

**MINUTES FOR BOARD MEETING OF THE WESTERN COUNCIL OF
ARCHITECTURAL REGISTRATION BOARDS – WCARB REGION 6
Hybrid Meeting**

Saturday, June 26, 2021

Madam Chair Sylvia Kwan called the meeting to order at 8:09AM PST.

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

There was approximately **10** members in attendance via Zoom.

AGENDA ITEM 1- Approval of Agenda

Motion: To approve agenda

By: Nilza Serrano (CA)

Second: Esther Fleming (MP)

Vote: All in favor. Motion passed.

Introductions

There were new members in attendance: Tonie Esteban-MBM Oregon, Catherine Gutierrez-MBE Guam, Robert Pearman-MBM California, Sara Neal-MBE Alaska, Ron Jones-MBM California, Jedd Walker- MBM Idaho, & Judith Stapley-MBE Arizona.

Approval of the Minutes

Motion: To approve minutes from March 4-5, 2021 Regional Virtual Meeting

By: Tara Rothwell (NM)

Second: Scott Harm (WA).

Vote: All in favor. Motion passes.

AGENDA ITEM 2 - Regional Director's Report – Ed Marley, NCARB AIA

“To say that this past year has been a wild ride would be an understatement. I’m going to try to fit an entire year of Board work into my brief report. I was appointed to serve as Board liaison to the Professional Conduct Committee. Here are some of the highlights of the Board Activities covering the past year up to the 2021 January Board Meeting. In spite of having to shift to remote meetings, I am continually impressed with the agility and resiliency of our NCARB staff and the Board of Directors. They have not only maintained a high level of service but have also opened new service approaches in response to the Pandemic conditions. All while working remotely. Here’s a quick summary of activities over the last year.

1. ARE Update

- a. The Pandemic caused the shutdown of all Prometric Testing Centers from March 18 to June.
- b. Updated ARE 5.0 to reduce the number of test questions and increase test time while maintaining the rigor, validity and reliability of the exam.
- c. Set new Cut Scores for all six adjusted exam divisions.
- d. Implemented an online proctored version of the exam on December 14, 2020. We are seeing about 20% participation in online proctored exams with scores similar to test center administered exams.
- e. To accommodate online proctoring a digital whiteboard was developed in the software to replace scratch paper in the testing centers and online. This new feature is required to maintain exam security. This feature was not well received by exam candidates.

2. Line-Up Software Venture

- a. Client base continues to grow. Board has authorized the next increment of funding. While there has been a slight downturn in marketing efforts this past year, future revenue projections look very strong over the next 5 years.

3. Resolutions

- a. 2021 1 – Remote Meetings, a special meeting of the Member Boards will be held in May to act on this resolution to allow electronic voting.
- b. 2021 B – Certification Guidelines Education Alternative – Clarifies qualifications for eligibility.
- c. 2021 C – Certification Guidelines Foreign Alternative – Clarifies qualifications for eligibility.

- d. 2021 D – Sunset of Resolution 2000-1 – Opposition to interior design registration.
- e. 2021 E – Amendment and Restatement of NCARB Legislative Guidelines and Model Law regulations.
- f. 2021 F – Omnibus Sunset of Resolutions in Conflict with Current Council Policies – Review of previous resolutions to ensure alignment with current NCARB policies.
- g. 2021 G – Bylaws Amendment – Director Term Limits – change from three terms to two terms.
- h. 2021 H – Bylaws Amendment – NCARB Board of Directors Realignment – Combines positions of Secretary and Treasurer and eliminates the position of Second Vice President.
- i. 2021 I – Member Board Dues Reduction – Reduces dues from \$6,500 to \$1,000.

4. Collaboration with collaterals

- a. CLARB – Representatives attended the January Board Meeting. Our discussion was focused on the restructuring of their Board of Directors.
- b. CIDQ – discussion on the work of the NCARB Interiors Task Force with CIDQ representation, exam requirements mapping conducted via the Interiors Task Force, advocacy, incidental practice, CIDQ’s definition of interior design, exam rigor, and use of the title “interior architecture” by some colleges and universities to describe their interior design programs.

5. Other Business

- a. President Calvani established the Incidental Practice and Responsible Charge Task Forces.
- b. Alliance for Responsible Professional Licensure, AIA no longer participating in ARPL.
- c. Annual Meeting – Currently proposing a hybrid format of on-site in Los Angeles as well as Zoom for those who are under travel restrictions.

6. Finances

- a. The FY21 budget performance is very strong despite the past year’s events. We took a very conservative approach to our budget in anticipation of downturns in projected revenues. Revenues have exceeded projections which allowed the Board to restore certain initiatives including the following. The Board approved disbursements from the Strategic Reserve Fund for the Analysis of Practice research project, Beyond Boyer Study, a compensation study, and consulting for NCARB’s data analytics efforts. The Board also approved disbursements from the Operating Fund for staff development, cost of living adjustments and promotions.
- b. Short Term Reserve Funds and Strategic Reserves are healthy and tracking within Board’s target balances for each fund.

7. Member Initiatives

- a. Advocacy & Outreach: CEO Mike Armstrong continues his outreach to Member Boards and to the Collateral organizations.”

AGENDA ITEM 3- Regional Chair's Report – Sylvia Kwan, FAIA

Madam Chair Kwan thanked the California Board for hosting this year's annual business meeting. She introduced Melarie Gonzales as the new executive director and thanked Gina Spaulding for her work to our region.

