

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

**Friday, March 04, 2022**

Madam Chair Rothwell called the meeting to order at 10:05AM EST.

**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 **9** members in attendance via Zoom.

**AGENDA ITEM 3- Approval of Agenda**

**Motion: To approve agenda**

**By:** Nilza Serrano (CA)

**Second:** Jim Oswald (NM)

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

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

**Motion: To approve minutes from June 26, 2021 Regional Meeting**

**By:** Catherine Fritz (AK)

**Second:** Nilza Serrano (CA).

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

**Motion: To approve minutes from November 12, 2021 Executive Committee Meeting**

**By:** Tian Feng (CA)

**Second:** Catherine Fritz (AK).

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

### **AGENDA ITEM 5 - Regional Director's Report – Sylvia Kwan**

Madam Director Kwan summarized the NCARB Board Brief that was distributed to the region in January 2022. She summarized the brief on the DEI issue. She went into detail on the issues of blue sky items and separating the three 'E's' on the examination. She explained, NCARB President Vidaurri, charged the three committees: examination, education, and experience to present how each committee's pathway was the only gateway to licensure and the approach each committee took to accomplish it. She briefed WCARB on the resolutions, specifically the diversity collaborative to be converted to a committee. Lastly, she informed the region on the fiduciary responsibility NCARB upholds in their investments. Lastly, she informed the region on the fiduciary importance NCARB has invested in making more money and the awareness of fiduciary responsibilities that uphold as an organization.

### **AGENDA ITEM 6- WCARB State Reports**

Madam Chair Rothwell asked members to present their state reports.

**Alaska:** Neal explained temporary licensure for military and military spouses. There is a house bill (HB61) currently in legislation that would add interior designers as a licensed profession under their board. The bill would also add two seats to the their member board roster. The board has not issued a position statement on HB61, but is closely monitoring it.

**Arizona:** Stapley reported Arizona currently has no legislative issues.

**California:** Feng explained senate bill (SB1010) requires an additional five hours of continuing education every two years on subject 'net zero carbon design' for architects to complete to renew their architectural license.

**Colorado:** Morrisette's term is approaching and nothing new to report.

**Guam:** Gogue stated their board is reviewing military accommodation.

**Hawaii:** Yumol stated they are concentrating on their rules.

**Idaho:** McClintick stated Idaho is now an occupational and licensing board.

**Nevada:** Erny explained their continuing education seminar was very successful. Nevada is the only state for residential design stamp drawings and starting a re-write of their examination process. Northern Nevada has a community college that is approved to pursue a new school of architecture at a community college level.

**New Mexico:** Oschwald explained house bill (HB 191) and the changes to the ULA, specifically expenditure to licensure via reciprocity. Oschwald thanked New Mexico's executive director's work during the pandemic.

**Northern Mariana:** Fleming reported initial applicants are being reviewed by continuing education. Military activity is occurring more in Guam and contracted employees not required to be a registered architect with the Guam board.

**Oregon:** Howard explained Oregon will have a statutory change occur during their 2023 legislative session that has not occurred during the last 13 years. Howard stated board member Alexander will be terming out his second, four year term on the Oregon board.

**Utah:** Bullough stated there was no new legislative issues to report.

**Washington:** Roberts stated Washington will continue working on the clarification of their incidental practice act. Washington's member board executive will be retiring in October and two board members will be terming off this year. Storvick explained 44 professionals went to an online system and experienced a data breach.

#### **AGENDA ITEM 7- Regional Chair's Report – Tara Rothwell**

Madam Chair Rothwell thanked Vice-Chair Solum for attending the Regional Leadership Committee with Melarie Gonzales in October. She introduced Melarie Gonzales, as the new Region 6 Executive Director of WCARB and New Mexico's Executive Director.

#### **AGENDA ITEM 8- Financial Reports- Catherine Fritz, Secretary/Treasurer**

Secretary Fritz presented the financial report to the membership:

The Balance Sheet as of January 31, 2022 was provided in the meeting materials for the membership.

Also provided:

- The Profit and Loss statement for October 1, 2021– January 2022
- The Profit and Loss statement for the previous fiscal year of October 1, 2020 – September 30, 2021

As of January 31, 2022, total assets from both the checking and savings accounts total \$135,652.59.

