

**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF ARCHITECTURAL  
REGISTRATION BOARDS – WCARB REGION 6  
Scarborough 4, Hyatt Regency Hotel, Savannah, Georgia**

**Friday, March 11, 2016**

Chairman Jim Oschwald called the meeting to order at 8:30 a.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  
Oregon – present  
Utah – present  
Washington – present

All member states and jurisdictions were present and represented at the March 2016 Regional Summit – Friday meeting.

**AGENDA ITEM 2    **Introductions****

There were many new members in attendance: Monica Harrison, incumbent MBE Nevada; Ann Fleming, MBM Nevada; Corey Salum, MBM Utah; Richard Suzuki, MBM Hawaii; Joyce Noe, MBM Hawaii; Glenn Leon Guerrero, MBM Guam; Haylin Thorton, Staff Oregon; Dick Alexander, MBM Oregon; Sian Roberts, MBM Washington; and Sarena Hackenmiller, Staff Alaska.

The new members of WCARB Region 6 were warmly welcomed with a standing ovation.

**AGENDA ITEM 3    **Approval of Agenda****

**Motion:** William Snyder (NV) moved to approve the agenda. Motion seconded by Roch Manley (WA).

**Vote:** All in favor. Motion passes.

#### **AGENDA ITEM 4    Approval of the Minutes**

**Motion:** Nate Waugh (NV) moved to approve the minutes from the June 19, 2016 regional meeting in New Orleans. Motion seconded by Mike Bodelson (NM).

**Vote:** All in favor. Motion passes.

#### **Agenda Item 5    Discussion regarding the proposed resolution submitted by the Oregon Board**

Doug Sams from the Oregon board gave a presentation regarding their proposed resolution. As some background, in 2009, the member boards voted to give the authority for the Intern Development Program (IDP) changes to the Council Board of Directors, with the agreement that all substantive changes to the program would be properly vetted and consensus gained from the member boards before any new changes would be implemented. This resolution was proposed because NCARB hadn't made any real changes to the IDP program since its inception and the small changes it would bring before the member boards during the Annual Business Meeting generally amounted to "crossing the I's and dotting the T's." The resolution passed unanimously. It was expected that the Council Board of Directors would allow the member boards to openly discuss proposed changes to the IDP during regional and national meetings before implementation. This has not occurred. Rather, the Council requests feedback from member boards by way of email and the member boards do not know whether the feedback has any bearing or not in the Council Board of Directors' final decision. So far, all the proposed changes to the IDP have been implemented by the Council Board of Directors, although clearly there are recently implemented changes that a large number of member boards do not agree with, specifically the streamlining of the IDP initiative.

The gist of Oregon's proposed resolution is to return the authority for programmatic changes of the IDP back to the member boards. Member board members are the supervisors and mentors of interns, candidates and emerging professionals. Member board members are legislatively mandated to set the standards for licensure qualifications in their jurisdictions, which includes the experience requirements. A lengthy conversation occurred within the region regarding the proposal. Many board members expressed the appropriateness of the member board members having an active voice, discussions, debates and ultimately a vote on future proposed programmatic changes to the IDP. It was expressly noted that the Oregon resolution does not proposed to undo any of the changes that have already been implemented. Rather, it gives member board members around the country a voice and the opportunity to actively participate in the discussions and decisions regarding future programmatic changes. Any administrative changes to the IDP should continue to be decided by the Council Board of Directors.

Oregon made it clear that it is their desire that if this resolution is to go forward that it is done as a Region 6 resolution, with the backing and weight of the Region. This item was tabled until the Saturday morning regional meeting so that member boards in the region will have a chance to caucus and decide whether or not to support the proposed resolution.

## **Agenda Item 6**

## **Discussion Regarding Proposed NCARB Resolutions**

Chair Oschwald turned the floor over to Regional Director Bob Calvani to go over the proposed draft resolutions. Several members expressed displeasure that the resolutions had been sent to them for review so late this year and requested that be communicated to NCARB for future meetings.

