



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
ARCHITECT
MEETING MINUTES**

DATE: April 21, 2022
TIME: 9:00 A.M.
LOCATION: Virtual- Microsoft Teams
JOIN: [Click here to join the meeting](#)
PHONE: 1.564.999.2000
PHONE CONFERENCE ID: 832 712 666#

BOARD MEMBERS PRESENT: **Rick Benner**, Chair
Roch Manley, Vice Chair
Scott Harm, Secretary
Paul Wu, Member
Colin Jones, Member
Sian Roberts, Member

STAFF PRESENT: **Rick Storvick**, Administrator
Debra Allen-Ba, Assistant Administrator
Shari Honeywell, Administrative Assistant
Aneesa Bonham, Program Specialist
Keith Peterson, Investigator
Tanya Hessler, Program Manager
Cathy Naegeli, Administrator
Bill Dutra, Assistant Administrator

BOARD MEMBER ABSENT: **Susan Cooley**, Member

STAFF ABSENT: **Elizabeth Lagerberg**, AAG

1. Call to Order 9:00 AM

1.1. Introductions

Ms. Honeywell conducted roll call of Board members and staff present.

1.2. Order of agenda

Mr. Storvick requested we amend the agenda and move the discussion of NCARB resolution 2022-B responsible charge to immediately follow the approval of the minutes.

MOTION: Mr. Manley made a **MOTION** to approve the agenda as amended. Mr. Jones seconded the **MOTION**, and it passed.

1.3. Approval of minutes: January 20, 2022

MOTION: Mr. Wu made a **MOTION** to approve the minutes and Mr. Harm seconded the **MOTION**, and it passed.

1.4. Review

Communications

Mr. Storvick shared an email from a Bothell building official who has concerns with newly licensed architects and their understanding of the building codes. The building official reached out to Department of Licensing.

Action Item: Forward email to Board.

2. Old Business

2.1. NCARB Regional Summit Report Out

Mr. Storvick shared he attended virtually; the event was conducted as a hybrid meeting utilizing the zoom platform to allow for broad participation.

Mr. Storvick shared there are two contested positions available on the NCARB board and there is a resolution regarding a mutual recognition agreement, (MRA), with the United Kingdom. WCARB has concerns because the United Kingdom is fine with a reciprocal agreement for anybody who has a NAAB accredited degree, but not if someone is licensed through an alternate path. The UK has stated reciprocity for an alternate path certificate holder is a non-negotiable issue.

Ms. Roberts shared she also attended the meeting virtually and volunteered to look at what regulatory issues might be facing region 6 and is looking at all different licensing requirements for the different states in region 6.

Mr. Harm shared he attended virtually and noted there was a lot of coverage around Diversity, Equity, and Inclusion.

2.2. Outreach – WABO

Mr. Storvick shared WABO has a meeting in Spokane, WA, October 27-28, 2022, and would welcome the board providing a presentation as a part of their program. At their request we have also asked the Engineer's board to join us at this event for a panel discussion.

Scott Harm, Paul Wu and Roch Manley volunteered to participate for Architects.

Action Item: Reach out to BRPELS to coordinate event.

2.3. Model Law

Mr. Storvick shared the requested side-by-side comparison document with both laws, is complete and will be emailed out to committee members following the meeting.

Action Item: Email committee the working document

2.4. Review Master Action Items List

Ms. Honeywell reviewed the master action item list with the board.

3. New Business

3.1. Election of Officers

Mr. Benner presented the following slate of officers for consideration:

- Chair, Roch Manley
- Vice Chair, Scott Harm
- Secretary, Susan Cooley

Mr. Wu made a MOTION to accept the proposed slate of officers. Mr. Jones Seconded the MOTION, and it passed.

Action Item: Update website & NCARB.

3.2. NCARB Annual Business Meeting June 2-4

This year's NCARB Annual Business Meeting will be held in Austin, TX. Mr. Storvick reviewed resolutions and NCARB board positions up for election. Ms. Roberts discussed information around resolution 2022-B regarding Responsible control.

Mr. Jones made a **MOTION** to approve Ms. Roberts as the voting delegate and Mr. Harm as the alternate. Mr. Wu seconded the **MOTION** and it passed.

Action Item: Send NCARB voting delegate Ms. Roberts and alternate Scott Harm.

4. Complaint Case for Review*

4.1. 2020-12-1781-00ARC (Harm)

The complainant hired the respondent to provide both design and construction services for a residential remodel project. The complainant stated the respondent represented themselves as an architect. There were invoices submitted for payment of services identifying the respondent as an architect.

