopt a more proactive approach to reducing unlicensed violations and educating candidates, students, and the general public who have questions about the licensing process.

Board Members Terming out in 2025:

William Snyder - 10/31/2025

New Mexico

Board Composition

Architects: 6

Non-Architects: 1 Public Member

Other Licensed Professionals: Vice-Chair/ Public Member Mark Glenn, Esq.

Licensing Statistics

In State Registrants: 713

Out of State Registrants: 1692

Brief Overview of Current Issues

Use of fraudulent seals in New Mexico.

*New Question: What is your jurisdiction doing to educate the public?

Revised the handbook for New Mexico Building Officials and will be distributing it to all local zoning and building jurisdictions.

Miscellaneous

In April 2025, Tamarah Begay was appointed as a new educator to the Board.

For FY26: Chair Ray Vigil will serve on the WCARB Committee.

Vice-Chair Mark Glenn will chair the NCARB Professional Conduct Committee.

MBE Melarie Gonzales will chair the NCARB Member Board Executive Committee.

Board Members Terming out in 2025:

Tara Rothwell
Geoffrey Adams

Northern Marianas

Board Composition TOTAL = 05

Architects: 0

Non-Architects: 1 Appraiser and 1 Public Member

Other Licensed Professionals: 2 – PE (Civil Engineers)
1 – PE/PLS (Dual Civil Engineer/Land Surveyor)

Licensing Statistics

In State Registrants: 04 (13%)

Out of State Registrants: 27 (87%)

Brief Overview of Current Issues

- Lack of an Architect on the Board. Proposed legislation to increase board members and dedicate a seat for an Architect
- Due to budgetary constraints, enforcement continues to be an issue when hiring a full-time investigator. Currently relies on the Attorney General's Office to assist with complaint investigations. Plan on contracting out monitoring/investigation services as a short-term solution.
- NMI has finally moved into e-licensing and hopes this service will facilitate secure and convenient online applications and payments.
- Outreach programs in the schools are being considered.

Current Legislation Related to Architecture

- Plan on resubmitting a proposed legislation to increase board members and dedicate a seat for Architect representation on the Board

*New Question: What is your jurisdiction doing to educate the public?

- Currently, we submit an annual Citizen Centric Report (CCR) that is an innovative means of communicating to the community and government leaders. It is also posted on the website, highlighting progress, finances, priorities, and challenges that are readily available and understandable information to the community.

Oregon

Board Composition

Architects: 5

Non-Architects: 2

Other Licensed Professionals: 0

Licensing Statistics

In State Registrants: 2101

Out of State Registrants: 2000

(Note: these counts are for individuals only and do not include 1003 firms actively registered)

Brief Overview of Current Issues

The Board's focus and strategic initiatives include:

1. Reviewing education and experience requirement paths to licensure, identifying and seeking opportunities to minimize any barriers.
2. Establishing clearer boundary lines between architecture, engineering, and landscape architect practices. Each Oregon board decided to wait for the outcome of ICOR's work on practice overlap before moving forward on this goal.
3. Reviewing rules related to continuing education, title use options for recent graduates, and professional conduct.
4. Determining ways to better recognize new exam registrants.

Current Legislation Related to Architecture

In the 2025 Oregon Legislative session, House Bill 2141 was introduced to create a voluntary registration for commercial interior designers under the Oregon State Board of Architect Examiners (OSBAE). OSBAE provided technical feedback on the bill. The bill underwent an amendment to clarify scope of practice and a proposed reassignment of authority to the Department of Consumer and Business Services, Building Codes. The bill was ultimately not moved forward.

*New Question: What is your jurisdiction doing to educate the public?

OSBAE promotes knowledge of architectural practice and the associated public health, safety, and welfare considerations through a variety of initiatives, including:

- Producing a *Consumer Guide* to help the public understand how to hire and collaborate with architects.

- Maintaining a robust website that provides comprehensive information about licensure and regulatory requirements.
- Sending educational information to newly registered businesses through the Secretary of State.
- Conducting annual outreach events with students and educators at Portland State University and the University of Oregon.
- Collaborating with the Oregon State Board of Examiners for Engineering and Land Surveying to publish a *Reference Manual for Building Officials*, which outlines key statutory exceptions and provides practical interpretations of scenarios governed by architectural and engineering regulations.

Utah

Jared Maw told the membership that this is the first year that the architects have had the combined board with landscape architects and so far it is going very well.

Washington

Board Composition

Washington's Board for Architects is in its 105th year of serving architects. The Governor-appointed board consists of seven members: six architect members and one public member.

Architects: 6

Non-Architects: 1

Other Licensed Professionals: 0

Licensing Statistics

In State Registrants: 3,956

Out of State Registrants: 3,179

Brief Overview of Current Issues

The Washington Board conducted four virtual board meetings in 2023. The board staff continue to work remotely, and the Board remains fully operational in the remote environment.

HB 1880 went into effect July 1, 2024, eliminating the five-year rolling clock for completion of the Architect Registration Exam (ARE) from Washington state law. This has furthered the Board's goal of reducing barriers to licensure and allowed several applicants to be added back into the ARE process.

The Board is currently prioritizing outreach efforts, particularly to college-aged students at state universities and technical colleges. A committee has been formed to explore other outreach opportunities, including increasing awareness of alternative pathways to licensure. The Board continues to partner with the American Institute of Architects (AIA) Washington Council on mentorship, outreach, and legislative monitoring.

Current Legislation Related to Architecture

The board was approached regarding the regulation of the interior design profession in Washington state, which a group hopes to introduce to the Legislature in 2026. The proposal would include additional members being added to the Board for Architects to represent interior designers.

A bill was passed by the Washington State Legislature for local jurisdictions to allow for the self-certification of plans for detached auxiliary dwellings. Though not directly under its authority, the Board is monitoring implementation of this law for any potential program impacts.

There are other pieces of legislation specific to the Washington board which board staff does not anticipate impacting any other jurisdictions.

*New Question: What is your jurisdiction doing to educate the public?

The Washington Board has increased its efforts regarding student outreach, particularly to college-aged students at state universities and technical colleges. A committee has been formed to explore other outreach opportunities, including increasing awareness of alternative pathways to licensure.

Miscellaneous

The Board welcomed new Board Members Kathy Russell and Peter Brachvogel in December 2024. A graduate of Washington State University, Board Member Russell brings 30 years of practice in Washington, Idaho, Montana, and Oregon, ranging from affordable- and high-end housing, K-12 schools and facilities, higher education facilities, and civic projects. After graduating from the University of Washington and University of Michigan, Board Member Brachvogel has worked throughout California and Washington for more than 40 years and has worked as a part-time faculty member educating the next generation of young architects.

The Washington Department of Licensing (DOL) that supports the Washington Board for Architects has seen changes to the Board's support team in the past year with Program Specialist Susan Nieves accepting a promotional opportunity. Former Administrative Assistant Alyssa Woods has accepted the Program Specialist position and began supporting the Board in September 2024.

Board Members Terming out in 2025:

Scott Harm

AGENDA ITEM 7: Laudatories – Sian Roberts

Sian Roberts read the laudatories below into the record for William Snyder, James Oswald, Robert Calvani, Jack Gilmore, Goeffrey Adams, Tara Rothwell and Tian Feng into the record and the Region greeting each laudatory with a standing ovation for all their contributions to the Region. They will be greatly missed.

William Snyder

Whereas architect William "Bill" Snyder of Nevada has served as member of the Nevada State Board of Architecture, Interior Design and Residential Design for twenty-one years, Throughout his professional and volunteer endeavors, Bill has worked to enhance the quality of education at all levels. He has served on the boards of the Nevada Community College Foundation and the University of Las Vegas, Nevada. In recognition of his contributions to improving education for young Nevadans, William E. Snyder Elementary School was opened in August 2001.

As a Vietnam veteran, Bill dedicates much of his time to the community by leading several pro bono projects, particularly those involving children. After being deeply affected by the Haitian earthquake on January 12, 2010, Mr. Snyder felt compelled to take action. He joined an assessment and design team that collaborated with the Schools of the Children of the World.

Whereas Bill has served as the Nevada Board Chair, participated for many years on numerous NCARB exam writing and grading committees and has participated as a Nevada architect delegate to the NCARB and WCARB meetings for over two decades

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow Nevada Board members with a standing ovation.

James Oswald

Whereas architect James "Jim" Oswald of New Mexico has served as a dedicated and valued member of the New Mexico Board of Examiners for Architects for twenty years, and

Whereas Jim has served on over twenty NCARB committees, including the Broadly Experienced Architect committee, the Education committee, the Examination committee, the Procedures and Documents committee, and many advisory committee and case studies;

Whereas Jim has served as a member of WCARB, including serving on the Executive Committee twice and serving as the WCARB Regional Director for two terms; and

Whereas Jim has been a steady voice and staunch friend, with a very special relationship with our Island jurisdictions that is a beautiful thing to see; and whereas Jim loves to travel and eat good food, especially with good friends;

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow New Mexico Board members with a standing ovation.

Robert Calvani

Whereas architect Robert "Bob" Calvani of New Mexico has served as a dedicated and valued member of the New Mexico Board of Examiners for Architects for twenty years, and

Whereas Bob has served on over twenty NCARB committees, including the ARE subcommittees for multiple choice, building systems and mechanical and electrical systems, the Practice Analysis Task Force, the Examination committee, the Internship committee, and many advisory committee and case studies;

Whereas Bob has served as a member of WCARB, including serving on the Executive Committee as the Chair and serving as the WCARB Regional Director for two terms; and
Whereas Bob has served six years on the NCARB Board of Directors including serving as the President of NCARB; and

Whereas Bob has a wonderful sense of humor and is a great friend; and loves to travel and spend time with his family, including his precious grandchildren who love their Papa;

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow New Mexico Board members with a standing ovation.

Jack Gilmore

Whereas landscape architect Jack Gilmore of Arizona has served as a dedicated and valued member of the Arizona State Board of Technical Registration for the past eight years, and

Whereas during Jack's tenure on the Board, he collaborated with two Executive Directors, held officer positions and participated in various board committees. He led the recruitment of essential volunteers to assist with the application reviews and investigation assessments, reviewed legislative issues, actively attended national association meetings and remains an engaged participant of CLARB and ASLA;

Most importantly, Jack undertook the demanding role of Board Chairman when the legislature restructured the Board's composition, leaving only one board member each representing five of the seven professions regulated by the Board. With ten new board members in place, six of who were public members, Jack led the monthly meetings for over two years with an unmatched sense of calm and humble leadership.

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow New Mexico Board members with a standing ovation.

Geoffrey Adams

Whereas educator Geoffrey "Geoff" Adams of New Mexico has served as a dedicated and valued member of the New Mexico Board of Examiners for Architects for fourteen years, and

Whereas Geoff was a true lover of nature and loves to hike and spend time outdoors; and

Whereas Geoff loves to teach young minds the profession of architecture and has spent many years teaching architecture to students at the University of New Mexico;

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow New Mexico Board members with a standing ovation.

Tara Rothwell

Whereas architect Tara Rothwell of New Mexico has served as a dedicated and valued member of the New Mexico Board of Examiners for Architects for twelve years, and

Whereas Tara has served on numerous NCARB committees, including the ARE Forms Assembly Task Force and Subcommittees, the Diversity, Equity and Inclusion Task Force and committee, and the Policy Advisory committee;

Whereas Tara has served as a member of WCARB, including serving on the Executive Committee and serving as the Regional Leadership Committee for two terms; and

Whereas Tara loves to travel and try new things including a new profession in a related field; and whereas her greatest love in life is her family, especially her young adult son;

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow New Mexico Board members with a standing ovation.

Tian Feng

Whereas architect Tian Feng of California has served as a dedicated and valued member of the California Architects Board for eleven years, and

Whereas Tian has served on numerous NCARB committees, including the Broadly Experienced Architect and Broadly Experienced Foreign Architects committees, the Education committee, the XP Portfolio Audit Team, the NCARB ARE Cut Score committee, the DEI committee and others;

Whereas Tian has served as a member of WCARB, including serving on the Executive Committee including serving as the Chair, and being elected to serve as the WCARB Regional Director;

Whereas Tian has worked as the distinguished district architect of the San Francisco Bay Area Rapid Transit District, and as an architectural advisor on the Metropolitan Transportation Commission Advisory Committee; Tian's remarkable career at BART is a testament to his unwavering dedication and vision, shaping the very infrastructure that serves the countless daily commuters, and

Whereas Tian possesses a profound passion that beautifully reflects his character: the art of designing and nurturing a Chinese garden; the picturesque garden he has cultivated speaks volumes about his patience, his eye for beauty, and his ability to foster growth—qualities he brings to every facet of his life, and

Whereas Tian approaches his work with the same care and warmth he devotes to his garden, ensuring his endeavors flourish and endure; Tian's many years of service, both in his professional pursuits and his volunteer endeavors, underscore his character, a life of purpose and a deep commitment to serving others.

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents, and insights which benefited the public, the architectural community, WCARB, NCARB and his fellow California Board members with a standing ovation.

AGENDA ITEM 9 Review and Discussion of Proposed Resolutions

A synopsis of the proposed resolutions are below:

Resolution 2025-A would replace the existing Mutual Recognition Agreement (MRA) between NCARB and Regulatory Organizations of Architecture in Canada (ROAC). The amended MRA would eliminate post-licensure experience requirements as a qualification, remove citizenship requirements, and allow acceptance of pathways outside of the standard path to NCARB certification.

Resolution 2025-B would have the membership ratify an MRA developed between NCARB and Costa Rica's Colegio de Arquitectos de Costa Rica/Colegio Federado de Ingenieros y Arquitectos de Costa Rica (CACR/CFIA). The MRA recognizes the significant correlation of competency requirements at licensure between NCARB and CACR/CFIA and allows acceptance of pathways outside of the standard path to NCARB certification.

Resolution 2025-C would have the membership ratify an MRA developed between NCARB and the South African Council for the Architectural Profession (SACAP). The MRA recognizes the significant correlation of competency requirements at licensure between NCARB and SACAP and allows acceptance of pathways outside of the standard path to NCARB certification.

Resolution 2025-D proposes a housekeeping update to the NCARB Certification Guidelines that would replace all instances of the word "foreign" with "international" as it relates to NCARB's programs for architects licensed outside of the United States. This resolution would not change any requirements for certification.

Resolution 2025-E would adjust the eligibility requirements for the Education Alternative to Certification outlined in the NCARB Certification Guidelines by eliminating the required three-year delay between initial licensure and eligibility to apply for certification through this pathway. This aligns with ongoing efforts to remove unnecessary time-bound restrictions in NCARB programs that are not tied to demonstrating competency.

Chair Feng asked the members if there were any additional questions or concerns they wanted to discuss within the Region? There were none.

AGENDA ITEM 8 NCARB Candidates Visit

The candidates for election that visited Region 6 were: Coffee Polk, Kevin Singh, Scott Harm, Dmitry Kazakov, Miguel Rodriguez, Stephanie Hopkins, George Miller and Sylvia Kwan.

AGENDA ITEM 10 NCARB Visiting Team

Visiting Team: Ken Van Tyne, NCARB President, Edward Marley, 1VP President Elect and Mike Armstrong, NCARB CEO and other NCARB staff stopped by the region to answer any questions.

Tonie Esteban asked how things were going with the At Large Candidates this year? What are the challenges and opportunities? Van Tyne replied that it has been an excellent board this year. It was a good move to add the at large candidates. Armstrong said that it showed the board that it had a blind spot in how they were communicating.

Tian asked if the board was the right size? Ed Marley said that they wouldn't want the board to be any bigger than 15 members and the size of the board will drop to 14 next year and the size has been working.

Mike Kolejka asked if Pathways to Practice was the biggest issue facing the board currently, what is the second biggest issue? Ed Marley said the second biggest issue facing the board is the theft of architectural seals and the board is starting those conversations now.

Chair Feng thanked the visiting team for taking the time to visit the region.

AGENDA ITEM 11 Any Other Business

No other business was discussed.

ADJOURN FOR THE DAY

Chair Feng adjourned the Region 6 WCARB meeting at 5:00 p.m.

**WCARB Meeting @ NCARB ABM in Scottsdale, AZ
Attendees June 20, 2025**

ALASKA

Paul Baril

ARIZONA

Ed Marley
Judith Stapley
Mike Kolejka
Jack Gilmore
Scott Sayles
Keith Smith
Kurt Winter
Julie Pham

CALIFORNIA

Ron Jones
Jon Baker
Laura Zuniga
Robert Pearman
Sylvia Kwan
Tian Feng
Dmitry Kazakov-Guest

COLORADO

Christy Riggs
Joyce Young

GUAM

Cathyann Gogue
Paul Santos
Catherine Gutierrez

HAWAII

Brian Fujiwara
Jon Lucas
Janet Primiano

IDAHO

Jedd Walker
Justin Touchstone
Daniel Mullin
Allison McClintick

NEVADA

Coffee Polk- Guest
Tina Wichmann
Greg Erny

James Mickey
Monica Harrison

NEW MEXICO

Jim Oschwald
Ray Vigil
Robert Williams
Barbara Felix

NORTHERN MARIANA ISLANDS

Esther Fleming
Gregorio Castro
Denn Manglona
Roy Reyes

OREGON

Erica Ceder
Tonie Esteban
Lori Davison

UTAH

Celestia Carson
Courtney Haddick
Michael Fazio
Jarod Maw
Bret Bullough

WASHINGTON

Sian Roberts
Scott Harm
Peter Brachvogel

DRAFT

**MINUTES OF THE EXECUTIVE COMMITTEE OF THE WESTERN COUNCIL OF
ARCHITECTURAL REGISTRATION BOARDS – WCARB REGION 6
Executive Committee Fall Planning Meeting, Phoenix, AZ
9:00 a.m. Pacific Time**

Saturday, November 22, 2025

Roll Call:

Mike Kolejka, Chair, AZ
Celestia Carson, Vice Chair, UT
Sian Roberts, Secretary/Treasurer, WA
Ray Vigil, Member, NM
Scott Sayles, Member, AZ
Tian Feng, Regional Director, CA
Gina Spaulding, Region 6 Executive Director, NV

Approval of the Agenda:

Motion: Ray Vigil (NM) moved to approve the agenda. Motion seconded by Celestia Carson (UT). **Vote:** All in favor. Motion passes.

Scott Sayles asked if the Executive Committee could discuss the website as well as documents posted to the website.

Approval of the Minutes from NCARB 2025 Annual Business Meeting in Scottsdale, AZ:

Motion: Scott Sayles (AZ) moved to approve the minutes from the June 2025 WCARB regional meeting at the NCARB ABM in Scottsdale, AZ. Motion seconded by Ray Vigil (NM). **Vote:** All in favor. Motion passes.

Chair's Report:

Mike Kolejka briefed the Executive Committee about the RLC meeting he and Spaulding attended in Oklahoma City on August 14-16, 2025. The RLC, comprising all six regional chairs, vice chairs, executives, and the NCARB 1VP and staff, develops the plenary sessions and agenda for the Regional Summits and collaborates on workshop and meeting content for the NCARB annual business meetings.

The focus of this year's RLC meeting was brainstorming ideas and developing the agenda for the 2026 Regional Summit in Oklahoma City, hosted by Region 5, on March 19-21, 2026. The theme is "Becoming Better Regulators: Navigating Uncertainty."

The upcoming 2026 Regional Summit will focus on regional issues and dialogue, with limited national agenda items. Topics include ample regional meeting time for each region to discuss interests, cross-pollination opportunities, and rotating workshops on three optional topics:

Board Best Practices, this workshop will focus on best practices processes and procedures. The synopsis and content of this workshop will continue to be fleshed out by the Regional Leadership Committee.

Responsible Control, this workshop will share different approaches as well as model law and artificial intelligence impacts. The synopsis and content of this workshop will continue to be fleshed out by the Regional Leadership Committee.

Understanding Reciprocity, this workshop will focus on appreciation of member boards' individual roles and unique challenges and focus on our shared mission of HSW and reciprocity. The synopsis and content of this workshop will continue to be fleshed out by the Regional Leadership Committee.

Kolejka informed the Executive Committee that the NCAA Basketball Tournament will be in Oklahoma City during our stay, including players at our hotel. The city is expected to be busy. He asked Spaulding to encourage members to book their flights early for the 2026 Regional Summit.

2026 Regional Summit Planning:

The Executive Committee reviewed the 2026 draft agenda and discussed the need for more time to discuss the proposed Resolutions. Kolejka mentioned that there might be 8 to 9 housekeeping-related resolutions. The two-day WCARB draft Regional Summit agenda was approved by all Executive Committee members after multiple changes.

The Executive Committee discussed ways to better engage the Region between meetings. One idea is to add more time to the existing Pre-BOD quarterly Zoom calls held before an NCARB Board of Directors meeting. We'll discuss this at the 2026 Regional Summit to hear directly from the Region.

Ray Vigil asked if the State Report sent to Member Board Executives can be updated to include a new question, which is: "Who provides legal counsel for your board, i.e. through the state or independently. Also, how are they contracted to your board?"

Carson asked Spaulding to send the State Report template to the Utah Board Chair when she sends it out to the member board executives.

2026 Regional Dinner in Oklahoma City, OK:

Spaulding informed the Executive Committee that the Regional Execs visited many restaurants in Oklahoma City for regional dinner spots, but options were limited due to the NCAA Tournament coinciding with the Regional Summit. Vast was chosen as the location for the 2026 Region 6 regional dinner, with Regions 1, 2, and 3 having separate spaces nearby. The restaurant is a short five-minute walk from the meeting hotel, The Omni.

The Executive Committee reviewed and selected the menu and drink options for Vast and set the guest price at \$100 per person. Spaulding will check with the restaurant about available gluten free and vegetarian options.

There is no charge for members to attend as it is a benefit of membership. Members do have to pay for their guests and since NCARB no longer collects regional dinner fees, the guest fees will have to be sent directly to Spaulding.

Region 6 has historically skipped the June Annual Business Meetings' regional dinner due to cost and the fact that the ABMs' dinners coincide with the only free day for members to explore the host city. Funding options were discussed, including using Fidelity dividends to offset costs of hosting an additional regional dinner. The Executive Committee decided to seek feedback from the Region on a regional dinner during the June ABMs, in addition to the one scheduled each year in March at the Regional Summits.

