

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

January 24, 2018

The Gina Spaulding Boardroom

2080 East Flamingo Road, Suite 120, Las Vegas, NV 89119

Wednesday, January 24, 2018

Chairman James Mickey called the meeting to order at 8:33 a.m.

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

Also in attendance: Monica Harrison, Executive Director; Louis Ling, Legal Counsel; Laura Bach, Chief Investigator; Terylle Kenani Aguada, Executive Assistant; Ginger Hahn, Public 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: October 25, 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. September 2017 Quarterly Report Statement
- D. Ratification of Reciprocal Licenses (see attached list)
- E. Firm Name Approval Requests
 - 1. Barry & Wynn Architects, Inc.
 - 2. Form Architecture, LLC
 - 3. Jerde Architectural Corporation
 - 4. OLDSCO DESIGN, Inc.
 - 5. OPA Design Studio, Inc.
 - 6. triARC architecture & design, llc
 - 7. ZEBRA ARCHITECTURE, PLLC
- F. Firm Registration Approval Requests
 - 1. Design Build Evolutions
 - 2. DTJ DESIGN North America Architecture, Inc.
 - 3. mp/a, inc.
 - 4. Robert Brown Architects
 - 5. WHA

Architects: Registration by Reciprocity

7708	Hamid R. Panahi	7726	Barry C. Morris
7709	Wendy L. Pautz	7727	Aaron W. Stone
7748	Joshua E. Howa	7770	Alexandra Ismerio
7749	Kapil Khanna	7771	David P. Leckie
7750	Peter G. Kudrave	7772	Sherry L. Scott
7751	Michael SJ Mazzella	7773	Ariane V. Tattershall
7752	Christopher P. Meyers	7774	Alexis M. Townsend
7753	Scott M. Neiss	7775	Ashley N. Villoria
7754	Carly A. Kant	7776	David N. Buck
7755	Michael E. Liu	7777	Jonathan L. Gallup
7756	Peter W. Rutti	7778	Luma Jaffar
7757	Kuo-Huei Tsai	7779	Curtis B. Stites
7758	Robert J. Verrier	7780	Brian D. Wolfe
7759	Glen E. Berry	7781	Paul E. Griesemer
7760	Paul L. Gresham	7782	Everitt Y. Kang
7761	Roger P. Jackson	7783	Wesley G. Nelson
7762	Thomas J. Kriz	7784	James W.P. Olson
7763	Stephen K. Oliver	7785	Gilbert C. Randock
7764	Kyle A. Rookstool	7786	Mark C. Swanson
7765	Zachary B. Shirk	7787	Jeffrey A. Williams
7766	Douglas D. Stroh	7793	Laura E. Adcock
7767	Brett Terpeluk	7794	Scott Bange
7768	Brian J. Campbell	7795	Brian A. Clark
7769	Virginia G. Hart		

Residential Designers: Registration by Reciprocity

364-RD Christopher H. Meddock

Motion: Garlock moved to approve the consent agenda items 2A through 2E-2, 2E-4, 2E-5, 2E-7, 2F-1, 2F-3, and 2F-5. Motion seconded by Morelli.

Vote: All in favor. Motion passes.

Agenda Item 2E-3 Jerde Architectural Corporation

Motion: Garlock moved to approve the firm name approval request for "Jerde Architectural Corporation". Motion seconded by Klai.

The use of the name of a deceased person in a firm name was questioned. Harrison said that it was acceptable as long as the deceased had been registered with NSBAIDRD at some point.

Vote: All in favor. Motion passes.

Agenda Item 2E-6 triARC architecture & design, llc

Motion: Waugh moved to approve the firm name approval request for "triARC architecture & design, llc".

The proposed firm name was questioned due to the possibility of it being misleading to the public by insinuating that the firm is owned by more than one architect. The board discussed the matter.

Vote: Garlock opposed. All others in favor. Motion passes.

Agenda Item 2F-2 DTJ DESIGN North America Architecture, Inc.

Motion: Waugh moved to approve the firm name registration request for "DTJ DESIGN North America Architecture, Inc.". Motion seconded by Snyder.

Klai said that "North America" in the proposed firm name was misleading because NSBAIDRD does not have jurisdiction over North America. The board discussed the matter at length.

Vote: Garlock, Klai, Morelli, and Snyder opposed. All others in favor. Motion fails.

Agenda Item 2F-4 Robert Brown Architects

Motion: Waugh moved to approve the firm name registration request for "Robert Brown Architects". Motion seconded by Garlock.

Garlock asked to see supporting documentation for the "yes" response to question six on the application for approval. Aguada presented the explanation given by the applicant.

Vote: All in favor. Motion passes.

Agenda Item 11 Residential Design Report

Morelli said the next written portion of the residential design exam would be administered on February 8, 2018 with three candidates testing in Las Vegas and two in Reno.