Facts: The invoice was an error by an administrative assistant stating it was their error.

The case manager recommended the case be closed with no further action.

Mr. Jones made a **MOTION** to accept the case manager's recommendation for closure with no further action. Mr. Wu seconded the **MOTION**, and it passed.

4.2. 2021-10-2488-00ARC (Harm)

The complainant was dissatisfied with the services provided by the respondent for a very small residential remodel. It was determined by the Authority Having Jurisdiction (AHJ) that a sensitive area ordinance needed investigation and review. The complainant decided not to invest the funds needed to procure the services of a Wetland Biologist as suggested by respondent. The case manager found no violation of law or rule by the respondent.

The case manager recommended the case be closed with no further action.

Mr. Wu made a **MOTION** to accept the case manager's recommendation for closure with no further action. Mr. Manley seconded the **MOTION**, and it passed.

4.3. 2021-07-1708-00ARC (HARM)

The Complainant reported the respondent advertised as architect licensed within the State of Washington when in fact they were no longer licensed in the state. Facts: The respondent, a resident of Colorado, and at one point was a licensed architect in Washington and let his license expire. The website was outdated. The respondent immediately had the website in question updated and removed reference to being licensed in the State of Washington.

The case manager recommended the case be closed with no further action.

Mr. Manley made a **MOTION** to accept the case manager's recommendation for Closure with no further action. Mr. Wu seconded the **MOTION**, and it passed.

4.4. 2021-10-2622-00ARC (HARM)

Complainant reported the respondent advertised as an architectural firm licensed within the State of Washington primarily through a website and a drawing sheet title block. The respondent was not properly licensed to provide architectural services within the state, lacking a designated architect responsible for designs. Facts: The respondent immediately removed all such references in all known locations and admitted to their mistake.

The case manager recommended the case be closed with no further action.

Mr. Jones made a **MOTION** to accept the case manager's recommendation for Closure with no further action. Mr. Wu seconded the **MOTION**, and it passed.

5. Legal Issues for Deliberation*

None

6. Disciplinary and Investigation Reports

6.1. Closed Session Deliberation Report

6.2. Disciplinary Cases Report

Mr. Storvick shared the current report.

7. Assistant Attorney General's Report

Ms. Lagerberg was unable to attend today. Mr. Storvick indicated Ms. Lagerberg has seen the initial draft of the current attorney general's opinion that the board weighed in on last fall. The draft appears to be consistent with positions discussed by the board.

Action Item: Email board a copy once we receive it.

8. Committee/Task Force Reports

8.1. Board Charter

Mr. Manley updated they have met several times and have identified and divided some further tasks.

9. Board Executive's Report

9.1. Program Operations

Mr. Storvick presented up to date budget reports and gave an overview.

9.2. Department of Licensing

Mr. Storvick introduced Administrator -Cathy Naegeli who is responsible to oversee the Centralized Investigation Audit Unit which handles all the investigations for the Architect Board.

9.3. Other Items

None

10. Other Business

10.1. Any Other Business

Mr. Wu shared on May 10, 2022, he will be participating with Ms. Roberts in a town hall Zoom meeting with NCARB & AIA. This will be about the process of licensure.

Mr. Jones shared this is his last official board meeting. Board members and staff shared their appreciation for his service and other departing thoughts.

10.1.1.1. Upcoming Board Vacancy: Below is the link to apply

<https://www.governor.wa.gov/boards-commissions/boards-commissions/apply-serve-board-or-commission>

10.2. Action Items from This Meeting

- Send board, building official email to the board.
- Set up WABO outreach committee meeting with Mr. Harm, Mr. Wu and Mr. Manley.

- Email Ms. Roberts, Mr. Jones & Mr. Harm the model law working document
- Set up model law meeting
- Put new board officers on website, update NCARB
- Send NCARB voting delegate Ms. Roberts and Mr. Harm alternate
- Send board the AGO Opinion once we receive it
- Set up pre-meeting with Ms. Roberts, Mr. Wu and Ms. Bonham to discuss the May 9th. AIA outreach meeting.

10.3. Agenda Items for Next Meeting

- NCARB Annual Meeting Report Out
- Charter

11. Public Comment/Presentation

None

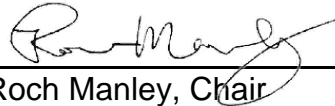
12. Adjournment 12:02 P.M

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

Next Board Meeting:
July 21, 2022
Virtual- Microsoft Teams

Submitted by: 
Rick Storvick, Administrator

7/21/2022
Date

Approved by: 
Roch Manley, Chair

7/21/2022
Date