## **AGENDA ITEM 8- WCARB Current & Upcoming Fiscal Year Budget**

Secretary Fritz explained that the budget for the current fiscal year, October 1, 2021-September 30, 2022 and the upcoming fiscal year, October 1, 2022- September 30, 2023.

## **AGENDA ITEM 9- Election Procedure Protocol**

Executive Committee Member Sams explained election process and positions to be voted on.

Terms for new electees start in June 2022.

## **AGENDA ITEM 10- Nominations- From the Floor**

Executive Committee Member Sams conducted the elections this year.

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

Nilza Serrano (CA), nominated Sylvia Kwan (CA) for Regional Director, seconded by Tian Feng (CA).

Hearing no other nominations from the floor, Sams closed the nominations for the Regional Director.

Executive Committee: Three open positions.

Nilza Serrano (CA), nominated Corey Solum (UT), Catherine Fritz (AK), and Doug Sams (OR) for each open position on the WCARB Region 6 Executive Committee. Seconded by Roberto Yumol (HI).

Jim Oschwald (NM) nominated Mike Kolejka (AZ) to serve on the Executive Committee, seconded by Sylvia Kwan (CA).

Member Sams (OR) declined his nomination.

Hearing no other nominations from the floor, Sams closed the nominations for the Executive Committee.

## **AGENDA ITEM 11- Nominee Speeches: Regional Director and Executive Committee**

Regional Director: Sylvia Kwan (CA) addressed the members and gave her reasons why she wants to continue serving the region as its regional director.

Members: Catherine Fritz (AK), Corey Solum (UT), and Mike Kolejka (AZ) each addressed the members and discussed their backgrounds and why they wanted to serve the region as members of the Executive Committee.

**AGENDA ITEM 12- Elections: Regional Director and Executive Committee**

The Election Committee conducted the elections:

Regional Director: Sylvia Kwan (CA) was elected by acclimation.

Executive Committee: Corey Solum (UT), Catherine Fritz (AK), and Mike Kolejka (AZ) were elected by acclimation.

**AGENDA ITEM 13- Executive Election Procedure Protocol**

Executive Committee Member Sams explained executive election process.

**AGENDA ITEM 14- Nominee Speeches: Chair, Vice-Chair and Secretary/Treasurer**

Executive Officers: Tara Rothwell (NM), Corey Solum (UT), and Catherine Fritz (AK) each addressed the members and discussed how they want to serve the region again as members of an Executive Officer.

**AGENDA ITEM 15- Elections for Executive Officers**

Sams called for nominations from the floor for the Executive Officers-Chair, Vice Chair and Secretary/ Treasurer.

Catherine Fritz (AK), nominated Tara Rothwell (NM) for Chair, seconded by Nilza Serrano (CA).

Hearing no other nominations from the floor, Sams closed the nominations for the Chair.

Sylvia Kwan (CA), nominated Corey Solum (UT) for Vice Chair, seconded by Greg Erny (NV).

Hearing no other nominations from the floor, Sams closed the nominations for the Vice Chair.

Tian Feng (CA), nominated Catherine Fritz (AK) for Secretary/Treasurer, seconded by Jim Oswald (NM).

Hearing no other nominations from the floor, Sams closed the nominations for the Secretary/Treasurer.

Executive Officers: Tara Rothwell (NM) for Chair, Corey Solum (UT) Vice Chair, and Catherine Fritz (AK) Secretary/ Treasurer were elected by acclimation.

\*Madam Chair Rothwell moved forward with line item 16-18 & 21 of the agenda on 03/04/2022.

Agenda items 13-15, 19-20, & 22 were addressed on 03/05/2022.

### **AGENDA ITEM 16-Strategic Plan 2022 Action Item Report**

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

### **AGENDA ITEM 17 & 18-Review, Discuss, & Vote of Proposed Bylaw Amendments/ Proposed Rule Changes**

Sams revised the agenda item and explained the region can review and discuss the proposed amendments to the bylaws but cannot be voted upon until the June 2022 meeting because membership bylaws require a 60 day notice on WCARB's website. Sams explained the proposed revisions to WCARB Bylaws.

#### **Resolution 1**

Reason for Revising ARTICLE VI MEETINGS OF THE WESTERN REGION: To allow the Executive Committee the flexibility to schedule and coordinate the WCARB Annual Meeting with the Regional Leadership Committee and not be restricted by a specific date established by the Members.

