

# WCARB

Western Council of  
Architectural Registration Boards  
**REGION 6**

## **WCARB Region 6 2019 Regional Meeting at NCARB – Washington DC Meeting Materials**



# The 2019 WCARB Regional Meeting at the NCARB Annual Meeting

## The Mayflower Hotel, Washington DC

Friday, June 21 – 12:30 PM

### AGENDA

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12:30 pm	Delegate Lunch and Regional Meeting	Chinese Ballroom
<hr/>		
1:00 pm – 1:45 pm	<ol style="list-style-type: none"><li>1. Meeting Convened by Ed Marley<ul style="list-style-type: none"><li>• Establish Quorum</li><li>• *Approval of Agenda</li><li>• Introductions</li><li>• *Approval of Minutes: 3/8/19</li></ul></li><li>2. Regional Director's Report – Jon Baker</li><li>3. Regional Chair's Report – Ed Marley</li><li>4. Financial Report – Jim Mickey</li><li>5. *Discussion and decision regarding changing and billing the member dues from a calendar year to a fiscal year to coordinate with NCARB's dues schedule</li><li>6. *Discussion and decision regarding reducing the annual member dues amount from \$4,000 to \$3,500</li><li>7. *Review and Approval of 2019-2020 WCARB Budget</li><li>8. *Discussion and decision to update the Region 6 Rules</li><li>9. State Reports</li><li>10. *Strategic Plan Update</li><li>11. *Discussion and decision regarding whether to have a Licensor's Advisory Forum in Region 6</li><li>12. 2020 Regional Meeting Discussion – agenda and educational topics?</li><li>13. NCARB Visiting Team and Candidate Visits</li><li>14. Laudatories</li><li>15. New Business/Old Business</li><li>16. Other</li></ol>	
<hr/>		
4:00 pm	Adjourn	
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6:00 – 9:00 pm	NCARB Reunion BBQ	AIA National Headquarters

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**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF ARCHITECTURAL  
REGISTRATION BOARDS – WCARB REGION 6  
Symphony “E”, JW Marriott Nashville, Nashville, TN**

**Friday, March 8, 2019**

Chairman Ed Marley called the meeting to order at 10:45 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  
Northern Mariana Islands - present  
Oregon – present  
Utah – present  
Washington – present

All 13 member states and jurisdictions were present and represented at the March 2019 Regional Summit – Friday meeting.

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

There were new members in attendance: Bret Bullough, MBM Utah; Stacey Hatfield, Nevada Board staff; Erica Ceder, MBM Oregon; Mari Karnowski, Oregon Board staff; Roy Reyes, MBM Northern Marianas; Jorano Taitano, MBM Northern Marianas, and Esther Fleming, MBE Northern Marianas.

The new members of WCARB Region 6, especially new returning member jurisdiction Northern Marianas, were warmly welcomed with a standing ovation.

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

**Motion:** Corey Solum (UT) moved to approve the agenda. Motion seconded by Catherine Fritz (AK).

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

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

**Motion:** Mary Morissette (CO) moved to approve the minutes from the June 29, 2018 regional meeting in Detroit, MI. Motion seconded by Scott Harm (WA).

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

#### **Agenda Item 5    Regional Director's Report – Jon Baker**

Jon Baker welcomed everyone to Nashville for the Regional Summit and gave a summary on the work of the Council. Baker welcomed the Northern Marianas back to Region 6.

Topics discussed included:

- The NCARB Strategic Plan has been updated and will be released in the next month. It focuses on facilitating licensure; re-looking at programs and services to boards to see if NCARB can offer more assistance on matters relevant to boards and jurisdictions.
- NCARB has also been maximizing value for member boards by adding resources to assist boards with advocacy, especially when boards are dealing with threats to licensure.
- Efforts are being made to facilitate additional collaboration with collaterals (ASCA, NAAB and NCARB).
- The ARC will happen this summer – the forum will focus on the conditions of accreditation criteria.
- The IPAL program is starting to bear fruit – Florida just graduated three students under the IPAL program and California has at least one IPAL student getting ready to get licensed once he finishes the program.
- NCARB has been developing tools to assist member board executives to evaluate continuing education courses submitted by registrants during the course of an annual audit.
- Baker told the members about LINEUP, a new NCARB program which is exploring new income streams for the Council which will hopefully help bring down costs for member boards.
- Housekeeping: The Council is undergoing a three year cycle to review all NCARB policies and procedures both internal and external.
- The Model Law task force is reviewing the Model Law in an effort to reorganize it more efficiently.
- The 100 year Centennial will be coming up in June and NCARB has been developing a book for member boards that contains a 100 years of NCARB history.
- Other NCARB initiatives include improving the relationship with AIA as continuing education is a sticking point between NCARB and the AIA.
- Interior design regulation is still being discussed and several boards report that interior designers are seeking regulation in their jurisdictions.

- Baker spoke about the Regional Director engagement calls and asked members to participate in the calls and share information and matters of interest or concern so that everyone has a voice in the Council.

Baker asked if anyone had any questions about his report. Doug Sams, MBM OR, asked what was up with the next Practice Analysis? Baker replied that it would be starting up next year. Jim Cheney, MBM OR, asked if the "intern" title was still an issue. Baker responded that it wasn't an issue to his knowledge. Sylvia Kwan, MBM CA, reported that her state board in California was working with the California building officials (CALBO) and the interior designers to explore possible regulation in California. Catherine Fritz, MBM AK, said that the Alaska board is dealing with interior designers seeking registration also.

### **AGENDA ITEM 6    Chair's/Executive Committee Report – Ed Marley**

Chair Marley welcomed the new members. Marley told the members that with the NCARB Centennial happening this year, WCARB was looking at its history and in reviewing the first few sets of minutes found a couple fun facts such as the first Regional budget was \$200 per year (\$175 in checks and \$25 in stamps). Also, more importantly, Region 6 developed the first universally used site examination in the early 1960's which was used within the region.

Marley reported that the Executive Committee had met in person in Las Vegas in November 2018 and again via telephone call in January 2019 to finalize meeting details for today's regional meeting. Also, following today's meeting, the Executive Committee will give the Region 6 executive director a performance evaluation.

The Strategic Planning Task Force continues to work on the regional strategic plan and will give an update today during the meeting.

Marley indicated that he will continue the current three standing committees: a) Strategic Planning Task Force; b) Education and Program Development Committee and c) Bylaws & Rules Committee and will add two more committees: d) Financial Strategies and e) Resolutions and Laudatories which he will be asking for committee volunteers during the meeting.