Educational programming at the Regional Summit:

The Executive Committee previously deliberated on the three scheduled rotating workshops to be presented at the Regional Summit, which are Best Board Practices, Responsible Control, and Understanding Reciprocity. The Region will have the opportunity for all rotating workshops to visit the Region during the Regional Summit.

FY27 Draft Budget & Financial Statements for 2025 Reviewed and Approved

The Executive Committee discussed and proposed one amendment to the draft budget for 2026-27.

Motion: Celestia Carson (UT) moved to approve the draft 2026-27 budget. Motion seconded Sian Roberts (WA). **Vote:** All in favor. Motion passes.

The Executive Committee reviewed and approved the financial statements for 2025.

Motion: Scott Sayles (AZ) moved to approve the current (7/1/25-6/30/2025) Statement of Activity and Statement of Financial Position as of November 3, 2025. Motion seconded by Sian Roberts (WA). **Vote:** All in favor. Motion passes.

Executive Committee Changes for 2026:

Each year, the region elects a new regional director, a position currently held by Tian Feng. Feng indicated that he would like to serve one more year of his two allowed terms as there is still much to learn and contribute to the Region.

There will be three open positions on the Executive Committee currently held by Mike Kolejka, Celestia Carson and Sian Roberts. Kolejka has served his two allowed terms on the Executive Committee currently allowed by the WCARB bylaws and will term off the Executive Committee. Carson has termed off her Utah board and will complete her term on the Executive Committee

on June 30, 2026. Roberts will not seek another term as she is the incoming president of NAAB.

After the New Year, Spaulding will sent out a "Call for Elections" email asking for Region 6 members to apply to serve on the Executive Committee and as the Regional Director for 2026-2027.

WCARB Strategic Plan Discussion

The Executive Committee discussed the current WCARB Strategic Plan, noting outdated or irrelevant language. They marked up the Guiding Principles page and asked Spaulding to provide an editable strategic plan document with track changes. The committee will review it independently, mark changes, and reconvene on a Zoom call on January 22, 2026, at 3:00 pm Pacific for further discussion.

The Executive Committee reviewed the Bylaws for relevance and decided on housekeeping changes. Scott Sayles noted that Article X Committees needed updates relevant to the Education Program Committee, chaired by the Vice Chair. Since WCARB collaborates with the Regional Leadership Committee to provide educational content at the Regional Summits, the Education Program Committee is now convened as needed. The Executive Committee suggested amending the Bylaws to remove "shall" and "Vice Chair" and replace them with "may" and "a member of the Executive Committee." Bylaw amendments require a 60-day notice to the membership. Spaulding will send the amended Bylaws to the membership by January 16, 2026.

Ray Vigil proposed convening a Zoom call between the Regional Summit and the NCARB Annual Meeting with the Region's Chairs to discuss pertinent issues and increase dialogue with jurisdictions. The Executive Committee agreed and will develop thoughts and questions to stimulate conversations.

New Business/Old Business

Scott Sayles said that the current Strategic Plan on the website was marked up and asked that it be replaced with an unmarked version.

The Executive Committee discussed updating the website by removing the "Resolutions" tab and replacing it with the 40 years of historical minutes scanned by Spaulding in 2025. They directed Spaulding to shred the old paper minutes now that they're available digitally.

The meeting was adjourned at 3:35 p.m. by Chair Kolejka.



NCA RB

REGIONAL SUMMIT

Regional Director's Report



WCARB Regional Director's Report

It has been my honor to serve as your director on the NCARB board. My first term began after last year's Annual Business in June. Since then, I have actively engaged with NCARB board's many initiatives and monitored the progress made on issues concerning our region. I can report to you with confidence that NCARB's strategic initiatives that are being implemented are well aligned with our region's organizational objectives. One remarkable example of such alignment is reflected in a resolution to be discussed during this Summit – the revision to the MRA with UK which will recognize NCARB's multiple pathways to the certification.

Since the recent NCARB board meeting in January this year, there are many discussions, information items, and initiatives at NCARB board I would like to share with members of WCARB, below are a selected few:

Strategic Priorities and Progress

The Board will continue initial conversations about a multi-year effort to update the NCARB Strategic Plan. Consultant McKinley Advisors is to conduct an annual Board training course on generative and strategic Board performance including facilitated discussion on the results of an annual Board self-evaluation survey.

Overlapping Practice: The Board of Directors reviewed the newly released ICOR (Interorganizational Council on Regulation) Overlapping Practice Guidance, the document is the result of years of effort by dozens of volunteers from NCARB, the Council for Interior Design Qualification (CIDQ), the Council of Landscape Architecture Registration Boards (CLARB), and the National Council of Examiners for Engineering and Surveying (NCEES).

External Engagements

The Board of Directors have met the leaderships from the AIAS and NOMA/NOMAS to discuss their efforts to support architecture students and NCARB's future role in this realm.

Program and Service Accomplishments

Pathways to Practice Status: The Board discussed the desired impact, likely outcomes, and key messaging related to ongoing updates guided by the NCARB Competency Standard for Architects and internal initiatives focused on informing Pathways to Practice. The Board will continue ongoing communications training to address dialogue with NCARB stakeholders that may arise at jurisdiction, regional, and NCARB events.

Policy Initiatives

Board Policies for Review: The Board reviewed the Policy for Member Board Comment Periods. This policy formalizes a practice that has been in place since 2009. A public comment period for NCARB's

Member Boards is implemented for consideration of changes to the Architectural Experience Program® (AXP®) requirements and the NCARB Education Standard.

Resolutions: The Board reviewed three proposed resolutions and determined to move forward to the member boards for initial feedback. These resolutions are considered drafts and are shared with the regions so they can provide feedback, including at the Regional Summit in March. At its April meeting, the Board will make final decisions regarding content of resolutions to be scheduled for a vote at the June's Annual Business Meeting.



NCARB

REGIONAL SUMMIT

Chair's/Executive Committee Report **Mike Kolejka, Chair**





Western Council of
Architectural Registration Boards
REGION 6

WCARB Chair's/Executive Committee Report

Greetings fellow WCARB member board members, member board executives and our amazing board staff. As Chair of Region 6, I invite you all to this year's Regional Summit in Oklahoma City. Our time together will be incredibly valuable and productive with many important resolutions we will need to discuss as it relates to licensure and regulation. Additionally, we will discuss several fundamental changes the council is considering with pathways to practice.

I've had the privilege to serve as both Chair of Region 6 and Chair of the Policy Advisory Committee (PAC). The PAC reviews and provides advice to the NCARB Board of Directors on key policy matters facing the Council. This year we will be discussing several important resolutions that will come before the membership at the 2026 NCARB Annual Business Meeting in Minneapolis.

NCARB is looking to implement fundamental changes to the "three Es" (Education, Experience and Examination). This is crucial to ensure that our organization and our professional remain nimble and responsive to an ever-changing world. One aspect that makes WCARB unique among other regions is our diversity of member board pathways to licensure. Region 6 exemplifies several aspects that "Pathways to Practice" is considering. WCARB will continue to have an impactful voice in this evolution of licensure and regulation.

Our region has the most diverse member board composition and that serves as one of our greatest qualities. We have more states with alternative paths to licensure than any other region. Additionally, we have more multi-discipline boards than anywhere else in the nation. As NCARB considers Pathways to Practice, we will serve as a great role model. Our region's diversity to licensure is a beacon to the nation while we also serve as a great example of balancing opportunities to practice with protection of the health, safety and welfare of the public.

With a sigh of relief, our region is not facing any earth-shattering challenges this year compared to the recent past. We've seen several fundamental threats to WCARB member boards in Arizona, Nevada and Utah in recent memory. That being said, there are always "surprises" that our state legislators put forth that our region needs to stay vigilant and focused to ensure the public is protected.

I look forward to some great conversations later this month in Oklahoma City and invite you all to continue the conversation that will keep us all at the forefront of NCARB's evolution.

See you all in Oklahoma City!

Mike



NCAWB

REGIONAL SUMMIT

Financial Report Sian Roberts, Secretary/Treasurer



Statement of Financial Position

WCARB

As of March 7, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Fidelity	103,187.58
Wells Fargo Checking	76,186.40
Wells Fargo Savings	41.13
Total for Bank Accounts	\$179,415.11
Other Current Assets	
Certificates of Deposit	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$179,415.11
Total for Assets	\$179,415.11
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
3000 Opening Bal Equity	0.00
1110 Retained Earnings	146,961.27
Net Income	32,453.84
Total for Equity	\$179,415.11
Total for Liabilities and Equity	\$179,415.11

Statement of Activity

WCARB

July 1, 2025-March 7, 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
Annual Dues	
Alaska	4,000.00
Arizona	4,000.00
California	4,000.00
Colorado	4,000.00
Guam	4,000.00
Hawaii	4,000.00
Idaho	4,000.00
Nevada	4,000.00
New Mexico	4,000.00
No. Marianas	4,000.00
Oregon	4,000.00
Utah	4,000.00
Washington	4,000.00
Total for Annual Dues	\$52,000.00
Dividend Income	2,556.20
Interest Income	3.72
Total for Income	\$54,559.92
Gross Profit	\$54,559.92
Expenses	
Executive Committee Travel	10,846.41
Executive Director's Pay	8,750.00
Executive Director's Travel	744.92
Recurring Software Expense	399.78
Regional Dinner Expense	1,364.97
Total for Expenses	\$22,106.08
Net Operating Income	\$32,453.84
Net Other Income	
Net Income	\$32,453.84

Statement of Activity

WCARB

July 1, 2024-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Annual Dues	
Alaska	4,000.00
Arizona	4,000.00
California	4,000.00
Colorado	4,000.00
Guam	4,000.00
Hawaii	4,000.00
Idaho	4,000.00
Nevada	4,000.00
New Mexico	4,000.00
No. Marianas	4,000.00
Oregon	4,000.00
Utah	4,000.00
Washington	4,000.00
Total for Annual Dues	\$52,000.00
Dividend Income	631.38
Interest Income	42.00
Total for Income	\$52,673.38
Gross Profit	\$52,673.38
Expenses	
6120 Bank Service Charges	42.21
6250 Postage and Mailing	96.11
6270 Professional Fees	100.00
Executive Committee Travel	5,275.06
Executive Director's Pay	17,516.67
Executive Director's Travel	1,030.42
Meeting Planning	151.45
Recurring Software Expense	941.02
Regional Dinner Expense	9,857.96
Web Site	450.00
Total for Expenses	\$35,460.90
Net Operating Income	\$17,212.48
Net Other Income	
Net Income	\$17,212.48

Statement of Activity

WCARB

July 1, 2024-August 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Annual Dues	
Alaska	4,000.00
Arizona	4,000.00
California	4,000.00
Colorado	4,000.00
Guam	4,000.00
Hawaii	4,000.00
Idaho	4,000.00
Nevada	4,000.00
New Mexico	4,000.00
No. Marianas	4,000.00
Oregon	4,000.00
Utah	4,000.00
Washington	4,000.00
Total for Annual Dues	\$52,000.00
Dividend Income	978.67
Interest Income	42.37
Total for Income	\$53,021.04
Gross Profit	\$53,021.04
Expenses	
6120 Bank Service Charges	42.21
6250 Postage and Mailing	96.11
6270 Professional Fees	100.00
Executive Committee Travel	11,931.52
Executive Director's Pay	21,016.67
Executive Director's Travel	1,030.42
Meeting Planning	151.45
Recurring Software Expense	941.02
Regional Dinner Expense	9,857.96
Web Site	450.00
Total for Expenses	\$45,617.36
Net Operating Income	\$7,403.68
Net Other Income	
Net Income	\$7,403.68

FY26 APPROVED BUDGET
WESTERN COUNCIL OF ARCHITECTURAL
REGISTRATION BOARDS

BUDGET OF REVENUE AND EXPENDITURES FOR
FISCAL YEAR July 1 – June 30, 2026

BUDGETED AMOUNT

REVENUE:

Bank Interest	\$ 20.00
Annual Dues:	\$ 52,000.00
Reserves	\$ 4,500.00
 TOTAL 2025-26 REVENUE:	 <u>\$ 56,520.00</u>

EXPENDITURES:

Executive Committee Travel	\$ 18,000.00
Fall Executive Committee Regional Summit Annual Business Meeting	
Education/Program Development and R6 Committee Expenses	4,000.00
Meeting Costs	1,000.00
Regional Dinners/ Gatherings	10,000.00
Executive Director's Pay	21,000.00
Communication and Website	1,000.00
Printing, Production & Mailing	500.00
Misc (includes annual software expense)	1,000.00
 TOTAL 2025-26 EXPENDITURES:	 <u>\$ 56,500.00</u>

FY27 DRAFT BUDGET
WESTERN COUNCIL OF ARCHITECTURAL
REGISTRATION BOARDS

BUDGET OF REVENUE AND EXPENDITURES FOR
FISCAL YEAR July 1 – June 30, 2027

BUDGETED AMOUNT

REVENUE:

Bank Interest	\$ 10.00
Annual Dues:	\$ 52,000.00
Dividend Income:	\$ 3,500.00
 TOTAL 2026-27 REVENUE:	 \$ <u>55,510.00</u>

EXPENDITURES:

Executive Committee Travel	\$ 18,000.00
Fall Executive Committee Regional Summit Annual Business Meeting	
Education/Program Development and R6 Committee Expenses	2,000.00
Meeting Costs	1,000.00
Regional Dinners/ Gatherings	10,000.00
Executive Director's Pay	21,000.00
Communication and Website	2,000.00
Printing, Production & Mailing	510.00
Misc (includes annual software expense)	1,000.00
 TOTAL 2026-27 EXPENDITURES:	 \$ <u>55,510.00</u>



NCARB

REGIONAL SUMMIT

State Reports



WCARB STATE REPORTS for 2026 REGIONAL SUMMIT

Alaska

No report submitted

Arizona

Board Composition

Architects: 1

Non-Architects: 6 (public members)

Other Licensed Professionals: 4 (architect, landscape architect, land surveyor, geologist)

Licensing Statistics

In State Registrants: 2,323

Out of State Registrants: 4,437

Brief Overview of Current Issues

None

Current Legislation Related to Architecture

House Bill **HB2122** is a language correction from our reciprocity bill passed last year. This will allow acceptance of Mutual Recognition Agreements (MRA) in place with NCARB, NCEES, and CLARB. It has passed the House and been transmitted to the Senate. Providing it passes the Senate, the Governor will sign it.

Senate Bill **SB1481** will add certified elevator mechanics to our board. This impacts architects by proposing a change to the board makeup, increasing it from 11 to 13 members and allowing two architects and two engineers, while we currently have only one of each.

What is your jurisdiction doing to educate the public?

Whenever we are given the opportunity to meet with students, AIA, legislators or anyone. We do our best to attend events, meetings, etc.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Attorney General’s Office (AGO) provides our legal counsel. We, as an agency, pay the AGO through an interagency service agreement (ISA) for legal counsel. We work regularly with three assistant attorney generals (AAGs). They attend all board meetings, ad hoc committee meetings, and the enforcement advisory committee (EAC) investigations meetings. The ISA is reviewed and renewed every year.

Miscellaneous

Since transitioning to our new online platform in June 2025, we have struggled with individuals submitting the wrong application. The instructions are clear, but often people don’t take the time to read them before submitting their application. Otherwise, moving from paper to online submissions has been well-received. We have also experienced an increase of approximately 33% in applications received and processed monthly.

Board Members or Board Executive Terming out in 2026:

Currently we have two board members continuing to serve in expired positions (Jack Gilmore-Landscape Architects & Dr. Clinton Campbell-Public Member). We have three board members set to expire in June 2026 (Scott Sayles-Engineer, Bill Nesgood-Geologist and Keith Smith-Public Member). There are also two vacant public member seats.

California

Board Composition

Architects: 5
Non-Architects:5
Other Licensed Professionals:0

Licensing Statistics

In State Registrants: 17,445
Out of State Registrants: 4,395

Brief Overview of Current Issues

Recently introduced legislation (AB 1796 Jackson) would require the Board to license commercial interior designers and would add one license commercial interior designer to the Board.

Current Legislation Related to Architecture

n/a

What is your jurisdiction doing to educate the public?

The Board sent a letter to all colleges offering architectural programs, providing information about recently changes to how we calculate credit for architectural coursework, and have provides several outreach presentations at community colleges throughout the state. In addition, the Board maintains social media accounts and distributes a quarterly newsletter to provide updates and relevant information to licenses and consumers.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Board has counsel assigned by our oversight entity, the Department of Consumer Affairs.

Miscellaneous

n/a

Board Members or Board Executive Terming out in 2026:

Charles "Sonny" Ward

Colorado

Colorado Board of Licensure for Architects, Professional Engineers and Professional Land Surveyors

Board Composition

Architects: 3

Non-Architects: 3 Public Members

Other Licensed Professionals: 3 Professional Land Surveyors, 4 Professional Engineers

Licensing Statistics

In State Registrants: 3,810

Out of State Registrants: 4,486

Brief Overview of Current Issues

The Board is holding rulemaking sessions to address the following:

- Adding language to the rules for cooperation with a Board investigation to include cooperation in "a complete and material manner."
- Formalizing the current practice that requires applicants to complete the Architect Experience Program (AXP) and Architect Registration Examination (ARE) before

submitting their application to the Board.

- Aligning the expiration of incomplete applications (after one year) with the Division standard. This change is expected to have minimal impact on architect applicants in Colorado, as they are already required to complete the AXP and ARE prior to applying.
- Adds CEH credit for service on a board or committee of a public, professional, or technical society nature where matters of HSW are considered shall be awarded a maximum of two CEHs per calendar year within the renewal cycle for each position and no more than four CEHs per calendar year overall. The rules specifically notes that this engagement may not meet the CEH requirements for other industry organizations.

The Board has increasingly addressed cases involving Architects seeking reinstatement of their Colorado license who falsely attested within their application to having met the Continuing Education (CE) requirements for reinstatement. To mitigate this issue, we plan to update our application form. Instead of relying on an attestation, the revised application will require applicants to submit proof of their required CE with the application. Until the application is updated, we have implemented a process to automatically request these CE records upon receipt of a reinstatement application.

Current Legislation Related to Architecture

The Division of Professions and Occupations (DPO), where our Board is housed, and the Department of Regulatory Agencies (DORA), which oversees DPO, are both currently undergoing the Sunset Review process. This review process is similar to that of a board/program with an expiration date, even though DPO and DORA do not have a defined expiration date.

While these sunset bills have not yet been introduced, the following was extracted from the DORA report and introduced on 2/24/2026.

- **HB26-1187, Concerning the continuation of the fire suppression programs of the division of fire prevention and control** was introduced on 2/24/2026
Sunset Process - House Transportation, Housing, and Local Government Committee. The bill implements the recommendations of the department of regulatory agencies in its 2025 sunset review and report.
Sections 1 and 2 of the bill continue the fire suppression programs of the division of fire prevention and control for 11 years until 2037 (*recommendation 1*).
Sections 3 through 5 modify certain provisions of the fire suppression programs of the division of fire prevention and control to replace gender-specific terminology with gender-neutral terminology.

What is your jurisdiction doing to educate the public?

Nothing currently on the schedule for Architects

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Board is represented by a Senior Assistant/Assistant Attorney General from the Business Unit of the Colorado Office of the Attorney General.

Their services are incorporated into our Division's budget.

Board Members or Board Executive Terming out in 2026:

The following members are up for reappointment when their terms expire 6/1/2026
Nan Anderson, ARC
Shamonie Latham, Public Member

Guam

Board Composition

Architects: 115

Non-Architects: 688

Other Licensed Professionals: N/A

Licensing Statistics

In State Registrants: 49

Out of State Registrants: 66

Brief Overview of Current Issues

No current issues at this time.

Current Legislation Related to Architecture

No current legislative issues at this time.

What is your jurisdiction doing to educate the public?

The board actively participates in local societies/groups in the industry as much as possible to promote registration and upholding statutes. Outreach volunteer presentations to the student of the University of Guam and through its website in general.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

Legal counsel is assigned through the state's Attorney General's Office.

Miscellaneous

N/A

Board Members or Board Executive Terming out in 2026:

None

Hawaii

Board Composition

Architects: 3

Non-Architects: 11

Other Licensed Professionals: 3 Public Members, 2 Landscape Architects, 1 PE-mechanical, 1 PE-electrical, 1 PE-structural, 1 PE-civil, 2 Land surveyors

Licensing Statistics

(As of June 2025. Apologies! We are waiting for updated numbers after our website overhaul has been completed.)

In State Registrants:

Architects: 1423

Engineers:

Land Surveyors: 186

Landscape Architects: 106

Out of State Registrants:

Architects: 1153

Engineers: 3015

Land Surveyors: 27

Landscape Architects: 44

Brief Overview of Current Issues

Legislative session: Opposing HB1706: Relating to Engineers and supporting SB2607: Relating to Landscape Architects

Rules Revision investigation then application: decouple the PE exam from licensure pathway, clean up language and make more accessible, explore additional disciplines such as control systems

Current Legislation Related to Architecture

N/A

What is your jurisdiction doing to educate the public?

Presenting licensing and industry ins & outs to local associations, organizations, and University of Hawaii. Our Chair most recently presented to the 2026 Public Water Conference, Young Professionals Pre-Conference on Feb. 10, 2026.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

Our Board has a Deputy Attorney General from the State of Hawaii Department of the Attorney General.

Board Members or Board Executive Terming out in 2026:

Brian Fujiwara - Architect (6/30/2026)
Clayton Pang - PE-electrical (12/30/2026)

Idaho

Board Composition

Architects: 3 Architects, 2 Landscape Architects One open architect position
Non-Architects: 1 public member, 1 Educator
Other Licensed Professionals:

Licensing Statistics

In State Registrants: 2,559 Architects, 380 Landscape architects
Out of State Registrants: 38

Brief Overview of Current Issues

Not updating our Building code rules to adopt the 2024 building Code. They want to codify the code or create an Idaho only building code.

Current Legislation Related to Architecture

HB016 Interior Designers Tech Submissions
H0706 Single Stairway Buildings

What is your jurisdiction doing to educate the public?

