

**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 6/29/2017**

**BOARD MEMBERS PRESENT:** Daniel K Mullin - Chair  
Peter Rockwell  
Jay W Cone  
Garth J Jensen  
Rann W Haight  
Allison McClintick

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Eric Nelson, Prosecutor  
Deborah Sexton, Management Assistant  
Dicsie Gullick, Management Assistant

**OTHERS PRESENT:** Steve Turney

The meeting was called to order at 8:30 AM MDT by Daniel K Mullin.

**APPROVAL OF MINUTES**

Ms. McClintick made a motion to approve the minutes of 4/28/2017. It was seconded by Mr. Jensen. Motion carried.

**EXECUTIVE ORDER**

Ms. Cory reviewed the Executive Order issued by Acting Governor Little which requires State agencies to submit a report to the Office of the Governor no later than July 1, 2018. The report will assess whether the licensure requirements are necessary and in the public interest while providing recommendations for improvement, modification or elimination. Mr. Rockwell made a motion to authorize Mr. Haight to work with Ms. Cory on a response and placing the information on the Board's website for public comment. It was seconded by Mr. Cone. Motion carried.

**LEGISLATIVE REPORT**

Mr. Toryanski gave the legislative report. The deadline to submit proposed law changes to the Governor's Office is July 14, 2016 and the deadline to submit proposed rule changes to the Governor's Office is August 18, 2016 for the 2018 Legislative Session.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$300,293.53 as of May 31, 2017.

Ms. Hall presented several options for a fee reduction to members of the Board. The Board had a lengthy discussion regarding the fee decrease.

Mr. Rockwell made a motion to propose all fees go to \$50. It was seconded by Ms. McClintick. After discussion Mr. Rockwell withdrew the motion with the concurrence of Ms. McClintick. The Board tabled the discussion until later in the meeting, and directed staff to draft a proposed fee rule for consideration later in the meeting.

## **Board Member Recognition**

The Board presented former Board Member Steve Turney with a plaque and thanked him for his time and service on the Board and his dedication to the profession.

## **DISCIPLINE**

Mr. Nelson presented a memorandum regarding case number ARC-2017-2. After discussion, the Board gave recommendations for appropriate discipline. Mr. Jensen was recused from discussion.

## **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Mr. Rockwell made a motion to approve the Bureau's recommendation and authorize closure with a warning letter in case I-ARC-2017-1. It was seconded by Mr. Jensen. Motion carried. Mr. Cone was recused from discussion and voting.

Ms. Peel presented a memorandum regarding case number I-ARC-2017-7. Mr. Rockwell made a motion to authorize closure with a warning letter in the matter of I-ARC-2017-7. It was seconded Mr. Haight. Motion carried.

## **OLD BUSINESS**

To Do List – The Board reviewed the to do list and no action was taken.

## **PROPOSED LAWS AND RULES**

The Board reviewed a draft rule of the proposed fee changes. Mr. Rockwell made a motion to accept the proposed fee reduction rule as amended. It was seconded by Mr. Jensen. Mr. Haight voted nay. Motion carried.

Mr. Rockwell made a motion for a postcard to be drafted for the Chairman's approval and sent to all licensees once the proposed rules have been published in the fall. It was seconded by Ms. McClintick. Motion carried.

The Board discussed proposed Legislation. Mr. Toryanski reviewed a proposed rewrite of the laws with members of the Board. Mr. Cone made a motion to submit the idea to the Governor's Office. It was seconded by Ms. McClintick. Motion carried.

Mr. Jensen made a motion to direct Mr. Toryanski to redraft the laws to include the red updates and for the subcommittee and Mr. Toryanski to meet with stakeholders for comments and to bring the proposal to the Board for review. It was seconded by Mr. Haight. Motion carried.

Ms. Hall reviewed the application revisions with the Board. Mr. Cone made a motion to approve the application revisions as amended, and request the Chairman review the final applications prior to implementation. It was seconded by Mr. Jensen. Motion carried.