In closing, he told the members that he, Scott Harm and Gina Spaulding will be hosting a new member breakfast meeting on Saturday morning at 7:30 a.m. to answer any questions new members might have from today's meeting or the Regional Summit in general.

### **AGENDA ITEM 7    Strategic Planning Update – Corey Solum**

Corey told the members that he would present the work of the committee as committee chair Jim Oschwald was not able to attend the Regional Summit. The current committee members are Jim Oschwald, NM, Chair, Corey Solum, UT; Catherine Fritz, AK; and Doug Sams, OR.

First, he went over the timeline of events, noting that the committee first met in November 2017 and subsequently had several in person and telephonic meetings to discuss the plan. The work of the committee to date will be presented to the members today in a PowerPoint and going forward the intended timeline will be that the draft strategic plan will be finalized by the

first of June and presented to the Executive Committee for review. The committee will present the final plan to the members in June 2019 with overall implementation planned for January 2020.

Solum went through the slides reviewing what the members had identified as the the SWAT analysis (strengths, weaknesses, opportunities and threats).

The three areas of focus are:

1. Educate: Create regional meeting programs related to board members and executives and have the programs approved for HSW continuing education credit.
2. Collaborate: Share best practices around licensing, enforcement, regulation and reciprocity. Promote communication within the region.
3. Influence: Encourage service on committees. Encourage serving in leadership positions. Develop resolutions for improved program effectiveness.

Next steps for Strategic Plan Implementation:

1. Overlay with Bylaws. Review draft Strategic Plan with adopted Bylaws and identify needed amendments.
2. Overlay with Committees: Review draft Strategic Plan with WCARB committees, then align committee work with adopted Strategic Plan.
3. Overlay with Board (Executive Committee) Review draft Strategic Plan with region's rules, policies, operations and budget, then develop tools to utilize and maintain the adopted Strategic Plan.

Overall schedule:

- Finalize draft Strategic Plan by June 1, 2019; distribute to the region.
- Present draft Strategic Plan to WCARB members during June 2019 National NCARB meeting.
- Schedule reviews of Bylaws and Committees through end of 2019.
- Begin using Strategic Plan in January 2020; adopt in March 2020 at Regional Summit, along with bylaw amendments.

Solum was asked to go back and take the members through a deeper dive into the SWOT Analysis and background work of the committee. Fritz stated that one thing not discussed is what brought us here – history of the region and how we got to where we are now should be added to the Strategic Plan.

## **AGENDA ITEM 8    Financial Report – Jim Mickey**

The 2018-2019 budget previously approved by the membership in June 2018 for the fiscal period of October 1, 2018 - September 30, 2019 was provided in the meeting materials for review and information purposes. Also provided in the meeting materials was a copy of last year's budget for comparison and information.

The Balance Sheet through February 16, 2019 was provided in the meeting materials for the membership.

Also provided:

- The Profit and Loss statement for October 1, 2018 – February 16, 2019
- The Profit and Loss statement for the previous fiscal year of October 1, 2017 – September 30, 2018

As of February 16, 2019, total assets from both the checking and savings accounts total \$181,125.10. The region is in good financial shape.

**Agenda Item 9 Discussion and Membership input requested regarding changing and billing the member dues from a calendar year to a fiscal year to coordinate with NCARB's dues schedule**

Chair Marley said that the Executive Committee had been made aware that several jurisdictions were having trouble getting approval to pay the regional dues from their department heads and/or budget directors. Other regions have solved this problem by aligning their dues schedule to coincide with NCARB's and having NCARB bill the national and regional dues in one invoice to each jurisdiction. Currently, when NCARB bills the jurisdiction for the national dues they include a detailed justification statement of services they provide which helps get approval for payment of the dues.

Currently, WCARB dues are on a calendar year from January through December. Region 6 would need to change the dues schedule from a calendar year to a fiscal year (July through June) and have NCARB bill the regional dues along with the national dues when they send the dues invoices out to the state boards each May.

Marley told the members that they will vote on changing the member dues schedule to align with NCARB's at the June meeting in Washington DC. If the vote passes, it will take effect in July 2020.

Also, if the vote passes, Spaulding will not send out member renewal invoices in October 2019; instead they will come from NCARB in May 2020 for the member dues that are due July 1, 2020.

**AGENDA ITEM 10 Discussion and membership input requested regarding amending the annual member dues amount**

Chair Marley again welcomed new member jurisdiction Northern Mariana Islands back to WCARB Region 6. He told the members that the addition of another dues paying jurisdiction brought up the question if it would be a good time to see if a dues reduction of \$500 per year would make sense for the regional budget.

Current dues are \$4,000 per year and the annual income from 12 jurisdictions in WCARB is \$48,000. Now that the region has 13 jurisdictions with the addition of the Northern Mariana

Islands the current annual income for the region going forward will be \$52,000 if a dues reduction of \$500 per year is not implemented. If the dues are reduced by \$500 per year the annual income for the region will be \$45,500.

Scott Harm, WA, Vice Chair, suggested that the specific question be asked of the regional MBEs for this topic to get additional input. It's hard to reduce the dues amounts only to have to increase them later. He would rather see the region work harder to increase the value of the regional meetings. Mary Morrissette, MBM CO, concurred that it would be good to develop more resources for the region, as \$500 is not a significant reduction.

Marley told the members that they would vote in June on whether to reduce the annual dues amount from \$4,000 to \$3,500 per year.

## **AGENDA ITEM 11      **WCARB State Reports****

Marley asked members to present their state reports.

**Alaska:** Fritz reported that the current political climate in Alaska is strange. Financial issues abound. A new governor was elected on a no new taxes platform and his budget that was presented thrashed the state budget, including a 40% cut to the K-12 education budget. Some progress to report that is board related is that all new registrants by examination and by comity require the NCARB certificate.

**Arizona:** Pritzl reported that there is no legislation specific to architects, but several bills intended to create a waiver to licensure, a lessor level of regulation, create challenges to licensure and challenges to Board findings following a hearing. The Board has obtained legislative support for an endorsement bill to facilitate AZ licensure for architects registered in other states, and there a separate bill requiring licensing agencies to grant reciprocity to individuals licensed in other states.

**California:** Kwan said California has a new Governor and everything is quite interesting. They have recently underwent a successful sunset review and were asked if they would consider having the board become a multi-disciplinary board by adding the Landscape Architects to their board, so they will see how that turns out. Their Strategic Plan was completed this year, which is a process that is updated every three years. Finally, California is updating its laws pertaining to written contracts.