### **Resolution 2016-01: Mutual Recognition Arrangement with Australia and New Zealand**

Bob Calvani told the membership this MRA was similar to the Canadian MRA that many of the US jurisdictions have entered into. Terrance White (UT) told the membership that they recently rescinded their signature on the Canadian MRA due to lack of a social security number. The NCARB record for the new Canadian MRA does not contain enough information in it. Jon Baker (CA) said that California had the same problem with the lack of a social security number in the record and solved that problem by changing their law to add the option of adding a business license in place of a social security number. Terrance White sat on the examination committee that reviewed this proposal that stated that they have a very vigorous examination that covers many things the ARE covers.

Greg Erny (NV) told the membership that an apples to apples comparison of the NCARB-US method versus the New Zealand and Australian method is not possible. The parallel is that, like us, they have a strong education, experience and examination equivalent. Kristin Wells (OR) said that she would like to see a side by side comparison. John Klai (NV) agreed that he would also like to see a side by side matrix on this. Terrance White told them that they did a matrix while he was on the examination committee and it was very complicated. Kristin Wells stated that they needed to get the data on this resolution as soon as possible if they were expected to vote on it at the June Annual Business meeting. Scott Harm (WA) asked why these MRAs were coming to the forefront, because it doesn't make sense to him. Jon Baker (CA) felt that these MRAs make it easier for international NCARB certification and US registration candidates because they do not have to complete IDP or pass the ARE.

### **2016-02 Certification Guidelines Amendment – Revision of the Alternatives to the Education Requirements for Certification**

Calvani said that the new proposal is not perfect but he is going to champion it. Erny told the membership that it takes a while for these proposals to get through the committee work and the NCARB Council BOD approval process. He said that he understands that NCARB is trying to be more agile and has heard the criticism that NCARB is not giving the member boards enough time to react and that NCARB needs to slow down and get the required and necessary feedback from the boards on their new proposals. Calvani stated that he thinks this resolution will pass but he would like to see more demonstrated democracy from the boards with more widespread support. Calvani then went through the changes with the BEA proposal and answered questions posed by the membership.

**2016-03:** Certification Guidelines Amendment - Exam Equivalency for ARE 5.0: No comments from the membership.

**2016-04:** Certification Guidelines Amendment – Five Year Rolling Clock and Rolling Clock Extension Policy Updates: No comments from the membership.

**2016-05:** Legislative Guidelines and Model Law/Regulations Amendment: Access to the ARE

for Students Enrolled in an Integrated Path to Architectural License Option: No comments from the membership.

**2016-06:** Legislative Guidelines and Model Law/Regulations Amendment – Addition of Architect Emeritus Status: No comments from the membership.

**2016-07:** Legislative Guidelines and Model Law/Regulations Amendment – Reference to Military-Trained Applicants: No comments from the membership.

**2016-08:** Legislative Guidelines and Model Law/Regulations Amendment – Updating the name of the Intern Development Program: No comments from the membership.

**2016-09:** NCARB Bylaws Amendment - Updating Name of the Internship Committee: No comments from the membership.

**Chairman Oschwald recessed the WCARB Region 6 meeting until 1:30 p.m. Members will attend the joint Plenary Session.**

**Meeting reconvened at 1:48 p.m.**

#### **AGENDA ITEM 9 Financial Report – Ed Marley**

The 2015-2016 budget previously approved by the membership in June 2015 for the fiscal period of October 1, 2015 - September 30, 2016 was provided for review and information purposes. Also provided in the meeting materials was a copy of last year's budget for comparison and information purposes. A copy of the 2015-2016 budget has been appended to this document as Appendix "B."

The Balance Sheet through March 1, 2016 was provided in the agenda packet for the membership. This statement is appended to the end of this document as Appendix "C." The Profit and Loss statement for October 1, 2015 – March 1, 2016 was also provided and it appended to this document as Appendix "D." The Profit and Loss statement for the previous fiscal year of October 1, 2014 – September 30, 2015 was provided as reference and is appended to this document as Appendix "E."

As of March 1, 2016, total assets from both the checking and savings accounts total \$178,301.38. The region is in good financial shape.

#### **AGENDA ITEM 10 Brief State Reports**

**Alaska:** Not too many changes. The board will be voting on the AXP soon. Richard Rearick timed out and has been replaced by Catherine Fritz. The board is facing an ongoing audit threat from the State.