Revise ARTICLE VI MEETINGS OF THE WESTERN REGION a) to read: a) The Annual Meeting shall occur annually at a date established by the ~~Members~~/Executive Committee **in collaboration with the Regional Leadership Committee**; this meeting shall be open to all Delegates of all Members as well as the MBE of each Member. The purpose of the meeting shall be election of the Executive Committee, participation in Education Workshops, nomination of a Regional Director, and transaction of other business that may properly come before the meeting.

#### **Resolution 2**

Reason for Revising ARTICLE IX WESTERN REGION REGIONAL DIRECTOR: To align the term of the Western Region Regional Director to align with recent changes to NCARB bylaws regarding maximum length of term for regional director.

Revise ARTICLE IX WESTERN REGION REGIONAL DIRECTOR a) to read: a) A nominee for the Director of the Western Region shall be selected annually by majority vote of Members present at the Annual Meeting of WCARB, and shall assume office following confirmation at the Annual Meeting of NCARB. The Western Region Director shall serve no more than **two (2)** ~~three (3)~~ consecutive one-year terms. Appointment to fill a vacancy of the Director shall not be counted against the limit of **two** ~~three~~ consecutive terms.

### Resolution 3

(Option 1)

Reason for Revising ARTICLE XII RULES OF THE REGION: Revise the Rules of the Region to allow the Executive Committee the flexibility to address current issues that challenge the governance of WCARB. Examples include virtual meetings, travel restrictions, etc.

Revise ARTICLE XII RULES OF THE REGION to read: The Western Region shall adopt reasonable rules necessary for the administration of these Bylaws. These rules shall be adopted by majority vote **of the Executive Committee** ~~at a meeting~~ of the Western Region and amended in the same manner.

(Option 2)

Reason for Revising ARTICLE XII RULES OF THE REGION: Revise the Rules of the Region to allow the Executive Committee the flexibility to address schedule issues that challenge the governance of WCARB.

Revise ARTICLE XII RULES OF THE REGION to read: The Western Region shall adopt reasonable rules necessary for the administration of these Bylaws. These rules shall be adopted by majority vote **of the members for Articles 1 through 8** at a meeting of the Western Region **and by a majority vote of the Executive Committee for Article 9 Schedule** and amended in the same manner.

Resolution 3 option 1 was debated by Erny and Oschwald.

**ADJOURN FOR THE DAY AT 1:15PM EST.**

**Saturday, March 5, 2022**

Madam Chair Rothwell reconvened the hybrid 2022 WCARB Regional Meeting at 10:15AM EST.

#### **AGENDA ITEM 19- Review & Discussion of Proposed NCARB Resolutions**

- **Resolution 2022-A-** has the membership ratify the Mutual Recognition Arrangement (MRA) development between NCARB and the U.K.'s Architect Registration Board (ARB). The agreement is expected to be signed in Spring 2022, and if the agreement is ratified, it will be implemented by January 1, 2023.
- **Resolution 2022-B-** updates the definition of responsible charge to reflect modern practice standards, including changing the term in *Model Law* to "responsible control." The proposed responsible control language

expands the existing definition to bring regulation into alignment with current practice, while removing ambiguity and clearly defining the critical components and expectations of architects in responsible control.

- **Resolution 2022-C-** sunsets examination-related resolutions passed between 1966-1999 by the membership that no longer align with how NCARB operates today.
- **Resolution 2022-D-** sunsets resolutions passed by the membership that no longer align with how NCARB operates today. This batch of resolutions focuses specifically on membership, related organizations, and other misc. policies that were passed between 1980-2020.
- **Resolution 2022-E-** turns the Diversity Collaborative into a standing advisory committee in the *NCARB Bylaws* to ensure the continuity of its important work. This update to the *Bylaws* would further demonstrate the Council's ongoing commitment to diversity, equity, and inclusion; send a clear signal that this work is a priority to the organization; and will allow the committee the opportunity to continue to evolve.
- **Resolution 2022-F-** updates the *NCARB Bylaws* to add the Northern Mariana Islands to Article VI, Section 2; make minor updates to Article VII, Section 5 for clarity and consistency for elections of like positions; and replace pronouns with gender-neutral alternatives.
- **Resolution 2022-G-** is a holistic update to the Requirements for NCARB Certification in the *NCARB Certification Guidelines* for clarity, ease of use by applicants, and alignment with current processes. There are some recommended changes, including removing a five-year grace period for candidates in process as a blanket policy, aligning Section 5 with the Professional Conduct Committee's Rules of Procedure, and removing appendices A and B.

