

**Washington State
Board for Architects
Board Meeting**

**Tab 1
Call to Order**

**April 24, 2015
9:00 AM**

Washington State University
Carpenter 521
Pullman, WA



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

**BOARD FOR ARCHITECTS
MEETING AGENDA
REGULAR BOARD MEETING**

DATE: April 24, 2015
TIME: 9:00 AM
LOCATION: Washington State University
Carpenter Hall Room 521
Pullman, WA 99164

OPEN SESSION 9:00AM

1. Call to Order

- 1.1. Introductions
- 1.2. Order of agenda
- 1.3. Approval of minutes: January 23, 2015
- 1.4. Review Communications

2. Public Comment Opportunity

3. New Business

- 3.1. Officer elections
- 3.2. NCARB/WCARB Regional Summit report
- 3.3. NCARB BEA Proposed changes

4. Old Business

- 4.1. Review master action items list
- 4.2. NCARB Annual Meeting attendance (June 17-20, 2015; New Orleans, LA)
- 4.3. NCARB changes to Intern Development Program
- 4.4. University of Washington – Outreach Report
- 4.5. Mandatory construction administration

5. Complaint Cases for Review*

- 5.1. Case Manager Recommendations

6. Legal Issues for Deliberation*

- 6.1. Orders to be presented

7. Disciplinary & Investigation Items

- 7.1. Closed session deliberation report (only necessary if closed session is held)
- 7.2. Current cases disciplinary report
- 7.3. Administrative closure report

8. Assistant Attorney General's Report**9. Committee/Task Force Reports**

- 9.1. 2016 NCARB Annual Meeting
- 9.2. Guidelines for Building Officials subcommittee

10. Board Executive's Report

- 10.1. Program Operations
 - 10.1.1. Legislative update
 - 10.1.2. Financial report
 - 10.1.3. Licensing and application statistics
- 10.2. Department of Licensing
- 10.3. Other Items

11. Other Business

- 11.1. Action items from this meeting
- 11.2. Agenda items for next meeting
- 11.3. Any other business

12. Adjournment

*The Board may enter into closed session to discuss disciplinary proceedings.



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

DRAFT

Board Meeting

Tab 2

Public Comment Opportunity

The board has the option to allow comment from the public on agenda items or other topics, unless the comment is related to an open investigation.

The board may limit the comment period, and will provide instructions if they choose to do so.

Board Meeting

Tab 3

New Business

**Topics for action or discussion by the board
as identified at or since the last board meeting.**

Board for Architects
April 24, 2015
Olympia, WA

Officer Elections

Background: Per RCW 18.08.330, the board shall elect a chair, a vice chair, and a secretary. The secretary may delegate his or her authority to the executive director.

Action requested: the board elect officers for 2015-2016

Submitted by Board Staff
April 7, 2015

Board for Architects
April 24, 2015
Olympia, WA

NCARB BEA Proposed changes

Background: The National Council of Architectural Registration Boards (NCARB) has been working with member boards to revise the requirements for the Broadly Experienced Architect (BEA) Program. They proposed a revision of the alternatives to the education requirement for certification at a meeting in October 2014 and based on feedback from that meeting presented a new proposal at the Regional Meeting in Long Beach. The NCARB Board of Directors will be reviewing comments from the Regional Meeting prior to drafting a final proposal to be submitted to membership at the 2015 Annual Meeting.

The proposal presented in Long Beach is attached for your review and consideration. It does not provide a path for certification unless a person has a minimum 4 year college degree. Several member boards in attendance at the Regional Meeting urged the NCARB Board to consider an additional path that would require further experience.

Recommendation: Information is provided for your review, discussion and consideration of establishing a board position prior to the NCARB Annual Meeting scheduled for June 2015.

Submitted by Board Staff
April 7, 2015

Resolution 2015-A

Supported by the Council Board of Directors (_ - _)

Title: Revision of the Alternatives to the Education Requirement for Certification

Submitted By: Council Board of Directors

RESOLVED, that the alternatives for certification of an architect registered in a U.S. Jurisdiction as included in Section 2 of the *Certification Guidelines* be revised as indicated below,

2.2 Alternatives to the Education Requirement

If you do not hold a professional degree in architecture as identified in Section 1.2, NCARB will accept either of the following:

~~A. Satisfaction of NCARB's Broadly Experienced Architect (BEA) Program, which permits an applicant with the required years of experience in practicing architecture as defined in the Legislative Guidelines and Model Law, Model Regulations gained while holding a registration issued by any U.S. jurisdiction to demonstrate that a combination of education and/or experience in practicing architecture satisfies all of his/her education deficiencies with respect to the NCARB Education Standard set forth in the Education Guidelines. The required years are:~~

~~• Six years for architects who hold a pre-professional degree in architecture awarded by a U.S. regionally accredited institution or the Canadian equivalent;~~

~~or~~

~~• Eight years for architects who hold any other baccalaureate or higher degree;~~

~~or~~

~~• Ten years for architects who do not hold a post-secondary baccalaureate or higher degree.~~

Two years of licensed practice in any U.S. jurisdiction;

and

Documentation of work experience gained pre-licensure and/or post-licensure.

The experience must be verified in accordance with the requirements of the *Intern Development Program* or by an NCARB certified architect:

- Applicants with a pre-professional degree in architecture awarded by a U.S. regionally accredited institution or the Canadian equivalent must document two times (2X) the experience requirement of the Intern Development Program. [7,480 core hours]
- Applicants with any other baccalaureate or higher degree must document three times (3X) the experienced requirement of the Intern Development Program. [11,220 core hours]

B. Applicants with a degree in the field of architecture that is not accredited by the National Architectural Accrediting Board (NAAB) or the Canadian Architectural Certification Board (CACB) must obtain an Education Evaluation Services for Architects (EESA) NCARB evaluation report stating that he/she has met the *NCARB Education Standard*.

The Intern Development Program is described in the IDP Guidelines. The NCARB Education Standard and the NCARB Broadly Experienced Architect Program are is described in the Education Guidelines. These documents which may be revised from time to time by NCARB.

FURTHER RESOLVED, that Sections 2.3 Alternatives to the Experience Requirement be revised as follows:

Applicants who meet the alternative to the education requirement in accordance with the requirements of 2.2 B., only:

In lieu of completing the Experience Requirement identified in Section 1.3, NCARB will accept registration by an NCARB Member Board for at least five consecutive years together with a certification by the applicant that his or her experience as a registered architect met the intent of the IDP in each of the experience areas, and verification by one or more other architects that the applicant obtained such experience. This alternative shall not apply to applicants initially registered after January 1, 2011.

IMPLEMENTATION DATE: [July, 2016 -- TBD]

Sponsors' Statement of Support:

This proposal represents an effort to streamline the requirements for certification through the alternative to the education requirement while ensuring that each applicant has documented the pertinent experience necessary to overcome deficiencies associated with their education.

Currently, 17 jurisdictions allow licensure without a degree from a NAAB-accredited program; 12 of those 17 allow licensure with a high school diploma. In all cases, the 17 jurisdictions require additional experience beyond compliance with the Intern Development Program to substitute for an accredited degree credential. Historically, NCARB has required supplemental post-licensure experience, beyond that required for initial licensure in the 17 jurisdictions, plus a transcript evaluation and dossier review by committee before awarding an NCARB certificate.

Four key components were considered in the development of this modified alternative to the education requirement:

1. Experience utilized to overcome deficiencies in education must be *evaluated*
2. Experience utilized to overcome deficiencies in education must *validate competency in educationally deficient areas*
3. The *value of a degree from a NAAB-accredited program needs to be upheld* and perceptions that the proposed alternative allows an enticing work-a-round to the education requirement need to be managed
4. *NCARB must retain its role as the overall "verifier" of the certificate applicant*

The IDP experience requirements today are based on the performance of tasks, and development of the knowledge and skills necessary to competently perform those tasks independently. Architects applying for certification will be required to document their learning through experience by accumulating additional hours verified by a registered architect in each of the IDP categories aligned with contemporary practice.

This proposal utilizes a system and process that is already well-established and trusted by the NCARB membership while providing the validated evaluation desired by the NCARB Member Boards. In addition, the proposal modifies the alternative to the education requirement in a way that enables the Council to eliminate fees associated with the Broadly Experienced Architect (BEA) program.

Architects seeking certification through this proposal may accumulate the proposed hours of experience in a timeframe substantially equivalent to requirements of the current durational requirements of the seventeen jurisdictions that do not require a degree from a NAAB-accredited program for initial licensure. This resolution incorporates structured experience by requiring hours to be earned in specific experience areas and a minimum of two years practicing as an architect.

This proposal:

- ensures that each applicant documents the pertinent experience necessary to overcome deficiencies associated with their education by requiring additional hours in each of the categories and areas of the *Intern Development Program*
- recognizes the value of practical experience
- encourages intern architects to obtain an architecture degree in an accredited program to avoid having to complete multiple additional years of experience through the IDP
- recognizes the importance of post-secondary general education in a baccalaureate degree by eliminating options for obtaining the Certificate through a combination of a high school diploma or limited post-secondary education and experience
- meets the Council's effort to streamline the requirements for certification through the Broadly Experienced Architect (BEA) Program by eliminating the requirements to complete an Education Evaluation Services for Architects (EESA) evaluation of their education and submittal of an education dossier for review by committee.

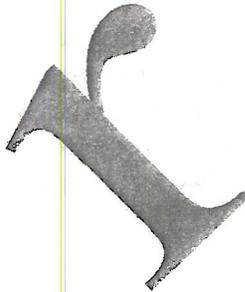
How it will Work:

Applicants seeking certification through this path will be required to document their experience through the Online Reporting system – just like intern architects currently do for IDP. It is important to note that applicants can fulfill the requirements for certification by utilizing pre or post-licensure experience as long as it is verified in accordance with the rules of the IDP or by an NCARB-certified architect.