**Arizona:** Board successfully underwent Sunset Review. There is currently a bill being voted on that will permit nonresidents to do tenant improvements. Also, the board is facing a serious threat of deregulation of the landscape architects and the geologists. This is the tip of the iceberg; all occupations are under fire.

**California:** The proposed integrated path to licensure is important to California. NCARB has been collaborating with the state board. The board has been discussing what to call the interns now that the title has been retired. They are considering calling them intern-architects.

**Colorado:** Their legislature has put forward a bill proposing a seven year term limit for complaints to DORA – not sure what it means; the board will seek clarification. Another bill out there stipulates that professionals with multiple licenses must be dealt with by one board and the next board must rule within 100 days or action is void. Builders Set: the Colorado board is looking for a definition of what a builders set actually is – any help from WCARB would help.

**Guam:** The board is working on making the complaint process more timely and is currently dealing with the rulemaking process.

**Hawaii:** The board is also working on rulemaking, which has been a very complicated process.

**Idaho:** No real issues to report other than they are working to update the state rules.

**Nevada:** The board's joint CEU program with the local AIA is entering its 4<sup>th</sup> year and is a huge success with the registrants. This is an all-day program that is offered free of charge that provides enough quality health, safety and welfare units for the registrant to renew his or her license. Also, Gina Spaulding is retiring from 28 years with the Nevada board. She will continue her role as the WCARB Region 6 Executive Director.

**New Mexico:** Board's Executive Director Wren Propp retired today. The board has named Melarie Gonzales as the new interim Executive Director. The board continues to struggle with its own BEA process and is looking forward to seeing if they can support the new proposed BEA process. Also, the board successfully underwent the Sunset Review process.

**Oregon:** On February 24, 2016, the Court of Appeals in the State of Oregon released an opinion on an Oregon State Board of Architect Examiners case that may impact consumers, the public and other professional licensing boards. The case was regarding architectural title violations and architectural practice violations. The Board met on March 2, 2016 and voted in favor of the Oregon Department of Justice appealing the decision. The Department of Justice will make the final decision regarding whether or not to appeal

**Utah:** Hans Hoffman has termed off his board and is finishing his term on the WCARB Executive Committee. Corey Solum, architect, currently in attendance, is Hans' replacement. The interior designers are very active and are seeking certification in Utah.

**Washington:** Sian Roberts is the new architect board member. Washington has been impacted by the IDP hours streamline. Current laws still require an intern complete three years of experience. The board has been conducting outreach efforts to local colleges and have had some very interesting BEA conversations. The board has transitioned to online renewals and that's going well. Finally, the Washington board is very excited to host the NCARB ABM in Seattle this June. They told the membership to reach out to any of them for dinner recommendations.

## **AGENDA ITEM 11 Discussion and Membership Collaboration on the Draft White Paper on the Benefits of Regional Membership – Jon Baker**

Jon Baker went through the where the Region currently is with the draft white paper and asked for member feedback to help make the document better and hopefully more useful to users. The draft document appears below and member comments follow the draft paper.

### **“Western Council of Architectural Registration Boards White Paper Benefits of Regional Membership**

**Why:** Evaluate the need for regional structure, meetings, and dues.

**Facts:** The Western Council of Architectural Registration Boards (WCARB) was the first regulatory organization of architectural licensing jurisdictions. Through this legacy, the WCARB

Executive Committee has been a leading advocate for the member jurisdictions within the region.

### **Regional Structure**

Regional structure recognizes the uniqueness of practice and regulation amongst different areas of the country and provides for collective input on national issues. It is the responsibility of each member board to stay abreast of national changes that could affect its jurisdiction and the region as a whole. ***At a time when change is happening more quickly than ever, it is imperative that the regional structure remain as it is today.***

The current regional structure:

- Recognizes the individual uniqueness of regional architectural practices and conditions.
- Provides regional representation on the Board of Directors for the National Council of Architectural Registration Boards.
- Supports leadership development within the region for future positions on the WCARB Executive Committee and the Board of Directors for the National Council of Architectural Registration Boards. A major benefit to member boards is having member-board members within the region involved the national governance structure, as it provides invaluable knowledge of NCARB's major initiatives, programmatic changes, and especially in assuring that NCARB is sensitive to the concerns of the individual states.
- Provides education and communication opportunities for member-board members within the region, thereby strengthening the member boards individually and the regulation of the practice as a whole.