The Division is working with our various associations to build partnerships with local jurisdictions, and working on developing training and educational opportunities

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

We have in house council provided by the AG office.

Board Members or Board Executive Terming out in 2026:

None

Nevada

Board Composition

Architects: 5

Non-Architects: 4

Licensing Statistics

In State Registrants: 568 (Architects), 132 (Registered Interior Designers), 121 (Residential Designers) = 820

Out of State Registrants: 2704

Current Legislation Related to Architecture

Nevada is not in session this year. However, we are closely monitoring the numerous sunset committee meetings scheduled throughout the year. Fortunately, only a handful of boards and commissions have been selected for sunset reviews this year. In the meantime, the Office of Nevada Boards, Commissions, and Council Standards (The Office) continues to work diligently to adopt regulations to fulfill responsibilities assigned under Senate Bill 431, which passed in 2023. To date, only one workshop has been conducted by the Office, during which numerous boards and commissions expressed concerns, sought clarification, and submitted recommendations to collaborate effectively with the Office. We expect to see a few more drafts before the Office is ready to schedule a hearing.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

Legal counsel is provided by Ling, Ltd., who has been representing the NV State Board of Architecture since 2011. Ling Ltd operates as an independent contractor contracted by the Board. However, Nevada law mandates that all contracts be reviewed and approved by the Governor's Office Budget Division and the Board of Examiners. This process is quite complex and, depending on the amount, type, and terms of the contract, could take several months to get approved.

Board Members Terming out in 2026:

Gregory Erny - 10/31/2026
George Garlock - 10/31/2026

New Mexico

Board Composition

Architects: 6
Non-Architects: 1 Public Member
Other Licensed Professionals: Vice-Chair/ Public Member Mark Glenn, Esq.

Licensing Statistics

In State Registrants: 709
Out of State Registrants: 1695

Brief Overview of Current Issues

Use of fraudulent seals in New Mexico.

Current Legislation Related to Architecture

None

What is your jurisdiction doing to educate the public?

The Board's Planning and Development Committee is meeting monthly and is planning to host a continuing education seminar.

The Handbook for New Mexico Building Officials has been provided to local zoning and building jurisdictions, shared with state agencies, and posted on the Board's website.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Board is represented by the New Mexico Department of Justice as its legal counsel.

Miscellaneous

Melanie Archibeque was appointed to the Board as a member in June 2025.

Board Members or Board Executive Terming out in 2026:

Chair Ray Vigil's term will expire on June 30, 2026.

Board Member/Educator Tamarah Begay's term will expire on June 30, 2026.

Northern Marianas

Board Composition - Total = Five

Architects: NONE

Non-Architects: Three Civil

Other Licensed Professionals: Two - 1 Appraiser and 1 Public member

Licensing Statistics

In State Registrants: (4)

Out of State Registrants: (30)

Brief Overview of Current Issues

- The lack of on-site inspections to ensure compliance and respond to complaints due to budgetary constraints. Currently, BPL is working on a Memorandum of Understanding with the Office of the Attorney General to engage its Investigative Division, on an agreed-upon fee basis, to provide investigative services and compliance-related activities.
- Due to the continual budgetary constraints in FY2026 and the expected budgetary outlook for FY2027, BPL will continue to seek alternative ways to secure funding for a limited-term professional service to fill the gap left by the absence of a full-time in-house enforcement officer.

Current Legislation Related to Architecture

- The Board plans on working with the legislature for a proposed bill to add two additional Architect members to the Board.

What is your jurisdiction doing to educate the public?

- Currently, we submit an annual Citizen Centric Report (CCR) that is an innovative means of communicating to the community and government leaders. It is also posted on the website, highlighting progress, finances, priorities, and challenges, providing readily available and understandable information to the community.
- Plan on working with the schools and meeting with students.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

- Legal counsel is provided by the Attorney General’s Office through a **Memorandum of Agreement** that is entered into between the AG and the Board of Professional Licensing for an agreed fee in exchange for the services provided.

Miscellaneous

- NONE

Board Members or Board Executive Terming out in 2026:

- NONE

Oregon

Board Composition

Architects: 5
Non-Architects: 2 Public Members
Other Licensed Professionals: None

Licensing Statistics

In State Registrants: 2106
Out of State Registrants: 2095

These counts are for individuals only and do not include 1,047 actively registered firms.

Brief Overview of Current Issues

Board Member Vacancies - In 2026, the Oregon State Board of Architect Examiners (OSBAE) will have four members whose terms are set to expire. Three of these members are architects who either cannot or do not plan to seek reappointment. To ensure adequate time for recruiting and onboarding new members, the Governor’s Office has agreed to allow current members to continue serving beyond their term expiration dates, and OSBAE appreciates their willingness to do so.

Current Legislation Related to Architecture

The 2026 legislative “short” session is underway, and so far, no bills have been introduced that would directly affect the practice of architecture.

OSBAE had been monitoring HB 4095, which proposed changes to fiscal oversight and financial management for semi-independent boards such as OSBAE. Under the bill, these agencies would have remained self-funded but would have been required to follow the standard state budget approval process rather than the current rule-making process with a public hearing. As proposed, the bill would have created a fiscal impact on semi-independent agencies.

The bill will not advance during the 2026 session. However, the Chief Sponsor has committed to continuing discussions in collaboration with semi-independent agencies and other potentially impacted entities, including the Legislative Fiscal Office and the Department of Administrative Services.

What is your jurisdiction doing to educate the public?

OSBAE promotes knowledge of architectural practice requirements and the associated public health, safety, and welfare considerations through a variety of initiatives, including:

- Producing a Consumer Guide to help the public understand how to hire and collaborate with architects.
- Maintaining a robust website that provides comprehensive information about licensure and regulatory requirements.
- Sending educational information to newly registered businesses through the Secretary of State.
- Conducting annual outreach events with students and educators at Portland State University and the University of Oregon.
- Collaborating with the Oregon State Board of Examiners for Engineering and Land Surveying to publish a Reference Manual for Building Officials, which outlines key statutory exceptions and provides practical interpretations of scenarios governed by architectural and engineering regulations.

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Oregon Department of Justice provides legal counsel to OSBAE based on an hourly rate set each biennium. OSBAE is assigned an Assistant Attorney General (AAG) for general business activities. If a special need arises, that AAG consults with other specialized attorneys for guidance.

Miscellaneous

N/A

Board Members or Board Executive Terming out in 2026:

Katherine Austin, Architect - January 31, 2026

Don Eggleston, Architect - February 8, 2026

Erica Ceder, Architect - July 8, 2026

Lori Davison, Public Member - October 31, 2026 (plans to seek reappointment)

Utah

Board Composition

Architects: 5
Non-Architects: 1 Public Member
Other Licensed Professionals: 2 Landscape Architects

Licensing Statistics

In State Registrants: 3647
Out of State Registrants: Do not track

Brief Overview of Current Issues

None

Current Legislation Related to Architecture

None

What is your jurisdiction doing to educate the public?

None

New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?

The Assistant Attorney General assigned to our Division

Board Members or Board Executive Terming out in 2026:

None

Washington

Board Composition

Washington's Board for Architects is in its 106th year of serving architects. The Governor-appointed board consists of seven members: six architect members and one public member.

Architects: 6
Non-Architects: 1

Licensing Statistics

In State Registrants: 3,991

Out of State Registrants: 3,267

Brief Overview of Current Issues

The Washington Board conducted four virtual board meetings in 2025. The board staff currently works in a hybrid environment with both remote and in-person options, and the Board remains fully operational in the remote environment.

The Board is currently prioritizing outreach efforts, particularly to college-aged students at state universities and technical colleges. A committee has been formed to explore other outreach opportunities, including increasing awareness of alternative pathways to licensure. The Board continues to partner with the American Institute of Architects (AIA) Washington Council on mentorship, outreach, and legislative monitoring.

Current Legislation Related to Architecture

The Board was approached regarding the regulation of the interior design profession in Washington state. House Bill (HB) 2721 was introduced to the Legislature in 2026. The proposed bill would include additional members being added to the Board for Architects to represent interior designers.

In 2024, a bill was passed by the Washington State Legislature for local jurisdictions to allow for the self-certification of plans for detached auxiliary dwellings. Though not directly under its authority, the Board continues to monitor implementation of this law for any potential program impacts.

There are other pieces of legislation specific to the Washington board which board staff does not anticipate impacting any other jurisdictions.

[New Question: Who provides legal counsel to your Board? Are they through the State or Independent? How are they contracted?](#)

The Board's legal counsel is provided through the State's Attorney General's Office.

Miscellaneous

The Board has one vacancy for a general public member. All other positions are currently filled.

The Washington Department of Licensing (DOL), that supports the Washington Board for Architects, has seen changes to the Board's support team in the past year with Program Specialist Sydney Muhle accepting a promotional opportunity to lead the Legislative and Policy Review Team. Management Analyst Sandy Baur has expanded her role to include supporting the Board in December 2025.

Board Members Terming out in 2026:

None



NCARB

REGIONAL SUMMIT

Elections



WCARB Election Process

The Regional Chair will designate two members from the Executive Committee and/or the general membership to serve on the Election Committee. The Election Committee oversees the elections by passing out the ballots, counting the ballots and reporting the outcome of the ballots to the membership.

There are three election types:

1. Regional Director
2. Executive Committee
3. Executive Committee Leadership

Nominations for Regional Director and Executive Committee:

Regional Director: The Chair will open the floor for nominations for candidates for the position of Regional Director. Candidates for Regional Director should receive a nomination and a second from a member of Region 6. After all the candidates for Regional Director have been nominated and seconded the Chair will close the nominations for Regional Director. (Please have the person who nominates and seconds the candidate state their name and jurisdiction for the record).

Executive Committee: The Chair will open the floor for nominations for candidates for a position on the Executive Committee. Candidates for Executive Committee should receive a nomination and a second from a member of Region 6. After all the candidates for Executive Committee have been nominated and seconded the Chair will close the nominations for the Executive Committee. (Please have the person who nominates and seconds the candidate state their name and jurisdiction for the record).

Nominee Speeches:

After the nominations for Regional Director are closed, the Chair will invite the candidate(s) to speak briefly before the membership to tell them why they want to serve the region as its Regional Director.

After the nominations for Executive Committee are closed, the Chair will invite the candidate(s) to speak briefly before the membership to tell them why they want to serve the region on its Executive Committee.

Elections

The Election Committee will oversee the elections for the Regional Director and the Executive Committee by passing out, counting and reporting the ballot results to the membership: first the Regional Director, then the Executive Committee.

In the event there is no contested election, the Chair can call for a vote by acclamation.

Nominations for Executive Committee Leadership:

Executive Committee Leadership: After the Executive Committee is elected then the Chair will go through the nominating, speeches and election process again for the positions of Chair, Vice Chair and Secretary/Treasurer. (Please have the person who nominates and seconds the candidate state their name and jurisdiction for the record).

Nominations for Chair of the Executive Committee

The Chair will open the floor for nominations for candidates for the position of Chair. Candidates for Chair should receive a nomination and a second from a member of Region 6. After all the candidates for Chair have been nominated and seconded the Chair will close the nominations for the Chair.

Nominations for Vice Chair of the Executive Committee

The Chair will open the floor for nominations for candidates for the position of Vice Chair. Candidates for Vice Chair should receive a nomination and a second from a member of Region 6. After all the candidates for Vice Chair have been nominated and seconded the Chair will close the nominations for the Vice Chair.

Nominations for Secretary/Treasurer of the Executive Committee

The Chair will open the floor for nominations for candidates for the position of Secretary/Treasurer. Candidates for Secretary/Treasurer should receive a nomination and a second from a member of Region 6. After all the candidates for Secretary/Treasurer have been nominated and seconded the current Chair will close the nominations for the Secretary/Treasurer.

Nominee Speeches:

After the nominations for Chair, Vice Chair and Secretary/Treasurer are closed, the Chair will invite the candidate(s) for Chair to speak briefly before the membership to tell them why they want to serve the region as its Chair.

The Chair will then invite the candidate(s) for Vice Chair to speak briefly before the membership to tell them why they want to serve the region as its Vice Chair.

The Chair will then invite the candidate(s) for Secretary/Treasurer to speak briefly before the membership to tell them why they want to serve the region as its Secretary/Treasurer.

Elections

The Election Committee will oversee the elections for the Chair, Vice Chair and Secretary/Treasurer by passing out, counting and reporting the ballot results to the membership, first the Chair, then the Vice Chair and then the Secretary/Treasurer.

In the event there is no contested election, the Chair can call for a vote by acclamation.

This concludes the WCARB Election Process.

REGION 6 WCARB EXECUTIVE COMMITTEE GOVERNANCE STRUCTURE & ELECTION PROCESS:

The Executive Committee of the Western Region shall be composed of five voting members – a Chairperson, a Vice Chairperson, a Secretary/Treasurer and two members. The five voting Executive Committee members shall be elected by majority vote of Members present at an Annual Meeting of WCARB. The Regional Director and the WCARB Executive Director shall serve as ex officio nonvoting members of the Executive Committee.

Executive Committee members shall be elected for a term of two years, three members to be elected in even numbered years and two members in odd-numbered years, to assure management continuity. A nominee for the Executive Committee must be a current active member of the nominee’s respective Board. New Executive Committee Members shall assume office immediately following the adjournment of the next Annual Meeting of NCARB. A member of the Executive Committee who is no longer a member of their State Board may complete their elected term of service on the Executive Committee.

The Chair, Vice Chair, and Secretary/Treasurer shall be elected, by majority vote of Members present at the Annual Meeting of WCARB, from among the membership of the Executive Committee who will be in office immediately following the adjournment of the next Annual Meeting of NCARB. Their term of office will commence immediately following the next Annual Meeting of NCARB.

Any candidate running for the Executive Committee shall have the opportunity to address the membership. In the event of a tie in an election for a position on the Executive Committee, the candidate shall have the opportunity to readdress the membership, followed by another caucus of the membership. This process shall repeat until a winner is declared.

2025-2026 Current WCARB Region 6 Executive Committee:

Tian Feng (CA)– Regional Director, Region 6

Mike Kolejka (AZ)– Chair of Region 6 Executive Committee

Celestia Carson (UT)– Vice Chair of Region 6 Executive Committee

Sian Roberts (WA)– Secretary/Treasurer of Region 6 Executive Committee

Ray Vigil (NM)– Member of Region 6 Executive Committee

Scott Sayles (AZ)– Member of Region 6 Executive Committee

Gina Spaulding (NV)– Executive Director, Ex Officio Member of Executive Committee



San Francisco Bay Area Rapid Transit District
2150 Webster Street, Oakland, CA 94612

February 15, 2026



Tian Feng, FAIA, FCSI
Candidate for Region 6 Director

Dear Member Board Members of WCARB,

I ask for your support in my candidacy to continue serving as your Region 6 Director on NCARB Board for the second term. It has been my privilege to serve as your regional director since I was elected last year. Together we have made 2025 a good year for WCARB and its members. Through involvement with WCARB for more than 10 years, I have gained broad and deep insights in understanding the concerns of member boards and member board members throughout the organization. During this time, I have also advocated at the NCARB national board for addressing critical concerns from our member boards. If reelected, I will leverage my experience as Region 6 Director to work more effectively on addressing issues concerning our region and your board. I have gained more insights on the processes for addressing regional initiatives at national level while maintaining objectivity as a national board member during my first term the past year.

I want to take this opportunity to summarize my architectural practices and experience for those of you yet to know me. In addition to being a public architect providing facilities standards, creating public spaces, and managing infrastructural resilience for a transportation agency, my career also encompassed teaching, research, urban design, and construction management:

- Executive public architect, 2001-present
- Forensic architect and expert witness, 1997-2001
- Transportation and industrial facility architect, 1994-1997
- Urban design, building design, and construction management, 1988-1994
- Teaching and research in universities, 1983-1988

I would like to hear from you about your board's needs and your expectations for my role as your regional director if I am reelected to serve the second term. I will reach out to you in coming weeks to discuss your thoughts and concerns about NCARB. Meanwhile, I look forward to seeing you at the Regional Summit next month in Oklahoma City.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tian Feng".

Tian Feng, FAIA, FCSI

District Architect

San Francisco Bay Area Rapid Transit District

Mobile (510) 468-6297

tfeng@bart.gov

SUMMARY OF MY SERVICES TO ARCHITECTURAL PROFESSION

California Architects Board, 2014-Present

President, 2020, 2021, and 2022

Vice President, 2018 and 2019

Secretary, 2016 and 2017

Liaison to Landscape Architecture Technical Committee, 2015-2021, 2025-Present

WCARB (NCARB Region 6)

Chair, Executive Committee, 2024-2025

Vice Chair, Executive Committee, 2023-2024

Member, Executive Committee, 2021-2023

National Council of Architectural Registration Boards (NCARB)

Region 6 Director, 2025-present

Regional Leadership Committee, 2023-2024

Policy Advisory Committee, 2023-2024

DEI (Diversity, Equity & Inclusion) Committee, 2022-2023

Futures Collaboratives, 2021-2022

Education Committee, 2020-2021

Certification Alternative Review Team, 2018-2021

ARE4.0 Sunset Review Committee, 2019-2020

AXP Portfolio Audit Team, 2019-2021

NCARB ARE 5.0 Cut Score Committee Member, 2017-2018

Broadly Experienced Architect & Broadly Experienced Foreign Architect Committee, 2015-2017

National Architectural Accreditation Board (NAAB)

Board Director (nominated by NCARB), 2022-2025

Governance Committee, 2023-2024

International Committee, 2022-2024

Assessment & Evaluation Committee, 2022-present

Accreditation Visiting Team, 2017-2022

American Institute of Architects (AIA)

Member and co-chair, AIA Resilient & Adaptation Design Advisory Group, 2022-present

Founding Co-chair, Resilient Design Committee, AIA California, 2021-2023

Steering Committee Member of COTE, AIA California, 2020-2023

Selected Community Services

Advisory Board member, Architecture Department, Diablo Valley College, 2019-Present

Advisory Committee member for architecture, Metropolitan Transportation Commission, 2004-2007

Pro bono Architect of Record for 2 low-income homes in Contra Costa County, Habitat For Humanity, 1998-1999

Education

Master of Building Science, School of Architecture, University of Southern California (USC), 1988

Certificate in Programming & Data Processing, School of Engineering, USC, 1988

Bachelor of Architectural Engineering, Tongji University, Shanghai, 1983

Honors & Awards

Fellow of American Institute of Architects, inducted in 2008

Fellow of Construction Specifications Institute, inducted in 2005

President's Medal for Distinguished Service, NCARB, 2022

Presidential Citation for Visionary Impact to the Architectural Profession, AIA California, 2022

San Francisco Bay Area Rapid Transit District



January 27, 2026

Members of WCARB,

I am writing to respectfully submit my interest in serving as Chair of WCARB. It has been a privilege to work alongside many of you over the years, and I am grateful for the opportunity to contribute to the Western Region through service, collaboration, and leadership in support of our shared responsibility to protect the public health, safety, and welfare.

My professional career spans more than 36 years in the practice of architecture, with a focus on public facilities that serve communities throughout New Mexico and the Southwest. As President and Principal Owner of Vigil & Associates Architectural Group, I am responsible for the day-to-day operations and long-term direction of a multi-office firm delivering complex educational, public safety, healthcare, and civic projects. Leading a diverse team of architects and professionals has reinforced the importance of accountability, transparency, mentorship, and thoughtful decision-making—principles that directly align with the mission of NCARB and WCARB.

Equally important to my professional practice has been my long-standing commitment to public service and licensure governance. I have had the honor of serving in multiple leadership roles with the New Mexico Board of Examiners for Architects, including Board Chair, Vice-Chair, Secretary-Treasurer, and Chair of the Enforcement Subcommittee. These roles have strengthened my understanding of regulatory responsibilities, enforcement, rulemaking, and the balance required to support licensees while maintaining rigorous standards that protect the public.

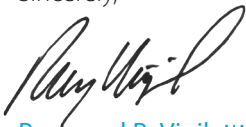
At the national level, my service with NCARB—including work on the Examination Committee, ARE 5.0 Item Development and Forms Assembly, Business Continuity Exam workgroups, and DEI initiatives—has provided valuable insight into the complexities of examination development, candidate experience, and interjurisdictional collaboration. As a current member of the WCARB Executive Committee, I have seen firsthand the value Region 6 provides in fostering communication among jurisdictions, sharing best practices, and creating a forum for thoughtful discussion on emerging issues affecting our profession.

If entrusted with the role of Chair, my goal would be to strengthen WCARB's role as a collaborative, inclusive, and forward-thinking region—one that supports its member boards, contributes meaningfully to NCARB's national initiatives, and remains focused on licensure pathways that are fair, rigorous, and responsive to the evolving profession. I believe Region 6 is uniquely positioned to lead on issues such as exam development, candidate support, jurisdictional consistency, and innovation in regulatory practice, given the diversity and scale of our region.

I approach leadership with a collaborative mindset, an appreciation for diverse perspectives, and a commitment to listening first. I value consensus-building, clear communication, and thoughtful stewardship of our collective responsibilities. It would be an honor to serve WCARB in this capacity and to continue working alongside dedicated colleagues who share a commitment to the profession and the public we serve.

Thank you for your consideration and for your continued service to NCARB Region 6.