For example, if an architect without a NAAB-degree documented completion of IDP through the Online Reporting System to obtain their initial license, they can use that approved experience toward satisfying the “double or triple IDP” requirement for NCARB certification.

Based on their education, applicants will be required to meet two or three times the core requirements of the IDP experience requirement. They will not simply be required to document completion of double or triple the overall core requirement of 3,740 hours, but rather, must complete double or triple the hours in each experience area. For further clarification, below is an example of the experience requirements that architects applying for certification through this path would need to meet to satisfy the experience requirements.

The chart on the following page shows how that would work for candidates.



The chart below reflects the CURRENT core experience requirements. These requirements will be modified with the launch of IDP Overhaul. The purpose is to show that applicants will need to double or triple the requirements of each of the categories, not simply the core total.

Experience Requirement for Certification	IDP	Two Times (2X) IDP	Three Times (3X) IDP
Category 1: Pre-Design	Core Minimum Hours	Core Minimum Hours	Core Minimum Hours
Programming (tasks)	80	160	240
Site and Building Analysis (tasks)	80	160	240
Project Cost and Feasibility (tasks)	40	80	120
Planning and Zoning Regulations (tasks)	60	120	180
Total	260	520	780
Category 2: Design	Core Minimum Hours	Core Minimum Hours	Core Minimum Hours
Schematic Design (tasks)	320	640	960
Engineering Systems (tasks)	360	720	1080
Construction Cost (tasks)	120	240	360
Codes and Regulations (tasks)	120	240	360
Design Development (tasks)	320	640	960
Construction Documents (tasks)	1,200	2400	3600
Material Selection and Specification (tasks)	160	320	480
Total	2600	5200	7800
Category 3: Project Management	Core Minimum Hours	Core Minimum Hours	Core Minimum Hours
Bidding and Contract Negotiation (tasks)	120	240	360
Construction Administration (tasks)	240	480	720
Construction Phase: Observation (tasks)	120	240	360
General Project Management (tasks)	240	480	720
Total	720	1440	2160
Category 4: Practice Management	Core Minimum Hours	Core Minimum Hours	Core Minimum Hours
Business Operations (tasks)	80	160	240
Leadership and Service (tasks)	80	160	240
Total	160	320	480
Total Core Minimum Hours	3,740	7480	11220

Board Meeting

Tab 4

Old Business

**Topics from past meetings, presented for update,
action or further discussion by the board.**

Washington State Board for Architects

Board or Staff Assignments

Date Assigned

<i>Agenda Item</i>	<i>Action Item</i>	<i>Assigned to</i>	<i>Status</i>	<i>Due Date</i>	
1/23/2015 ..	Complaint review - As the result of a discussion surrounding a complaint and an exempt structure, Mr. Jones and Mr. Harm will hold a subcommittee to overlap in scope of practice and training for building officials.	Jones, Harm		<i>Due Date</i>	
				<i>Completed</i>	<input type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>
1/23/2015 4 .4.	Meeting calendar - Staff will move the April 2014 meeting from UW to WSU. A board member and staff member will attend a class at the UW to meet with students.			<i>Due Date</i>	
				<i>Completed</i>	<input checked="" type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>
1/23/2015 4 .2.	Mandatory construction management - Staff will work with NCARB to find states that require construction management		Waiting for NCARB info	<i>Due Date</i>	
				<i>Completed</i>	<input type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>
11/7/2014 3 .3.	MBC/MBE Meeting Report - Staff will survey IDP supervisors in WA state about IDP and elective hours.		Survey in progress	<i>Due Date</i>	
				<i>Completed</i>	<input checked="" type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>

Board for Architects
April 24, 2015
Olympia, WA

National Council of Architectural Registration Boards (NCARB) Annual Meeting Attendance

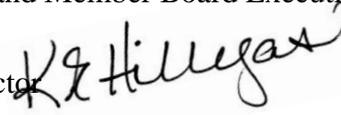
Background: The National Council of Architectural Registration Boards (NCARB) will hold an annual meeting in New Orleans, LA June 17-20, 2015. The preliminary agenda is attached for your review. Staff previously requested the board indicate which board members will attend the annual meeting and has submitted the travel request to the agency for approval.

Recommendation: Review meeting agenda and designate voting delegate (typically the incoming board chair) to the NCARB annual meeting.

Submitted by Board Staff
April 7, 2015

MEMORANDUM

TO: Member Board Chairs and Member Board Executives

FROM: Kathy Hillegas
Council Relations Director 

DATE: March 31, 2015

SUBJECT: 2015 Annual Business Meeting

This letter shall serve as early notification that the 2015 NCARB Annual Business Meeting will take place on June 17 – 20, 2015 at the Roosevelt Hotel, in New Orleans, Louisiana. Enclosed is a preliminary meeting agenda for your information.

This year we will not distribute a Pre-Annual Meeting Report, but rather, will send you important pre-Conference information in May which will include final Resolutions, and other relevant information that will help you to prepare for the meeting.

Detailed conference program, registration and hotel reservation information will be distributed in mid-April. To encourage attendance by Member Board Members, we have reserved a block of rooms at the rate of \$229 plus 13% tax.

Annual Meeting registration fees are \$665.00 for delegates, board attorneys and board staff and \$335.00 for spouses and guests. After May 15, registration fees will be \$715.00 for delegates, board attorneys and board staff, and \$385.00 for spouses and guests. For your convenience, payment can be made by check, money order, Visa, MasterCard or American Express.

**PLEASE READ THIS MEMORANDUM THOROUGHLY AS IT
CONTAINS IMPORTANT INFORMATION FOR YOU!**

Funding Opportunities for Annual Business Meeting

Member Board Members and Member Board Executives

The Council will fund up to two Delegates and one Member Board Executive to the Annual Business Meeting from each Member Board. Information regarding how to identify your Funded Delegate will be distributed later in April with the full packet of meeting materials.

Funded Delegates and Member Board Executives will be reimbursed for the following:

- Complimentary registration to the meeting for the Member Board Member or Member Board Executive
- Reimbursement of up to 4 night's hotel expenses at the Roosevelt Hotel – *Funded Delegates must pay for this expense up front and submit an expense voucher to the Council following the meeting. NCARB will manage hotel reservations and payment for Member Board Executives.*
- Round trip coach airfare to New Orleans, LA - *Travel plans must be booked and paid for by the delegate and submitted on an expense voucher to the Council following the meeting. Member Board Executives will receive separate instructions in April on how to plan their travel to New Orleans.*
- *Ground transportation to/from airport in New Orleans, LA*
- *Meals not provided through the Registration fee*

Memorandum to Member Board Chairs & Member Board Executives
2015 Annual Business Meeting
March 31, 2015
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Delegate Credentials

The Council Bylaws require each NCARB Member Board to submit a list of names of board members who will attend the 2015 NCARB Annual Business Meeting as the board's official delegates. That list of board members who will be delegates, referred to in the Council Bylaws as the "letter of credentials," must be authorized by your board. It may be signed on behalf of your board by any duly authorized person (a board officer or board executive).

Please return your letter of credentials to Ilinca Ciумac (iciumac@ncarb.org) no later than **June 3, 2015**. **Your jurisdiction will not be able to vote until the credentials letter is received.** If you are unable to submit the letter of credentials by that date, please have one of your delegates bring such a letter to the Annual Business Meeting and turn it in to the NCARB personnel at the registration desk.

Each jurisdiction is given one vote at the meeting. NCARB will assume, absent any special instructions to the contrary contained in your letter of credentials, that each delegate from your registration board will have an equal voice in deciding your board's position on any issue coming before the Council; if your delegates are evenly split on an issue, no vote may be cast on behalf of your board. If your board wishes to have a different arrangement recognized during the Annual Business Meeting, that arrangement must be inserted as a special instruction in your letter of credentials.

Under the Council's election procedure, one delegate must be designated by each member board to cast a ballot on the board's behalf.

Your letter of credentials may be amended at any time prior to the opening of the Annual Meeting, provided that the amendment is signed by a person duly authorized by your board.

We look forward to welcoming everyone to New Orleans!



NCARB

**2015 NCARB Annual Business Meeting
Tentative Agenda
June 17 – 20, 2015
New Orleans, Louisiana**

Wednesday, June 17, 2015

8:00 a.m. – 12:00 p.m.	New Member Board Member Orientation
12:00 p.m. – 1:30 p.m.	New Member Board Member/Public Member/ Past Presidents Luncheon
2:00 p.m. – 3:30 p.m.	Public Member Forum
2:00 p.m. – 3:30 p.m.	Past Presidents Council Meeting
6:30 p.m. – 9:30 p.m.	Icebreaker Reception

Thursday, June 18, 2015

8:30 a.m. – 4:30 p.m.	Resource Tables Open
8:30 a.m. – 11:15 a.m.	<p>First Business Session</p> <ul style="list-style-type: none"> • <i>Call to Order and Opening Remarks</i> • <i>Introduction of FY15 Board</i> • <i>Acknowledgement of New Member Board Members</i> • <i>Acknowledgement of Outgoing Member Board Members</i> • <i>FY16 Officer Election Procedures</i> • <i>FY16 Officer Candidate Speeches</i> • <i>Broadly Experienced Intern: A Proposed Alternative Approach to IDP</i> • <i>Keynote Speech: Post-Katrina Rejuvenation of New Orleans</i> <i>Kurt Weigle, President & CEO, Downtown Development District of New Orleans</i>

2015 Annual Business Meeting**Tentative Agenda****Page 2****Thursday, June 18, 2015 (cont'd)**

11:30 a.m. – 12:15 p.m.

