

**MINUTES FOR BOARD MEETING OF THE NEVADA STATE BOARD OF ARCHITECTURE,  
INTERIOR DESIGN AND RESIDENTIAL DESIGN (NSBAIDRD)**

**August 16, 2017**

**Grand Sierra Resort – Shasta II Room  
2500 E. Second Street, Reno, NV 89595**

**Wednesday, August 16, 2017**

Chairman James Mickey called the meeting to order at 8:37 a.m.

Roll Call: James Mickey, Chairman; Kimberly Ciesynski, Secretary/Treasurer; Gregory Erny; Ann Fleming; George Garlock; John Klai; John Morelli; William Snyder. Nathaniel Waugh was excused.

Also in attendance: Monica Harrison, Executive Director; Louis Ling, Legal Counsel; Laura Bach, Chief Investigator; Terylle Kenani Aguada, Executive Assistant; Ginger Hahn, Pubic Information Coordinator.

**AGENDA ITEM 1                      Public Comment**

There was no public comment.

**AGENDA ITEM 2                      Approval of Consent Agenda**

Consent agenda included the following:

- A. Approval of Agenda
- B. Approval of Minutes: June 7, 2017
- C. Secretary/Treasurer Report (reports and bank statements)
  - 1. Nevada Architect, Registered Interior Designer and Residential Designer Licensing Statistics
  - 2. Wells Fargo Bank Statements
  - 3. First Independent Bank Statements
  - 4. June 2017 Quarterly Report Statement
- D. Ratification of Reciprocal Licenses (see attached list)
- E. Firm Name Approval Requests
  - 1. David Ports Architect, Inc.
  - 2. FormGrey Studio LLC
  - 3. Harriman Kinyon Architects, Inc.
  - 4. Markateck, LLC
  - 5. OD Group, LLC
  - 6. Pliris Design Studio
  - 7. serraio design I Architecture
- F. Firm Registration Approval Requests
  - 1. Lake/Flato Architects, Inc.
  - 2. Stir Architecture LLP

**Architects: Registration by Reciprocity**

7668	Joshua M. Buono	7688	John Vierra
7669	Ryan M. Faust	7689	George S. Clanton
7670	Keith C. Fleming	7690	Todd K. Enoki
7671	Anton G. Foss	7691	Mark W. Heazle
7672	Carl E. Galioto	7692	Larry R. Barr



**Agenda Item 8**

**Review and Decision Regarding Replacing Renewal Letters with Postcards for a Period of Two Years**

Harrison said she would like to begin mailing out postcards instead of the two page registration renewal reminder letter that had been mailed out in previous years. She suggested doing this for the next two years and replacing the renewal reminder postcards with email reminders after the two year period.

The board directed staff to inform registrants, via the quarterly newsletter and on the postcard, of the importance of updating their email addresses and that renewal reminders will be sent out electronically beginning in 2020.

**Motion:** Erny moved to approve mailing renewal registration reminder postcards instead of letters through 2019 (for 2020 registration) and begin sending out only electronic registration renewal reminders in 2020 (for 2021 registration) and thereafter. Motion seconded by Ciesynski.

**Vote:** All in favor. Motion passes.

**Agenda Item 3A**

**Deliberations/Action on Applications for Registration: Architects**

Ciesynski swore in the following individual as an architect:

1. Sheldon Colen.....7648

**Motion:** Garlock moved to approve the registration of the above referenced individuals as an architect. Motion seconded by Klai.

**Vote:** All in favor. Motion passes.

**Agenda Item 3B**

**Deliberations/Action on Applications for Registration: Registered Interior Designers**

Ciesynski swore in the following individuals as registered interior designers:

1. Adrienne Faulkner..... 236-ID
2. Angela Gilmore.....237-ID
3. Karen Heslington.....238-ID
4. Morgan LeFever.....239-ID

**Motion:** Snyder moved to approve the registration of the above referenced individuals as architects. Motion seconded by Erny.

**Vote:** All in favor. Motion passes.

Nate Hudson and Donna Kope, representing the American Institute of Architects (AIA) Nevada, congratulated the registrants. Hudson told the registrants that the AIA is a professional association that offers support and resources for those in the design profession and invited them to join AIA.