Sincerely,



Raymond R. Vigil, AIA, CSI, LEED AP

President & Principal Owner
Vigil & Associates Architectural Group, P.C.
e: ray@va-architects.com
o: 505.890.5030
c: 505.205.3135

Raymond Vigil

AIA, CSI, LEED AP

Vigil & Associates, President and Principal Owner



Raymond Vigil is President and Principal Owner of Vigil & Associates Architectural Group, bringing more than 36 years of experience delivering architectural excellence in public facilities throughout New Mexico and the Southwest. He provides responsible charge and executive oversight for all firm operations and projects, guiding design, documentation, and multidisciplinary coordination from concept through construction. Ray's portfolio spans higher education, K-12 schools, public safety, healthcare, and complex renovation and new construction projects. A respected leader in the profession, he is deeply committed to public service and licensure standards through long-standing leadership roles with NCARB, NCARB Region 6 (WCARB), and the New Mexico Board of Examiners for Architects. His collaborative, client-focused approach emphasizes clear communication, stewardship of public resources, and design solutions that enhance community well-being.

e: ray@va-architects.com

o: 505.890.5030

c: 505.205.3135

Relevant Employment

- **Vigil & Associates Architectural Group, P.C.**
President & Principal Owner
Apr 2008 - current
- **ASA Architects Studio**
Vice-President & Partner
May 1998 - Apr 2008

Licenses & Certifications

- Registered Professional Architect: NM #004027, AZ #31752, TX #16548, CO #305624
- United States Green Building Council (USGBC)
LEED v2 Accredited

Professional Affiliations

- Member | American Institute of Architects (AIA)
- Member | Construction Specifications Institute (CSI)
- Member | Association for Learning Environments (A4LE)

Education

- Undergraduate Studies, New Mexico State University, Las Cruces, NM
- Associates Degree, National Education Center, Phoenix, AZ

Public Service

NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB)

- Examination Committee | NCARB (2025-2026)
- DEI Subcommittee | NCARB (2024-2025)
- ARE 5.0 Forms Assembly Subcommittee | NCARB (2023)
- ARE 5.0 Item Development Subcommittee | NCARB (2022)
- Business Continuity Exam (BCE) Workgroup | NCARB (2020-2021)
- Volunteered to ARE 5.0 Item Dev. Subcommittee | NCARB (2018-2019)
- ARE Forms Assembly Task Force | NCARB (2017)
- ARE 5.0 Item Development Subcommittee | NCARB (2014-2016)
- ARE Multiple-Choice Subcommittee | NCARB (2013)

NEW MEXICO BOARD OF EXAMINERS FOR ARCHITECTS (NMBEA)

- Board Chair | NMBEA (2025-2026)
- Chair, Enforcement Subcommittee | NMBEA (2025-2026)
- Board Chair | NMBEA (2023-2025)
- Secretary - Treasurer | NMBEA (2022)
- Architect Member | NMBEA (2019-2021)
- Board Chair | NMBEA (2016-2018)
- Board Vice-Chair | NMBEA (2015)
- Secretary - Treasurer | NMBEA (2014)
- Architect Member | NMBEA (2012-2013)
- Rules and Regulations Committee | NMBEA (various multiple years)
- Finance and Operations Committee | NMBEA (various multiple years)
- Chair, Joint Practice Act Committee | NMBEA (various multiple years)

NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS - REGION 6 (WCARB)

- Executive Committee Member | WCARB (2025 - current)
- Attended Annual Regional meetings | WCARB (over 10 years)

CIVIC AND COMMUNITY SERVICE

- Architect Member | Technical Advisory Committee (TAC) for New Mexico Construction Industries Division (2011 - current)
- Member, Small Business Advisory Task Force | State of New Mexico (2011)
- Grand Knight | Knights of Columbus Council (2007-2011)
- Member | Hispano Chamber of Commerce (2008-current)
- Member, Project Development Advisory Group | New Mexico Public School Facilities Authority (PSFA) (2009-2011)
- Member, Fire Scoping Documents Advisory Group | PSFA (2005)
- Member, Design Guidelines Advisory Group | PSFA (2004)
- Member, Adequacy Standards Advisory Group | PSFA (Formerly DCU) (2003)

Firm Leadership & Growth

HISTORY OF VIGIL & ASSOCIATES

Founded in Albuquerque, New Mexico in 2001 by Raymond Vigil, Vigil & Associates was established with a clear focus on delivering architectural excellence in public facilities. The firm was incorporated as Vigil & Associates Architectural Group, P.C. in 2008 and has grown steadily under Ray's leadership, reflecting a long-standing commitment to quality, technical excellence, and client-focused service. As the firm's work expanded throughout New Mexico and the region, Vigil & Associates opened a second office in Las Cruces in 2015 to better serve Southern New Mexico and the El Paso, Texas area, while continuing to deliver projects across New Mexico and into Arizona through its Albuquerque headquarters.

Today, Vigil & Associates is a multi-office practice of talented professionals, including registered architects, project managers, designers, intern architects, and support staff, delivering complex projects efficiently and effectively. Under Ray's direction, the firm specializes in higher education, K-12 schools, public safety, healthcare, and complex renovation and new construction projects throughout New Mexico and the Southwest, including work in Arizona and Texas. Ray has guided the firm's growth through a philosophy centered on social responsibility, sustainable and LEED-informed design, and a collaborative, integrated approach that strengthens communities and enhances the quality of life through the built environment.

Design Awards

SELECT AWARDS

- NAIOP New Mexico, Eagle Award of Excellence | Bernalillo County, Fire Station 66 (2025)
- The Associated General Contractors of America, Best Buildings Award | Pueblo of Sandia, Fire EMS Station (2025)
- Albuquerque Fire Rescue, Excellence in the Planning and Design, Exemplary Service to our Community Award | City of Albuquerque, Fire Station 9, (2020)
- The Associated General Contractors of America & ABQ Journal, Grand Prize & Best Buildings Award | Children's Cancer Fund, Erin's Place (2018)
- AIA Albuquerque, Honor Award in Interior Architecture | University of New Mexico, La Posada Dining Hall Renovation (2017)
- The Associated General Contractors of America & ABQ Journal, Best Buildings Award | University of New Mexico, Chemistry Building Reibsomer Hall Renovation (2017)
- AIA Albuquerque, Citation Award in General Design | Belen Consolidated Schools, Belen Family School (2016)
- The National School Boards Association and Stratton Publishing & Marketing, Outstanding Project - Learning By Design | Albuquerque Public Schools, Atrisco Elementary School Kindergarten (2010)
- American School & University, Outstanding Design | Chama Valley Independent Schools, Escalante Mid-High School (2009)

Notable Projects

SELECT PROJECTS

- University of New Mexico, College of Pharmacy Renovation, Albuquerque, NM (Est 2026)
- New Mexico Facilities Management Division, State Fire Marshal's Office Fire Training Academy & Memorial, Santa Fe, NM (Est 2026)
- Central New Mexico Community College, Ted Chavez Trades & Technologies Center, Albuquerque, NM (2025)
- Rio Rancho Public Schools, Skilled Trades and Technology Center, Rio Rancho, NM (2025)
- City of Albuquerque, Southwest Safety Center, Albuquerque, NM (2025)
- Bernalillo County, Fire Station 66, Albuquerque, NM (2025)
- Las Cruces Public Schools, Columbia Elementary School, Las Cruces, NM (2025)
- City of Albuquerque, Fire Station 12, Albuquerque, NM (2025)
- Pueblo of Sandia, Fire EMS Station, Sandia Pueblo, NM (2024)
- Cibola County, Public Safety Complex, Grants, NM (2023)
- Santa Fe Public Schools, Santa Fe High School Commons Building, Santa Fe, NM (2023)
- El Paso Independent School District, Coach Archie Duran Elementary School, El Paso, TX (2022)
- State of New Mexico Facilities Management Division, Meadows Long Term Care Facility, Las Vegas, NM (2021)
- New Mexico Army National Guard, Las Cruces Readiness Center, Las Cruces, NM (2020)
- University of New Mexico, Chemistry Building Reibsomer Hall Renovation, Albuquerque, NM (2020)
- Santa Fe Public Schools, Santa Fe High School Administration Building, Santa Fe, NM (2020)
- University of New Mexico, La Posada Dining Hall, Albuquerque, NM (2018)
- University of New Mexico Hospital, Operating Room F Renovation, Albuquerque, NM (2018)
- Children's Cancer Fund, Erin's Place, Albuquerque, NM (2017)
- Bernalillo County, James McGrane Safety Complex, Tijeras, NM (2011)
- Window Rock Unified School District, Tséhootsooí Elementary School, Fort Defiance, AZ (2009)
- Window Rock Unified School District, Tséhootsooí Middle School, Fort Defiance, AZ (2008)
- Government of Island, Saba Community School, Netherlands Antilles (2008)

"The Maltese Cross—long recognized as a symbol of honor and sacrifice in the fire service—was interpreted as a three-dimensional memorial garden planter, overlaid with the State of New Mexico Zia symbol and prominently placed at the entrance of the DHSEM State Fire Marshal Office Fire Fighter Training Academy & Memorial project, serving as a lasting tribute to firefighters' service and sacrifice."



COFFEE POLK

AIA, NCARB, LEED AP


ARCHITECT

DESIGNER

BOARD MEMBER

Nevada State Board of Architecture, Interior Design, and Residential Design

CONTACT

 702.946.5361 office

 818.802.6287 cell

 ecobabe9.cp@gmail.com

 cpolk@cunningham.com

Hey, WestCARB!

Since I'm terming off on the NCARB Board, I'm now officially on the Nevada Board, AND I heard there was a call for not one but THREE new folks for the WCARB Executive Committee, consider me interested in continuing my service to the licensure profession through Region 6 leadership. I bring to the table:

- 7 years volunteer experience with NCARB, 2 Years as At-Large Director on NCARB BOD
- A deep interest in and enthusiasm for the process of licensure and regulation
- A varied network throughout the 55 jurisdictions through NCARB affiliation and project work
- Sometimes treats
- Lots of questions, open-mindedness, thoughtful considerations, and earnest conversation
- An aptitude to find, identify, and solve systemic or project-specific potholes and roadblocks

It's truly rewarding to be able to give back to the community through strengthening the value, perception, and reputation of architectural licensure, and I would be honored to expand that experience as part of Region 6's Executive Committee. There are a lot of great people in and coming up through Region 6, and it is my hope that I can inspire more folks to consider jurisdictional board service and NCARB volunteering as part of their professional and personal growth.

My resume is attached for your review and consideration. Feedback is welcome.

I will be at Regional Summit, but if you have questions in the meantime, don't hesitate to reach out. Text my cell (please identify yourself when you do!) or email me at cpolk@cunningham.com for the timeliest response.

Cheers,

Coffee

COFFEE POLK

AIA, NCARB, LEED AP

ARCHITECT, licensed in NV

DESIGNER

BOARD MEMBER

Nevada State Board of Architecture, Interior Design, and Residential Design

PROFILE

Coffee has been working in special effects, construction, and architecture for over 20 years, specializing in themed environments and resort hospitality. Currently a Project Architect, Regenerative Design Lead, and Senior Associate at Cuningham's Las Vegas office, she enjoys the challenge of leading fast track complex projects and dealing with fiddly consultant coordination. Yeah, she's a nerd, and maybe sometimes too enthusiastic about cement plaster, egress, UL Listings, door hardware, and architectural licensure, but she's okay with that. She wouldn't have it any other way.

EXPERIENCE

Cuningham

2007-PRESENT

LAS VEGAS, NV

Senior Associate

Senior Project Architect

Regenerative Design Leader

Specialization in Resort Hospitality, Destination, and Theme Park/ Themed Environment design, including Las Vegas Strip properties, work for Disney and Universal, and Epic Systems. Leads teams of 2 to 20+, under tight schedules and budgets, through complex project design, documentation, and construction administration. Works with other office locations/ market groups to establish, maintain, and continually improve regenerative design best practices, documentation standards, tracking metrics, and integration processes for the firm. Supervises staff and peer colleagues for professional growth and technical proficiency. Firm AXP and NCARB Licensing Advisor.

NCARB Volunteer

2019-PRESENT

Re-Think Tank, FY 2018

Item Writing Committee, P&A, FY 2019-2022

Examination Committee, FY 2022-2024

Governance Task Force/ Work Group, F2024

Exam Committee Chair, FY 2024

NCARB Board of Directors, At-Large Director, FY 2025, FY 2026

Pre-Architecture Life

CIRCA 1995-2003

Special FX technician, prop/ model builder, coordinator for film and television productions.

CONTACT

☎ 702.946.5361 office

📞 818.802.6287 cell

✉ ecobabe9.cp@gmail.com

✉ cpolk@cuningham.com

SKILLS

- Creative problem solving
- Research
- Adaptive thinking
- Systems organization
- Team coordination
- Communication/ Documentation
- Holistic design solutions
- Staff/ Peer mentorship

AWARDS, ORGANIZATIONS, & EDUCATION

2023 NV AIA WIA Women Building Nevada Community Builder Award

2025 NV AIA WIA Symposium Committee

2026 NV AIA WIA Committee

SCI-Arc

2003-2006

Master's of Architecture (M. Arch II)

Ithaca College

Bachelor of Fine Arts, Film, Photography, & Visual Arts

**WCARB Region 6
Letter of Candidate Interest
Regional Executive Committee
16 February 2026**

Fellow WCARB Member Boards,

I would like to submit my name for consideration as a candidate to fill one of the upcoming openings on the Region 6 Executive Committee. As a fresh new Member Board Member last year, I threw my hat in this ring with all of the best “volunteer” intentions but not yet aware of the formal nature of this elections process. Last year was a great introduction, and I appreciate how welcoming and respectful my fellow WCARB members have been. I met many of you last year at the Regional Summit and Annual Business Meeting and look forward to reconnecting in person again in March.

Although I had been involved with NCARB for many years as a Licensing Advisor, this past year was my first as a Member Board Member. I have spent the year volunteering on the NCARB Future Pathways R&D Task Force and look forward to seeing the rollout of that initiative in the years ahead. As the Task Force will be ending at the close of this fiscal year, those of us serving on the Task Force are hoping to redistribute through other NCARB volunteer committees to help carry the task force work forward into the refinement and implementation stages. As such, my schedule will be opening up for other volunteer opportunities with NCARB and I would love to take this opportunity to give some of my available time back to our region - especially as our jurisdictions consider regulatory changes in the coming years to align with the Pathways to Practice rollout.

It will be wonderful to see you all again in Oklahoma City to discuss this more!

Warm Regards,

A handwritten signature in black ink, appearing to read "Courtney Haddick". The signature is fluid and cursive, with a large initial 'C' and 'H'.

Courtney Haddick, AIA, NCARB
Member Board Member, Utah

COURTNEY HADDICK

AIA, NCARB, LEED GA



SUMMARY

Having received the 2023 AIA UTAH Young Architect Award for significant contribution to the profession, and the 2025 WIA SLC Leader of the Year Award for her leadership and advancement of women in the profession, Courtney is an Architect and Risk Manager with FFKR Architects, with over ten years of experience throughout the United States and United Kingdom. Courtney is the youngest member of the national AIA Contract Documents Committee and is a passionate provider of continuing education.

EDUCATION

Bachelor of Architecture

University of Notre Dame
2010 - 2015

Candidate*, Master of Science, Sustainable Urban Development

University of Oxford
2015 - 2018 (Withdrawn)

Fundamentals of Arctic Engineering

University of Alaska, Anchorage
2023

NCARB

RECORD HOLDER, 2017-PRESENT
LICENSING ADVISOR, 2017-2024

CERTIFICATION

LEED Green Associate, USGBC
Leadership in Energy & Environmental Design

LICENSED ARCHITECT

UTAH, 2017
IDAHO, 2019
ALASKA, 2023
SOUTH CAROLINA, 2023
NORTH CAROLINA, 2024
GEORGIA, 2024
TEXAS, 2024
WASHINGTON, 2024
ARIZONA, 2024
CALIFORNIA, 2025
OKLAHOMA, 2025
CONNECTICUT, 2025
COLORADO, 2025

WORK EXPERIENCE

SENIOR ASSOCIATE | CONTRACT & RISK MANAGER

FFKR Architects / Salt Lake City, UT / April 2017 - Jan 2024

In a new role with a beloved previous employer, Courtney will be supporting firm executive leadership directly with a focus on contract coordination and firmwide risk management. Priorities will include liaising with legal counsel and insurance representatives in the event of project professional liability claims and contract reviews, supporting project teams through contract negotiations and management, and developing firmwide best practices and protocols pertaining to professional services agreements, document quality management, and risk mitigation.

VICE PRESIDENT | PROJECT MANAGER

HKS, Inc. / Salt Lake City, UT / Aug 2024 - Jan 2025

With a specialty in religious and cultural buildings, co-led the Salt Lake City team in delivering multiple LDS Temple projects along the Pacific Coast and in Mexico, with a focus on supporting projects navigating complex environmental and land use regulations.

SENIOR ARCHITECT | FRANCHISE BRAND DEVELOPMENT

The Stena Group / Salt Lake City, UT / Jan 2024 - Aug 2024

Developed and managed brand standards and franchise rollout for multiple food and beverage brands nationwide, including design and construction oversight of small commercial projects throughout the country.

SENIOR ASSOCIATE | ARCHITECT

FFKR Architects / Salt Lake City, UT / April 2017 - Jan 2024

Progressing from intern architect to key studio leader, lead large, multi-disciplinary teams through the successful delivery of highly complex projects, from design phases through construction completion. Notable projects primarily included multiple new temple buildings for the Church of Jesus Christ of Latter-Day Saints and two large hospitality casino projects for two different Native American tribes.

ARCHITECTURAL INTERN | CONCEPT DESIGNER

Walt Disney Imagineering / Glendale, CA / May 2015 - May 2016*

Conceptualizing various buildings within the portfolio, supported a team of architects designing the Fantasyland Expansion of Tokyo Disneyland as the designated 3D-modeling and visualization specialist for the team.

ARCHITECTURAL ASSISTANT, PART II

ADAM Architecture / Winchester, United Kingdom / Sept 2015 - Nov 2015*

As an architectural intern and BIM specialist, collaborated with a team of architects on the design of new residences and the renovation of historic British buildings.

STUDENT VIDEOGRAPHER

Notre Dame Athletic Department / Notre Dame, IN / Aug 2010 - Apr 2014

Filmed and edited for all football practices, games, and training camps throughout the football season and off-seasons, for use by athletic coaching staff. Filmed all football home games and select home games for men's and women's basketball and hockey programs.

COMMUNITY VOLUNTEERING

ARCHITECTURE STUDIO GUEST JUROR / CRITIC

University of Notre Dame
Utah Valley University
University of Utah

BOARD MEMBER

NOTRE DAME ALUMNI: UTAH
Young Alumni Coordinator

ELEMENTARY GIRLS' RUNNING COACH

GIRLS ON THE RUN
Salt Lake City, UT

PROFESSIONAL DEVELOPMENT

BUILDING RESTORATION SUMMER WORKSHOP

INTBAU, UNESCO Sites
2014, Transylvania

EDINBURGH ARCHITECTURAL DRAWING TOUR

ICAA
2022, Scotland

PORTUGUESE NATURAL STONE DESIGN WORKSHOP

ANIET
2023, Portugal

REFERENCES

TARA MEYERS, FAIA
RISK MANAGER / PRINCIPAL
ESa
+1 615.329.9445
TaraM@esarch.com

DAVID HANDERSON, AIA
ARCHITECT / PRINCIPAL
HKS, Inc.
+1 801.608.4007
DHenderson@hksinc.com

MICHAEL LEISHMAN, AIA
PRESIDENT, SENIOR PRINCIPAL
FFKR Architects
+1 801.910.9320
MLeishman@ffkr.com

INDUSTRY SERVICE & APPOINTMENTS

MANAGING MEMBER | AIA DOCUMENTS COMMITTEE

AIA NATIONAL / 10-Year Appointment, Jan 2022 - Present / TASK GROUP CHAIR

MEMBER | AIA GOVERNMENT AFFAIRS COMMITTEE

AIA UTAH / Jan 2025 - Present / UTAH 2025 AND 2026 LEGISLATIVE SESSIONS

MEMBER | ARCHITECT & LANDSCAPE ARCHITECT LICENSING BOARD

UTAH DIVISION OF PROFESSIONAL LICENSING / Oct 2024 - Present

MEMBER | LICENSURE PROCESS R&D TASK FORCE

NATIONAL COUNCIL OF ARCHITECT REGISTRATION BOARDS / 2025 - 2026

SPONSORED ACADEMIC RESEARCH

FRANK MONTANA ROME SCHOLARSHIP

ROME, ITALY

University of Notre Dame School of Architecture: Rome Studies Program

CONFERENCE TRAVEL GRANT

LONDON, UK

University of Notre Dame Center for Undergraduate Scholarly Engagement

FAGAN THESIS RESEARCH GRANT

PARK CITY, UT

University of Notre Dame School of Architecture, Faculty & Dean Selection

MOUNTAIN TOWNS OF THE SWISS ALPS

SWITZERLAND

Independent Academic Research Grant, Nanovic Institute for European Studies

ROME IN THE EYES OF GIUSEPPE VALADIER

ROME, ITALY (*Italian National Archives*)

Faculty Sponsored Archival Research Grant, Nanovic Institute for European Studies

VALADIER: BETWEEN TWO CAPITALS

PARIS, FRANCE (*French National Archives*)

Faculty Sponsored Archival Research Grant, Nanovic Institute for European Studies

HONORS & AWARDS

JANE JACOBS AWARD

UNIVERSITY OF NOTRE DAME, 2015

CHRISTOPHER H BROWNE SCHOLAR

ICAA, 2022

AIA YOUNG ARCHITECT AWARD

AIA UTAH, 2023

LEADER OF THE YEAR AWARD

WOMEN IN ARCHITECTURE SLC, 2025

SPEAKING ENGAGEMENTS

PROFESSIONAL PRACTICE: THE IMPORTANCE OF UNDERSTANDING RISK

Jan 2026, University of Utah School of Architecture Guest Lecturer

CURRENT & FUTURE PATHWAYS: ARCHITECT LICENSING IN THE STATE OF UTAH

Dec 2025, AIA UTAH / NCARB Presentation, AIA LU

NO CHOICE BUT BOLD: SPEAKING UP, SHAPING PRACTICE

Nov 2025, AIA NATIONAL WOMEN'S LEADERSHIP SUMMIT, Seaker, AIA LU

ARCHITECTS & ADVOCACY: PANEL WITH AIA UTAH GOV. AFFAIRS & LOBBYISTS

SEPT 2025, AIA UTAH ANNUAL CONFERENCE Presenter, AIA HSW

DESIGNING WITH STONE: CASE STUDY OF THE OREM LDS TEMPLE

Nov 2023, DESIGNING WITH STONE CONFERENCE Presenter: AIA HSW

BREAKING BARRIERS: WOMEN IN CONSTRUCTION

Jan 2023, Webinar Series, Episode Feat. Female Leaders of the AIA Docs Committee

CONTRACTS 101: CONSTRUCTION CONTRACT BASICS & RISK MANAGEMENT ESSENTIALS

Jan 2023, Continuing Education Presenter

UNDERSTANDING THE BENEFITS OF UTILIZING BIM & MANAGING RISK

Sept 2022, AIA UTAH ANNUAL CONFERENCE Presenter, AIA HSW

TRADITIONAL DESIGN IN A MODERN WORLD: APPLICABILITY OF CLASSICAL DESIGN PROCESSES

Sept 2020, Utah Valley University Guest Lecturer

STEPS TO ARCHITECTURAL LICENSURE: AXP AND ARE INTRODUCTION

Feb 2020, NCARB LICENSING ADVISOR PRESENTATION



CATHY GOGUE
Tel: (671) 777.2281
email: cathy.gogue@gmail.com

February 13, 2026

Håfa Adai Member Board Members of WCARB,

I am writing to express my strong interest in one of the positions on the WCARB Executive Committee. While not an Architect, as a public member—my experience, perspective, and demonstrated commitment to NCARB’s mission has positioned me to contribute meaningfully and effectively at the regional level.