**Colorado:** Morrissette stated that Colorado has become a very blue state with a new democratic governor and a democratic majority in both the house and the senate. Colorado recently enacted the ability for the board to issue cease and desists disseminated by law enforcement. They still are having tremendous amounts of discipline of their registrants with regards to continuing education reporting. Registrants have to show outcomes rather than simply prove attendance and this is proving to be very challenging.

Chair Marley told the members that the Candidates for National Office were here at the WCARB Regional meeting, and asked that the remaining state reports be tabled until later in the day.

## **Candidate Visits**

The Executive Committee asked the two candidates from Region 6 to visit the members to answer any questions and ask for their support in the coming elections.

Bob Calvani, New Mexico, current Second Vice President and candidate for First Vice President addressed the members. He said that NCARB serves two customers: the state boards and the certificate holders. NCARB continues to look for ways to increase value for the Certificate, to increase revenue and try to reduce fees to member boards. Several programs are looking at changes such as the ARE 5.1 and the AXP. Changes are coming to the NAAB program and the Practice Analysis will be coming next year.

Jon Baker, California, current Region 6 Regional Director and candidate for NCARB Secretary addressed the members. He stated that he's been in professional practice for 40 years and has been involved with NCARB and WCARB for the past 14 years. He told the members that he was interested in seeing balance integrated with education and practice and is looking forward to new challenges.

**AGENDA ITEM 12 Educational Seminar by Dale Atkinson: Discussions on the current legal landscape and Board Member Code of Conduct**

Dale Atkinson, who received his law degree from Northwestern School of Law, Portland, Oregon, is the sole managing member of the Northbrook Illinois law firm of Atkinson and Atkinson LLC, which represents various associations of regulatory boards.

Mr. Atkinson represents associations in all matters relating to their operations as not for profit corporations, including regulatory activities, education and accreditations, disciplinary actions, model legislation and applications, and all phases of the development and administration of licensure examination programs, licensure transfer programs, licensure credentials verification and storage. He is a frequent speaker before these association clients as well as other regulatory groups and also produces numerous writings on these subjects for publications.

Mr. Atkinson also serves as the Executive Director of FARB, a not for profit association whose full members consist of associations of regulatory boards, which facilitates cross-profession interaction, provides educational programs for board members, staff, investigators and attorneys related to regulation in the interest of public protection.

Mr. Atkinson's presentation will be posted to the WCARB website following the meeting.

**AGENDA ITEM 13 Committee Member Solicitation**

Marley asked for member volunteers for the following committees:

Education/Program Committee:

1. Scott Harm, Washington MBM
2. Jim Mickey, Nevada MBM
3. Tara Rothwell, New Mexico MBM
4. Alysia Jones, Alaska MBE

Bylaws and Rules Committee:

1. Neitha Wilkey, Washington MBM
2. Mark Glenn, New Mexico MBM
3. Catherine Fritz, Alaska MBM

Strategic Plan Task Force:

1. Jim Oschwald, New Mexico MBM
2. Catherine Fritz, Alaska MBM
3. Doug Sams, Oregon MBM

Finance Committee:

1. Tara Rothwell, Secretary/Treasurer, New Mexico MBM
2. Ray Vigil, New Mexico, MBM
3. Rick Benner, Washington, MBM

Resolutions & Laudatories Committee:

1. Sian Roberts, Washington, MBM sroberts@millerhull.com
2. Tara Rothwell, New Mexico, MBM trothwellclark@gmail.com

Gina Spaulding will staff all the committees.

**AGENDA ITEM 15      NCARB Visiting Team**

Dave Hoffman, NCARB President, Terry Allers, NCARB 1VP, Mike Armstrong, CEO and NCARB staff: Mary de Sousa, Josh Batkin, Guillermo Ortiz De Zarate and Andy McIntyre were present.

Hoffman asked for people to sign up for the NAAB Accreditation Team so that NCARB can build a bigger pool of volunteers to work from.

Celestia Carson, MBM UT, asked what NCARB is doing to promote diversity on the NCARB Board? There was a conversation about elevating more diverse folks, especially women to the NCARB board. Hoffman said that it is up to the individuals, along with their boards and their regions to elect diverse people, including women, to the NCARB board.

**AGENDA ITEM 16      Elections: Nominations – From the Floor**

Ed Marley turned the next portion of the Elections over to Vice Chair Scott Harm as he is running for the position of Regional Director.

Harm called for nominations from the floor for the position of Regional Director.

Daniel Mullin, MBM ID, nominated James Mickey for Regional Director, seconded by Neitha Wilkey, MBM WA.

Neitha Wilkey, MBM WA, nominated Ed Marley for Regional Director, seconded by Corey Solum.

**Motion:** Bill Snyder (NV) moved to close the nomination for the Regional Director. Motion seconded by George Garlock (NV).

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

Sylvia Kwan, (CA), Tara Rothwell (NM), and Catherine Fritz (AK) are each running for one of the two open positions on the WCARB Region 6 Executive Committee.

Scott Harm (WA) nominated Catherine Fritz to serve on the Executive Committee, seconded by John Kerr (AK).

Marry Morrisette (CO) nominated Tara Rothwell to serve on the Executive Committee, seconded by Neitha Wilkey (WA).

Jon Baker (CA) nominated Sylvia Kwan to serve on the Executive Committee, seconded by Scott Harm.

**Motion:** Bill Snyder (NV) moved to close the nomination for the Executive Committee. Motion seconded by George Garlock (NV).

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

### **AGENDA ITEM 16    Nominee Speeches: Regional Director and Executive Committee**

Regional Director: Ed Marley and Jim Mickey each addressed the members and gave their reasons for wanting to continue serving the region as the next regional director.

Members: Sylvia Kwan, Catherine Fritz and Tara Rothwell each addressed the members and discussed their backgrounds and why they wanted to serve the region as members of the Executive Committee.

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

*(The Election Committee consisted of Kristin Wells, MBM OR and Ray Vigil, MBM NM.)*

Regional Director: Ed Marley (AZ) was elected by ballot.

Executive Committee: Sylvia Kwan (CA) and Tara Rothwell (NM) were elected by ballot.

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

*(The Election Committee consisted of Kristin Wells, MBM OR and Ray Vigil, MBM NM.)*

#### **Chair:**

Catherine Fritz (AK) nominated Scott Harm as Regional Chair, seconded by Bert Yumol (HI).

**Vice Chair:**

Jon Baker (CA) nominated Sylvia Kwan as Vice Chair, seconded by Scott Harm (WA).  
Bret Bullough (UT) nominated Corey Solum as Vice Chair, seconded by Scott Harm (WA).