- **Update on Resolution 2021-H-**

Last year at its April 2021 meeting, the Board of Directors tabled a resolution proposed by the Diversity Collaborative that would realign the positions on the Board. At that time, the Board indicated that the proposal should undergo further review and discussion. In July, the Council hired DEI and governance consultants to shape discussions by the Board and other key volunteers regarding the various facets of diversity, equity, and inclusion; to provide guidance regarding non-profit governance best practices; and to facilitate membership listening sessions to ascertain DEI impediments in the volunteer culture. Work on exploring these issues remains ongoing as a precursor to any new or reconsidered resolution and will continue into FY23.

### **AGENDA ITEM 20-WCARB Laudatories**

Vice Chair Solum recognized and presented the laudatory certificates to Carmen Wyckoff (AZ), Mary Morissette (CO), Andrew T. Laguaña (GU), Jim Chaney (OR), Colin Jones (WA), and Rick Storvick (WA).

## **AGENDA ITEM 21-NCARB Visiting Team & Candidates Visit**

FY23 NCARB BOD Treasurer candidate, Ed Marley and Secretary candidate, Richard McNeal gave their speech and answered questions from the region.

As well as candidate for NCARB BOD Treasurer, David Hornbeek and Secretary candidate, John Rademacher.

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

The Visiting Team answered questions about the proposed resolutions, candidates background, and educational degree.

Armstrong explained NCARB's mutual agreements, AXP/ARE requirements, NAAB accredited degrees versus each jurisdiction statutory language requirements. Voting for each resolution will hopefully take place in June at Annual Business Meeting 2022.

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

## **AGENDA ITEM 22-New Business/ Old Business**

Madam Chair Rothwell discussed the Region 6 diversity, equity and inclusion data provided by NCARB during the regional summit.

She reminded WCARB members that it is our upcoming year to host the 2023 Regional Summit. The locations range from Hawaii to Arizona and hopefully will have a final location with dates from NCARB to distribute ASAP.

She also reminded everyone that the WCARB Bylaws will be officially voted on at the June 2022 Annual Business Meeting.

She thanked Vice Chair Solum for his work, along with his marketing staff, redesigning the laudatory certificates for the outgoing members.

Marley thanked Madam Chair Rothwell for her hard work during this fiscal year serving on NCARB committees.

Secretary Fritz reminded everyone that the strategic action plan has executive committee liaisons assigned and if anyone is interested on a working task please notify her.

## **ADJOURN**

The meeting was adjourned at 12:35PM and will reconvene at the NCARB Annual Business Meeting in Austin, Texas in June 02-04, 2022.

**WCARB Meeting @ Regional Summit in Charlotte, NC  
Attendees March 4-5, 2022**

**\*Via Zoom**

**ALASKA**

Catherine Fritz  
Sara Neal

**ARIZONA**

Ed Marley  
Mike Kolejka  
\*Judith Stapley

**CALIFORNIA**

Sylvia Kwan  
Jon Baker  
Tian Feng  
Nilza Serrano  
Laura Zuniga  
Ebony Lewis  
Robert Pearman  
\*Charles Ward

**COLORADO**

\*Mary Morissette

**GUAM**

Cathyann Gogue  
Catherine Gutierrez

**HAWAII**

\*Roberto Yumol

**IDAHO**

Daniel Mullin  
Allison McClintick

**NEVADA**

William Snyder  
Stacey Hatfield  
Greg Erny, Past NCARB President  
James Mickey  
Monica Harrison

**NEW MEXICO**

Bob Calvani, Past NCARB President

\*Ray Vigil

Tara Rothwell

Jim Oschwald

Melarie Gonzales (Region 6 Exec)

**NORTHERN MARIANA ISLANDS**

Esther Fleming

**OREGON**

\*Doug Sams

Donald Eggleston

Richard Alexander

Lisa Howard

**UTAH**

Corey Solum

Bret Bullough

\*Brian Jacobson

**WASHINGTON**

\*Scott Harm

\*Sian Roberts

\*Rick Storvick