Since joining NCARB, I have had the privilege of serving on its **Professional Conduct Committee**, the **Diversity, Equity, and Inclusion (DEI) Committee**, and I am currently a member of the **Experience Committee**, where my focus has been on strengthening pathways to licensure and supporting initiatives that increase access, mobility, and clarity within the professional journey. Through these roles, I have gained valuable insight into the regulatory framework, ethical standards, and experiential requirements that shape architectural licensure nationwide. My service has reinforced my commitment to ensuring that this respected profession remains rigorous, equitable, and responsive to the evolving needs of candidates and jurisdictions alike.

In addition, I serve as a public member of the Guam Board of Professional Engineers, Architects, and Land Surveyors (PEALS). This role has deepened my understanding of public protection, statutory authority, and the responsibility boards carry in maintaining professional integrity while fostering opportunity. Serving on both NCARB committees and a territorial licensing board has strengthened my governance experience and sharpened my ability to engage in thoughtful, policy-driven discussions that balance professional standards with practical realities.

Guam brings a distinct and valuable perspective to the Western Region. As a U.S. territory located in the Western Pacific, our jurisdiction operates at the intersection of federal standards, regional collaboration, and international proximity. We face unique workforce challenges, geographic isolation, and licensure mobility considerations that differ from mainland jurisdictions. At the same time, the professionals from our jurisdiction contribute to national and global projects, particularly in defense, infrastructure, and resilience planning. Representation from islands, more specifically Guam, ensures that the Western Region fully reflects the diversity of its jurisdictions and that regional decision-making considers the needs of both continental and Pacific members.

I am prepared to bring a collaborative yet decisive leadership approach to the WCARB Board. I believe in advancing policies that uphold public trust, support licensure attainment, and help strengthen the profession across all jurisdictions. I would welcome the opportunity to serve and to continue contributing to NCARB’s strategic direction in a greater capacity.

Thank you for your kind consideration and I look forward to the opportunity of serving on the WCARB Executive Committee.

Senseramente,
Cathy
CATHY GOGUE
Guam Board Member

Attachment

CATHY GOGUE

EDUCATION

Master of Business Administration, University of Guam

Bachelor of Arts, Business Communications, University of Hawai'i at Mānoa

PUBLIC SERVICE & GOVERNANCE PROFILE

Public servant and executive leader with more than 36 years of service with the Government of Guam, complemented by continued leadership in federally chartered and professional regulatory organizations. Extensive experience supporting public protection, licensure governance, statutory compliance, and board decision-making across legal, educational, broadcasting, and professional regulation environments. Brings a public-interest perspective shaped by decades of service within territorial government and ongoing service on national and regional boards and committees.

ARCHITECTURAL REGULATION & PUBLIC PROTECTION EXPERIENCE

Guam Board of Professional Engineers, Architects, and Land Surveyors (PEALS) | Public Member 2020–Present

- Serve in a statutory public-interest role on Guam's architectural registration board, participating in licensure oversight, regulatory deliberations, and matters affecting public health, safety, and welfare.
- Provide governance input on professional standards, ethical obligations, and jurisdictional compliance for architects, engineers, and land surveyors.
- Represent Guam's licensing perspective within regional and national architectural regulation discussions.

NCARB & WCARB Engagement and Service

- Since 2021, attended and represented the Guam Jurisdiction at multiple NCARB Annual Business Meetings, both in person and virtually, participating in policy discussions, voting processes, and jurisdictional coordination.
 - Attended and represented Guam at multiple WCARB regional sessions, supporting Western Region collaboration and information sharing.
 - **Experience Committee** (Current Member) – Participate in policy review and discussion related to the Architectural Experience Program (AXP) and licensure pathways.
 - **Diversity, Equity, and Inclusion Committee** (Member: FY24/FY25) – Support examination of access and fairness within architectural licensure while maintaining regulatory rigor.
 - **Professional Conduct Committee** (Member: FY22/FY23) – Contribute to matters involving ethics, professional responsibility, and regulatory consistency.
-

PUBLIC-SECTOR EXECUTIVE LEADERSHIP

Employer Support of the Guard and Reserve (ESGR) | State Chair, Guam & CNMI 2023–Present

- Provide leadership for a Department of Defense–chartered program supporting Service Members and civilian employers.
- Oversee governance, compliance, and volunteer operations across two jurisdictions.
- Advise senior military and civilian leaders on policy implementation and workforce considerations under USERRA.

Public Defender Service Corporation (PDSC) | Administrative Director 2015–2024

- Senior executive for a statutory public agency providing constitutionally mandated legal services.
- Advised governing board and Legislature on policy, fiscal oversight, and operational compliance.
- Managed multimillion-dollar budgets and organizational risk within a highly regulated public environment.

PBS Guam (KGTF-TV) | General Manager 2009–2014

- Executive responsibility for a federally licensed public broadcasting entity.
- Ensured FCC compliance and supported board governance and public accountability.

Department of Chamorro Affairs | Vice President 2008–2009

- Oversaw multiple public institutions and cultural entities serving the community.
- Supported policy implementation, fiscal accountability, and public engagement.

KASHEICA MCKINNEY

msklmckinney@gmail.com

California State Bar No. 289284

(415) 596-7257

Strategic and collaborative public sector leader with 15+ years of experience shaping large-scale real estate, planning, and transit-oriented development initiatives. Known for turning complex policy goals into implementable programs that deliver housing, open and commercial space, economic opportunity, and climate resilience. Trusted advisor to executive leadership and Boards, with deep expertise in negotiation, market trends, finance, and interagency coordination. Recognized for developing strong teams, fostering partnerships, and leading transformative projects across one of the nation's most complex urban regions.

WORK EXPERIENCE

Director of Transit Oriented Development
Bay Area Rapid Transit – Oakland, CA

August 2024 – Present

Lead BART's Transit-Oriented Development (TOD) Program—one of the largest public land development initiatives in California—overseeing staff and managing the planning, negotiation, and implementation of mixed-use developments on BART-owned land. Advance BART's goals to promote sustainable growth, increase ridership, generate long-term revenue, and foster community benefits around station areas.

Key Accomplishments:

- Manage partnerships with municipalities, developers, and regional agencies to design and deliver high-quality, equitable transit-oriented communities that support regional housing and climate goals
- Collaborate with the BART Board of Directors to define performance targets, implement Board-adopted housing and financial framework policies, and align development priorities with the District's Strategic Plan and Climate Action goals
- Negotiate and execute complex real estate transactions and ground lease agreements, balancing financial feasibility, risk management, and public benefit
- Work extremely closely with BART's Office of the General Counsel to structure complex legal agreements, stabilize troubled assets, and ensure compliance with contractual and regulatory obligations
- Oversee asset management and compliance for all completed TOD projects, ensuring developers meet ongoing insurance, maintenance, and reporting obligations
- Coordinate closely with the Grants, Finance, and Office of Infrastructure Delivery (OID) teams to structure and fund infrastructure, utilities, and station access improvements required to support TOD implementation and the BART system
- Represent BART on national and regional panels and conferences to highlight BART's TOD leadership, policies, and community partnership model
- Present TOD project updates and policy initiatives to the BART Board of Directors
- Coordinate with the General Manager's Office to brief BART Board members in advance of key actions, ensuring clarity and informed decision-making on complex TOD policies and transactions
- Represent BART in interagency negotiations and public forums, building regional alignment on policies and infrastructure investments that advance transit-oriented, sustainable growth
- Foster staff growth and development by creating opportunities for team members to present their expertise in public forums, professional panels, and interagency meetings

Vice President of Community Development & Government Relations
Thomas James Homes – Redwood City, CA

June 2022 – December 2023

Managed all aspects of government affairs and led strategic initiatives and community development efforts in 20 Bay Area cities and counties (San Mateo County, Santa Clara County, Contra Costa County, San Jose). Successfully built partnerships, streamlined regulatory processes and policies, and implemented corporate strategies to drive efficiency and brand presence. Provided direct support to corporate General Counsel in various legal matters and reviewed legal documents and correspondence.

Key Accomplishments:

- Established and nurtured relationships with public officials, government agencies, and stakeholders to expand company reach and business presence into new territories, creating new business opportunities
- Strategized and executed streamlined design applications and construction permits, reducing cycle times by up to 100 days

- Founded and launched “Women in Leadership”, a companywide employee resource group, to increase gender diversity in management roles
- Managed corporate philanthropic initiatives, overseeing charitable donations allocation and distribution
- Developed and managed an internal publication to disseminate information on company policies, sales, and acquisitions. Assisted in drafting corporate communications to effectively convey key messages to a wider audience
- Developed business and corporate strategies, policies, and plans and steward operational objectives

Project Executive - Hunters Point Shipyard & Candlestick Point

December 2014 – June 2022

Office of Community Investment & Infrastructure (SF Redevelopment Agency) – San Francisco, CA

Managed all phases of development of the Hunters Point Shipyard and Candlestick Point; a large multi-phase redevelopment project, including Environmental clean-up and Regulatory Compliance, Vertical Development (housing and commercial space), and \$85 Million Community Benefits Program. Managed license and lease agreements for Shipyard tenants including SF Police Department, artist community and commercial kitchen. Maintained relationships with policy makers, political figures and stakeholders, and shepherded transactional documents through the public approvals process. Managed design teams, including architects, engineers, developers, and contractors. Worked closely with federal and state agencies (Navy, EPA, DTSC, Water Board), local government offices and officials, and the SF City Attorney’s Office.

Key Accomplishments:

- Facilitated design review processes and ensured adherence to Master Development Agreements
- Managed the offsite Hunters Point Shipyard office, including administrative staff and annual budget. Served as Agency representative and coordinate public and community meetings
- Managed the Hunters Point Shipyard Citizens Advisory Committee, composed of mayoral appointees, facilitating effective engagement, consensus-building, and policy coordination on major redevelopment initiatives
- Coordinated and strategized crisis communications and responses, and presented sophisticated ideas in a clear, concise fashion to technical and non-technical audiences
- Implemented the Agency’s Small and Local Business Program, and negotiated and monitored MBE & WBE contracts
- Negotiated and implemented regulatory and contractual land use and real estate agreements

Contract & Procurement Compliance Officer

Oakland Housing Authority – Oakland, CA

Marin Housing Authority – San Rafael, CA

San Francisco Housing Authority – San Francisco, CA

May 2012 – December 2014

January 2011 – May 2012

September 2001 – August 2008

EDUCATION

UC Law San Francisco (UC Hastings College of the Law), San Francisco, CA

Juris Doctor

- Race & Poverty Law Journal Member
- Associated Students of University of Hastings (Student Governing Body)
- “Street Law” Instructor (Edwards Shands Education Center, Oakland, CA)

San Francisco State University, San Francisco, CA

Bachelor of Arts, Psychology – Summa Cum Laude

UC Berkeley Law – Executive Education, Berkeley, CA

General Counsel Certification, 2025

Construction Specifications Institute

Certified Construction Documents Technologist, 2023

AFFILIATIONS

- City of Oakland Budget Advisory Commission, Commissioner (2018 – 2022)
- Black Women Lawyers Association of Northern California, Member
- Charles Houston Bar Association, Member & Former Board Member
- National Bar Association, Member (National Bar Association Nation's "Top 40 Under 40 Attorneys")
- Women’s Housing Leadership Group RISE Graduate – Bay Area Building Industry Association (2023 – 2025 Cohort)
- Alpha Kappa Alpha Sorority, Inc., Member
- Silicon Valley Leadership Group, Responsible AI Working Group, (2022 - 2023)



NCARB

REGIONAL SUMMIT

Strategic Plan Update



WCARB STRATEGIC PLAN

The purpose of this Strategic Plan is to articulate the mission of WCARB so as to guide and assist the WCARB Executive Committee and its members in determining activities and priorities of the organization.

The Strategic Plan is organized around three GUIDING PRINCIPLES that are core to WCARB's mission: EDUCATE, COLLABORATE, INFLUENCE. Each principle is supported by several OBJECTIVES that break down the principle into more specific, achievable elements. ACTIONS that can be initiated to accomplish the Objectives are identified. Actions should be reviewed and updated by the WCARB Executive Committee each year, and are expected to vary with interests and available resources.

Western Council of Architectural Registration Boards (WCARB)

Approved by the Region on 3/6/2020

WCARB

The mission of the Western [Region] **Council of Architectural Registration Boards** shall be to collaborate as a conference of **NCARB** Member Boards to protect the public's health, safety, and welfare by participating in the development of effective regulations and exemplary standards for the practice of architecture.

GUIDING PRINCIPLES

3. EDUCATE

It is essential that WCARB Board Member & Executives stay abreast of contemporary regulatory and legal issues, expand individual knowledge related to all aspects of architectural practice so as to exemplify professional continuing education and life long learning.

OBJECTIVES:

- A: ~~{Create}~~ **Ensure WCARB has access to** quality education programs.
- B: ~~{Track and Influence}~~ **Share information on Regional Regulatory and** Legal Issues. C: Promote lifelong learning and service.

1. COLLABORATE

One of WCARB's greatest strengths is its multi-faceted diversity. Sharing information and best practices among 13 jurisdictions of the region benefits all boards and members, and **to better regulate** ~~{strengthens understanding of many unique aspects of culture, politics, ethnicity, gender, and}~~ architectural practice.

OBJECTIVES:

- A: Share Best Practices between ~~{States}~~ **WCARB jurisdictions.**
- B: Collaborate with other Regions **and NCARB.**
- C: Facilitat**e** ~~{ing}~~ **jurisdictional alignment for** Reciprocity.

2. INFLUENCE

WCARB is committed to being an actively involved region of NCARB for the purpose of promoting Practice of Architecture through the licensing of qualified individuals. Encouraging service on committees, growing leadership, and communicating important regional issues will ensure that the region's ~~{work}~~ **perspective** remains relevant and ~~{effective}~~ **impactful.**

OBJECTIVES:

- A) Encourage WCARB member service on WCARB & NCARB committees.
- B) Develop resolutions to improve WCARB and NCARB.
- C) Promote diversity at all levels.

1. COLLABORATE

OBJECTIVES

[ACTIONS] STRATEGIES

A. SHARE BEST PRACTICES BETWEEN MEMBERS.

- Analyze **Consider** the diversity of WCARB so as to better understand how to effectively collaborate among members.
- Encourage members to share issues as they develop into statutory and regulatory changes.
- ~~Serve as a trusted resource for intern development, licensing, registration data and regulatory information.~~ **Share best practices in support of licensure candidates.**
- ~~Keep the website up to date with key actions developed from the strategic plan.~~

- **Emphasize and celebrate the diversity of WCARB.**
- **Encourage dialogue during WCARB meetings to discuss potential statutory and regulatory changes.**
- **Maintain enforcement database of significant disciplinary actions.**
- **Assemble a WCARB task force when critical issues occur.**
- Invite members to share their practices that advance licensure.

B. COLLABORATE WITH OTHER REGIONS.

- Share WCARB issues with other region leadership.
- Learn about the issues of other regions and determine their impacts on WCARB.
- Increase communications and rapport among members of other regions so as to better participate in national issues.

- Assign WCARB members to serve as liaisons to other regions; liaisons provide **feedback to the Region.**
- **Look for opportunities during regional gatherings to encourage dialogue between Regions.**
- Invite regions to share their practices/ outreach efforts that encourage collaboration.

C. FACILITATE RECIPROCITY.

- Advocate for the elimination of impediments to reciprocity.
- Work with NCARB staff and Model Law Committee to identify efforts being made to facilitate reciprocity/comity.

- ~~Gather data from~~ **Encourage WCARB jurisdictions and NCARB to better understand the similarities and differences of licensing requirements.**
- Form a study group of WCARB members to identify impediments and propose solutions.

OBJECTIVES

[ACTIONS] STRATEGIES

A. ENCOURAGE WCARB MEMBER SERVICE ON WCARB & NCARB COMMITTEES.

- Increase the number of WCARB members on committees.
- Communicate committee opportunities to members in multiple ways.

- Engage WCARB leadership ~~with NCARB leadership~~ to identify opportunities for members on national committees.
- Have WCARB leadership identify members for NCARB committees and actively assist members with applications.
- Utilize the WCARB Executive ~~Nominations~~ Committee as recruiters for committee positions.

B. DEVELOP RESOLUTIONS TO IMPROVE WCARB & NCARB.

- Understand and articulate the concerns of WCARB members that should be addressed through resolutions.
- Actively participate in NCARB Policy Advisory Committee.

- **As needed**, form a study group of WCARB members to identify resolution needs; ~~report~~ **provide feedback** to WCARB Executive Committee.
- Recruit WCARB members to serve on the NCARB Policy Advisory Committee.

C. PROMOTE DIVERSITY AT ALL LEVELS.

- Using information learned from Objective 2.1a., review WCARB organization and activities to ensure that diversity is exemplified.
- Participate in NCARB activities to increase diversity.

- **Work to ensure diversity among WCARB Executive Committee.**
- Identify ways to reach out to ~~diverse~~ underrepresented members within WCARB to increase inclusion.
- Work with NCARB leadership to develop specific actions to increase diversity.

3. EDUCATE

OBJECTIVES

{ACTIONS} STRATEGIES

A. CREATE HIGH QUALITY EDUCATION PROGRAMS.

- [Develop] **Promote the delivery of** educational programs that increase knowledge and effectiveness of members in their roles as regulators.
- [Conduct] **Coordinate** educational programs that are well planned, informative, and relevant to increase member involvement in WCARB.
- [Provide] **Advocate for** educational programs that [qualify for HSW] **relate to health, safety and welfare.** [~~credits to exemplify HSW standards and also be informative for members who are not registered architects.~~]

- [~~Conduct a 1-2 hour~~] **Facilitate educational** program at regional & annual meetings.
- [Develop] **Consider** webinar courses for on-line access by members.
- [Develop] **Consider** a database of relevant high quality speakers for member boards to access for educational offerings in their jurisdiction.
- ~~Become an AIA continuing education provider.~~

B. TRACK AND INFLUENCE LEGAL ISSUES.

- Stay abreast of NCARB legal briefs and legislative tracking of licensing issues, and share this information with WCARB members.
- Gather and share information from WCARB members regarding issues facing their jurisdictions.

- [Maintain a spreadsheet that summarizes legislative and regulatory issues being tracked & post on WCARB website.]
- [Hold] **Schedule** forums at regional and national meetings to gather issues and hot topics from WCARB members, then distribute the summary to members.

C. PROMOTE SERVICE AND LEADERSHIP.

- [Orient] **Welcome** and support new members as they join WCARB so as to increase their participation and effectiveness more quickly.
- Recruit members for leadership positions by first engaging them in committee work and special projects.

- Develop [a] new member orientations **program**.
- [Assign] **Foster** mentors **hip** to new members as soon as they join WCARB.
- [Develop] **Encourage** WCARB committee roles/responsibilities [~~documents~~] to broaden members' **engagement.** [~~understanding of roles. Increase use of WCARB website to communicate opportunities to~~ **members.**]



NCARB

REGIONAL SUMMIT

Educational Workshop: Best Practices





NCARB

REGIONAL SUMMIT

NCARB Resolutions



MEMORANDUM

TO: Member Board Members, Member Board Executives, and Regional Officers

FROM: Miguel A. Rodriguez, FAIA, NCARB, NOMA
NCARB Secretary/Treasurer

DATE: January 29, 2026

SUBJECT: 2026 Draft Resolutions for Consideration

At the NCARB Board of Directors January 2026 Meeting, the Board voted to move three resolutions to the membership for discussion and feedback. These three resolutions will remain as drafts until the Board of Directors' final review in April, when the Board will decide the final content of the resolutions they wish to move forward to the membership for consideration at the June 2026 Annual Business Meeting.

All three draft resolutions are enclosed in this packet.

Resolution 2026-A would replace the existing Mutual Recognition Agreement (MRA) between NCARB and Architects Registration Board (ARB) in the United Kingdom. The amended MRA would eliminate post-licensure experience requirements as a qualification and allow acceptance of pathways outside of the standard path to NCARB certification.

Resolution 2026-B would update six policies previously passed by the membership to reflect current terminology and practice. This resolution also creates a single membership document with all the policies for clarity, consistency, membership accessibility, and ease of future review. In addition, it would sunset two additional policies that have been incorporated into other official documents and are duplicative, or are no longer necessary.

Resolution 2026-C would update the *NCARB Certification Guidelines* to add an alternative to the Examination Requirement for the NCARB Certificate for architects licensed through historic exams. This will allow architects who were licensed through a jurisdiction-specific process of satisfying the NCARB paper-

and-pencil exam to seek NCARB certification if they have been in good standing, building on previous guidelines amendments.

Next Steps

We hope that you will take the time to review and discuss these draft resolutions with your fellow board members. We look forward to receiving your feedback and answering questions during the upcoming Regional Summit. Again, these drafts will undergo further discussion by the Board in April. At that time the Board will review Member Board feedback in determining the final composition of resolutions they determine should be forwarded for a membership vote at the June Annual Business Meeting.

In the interim, please feel free to contact me at secretary@ncarb.org if you have any questions or would like to discuss further.