**Secretary/Treasurer:**

Mary Morrisette (CO) nominated Tara Rothwell as Secretary/Treasurer, seconded by Mark Glenn (NM).

**Motion:** Bill Snyder (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 20 Elections for Executive Officers**

Scott Harm was elected Chair by acclamation, Sylvia Kwan was elected Vice Chair by ballot and Tara Rothwell was elected Secretary/Treasurer by acclamation.

The WCARB Executive Committee for 2019-20 (effective 7/1/19) is:

Edward Marley, (AZ) Regional Director  
Scott Harm, (WA) Regional Chair  
Sylvia Kwan, (CA) Vice Chair  
Tara Rothwell, (NM) Secretary/Treasurer  
Jim Mickey, (NV) Member  
Corey Solum (UT) Member

Calvani commented that he was happy to see diversity for the WCARB elections and that he hoped it would continue.

**AGENDA ITEMS 21 & 22: Old Business/New Business**

State Reports will be continued at the June meeting in Washington DC.

Ed Marley encouraged all members to participate on the WCARB Executive Committee and other Region 6 committees in order to engage further within the region. He also said that service on NCARB committees is extremely rewarding and stressed how important the work of the committees are and that the Council is a volunteer driven organization.

WCARB members were urged to contemplate new programs and initiatives for the region and bring any ideas forward to the Executive Committee for consideration and discussion at a future meeting.

**ADJOURN FOR THE REMAINDER OF THE SUMMIT**

The meeting was adjourned at 4:28 p.m and will reconvene at the NCARB Annual Business Meeting in Washington DC on June 21, 2019.

## **Appendix A**

### **WCARB Meeting**

**Nashville, TN**

**Attendees March 8, 2019**

#### **ALASKA**

Catherine Fritz  
John Kerr  
Alysia Jones

#### **ARIZONA**

Ed Marley  
Patrice Pritzl

#### **CALIFORNIA**

Jon Baker  
Sylvia Kwan

#### **COLORADO**

Mary Morissette

#### **GUAM**

Ray Borja  
Mark Ruth

#### **HAWAII**

Sandra Matsushima  
Bert Yumol  
Marc Ventura  
Brian Fujiwara

#### **IDAHO**

Allison McClintock  
Daniel Mullin  
Lizzie Kukla

#### **NEVADA**

Kim Ciesynski  
William Snyder

George Garlock  
Greg Erny  
James Mickey  
Monica Harrison  
Stacey Hatfield  
John Morelli  
Gina Spaulding (Region 6 Exec)

#### **NEW MEXICO**

Tara Rothwell  
Ray Vigil  
Mark Glenn  
Melarie Gonzales

#### **NORTHERN MARIANAS**

Roy Reyes  
Jorano Taitano  
Esther Fleming

#### **OREGON**

James Robertson  
Doug Sams  
Kristin Wells  
Erica Ceder  
Lisa Howard  
Mari Karnowski  
Don Eggleston  
Dick Alexander  
Jim Chaney

#### **UTAH**

Bret Bullough  
Corey Solum  
Celestia Carson

#### **WASHINGTON**

Scott Harm  
Colin Jones  
Sian Roberts  
Rick Storvick  
Roch Manley  
Neitha Wilkey  
Rick Benner

# WCARB

Western Council of  
Architectural Registration Boards  
**REGION 6**

## Regional Director's Report Jon Baker, Regional Director

# WCARB

Western Council of  
Architectural Registration Boards  
**REGION 6**

## Regional Chair's/Executive Committee Report Ed Marley, Regional Chair

# WCARB

Western Council of  
Architectural Registration Boards  
**REGION 6**

## Financial Report

Jim Mickey, Secretary/Treasurer

11:17 AM  
06/10/19  
Cash Basis

WCARB  
Balance Sheet Standard  
As of June 10, 2019

	<u>Jun 10, '19</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash - Checking	55,095.95
Savings	99,155.15
Total Checking/Savings	<u>154,251.10</u>
Total Current Assets	<u>154,251.10</u>
TOTAL ASSETS	<u><u>154,251.10</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	156,864.86
Net Income	<u>-2,613.76</u>
Total Equity	<u>154,251.10</u>
TOTAL LIABILITIES & EQU...	<u><u>154,251.10</u></u>

11:19 AM  
06/10/19  
Cash Basis

**WCARB**  
**Profit and Loss Standard**  
October 1, 2018 through June 8, 2019

	<u>Oct 1, '18 - Jun 8, ...</u>
Income	
Meeting Reimbursement	3,500.00
Interest	24.21
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	5,333.00
Oregon	4,000.00
Utah	4,000.00
Washington	4,000.00
Total Annual Dues	<u>53,333.00</u>
Total Income	56,857.21
Expense	
Committee & Program Expense	6,876.85
Web Site Development	600.00
Recurring Software Expense	279.87
Regional Dinner Expense	4,964.92
Bank Service Charges	50.00
Executive Committee Travel	12,762.63
Bd Member Meeting Reimburse...	2,477.48
Postage and Mailing	255.00
Executive Director's Pay	10,250.00
Executive Director's Travel	2,140.21
Meeting Costs	1,922.74
Office Supplies	220.58
Internet	664.64
Web Site	300.00
Total Expense	<u>43,764.92</u>
Net Income	<u><u>13,092.29</u></u>

11:21 AM  
06/10/19  
Cash Basis

WCARB  
Profit and Loss Standard  
October 2017 through September 2018

	<u>Oct '17 - Sep '18</u>
Income	
Meeting Reimbursement	3,500.00
Interest	35.33
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
Oregon	4,000.00
Utah	4,000.00
Washington	4,000.00
Total Annual Dues	<u>48,000.00</u>
Total Income	51,535.33
Expense	
Committee & Program Expense	10,095.69
Recurring Software Expense	278.84
Regional Dinner Expense	4,704.40
Bank Service Charges	50.00
Executive Committee Travel	16,018.58
Bd Member Meeting Reimburse...	2,242.10
Postage and Mailing	37.55
Executive Director's Pay	15,250.00
Executive Director's Travel	3,913.41
Meeting Costs	1,630.26
Office Supplies	35.50
Internet	1,121.96
Web Site	388.00
Total Expense	<u>55,766.29</u>
Net Income	<u><u>-4,230.96</u></u>

# WCARB

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Discussion regarding Reducing  
Annual Dues from \$4,000 to  
\$3,500