Workshop Session #1

- *Managing Sunset Review*
- *Best Practices for Minimizing Illegal Practice*
- *An Update on Evolving NCARB Programs and Services: How Change May Impact Your Board*
- *Learn, Grow, Practice: How Programs Supporting the Path to Licensure are Developed*
- *Broadly Experienced Intern: A Proposed Alternative Approach to IDP*

12:15 p.m. – 1:30 p.m.

Lunch

1:45 p.m. – 2:30 p.m.

Workshop Session #2

- *Managing Sunset Review*
- *Best Practices for Minimizing Illegal Practice*
- *An Update on Evolving NCARB Programs and Services: How Change May Impact Your Board*
- *Learn, Grow, Practice: How Programs Supporting the Path to Licensure are Developed*
- *Broadly Experienced Intern: A Proposed Alternative Approach to IDP*

3:00 p.m. – 3:45 p.m.

Workshop Session #3

- *Managing Sunset Review*
- *Best Practices for Minimizing Illegal Practice*
- *An Update on Evolving NCARB Programs and Services: How Change May Impact Your Board*
- *Learn, Grow, Practice: How Programs Supporting the Path to Licensure are Developed*
- *Broadly Experienced Intern: A Proposed Alternative Approach to IDP*

4:00 p.m. – 4:45 p.m.

Workshop Session #4

- *Managing Sunset Review*
- *Best Practices for Minimizing Illegal Practice*
- *An Update on Evolving NCARB Programs and Services: How Change May Impact Your Board*
- *Learn, Grow, Practice: How Programs Supporting the Path to Licensure are Developed*
- *Broadly Experienced Intern: A Proposed Alternative Approach to IDP*

2015 Annual Business Meeting

Tentative Agenda

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Friday, June 19, 2015

8:30 a.m. – 10:30 a.m.

Second Business Session

- *Report of the Chief Executive Officer*
- *NCARB Award Presentation: Integrating Practice and Higher Education*
- *Intern Think Tank Presentation: Commentary from Emerging Professionals on the Path to Licensure*
- *Report of the Treasurer*
- *Report of the President*

10:30 a.m. – 4:00 p.m.

Resource Tables Open

11:15 a.m. – 12:00 p.m.

Workshop Session #5

- *Managing Sunset Review*
- *Best Practices for Minimizing Illegal Practice*
- *An Update on Evolving NCARB Programs and Services: How Change May Impact Your Board*
- *Learn, Grow, Practice: How Programs Supporting the Path to Licensure are Developed*
- *Broadly Experienced Intern: A Proposed Alternative Approach to IDP*

12:30 p.m. – 4:00 p.m.

Regional Meetings

- *Candidate and Visiting Team Visits*

Saturday, June 20, 2015

8:00 a.m. – 2:00 p.m.

Resource Tables Open

9:00 a.m. – 12:30 p.m.

Third Business Session

- *Remarks of the President-Elect*
- *NCARB By The Numbers: Using Data to Identify Trends in Licensure*
- *Town Meeting*
- *FY16 Board of Director Elections*
- *Resolution Voting*
- *Closing Remarks*
- *Adjournment*

2:00 p.m. – 5:00 p.m.

NAAB Visiting Team Training

Board for Architects
April 24, 2015
Olympia, WA

NCARB Changes to Intern Development Program (IDP)

Background: In 2014 the National Council of Architectural Registration Boards (NCARB) announced plans to streamline the Intern Development Program (IDP) by eliminating 1,860 elective hours, and only require candidates to complete the 3,740 core hours. The NCARB Board approved the streamlining proposal at their fall meeting and announced the effective date of the change will be July 1, 2015.

The Washington Board communicated disapproval of the reduction of IDP hours to NCARB and along with other member jurisdictions requested a delay in the implementation of the change. The NCARB Board discussed concerns of boards like Washington requesting a delay in the implementation date at their November 2014 meeting and decided to move forward with their previously established July 2015 date.

Staff coordinated with Board members to develop and conduct a survey of Washington State IDP Supervisors to solicit feedback regarding the current IDP program and the proposed streamlining. Preliminary information from the survey and a recently released spreadsheet from NCARB of implementation status of all 54 jurisdictions are included in the packet for your consideration.

The Washington State Architect Law addresses internships in the following sections: RCW 18.08.350(3)(a)(b), WAC 308-12-005(7), 308-12-025, 308-12-031.

Recommendation: Review materials and Architect laws and rules to finalize Board position regarding IDP streamlining.

Submitted by Board Staff
April 7, 2015

NCARB Member Board Implementation of Changes to IDP
(July 2015)

Jurisdiction	Will your Board adopt IDP Streamline on July 1, 2015?	Member Board Experience Requirements Based on Candidate Degree Type Starting July 1, 2015			
		<u>NAAB</u>	<u>Four-year, pre-professional</u>	<u>Baccalaureate degree</u>	<u>Other</u>
ALABAMA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
ALASKA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
ARIZONA	Yes	IDP (3,740 core hours)	IDP and a minimum of 5 years	IDP and a minimum of 6 years	IDP and a minimum of 8 years
ARKANSAS	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
CALIFORNIA	Yes	IDP (3,740 core hours)	IDP and a minimum of 4.5 years	IDP and a minimum of 4.5 years	IDP and a minimum of 8 years
COLORADO	No* In rulemaking. Tentative adoption September 2015	IDP and a minimum of: 3 years and 5600 hours	IDP and a minimum of: 5 years and 9,400 hours	IDP and a minimum of: 8 years and 13,160 hours	IDP and a minimum of: 10 years and 18,800 hours
CONNECTICUT	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
DELAWARE	No	IDP and a minimum of 3 years	N/A	N/A	N/A
DISTRICT OF COLUMBIA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
FLORIDA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
GEORGIA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
GUAM	Yes	IDP (3,740 core hours)	IDP and a minimum of 8 years	IDP and a minimum of 8 years	N/A
HAWAII	Yes	IDP (3,740 core hours)	IDP and a minimum of 5 years	IDP and a minimum of 5 years	IDP and a minimum of 11 years
IDAHO	Yes	IDP (3,740 core hours)	IDP and a minimum of 8 years	IDP and a minimum of 8 years	IDP and a minimum of 8 years
ILLINOIS	Yes	IDP (3,740 core hours)	Two times IDP and a minimum of 9,360 hours	N/A	N/A
INDIANA	No* In rulemaking. Adoption date TBD	IDP and a minimum of: 3 years and 5600 hours	N/A	N/A	N/A
IOWA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
KANSAS	No* In rulemaking. Tentative adoption January 2016	IDP and a minimum of 5,600 hours	N/A	N/A	N/A
KENTUCKY	Unknown	Unknown	N/A	N/A	N/A
LOUISIANA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MAINE	No	IDP and a minimum of 3 years	IDP and a minimum of 9 years	IDP and a minimum of 11 years	IDP and a minimum of 13 years
MARYLAND	Yes	IDP (3,740 core hours)	IDP and a minimum of 4 years	IDP and a minimum of 5 years	IDP and a minimum 6 years
MASSACHUSETTS	Unknown	Unknown	N/A	N/A	N/A
MICHIGAN	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MINNESOTA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MISSISSIPPI	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MISSOURI	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MISSOURI	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
MONTANA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
NEVADA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
NEW HAMPSHIRE	Yes	IDP (3,740 core hours)	IDP and a minimum of 7 years	IDP and a minimum of 7 years	IDP and a minimum of 13 years
NEW JERSEY	No	IDP and a minimum of 3 years	N/A	N/A	N/A
NEW MEXICO	Yes	IDP (3,740 core hours)	N/A	N/A	N/A

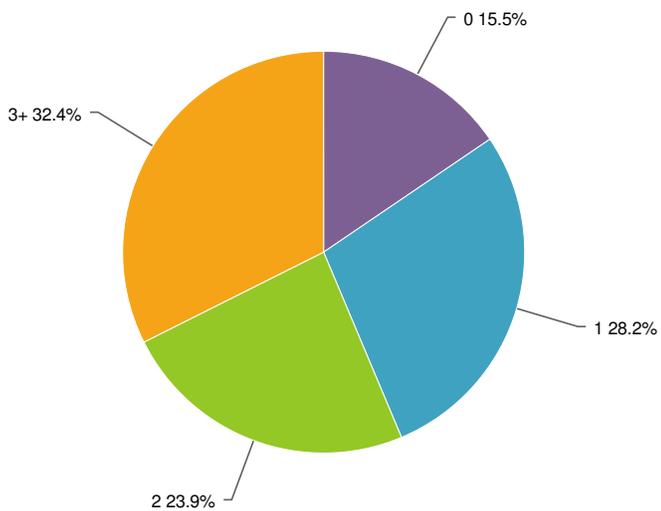
NCARB Member Board Implementation of Changes to IDP

(July 2015)

