

**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 10/19/2012**

**BOARD MEMBERS PRESENT:** Jay Wayne Cone - Chair  
Garth J. Jensen  
Steven C. Turney  
Shelly Lewis  
Paul Jensen  
Peter Rockwell

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Eric Nelson, Prosecuting Attorney  
Maria Brown, Technical Records Specialist

The meeting was called to order at 8:01 AM MDT by Jay Cone.

**APPROVAL OF MINUTES**

The Board reviewed the 7/19/2012 minutes.

It was moved by Ms. Lewis to approve the 7/19/2012 minutes with amendments. Seconded by Mr. Turney, motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. The Board has proposed law and rule changes. Ms. Cory asked if the Board would like the proposed law changes posted to its website.

It was moved by Mr. Turney to approve posting the proposed law changes to the Board's website. Seconded by Mr. Rockwell, motion carried.

## **FINANCIAL REPORT**

Ms. Hall presented the financial report, which indicates a cash balance of \$129,159.05 as of 9/30/2012. She informed the Board that GL Suites was awarded the new licensing system contract. The monthly maintenance fee for the new system may be higher than the current fee, but there will not be a one-time up-front cost. Ms. Lewis asked for the current licensure count. Ms. Hall directed the Board to its website where that information can be accessed at any time.

## **FORMAL DISCIPLINARY ACTION**

Mr. Nelson presented the Board a Stipulation and Consent Order for case ARC 2012-4. Ms. Lewis recused herself from discussion and voting on case ARC-2012-4. It was moved by Mr. Turney to accept the Consent Order for ARC-2012-4 and authorize the Board Chair to sign on behalf of the Board. Seconded by Mr. Rockwell, motion carried. Mr. P. Jensen abstained from voting on this matter.

## **INVESTIGATIVE REPORT**

Ms. Peel presented the investigative report.

For Board Determination:

Case number I-ARC-2013-1. Mr. Cone and Mr. G. Jensen recused themselves from discussion and voting on case I-ARC-2013-1. Following review, it was moved by Mr. Turney to accept the Bureau's recommendation for closure. Seconded by Ms. Lewis, motion carried.

Ms. Peel presented the Board a Continuing Education Consent Order for case ARC 2013-1. It was moved by Mr. P. Jensen to accept the Continuing Education Consent Order for case ARC 2013-1 and authorize the Board Chair to sign on behalf of the Board. Seconded by Mr. G. Jensen, motion carried.

Mr. Cone asked Ms. Peel to explain the investigative process. Ms. Peel explained the investigative process and the difference between a complaint received for a licensed architect and one received regarding unlicensed practice. Mr. Cone stated that he is concerned that individuals accused of unlicensed practice are given an opportunity to take corrective action prior to an investigation. Mr. Turney and Mr. Rockwell stated that they agree with the current process. Mr. Turney explained that it's meant to educate the public and seek compliance. Ms. Peel explained due process with the Board and stated that the new system will streamline the complaint process. Mr. Cone asked that Ms. Peel keep the Board informed of the streamlining process with the new system.

## **OLD BUSINESS**

## **TO DO LIST**

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

## **NEWSLETTER**

Mr. Cone gave the newsletter update and presented the Board with a draft of the newsletter that he and Ms. Brown have been working on since the last Board meeting. The Board agreed to postpone the release of the third part of the article, "The Road to Becoming an Architect." Ms. Lewis agreed to write an article memorializing Mr. R.G. Nelson. She will forward the article to Ms. Brown for the fall newsletter.

## **CORRESPONDENCE**

The Board reviewed a letter and continuing education certificates of completion from Ms. Sue Barrow. After review, the Board presented its recommendations to Ms. Brown.

Ms. Brown addressed the Board regarding an ARE exam candidate that had recently appeared before the Board. The candidate was concerned with the five-year rolling clock and the transition from ARE 3.1 to ARE 4.0. The candidate did pass his final division of the ARE within the five-year timeframe and is now licensed in the State of Idaho.

## **NEW BUSINESS**

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

The Board reviewed the FY 2013 National Council of Architectural Registration Boards (NCARB) dues. It was moved by Mr. G. Jensen to pay the NCARB dues in the amount of \$6000.00. Seconded by Mr. Turney, motion carried.

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

The Board reviewed the FY 2013 Western Conference of Architectural Registration Boards (WCARB) dues. It was moved by Mr. Turney to pay the WCARB dues in the amount of \$4000.00. Seconded by Mr. P. Jensen, motion carried.

## **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. Lewis.

The vote was: Ms. Lewis, aye; Mr. Cone, aye; Mr. Turney, aye; Mr. J. Jensen, aye; Mr. G. Jensen, aye; and Mr. Rockwell, aye. Motion carried.

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

## **APPLICATIONS**

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

VORKOPER DALE THOMAS     AR-985548  
MATISI ANTHONY FRANCIS     AR-985558

Seconded by Mr. Rockwell, motion carried.

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

LOVE LINDSEY  
KENT REBECCA DIANA  
OCONNOR PHILIP JOHN

Seconded by Mr. Rockwell, motion carried.

## **CE AUDIT REVIEW**

The Board reviewed a continuing education audit. After review, the Board presented its recommendations to Ms. Brown.

**NEXT MEETING** 12/20/2012

## **ADJOURNMENT**

It was moved by Mr. Turney that the meeting adjourn at 10:41 am MDT. Seconded by Mr. G. Jensen, motion carried.