

**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF ARCHITECTURAL
REGISTRATION BOARDS – WCARB REGION 6
Venetian Room, Westin Book Cadillac, Detroit, MI**

Friday, June 29, 2018

Chairman Jon Baker called the meeting to order at 12:30 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
Oregon – present
Utah – present
Washington – present

All member states and jurisdictions were present and represented at the June 2018 Region 6 Regional meeting at the NCARB Annual Business Meeting.

Introductions:

There were two new members in attendance: Nilza Serrano, MBM California, and Philip Villanova, MBM Guam. The region was happy to see that Bert Yumol had been reappointed to the Hawaii as a MBM.

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

Approval of Agenda:

Motion: Tian Feng (CA) moved to approve the agenda. Motion seconded by Ed Marley (AZ).

Vote: All in favor. Motion passes.

Approval of the Minutes:

Motion: Nilza Serrano (CA) moved to approve the minutes from the March 9, 2018 regional summit in Wichita, KS. Motion seconded by Terance White (UT).

Vote: All in favor. Motion passes.

AGENDA ITEM 2 Regional Director's Report – Jim Oswald

Jim Oswald provided a regional director report, welcoming everyone to Detroit for the 2018 NCARB Annual Business Meeting and giving an excellent overview on the current work of the Council.

Oswald also created an information PowerPoint pinwheel for the region that identified the following:

- How many jurisdictions in the region require the ARE (all 12)
- How many jurisdictions in the region require AXP (all 12)
- How many jurisdictions in the region permit access to the ARE concurrent with the AXP (11 – Guam does not)
- How many jurisdictions in the region require continuing education hours as a condition of license renewal (10 – Guam and Arizona do not)
- How many jurisdictions in the region allow alternatives to the education requirement for certification (11 – Guam does not)
- How many jurisdictions in the region register architects licensed through the Broadly Experienced Foreign Architect pathway (11 – Nevada does not)
- How many jurisdictions in the region permit an alternative path of the experience requirement (9 – Arizona, Colorado and Guam do not)
- How many jurisdictions in the region require the NAAB degree for registration (5 – Arizona, California, Colorado, Guam, Hawaii, Idaho and Washington do not)
- How many jurisdictions in the region require the NCARB certificate for reciprocal registration (3 – Arizona, California, Colorado, Hawaii, Idaho, Oregon, Utah and Washington do not)
- How many jurisdictions in the region accept the Canadian Mutual Recognition Agreement (8 – Idaho, Hawaii, Nevada and Utah do not)
- How many jurisdictions in the region accept the New Zealand and Australia Mutual Recognition Agreement (7 – Guam, Hawaii, Idaho, Nevada and Utah do not)
- How many jurisdictions in the region use NCARB's Direct Registration program (5 – California, Guam, Hawaii, Idaho, New Mexico and Oregon do not).

AGENDA ITEM 3 Executive Committee/Chair's Report – Jon Baker

Baker told the membership that he had formed three new task force/committees in the past year:

1. Strategic Plan Task Force
2. Education and Programs Committee; and
3. Bylaws & Rules Task Force

Baker gave an overview of the progress of the committees. Quite a bit of progress had been made on the Strategic Planning Task Force and said that Committee Chair Jim Oswald would give the membership an update later in the day.

Chair Jon Baker stated that WCARB Region 6 had spent the past couple of years talking about the value of regional membership and the current dues structure and as a result of these conversations the region had produced a white paper on the value of regional membership. He stated that the Region 6 White Paper had been posted to the region's website.

AGENDA ITEM 4 Financial Report – Jim Mickey

Mickey stated that the finances for the region were in good shape and that the current balance sheet and profit and loss statements were provided for review in the meeting packet for member review and comment.

AGENDA ITEM 5 Review and Approval of 2018-19 WCARB Budget

The draft budget for fiscal year October 1, 2018 – September 30, 2019 was presented to the membership for review and decision.

Peter Rockwell asked what the region was doing with its reserves. Mickey replied that it was slowly being drawn down due to the inclusion of a new line item for Education and Program Expenses, but that the decision regarding what to do with the reserves will be made after the region completes its strategic plan and has a realistic idea of how and what any programmatic additions might impact the budget.

Mickey asked if it would make sense for the region to develop and put in place a financial investment strategy policy. Baker said he felt the bigger question was how was the region going to use its reserves and encouraged the Executive Committee to put together a financial strategy and figure out the appropriate reserve amount the region should hold.

Motion: Rockwell (ID) moved to approve the draft budget for the 2018-19 fiscal year. Motion seconded by Harm (WA).

Vote: All in favor. Motion passes.

AGENDA ITEMS 6 Committee Reports

1. Education and Programs Committee

Mickey reported that the committee met one time by telephone and went over the information gathered. Much work remains to be done and the committee needs more active volunteers participating. Mickey asked the members what the top pick would be for the March 2019 educational program? The overwhelming pick by the members was "New Board Member/Executive Orientation." The committee will work to include that option on the March 2019 Regional Summit agenda.