### **Regional Meetings**

Regional meetings among jurisdictions provide for more in-depth discussions on relevant issues facing the profession and for regulation of the licensing process in a smaller setting, with opportunities for collective input from a regional perspective.

The current regional meetings:

- Provide regional interaction and a platform to share solutions.
- Assist in achieving effective regulation and enforcement.
- Support the sharing of best practices, successes, and concerns among member boards.
- Offer an opportunity for member boards to be better informed and to have questions answered.
- Provide regional evaluation of national trends and NCARB proposals.
- Facilitate a regional review and vetting of regulatory changes.
- Allow for the opportunity to share information pertaining to candidate credentials and disciplinary information.
- Provide for the development of strategic initiatives and policy positions to benefit the region.
- Provide a manageable forum that promotes open discussion and representation of individual member boards when reviewing NCARB proposals, resolutions, and other issues facing the membership.

## **Regional Dues**

If the value of the regional structure and regional meetings to the member boards is confirmed, then the cost of administering the program should continue to be supported through a reasonable and defensible dues structure.

The current regional dues:

- Support member services, operational resources, and program management.
- Are consistent with the other regions represented within NCARB.
- Have remained static for many years through effective fiscal management.

Allow for expenditures that are based on an annual budgeting process, subject to member-board approval.”

Melissa Cornelius (AZ) told Jon Baker that she is looking with a forward perspective and stated that Arizona is going to have a hard time justifying paying regional dues and may not be able to remain a member of Region 6. She said that some things that might help is to see the minutes of the meetings of the Executive Committee and that they be shared in a timely fashion. Other suggestions included adding a blog to the WCARB website for board interaction and to be more sensitive to social issues on agendas. Another idea was to add the WCARB mission statement into the white paper.

Jon Baker said that he is sensitive to the executive board’s travel costs and that he will be looking into that in the next year to see if the costs can be brought down which might result in the ability to reduce the cost of regional dues in the future.

Mary Morissette from Colorado suggested adding “outreach to licensed architects.” The value of this regional group is sharing of best practices. A huge opportunity can be an educational component.

Hans Hoffman said that he would like to see a breakdown of fees in relation to the architects and design professionals regulated within the region. For him it’s \$1.50 a year, well worth the regional dues paid.

Jon Baker said that sharing of best practices is critical, and that perhaps it’s time for the region to do another exercise similar to the Golden Nugget exercise that was done a few years ago. Baker asked the members to take the papers back with them and return any comments and suggestions by the end of May so that Gina has time to incorporate them into the next draft for member review and comment.

## **Agenda Item 7      Regional Director’s Report – Bob Calvani**

Bob Calvani gave a very detailed presentation, welcoming everyone to Savannah for the Regional Summit and giving an excellent presentation on the work of the Council. Topics covered included the Council’s reaction to the North Carolina Dental Board Case and how that might potentially affect member boards. Other topics included the importance of data sharing so that the Council can use the data to help member boards; fee adjustments, NCARB is dropping the price on certificate renewals, the ARE and the AXP. He discussed the e-Portfolio, stating that the rigor must be there or the program will sunset in three years. He was involved in the Ethics Task Force. He again encouraged members to get involved because you learn so

much. Finally, he thanked WCARB Region 6 for its support all these years and asked that they continue to support him as he seeks the position of Secretary of the Council.

**Agenda Item 8      Executive Committee/Chair's Report – Jim Oswald**

No report was given.

**AGENDA ITEM 14      Elections: Nominations – From the Floor**

Jon Baker, Mark McKechnie, James Mickey and Scott Harm (ran from the floor) are each running for one of the three spots on the WCARB Region 6 Executive Committee.

**Motion:** Ed Marley (AZ) moved to close the nomination for the Executive Committee. Motion seconded by Jay Cone (ID).

**Vote:** All in favor. Motion passes.

Jim Oswald is running for the position of Regional Director.