WCARB Budget Analysis - No Dues Reduction

Income Category	Proposed FY 2020	Proposed FY 2021	Proposed FY 2022	Proposed FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027	Proposed FY 2028	Proposed FY 2029
Member Board Dues	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00	\$ 52,000.00
Reserve Drawdown	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
<b>Subtotal</b>	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00
<b>Expense Category</b>										
Education & Programming	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Regional Dinner	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
Meeting Costs	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Executive Committee Travel	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Communications Website Internet	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
Printing/Postage	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Executive Director Compensation	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Misc.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
<b>Subtotal</b>	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00	\$ 58,500.00
Reserve Funds	\$ 155,000.00	\$ 148,500.00	\$ 142,000.00	\$ 135,500.00	\$ 129,000.00	\$ 122,500.00	\$ 116,000.00	\$ 109,500.00	\$ 103,000.00	\$ 96,500.00

Income Category	Proposed FY 2020	Proposed FY 2021	Proposed FY 2022	Proposed FY 2023	Proposed FY 2024	Proposed FY 2025	Proposed FY 2026	Proposed FY 2027	Proposed FY 2028	Proposed FY 2029	Proposed FY 2030
Member Board Dues	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00	\$ 45,500.00
Reserve Drawdown	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
<b>Subtotal</b>	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00
<b>Expense Category</b>											
Education & Programming	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Regional Dinner	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Meeting Costs	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Executive Committee Travel	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Communications Website Internet	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
Printing/Postage	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Executive Director Compensation	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Misc.	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
<b>Subtotal</b>	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00
Reserve Funds	\$ 134,000.00	\$ 126,500.00	\$ 119,000.00	\$ 111,500.00	\$ 104,000.00	\$ 96,500.00	\$ 89,000.00	\$ 81,500.00	\$ 74,000.00	\$ 66,500.00	\$ 59,000.00

**DRAFT**  
**(without dues reduction)**

WESTERN COUNCIL OF ARCHITECTURAL  
REGISTRATION BOARDS

DRAFT BUDGET OF REVENUE AND EXPENDITURES FOR  
FISCAL YEAR October 1, 2019 - September 30, 2020

BUDGETED AMOUNT

REVENUE:

Bank Interest	\$ 20.00
Annual Dues:	\$ 52,000.00
Reserves Drawdown	\$ 6,500.00

TOTAL 2019-20 REVENUE: \$ 58,520.00

EXPENDITURES:

Executive Committee Travel	\$ 18,000.00
Education/Program Development and R6 Committee Expenses	10,000.00
Meeting Costs	2,500.00
Regional Dinner – Cambridge, 3/2020	7,000.00
Executive Director's Pay	18,000.00
Communication, Website & Internet	2,220.00
Printing, Production & Mailing	250.00
Misc (includes annual software expense)	<u>500.00</u>

TOTAL 2019-20 EXPENDITURES: \$ 58,470.00

**DRAFT**  
**(with dues reduction)**

WESTERN COUNCIL OF ARCHITECTURAL  
REGISTRATION BOARDS

DRAFT BUDGET OF REVENUE AND EXPENDITURES FOR  
FISCAL YEAR October 1, 2019 - September 30, 2020

BUDGETED AMOUNT

REVENUE:

Bank Interest	\$ 20.00
Annual Dues:	\$ 45,500.00
Reserves Drawdown	\$ 7,500.00

TOTAL 2019-20 REVENUE: \$ 53,020.00

EXPENDITURES:

Executive Committee Travel	\$ 18,000.00
Education/Program Development and R6 Committee Expenses	7,500.00
Meeting Costs	2,500.00
Regional Dinner – Cambridge, 3/2020	4,000.00
Executive Director's Pay	18,000.00
Communication, Website & Internet	2,220.00
Printing, Production & Mailing	250.00
Misc (includes annual software expense)	<u>500.00</u>

TOTAL 2019-20 EXPENDITURES: \$ 52,970.00

# WESTERN COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS

## REGION RULES - ~~June 19, 2015~~ **21, 2019**

The following Region Rules have been adopted in accordance with WCARB Bylaws, Article XII; and as such, set forth the governing rights and powers of the Western Region.

### 1.0 DEFINITIONS

The definitions used in these rules shall be those as set forth in WCARB Bylaws, Article II.

### 2.0 ENDORSEMENTS:

WCARB Members may endorse Resolutions and Nominations prior to the NCARB Annual Meeting. A majority vote of the membership shall be required. Endorsements shall serve to inform both WCARB Members and other Members of NCARB of the position taken by WCARB Members.

### 3.0 COOPERATION WITH NCARB:

WCARB will cooperate with the NCARB in order to promote the interests of the Members and to coordinate the activities of the WCARB and its Members with those of the NCARB. WCARB may formulate policy recommendations on matters of general WCARB interest or as input to NCARB committees, task forces and other groups established by the NCARB. The development of such policy recommendations and input shall be for the purpose of improving the representation of WCARB Members' concerns before the NCARB. This representation shall not preclude the presentation by Delegates of divergent or more extensive input to the NCARB.

### 4.0 RELATIONS WITH OTHER ORGANIZATIONS:

The WCARB will attempt to facilitate improved communication between various collateral organizations and the Members of the Western Region. Representatives of these organizations will be invited to meet with representative of the Western Region or to attend WCARB meetings as determined by the Executive Committee or a majority of the membership.

### 5.0 FINANCIAL

#### 5.1 General

5.1.1 The fiscal year shall be from October through September of each year.

5.1.2 The Executive Committee shall review and approve interim and year-end financial statements prepared by the Executive Director. These financial statements shall be presented to the Executive Committee prior to the WCARB Annual Meeting and prior to presentation to the Members.

5.1.3 The Executive Committee shall adopt an Annual Budget at the Executive Committee meeting in June. This budget shall take effect on October 1 of the same year and shall be presented to the Members for ratification at the Annual Meeting, at which time the Members may amend the Annual Budget.

5.1.4 The registration fees for the WCARB Annual Meeting shall adequately fund all of the meeting program expenses.

## 6.2 Income

6.2.1 Member Board annual basic dues shall be ~~\$4,000~~ **3,500**. An optional supplemental travel assessment in increments of \$100 may be requested to be billed to any WCARB Member in accordance with Rule 7. Basic and supplemental dues shall be received by the Executive Director no later than ~~January~~ **July** 1 of each year.

6.2.2 Only those Member Boards who are current with their dues shall be eligible to participate in the work of the WCARB and to vote at the WCARB Meetings.

6.2.3 WCARB shall maintain an operating reserve of not less than (75%) of the current amount budgeted for operations in an interest-bearing account approved by the Executive Committee.