Mickey told the registrants that the board conducts the swearing in ceremony to commemorate the day that they are first licensed in their professions and so that the registrants are able to meet the board. He told the registrants that the board and its staff are accessible to them for assistance throughout their careers and encouraged them to call the board office for guidance. Mickey stressed the importance of researching the laws in other jurisdictions prior to pursuing projects in them.

Executive Director Harrison congratulated the registrants and encouraged them to reach out to staff for guidance throughout their careers. She recommended that the registrants become NCARB certified immediately in order to facilitate timeliness of licensure by reciprocity in other jurisdictions.

Ciesynski congratulated the registrants and told them that Nevada is special in that it recognizes the profession of registered interior design. She said the Council for Interior Design Qualification (CIDQ) is working toward reciprocity for the profession and encouraged the registered interior designers to maintain their National Council for Interior Design Qualification (NCIDQ) certification. Ciesynski invited the registered interior designers to join CIDQ's Ambassadors Program, a program assisting those on the path to NCIDQ Certification.

Ciesynski informed the registrants of CIDQ's Alternative Review Process (ARP). She said the ARP is for candidates in Nevada who are unable to document the minimum educational requirement (a CIDA-accredited degree) for interior design registration but have obtained a four year degree in interior design or architecture and have a minimum of five years of work experience. She asked them to share this information with those in the industry to encourage registration.

Erny stressed to the registrants the importance of being NCARB or NCIDQ certified and said the certifications will ease the registration process and timeliness in other jurisdictions. He also stressed the importance of researching the laws in other jurisdictions prior to pursuit of any projects in those jurisdictions.

Garlock encouraged the new registrants to call the board staff with any questions they may have in regard to what they can and cannot do and warned them about how easy it is to fall into aiding and abetting the unlicensed practice of architecture when contracting.

Mickey invited the registrants to comment about their paths to registration.

Angela Gilmore, the first candidate to go through CIDQ's ARP, said that the process was seamless.

Another registered interior designer, registered via the traditional route, said the path was easy to follow as listed on CIDQ's website.

## **Agenda Item 7                      Review and Possible Approval of LCB Draft Housekeeping Regulation Changes**

Harrison presented proposed changes to NAC 623.766 as follows:

### **NAC 623.766 Contents of plans, specifications and certain other documents submitted to public authority. (NRS 623.140, 623.185)**

1. Plans submitted to a public authority must include:
  - (a) The name, address and telephone number of the firm that submits the plans;
  - (b) The name and location of the project for which the plans are submitted;
  - (c) The date the plans were issued for printing; and
  - (d) A statement that indicates whether the plans are preliminary or final.
2. Each sheet (*including sheets marked for review only, not for construction or preliminary*) submitted to a public authority must bear the date, the original or electronic seal and signature of the registrant who provided the responsible control under which the work indicated on the sheet was performed.
3. Each set of specifications submitted to a public authority must include a table of contents or cover sheet that:
  - (a) Indicates the professional discipline that is the source of each specification; and
  - (b) Contains the stamp of, and is signed and dated by, each registrant who provided the responsible control under which the work in that professional discipline was performed. The seal, signature and date may be in original or electronic format.

4. Each report, study, test result, certification or calculation that is submitted to a public authority must be stamped, signed and dated by the registrant who provided the responsible control under which that report, study, test result, certification or calculation was submitted. The seal, signature and date may be in original or electronic format.

5. *It is the design professional's responsibility to prepare complete construction documents that comply with all applicable laws governing the construction of the intended improvement. Registrants shall not submit incomplete plans to a building department or other public authority in order to hold a place in line.*

(Added to NAC by Bd. of Architecture, Interior Design& Residential Design by R113-99, eff. 12-4-2000; A by R120-01, 3-4-2002; R230-03, 4-30-2004; R012-06, 5-4-2006)

The board discussed the proposed change to NAC 623.766. They board felt that the matter should be further discussed at the next meeting of the Nevada Construction Industry Relations Committee (NCIRC) in preparation of the next edition of The Blue Book and prior to making any changes.

