



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

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

DATE: April 24, 2015

TIME: 9:00 AM

LOCATION: Washington State University
Carpenter Hall Room 521
Pullman, WA 99164

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

STAFF PRESENT: Rick Storvick, Executive Director
Lorin Doyle, Regulatory Boards Administrator
Julia Gambrel, Licensing Manager
Autumn Dryden, Administrative Assistant
Jill Short, Investigations & Compliance Manager

OTHERS PRESENT: Faculty and students of Washington State University

ABSENT: Blaine Weber, Member
Neitha Wilkey, Member

1. Call to Order 9:00 AM

1.1. Introductions

Board members, staff, and guests introduced themselves. Mr. Benner recognized Mr. Weber for his service on the board. Mr. Weber's term ends on June 17, 2015.

1.2. Order of agenda

The order of the agenda was amended as follows:

- 1.4.1 Communication from the National Council of Architectural Registration Boards (NCARB) was added.
- 5.1.1 Complaint 2014-03-0420-00ARC (Wilkey) was added.

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

1.3. Approval of minutes: January 23, 2015

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

1.4. Review Communications

Mr. Storvick shared a letter from NCARB inviting the Washington Board to present the 2016 Annual Meeting information and location at the 2015 Annual Meeting.

2. Public Comment Opportunity

The board and staff met with students from the Washington State University architecture program. Board members answered questions on the board's role in regulating the profession and the licensing application process, and discussed proposed changes to the Intern Development Program (IDP) by NCARB.

3. New Business

3.1. Officer elections

Mr. Benner presented a slate of proposed officers:

- Chair – Roch Manley
- Vice Chair – Scott Harm
- Secretary – Linda Szymarek

Mr. Jones made a MOTION to accept the slate of officers as proposed. Mr. Harm seconded the MOTION and it passed.

3.2. NCARB/WCARB Regional Summit report

Mr. Manley, Ms. Szymarek, Mr. Harm, Mr. Storvick, and Ms. Dryden reported on the NCARB/WCARB Regional Summit held in Long Beach, CA. Proposed changes to the Broadly Experienced Architect (BEA) and Intern Development Program (IDP) were the issues of most concern to Region 6. Multiple jurisdictions expressed concerns over the proposed changes and shared those concerns with NCARB.

3.3. NCARB BEA Proposed changes

The board discussed NCARB's proposed changes to the Broadly Experienced Architect (BEA) program. Proposed changes would result in someone without a four year college degree NOT being able to obtain an NCARB certificate, potentially limiting which states they could become licensed in. This change would not prohibit anyone from becoming licensed in the state of Washington as long as they meet all of the state requirements for licensure.

4. Old Business

4.1. Review master action items list

The board reviewed and discussed the master action items list.

Action Item: Staff will schedule a meeting of the Architect Board and Landscape Architect Board committees on the guidelines for building officials website. Staff will also schedule a meeting of the Architect Board and Board of Registration for Professional Engineers and Land Surveyors committees on the guidelines for building officials website after the Architect and Landscape Architect subcommittees have met.

4.2. NCARB Annual Meeting attendance (June 17-20, 2015; New Orleans, LA)

The board has received approval from the Department of Licensing to attend the Annual Meeting in New Orleans, LA in June and Mr. Manley is the board's voting delegate. Board members should contact Ms. Dryden for assistance with travel arrangements.

4.3. NCARB changes to Intern Development Program (IDP)

The board held a conference call with Mr. Bruce Turcott, Advising Assistant Attorney General to discuss NCARB's IDP reduction in required hours from 5,600 to 3,740. Washington law requires applicants have at least three year's practical work experience in a structured intern development program approved by the board for a minimum of 5,600 hours. After discussing the board's options, the board adopted the following interpretive statement:

The architect licensing law in Washington requires applicants have at least three year's practical work experience in a structured intern development program approved by the Washington Board for Architects. RCW 18.08.350(3)(a). The Board requires interns to be enrolled in NCARB's Intern Development Program for a minimum of 5,600 hours. Interns who complete their IDP core hours in less than three (3) years must continue to work under the supervision of an IDP Supervisor until they have completed a total of 5,600 supervised IDP hours.

Action: Ms. Dryden will publish the interpretive statement on the board's website.

Action Item: Ms. Dryden will publish the NCARB IDP survey results to the board's website. After publishing, staff will send a listserv notice as well as emails to both the University of Washington and Washington State University.

4.4. University of Washington – Outreach Report

Mr. Jones reported on a visit to the University of Washington with Ms. Wilkey and Ms. Gambrel. They discussed licensing and answered student questions. There was confusion around the NCARB changes to IDP.

The professional practice instructor was very supportive of bringing board members into her classroom, possibly making a full board visit to the campus beneficial in the future.

4.5. Mandatory construction administration

Mr. Storvick reported the requested information from NCARB has not been received. This agenda item was tabled.

5. Complaint Cases for Review*

5.1. Case Manager Recommendations

5.1.1. 2014-03-0420-00ARC (Wilkey)

The complaint was opened as a result of unprofessional conduct for failing to provide verification of professional development hours upon audit. Ms. Wilkey recommended closure of the case because the respondent ultimately complied with the requirements. Mr. Jones 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

No business.

7. Disciplinary & Investigation Items

7.1. Closed session deliberation report

No business.

7.2. Current cases disciplinary report

Packet item; no action.

7.3. Administrative closure report

Packet item; no action.

8. Assistant Attorney General's Report

No business.

9. Committee/Task Force Reports

9.1. 2016 NCARB Annual Meeting

Ms. Szymarek reported the committee has a list of potential venues for the evening events at the 2016 Annual Meeting in Seattle. The committee will be talking to NCARB to find out how much the board can influence the video presentation at the 2015 meeting and the selection of 2016 speakers. The committee hopes to add a northwest flavor to the 2016 meeting.

9.2. Guidelines for Building Officials subcommittee

See notes and action item from item 4.1.

10. Board Executive's Report

10.1. Program Operations

10.1.1. Legislative update
Packet item; no action.

10.1.2. Financial report
Packet item; no action.

10.1.3. Licensing and application statistics
Packet item; no action.

10.2. Department of Licensing

No business.

10.3. Other Items

Mr. Storvick informed the board Mr. Villnave was selected as the new Executive Director of the Board of Registration for Professional Engineers and Land Surveyors (BORPELS). Mr. Villnave replaces George Twiss, who is retiring on April 30.

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

No items noted.

11.3. Any other business

No business.

12. Adjournment 11:48 AM

Submitted by: _____
Rick Storvick
Executive Director

Date

Approved by: _____

Rick Benner
Chair

Date