## 6.3 Expenses

6.3.1 The Executive Committee shall authorize the Executive Director to pay for all budgeted expenses including all legitimate reimbursable expenses applied for on WCARB reimbursement forms.

6.3.2 The Executive Committee members shall be reimbursed for all expenses related to WCARB work and in accordance with the Bylaws and the Rules.

## 7.0 DELEGATE FUNDING TO WCARB MEETINGS

7.1 To ensure the required attendance of an Official from each Member at the meetings of WCARB, Members' annual dues shall be increased by an optional supplemental dues assessment in an amount to be determined by each Member to meet the travel expenses of Delegates and the MBE from each Member to attend the meetings of the Western Region during the period covered by the annual dues.

7.2 The amount of the optional supplemental dues shall be established annually by each Member.

7.3 No funds shall be provided to a delegate for attendance at a Western Region meeting if such Member has not paid their annual and supplemental dues.

7.4 A WCARB Member may exercise an option to have added to their annual dues additional amounts in increments of \$100 to cover the travel for their Board Members or their MBE to the WCARB Annual Meeting and the WCARB meeting sessions at the

NCARB Annual Meeting. The assessment will be added only upon written request from the Member and the request is submitted to the Executive Director of the Western Region at least 30 days in advance of the annual dues billing.

7.5 Supplemental dues for delegate travel expenses to a WCARB meeting that have not been requested for reimbursement in writing shall remain in the Member jurisdiction's travel account.

## 8.0 TRAVEL REIMBURSEMENT CONDITIONS AND GUIDELINES

### 8.1 General

8.1.1 WCARB will process reimbursements for travel expenses, not to exceed the amount of supplemental dues paid, to individual delegates after their reimbursement forms have been approved by their Member Board Executive. Requests for reimbursement must be made by the MBE's on forms provided by WCARB within 60 days following the meetings for which travel reimbursement is requested. Any requests received after 90 days following the close of the NCARB Annual Meeting will not be processed. Reimbursement forms may be submitted by mail **or** e-mail ~~or by FAX~~ to the Executive Director.

8.1.2 The Executive Director and/or WCARB Chair must approve any deviations from the Travel Reimbursement Guidelines in advance, and then only with adequate written justification.

8.1.3 It is the responsibility of the Member Boards to monitor the individual reimbursable expenses of their delegates.

8.1.4 Travel reimbursements for the members of the WCARB Executive Committee shall comply with the current NCARB Travel Policies.

## 9.0 SCHEDULE OF EVENTS

The work of WCARB shall adhere generally to the annual schedule set forth below. Variations from this schedule may be made by the Executive Committee as long as such variations do not conflict with the annual schedule of NCARB or create hardship for WCARB Members.

### WCARB Annual Schedule of Events

<u>Date</u>	<u>Responsibility</u>	<u>Task</u>
<del>January 1</del>	<del>Member Boards</del>	<del>WCARB Dues and Optional Supplemental Dues due</del>
<b>1st wk January</b>	<b>Exec. Director</b>	<b>Distribute WCARB Annual Meeting packets</b>
3rd wk January	MBE's	Forward resolutions to Executive Director

3rd wk January	Exec. Director	Forward any proposed Bylaw changes to membership, making sure they arrive in each Board office 60 days prior to WCARB Annual Meeting
<del>4th wk January</del>	<del>Exec. Director</del>	<del>Distribute WCARB Annual Meeting packets</del>
1st wk February	Exec. Director	Forward resolutions to membership, making sure they arrive in each Board office 30 days prior to WCARB Annual Meeting
<b>3rd 2<sup>nd</sup></b> wk February	MBE's	Forward Annual State Reports to Exec. Director.
1st wk March	Chair	Start arrangements for Exec. Director next year's WCARB Annual Meeting
<b>2<sup>nd</sup> 1<sup>st</sup></b> wk March	Exec. Director	Distribute Final Agenda for WCARB Annual Meeting;
<del>3<sup>rd</sup> 2<sup>nd</sup></del> wk March	WCARB	WCARB Annual Meeting
4th wk March	Exec. Director	Forward WCARB Resolutions to NCARB for consideration at the NCARB Annual Meeting
1st wk April	Exec. Director	Forward draft of WCARB meeting minutes to Executive Committee for review
1st wk April	Chair	State/WCARB Report to NCARB
2nd wk April	Exec. Director	Distribute minutes from WCARB Annual Meeting to all MBE's and Member Board Members and the Executive Committee
3rd wk April	Exec. Director	Forward any proposed By-Law Changes to membership, making sure they arrive in each Board office 60 days prior to WCARB June Meeting
1st wk May	Chair	Distribute tentative agendas for Executive Committee and WCARB Meetings to be held in Conjunction with NCARB Annual Meeting
2nd wk May	Exec. Director	Distribute information for NCARB Annual Meeting to Member Board Members: final agenda; minutes from WCARB annual meeting; finance report
<b>2<sup>nd</sup> wk May</b>	<b>NCARB/Exec. Dir</b>	<b>WCARB Invoices sent out</b>

3rd wk June		NCARB Annual Meeting WCARB June Meeting
2nd wk August	Exec. Director	Forward typed draft of minutes from WCARB June meeting to Executive Committee for review and approval. Prepare annual financial statement for NCARB
4th wk August	Exec. Director	Distribute WCARB June meeting minutes to all MBE's and Member Board Members and the Executive Committee
1st wk September	Chair	Executive Committee Fall Meeting announced; agenda distributed; finalize WCARB Annual Meeting arrangements
1st wk September	MBE	Inform Exec. Director in writing of amount of Optional Supplemental Dues to be invoiced by Exec. Director
3rd wk September	MBE	Deadline for submitting written request for reimbursement to Exec. Director of Optional Supplemental Dues (90 days following the close of the NCARB Annual Meeting).
October	Chair, Exec. Director	Executive Committee Fall Meeting – at location of next WCARB Annual Meeting
<del>3rd wk October</del>	<del>Exec. director</del>	<del>WCARB Invoices sent out</del>
1st wk November	Exec. Director	Distribute Fall Executive Committee Meeting Minutes
2nd wk November	Exec. Director	Complete WCARB Annual tax information and forward to NCARB
3rd wk. November	Exec. Director	Distribute preliminary Host State information on WCARB Annual Meeting to Member Boards: registration fees; hotel charges; locations; dates
2nd wk December	Chair	Forward periodic state reports to Regional Director for the NCARB Board of Director's Meeting

History:

Adopted 3/14/80 (A-D)  
Adopted 6/28/85 (E)  
Adopted 3/15/86 (F)  
Adopted 3/14/87 (F)  
Amended "F" 3/2/89  
Amended "A" 3/30/90  
Amended "E" 6/27/90  
"F" changed to "G" 10/19/91  
Amended new "F" d) 3/6/93  
Amended "F-Auto-Private & F-Per Diem 10/5/96  
Adopted 3/20/99 (revised in full)  
Revised 3/24/00  
Revised 6/19/09  
Revised 3/9/12  
Revised 6/21/13  
Revised 6/19/15  
**Revised 6/21/19**

## UPDATE TO MARCH 2019 STATE REPORTS – June 2019

### Alaska

#### Board Composition

Architects: 2

Non-Architects: 10

Other Licensed Professionals:

The AELS Board is comprised of 2 civil engineers, 1 mining engineer, 1 electrical or mechanical engineer, 1 engineer from another branch of engineering, 2 land surveyors, 1 landscape architect and one public member.

#### Licensing Statistics

In State Registrants: 3231 (244 architects)

Out of State Registrants: 3324 (344 architects)

#### Brief Overview of Current Issues

- Issues with inconsistent/ incomplete submissions to verify compliance with continuing education requirements
- Continue to communicate with Interior Designers about the Alaska Interior Designer Registration Initiative

#### Current Legislation Related to Architecture

There are a couple bills that staff are monitoring including:

- House Bill 76 relating to a state residential code, while not within the board's jurisdiction, following the Anchorage Earthquake on November 30<sup>th</sup> and presentation at May 2019 board meeting by ... responsibility to review report and consider whether the exemptions need to be changed for high risk zones.
- House Bill 93 and Senate Bill 11 regarding Military Spouse Courtesy License – temporary courtesy licenses for certain nonresident professionals – produce a report describing expedited application procedures, progress in implementing regulations to accommodate the needs to military spouses, outreach to military community about the licenses. Authorized to issue temporary licenses.

## Miscellaneous

Updates to 12 AAC 36.060 Eligibility for Architect Examination and Registration, 12 AAC 36.061 Architect Education Requirements, 12 AAC 36.103 Architect by Comity, 12 AAC 36.105, and 12 AAC 36.110 Arctic Requirement went into effect March 28, 2019. The purpose of the updates were:

- Align terminology with language used by the National Council of Architectural Registration Boards
- Update architect by comity regulations
- Provide clarification on requirements for engineer registration by comity related to the disciplines added in 2012 and structural engineering
- Address obsolete seismic requirement

In January 2019, the board established an arctic engineering/ northern design committee to review course materials and provide recommendations on criteria for the courses going forward. The Committee plans to meet this summer and provide an update to the board at their August 1-2, 2019 meeting.

The board recently conducted a fee analysis in preparation for upcoming renewal at the end of this year and the decided to implement a penalty fee for late renewal and offer an extension (31 day grace period) for continuing education for a fee.

## Board Members Terming out in 2019

There are no board members scheduled to term out in 2019, however public member and former AELS Executive Administrator Richard "Vernon" Jones resigned on March 1, 2019.

Philip Schneider was appointed on March 1, 2019 and resigned on May 17, 2019. The public member seat is currently vacant.

## **Arizona**

### Board Composition

Architects: 2

Other Licensed Professionals: 6

Public: 1

### Licensing Statistics

In State Architect Registrants: 2235

Out of State Registrants: 3682

Engineers, Land Surveyors, Landscape Architects, Geologist In State: 9011 Engineers, Land Surveyors, Landscape Architects, Geologist out of State: 12,148 Home Inspectors and Alarm

industry: 2861

### Brief Overview of Current Issues

Lack of direction for implementation of new statutes that impact the application process. One size fits all legislation requires a Board action without providing time for the Board to write and process rules and without having sufficient structure built into the legislation to determine intent.

### Current Legislation Related to Architecture

The legislature has adjourned.

### Miscellaneous

None

### Board Members Terming out in 2019

Seven out of our nine Board members will have termed out in July 2019 without a replacement being appointed. All continue to serve second and third, even fourth terms due to lack of new appointments.

## **California**

### Board Composition

Architects: Five

Non-Architects: Five

Other Licensed Professionals: N/A

### Licensing Statistics

In State Registrants: 16,445

Out of State Registrants: 3,822

### Brief Overview of Current Issues

- Regulations in process to:
  - Amend California Code of Regulations (CCR) section 154 to reduce the required wait time between test retakes for the California Supplemental Exam, from 180 days to 90 days.
  - Amend CCR 152.5 to allow the executive officer (EO) to delegate to a designee, such as the assistant executive officer or the enforcement program manager, the authority to hold an informal conference with a cited person and make a decision to affirm, modify, or dismiss a citation.
  - Amend CCR section 154 to update existing Disciplinary Guidelines.

### Current Legislation Related to Architecture

AB 5 (Gonzalez) presumes a worker is an employee, rather than an independent contractor, unless a hiring entity satisfies a three-factor test, and exempts from the test certain professions, including architecture.

Sb 608 (Glazer) extends the sunset date for the California Architects Board and requires it to fingerprint new applicants for licensure, in order to conduct a criminal background check.

### Miscellaneous

- During FY 17/18, the Board revoked two licenses, one of which has the revocation stayed and the license was then placed on probation.
- During FY 17/18, the Board received 380 complaints against architects, applicants and individuals for potential violations of the Architects Practice Act.
- During FY 17/18, the Board issued 54 citations and assessed \$36,000 in administrative fines for violations.

### Board Members Terming out in 2019

None

### **Colorado**

No report

### **Guam**

No report

### **Hawaii**

### Board Composition = 14 member board

Architects: 3

Non-Architects: 3

Other Licensed Professionals: 4 Engineers / 2 Land Surveyors / 2 Landscape Architects

Licensing Statistics: Architects = 2486

In State Registrants: 1049

Out of State Registrants: 1437

### Brief Overview of Current Issues

The Board is presently going through the rules amendment process which proposes to clarify the continuing education ("CE") requirements for architects' license renewal. These amendments include specifics for the CE

courses, clarifies the requirements for compliance, and proposes language to request for a waiver or modification of the CE requirements.

The Board continues to discuss rule amendments to the entire chapter basically to clarify and amend language to conform with updates on the national level, such as the NCARB IDP / AXP training requirements, direct registration, etc. The last rules amendment was in April 2013.

