



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

**BOARD FOR ARCHITECTS
MEETING MINUTES
REGULAR BOARD MEETING**

DATE: January 23, 2015

TIME: 9:00 AM

LOCATION: Department of Licensing
405 Black Lake Blvd SW
Room 2209
Olympia, WA 98502

BOARD MEMBERS PRESENT: Rick Benner, Chair
Roch Manley, Vice Chair
Scott Harm, Secretary
Colin Jones, Member
Blaine Weber, Member
Neitha Wilkey, Member
Linda Szymarek, Public Member

STAFF PRESENT: Rick Storvick, Assistant Executive Director
Autumn Dryden, Administrative Assistant
Jill Short, Investigations & Compliance Manager

OTHERS PRESENT: Pat Kohler, Department of Licensing Director
Kathleen Drew, Business & Professions Asst Director
Kathy Hillegas, NCARB
Guillermo Ortiz de Zárate, NCARB
Mike Armstrong, NCARB

1. Call to Order 9:00 AM

1.1. Introductions

Board members, staff, and guests introduced themselves. The board welcomed Mr. Villnave from the Board of Registration of Professional Engineers and Land Surveyors.

1.2. Order of agenda

The order of the agenda was amended as follows:

- Added item 4.4 – Meeting calendar update

Mr. Jones made a MOTION to approve the agenda as amended. Ms. Wilkey seconded the MOTION and it passed.

An additional amendment was made to the agenda adding item 6.1.1, agreed order 2014-04-0400-00ARC.

Ms. Wilkey made a MOTION to approve the agenda as amended. Mr. Jones seconded the MOTION and it passed.

1.3. Approval of minutes: November 7, 2014

Mr. Weber made a MOTION to approve the minutes as presented. Ms. Szymarek seconded the MOTION and it passed.

1.4. Review Communications

Board staff shared that a list of Intern Development Program (IDP) supervisors in Washington State has been received from National Council of Architectural Registration Boards (NCARB).

2. Public Comment Opportunity

2.1. Budget discussion with Department of Licensing Director, Pat Kohler

Ms. Kohler addressed the board and shared her priorities as the agency director. She shared information on the agency's budget and need for upgraded technology.

Ms. Drew informed the board that the Department will fund two board members in addition to what the national organizations fund for attendance at out-of-state national meetings and conferences. She shared concerns with sending multiple board members, including creating a quorum. Ms. Kohler indicated that the Department would consider sending more board members if staff can make a strong case for the need for additional attendees, particularly if board members serve on national committees.

3. New Business

3.1. NCARB Regional Summit attendance (March 12-14, 2015; Long Beach, CA) – identify possible attendees

The board discussed the upcoming Regional Summit in Long Beach, CA and indicated their interest in going. Mr. Harm and Mr. Benner were interested with Mr. Weber being an alternate attendee since his term is expiring in June. Several other board members were interested in attending, but needed to check for scheduling conflicts before committing.

3.2. NCARB Annual Meeting Attendance (June 17-20, 2015; New Orleans, LA) – identify possible attendees

The board discussed the upcoming Annual Meeting in New Orleans, LA and indicated their interest in going. Mr. Harm, Mr. Manley, and Ms. Szymarek were all interested in going and will be priority since they are the committee working on the 2016 meeting in Seattle. Mr. Benner, Mr. Jones, and Ms. Wilkey also expressed interest in attending.

4. Old Business

4.1. NCARB changes to Intern Development Program

Mr. Armstrong addressed the board and gave some background information on the history of the IDP and reasons for the proposed changes. The board and representatives of NCARB discussed the program and board members expressed concern over changes being made.

4.2. Construction management

Mr. Storvick shared a survey of states conducted by staff showing no other states with mandatory construction management in their law. Mr. Weber indicated the state of Oregon requires it and Ms. Hillegas offered to use NCARB's databases to search other states' requirements.

Action Item: Staff will work with NCARB to collect information on states with mandatory construction management in their law.