**Motion:** Nate Waugh (NV) moved to close the nomination for the Regional Director. Motion seconded by Ed Marley (AZ).

**Vote:** All in favor. Motion passes.

**AGENDA ITEM 15      Elections: Nominee Speeches**

All four candidates for Executive Committee introduced themselves to the membership and gave some background information on themselves. They all showed passion for the profession, for the region and for the opportunity to serve as future leaders of the region.

**AGENDA ITEM 17      Elections: Regional Director and Executive Committee**

The jurisdictions caucused and voted to fill the three vacancies on the Executive Committee. The Election Committee reported that the new members of the Executive Committee were:

1. Jon Baker
2. James Mickey
3. Scott Harm

Jim Oswald ran for the position of Regional Director unopposed and was elected by acclamation.

**AGENDA ITEM 18      Elections: Nominations for Chair, Vice-Chair and Secretary/Treasurer**

**Chair:**

Jay Cone nominated Ed Marley as Regional Chair.

Sylvia Kwan nominated Jon Baker as Regional Chair.

Mary Morissette nominated Jay Cone as Regional Chair.

Ed Marley said that he was flattered to be nominated as Chair but he is so busy with work these days that he would not be at his best right now as Chair.

Jay Cone also said that he was honored to be nominated as Chair but he too is too busy with work to do the job of Chair for the Region.

**Vice Chair:**

Bill Snyder nominated Jim Mickey as Vice Chair.  
Steve Turney nominated Ed Marley as Vice Chair.

**Secretary/Treasurer:**

Jon Baker nominated Jay Cone as Secretary/Treasurer.

**Motion:** Nate Waugh (NV) moved to close the nomination for the leadership positions of Chair, Vice Chair and Secretary/Treasurer. Motion seconded by George Garlock (NV).

**Vote:** All in favor. Motion passes.

**AGENDA ITEM 19 Elections: Nominee Speeches for Chair, Vice-Chair and Secretary/Treasurer**

The positions of Chair (Jon Baker) and Secretary/Treasurer (Jay Cone) were unopposed.

**Vice Chair:**

Ed Marley told the membership he was willing to move up the leadership ladder on a natural progression. He will be focusing on reserves and dues in the next year.

Jim Mickey told the membership that he currently serves in a similar capacity on the Nevada board. He believes in efficiency and would be happy to serve in the position if it is the will of the region.

**AGENDA ITEM 20 Elections for Executive Officers**

The member boards caucused and voted and Ed Marley was elected to serve as the next Vice-Chair for FY 2016-17.

Jon Baker was elected Chair by acclamation and Jay Cone was elected as Secretary/Treasurer by acclamation.

The WCARB Executive Committee for 2016-17 (effective 7/1/16) is:

Jim Oswald, Regional Director  
Jon Baker, Regional Chair  
Ed Marley, Vice Chair  
Jay Cone, Secretary/Treasurer  
James Mickey, Member  
Scott Harm, Member

## **AGENDA ITEM 16      WCARB Region 6 Laudatories**

Jay Cone read the following Laudatory into the record for **Bryan Turner**, Utah member board member who termed off his board:

Whereas Architect Bryan Turner, from Kaysville, Utah has completed his duties as a member of the Utah Architects' Licensing Board after serving eight years, including one as Chairman.

Whereas Mr. Turner distinguished himself by serving on two NCARB ARE subcommittees as a general member for one year and Coordinator for two years. His exemplary contributions will be missed.

Whereas Mr. Turner provided many years of thoughtful and dedicated services to the Utah Board as the quiet voice of reason.

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

*Entered into the record on March 11, 2016.*

Jay Cone read the following Laudatory into the record for **Susan Steward**, Oregon member board member who termed off her board:

Whereas Susan Steward, from Portland, Oregon, served tirelessly for four years as a public member of the Oregon State Board of Architectural Examiners.

Whereas Ms. Steward distinguished herself by serving as the Liaison with the Oregon Building Codes Division and as a member of the Current Legislative Session Task Force.

It is therefore resolved that we express, with a standing ovation, our sincere, heartfelt appreciation for the generous gift of her time, talents and insights which benefitted the public, the architectural community, the region and her fellow Oregon Board members. Susan's leadership, style and friendship will be deeply missed.