Enc:

- Draft Resolutions to be Acted Upon at the 2026 Annual Business Meeting



NCARB

Draft Resolutions
to be Acted Upon at the
2026 Annual Business Meeting

JANUARY 2026

National Council of Architectural Registration Boards
1401 H Street NW, Suite 500
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DRAFT

FY26 Draft Resolutions Overview

At the January Board of Directors Meeting, the Board reviews proposed resolutions and determines which resolutions they would like to move forward to the membership for consideration. These resolutions are still considered drafts and are shared with Member Boards and regions so they can provide feedback at the Regional Summit each spring. The Board will make final decisions on which resolutions to put forward at the Annual Business Meeting at the April Board Meeting.

This packet includes three draft resolutions (plus related supporting documentation as appropriate).

Resolution 2026-A: Mutual Recognition Agreement With the Architects Registration Board (ARB)

This resolution would replace the existing Mutual Recognition Agreement (MRA) between NCARB and the U.K.'s Architects Registration Board (ARB). The amended MRA will allow acceptance of pathways outside the standard path to NCARB certification, and will align this MRA with the current MRAs with Canada and Australia/New Zealand. Appendix A includes the amended MRA.

Strategic Plan Objective:  Program and Service Excellence

Resolution 2026-B: Amendment and Restatement of Policies Passed by Membership

This resolution updates six of the remaining policies passed via the resolution process and recommends that an additional two resolutions be sunset. The six remaining policies will be incorporated into a new official document for ease of future review and tracking. Appendix B includes the restated policies.

Strategic Plan Objective:  Program and Service Excellence

Resolution 2026-C: Certification Guidelines Amendment – Expanding Access to the NCARB Certificate

This resolution proposes an update to the requirements for certification in the *NCARB Certification Guidelines* to include an alternative to the Examination Requirement for the NCARB Certificate for architects licensed through historic exams. This will allow architects who were licensed through a jurisdiction-specific process of satisfying the NCARB paper-and-pencil exam to seek NCARB certification if they have been in good standing, building on previous guidelines amendments.

Strategic Plan Objective:  Program and Service Excellence

Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-A

TITLE: Mutual Recognition Agreement With the Architects Registration Board (ARB)

SUBMITTED BY: Council Board of Directors

WHEREAS, the Board of Directors has established a priority to identify ways to assist architects licensed in a U.S. jurisdiction in obtaining reciprocity for international practice; and

WHEREAS, the process to obtain a license in the United Kingdom is significantly similar to the process to obtain a license in the United States insofar as applicants satisfy prescribed competencies required for licensure; and

WHEREAS, the International Qualifications Evaluation Work Group, composed of volunteer subject-matter experts, has thoroughly assessed the competencies required for licensure set by the Architects Registration Board (ARB) and determined significant correlation exists between the competency requirements in United Kingdom and the United States; and

WHEREAS, staff representatives from NCARB and ARB have successfully negotiated an agreement that is mutually satisfactory to the leadership of each organization; and

WHEREAS, pursuant to the *NCARB Bylaws*, Article V, Section 12, all written international and/or foreign agreements entered into by the Council shall be subject to ratification by majority vote of the Member Boards (28 votes) at an Annual Business Meeting.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the Mutual Recognition Agreement between the National Council of Architectural Registration Boards, representing the 55 architectural licensing boards of the United States, and the Architects Registration Board in the United Kingdom be and hereby is ratified and approved as published in Appendix A in these resolutions.

FURTHER RESOLVED, that upon the approval of this MRA by a majority of the Council Member Boards, such change will become effective no earlier than 60 calendar days after the execution of the Agreement.

FINANCIAL IMPACT:

- No financial impact.

SPONSORS' STATEMENT OF SUPPORT:

The proposed *revised* Mutual Recognition Agreement (MRA) between the National Council of Architectural Registration Boards (NCARB) and the Architects Registration Board (ARB) expands opportunities for U.S. and U.K. architects, enabling them to establish professional connections, seek work, and perform services as a licensed architect in the other country. This *revised* MRA is in its final form and will be signed by NCARB and ARB following ratification by the Member Boards. Once approved and signed by all parties, the MRA will take effect by 2027 and supersede all prior agreements between the two organizations.

The new terms negotiated for the NCARB/ARB MRA represent a strategic evolution in NCARB's approach to certification and licensure, prioritizing competency-based standards and removing barriers unrelated to professional qualifications. This evolution supports architects with diverse licensure paths and reflects NCARB's commitment to fostering a globally connected profession while maintaining rigorous standards for licensure.

Key changes in the new agreement include:

1. Accepting architects who obtained their NCARB Certificate or U.K. license through various routes, including alternative qualifications and international architect pathways (except for another MRA).
2. Removing requirements that do not impact professional competency development, such as those related to citizenship/permanent residency status or the location of the applicant's principal place of practice.

MRAs enable licensing boards to bring international architects—who may already contribute to projects within their jurisdiction—under formal regulatory oversight. This approach strengthens adherence to local laws, building codes, and ethical standards, providing a mechanism to enforce compliance and safeguard public health, safety, and welfare. At the same time, MRAs empower NCARB Certificate holders to expand their practices globally, unlocking new markets and professional opportunities. Facilitating licensure across borders allows architects licensed in participating U.S. jurisdictions to contribute their expertise to international projects, fostering collaboration and promoting the exchange of best practices while upholding high professional standards.

After implementation, participating Member Boards may grant licensure to U.K. architects issued an NCARB Certificate through this Agreement and meeting the requirements outlined in the MRA. To ensure a smooth rollout, NCARB will contact each Member Board following ratification to confirm their participation in the Agreement. NCARB shall maintain an electronic list of participants available publicly that is updated each time a new Participant is added or removed.

Comparative Analysis of Competency Requirements

The terms of NCARB-ARB MRA are based on the alignment of competency requirements for licensure established by the relevant regulatory entities in each country. NCARB's International Qualification Evaluation Work Group (IQEW) conducted a detailed comparative analysis of the competency requirements at the point of licensure. While acknowledging that the methods used to establish and assess those competencies may differ, the evaluation identified a strong correlation between the professional competencies required for practice in both countries. The IQEW is confident that United Kingdom's rigorous and standardized licensure process ensures a competency level for U.K. architects comparable to that of architects holding an NCARB Certificate in the U.S.

The comparative evaluation assessed alignment between:

- A. Requirements for licensure as an architect in the U.S.
 - *NCARB Competency Standard for Architects*
- B. Requirements for licensure as an Architect in U.K.
 - ARB UK General Criteria

NCARB's International Relations team, tasked with negotiating the detailed requirements of the MRA on behalf of NCARB, approached the process with an understanding that trust between organizations and individuals is essential to success. This understanding recognizes the significance of setting aside organizational differences in international discussions and reflects a commitment to mutual respect and professional equity between the parties involved.

The Role of NCARB Certificate

The NCARB Certificate serves as the foundation for facilitating domestic and international licensure through all MRAs. It is a prerequisite for U.S. architects to benefit from an MRA and is issued to incoming applicants upon satisfactory completion of the process. NCARB certification signifies that an architect has met the qualifications established in the *Certification Guidelines* and accepted by the Member Boards. To achieve NCARB certification, architects must meet the certification requirements outlined in the *Certification Guidelines*. For architects who do not meet these standard requirements, the *Certification Guidelines* provides alternative pathways.

Each pathway to NCARB certification and licensure in the United Kingdom, including non-traditional ones, was thoroughly presented and discussed between the two organizations. Following successful negotiation, the MRA between NCARB and ARB adopts an "all-inclusive" approach, enabling architects meeting eligibility requirements to seek licensure and certification in the other country, regardless of how they obtained their NCARB Certificate or their license in the United Kingdom.

The Alternative Requirements for Certification of an Architect Licensed in a U.S. Jurisdiction and the Requirements for Certification of an Architect Credentialed by a Foreign Registration

Authority, as outlined in the *NCARB Certification Guidelines*, were considered and accepted. This includes the Education Alternative to NCARB Certification (both the Two Times AXP and NCARB Certificate Portfolio options), Education Evaluation Services for Architects (EESA)-NCARB Evaluation Report, and the International Architect Path to Certification. Respectively, this Agreement accepts the additional pathways for licensing of architects established by the ARB.

Architects whose license in their home country was obtained by means of another MRA will not be eligible for reciprocity under this Agreement, which is consistent with NCARB's current MRAs.

The credible standards and consistent expectations for initial licensure, developed over many years and supported by robust regulatory procedures, enabled NCARB and ARB to negotiate this Agreement. Rather than dissecting individual components, the new MRA recognizes and respects each country's well-established and rigorous path to licensure.

ADVOCATES:

- Policy Advisory Committee
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member
- International Qualifications Evaluation Work Group
 - Mohammad Ashjaei, OAA, AIA, NCARB
 - Yin Ching (Jaime) Chan
 - Nikhilesh Korde
 - Mark R. McKechnie, AIA NCARB
 - Leopoldo Robledo Jr., AIA, NCARB, LEED AP
 - Terance B. White, AIA, NCARB

RESOURCES:

- Appendix A: Mutual Recognition Agreement between the National Council of Architectural Registration Boards and the Architects Registration Board

Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-B

TITLE: Amendment and Restatement of Policies Passed by Membership

SUBMITTED BY: NCARB Board of Directors

WHEREAS, the Board of Directors has charged various committees to review all policies and official documents that may need to be updated in preparation for recommendations related to updates to the licensure process; and

WHEREAS, the Policy Advisory Committee recommends that six previously passed policies by NCARB's membership be updated to reflect current terminology and restated for clarity and future tracking and two additional resolutions be sunset; and

WHEREAS, resolutions of substantive matters that NCARB's membership have passed by resolution may only be changed by an absolute majority of vote of the Council Member Boards (28 votes) with such changes becoming effective at the time specified in this Resolution.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that the National Council of Architectural Registration amends and restates the following resolutions into *NCARB Policies Passed by Membership*, the full text of which is attached hereto as Appendix B:

- Resolution 1995-17: Annual Administrators' Workshop
- Resolution 1996-02: Centralized Disciplinary Action Data Base
- Resolution 2002-05: NCARB Goal of Universal Acceptance of Certificate
- Resolution 2003-07: Allowance for President and First Vice President
- Resolution 2003-15: Publishing of Comprehensive and Unabridged NCARB Accrual Basis Financial Statements on NCARB "Members' Only" Web Page Quarterly
- Resolution 2007-12: Continuing Education Credit for NCARB Activities

FURTHER RESOLVED, that the National Council of Architectural Registration Boards sunsets the following resolutions:

- Resolution 1999-06: Satisfying Training Requirements
- Resolution 2002-07: Support for Seeking Financial Assistance to Defray International Activities

FURTHER RESOLVED, that upon the approval of the foregoing resolution by a majority of the Council Member Boards, such resolution will become effective immediately

FINANCIAL IMPACTS:

- This resolution has no financial impact, as all policies are active policies that the Council has been following since the membership passed them.

SPONSORS' STATEMENT OF SUPPORT:

Between 2021-2024, the Policy Advisory Committee completed a multi-year review of policy resolutions passed by the membership to identify policies or positions that no longer aligned with current Council practices or philosophy. While the majority of these policies were sunset by the membership during this timeframe, the Policy Advisory Committee at the time recommended that eight policies not be sunset.

This year, the committee reviewed the remaining active policies passed by resolution as part of a larger charge to review all official policy documents ahead of potential changes to the licensure process through the Council's Pathways to Practice initiative. In addition, since all remaining active policy resolutions were last reviewed in 2021, they also reviewed the resolutions for housekeeping updates and alignment with current policies and practices.

The committee has recommended that six policy resolutions remain within the membership purview and two policies be sunset. In addition, it has recommended that the remaining policies be updated to reflect current terminology and practice and condensed into one membership document for clarity, consistency, membership accessibility, and ease of future review.

Two policy resolutions are recommended for sunset. These policies have either been incorporated into other official documents and are duplicative or are no longer necessary. The full copy of these resolutions are in Appendix C for reference.

Advocates:

- Policy Advisory Committee
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member

RESOURCES:

- Appendix B: *NCARB Policies Passed by the Membership*
 - This is the amended and restated policy document with all policies via the resolution process for membership reference.

- Appendix C: NCARB Policies Passed by the Membership – Updated Compared to Original
 - This document includes the original resolutions passed for all eight remaining policies, including the two recommended for sunset.

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Strategic Plan Objective:  Program and Service Excellence

RESOLUTION 2026-C

TITLE: *Certification Guidelines* Amendment – Expanding Access to NCARB Certification

SUBMITTED BY: NCARB Board of Directors

WHEREAS, the Board of Directors charged the Policy Advisory Committee with evaluating impediments to obtaining an NCARB Certificate caused by historic jurisdictional variations in ARE requirements and develop a path that increases access to the NCARB Certificate while maintaining the validity of the credentialing decision through a combination of years of practice and absence of disciplinary action; and

WHEREAS, the Policy Advisory Committee has recommended that the Requirements for NCARB Certification in the *NCARB Certification Guidelines* be amended to include an alternative to the Examination Requirement for the NCARB Certificate for architects initially licensed prior to 1997; and

WHEREAS, the Requirements for Certification in the *NCARB Certification Guidelines* may only be changed by an absolute majority vote of the Council Member Boards (28 votes), with such change becoming effective at the time specified in this resolution.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED, that Section 2.5 in the *Certification Guidelines* be amended by the addition of paragraph C. as indicated below:

“2.5 Alternatives to the Examination Requirement

If you fail to meet the examination requirement for certification identified in Section 1.5, you may still be certified in the following circumstances:

- A. If your license was based in whole or in part on having passed previous examination equivalents, you are deemed to have passed the corresponding divisions of the ARE. See the *ARE Exam Equivalency Guide* for a table of these qualifying equivalents.
- B. If your examination deficiency arose from causes other than having failed a division of an examination under applicable NCARB pass/fail standards, and the deficiency is, in NCARB’s judgment, compensated for by your demonstration of competency in the deficient area.
- C. If you were originally licensed prior to 1997 through a pre-computer-based jurisdiction examination method and:
 - Are an architect in good standing in a U.S. jurisdiction,

- Have no disciplinary action for a period greater than 5 years,
- Have no disciplinary action within the previous 5 years, and
- Have maintained a license for at least 10 consecutive years.”

FURTHER RESOLVED, the ARE Exam Equivalency Guide will be updated by the NCARB Board of Directors to reflect this change.

FURTHER RESOLVED, that upon the approval of the changes by absolute majority vote of the Council Member Boards, such changes will become effective September 1, 2026.

FINANCIAL IMPACT: Neutral budget impact

ADVOCATES:

- **Policy Advisory Committee**
 - Chair: Michael G. Kolejka, NCARB, AIA, LEED AP, Arizona Member Board Member
 - Pedro Luis Alfaro Jr., RA, AIA, CAAPPR, SAP, Puerto Rico Member Board Member
 - Mary McClenaghan, AIA, NCARB, Pennsylvania Member Board Member
 - Jill Lewis Smith, AIA, NCARB, Kentucky Member Board Member
 - Julie Hildebrand
 - Keith Robinson
 - Catherine M. Monte Carlo, North Carolina Member Board Executive
 - Brian M. Kelly, AIA, NCARB, Nebraska Member Board Member

SPONSORS’ STATEMENT OF SUPPORT:

This resolution addresses longstanding inequities resulting from historical examination variances, scoring practices, and jurisdictional licensing practices. It ensures that architects who have been licensed and practicing responsibly for decades are not unduly burdened by outdated or inconsistent examination and scoring structures, while preserving the integrity and rigorous standards required for NCARB certification.

Background

Over the course of NCARB’s history, jurisdictions have utilized a variety of examination formats and processes to determine a passing score on a division of the registration exam. Prior to 1997, when the Architect Registration Examination was delivered via paper-and-pencil, jurisdictional boards independently administered and determined the passing threshold for candidates within their jurisdiction.

Prior to 1997, the NCARB Board of Directors in collaboration with psychometric consultants, recommended to each jurisdiction a passing score threshold for each exam division. At the time, the recommendation was reported that a numerical scaled score of 75 or higher should be considered passing and scores of 74 or below as failing.

Each jurisdiction retained discretion over what constituted a passing score and some jurisdictions adopted localized standards. Some candidates received score consideration for various reasons (e.g., military veterans, native born, or educated individuals within a jurisdiction, etc.) and were informed they passed

the division for purposes of licensure within their jurisdiction even though their initial scaled score was below 75. As a result, these individuals that received score consideration met the standards required for licensure in their jurisdiction but remain “exam deficient” under NCARB’s current certification standards.

It is important to recognize that these architects were licensed in good faith by their jurisdictions, have practiced competently, and remain in good standing as architects today.

Individual score consideration at the jurisdictional level was eliminated when NCARB implemented computer-based testing in 1997 and began reporting all scores as pass/fail based on a nationally established cut score.

Since the era of the nine paper-and-pencil divisions, a series of exam evolutions over the past several decades have significantly altered exam structure and content. These alterations make it extremely burdensome for long-licensed architects to retest on a previous single division’s content for which their initial jurisdiction applied a standard outside of NCARB’s guidance. As an example, a licensed architect who is currently considered exam-deficient based on their 1995 scaled score on only one of nine divisions of the then-current exam would now be required to take four of the six divisions of ARE 5.0 to earn the NCARB Certificate.

FY25 Draft Resolution Appendices

- Appendix A: Mutual Recognition Agreement between the National Council of Architectural Registration Boards and the Architects Registration Board
- Appendix B: NCARB Policies Passed by the Membership
- Appendix C: NCARB Policies Passed by the Membership – Updated Compared to Original



MUTUAL RECOGNITION AGREEMENT
between the
NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS
and the
ARCHITECTS REGISTRATION BOARD
as executed

November XX,
2025

The National Council of Architectural Registration Boards (NCARB)
representing the architectural licensing boards of the 50 United States,
the District of Columbia, Guam, Commonwealth of the Northern Mariana Islands, Puerto Rico,
and the U.S. Virgin Islands.

AND

The Architects Registration Board (ARB)
the statutory regulator of architects in the United Kingdom.

*This **Mutual Recognition Agreement** has been designed to recognize the professional credentials and qualifications of architects licensed or registered in the United States of America and its territories (referred to herein collectively as the US. or United States), and the United Kingdom (UK.) and to support their mobility by creating the opportunity to practice beyond their borders.*

More specifically, the purpose of this Agreement is to facilitate the registration of an architect licensed in a participating US. jurisdiction as a United Kingdom architect; and the licensing of a United Kingdom architect as an architect in a US. jurisdiction that participates in the Agreement.

WHEREAS, NCARB drafts model laws and regulations for U.S. jurisdictions and Member Boards to consider adopting for the regulation of the practice of architecture; promulgates recommended national standards for education, experience, and examination for initial licensure and continuing education standards for license renewal to its 55 Member Boards; and establishes the education, experience, and examination requirements for the *NCARB Certificate* in support of reciprocal licensure within the United States;

WHEREAS, the Architects Registration Board is the authoritative body established by section 1 of the Architects Act 1997 (UK) that has the statutory responsibility in the UK for prescribing the qualifications and experience required for the purposes of entering the UK Register, and for registering, monitoring and disciplining all architects in the UK;

WHEREAS, the NCARB Member Boards are empowered by state/territorial statutes to regulate the practice of architecture and/or the use of the title architect in their respective jurisdictions, including establishing the requirements for licensure and license renewal to ensure the standards of competency and professional conduct are met;

WHEREAS, the ARB is empowered by statutes to regulate the profession of architecture in the United Kingdom, including establishing education, experience, and examination/assessment requirements for registration and registration renewal to ensure the standards of competency and professional conduct are met;

WHEREAS, the standards, protocols, and procedures required for the practice of architecture within the United States and the United Kingdom have benefitted from many years of effort by NCARB and ARB;

WHEREAS, NCARB is the national organization supporting individual state and territory licensing authorities in the United States, and the ARB has the necessary statutory authority for the negotiation of mutual recognition agreements for architects with similar foreign authorities;

WHEREAS, while acknowledging the differences between the systems in place in the United States and the United Kingdom, there is nonetheless significant and substantial equivalence between the regulatory systems for licensure/registration and recognition of the rights and obligations of architects licensed/registered to practice in the United States and the United Kingdom;

WHEREAS, NCARB and ARB are recognized by the profession as mature and sophisticated facilitators of licensure/registration to which the utmost full faith and credit should be accorded, and both seek to support reciprocal licensure/registration in the respective jurisdictions supported by NCARB and ARB;

WHEREAS, any architect actively engaging or seeking to engage in the practice of architecture in the United States or the United Kingdom must be licensed or registered with an applicable governmental or regulatory authority, must comply with all practice requirements of the applicable licensing or registration authority, and is subject to all

governing legislation and regulations of the applicable authority and jurisdictions in which the architect is licensed or registered;

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NOW THEREFORE, NCARB and ARB (collectively, the "Parties" and each a "Party") agree as follows:

1. PARTICIPANTS IN LICENSURE/REGISTRATION RECIPROCITY

NCARB shall be responsible for maintaining a current list of NCARB Member Boards that provide licensure/registration reciprocity in accordance with the terms of this Agreement (each, a "**U.S. Participant**"). Following the ratification of this Agreement by the NCARB Member Boards, NCARB shall provide ARB with an initial list of Participants, and NCARB shall maintain an electronic list of Participants available publicly that is updated each time a new Participant is added or removed.

This Agreement shall be implemented in accordance with the *Mechanisms for the Implementation*, attached hereto as Appendix I and incorporated herein by reference.

2. ELIGIBILITY REQUIREMENTS

1. Architects who are able to benefit from the provisions of this Agreement must obtain and continue to have at all times lawful authorization to work in the Locality in which the architect is licensed/registered (i.e., the United States or the United Kingdom—each, a "Locality").
2. Architects shall not be required to establish citizenship or permanent residency status in the Locality in which they seek licensure/registration under this Agreement.
3. Architects must provide proof of current and valid licensure/registration in good standing from the ARB or a Participant.
4. Architects who have been licensed/registered by means of a program recognizing architect credentials from a foreign country of either the United States or the United Kingdom, or other foreign reciprocal licensing/registration agreement, are not eligible to benefit from the provisions of this Agreement.
5. Each Party to this Agreement and each Participant reserves the right to apply compensation measures or licensing/registration criteria as may be necessary before licensing/registration is granted within their respective jurisdictions.