## **NEW BUSINESS**

Mr. Cone gave a brief update from the National Council of Architectural Registration Boards (NCARB) conference.

## **CORRESPONDENCE**

The Board reviewed correspondence from Jonathan Pilgrim regarding a project in Hailey, Idaho. Ms. McClintick made a motion to direct staff to draft a letter for the Chairman's signature directing Mr. Pilgrim to the Board's laws. It was seconded by Mr. Jensen. Motion carried.

## **EXECUTIVE SESSION**

Mr. Rockwell made a motion that the Board go into executive session under Idaho Code § 74-206(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. It was seconded by Ms. McClintick.

The vote was: Mr. Mullin, aye; Mr. Rockwell, aye; Mr. Jensen, aye; Ms. McClintick, aye; Mr. Cone, aye; and Mr. Haight, aye. Motion carried.

Mr. Jensen was excused from the meeting.

Mr. Rockwell made a motion to come out of executive session. It was seconded by Mr. Cone. The vote was: Mr. Mullin, aye; Mr. Rockwell, aye; Ms. McClintick, aye; Mr. Cone, aye; and Mr. Haight, aye. Motion carried.

## **APPLICATIONS**

Mr. Rockwell made a motion to table applicant # 901152540 for additional information. It was seconded by Mr. Cone. Motion carried.

Mr. Rockwell made a motion to approve the following for licensure:

ZECH MATTHEW TYLER  
OMAN SUMMER  
HANSEN NICHOLAS REED  
MERITO JORGE BASULTO

It was seconded by Ms. McClintick. Motion carried.

Mr. Rockwell made a motion to approve the following for licensure:

BREDE SARAH E M	AR-986198
CHO STEVEN	AR-986213
MOLSBERRY MATTHEW	AR-986214
TAYLOR BRANDON RAY	AR-985964

It was seconded by Mr. Haight. Motion carried.

**NEXT MEETING** was scheduled for August 18, at 8:30 AM MDT.

## **ADJOURNMENT**

Mr. Rockwell made a motion to adjourn the meeting at 1:45 PM. It was seconded by Ms. McClintick. Motion carried.

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Daniel K Mullin, Chair

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Peter Rockwell

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Jay W Cone

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Garth J Jensen

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Rann W Haight

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Allison McClintick

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Tana Cory, Bureau Chief

**ADDENDUM**

**IDAPA 24  
TITLE 01  
CHAPTER 01**

**IDAPA 24 - BUREAU OF OCCUPATIONAL LICENSES**

**24.01.01 - RULES OF THE BOARD OF ARCHITECTURAL EXAMINERS**

**200. FEES FOR EXAMINATIONS AND LICENSURE (RULE 200).**

**01. Fees for Examination. (7-1-97)**

**a. Examination Fees.** Examination fees will be as established by the National Council of Architectural Registration Boards (NCARB). (7-1-97)

**b. Processing Fee.** Applicants for licensing by examination must submit a twenty- five dollar (\$25) processing fee. (7-1-98)

**02. Annual License Renewal Fee.** Annual license renewal fee - ~~Seventy~~fifty-five dollars (~~\$75~~0). (7-1-93)(    )

**03. Endorsement License Fee.** Endorsement license Fee - ~~One hundred~~fifty dollars (~~\$150~~0). (7-1-93)(    )

**04. Temporary License Fee.** Temporary license Fee – Fifty dollars (\$50) (    )

**045. License Reinstatement Fees.** License ~~Re~~instatement fees ~~are~~is as provided in Section 67-2614, Idaho Code. (7-1-98)(    )

**056. No Refund of Fees.** No refund of fees shall be made ~~to any person~~  
~~who has paid such fees for application for examination, or reexamination,~~  
~~licensure, or reinstatement of license.~~ (7-1-98)(    )