Jurisdiction	Will your Board adopt IDP Streamline on July 1, 2015?	Member Board Experience Requirements Based on Candidate Degree Type Starting July 1, 2015			
		<u>NAAB</u>	<u>Four-year, pre-professional</u>	<u>Baccalaureate degree</u>	<u>Other</u>
NEW YORK	No	IDP and a minimum of 3 years	IDP and a minimum of 5 years* Degree must be part of a 4+2 housed within a school of architecture	IDP and a minimum of 7-10 years* - 7 years for architecturally related professions - 10 years for unrelated bachelor	IDP and a minimum of 12 years
NORTH CAROLINA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
NORTH DAKOTA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
OHIO	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
OKLAHOMA	No	IDP with a minimum of 5,600 hours, or IDP with a minimum of 3 years	IDP with a minimum of 7 years	IDP with a minimum of 9 years	IDP with a minimum of 13 years
OREGON	No	IDP and a minimum of 5,600 hours	N/A	N/A	N/A
PENNSYLVANIA	No	IDP and a minimum of 3 years	IDP and a minimum of 6 years	IDP and a minimum of 6 years	N/A
PUERTO RICO	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
RHODE ISLAND	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
SOUTH CAROLINA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
SOUTH DAKOTA	No	IDP and a minimum of 5,600	N/A	N/A	N/A
TENNESSEE	No	IDP and a minimum of 3 years	IDP and a minimum of 5 years	IDP and a minimum of 7 years* *Only applies to 4-year ABET-accredited architectural engineering or architectural engineering technology degree	N/A
TEXAS	Yes* Adoption contingent on in progress rule change.	IDP (3,740 core hours)	N/A	N/A	N/A
UTAH	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
VERMONT	No	IDP and a minimum of 3 years	IDP and a minimum of 5 years	IDP and a minimum of 7 years	IDP and a minimum of 9 years
VIRGIN ISLANDS	Unknown	Unknown	N/A	N/A	N/A
VIRGINIA	No	IDP and a minimum of: 3 years and 5600 hours	N/A	N/A	N/A
WASHINGTON	No	IDP and a minimum of 3 years	IDP and a minimum of 5 years	IDP and a minimum of 6 years	IDP and a minimum of 9 years
WEST VIRGINIA	Yes	IDP (3,740 core hours)	N/A	N/A	N/A
WISCONSIN	Yes	IDP (3,740 core hours)	IDP and a minimum of 3 years	IDP and a minimum of 4 years	IDP and a minimum of 7 years
WYOMING	Yes	IDP (3,740 core hours)	N/A	N/A	N/A

New Summary Report - 06 April 2015

1. How many IDP interns do you currently supervise?

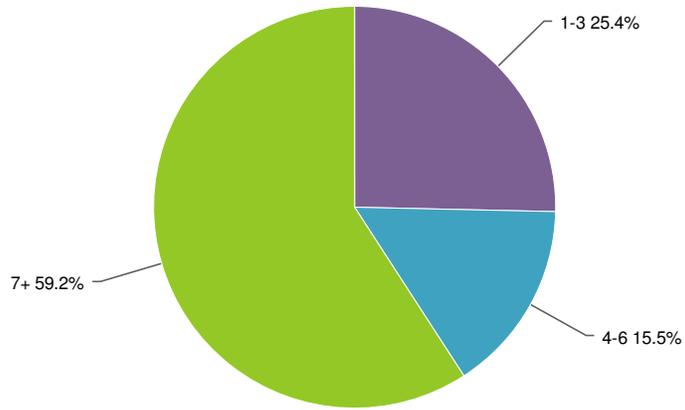


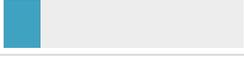
0	15.5%		11
1	28.2%		20
2	23.9%		17
3+	32.4%		23
Total			71

Statistics

Total Responses	71
Sum	123.0
Average	1.7
StdDev	1.1
Max	3.0

2. How many years have you been involved in supervising IDP interns?

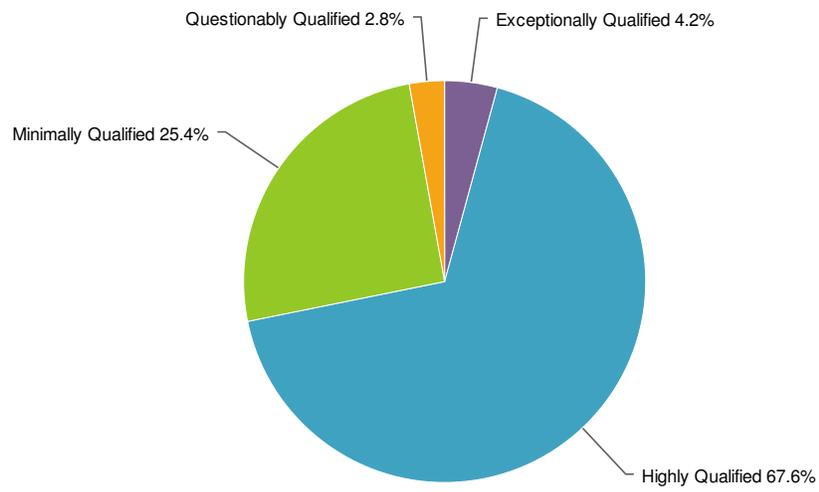


1-3	25.4%		18
4-6	15.5%		11
7+	59.2%		42
Total			71

Statistics

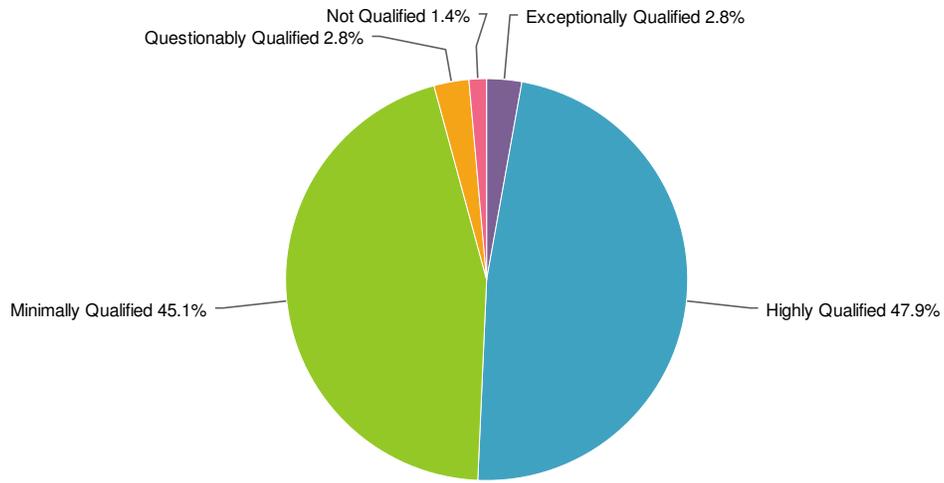
Total Responses	71
Sum	356.0
Average	5.0
StdDev	2.6
Max	7.0

3. Based on your experience supervising IDP interns, please rate their licensure qualification at completion of their internship. Assume they have also completed their exams.



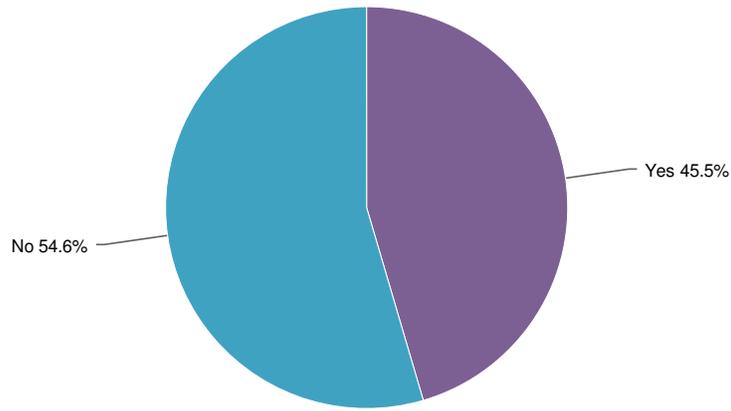
				Statistics	
Exceptionally Qualified	4.2%			Total Responses	71
Highly Qualified	67.6%		48		
Minimally Qualified	25.4%		18		
Questionably Qualified	2.8%		2		
Not Qualified	0.0%		0		
Total			71		

4. Please rate the licensure qualification of newly licensed architects you have interviewed or hired who did not directly intern with you.



				Statistics	
Exceptionally Qualified	2.8%			2	Total Responses 71
Highly Qualified	47.9%			34	
Minimally Qualified	45.1%			32	
Questionably Qualified	2.8%			2	
Not Qualified	1.4%			1	
Total				71	

5. Have you supervised an intern since NCARB updated the core minimum hour experience categories for IDP 2.0 in April 2012?

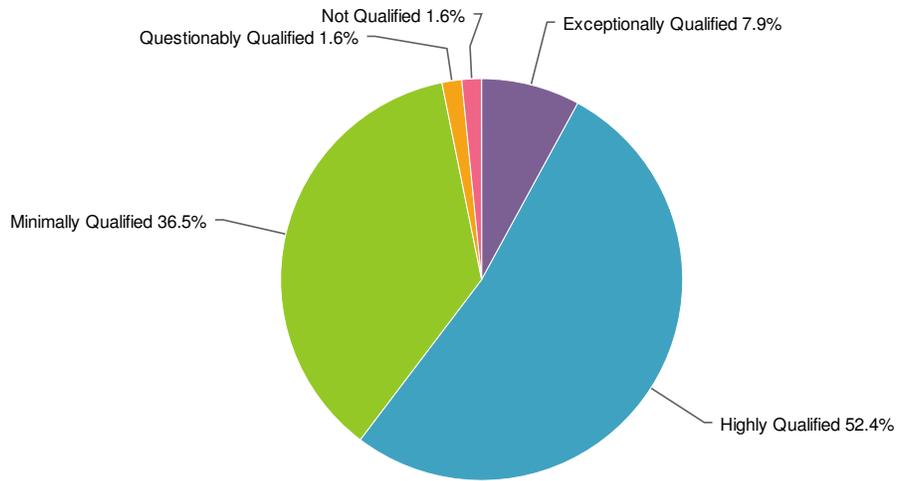


Yes	45.5%		5
No	54.6%		6
Total			11

Statistics

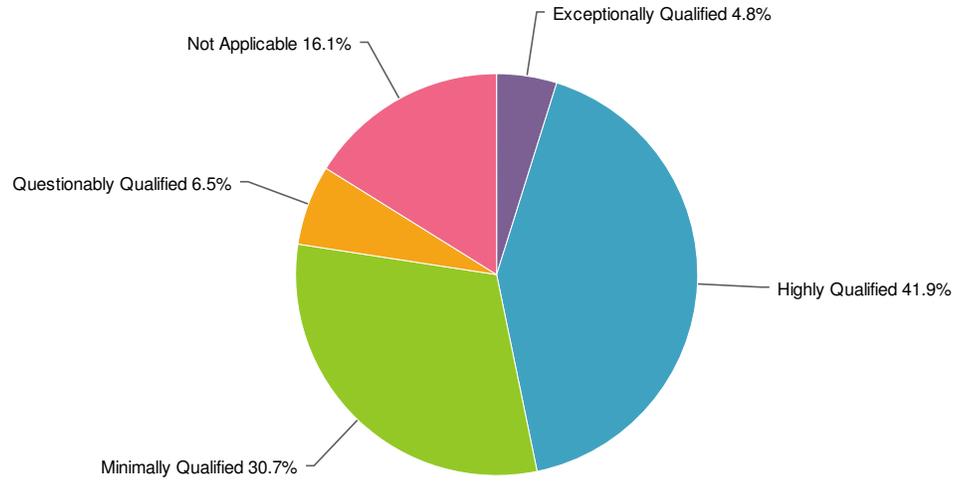
Total Responses 11

6. Please rate the licensure qualification of IDP interns' who have completed the IDP internship since NCARB's update of experience categories in April 2012.