4.3. Review master action items list

The board reviewed and discussed the master action items list.

5. Complaint Cases for Review*

5.1. Case Manager Recommendations

5.1.1. 2013-03-0405-00ARC (Harm)

The complaint alleged unlicensed practice because the respondent submitted documents to a building official that were modified by replacing the title "architect" with the title "engineer," and were signed by a professional engineer. From past board case history, the case manager determined the building official was the "Authority Having Jurisdiction" and evidence collected through investigation showed the respondent never represented himself as an architect. Mr. Harm recommended the case be closed with no further action because the evidence didn't support the allegation. Mr. Jones made a MOTION to accept the case manager's recommendation. Mr. Manley seconded the MOTION and it passed.

Action Item: Mr. Harm and Mr. Jones will hold a subcommittee meeting to discuss the overlap in scope of practice between engineers and architects and the responsibilities of building officials.

- 5.1.2. 2014-06-0400-00ARC (Jones)
The respondent initially failed to comply with the professional development requirements upon audit. After several communications, staff found the respondent was submitting information to an incorrect address. The respondent complied with the professional development requirement and the board accepted the case manager's recommendation to close with no further action because of compliance. Mr. Weber made a MOTION to accept the case manager's recommendation. Mr. Harm seconded the MOTION and it passed.
- 5.1.3. 2014-06-0404-00ARC (Manley)
The respondent failed to comply with professional development requirements upon audit. The respondent supplied documentation supporting a request to have his architect license put into inactive status and the case manager recommended the case be closed with no further action. Ms. Wilkey made a MOTION to accept the case manager's recommendation. Ms. Szymarek seconded the motion and it passed.
- 5.1.4. 2014-10-0402-00ARC (Jones)
The complaint alleged the respondent used protected language in a business license application by designating the business as offering "Architectural Design" with no valid architect registration. The case manager recommended the case be closed with no further action because the respondent complied by removing the protected language from the business name. Ms. Wilkey made a MOTION to accept the case manager's recommendation. Mr. Manley seconded the MOTION and it passed.

6. Legal Issues for Deliberation*

- 6.1. Orders to be presented
- 6.1.1. 2014-04-0400-00ARC
Agreed Order – Slawomir Porowski
The respondent, a licensee and designated architect, was found to have prepared and filed technical submissions without signing or sealing them. The board accepted an agreed order in the matter of unprofessional conduct, assessing the respondent a fine of \$1,800.00.

7. Disciplinary & Investigation Items

- 7.1. Closed session deliberation report
No business.
- 7.2. Disciplinary cases report
Packet item; no action.

- 7.3. Administrative closure report
No business.

8. Assistant Attorney General's Report
No business.

9. Committee/Task Force Reports

- 9.1. 2016 NCARB Annual Meeting
The board discussed the 2016 Annual Meeting being held in Seattle in 2016. Mr. Harm, Mr. Manley, and Ms. Szymarek will work with NCARB on a presentation at the 2015 meeting to introduce the 2016 meeting.

10. Board Executive's Report

- 10.1. Program Operations
- 10.1.1. Legislative update
Staff gave an update on legislation that could impact the profession.
 - 10.1.2. Financial report
Standard report; no action
 - 10.1.3. Licensing and application statistics
Standard report; no action.
 - 10.1.4. Year in Review 2014
Packet item; no action
- 10.2. Department of Licensing
No business.
- 10.3. Other Items
No business.

11. Other Business

- 11.1. Action items from this meeting
Action items were reviewed and will be added to the master action items list.
- 11.2. Agenda items for next meeting
- NCARB changes to IDP
 - Mandatory construction management
 - Board Officer Elections
- 11.3. Any other business
Mr. Benner encouraged board members to join NCARB committees.

12. Adjournment 12:00 PM

Architect Board Work Session – The board held a work session with representatives of the National Council of Architectural Registration Boards (NCARB).

Submitted by: _____ Date _____
Rick Storvick
Assistant Executive Director

Approved by: _____ Date _____
Rick Benner
Chair