Ling advised the board to make the regulation changes clear before discussing it with NCIRC.

Garlock asked Harrison to research and find out the origination of NAC 623.766.

Mickey instructed Ling, Harrison, and Bach to draft language that clarifies the intent of NAC 623.766 for discussion at the next board meeting.

## **Agenda Item 9**

### **Formal Contested Administrative Hearing – In the Matter of Brian Slator and Slator + Associates, LLC, Consideration and Adjudication of the Complaint Alleging Violations of NRS 623.360.1(c)**

A formal hearing was held in the matter of Brian Slator and Slator + Associates, LLC, case number 16-028N. Chairman James Mickey presided over the hearing. The respondents were alleged to have violated NRS 623.360.1 (c) by engaging in the practice of architecture for a project located in Nevada without having certificates of registration issued by the board.

In attendance:

Louis Ling, Board Prosecutor

Sophia Long, Deputy Attorney General, Board Counsel

Witnesses for the prosecution:

Laura Bach, NSBAIDRD Investigator

Witnesses for the defense: None

The cause of action brought against Brian Slator and Slator + Associates, LLC is as follows:

By practicing architecture without having certificates of registration with NSBAIDRD, Brian Slator and Slator + Associates, LLC have violated NRS 623.360.1(c).

Testimony was heard and evidence was introduced into the record, which substantiated the allegations against the respondents, Brian Slator and Slator + Associates, LLC.

**Motion:** Morelli moved that the State find the respondents guilty of engaging in the practice of architecture without having certificates of registration with NSBAIDRD.

Motion seconded by Erny.

**Vote:** All in favor. Motion passes.

Penalty Phase:

**Motion:** Morelli moved to impose that the respondents pay full administrative costs and a civil penalty of \$10,000 and that NSBAIDRD staff notify all appropriate state authorities for the states in which Brian Slator and Slator + Associates, LLC are licensed and registered. Motion seconded by Garlock.

**Vote:** All in favor. Motion passes.

**Agenda Item 11**                      **Discussion and Possible Decision Regarding Whether or Not to Allow Businesses Outside the Architectural Field to use the Terms Architecture, Architects, and/or Architect**

Harrison said the board office had been receiving an increasing number of requests from individuals that do not practice architecture to use the words "architecture," "architects," or "architect" in the title of their businesses (e.g. software and wealth management companies). She explained that the Nevada Secretary of State requires businesses requesting to use the mentioned terms in their names to get approval from NSBAIDRD.

The board discussed the matter and decided that they do not want to make such allowances.

**AGENDA ITEM 13A-1**                      **Case No. 17-038N - In the Matter of Mel McGowan and Plain Joe Studios**

The respondent is alleged to have violated NRS 623.360.1 (a) and (b) by advertising and holding himself out as being qualified to practice architecture without having a certificate of registration issued by the board.

Staff received a complaint on the respondent for utilizing a photograph of a project that was completed by another firm. The photograph was posted on Facebook under the Plain Joe Studios business page and on Instagram under the respondent's page without any disclosure of who the architect or firm of record was. The respondent did however, contract with a Nevada registrant in order to execute the project which was cancelled before any work was performed.

The respondent was sent a Notice of Charges concerning this matter. The respondent's case was discussed with Executive Director Harrison and the decision was made to offer the respondent an opportunity to settle this matter informally rather than face a disciplinary hearing before the board. A settlement agreement was negotiated incorporating a Non Admission of Guilt Clause and an Administrative Penalty of \$4,000 plus Investigative Costs in the amount of \$1,500.

Staff recommended approval of the settlement agreement.

**Motion:** Erny moved to approve the settlement agreement. Motion seconded by Klai.

**Vote:** All in favor. Motion passes.

**AGENDA ITEM 13B**

**Discussion and Possible Decision Regarding Closure of Enforcement Cases**

Bach recommended the following cases for closure without disciplinary action:

17-034R 17-035N 17-046R

**Motion:** Klai moved to close the above-referenced case. Motion seconded by Garlock.

**Vote:** Mickey recused himself. All others in favor. Motion passes.

**AGENDA ITEM 13C**

**Enforcement Report**

Bach said she would be rescheduling the appointments that she had set up to visit the building and planning departments and various agencies in Northern Nevada. The appointments were originally set for August 14 – 15, 2017.