#### Current Legislation Related to Architecture

None related to architecture. Please see Hawaii Report May 2019 NCARB

#### Miscellaneous

None

#### Board Members Terming out in 2019

None

### **Idaho**

No report

### **Nevada**

#### Board Composition

Architects: 5

Registered Interior Designers: 2

Residential Designer: 1

Public Member: 1

#### Licensing Statistics

In State Registrants: 785

Out of State Registrants: 2,448

#### Brief Overview of Current Issues

The Board in partnership with AIA held its annual continuing education seminar this year to offer an opportunity for our registrants to earn the required 8 CEUs in one day. The seminar is offered in Reno and Las Vegas and it's been well-received by our Nevada registrants since its inception.

In an effort to increase public, educational and professional outreach, the Board's PIO visited several technical schools, college programs, building departments and career fairs based on the new outreach plan implemented by the Board almost a year ago and our recently updated strategic plan.

We are happy to announce that the Board is celebrating its 70<sup>th</sup> year anniversary of its creation as a Practice/Title act by the Nevada Legislature in 1949.

#### Current Legislation Related to Architecture

As the last day of the 2019 Nevada Legislative Session approached, the Senate Concurrent Resolution 6 (SCR6) was adopted and will be effective on June 2, 2019. SCR6 directs the Sunset Subcommittee of the Legislative Commission to conduct an interim study concerning professional and occupational licensing boards and report back the results of the study to the Director of the Legislative Counsel Bureau. The Senate Concurrent Resolution 6 will affect all professional and occupational licensing boards regulated under title 54.

#### Board Members Terming out in 2019: All three seeking re-appointment

Kimberly Ciesynski, Chair – Registered Interior Designer  
William Snyder, Architect  
John Morelli, Residential Designer

John Klai, Architect-Board Member, resigned from his position to pursue other endeavors. The effective date is June 30, 2019.

## **New Mexico**

#### Board Composition

Architects: 6

Non-Architects: 1-Public Member

Other Licensed Professionals: NMBEA Secretary/Treasurer, Mr. Mark Glenn is an attorney in Albuquerque, NM.

#### Licensing Statistics

In State Registrants: 740

Out of State Registrants: 1,405

#### Brief Overview of Current Issues

New Mexico's Broadly Experienced Pathway to Licensure

#### Current Legislation Related to Architecture

Interior Designers-Streamlining licensure potentially will draft their fourth bill for the upcoming 2020 Legislative Session.

Miscellaneous

Mr. Robert (Bob) Calvani, Second Vice President, is in candidacy for First Vice President/ President-elect of NCARB Board of Directors.

Current Chair, Ms. Tara Rothwell is on the Executive Committee, WCARB; Region 6 effective July 1, 2019.

Board Members Terming out in 2019

Tara Rothwell, Chair  
AIA, NCARB, LEED AP  
Architect Member  
Term Expires: 06/30/2019

Mark A. Glenn, Secretary/Treasurer  
Public Member  
Term Expires: 06/30/2019

Geoffrey Adams  
Architect Member/Educator  
Term Expires: 06/30/2017

**Northern Mariana Islands**

Board Composition

Architects: 0

Non-Architects: 05

Other Licensed Professionals: 03 (2 Engineers; 1 Appraisal; 2 Public Rep/not license)

Licensing Statistics

In State Registrants: 06

Out of State Registrants: 27

Brief Overview of Current Issues:

NONE

Current Legislation Related to Architecture:

NONE

Miscellaneous:

NONE

Board Members Terming out in 2019

NONE

## **Oregon**

### Board Composition

Architects: 5

Non-Architects: 2

Other Licensed Professionals: 0

### Licensing Statistics

In State Registrants: 1,490

Out of State Registrants: 2,106

### Brief Overview of Current Issues

Licensing statistics are as of 5/28/19. There are 797 registered firms in Oregon. In-state registrants are those who are registered by exam. Out-of-state registrants are those who registered by reciprocity. The Board recently updated its Rules. Some key changes include: removed the ARE application, added written contract requirement, changed firm stamping requirements.

### Current Legislation Related to Architecture

HB 3030 (enrolled): temporary registration for spouse of member of Armed Forces.

SB 855: study manner in which immigrants or refugees become authorized to practice.

### Miscellaneous

None

### Board Members Terming out in 2019

James Robertson will complete his third and final term in January of 2020. Jim's expertise, guidance, calm demeanor, depth of knowledge and long-term history will the Board will be missed.

## **UTAH**

### Board Composition

Architects: 4

Non-Architects:1

Other Licensed Professionals: N/A

Licensing Statistics

In State Registrants: 1,285

Out of State Registrants: 1,434

Brief Overview of Current Issues

None

Current Legislation Related to Architecture

None

Miscellaneous:

2019 Board Members	Term Start	Term End
• Corey Robert Solum (Chair)	08/17/2015	06/30/2023
• Celestia Ray Carson	07/01/2016	06/30/2024
• Brian K. Jacobson	07/01/2016	06/30/2024
• Bret O. Bullough (Architect Lic. Coord.)	07/01/2018	06/30/2026
• Michael Fazio (Public Member)	03/07/2019	06/30/2027

Board Members Terming out in 2019

None

**Washington**

BOARD COMPOSITION:

Washington’s Board for Architects is in its 100<sup>th</sup> year of serving architects. The Governor-appointed board consists of seven members: six architect members and one public member.

LICENSING STATISTICS:

Licensees:

Active Licensees	2016	2017	2018
In-State	3911	4007	4231
Out-of-State	2500	2671	2918
Total	6411	6678	7149

Complaints

2016		2017		2018	
Opened	Closed	Opened	Closed	Open	Closed
29	42	7	14	15	7

BRIEF OVERVIEW OF CURRENT ISSUES:

Work continued on a project to replace the licensing and compliance systems managed by the Department of Licensing. By the fall of 2019, architects will be among the first of 45 professional licensing groups to be rolled over onto the new system.

MISCELLANEOUS:

The board continued its outreach efforts by meeting in different regions around the state as well as meeting on university campuses. In addition to meeting with NAAB accredited programs, Board members met with staff and students from the architectural programs at community colleges, technical schools and high schools to learn about their programs and answer questions about licensing.

CURRENT LEGISLATION RELATED TO ARCHITECTURE:

HB 1148 – Updating Washington’s architect registration law to align experience requirements with national standards. This bill approved by the legislature and signed into law by the Governor will be effective July 28, 2019. The bill eliminates language requiring a three year structured intern program replacing it with language referencing a structured program as determined by the board. The Board is currently drafting rule language to support the new law.

BOARD MEMBERS TERMING OUT IN 2019:

None