

**IDAHO BOARD OF ARCHITECTURAL EXAMINERS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 7/19/2012**

**BOARD MEMBERS PRESENT:** Jay Wayne Cone –Chair  
Garth J. Jensen  
Steven C. Turney  
Shelly Servick  
Peter Rockwell

**BOARD MEMBERS ABSENT:** Paul Jensen

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Roger Hales, Administrative Attorney  
Cherie Simpson, Management Assistant  
Maria Brown, Technical Records Specialist

**OTHERS PRESENT:** Tyler Williams  
Joan Callahan

The meeting was called to order at 8:34 AM MDT by Jay Cone.

**APPROVAL OF MINUTES**

The Board reviewed the 5/23/2012 minutes. It was moved by Ms. Servick to approve the 5/23/2012 minutes as written. Seconded by Mr. G. Jensen, motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She gave an update on the new licensing system.

**FINANCIAL REPORT**

Ms. Hall presented the financial report, which indicates a cash balance of \$122,599.17 as of 6/30/2012.

### **CONTRACT RENEWAL**

Ms. Hall presented the contract renewal for FY 2013. She explained that the Board's budget was increased due to the onetime expense for the new licensing system. It was moved by Mr. Rockwell to approve the FY 2013 contract renewal and authorize the Board Chair to sign on behalf of the Board. Seconded by Ms. Servick, motion carried.

### **FORMAL DISCIPLINARY ACTION**

Mr. Nelson introduced Mr. Tyler Williams with Naylor and Hales to the Board. Mr. Nelson presented a memorandum for case ARC-2012-4. Ms. Servick recused herself from discussion and voting on case ARC-2012-4. After review, the Board presented its recommendations to its prosecuting attorney.

### **INVESTIGATIVE REPORT**

Ms. Peel presented the investigative report.

For Board Determination:

Case number I-ARC-2012-10. Mr. G. Jensen recused himself from discussion and voting on case I-ARC-2012-10. Following review, it was moved by Mr. Turney to accept the Bureau's recommendation for closure. Seconded by Mr. Rockwell, motion carried.

Case number I-ARC-2012-11. Mr. G. Jensen recused himself from discussion and voting on case I-ARC-2012-11. Following review, it was moved by Mr. Turney to accept the Bureau's recommendation for closure. Seconded by Mr. Rockwell, motion carried.

Case number I-ARC-2012-14. Following review, it was moved by Ms. Servick to accept the Bureau's recommendation for closure. Seconded by Mr. G. Jensen, motion carried.

### **OLD BUSINESS**

### **PROPOSED LAW AND RULE CHANGES**

Ms. Cory introduced Ms. Joan Callahan, a legal intern with Naylor and Hales, to the Board. Mr. Hales presented the Board with a draft of the proposed law and rule changes that the Board addressed during its 3/28/2012 and 5/23/2012 Board meetings. Following review, it was moved by Mr. Rockwell

to approve the draft of proposed rule changes and direct the Bureau to submit the draft to the Governor's Office. Seconded by Mr. G. Jensen, motion carried. Following review, it was moved by Mr. G. Jensen to approve the draft of proposed law changes and direct the Bureau to submit the draft to the Governor's Office. Seconded by Mr. Turney, motion carried.

## **TO DO LIST**

The Board reviewed the to do list. No action was taken.

## **NEWSLETTER**

Mr. Cone gave the newsletter update. He and Ms. Brown will have a draft for the Board to review during the next Board meeting.

## **NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**

The Board discussed the National Council of Architectural Registration Boards (NCARB) annual meeting. No action was taken.

The Board reviewed the correspondence from NCARB. No action was taken.

## **NEW BUSINESS**

A motion was made by Ms. Servick that the Board amend the agenda to include the correspondence from Mr. Rann Haight dealing with the topic of neighborhood architectural review committees and the topic of continuing education. The items were left off the agenda in error. Seconded by Mr. Rockwell, motion carried.

The Board reviewed the two e-mails from Mr. Haight regarding CC and Rs and the topic of continuing education. The Board feels that it's every architect's responsibility to tailor their continuing education activities to fit their own interests and demands of their practice. Regarding CC and Rs, there are all kinds of program requirements. The Board did not feel that it was the Board's purview to establish a policy. CC and Rs or design committees' requirements come from many entities and often conflict. Ms. Servick will follow-up with Mr. Haight.

## **CORRESPONDENCE**

The Board reviewed an e-mail from Mr. Marc Corney regarding clarification of the changes to the continuing education requirement. The Board agreed with Mr. Corney's assessment of the transition of the continuing education audit cycle and stated that it appreciated the graph that he created and submitted to the Board.

The Board reviewed an e-mail from Ms. Latecia Herzog regarding clarification of Rule 375.05. It was moved by Mr. G. Jensen to strike Rule 375.05 and include the change with its proposed rule change submission. Seconded by Mr. Rockwell, motion carried.

The Board reviewed an e-mail from Mr. Douglas White thanking the Board for making the changes necessary for standardizing continuing education on a national level for architects. No action was taken.

## **BOARD APPOINTMENTS**

The Board discussed the process for selecting and training new board members. Ms. Cory directed the Board to Idaho Code 54-314 and explained the process of appointing Board members.

## **EXECUTIVE SESSION**

A motion was made by Mr. G. Jensen that the Board go into executive session under Idaho Code § 67-2345(1) (d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. Seconded by Ms. Servick. The vote was: Ms. Servick, aye; Mr. Cone, aye; Mr. Turney, aye; Mr. G. Jensen, aye; and Mr. Rockwell, aye. Motion carried.

It was moved by Mr. G. Jensen that the Board enter regular session. Seconded by Mr. Rockwell. The vote was: Ms. Servick, aye; Mr. Cone, aye; Mr. Turney, aye; Mr. G. Jensen, aye; and Mr. Rockwell, aye. Motion carried.

## **APPLICATIONS**

### **Approved for examination**

It was moved by Mr. Turney to approve the following applicants for examination:

DAHL DAVID D  
GAVILANO CARLA CECILIA  
ANTHONY MATT

It was seconded by Mr. Rockwell. Motion carried.

### **Approved for licensure by endorsement**

It was moved by Mr. Turney to approve the following applicants for licensure:

GOGLIA FREDERICK J    AR-985382  
CHAMBERLAIN JOEL    AR-985515

WEERSING RUTH S      AR-985519

It was seconded by Mr. Rockwell. Motion carried.

### **Pending**

It was moved by Mr. Turney to hold the following applicant pending further information:

985502

It was seconded by Mr. Rockwell. Motion carried.

### **OLD BUSINESS**

#### **PROPOSED LAW AND RULE CHANGES**

Mr. Rockwell addressed the Board regarding its prior approval of the proposed rule change to Rule 550.04. The Board discussed Mr. Rockwell's concerns. It was moved by Mr. G. Jensen to revise Rule 550.04 to read, "The primary contract or agreement involving the practice of architecture for the project must be between an architect and the entity for which architectural services are provided" and include the change with its proposed Rule change submission. Seconded by Mr. Rockwell, motion carried.

Mr. Rockwell addressed the Board regarding its prior approval of the proposed law change to Idaho Code 54-316. The Board discussed Mr. Rockwell's concerns. No changes were made.

**NEXT MEETING** 9/19/2012

### **ADJOURNMENT**

It was moved by Mr. Turney that the meeting adjourn at 11:55 AM MDT. Seconded by Ms. Servick, motion carried.