Mickey asked what other topics would the membership be interested in for future regional meetings?

Possible future educational program topics:

- Resiliency
- Emergency preparedness
- School safety (active shooters)
- Possibly theme the educational opportunity with the location of the regional summit and try to integrate these topics
- Supervisors for AXP
- Supervisor support for Region 6
- Board member training
- New board member orientation

Mickey said that the committee will continue to request topics from the members at future meetings so a comprehensive list can be developed.

2. Strategic Plan Task Force

Oswald had prepared a PowerPoint slide presentation that outlined the task force's work so far. Afterwards, he divided the membership into four groups to reaffirm the strengths, weaknesses, opportunities and threats the committee and the membership had identified to date. The task force will continue to work on the strategic plan and will present their work to the membership next March at the 2019 Regional Summit in Nashville, TN.

Oswald reminded the members that they must be vigilant with the strategic plan. In order for it to be an effective tool, it must be reviewed and updated each year. The strategic planning agenda item will be a standing agenda item.

3. Bylaws & Rules Task Force

The Bylaws and Rules task force had previously identified minor housekeeping edits. It was decided to wait until the strategic planning task force finished the draft document in case new language, programs or policies needed to be added or deleted.

Chair Baker thanked everyone for their participation and told them that the best way to learn more about the region and NCARB was to volunteer on these important committees and get involved on the Executive Committee.

AGENDA ITEM 7 Discussion about proposed 2018 NCARB Resolutions

Baker led the region through the resolutions.

- A lively conversation ensued regarding the first resolution; HSW Category realignment.
- No comments were given on Resolution #2.
- Resolution #3 garnered questions about section 2.5 "employee context."
- Resolution #4 Bylaws: okay except some members would like 60 days' notice for all resolutions. Other comments included confusion about sections 2 and 7.

Baker said he would relay these comments to the NCARB leadership and that the members could also bring up any questions with the NCARB visiting team when they arrived.

AGENDA ITEM 10 NCARB Visiting Team

Visiting Team: Greg Erny, NCARB President, Dave Hoffman, 1VP President Elect and Mike Armstrong, NCARB CEO and other NCARB staff stopped by the region to answer any questions.

There was a robust conversation regarding Resolution #1 – HSW restatement and alignment and the other concerns previously articulated during the resolutions discussion. Erny and Hoffman thanked the region for its feedback and said they would take all suggestions under consideration.

Chairman Baker thanked the visiting team for taking the time to visit the region.

AGENDA ITEM 8 Call for WCARB member committee representation on next year's committees, task forces

There was not enough time left on the agenda to address this item. It will be placed on a future agenda.

AGENDA ITEM 9 2018 Regional Meeting Discussion – agenda and educational topics?

Possible future educational program topics:

- Supervisors for AXP
- Supervisor support for Region 6
- Board member training
- New board member orientation

AGENDA ITEM 11 WCARB Region 6 Laudatories

Jim Mickey read laudatories into the record for Maria Brown, Member Board Executive from Oregon who was leaving the board and relocating back to Idaho and Jim Oswald, from the New Mexico board, who was given the laudatory for his terrific work as a Regional Director and for his terrific work on the strategic planning task force.

AGENDA ITEM 12 New Business/Old Business

Ed Marley and Scott Harm, incoming Chair and Vice Chair respectively, told the members they were excited to be in leadership for the coming year and told the members they were committed to raising value and participation in the region.

They said the strategic plan will inform the regions existing and future programs and the educational programs will focus on regulatory and leadership development matters.

They concluded by saying they wanted to have more interactive dialog with the member board members and executives as well as with the boards and jurisdictions.

AGENDA ITEM 13 Other

No other business was discussed.

ADJOURN FOR THE DAY

Chair Baker adjourned the Region 6 WCARB meeting at 4:30 p.m.

WCARB Meeting @ NCARB ABM

Detroit, MI

Attendees June 29, 2018

ALASKA

Catherine Fritz
Jeff Koonce
Alysia Jones

ARIZONA

Ed Marley
Melissa Cornelius
Robert Stam
Neal Jones
Patrice Pritzl

CALIFORNIA

Jon Baker
Matt McGuinness
Sylvia Kwan
Tian Feng
Nilza Serrano

COLORADO

Mary Morissette
Joyce Young

GUAM

Ray Borja
Liza Provido
Glenn Leon Guerrero
Philip Villanova

HAWAII

Sandy Matsushima
Bert Yumol
Marc Ventura

IDAHO

Allison McClintock
Daniel Mullin
Peter Rockwell

NEVADA

Kim Ciesynski
William Snyder
George Garlock
Greg Erny
James Mickey
Monica Harrison
Gina Spaulding (Region 6 Exec)

NEW MEXICO

Bob Calvani
Tara Rothwell
Jim Oswald
Ray Vigil
Mark Glenn

OREGON

James Robertson
Jim Chaney
Kristin Wells
Maria Brown

UTAH

Terrance White
Celestia Carson

WASHINGTON

Scott Harm
Colin Jones
Rick Storvick