				Statistics	
Exceptionally Qualified	7.9%		5	Total Responses	63
Highly Qualified	52.4%		33		
Minimally Qualified	36.5%		23		
Questionably Qualified	1.6%		1		
Not Qualified	1.6%		1		
Total			63		

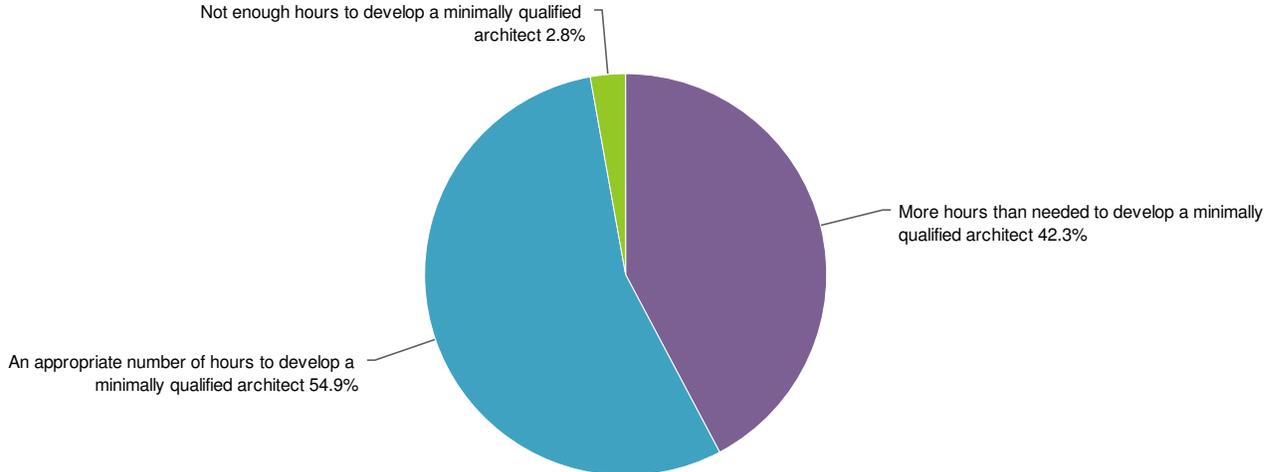
7. Please rate the licensure qualification of newly licensed architects you have hired or interviewed who have completed the IDP internship since NCARB's update of experience categories in April 2012.



Exceptionally Qualified	4.8%		3
Highly Qualified	41.9%		26
Minimally Qualified	30.7%		19
Questionably Qualified	6.5%		4
Not Applicable	16.1%		10
Total			62

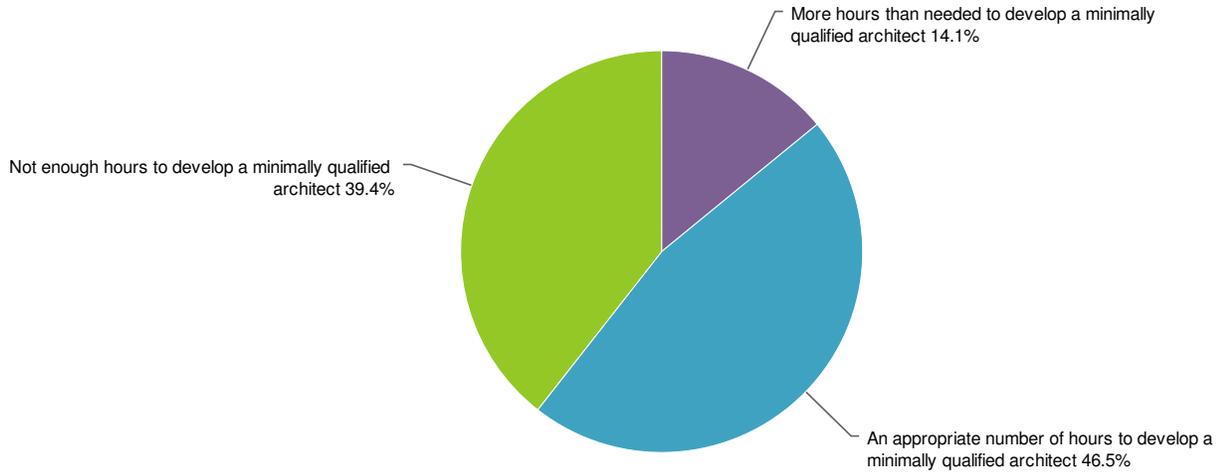
Statistics	
Total Responses	62

8. Based on your experience supervising IDP interns, and hiring or interviewing newly licensed architects do you believe the existing IDP hours of 3,740 core hours plus 1,860 elective hours are:



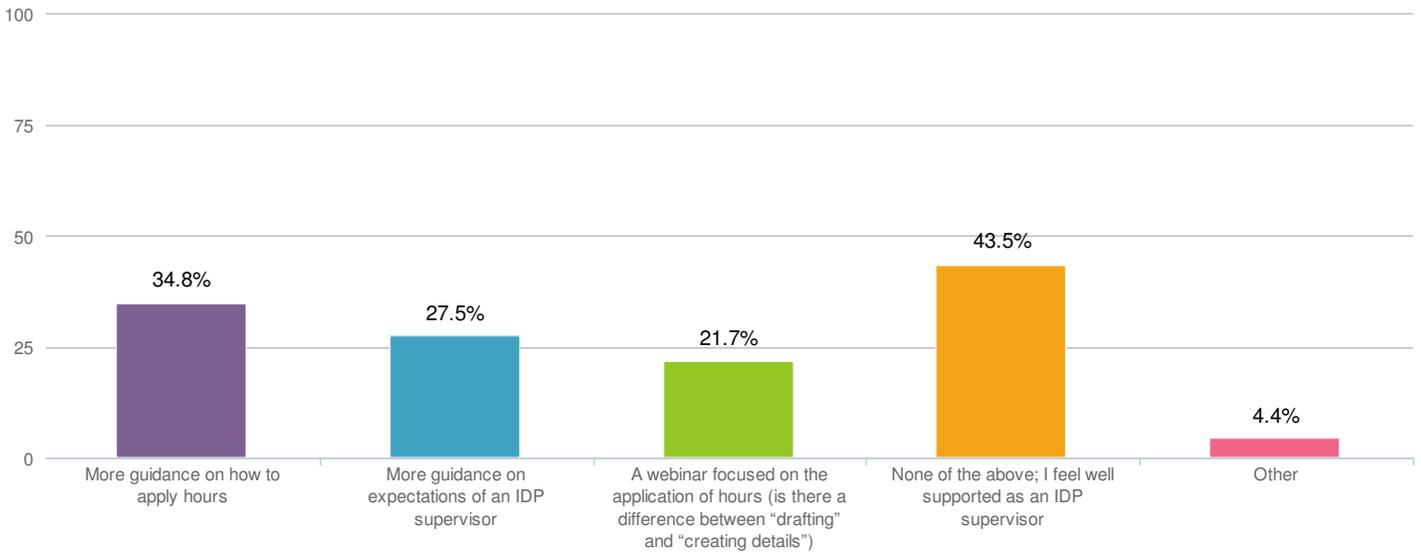
				Statistics	
More hours than needed to develop a minimally qualified architect	42.3%		30	Total Responses	71
An appropriate number of hours to develop a minimally qualified architect	54.9%		39		
Not enough hours to develop a minimally qualified architect	2.8%		2		
			Total		71

9. Based on your experience supervising IDP interns, and hiring or interviewing newly licensed architects do you believe the proposed IDP hours of 3,740 core hours are:



			Statistics		
More hours than needed to develop a minimally qualified architect	14.1%		10	Total Responses	71
An appropriate number of hours to develop a minimally qualified architect	46.5%		33		
Not enough hours to develop a minimally qualified architect	39.4%		28		
		Total	71		

10. As an IDP intern supervisor, which of the following would be most useful for assisting interns with becoming at least minimally qualified architect licensure candidates? Check all that apply.