3. CONDITIONS

Each Party to this Agreement and each Participant reserves the right to apply additional requirements and fees for certification or licensing as may be necessary before certification, licensing, or registration is granted within their respective jurisdictions. Additional requirements shall be consistent with those applied to domestic architects and limited to the unique aspects of practice and/or regulation.

Applicants must satisfy the certification and licensure/registration requirements established by NCARB and ARB and in place as of the Effective Date to be licensed/registered through this Agreement. Each Party shall promptly notify the other Party in writing of any modifications to the certification, licensure programs, or registration requirements by NCARB or ARB. Such modifications will not apply to this Agreement unless representatives of each Party agree to do so in writing, which agreement shall not require further approval by NCARB or its Member Boards.

A. U.S. Architect to ARB

Upon application, the ARB agrees to register as an architect in the United Kingdom any

U.S. architect who:

1. meets the eligibility requirements listed in Section 2 and 3A of this Agreement; and
2. is currently licensed in good standing by one or more U.S. Participants, as confirmed by NCARB based on checks of relevant records, and
3. holds a current *NCARB Certificate*; and
4. successfully completes any additional jurisdiction-specific requirements for registration as specified by ARB; and
5. pays all applicable fees as imposed by ARB

[[[B. United Kingdom Architect to U.S. Participant

Upon application, NCARB shall issue an *NCARB Certificate* to any United Kingdom architect registered by the ARB meeting the eligibility requirements listed above in Section 2 of this Agreement.

Upon application, a Participant will license/register as an architect in its respective jurisdiction any United Kingdom Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Agreement; and
2. has secured ARB-prescribed qualifications issued by schools of architecture in the United Kingdom at Part 1, Part 2 and Part 3 level;
3. holds a current *NCARB Certificate* issued pursuant to this Agreement;
4. is currently licensed/registered in good standing by the ARB, as confirmed by the ARB following checks on an architect's disciplinary record; and
5. successfully completes any additional jurisdiction-specific requirements for licensure/registration as specified by the Participant.

4. DATA PRIVACY

1. For the purposes of this Section 5:

"Data Protection Laws" means as applicable, (i) the UK Data Protection Act 2018, (ii) the General Data Protection Regulation EU 2016/679 as implemented into UK law (**UK GDPR**) and all other applicable laws and regulations relating to the processing of personal data and privacy, including statutory instruments (each as amended, updated and superseded from time to time).

"Data Security Breach" means a breach or breaches of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, the Protected Data.

"Data Subject Request" means an actual or purported request, notice or complaint made by, or on behalf of, a data subject in accordance with the exercise of rights granted pursuant to the Data Protection Laws in relation to the data subject's Protected Data.

"Disclosing Party" means the Party which is disclosing Protected Data to the other Party.

"Particulars" means the description of the Protected Data, data subjects and details of the transfer and sharing of the Protected Data amongst the Parties, as set out in Appendix III.

"Purpose" means the fulfilment and facilitation of this Arrangement, including the recognition and movement of architects in accordance with Section 3 of this Agreement.

"Protected Data" means the personal data to be processed by the Parties in relation to this Agreement.

"Receiving Party" means the Party that is receiving Protected Data from the other Party.

"UK IDTA" means the UK International Data Transfer Agreement for the transfer of personal data to third countries as approved by the United Kingdom and set out in Appendix IV in its current form, but which may be amended and updated in accordance with this Section 5.

The terms **"process"**, **"processing"**, **"controller"**, **"personal data"**, **"data subject"** and **"supervisory authority"** shall have the meanings given to them in the Data Protection Laws.

2. The Parties agree and acknowledge that each Party will act as an independent controller with respect to the Protected Data.
3. Each Party will comply with its respective obligations under the Data Protection Laws to the extent applicable, and will use reasonable endeavours to ensure that it does not act in a way to cause another Party to breach any of its obligations under the Data Protection Laws.
4. Each Party will implement appropriate technical and organisational measures to safeguard Protected Data against any Data Security Breach. Such measures shall be proportionate to the harm which might result from any such Data Security Breach (and having regard to the nature of the Protected Data in question).
5. The Parties will process the Protected Data in accordance with the Particulars set out in Appendix III.
6. The Receiving Party will only access Protected Data necessary and in accordance with the Purpose and shall process Protected Data for the Purpose (and in accordance with this Arrangement, except with the prior written agreement of the Disclosing Party or where applicable law strictly requires).
7. Each Party will promptly notify any other Party (within at least five (5) working days) if it receives a complaint or request relating to the other Party's obligations under the Data Protection Laws (other than a Data Subject Request, which is addressed below). On receipt of a notice under this Section 5.7, each Party will provide the other Party with reasonable co-operation and assistance in relation to any such complaint or request.
8. The Parties acknowledge that the processing of Protected Data may be subject to restrictions and requirements in addition to those set out in this Agreement (including but not limited to contractual restrictions, transfer risk assessments and supplementary measures) (**"Specific Requirements"**). Each Party will notify any other Party with access to the relevant Protected Data of any such Specific Requirements. The Parties will use all reasonable endeavours to make sure the relevant Protected Data is processed in accordance with the Specific Requirements, and will provide each other with reasonable co-operation and assistance in the undertaking of the Specific Requirements.

9. In relation to Data Subject Requests:

- a) Each Party will ensure that it protects the rights of data subjects under the Data Protection Laws and agrees to promptly notify the other relevant Party in writing (within at least five (5) working days) if it receives a Data Subject Request for personal data of a data subject that the other relevant Party is a controller of.
- b) Each Party agrees that the Data Subject Request will be dealt with by the Party in receipt of the Data Subject Request, and that the other Party will provide all reasonable co-operation and assistance in relation to any Data Subject Request to enable the Party in receipt of the Data Subject Request to comply with it within the relevant timescale set out in the Data Protection Laws.

10. Each Party will notify the other Party without undue delay after becoming aware of any Data Security Breach affecting Protected Data and in any event no later than 72 (seventy-two) hours after becoming aware of the Data Security Breach.

11. Each Party shall provide reasonable assistance to the Party affected by the Data Security Breach in the event that such Party is required to notify a relevant supervisory authority, other regulator and/ or affected data subjects.

12. International data transfers:

- a) It is acknowledged and understood that the operation of this Arrangement necessitates the transfer of personal data (or personal information) from the UK to the United States (the "**Restricted Transfer**")
- b) The Parties will work together in good faith to ensure that any Restricted Transfers are only made in accordance with the requirements of the Data Protection Laws.
- c) The UK IDTA will apply to the Restricted Transfer, with NCARB acting as the **Data Importer** and ARB acting as a **Data Exporter**.
- d) If the UK IDTA is updated by the UK Government (as relevant), the Parties shall promptly enter into any updated and amended form of the UK IDTA as required, unless the Parties agree that another mechanism under Data Protection Laws can be relied upon to provide adequate protection to the Protected Data or if the United States is considered adequate by the UK Government.
- e) If the UK IDTA ceases to be valid, whether by a decision of a court of competent jurisdiction or the UK Government (as relevant), the Parties will co-operate in good faith to ensure that any continued UK Restricted Transfers are compliant with the Data Protection Laws.

13. Each Party agrees to only process the Protected Data for as long as reasonably necessary for the Purposes. Nothing in this Section 5 will prevent a Party from retaining and processing Protected Data in accordance with any statutory retention periods applicable to that Party.

14. Where one Party interacts with any relevant supervisory authority (whether proactively, for example to review a data protection impact assessment or reactively, for example, in response to an inquiry from the supervisory authority) related to the processing of Protected Data, the other Party will provide such information and assistance as is reasonably required to assist in such interactions.

15. In the event that any enforcement action is brought by a relevant supervisory authority or in the event of a claim brought by a data subject against any Party, in both instances relating to the processing of Protected Data, the relevant Party will promptly inform the other Party about any such action or claim and will co-operate in good faith with the other Party with a view to resolving it in a timely fashion.
16. If during the term of this Agreement, the Data Protection Laws change in a way that this Section 5 is no longer adequate or appropriate for compliance with the Data Protection Laws, the Parties agree that they shall negotiate in good faith to review this Section 5 in light of the current Data Protection Laws and amend this Section 5 as appropriate.
- 17. Data Use Restrictions: Artificial Intelligence and Machine Learning**
- 18. 1. Definitions**
19. For the purposes of this Section, the following definitions shall apply:
20. a. **"Shared Data"** means all data, information, results, materials, and associated documentation, in any format, provided or made accessible by the Disclosing Party to the Receiving Party under this Agreement, regardless of whether such data is marked as "Confidential" or "Proprietary."
21. b. **"AI System"** means any machine learning model, large language model (LLM), neural network, generative artificial intelligence system, or other computational system designed to derive, generate, predict, or create new content, data, or models.
22. c. **"Training"** means the process of using the Shared Data to develop, train, fine-tune, pre-train, validate, test, modify, or otherwise enhance any AI System or its underlying algorithms.
- 23. 2. Absolute Prohibition on AI/LLM Training**
24. a. **Prohibition of Use.** Notwithstanding any other provision in this Agreement, the Receiving Party is expressly and unequivocally prohibited from using, incorporating, or permitting any third party to use or incorporate the Shared Data, in whole or in part, directly or indirectly, for **Training** any **AI System**.
25. b. **Scope of Prohibition.** This prohibition applies to all forms of AI System, including:
26. i. Generative AI Systems (e.g., Large Language Models, Generative Adversarial Networks);
27. ii. Proprietary, commercial, or third-party hosted AI Systems; and
28. iii. AI Systems developed solely for internal, non-commercial, or research purposes.
29. c. **No Derivative Works for Training.** The Receiving Party shall not create, or permit the creation of, any derivative work, aggregated dataset, or anonymized version of the Shared Data for the purpose of circumventing this prohibition on Training.
- 30. 3. Purpose Limitation and Remedial Action**
31. a. **Limited Use.** The Shared Data shall be used **strictly and solely** for the specific research purpose(s) set forth in the Research Plan or Scope of Work attached hereto as Schedule [Insert Schedule Letter/Number] and for no other purpose whatsoever.
32. b. **Input Prohibition.** The Receiving Party shall not input, upload, or otherwise transmit any Shared Data into any commercially available or publicly accessible AI System (e.g., third-party LLM tools, cloud-based AI services) where such input could reasonably result in the Shared Data being retained, stored, or used by the provider of the AI System for its own purposes, including, but not limited to, Training or product improvement.
33. c. **Remedies for Breach.** Any breach of this Section shall constitute a material breach of this Agreement. In addition to all other remedies available at law or in equity, the Disclosing Party shall have the right to immediately terminate this Agreement, demand the return and certified destruction of all Shared Data, and seek injunctive relief. The Receiving Party shall indemnify and hold harmless the Disclosing Party against any and all losses, claims, and liabilities arising from or related to the unauthorized use of the Shared Data for Training an AI System.

5. LIMITATIONS

1. Nothing in this Agreement limits the ability of a Participant or the ARB to refuse to license/register an architect or impose terms, conditions, or restrictions on their license/registration as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered by the Participant or ARB, as applicable, necessary or desirable to protect the

public interest, or otherwise in accordance with the jurisdiction's applicable laws and regulations.

2. Nothing in this Agreement limits the ability of NCARB to refuse the issuance or withdraw an *NCARB Certificate*, or impose terms, conditions or restrictions on their benefits to an architect as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered by NCARB necessary or desirable to protect the public interest, health, safety, or welfare, or otherwise in accordance with NCARB's applicable disciplinary procedures.

3. Nothing in this Agreement limits the ability of any Party or any Participant to seek appropriate verification from an applicant or an applicable Participant of any matter pertaining to the foregoing or the eligibility of an applicant under this Agreement. The Parties acknowledge and understand that disclosure of such information sought by a Party or Participant may be subject to applicable law or confidentiality obligations, or both, which may restrict or prevent the disclosure of certain information related to complaints, investigations, and/or disciplinary matters.

4. This Agreement relates only to the licensing of architects, and the Parties note that the governments of or within their respective Localities will have distinct requirements related to matters outside the scope of this Agreement, including without limitation requirements related to immigration and access to the employment marketplace, and the Parties and the Participants may be unable or unwilling to intervene in or advise on such matters.

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6. METHODS OF IMPLEMENTATION

Representatives of the Parties may work together, without further organizational approval, to establish common rules and procedures necessary for the consistent application, administration, implementation, and monitoring of the provisions in the Agreement (collectively “**Methods of Implementation**”). Decisions about the Methods of Implementation shall be reached through consensus of the Parties’ authorized representatives. Each Party retains the right to make decisions independently concerning their internal rules and additional requirements, provided such decisions do not conflict with the Agreement or the Methods of Implementation. If a Party determines that a Method of Implementation conflicts with an internal rule or requirement, the Party will promptly notify the other Parties in writing, and the Parties will work in good faith to modify the relevant Method of Implementation as needed.

7. MONITORING COMMITTEE

A Monitoring Committee is hereby established to monitor the performance of each Party to this Agreement to ensure the effective and efficient implementation of this Agreement.

The Monitoring Committee shall be comprised of two staff members and no more than three additional individuals appointed by NCARB, and two staff members and no more than three additional individuals appointed by ARB. The Committee shall convene at least one meeting (by phone, video conference, or in person) in each calendar year, and more frequently if circumstances so require.

The Committee shall adhere to the terms of the *Mechanism for Monitoring Committee* guidelines, which is attached hereto as Appendix II and incorporated herein by reference.

8. AMENDMENT

This Agreement may be amended only with the written consent of NCARB and ARB. Each Party shall ratify the amended Agreement in accordance with the Party’s applicable rules.

9. ENTIRE AGREEMENT

Each Party acknowledges that they have read this Agreement, understand it, and agree to be bound by its terms, and further agree that it is the entire agreement between the Parties hereto and it supersedes all prior agreements, written or oral, relating to the international reciprocity of architecture licenses/registrations between the Localities that are the subject matter hereof.

10. NO ASSIGNMENT

No Party to this Agreement can assign its rights under this Agreement without the prior written consent of NCARB and ARB.

The Parties agree that a reference to an individual State, Provincial, or Territory Board includes a reference to any entity, board, or regulator that assumes the role and responsibility to regulate an architect registered by that individual State, Provincial, or Territory Board under the relevant legislation, and that a restructure of an individual Board will not be deemed an assignment under this Agreement.

11. WITHDRAWAL;DISPUTE RESOLUTION

Should any dispute between ARB and NCARB arise in relation to this Agreement that cannot be settled through negotiations between the Parties within 60-days, the Parties shall attempt to

Appendix A: MRA between NCARB and ARB

resolve the matter by mediation, or another form of alternative dispute resolution as may be agreed upon by the Parties prior to resorting to litigation.

Any Participant may withdraw its participation. NCARB shall promptly notify ARB in writing of all withdrawals.

In the event of withdrawal, all licenses/registrations and any *NCARB Certificate* granted to architects pursuant to this Agreement shall remain valid as long as all registration and renewal obligations are maintained and all other generally applicable licensure/registration requirements are met or unless registration is revoked pursuant to the rules of NCARB, ARB, or the relevant Participant, as applicable.

12. TERMINATION

NCARB or ARB may invoke termination of this Agreement with 90-days of written notice to the other Party to this Agreement and all Participants.

In the event of termination, all licenses/registrations and any *NCARB Certificates* granted to architects pursuant to this Agreement shall remain valid as long as all registration and licensure renewal obligations are maintained and all other generally applicable licensure/registration requirements are met by the licensee/registrant or unless the registration/license is revoked pursuant to the rules of NCARB, ARB, or the relevant Participant, as applicable.

13. PERIODIC REVIEW This agreement shall be subject to periodic review. The first periodic review will commence no later than three years after the Agreement has come into force, or more frequently as necessary or desirable. These reviews will include consideration as to what additional qualifications could be included within the scope of the Agreement.

14. ENTRY INTO FORCE

This Agreement shall come into force (the “Effective Date”) no fewer than 60 days after such time as (i) all the NCARB Member Boards ratify this Agreement at a duly called meeting at which a quorum is present and (ii) both NCARB and ARB sign this Agreement, so long as such conditions are met on or before XXXXX, 2026, or as mutually extended by the NCARB Board of Directors and ARB.

SIGNATURES

NCARB

ARB

President
Edward Marley, FAIA,
NCARB, LEED AP

November XX, 2025

Chief Executive and
Registrar
Hugh Simpson

November XX, 2025

Chief Executive Officer
Michael J. Armstrong

November XX, 2025

Witness, Chair
Alan Kershaw

November XX, 2025

Appendix A: MRA between NCARB and ARB

Witness, Vice President, Council Relations
Joshua Batkin November XX, 2025

Witness, Director of Governance & International
Emma Matthews November XX, 2025

Witness, Assistant Vice President, Council Relations
Maurice Brown November XX, 2025

DRAFT

APPENDIX I

**MECHANISMS FOR THE IMPLEMENTATION
Of the
MUTUAL RECOGNITION AGREEMENT
between the
NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS
(NCARB)
and the
ARCHITECTS REGISTRATION BOARD (ARB)**

November XX, 2025

Whereas NCARB and ARB have agreed to and signed a Mutual Recognition Agreement dated XX XXX, 2025 (the "Agreement"), the following terms of reference will govern the implementation of the Agreement. Capitalized terms used and not otherwise defined have the meanings given in the Agreement.

1. Mechanisms for Dialogue and Administrative Co-Operation

NCARB and ARB will put into place mechanisms and procedures, which will include:

- 1.1 Establishing the rules and procedures necessary for the application, maintenance, and monitoring of the provisions of this Agreement.
- 1.2 Establishing communication mechanisms so that architects within the participating jurisdictions will understand the rights and obligations they will have to meet when they are granted a license or registration to practice their profession in a foreign country.
- 1.3 A means to resolve differences in interpretation of the mechanisms for the implementation of this Agreement. Any proposed changes or irreconcilable disputes must be presented to NCARB and ARB for resolution.
- 1.4 Developing an agreed-upon process to address noncompliance with the Agreement by a Party to this Agreement and a mechanism for rescission of participation rights of a noncompliant Party to this Agreement if necessary. NCARB will be responsible for the official list of NCARB Member Boards that are Participants.
- 1.5 Additional tasks as determined by the Monitoring Committee or as mutually requested by NCARB and ARB.

2. Mechanisms for Application

- 2.1 The point of contact for information for the United States is NCARB and for United Kingdom is ARB.
- 2.2 Once established and operational, actual applications shall be processed within a reasonable period of time from receipt of a completed application.
- 2.3 The Parties mutually agree and are authorized by the Agreement to utilize a secure document management system, the selection of which shall be a joint decision. The chosen document management system shall be employed to facilitate efficient communication and the secure exchange of documents and information related to the Agreement.

2.4 Documentation forms to be used by local jurisdictions to certify an applicant's registration/licensure status shall be in uniform format and in English.

3. Application Process

3.1 Eligibility

To be eligible to benefit from this Agreement an architect must meet the requirements of Section 2 of the Agreement.

3.2 Application

The applicant must:

- 3.2.1 File an application and pay the required fees.
- 3.2.2 Secure the appropriate forms from the relevant authority (i.e., NCARB or ARB) which will confirm that the applicant's qualifications are within the scope of this Agreement.

3.3 Transmittal of Required Documentation

For purposes of this Section 3.3, "Required Documentation" means the specific official documentation necessary for a Party or Participant to be able to confirm that an applicant meets the applicable requirements set forth below.

U.S. Architects to ARB:

NCARB will transmit to ARB a copy of the architect's application for mutual recognition, *Evaluation of Record and Council Certification issued by NCARB. These documents will confirm that the architect certified by NCARB is licensed by a Participant and meets the requirements for NCARB Certification and is in good standing.*

U.K Architects to NCARB

ARB will transmit to NCARB a copy of the architect's application for mutual recognition in a U.S. Participant to the Agreement, *and a Compliance Certificate, issued by ARB. The Compliance Certificate will confirm that the UK architect is registered with ARB, holds ARB-prescribed qualifications issued in the UK, and is in good standing.*

3.3. Conditions

Upon application, applicants must meet the conditions of Section 3 of the Agreement.

4. Disciplinary Sanctions

4.1 NCARB and ARB, respectively, will use reasonable efforts to timely inform the other Party if any architect granted licensure or registration pursuant to this Agreement is subject to any disciplinary action that results in revocation or suspension of the architect's license or registration.

4.2 ARB and each Participant will have the authority to determine whether and to what extent the action will have further effect within their respective jurisdiction.

Appendix B: NCARB Policies Passed by the Membership

This document, effective June 2026, includes additional polices passed by the membership via the resolution process. It supersedes the previous resolutions included in Resolution 2026-B.

The resolutions and policies outlined in this document were established by the membership through the resolution process and would require a vote of the membership to be changed or sunset.

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Advocacy

This set of policies provides direction to Council from the membership on the acceptance of NCARB programs and services:

NCARB Goal of Universal Acceptance of the NCARB Certificate

The Council will seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member's jurisdiction without further evaluation of the Certificate holder's underlying credentials. (Adopted June 29, 2002; Amended June 27, 2026)

Financial

This set of policies provides additional direction from the membership as it relates to financial matters of the Council:

Allowance for the President and Vice President

The Council will provide a suitable allowance for the President and Vice President. Such allowances may be adjusted by the Board of Directors from time to time and shall be included as a line item in the budget, as well as in the quarterly financial statements. (Adopted June 28, 2003; Amended June 27, 2026)

Comprehensive and Unabridged NCARB Accrual Basis Financial Statements

The Council shall post quarterly comprehensive and unabridged NCARB Accrual Basis Financial Statements, with all footnotes, to its membership portal so that Member Boards may stay informed about the activities and financial conditions of NCARB. (Adopted June 28, 2003; Amended June 27, 2026)

Membership Resources

This set of policies provides additional direction from the membership on resources and activities to the Council to support Member Boards:

Member Board Executive Workshop

The Council will hold an annual workshop for Member Board Executives. (Adopted June 24, 1995; Amended June 26, 2026)

Centralized Disciplinary Database

The Council will develop and maintain a disciplinary database, allowing Member Boards to access disciplinary actions taken by other Member Boards. The database should include the name of the person disciplined and the reporting Member Board. (Adopted June 29, 1996; Amended June 26, 2026)

Volunteers

This set of policies provides additional direction from the membership on Council volunteers:

Continuing Education Credit for NCARB Activities

NCARB Member Boards accept service on NCARB Advisory Committees, task forces, and other volunteer opportunities when designated as HSW qualifying, and the Council will report those hours to the American Institute of Architects (AIA) or other Member Board-accepted entities for record-keeping purposes.