AGENDA ITEM 4- Financial Reports- Corey Solum, Secretary/Treasurer

Tara Rothwell, on behalf of Solum, presented the financial report to the membership:

The Balance Sheet as of June 15, 2021 was provided in the meeting materials for the membership.

Also provided:

- The Profit and Loss statement for October 1, 2020 – June 1, 2021
- The Profit and Loss statement for the previous fiscal year of October 1, 2019 – September 30, 2020

As of June 15, 2021, total assets from both the checking and savings accounts total \$123,630.39.

AGENDA ITEM 5- 2021-2022 WCARB Budget

Rothwell explained that the budget for the upcoming fiscal year, October 1, 2021-September 30, 2022 be approved by the members.

Motion: To approve the 2021-2022 budget

By: Jim Oswald (NM)

Second: Esther Fleming (MP)

Vote: All in favor. Motion passes.

AGENDA ITEM 6- WCARB State Reports

Madam Chair Kwan asked members to present their state reports.

Alaska: Fritz reported that the board is searching for a new executive director. Alaska board has new board members. Also the interior designers are still seeking registration in Alaska. The board will be monitoring the developments as they pertain to HB 61.

Arizona: Judith Stapley is the new MBE for Arizona. Arizona board composition contains 5 professionals and 6 public members. However, only one board member is active, all other board members are waiting for any news on board appointments. Lots of legislative challenges and 1,000 additional applications for boards.

California: Feng encouraged NCARB to keep diversity as a very important topic to keep on their agenda.

Colorado: Morissette stated Colorado still cannot travel. Continuing education requirement competency finally changed however, it's hard to deal with.

Guam: Guterrez stated Guam board is reviewing their laws and regulations. Launched a new website and actively taking online applications.

Hawaii: Nothing new to report.

Idaho: McClintick stated Idaho is down one board member but have a new board specialist. They are trying to get everything back in order after the pandemic. She stated the board office has moved.

Nevada: Mickey stated their next board meeting will be in person. The Legislative Session wrapped up and tried to make a superboard and finally died. RD exam partnered with NCARB to do practice analysis and new exam for RD's.

New Mexico: Oschwald explained rule change will be taking place this upcoming fiscal year. There will be revised continuing education requirements because of the CE challenges New Mexico encounters after renewal season. All applications and renewals are now offered online.

Northern Mariana: Fleming reported that not much is happening in the Northern Marianas right now. There are 35 registrants, only two since last year. The board cannot receive direct payments, only checks, which has been a challenge. It is time for the board to review their regulations.

Oregon: Howard stated the Governor is lifting COVID restrictions June 30th.

Utah: Carson stated the Governor issued a change to boards to examine regulation and laws to reduce unnecessary barriers. Carson will chair the diversity task force.

Washington: Storvick stated their board will keep remote meetings until the end of the year. He explained engineers stamping architectural documents.

AGENDA ITEM 7- Volunteers for WCARB Committees

Nilza Serrano would like to be on Diversity.

Tian Feng and Scott Harm would like to be on the Education/Program Committee.

Ron Jones would like to serve as a liaison.

AGENDA ITEM 8-Strategic Plan Update

Fritz provided an overview of the strategic plan. Executive Committee members assigned to workgroups to help guide the work.

AGENDA ITEM 9-2022 Regional Meeting Discussion

Feng would like to discuss climate change and resiliency. Add to supplemental exam or possibly ARE.

AGENDA ITEM 10-NCARB Visiting Team

Bob Calvani, NCARB President, Alfred Vidaurri, NCARB 1VP, Mike Armstrong, CEO, Mary de Sousa, COO, Guillermo Ortiz de Zarate, CIO, and Josh Batkin, NCARB Staff were present to answer any questions.

The Visiting Team answered questions about the proposed resolutions, diversity task force and reduction of dues. Armstrong discussed NCARB's strong financial position has a healthy reserve due to 48,000 certificate holders.

Madam Chair Sylvia Kwan thanked the Visiting Team for stopping by Region 6.

AGENDA ITEM 11-New Business/ Old Business

No old business or new business.

ADJOURN

The meeting was adjourned at 9:31AM and will reconvene at the NCARB Regional Summit Meeting in Charlotte, North Carolina in March 4-5, 2022.

**WCARB Meeting @ NCARB ABM Los Angeles, CA
Attendees June 26, 2021**

***Via Zoom**

ALASKA

*Catherine Fritz
Sara Neal

ARIZONA

Ed Marley
*Judith Stapley

CALIFORNIA

Sylvia Kwan
Jon Baker
Tian Feng
Nilza Serrano
Laura Zuniga
Ron Jones
Robert Pearman

COLORADO

*Mary Morissette

GUAM

Cathyann Gogue
Catherine Gutierrez

HAWAII

Brian Fujiwara

IDAHO

*Jedd Walker
*Allison McClintock

NEVADA

William Snyder
George Garlock
Greg Erny, Past NCARB President
James Mickey
Monica Harrison
Gina Spaulding (Region 6 Exec)

NEW MEXICO

Bob Calvani, NCARB President
Ray Vigil
Tara Rothwell

Jim Oschwald
*Mark Glenn
Melarie Gonzales (Region 6 Exec)

NORTHERN MARIANA ISLANDS

Robby Glass
Esther Fleming

OREGON

Tonie Esteban
*Doug Sams
*Don Eggleston
Jim Chaney
Erica Ceder
*Lisa Howard

UTAH

Celestia Carson

WASHINGTON

Scott Harm
*Susan Cooley
*Rick Storvick