*Entered into the record on March 11, 2016.*

## **AGENDA ITEM 12      Region 6 Leadership Strategies**

Bob Calvani encouraged all members to participate in NCARB committees and stressed how important the work of the committees are and that the Council is a volunteer driven organization. Jim Oswald said for those who have not yet served on a committee that once you serve on a committee you understand how committees are the lifeblood of the Council.

Linda Szymarek asked if public members could serve on the Executive Committee. She was told that she absolutely could serve on the Executive Committee if she wanted to. She was also encouraged to sign up for committee work, as there are opportunities out there for public members.

**AGENDA ITEM 13      Town Hall Meeting**

Jim Roberson asked where next year's location is for the Regional Summit and was told that the location would be Jersey City, hosted by Region 2.

Oschwald asked the members to think about some outreach opportunities to see what the region can do in the future, such as the Golden Nugget best practices exercise the region did a few years back.

**ADJOURN FOR THE DAY**

The meeting was adjourned at 4:28 p.m and will reconvene on Saturday morning at 8:00 a.m.

**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF ARCHITECTURAL  
REGISTRATION BOARDS – WCARB REGION 6  
Scarborough 4, Hyatt Regency Hotel, Savannah, Georgia**

**Saturday, March 12, 2016**

**AGENDA ITEM 1      Quorum Roll Call**

Roll Call:

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

All member states and jurisdictions were present and represented at the March 2016 Regional Summit – Saturday meeting.

**AGENDA ITEM 2      Unfinished Items from Friday**

Oregon Resolution: NCARB Bylaws require any proposed resolutions to be submitted within 90 days of the Annual Business meeting, which is next Wednesday, March 16, 2016.

Oshwald conducted a voice poll to see whether there was support within the Region to support the Oregon Resolution as a Region 6 resolution:

Alaska – support - yes  
Arizona – support - yes  
California – support - yes  
Colorado – support - yes  
Guam – support - yes  
Hawaii – support - yes  
Idaho – support - yes  
Nevada – support - yes  
New Mexico – support - yes  
Oregon – support - yes  
Utah – support – yes

Oregon received unanimous regional support to put forward their resolution as a Region 6 resolution. Oswald and Spaulding will work with Oregon to beef up the Statement of Support and get it sent in by the deadline so that it can be discussed, debated and voted on at the Seattle meeting in June 2016.

### **AGENDA ITEM 3      NCARB Visiting Team and Candidate Visits**

#### **Candidate Visits:**

Bob Calvani, our Region 6 Director is currently running for the position of NCARB Secretary and stopped by to speak with the membership, answer questions and ask for the support of the region in his quest for Secretary of the Council.

Terry Allers, candidate for Treasurer, John Cardone, candidate for Public Member, Dave Hoffman, candidate for 2VP and Greg Erny, from Region 6 and running for 1VP President Elect stopped by the region to answer questions, gather feedback on issues and ask for support in their election efforts.

Chair Oswald thanked them for taking the time to visit the region.

Visiting Team: Dennis Ward, NCARB President, Kristine Harding, 1VP President Elect and Mike Armstrong, NCARB CEO stopped by the region to answer any questions.

Bob Calvani asked about how changes to the ARE and the IDP are handled by the Board of Directors. Dennis said that the Board is changing its comment period from 90 to 120 days per MBE suggestions at the workshop held the day before. Harding remarked that consensus is key.

McKechnie asked how the 2 times IDP requirement was going to be tracked by NCARB. Harry Falconer, Director of Experience and Examination stated that candidates would have to document two times the requirements of IDP, in other words, follow the current rules of IDP.

Bickler remarked that rigor in the supervisor role is a big deal. Armstrong stated that the Council is in the process of creating a mini-monograph on supervisor training. The Council is

also discussing moving supervisor training into the HSW category – more discussion on that to come.

**AGENDA ITEM 4      New WCARB Website Demonstration**

Hans Hoffman, current Executive Committee member shared the beta website with the members so they could see what it will look like when it's finished being built. The new site will be operational by the June 2016 meeting in Seattle.

Members praised Hoffman on how well he has done with the branding of the new website.

**AGENDA ITEM 5      New Business**

No new business was discussed.

**AGENDA ITEM 6      Old Business**

No old business was discussed.

Chair Oschwald adjourned the meeting at 9:25 a.m. Members will join the other Regions for the second Plenary session.