			Statistics	
More guidance on how to apply hours	34.8%		24	Total Responses 69
More guidance on expectations of an IDP supervisor	27.5%		19	
A webinar focused on the application of hours (is there a difference between "drafting" and "creating details")	21.7%		15	
None of the above; I feel well supported as an IDP supervisor	43.5%		30	
Other	4.4%		3	
Total			69	

11. Please provide any comments you would like to make on this topic.

Count	Response
1	A good architect is not bound by arbitrary licensing regulations that are one-size fits all.
1	Thanks for continuing to insure Architects are minimally qualified to practice.
1	no comment
1	I think recommending elective subject exposure (and possibly tracking informally) as a means to becoming a more well-rounded architect, rather than requiring specific hours of exposure to elective subjects would be sufficient.
1	There is no substitute for experience in this business. Reducing the hours for interns is going in the wrong direction.
1	My experience as an IDP supervisor and opinion about hours required to become a minimally qualified architect is heavily influenced on our specific practice, and in particular the range of work our interns get. Our firm tries hard to provide a "front to back", well rounded experience for interns so they experience all aspects of practice. To this end in order to complete a front to back experience it typically takes between 2-3 years of working experience or about 4,200- 4,500 hours.
1	The entire licensing process is become much to complicated. Seems that more time is spent managing hours than learning and producing work.

Count	Response
1	Intern architects need more training / hours to become minimally equipped as an architect. All interns who have been in our office feel that way.
1	This survey seems to think only architectural experience makes a person qualified. Some people learn faster, are more inclined towards the architectural profession and are by nature better qualified to be licensed. Those who are not smart enough or inclined in the right way will no mater how many hours they spend working never get there.
1	The IDP is the most important thing of becoming an architect. The ARE are absolutely useless. No one becomes an architect from reading seven booklets and passing seven tests. The IDP as it is (2 years) is bare minimum for someone to learn the job. Shortening the IDP insures lower quality of architects!!!
1	The challenge is with the IDP categories and the likelihood of interns to be exposed to critical areas of practice before they are fully qualified. I believe that the 3740+1860 hours are necessary just to provide exposure to interns to the life of architectural practice by observation. Fewer hours may be acceptable if the intern has exactly the right combination of work experience opportunities, but this is rarely the case.
1	I fully support Washington State adopting NCARB's recommendation to reduce the number of IDP experience hours required for licensure.
1	More emphasis needs to be bestowed upon architects about expectations for the standard of care to be a responsible member of our profession, and how documents created need to reflect that information so they can be constructed. It takes time and experience to develop this skill set. Perhaps titles needs to change, but the value of the experience is critical and should not be reduced.
1	NCARB's move to reduce hours for IDP/licensure is lowering the bar. It devalues the profession and may ultimately endanger the public. This is a bad idea.
1	The world has already dumbed down the professional degree. Why lower the experience requirement? we don't need more marginally qualified unpaid architects turning the profession into a further commodity.
1	Those that I mentor(ed) I only let them use "quality hours", those hours meaning meeting the what I believe is the intent of the IDP standards for logging time. We discussed that upfront in our initial meetings so they understood if we reduced the amount of hours that were being reported (until they got the hang of it), then they were very happy in working on quality time vs. quantity to obtain the hours. I believe others use any and all hours reported for fulfilling the requirements leaving someone who can test well, coming up very short on their expertise to meet minimum requirements intended to be licensed. In some cases read scary. Those that I have helped have gone on to do great work.
1	NCARB keeps decreasing the requirements for licensure at a time when liability and difficulty keep increasing. This is a bad direction, and is sending less and less prepared architects into the world, who them create problems that qualified architects need to fix.
1	I think that the ability to take begin taking exams before finishing the IDP has already reduced the effective internship time enough (or possibly too much) Newly licensed architects I work with are often not experienced enough to be responsible for projects on their own.
1	I feel that the board should not make it easier for architects to become licensed. Reducing the requirements reduces the value of licensure. Additionally, it is not fair for interns to be treated differently than their predecessors who may have been faced with a more challenging system.
1	As a supervisor of several staff in the middle and the beginning of IDP - the greatest value is the communication around expectation of the hours - how to get breadth and value at the same time. Hours of low value are not the same as hours of high value. Having a supervisor and an advocate for project assignments is critical. Interns don't yet know what they don't know - and have a tendency to see the Hours as a measure of value. Lets not reduce the hours and as a byproduct devalue the required experience. Insist on value, insist on supervision.

Count Response

1	Please do not reduce the number of experience hours to be come a licensed architect. The number of code issues and health, safety, and welfare issues that an intern must be familiar with are increasing. It does not make sense to give interns less time to learn an increasing body of knowledge. In addition, NCARB is not considering reduction of intern hours to become a NCARB certified architect - why shouldn't Washington's requirements continue to correspond to NCARB?
1	Please do not further reduce the internship & examination requirement for licensing as an Architect in the state of Washington.
1	Hard to answer questions definitively as each intern learns at a different rate on different topics...no absolutes.
1	I'm not sure that even three years of working in an office makes a "minimally competent" architect. But completion of hours is not indicative of competence. I've seen very competent architects produced in less than a year and people who've been in the field for 20+ years that are not competent AT ALL. After the initial thought of "why should current interns have it any easier than I did", I'm not sure it really matters.

Board for Architects
April 24, 2015
Olympia, WA

Mandatory Construction Administration

Background: The board previously reviewed the National Council of Architectural Registration Boards (NCARB) December 2010 document, “Necessity of an Architect During Construction”. Following discussions regarding the document the board requested staff research which other states have enacted “mandatory construction administration”. When NCARB staff visited the board in January they indicated they had researched the topic and would provide it for your consideration.

We are waiting on the information from NCARB and will make it available to the board at a future meeting.

Recommendation: FYI – status update.

Submitted by Board Staff
April 7, 2015

Board Meeting

Tab 5

Complaint Cases for Review

**Complaint closure recommendations
presented by the assigned case manager.**

Board action is required on each case.

Board Meeting

Tab 6

Legal Issues for Deliberation

**Negotiated settlement orders or default orders
presented by the board's prosecution team.**

Board action is required on each order.

Board Meeting

Tab 7

Disciplinary & Investigation Items

**Standard disciplinary reports and a report of any
administratively closed complaints.**

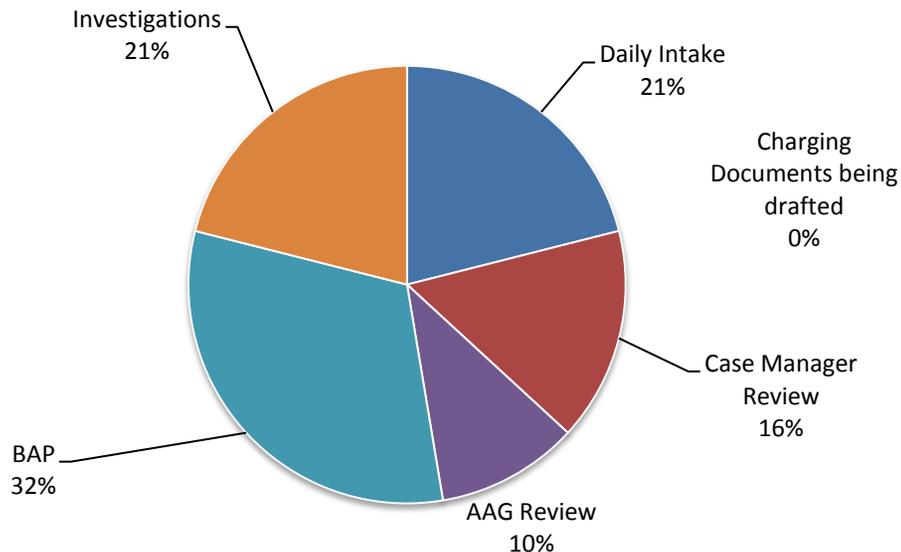
**Provided for information only –
typically no board action is needed.**

Washington State Board for Architects Complaint Report - Page 1 Open Cases

Olympia, WA
April 24, 2015

Assigned to:	Unlicensed	Unprofessional Conduct
Blaine Weber	0	0
Colin Jones	2	0
Neitha Wilkey	0	2
Rick Benner	0	0
Roch Manley	1	0
Scott Harm	1	1
Unassigned	5	7
TOTAL	9	10

Open Case Status



Recent Case History	2015	2014
Beginning	40	24
+ Opened	18	69
- Closed	23	54
Remaining open	35	39

Collections Activity	
Cases monitored for compli	18
Cases sent to collections	13
Outstanding fines	\$ 59,402.00

Typical Complaint Process (Open Case Status)

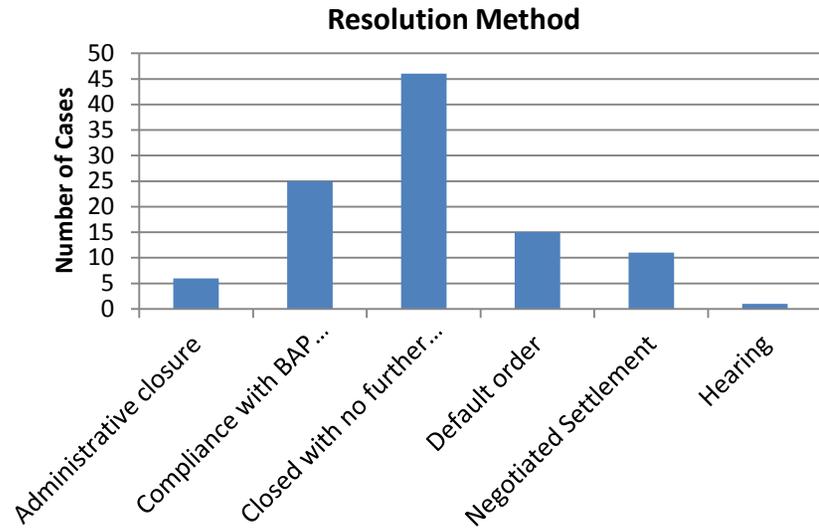
- o Staff receive complaint (Daily intake)
- o Staff evaluate complaint (Daily intake)
- o Staff use BAP if appropriate (BAP)
- o Staff assign to Case Manager (CM) (Case Manager Review)
- o CM review; determine whether to investigate (Case Manager Review)
- o Staff investigate complaint (Investigations)