(Adopted June 23, 2007; Amended June 26, 2026)

Appendix C: NCARB Policies Passed by the Membership (Updated Compared to Original)

This document, effective June 2026, includes additional polices passed by the membership via the resolution process. It supersedes the previous resolutions included in Resolution 2026-B.

The resolutions and policies outlined in this document were established by the membership through the resolution process and would require a vote of the membership to be changed or sunset.

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Advocacy

This set of policies provides direction to Council from the membership on the acceptance of NCARB programs and services:

NCARB Goal of Universal Acceptance of the NCARB Certificate

Updated (June 27, 2026)	Original (June 29, 2002)
The Council will seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member's jurisdiction without further evaluation of the Certificate holder's underlying credentials.	RESOLVED, that this Council seek to ensure that a holder of the NCARB Certificate will be registered by every Member Board as qualified to practice architecture in the Member Board's jurisdiction without further evaluation of the Certificate holder's underlying credentials.

Financial

This set of policies provides additional direction from the membership as it relates to financial matters of the Council:

Allowance for the President and Vice President

Updated (June 27, 2026)	Original (June 28, 2003)
The Council will provide a suitable allowance for the President and Vice President. Such allowances may be adjusted by the Board of Directors from time to time and shall be included as a line item in the budget, as well as in the quarterly financial statements.	RESOLVED, That NCARB continue the practice of providing a suitable allowance for the President and First Vice President. Such allowances, as determined by the Board from time to time, shall continue to be included as a line item in the budget as well as in the quarterly budget reports of NCARB which are furnished to the Member Boards.

Comprehensive and Unabridged NCARB Accrual Basis Financial Statements

Updated (June 27, 2026)	Original (June 28, 2003)
The Council shall post quarterly comprehensive and unabridged NCARB Accrual Basis Financial Statements, with all footnotes, to its membership portal so that Member Boards may stay informed about the activities and financial conditions of NCARB.	RESOLVED, NCARB shall post quarterly on the "Members-only" section of the NCARB web page the comprehensive and unabridged <u>NCARB Accrual Basis Financial Statements</u> , as they exist at the time with all of the footnotes, so that Member Boards may stay completely informed about the activities and financial condition of NCARB.

Membership Resources

This set of policies provides additional direction from the membership on resources and activities to the Council to support Member Boards:

Member Board Executive Workshop

Updated (June 27, 2026)	Original (June 24, 1995)
The Council will hold an annual workshop for Member Board Executives.	RESOLVED, that the Council Board be directed to schedule annually a workshop for member board administrators

Centralized Disciplinary Database

Updated (June 27, 2026)	Original (June 29, 1996)
The Council will develop and maintain a disciplinary database, allowing Member Boards to access disciplinary actions taken by other Member Boards. The database should include the name of the person disciplined and the reporting Member Board.	RESOLVED, that NCARB develop and maintain and periodically distribute, electronically or by other means, to its member boards a list of all disciplinary actions taken by member boards. This list shall identify the person disciplined and the member board which took the action. A member board seeking detailed information respecting the disciplinary action should contact the disciplining board.

Volunteers

This set of policies provides additional direction from the membership on Council volunteers:

Continuing Education Credit for NCARB Activities

Updated (June 27, 2026)	Original (June 23, 2007)
NCARB Member Boards accept service on NCARB Advisory Committees, task forces, and other volunteer opportunities when designated as HSW qualifying, and the Council will report those hours to the American Institute of Architects (AIA) or other Member Board-accepted entities for record-keeping purposes.	RESOLVED, That NCARB Member Boards accept service on NCARB committees and task forces (when designated by NCARB as HSW eligible) as fulfilling the continuing education requirements for Member Boards, and that NCARB report those contact hours to AIA for record keeping purposes.

Recommended for Sunset:

Resolution 1999-06: Satisfying Training Requirements

“RESOLVED, that a candidate for certification who successfully completes the Council training requirements for certification shall be treated as having satisfied those training requirements notwithstanding subsequent changes in Council training requirements.”

Resolution 2002-07: Support for Seeking Financial Assistance to Defray International Activities

“RESOLVED, that the Member Boards of NCARB support the Council Board of Directors' efforts to obtain financial support from the federal government and other sources to defray the costs of considering, entering into and carrying out agreements with other nations and international organizations to facilitate the international practice of qualified architects.”



NCARB

REGIONAL SUMMIT

Educational Workshop: Understanding Reciprocity





NCARB

REGIONAL SUMMIT

Educational Workshop: Responsible Control





NCARB

REGIONAL SUMMIT

Bylaws Amendments



WESTERN COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS BYLAWS

ARTICLE I: NAME

The name of this organization is the WESTERN COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS - REGION 6 of the NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS.

ARTICLE II: DEFINITIONS

- a) "Western Region" or "WCARB" shall mean the Western Council of Architectural Registration Boards which is one of six established geographic regions of The National Council of Architectural Registration Boards.
- b) "Council" or "NCARB" shall mean The National Council of Architectural Registration Boards.
- c) "Chair" shall mean the WCARB Chairperson.
- d) "Executive Committee" shall mean the WCARB Executive Committee.
- e) "Member" shall mean a WCARB Member Board, representing one of the various jurisdictions within WCARB as established by NCARB.
- f) "MBE" shall mean the Member Board Executive of a WCARB Member Board.
- g) "Regional Summit" shall mean The Annual Education Workshops and Business Meeting of WCARB.
- h) "Delegate" shall mean a Member Board Member attending an official meeting of WCARB.
- i) "Official Delegate" shall mean the Designated Voting Delegate or the Member Board Chairperson of a WCARB Member Board.
- j) "Regional Director" shall mean the official WCARB representative to the NCARB Board of Directors.

ARTICLE III: MISSION

- (a) The mission of the Western Region shall be to collaborate as a conference of Member Boards to protect the public's health, safety, and welfare by participating in the development of effective regulations and exemplary standards for the practice of architecture.
- (b) The Western Region and its Members shall:
 - 1) Provide opportunities for leadership development and training.

- 2) Serve as a trusted resource for intern development, licensing, registration data and regulatory information,
 - 3) Advocate the elimination of impediments to reciprocity,
 - 4) Promote recognition of the architect as the primary building professional qualified to protect the public's health, safety, and welfare through enhancing the quality and sustainability of the built environment.
 - 5) Value diversity of opinion and representation, and
 - 6) Identify and review issues of current and future regulatory concern that may affect the practice of architecture.
- (c) Through the Western Region the Members shall maintain collaboration and communication with other Members within the Region. Members shall join together to participate in the work of NCARB and to provide leadership for NCARB. Individuals who are members of Member Boards are encouraged to similarly support NCARB.
- (d) The Western Region shall pursue its objectives in the most efficient, diligent, and fiscally responsible manner possible. Our pursuit shall be governed by core values of cooperation, integrity, and accountability.

ARTICLE IV: DOMAIN

The domain of the Western Region shall cover the jurisdictions of the Members assigned to the Western Region by the NCARB Bylaws.

ARTICLE V: MEMBERSHIP

- a) The membership of the Western Region shall be composed of the Members assigned to the Western Region by the NCARB Bylaws. No Delegate may participate in the work of the Western Region if their respective Member, although current with NCARB dues, is not current with all dues owed to the WCARB.
- b) Any WCARB Member may resign upon submittal of written notification from the Member Chair to the WCARB Chair. Said resignation shall be communicated to the business office of each other member Board and to the NCARB within ten days of receipt by the WCARB Chair. Resignation shall be effective thirty (30) days following the date of receipt of the notice from the Member by the WCARB chair.

ARTICLE VI: MEETINGS OF THE WESTERN REGION

- a) The Regional Summit shall occur annually at a date established by the Executive Committee in collaboration with the Regional Leadership Committee; this meeting shall be open to all Delegates of all Members as well as the MBE of each Member. The purpose of the meeting shall be election of the Executive Committee, participation in Education Workshops, nomination of a Regional Director, and transaction of other business that may properly come before the meeting.
- b) A meeting, consisting of one or more sessions, shall be held in conjunction with the NCARB Annual Business Meeting.

- c) Each Member shall send at least an Official Delegate to the Regional Summit. Regardless of the number of Delegates representing each Member, each Member shall have one vote. Each Member shall identify the Official Delegate at the roll call of the meeting.
- d) A quorum shall be a majority of the Members of the Western Region.
- e) Voting by absentee ballot shall not be allowed.
- f) If the Official Delegate is absent from any portion of the meeting, the Official Delegate shall declare to the Chair of the meeting another Delegate of the same Member Board as Alternate. An MBE shall be allowed to act as either Official Delegate or Alternate when so designated by their Board Chair in writing and approved by the WCARB Chair.
- g) All meetings shall be conducted in accordance with Robert's Rules of Order, Latest Edition.
- h) Special meetings may be called by the Chair with the concurrence of a majority of the Executive Committee members.

ARTICLE VII: EXECUTIVE COMMITTEE

- a) The Executive Committee of the Western Region shall be composed of five voting members - a Chairperson, a Vice Chairperson, a Secretary/Treasurer and two members. The five voting Executive Committee members shall be elected by majority vote of Members present at an Annual Meeting of WCARB. The Regional Director and the WCARB Executive Director shall serve as ex officio non-voting members of the Executive Committee.
- b) Executive Committee members shall be elected for a term of two years, three members to be elected in even numbered years and two members in odd-numbered years, to assure management continuity. A nominee for the Executive Committee must be a current active member of the nominee's respective Board. New Executive Committee Members shall assume office immediately following the adjournment of the next Annual Business Meeting of NCARB. A member of the Executive Committee who is no longer a member of their State Board may complete their elected term of service on the Executive Committee.
 - 1. The Chair, Vice Chair, and Secretary/Treasurer shall be elected, by majority vote of Members present at the Regional Summit, from among the membership of the Executive Committee who will be in office immediately following the adjournment of the next Annual Business Meeting of NCARB. Their term of office will commence immediately following the next Annual Business Meeting of NCARB.
 - 1.1 Any candidate running for the Executive Committee shall have the opportunity to address the membership. In the event of a tie in an election for a position on the Executive Committee, the candidate shall have the opportunity to readdress the membership, followed by another caucus of the membership. This process shall repeat until a winner is declared.

2. The Chair of the Executive Committee shall exercise general supervision over the affairs of WCARB and shall perform all the duties required by these bylaws or delegated by the Executive Committee. The Chair shall preside at every meeting of the Western Region and of the Executive Committee and shall appoint all committees.
 3. The Secretary/Treasurer shall review the minutes and financial statements prepared by the Executive Director and shall present such at the annual meeting.
 4. In the absence of the Chair, or in the event the Chair position is vacated, the Vice Chair shall preside and perform all the duties of the Chair.
 5. In the absence of both the Chair and the Vice Chair, the Secretary/Treasurer shall preside and perform all the duties of the Chair.
 6. In the event of a vacancy in the Vice-Chair position, the Executive Committee shall elect, from the Executive Committee, a Vice-Chair to serve the remainder of the vacated term of office.
 7. In the event of a vacancy in the Secretary/Treasurer position, the Executive Committee shall elect, from the Executive Committee, a Secretary/Treasurer to serve the remainder of the vacated term of office.
 8. The Chair shall serve as the official representative of WCARB to the NCARB Annual Business Meeting.
 9. The Chair shall serve as the official representative to the NCARB Regional Leadership Committee.
 10. In the event of a vacancy on the Executive Committee, the Executive Committee shall elect a member to serve the remainder of the vacated term of office.
- c) The Executive Committee of the Western Region shall administer the affairs of the Western Region; shall put into effect all general policies, directions and instructions adopted at any meeting of the Western Region where a quorum is present and shall act for the membership of the Western Region in all matters within the limits of authority granted to the officers and Executive Committee by these Bylaws. Executive Committee members shall be reimbursed for their expenses in accordance with the Region's Rules.
- d) Removal of an Executive Committee Member:
1. A member may be removed from the Executive Committee after two unexcused absences from any regularly scheduled WCARB meetings.
 2. A majority vote by the Executive Committee members present at the next meeting is required to remove a member from that committee.

e) Term limits for Executive Committee Members:

1. An Executive Committee member shall serve no more than two (2) consecutive two-year terms. Appointment to fill a vacancy on the Executive Committee shall not be counted against the limit of two consecutive terms.
2. An otherwise qualified candidate who has previously served on the Executive Committee and completed the maximum number of consecutive terms may stand for election following a two-year absence from the Executive Committee.

f) Meetings of the Executive Committee:

1. Meetings of the Executive Committee shall be held on-call by the Chair or a majority of the Executive Committee members, with a minimum of one meeting per year in addition to the Executive Committee Meetings held in conjunction with the Western Region and National Council Annual Meetings. This additional meeting shall be set as determined by the Executive Committee for planning of the next Regional Summit. [
2. Attendance by three voting members of the Executive Committee shall constitute a quorum.

ARTICLE VIII: EXECUTIVE DIRECTOR

- a) The Executive Committee of the Western Region shall appoint an Executive Director who shall serve as an ex officio, non-voting member of the Executive Committee. The Executive Director need not be a member of a member board of the Western Region.
- b) The Executive Director shall be responsible for all the clerical work, including financial matters, pertaining to the business of the Western Region, in cooperation with the Executive Committee, and prepare and forward all invoices, receive all moneys and deposit same in the name of the Western Region in a bank approved by the Executive Committee, and assist in the planning and program details of all meetings and conferences. The Executive Director shall record and distribute minutes of all WCARB and Executive Committee meetings. The Executive Director shall be delegated the authority to write checks on the WCARB account(s) by the Executive Committee. In the absence of the Executive Director or if the check writing authority of the Executive Director has been limited in any way by the Executive Committee, the Chair shall have check writing authority.
- c) The Executive director shall serve at the will of the Executive committee. The Executive Committee shall conduct an annual review of the performance, duties, and compensation of the Executive Director.

ARTICLE IX: WESTERN REGION REGIONAL DIRECTOR

- a) A nominee for the Director of the Western Region shall be selected annually by majority vote of Members present at the Regional Summit and shall assume office following confirmation at the Annual Business Meeting of NCARB. The Western Region Director shall serve no more than two (2) consecutive one-year terms. Appointment to fill a vacancy of the Director shall not be counted against the limit of two consecutive terms.

- b) If a nominee for Director has made a declaration as a candidate for NCARB office prior to the Regional Summit, an Alternate Nominee shall be selected by a majority vote at an election to be held immediately following the vote for Director. If the nominee for Director is subsequently elected to NCARB office at the NCARB Annual Business Meeting, the Alternate Nominee shall assume the position of Director.
- c) In the event the Western Region Directorship is vacated for any other reason than for that described under b), the Chair shall serve the remainder of the term and shall vacate the position of Chair of the Western Region.
- d) The Western Region Director shall serve as an ex-officio, non-voting member of the Executive Committee.

ARTICLE X: COMMITTEES

- a) The following standing committees shall be chaired by a member of the Executive Committee:
1. The Elections Committee shall serve to approve credentials of Official Delegates, and to oversee the elections.
 2. The Resolutions and Laudatories Committee shall propose resolutions, review and compile resolutions proposed by Members for consideration, compose laudatory resolutions if needed, and present resolutions at any meeting.
 3. The Education Program Committee ~~shall~~ may create and facilitate the Education Workshops for delegates and MBE's when they are held at the Regional Summit. [~~The Vice Chair~~] A member of the Executive Committee shall chair the Education Program Committee, along with three volunteers from the general membership.
- b) The Chair may appoint special committees or task forces as approved by the Executive Committee. Special committees or task forces report and recommend to the Executive Committee.

ARTICLE XI: FINANCES

- a) Shall be subject to the Rules.
- b) All records of the Western Region, including records of finances, shall be open to Members upon request. A Member requesting copies of records shall compensate the Western Region for reasonable and customary charges for reproduction and distribution.

ARTICLE XII: RULES OF THE REGION

The Western Region shall adopt reasonable rules necessary for the administration of these Bylaws. These rules shall be adopted by majority vote of the members for Articles 1 through 8 at a meeting of the Western Region and by a majority vote of the Executive Committee for Article 9 Schedule and amended in the same manner.

ARTICLE XIII: INDEMNIFICATION

Except as provided below, the Western Region shall indemnify in full, current or former WCARB Directors, Chairs, Executive Committee Members, Executive Directors, or members of a WCARB committee against expenses, including attorney's fees, and against the amount of any judgment, money decree, fine or penalty, or against the amount of any settlement deemed reasonable by the WCARB Executive Committee, necessarily paid or incurred by such person in connection with or arising out of any claim made, or any civil or criminal action suit or proceeding of whatever nature brought against such person, or in which such person is made a party, or in which such person is otherwise involved, by reason of being or having been such Director, Chair, Executive Committee Member, Executive Director, or member of a WCARB committee. No indemnification shall be provided for any person with respect to any matter as to which such person shall have been adjudicated in any proceeding to have acted recklessly, to have been grossly negligent, or to have engaged in intentional misconduct. If such person has not been so adjudicated, such person shall be entitled to indemnification unless the Western Region Executive Committee decides that such person did not act in good faith in the reasonable belief that his or her action was in the best interests of the Western Region. Expenses incurred of the character described above may, with the approval of the Executive Committee, be advanced by the Western Region prior to the final disposition of the action or proceeding involved, whether civil or criminal, upon receipt of an undertaking by the recipient to repay all such advances if such person is adjudged to have acted recklessly, to have engaged in intentional misconduct, or if the Executive Committee decides that such person is not entitled to indemnification.

The Western Region shall have the power to purchase insurance on behalf of any person who is or was a Director, Chair, Executive Committee Member, Executive director, or member of a WCARB committee, against any liability incurred by such person in any such capacity, or arising out of that person's status as such, whether or not the Western Region would have the power to indemnify that person against such liability under this Article or otherwise.

Any rights of indemnification hereunder shall not be exclusive and shall accrue to the estate of the person to be indemnified.

Any other present or former employee or agent of or for the Western Region and any person who at the Western Region's request is or has been serving as a director of another corporation may be indemnified in like manner by vote of the Executive Committee.

ARTICLE XIV: BYLAW AMENDMENTS

- a) These Bylaws may be amended at any meeting of the Members of the Western Region, provided that a notice stating the purpose of each proposed amendment and the reason for it is sent to every Member not less than 60 days prior to the date of the meeting at which this proposed amendment is to be voted.
- b) A two-thirds vote of the Members present shall be necessary to amend these Bylaws.

HISTORY:

Adopted 2/29/64	Revised 6/20/01
Revised 2/24/66	Revised 6/25/03
Revised 3/07/73	Revised 3/19/05
Revised 3/08/75	Revised 3/24/07
Revised 3/09/84	Revised 6/20/07
Revised 6/27/84	Revised 6/19/09
Revised 3/08/85	Revised 6/21/13
Revised 3/15/86	Revised 3/07/14
Revised 3/14/87	Revised 6/20/14
Revised 3/31/90	Revised 3/05/21
Revised 3/06/93	Revised 6/04/22
Revised 3/20/99	Revised 3/01/25

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NCARB

REGIONAL SUMMIT

WCARB Laudatories



Certificate of Appreciation

PROUDLY PRESENTED TO

Brian Fujiwara

Whereas Architect Brian Fujiwara has been a member of the Hawaii State Board of Engineers, Architects, Surveyors and Landscape Architects for 8 years, serving as a valued member of the Board;

Whereas Brian has spent his career in selfless pursuit of the protection of the health, safety and welfare of the public. His hard work and insight has enriched the Hawaii board and the WCARB and NCARB communities.

Whereas Brian's sense of humor, quiet insight, calm demeanor will be dearly missed;

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents and insights which benefited the public, the architectural and engineering community and his fellow Hawaii board members, with a standing ovation.

March 21, 2026



Michael Kolejka | Chair, WCARB



Gina Spaulding | Executive Director, WCARB

Certificate of Appreciation

PROUDLY PRESENTED TO

Don Eggleston

Whereas Architect Don Eggleston has been a member of the Oregon State Board of Architect Examiners for 8 years, serving as a valued member of the Board.

Whereas Don has served on the Board since 2018, offering decades of architectural experience and is now serving as Architect Emeritus. His leadership on committees and outreach efforts strengthened professional standards and supported the Oregon Board's efforts to safeguard the public.

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of his time, talents and insights which benefited the public, the architectural and engineering community and his fellow Oregon board members, with a standing ovation.

March 21, 2026



Michael Kolejka | Chair, WCARB



Gina Spaulding | Executive Director, WCARB

Certificate of Appreciation

PROUDLY PRESENTED TO

Erica Ceder

Whereas Architect Erica Ceder has been a member of the Oregon State Board of Architect Examiners for 8 years, serving as a valued member of the Board.

Whereas Erica has served on the Board since 2018, bringing over 25 years of architectural experience. Her work on committees and outreach initiatives has advanced the Oregon Board's mission to protect the public health, safety and welfare while mentoring architects at all career stages.

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of her time, talents and insights which benefited the public, the architectural and engineering community and her fellow Oregon board members, with a standing ovation.

March 21, 2026



Michael Kolejka | Chair, WCARB



Gina Spaulding | Executive Director, WCARB

Certificate of Appreciation

PROUDLY PRESENTED TO

Katherine Austin

Whereas Architect Katherine Austin has been a member of the Oregon State Board of Architect Examiners for 4 years, serving as a valued member of the Board.

Whereas Katherine has served on the Board since 2022, contributing 35 years of architectural experience. She has been a strong advocate for equity and multiple pathways to the profession, promoting inclusivity in alignment with the Oregon Board's mission to protect public health, safety and welfare.

It is therefore resolved that we express our sincere heartfelt appreciation for the generous gift of her time, talents and insights which benefited the public, the architectural and engineering community and her fellow Oregon board members, with a standing ovation.

March 21, 2026



Michael Kolejka | Chair, WCARB



Gina Spaulding | Executive Director, WCARB



NCARB

REGIONAL SUMMIT

NCARB Visiting Team