**Agenda Item 14A**

**FYI: NCARB Press Release June 2017**

Mickey said this information was provided for board members' information.

**Agenda Item 14B**

**FYI: NCARB Fast Facts July 2017**

Mickey said this information was provided for board members' information.

**Agenda Item 14C**

**FYI: NCARB Update May 2017**

Mickey said this information was provided for board members' information.

**Agenda Item 14D**

**FYI: NCARB Blog May and June 2017**

Mickey said this information was provided for board members' information.

**Agenda Item 15A**

**FYI: Update Regarding RD Exam on August 3 -4, 2017 in Las Vegas and Reno**

Morelli reported that the Residential Design Exam was administered on August 3 (written) and August 4 (graphic). Six candidates tested in Reno and four in Las Vegas.

Harrison said she proctored the exams in Reno and trained Rebecca Gaul on procedures for administration of the exam. Gaul will be proctoring the exams in the future.

Harrison thanked the Residential Design Exam Writing Committee for rewriting the graphic portion of the exam. Candidates testing on August 4 took the updated version. She thanked Morelli for being available and answering questions during the test.

**Agenda Item 16A****Update Regarding the Nevada Alternative Review Process and Applicants**

Harrison reported that the first candidate, Angela Gilmore, to use CIDQ's Nevada Alternative Review Process (ARP) had completed the process and was registered earlier that day. Gilmore submitted her application in April and was approved in June. Harrison said the process may take longer in the future because Gilmore did not have any missing competencies in her education, allowing her to bypass the step of submitting the Dossier Review Form for evaluation of competencies met through interior design practice experience.

Ciesynski said she would request a review of the ARP at CIDQ's annual meeting.

**Agenda Item 16B****Discussion and Decision Regarding Who Will Attend CIDQ's 2017 Annual Council for Delegates Meeting Alexandria, VA on November 10-11, 2017**

Harrison said she, Ciesynski, Fleming, Hahn, and Mickey would be attending CIDQ's annual meeting in November.

**Agenda Item 16C****FYI: Q Connection Fall 2017**

Ciesynski said this information was provided for board members' information. She announced that CIDQ would be administering the new computerized version of the NCIDQ Practicum Exam in October.

**Agenda Item 17****Public Member Report**

There was no public information report.

**Agenda Item 18****Executive Director Report**

Harrison said Senate Bill 69 would have an impact on NSBAIDRD but not as severe as originally thought. The bill limits the term of a board member to a maximum of twelve years but the years served prior to June 9, 2017 do not count toward the limit.

Harrison reported that the storage unit the board had been renting for many years was vacated in early July.

She said NSBAIDRD's website was being updated in order to be more mobile friendly and that the graphics would be enhanced within the next two weeks.

Harrison announced that reciprocal registration had increased due to quicker processing times. The board office implemented a 30 day processing timeframe. The 30 day period begins once a candidate has correctly submitted all required documentation.

Another new process that has been implemented, Harrison said, is contacting a candidate once NSBAIDRD receives notification that the candidate has passed the ARE or NCIDQ Examination. In the past, NSBAIDRD waited until the candidate contacted NSBAIDRD to initiate the registration process.



Harrison said she would be purchasing seven new computers and a server for the board office in December as the current operating system on the computers would not be supported much longer.

**Agenda Item 10**                      **Discussion and Possible Decision Regarding Whether or Not to Allow or Change Credits for the Residential Design Degree or Equivalent from TMCC Pursuant to NAC 623.505.4**

Kreg Mehbust, instructor at Truckee Meadows Community College (TMCC), gave a presentation of the Associate of Applied Science Degree offered at TMCC through the Construction and Design Program with a Residential Design Emphasis. Also present were Professor Mike Holmes (Construction and Design Professor) and three students enrolled in the program.

Mehbust said the program provides students with a foundation of knowledge and skills for the design of residential projects. He went over degree outcomes, emphasis outcomes, course details, the TMCC curriculum review process, and the role of TMCC's Construction and Design Advisory Committee.