- o If no evidence supports allegation, CM recommend closure (Case Manager Review)

- o If evidence supports allegation, CM determine sanctions (Case Manager Review)
- o Staff drafts charging documents (Legal)
- o Board Attorney reviews charges, moves forward with prosecution (AAG review)

Run date: 3/26/2015

**Washington State Board for Architects
Complaint Report - Page 2 Closed Cases**



Maximum fine allow per violation:
 Unprofessional conduct - \$5,000 / per occurrence
 Unlicensed practice - \$1,000 / per day

Range of other sanctions available (not inclusive)

Severe Revoke license
 Suspension (not stayed)
 Suspension (stayed)
 Reprimand
 Law summary

Mild

 Cease & Desist

Common Resolution Methods for Cases Closed Since 2012

Allegation	Admin. Closure	Comply w/BAP notice	Closed with no action *	Default orders	Negotiated settlements	Hearing
Unprofessional conduct	1	n/a	1	0	2	0
Failure to comply w/professional dev. audit	n/a	24	0	7	0	0
Practice with an invalid license	n/a	n/a	1	2	4	0
Practice outside of scope of license	n/a	n/a	1	0	0	0
Aiding/Abetting unlicensed practice	n/a	n/a	0	0	1	0
Unlicensed practice	n/a	n/a	7	3	3	0
Unlicensed title use	0	n/a	28	5	2	1
Unlicensed business/no architect	n/a	n/a	5	0	0	0
Other	1	n/a	2	0	0	0

Administratively close if 1) outside of board's jurisdiction or 2) if third-party attribution of title
Closed with no further action if 1) no evidence of violation or 2) compliance

Washington State Board for Architects
April 24, 2015
Pullman, WA

Administratively-closed complaints and Brief Adjudicative Proceeding (BAP) report

Background: The following complaints have been administratively closed:

Brief Adjudicative Proceedings:

2014-12-0401-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2014-12-0402-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2014-12-0403-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0401-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0403-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0404-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0406-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0407-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0408-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-01-0409-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-03-0403-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-03-0404-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

2015-03-0406-00ARC

This case has been administratively closed because the respondent complied with continued education requirements after receiving a BAP notice.

No Jurisdiction:

2014-11-0401-00ARC

This case was administratively closed because the Respondent did not intentionally advertise as an architect and took appropriate corrective action.

2015-01-0400-00ARC

This case was administratively closed because individual was licensed as an architect.

2015-01-0405-00ARC

This case was administratively closed because the matter was out the jurisdiction of the board.

Recommendation: For information only, no board action necessary.
February 3, 2015

Board Meeting

Tab 8

Assistant Attorney General Report

**Presentation of general legal issues
of interest to the board.**

**Provided for information only –
typically no board action is needed.**

Board Meeting

Tab 9

Committee & Task Force Reports

**Reports and updates from the board's
standing committees or task forces.**

Board action may be needed.

Board Meeting

Tab 10

Board Executive's Report

**Operational reports and information about
legislative matters of interest to the board.**

**Provided for information only –
typically no board action is needed.**

Washington State Board for Architects
April 24, 2015
Olympia, WA

Legislation affecting the program:

Bill: HB 1553 - Encouraging certificates of restoration of opportunity.

Summary: Creates a certificate of restoration of opportunity that would prohibit state agencies from denying a license based on criminal history if the certificate was issued for those convictions.

Status: This bill passed the House and had a public hearing in the Senate on March 19th.

Recommendation: FYI only.

Bill: HB 1349 - Concerning requesting public records for the purpose of obtaining exempted information relating to employment and licensing.

Summary: This bill prohibits a party obtaining the identity of employees or volunteers from an agency from using that information for the purpose of obtaining employment and licensing information.

Status: This bill passed in the House and was read into the Senate on March 11th.

Recommendation: FYI only.

Bill: HB 1371 - Regarding administrative procedures that promote accountability, transparency, and economic relief.

Summary: This bill suspends agency rule making.

Status: This bill failed to pass in the House before the cutoff.

Recommendation: FYI only.

Bill: HB 1083 - Concerning the acceptance of gifts by state officers and employees.

Summary: Prohibits state officers and employees from accepting food, beverages, gifts, and entertainment.

Status: This bill failed to pass in the House before the cutoff.

Recommendation: FYI only.

Legislation of Interest:

Bill: SB 5139 - Concerning building code standards for certain buildings four or more stories high.

Summary: This bill removes an exemption from the state building code for buildings four or more stories high.

Status: This bill passed the Senate and is scheduled for executive session in the House April 1st.

Recommendation: No action required at this time.

Bill: HB 1387 - Supporting apprenticeship training for building officials.

Summary: This bill ensures that code officials have access to current training on the most recent code updates, imposes a fee of two dollars on each building permit issued by a county or a city and creates the code officials apprenticeship and training account.

Status: This bill failed to pass in the House before the cutoff.

Recommendation: FYI only.

Bill: HB 1079 - Allowing public agencies to enter into contracts providing for the joint utilization of architectural or engineering services.

Summary: This bill authorizes any two or more public agencies to enter into a contract providing for the joint utilization of architectural or engineering services if certain conditions are met.

Status: This bill failed to pass in the House before the cutoff.

Recommendation: FYI only.

Submitted by board staff
March 26, 2015

Architect Financial Reports

2013-2015 Biennium
April 2015

2013-2015 Revenue Summary

Architects

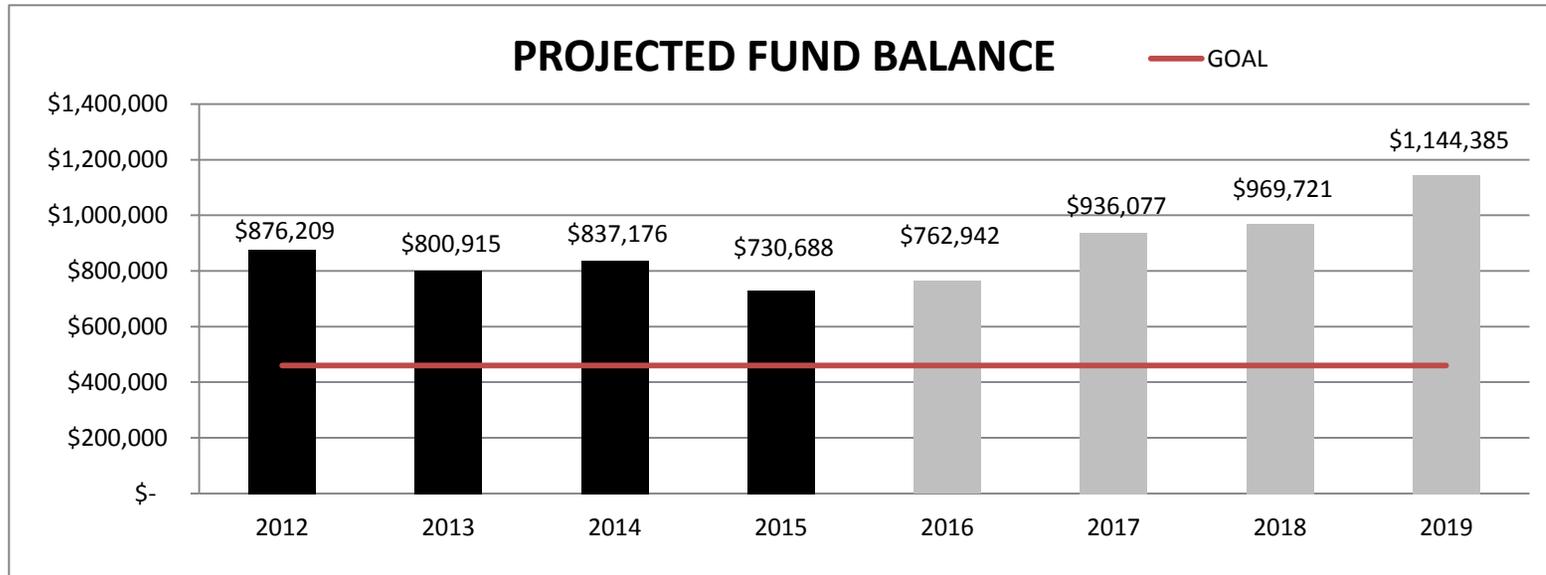
PERIOD ENDING 02/28/2015

Current Revenue Data based on Actuals

Beginning Fund Balance	\$ 856,075
Fund Balance Adjustment to Actual	\$ -
Add: Current Biennium Revenue to Date	\$ 607,513
Less: Actual Expenditures to Date	\$ 684,281
 Current Fund Balance	 <u>\$ 779,307</u>

Projected Revenue Data based on Six-Year Plan

Current Fund Balance	\$ 779,307
Add: Projected Revenue	\$ 178,752
Less: Projected Expenditures	\$ 157,144
 Projected Fund Balance	 <u>\$ 800,915</u>



Fund balance Goal: \$460,000 (12 months expenditures)

2013-2015 Expenditure Summary

Architects

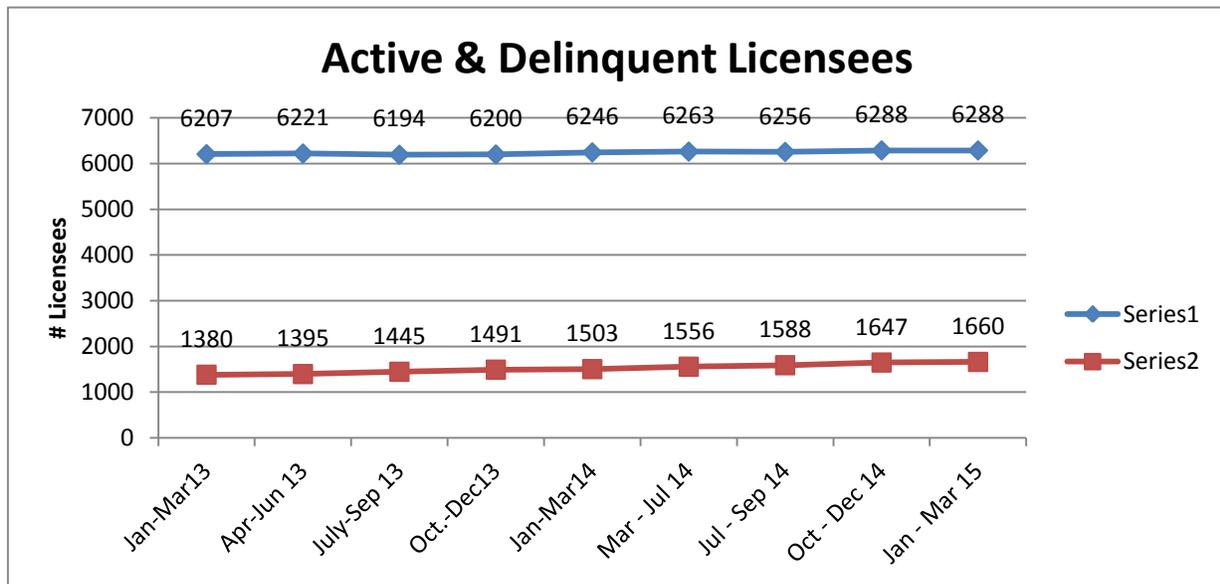
PERIOD ENDING 02/28/2015

Program Detail	Biennium to Date - Actual			Biennial Projection		
	Allotment	Expenditure	Variance	Allotment	Expenditure	Variance
FTE's	3.7	3.6	0.2	3.7	3.6	0.2
Salary	\$ 314,070	\$ 292,036	\$ 22,034	\$ 377,654	\$ 353,930	23,724
Benefits	\$ 110,122	\$ 95,950	\$ 14,172	\$ 131,510	\$ 116,299	15,211
Goods & Services	\$ 101,111	\$ 102,403	\$ (1,292)	\$ 113,138	\$ 119,369	(6,231)
Travel	\$ 20,836	\$ 13,439	\$ 7,397	\$ 25,000	\$ 15,439	9,561
Equipment	\$ 3,000	\$ 1,058	\$ 1,942	\$ 3,000	\$ 1,058	1,942
Intra-agency	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Direct Program	\$ 549,139	\$ 504,886	\$ 44,253	\$ 650,302	\$ 606,096	\$ 44,206
Division Support	\$ 62,474	\$ 50,034	\$ 12,440	\$ 77,255	\$ 70,882	\$ 6,373
Management & Support Services	\$ 57,909	\$ 56,305	\$ 1,604	\$ 68,639	\$ 68,639	\$ -
Information Services	\$ 82,648	\$ 79,051	\$ 3,597	\$ 101,804	\$ 101,804	\$ -
TOTAL	\$ 752,170	\$ 690,276	\$ 61,894	\$ 898,000	\$ 847,420	\$ 50,580

Washington State Board for Architects
 April 24, 2015
 Pullman, WA

License Status Report

<u>Status</u>	<u>Total</u>	<u>Washington</u>	<u>Out-of-State</u>
Active	6,288	3,863	2,425
Delinquent	1,660		
Retired	692		
Inactive	696		
Pending Examination	517		
Pending Reciprocity	117		
	9,970		



Recommendation: No action required. For information only.

Submitted by board staff
 March 26, 2015

Washington State Board for Architects
 Pullman, WA
 April 24, 2015

New licensees:

<i>Qualified by</i>		Total: 0
11268	Rina Chinen, Tokyo,	University of Kentucky
<i>Qualified by Examination</i>		Total: 45
11205	Adam Loughry, Seattle, WA	Pennsylvania State University
11206	Laurie Bull, Shoreline, WA	Washington State University
11207	Myoungsub Song, Bellevue, WA	University of Washington
11208	Magdalena Hogness, Seattle, WA	University of Washington
11210	Jamie Morin, Kent, WA	Iowa State University
11212	Jennifer Caulde, Woodinville, WA	University of Washington
11213	Niklas Koenig, Seattle, WA	University of Texas at Austin
11214	Sean Bell, Grandville, MI	
11216	Thomas Bangs, Seattle, WA	Washington State University
11218	Jennifer Carter Simpson, Seattle, WA	
11221	Nandita Kamath, Seattle, WA	
11222	Kara Clark, Winston Salem, NC	Ohio State University
11223	Katie Weiland, Seattle, WA	University of Washington
11224	Heather Pogue, Seattle, WA	University of Colorado Denver
11225	Stephanie Hsie, Seattle, WA	Columbia University
11228	Clint Bailey, Seattle, WA	Montana State University
11231	Brian Walters, Seattle, WA	Washington State University
11233	Holly Herzer, Seattle, WA	Washington State University
11234	Anton Adams-Fuchs, Phoenix, AZ	University of Washington
11236	Carl Nebel, Seattle, WA	University of Pennsylvania
11238	Kelly McConnaha, Seattle, WA	University of Virginia
11240	Chad Kuntz, Seattle, WA	Washington State University
11241	Nathan Lowe, Seattle, WA	University of Washington
11243	Tam Ly, Seattle, WA	Columbia University
11244	David Hansen Jr, Seattle, WA	University of Idaho
11245	Sarah Ayers, Seattle, WA	University of Washington
11253	Adam Newman, Seattle, WA	University of Oregon
11254	Scott Francis, Seattle, WA	Patt Institute

New licensees:

11257	Wei Yan, Seattle, WA	University of Oregon
11259	Frances Nelson, Seattle, WA	University of Washington
11260	John Outterson, Seattle, WA	Washington State University
11263	Jennie Perlmutter, Seattle, WA	University of Colorado
11266	Atif Qadir, New York, NY	
11270	Ingrid Sanders, Sammamish, WA	
11271	Claude Breith, Tukwila, WA	
11272	Kellen White, Seattle, WA	
11275	Luke Pulliam, Seattle, WA	Drury University
11280	Katherine Haese, Seattle, WA	University of Idaho
11283	Henry Walters, Seattle, WA	University of Idaho
11286	Tiina Ritval, Seattle, WA	Savannah College of Art and Design
11288	Haluk Ceyhun, Seattle, WA	Miami University
11290	Kristina Walsh-Daarud, Ridgefield, WA	Washington State University
11293	Nicolaas Frans, Seattle, WA	Texas A&M University
11294	Sarah Fayer, Seattle, WA	Washington State University
11295	Han Beh, Seattle, WA	Texas Tech University

*Qualified by Reciprocity***Total:** 48

11202	CLAIRE AXLEY, SEATTLE, WA
11203	M. Rafi Samizay, Pullman, WA
11204	Eric Styer, Long Grove, IL
11209	Eric Hoff, Camas, WA
11211	Daniel Rich, North, OH
11215	Joseph Tyndall, Tempe, AZ
11217	Philip Henry, Berkeley, CA
11219	Erin Christensen Ishizaki, Seattle, WA
11220	James Jenkins, Portland, OR
11226	Matt Naraghi, Irvine, CA
11227	Amy Donohue, Portland, OR
11230	Samuel Fleischmann, Seattle, WA
11232	Scott Cochran, Fresno, CA
11235	Russell Jenkins III, Bluemont, VA
11237	Robert Deane, Seattle, WA
11239	Christian Wesche, Fort Collins, WA

New licensees:

11242	Andrew Haynes, Saint Paul, MN	
11246	Philip Stewart, Lake Oswego, OR	Miami University Ohio
11247	Hyunsuk Shin, Kirkland, WA	
11248	Elizabeth Golden, Seattle, WA	Columbia University
11250	Edward Pepin, Bloomfield, CT	
11251	Marcus Koch, Portland, OR	
11252	Dana Kauffman, Boise, ID	
11255	Marla Morgan, Idaho Falls, ID	
11256	Alina Hanson, Seattle, WA	
11258	Raymond Beckwith, Oregon City, OR	
11261	James Young, Seattle, WA	
11262	Dellos Morrison, Worthington, OH	
11264	Fank Grieco, Buffalo Grove, IL	
11265	Jeremy Miller, Portland, OR	
11267	Patrick Nook, Parker, CO	
11269	James Hoch, Fort Wayne, IN	
11273	Sake Reindersma, Scottsdale, AZ	
11274	David Barney, Cleveland, OH	
11276	Yang Lee, Issaquah, WA	
11277	Donald Rosemann, Kansas, MO	
11278	Steven Kolber, Evanston, IL	
11279	Thomas Oppelt, Kerrville, TX	
11281	Steven Katiner, Renton, WA	
11282	Gudmundur Jonsson, Littleton, CO	
11284	Andrew Ciarniello, New York, NY	
11285	Jason Miller, Seattle, WA	
11287	David Machermer, Seattle, WA	
11289	David Boyce, Seattle, WA	
11291	Gregory Uhen, Milwaukee, WI	
11292	Philip Anderson, Willmar, MN	
11296	Kristoffer Strain, Aurora, CO	
11297	Bradley Torok, St. Cloud, MN	

New licensees:

Grand Total: 94

Recommendation: For information only; no action required.

Submitted by Board Staff

March 26, 2015

Board Meeting

Tab 11

Other Business

Review of action items from this meeting, agenda items for the next meeting, and discussion of topics added under the Order of the Agenda.

Board Meeting

Tab 12

Adjournment