Students spoke positively about their experiences at the college.

Mehbust said the TMCC Construction and Design Program need support in marketing the program as a credible one for entry into the residential design profession with the goal of increasing enrollment and strengthening the program. He asked for NSBAIDRD's support of the program.

Holmes attested to the validity of Mehbust's presentation and the need for support of TMCC's Construction and Design Program.

**Motion:** Garlock moved to approve that the Associate of Applied Science Degree received through the Construction and Design/Residential Design Emphasis program at Truckee Meadows Community College meets the education requirement mentioned in number four of the Table of Equivalents found in NRS 623.505, valid for a period of three years. Motion seconded by Snyder.

**Vote:** All in favor. Motion passes.

**Agenda Item 4**                      **Review and Possible Approval Regarding Cost of Living Increase for Staff**

Harrison recommended a three percent cost of living increase for board staff. The board discussed the matter.

**Motion:** Erny moved to accept Harrison's recommendation for a three percent cost of living increase, retroactive July 1, 2017, for Aguada, Bach, Hahn, Harrison, Rivera, and Samardzija. Motion seconded by Morelli.

**Vote:** All in favor. Motion passes.

**Agenda Item 12**                      **NSBAIDRD Strategic Plan 2014 – 2019 Possible Update**

Mickey said the Strategic Plan was placed in the board eBook as a reminder that it will be reviewed and possibly updated at the October board meeting.

Ciesynski suggested that the Strategic Plan be presented with highlights to display what has been accomplished and what needs to be focused upon at the October board meeting. She suggested that more outreach and education be a part of the update and that board members participate in such outreach.

Garlock suggested reviewing the Strategic Plan at the October meeting and updating it in the spring or early summer of 2018.

## **Agenda Item 20                      Public Information Report**

Hahn reported that the newsletter was sent out in July to 3,333 people. 36% of the recipients opened the newsletter, up from the last issue at 30%.

She said she sent out a press release concerning NCARB President Gregory Erny at the end of June. It was picked up by the digital edition of the Las Vegas Business Press (July 3). That information was also printed in the digital version of the Northern Nevada Business Weekly (June 28).

She met with Joseph Miller, Nevada's youngest architect to date, to interview him for the newsletter. She said she forwarded the information to NCARB per Erny's request.

Hahn reported that Glenn Nowak, UNLV School of Architecture Associate Professor & Graduate Coordinator, is planning to bring a group of UNLV students to the October board meeting.

Hahn attended AIA Nevada's June membership meeting and said she will be attending more AIA events in order to broaden outreach opportunities. She also attended NCARB's Architect Licensing Advisors Community Summit at the end of July. Hahn said Dennis Panars with SH Architecture was also in attendance, replacing Daniel Chenin as the AIA State Appointed Licensing Advisor.

Hahn said that she reached out to several schools offering to speak about the professions regulated by NSBAIDRD and the path to registration. She also reached out to firms offering to speak with unlicensed employees about continuing on the path to registration. She presented a list of potential and scheduled outreach.

Mickey suggested that Hahn visit home and design shows that come to Las Vegas for outreach opportunities. Klai suggested that Hahn join AIA in their efforts in outreach to elementary schools.

## **Agenda Item 19                      Board Counsel Report**

Ling said as of September 1, 2017 he would no longer be an employee of NSBAIDRD and would instead be contracted.

He reported that the board was ordered to hold another hearing in the matter of case numbers 08-080R and 11-019R for reconsideration. He said those not on the board at the time of the original hearing are required to familiarize themselves with the case.

**Agenda Item 17**

**Items for Future Agenda**

- Review and possible update of NSBAIDRD's 2014 – 2019 Strategic Plan
- Presentation of draft language that clarifies the intent of NAC 623.766
- Discussion with AIA National concerning titling for interns
- Discussion with UNLV School of Architecture concerning the title of the Interior Architecture Program

**AGENDA ITEM 22**

**Public Comment**

There was no public present.

Chairman Mickey adjourned the meeting at 4:07 p.m.

---

Monica Harrison, Executive Director

---

Kimberly Ciesynski, Secretary/Treasurer