Agenda Item 3A Deliberations/Action on Applications for Registration: Architects

Snyder swore in the following individuals as architects:

1. Christopher G. Lujan.....7788
2. L. Christian Nelson.....7789
3. Milica Tajsic Turnbull.....7790
4. Kay R. Warren.....7791
5. Richard A. Wilmot.....7792

Motion: Garlock moved to approve the registration of the above referenced individuals as architects. 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. Shawn Calvin.....241-ID
2. Bonnie Genovese.....242-ID
3. Tiffany R. Haddock.....243-ID

Motion: Waugh moved to approve the registration of the above referenced individuals as registered interior designers. Motion seconded by Klai.

Vote: All in favor. Motion passes.

**Agenda Item 3C Deliberations/Action on Applications for Registration:
Residential Designers**

Morelli swore in the following individual as a residential designer:

1. Dirk Jacob Jansse.....363-RD

Motion: Morelli moved to approve the registration of the above referenced individual as a residential designer. Motion seconded by Snyder.

Vote: All in favor. Motion passes.

Larry Tindall, residential designer, presented Dirk Jacob Jansse with The Dewey Jones Residential Design Exam Scholarship. Jansse was the first co-recipient of the scholarship since it was put into place in 2013. The scholarship was established in memory of Dewey Jones, a respected professional and Nevada's 29th residential designer. The scholarship, fully-sponsored by Nevada residential designers, reimburses the cost of the residential design exam and will be awarded to every candidate who passes all four parts of the exam on the first attempt.

Mickey congratulated the new registrants and welcomed them to their professions. He told them that the board conducts the registration ceremony to commemorate the accomplishment of becoming registered and so that they can meet the board and staff. He told them of the importance of researching the laws in other jurisdictions prior to pursuit of any projects in those jurisdictions. Mickey encouraged the new registrants to contact NSBAIDRD staff for any clarification and/or guidance needed in the future.

Mickey introduced Randy Lavigne, executive director of the American Institute of Architects (AIA) Nevada and AIA Las Vegas.

Lavigne told the new registrants that the AIA is a professional association that offers support and resources for those in the design profession, including residential designers and registered interior designers. She welcomed them into the profession on behalf of 95,000 AIA members across the country and presented them with a Certificate of Recognition.

Harrison congratulated the registrants and told them to contact board staff when they are in need of assistance anytime during their careers.

She then spoke on behalf of Greg Erny, NSBAIDRD board member and president of the National Council of Architectural Registration Boards (NCARB), encouraging the architect registrants to be a voice for their profession by joining an NCARB committee. She told them of the importance of becoming NCARB certified.

Harrison explained to the new registrants that they are exempt from Nevada's continuing education requirement for 2019 and 2020 registration renewal but would have to complete the required continuing education units in 2020 for 2021 renewal.

Ciesynski encouraged the registered interior designers to join CIDQ's Ambassadors Program, a program assisting those on the path to NCIDQ Certification.

Garlock reiterated the importance of reaching out to board staff for guidance in following statutes, especially in order to prevent unintentional aiding and abetting.

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

One architect said the Las Vegas testing center was having tile removed from the facility while candidates were testing.

Those testing in the 4.0 version of the Architect Registration Exam (ARE) received test results in approximately one week while those testing in 5.0 received results in approximately one day.

Two of the architects transitioned from 4.0 to 5.0. They agreed that 5.0 was much more applicable to what is done in practice.

Mickey requested that the new registrants spread the word to those currently testing that ARE 4.0 will not be offered after June 30, 2018 and that candidates should plan accordingly by scheduling divisions in 4.0 or make a plan to transition into 5.0.

AGENDA ITEM 4 **Review and Possible Decision Regarding Application for Architect Reciprocal Registration of Michael E. Reynolds pursuant to NRS 623.210 and NAC 623.410**

Reynolds' application documented that he had disciplinary action in Arizona and New Mexico. He was not in good standing in New Mexico at the time of application submittal. He submitted a detailed account of the events leading up to the revocation of his New Mexico architectural license. Reynolds is in good standing in Arizona, Colorado, and Ontario.

The board discussed the matter at length.

Motion: Waugh moved to approve the application of Michael E. Reynolds for architect registration upon the condition that he submits a portfolio of all work performed in Nevada, due on or before December 31, 2018 along with his registration renewal. Motion seconded by Ciesynski.

Vote: Garlock opposed. All others in favor. Motion passes.

AGENDA ITEM 5

Board Financial Investment Report – Secretary/Treasurer’s Update Regarding First Independent Bank Investment Funds

Harrison gave an update on the account opened with First Independent Bank in April of 2017.

Mickey said the board, during its March 2018 meeting, would review up-to-date information concerning the funds and vote to either keep them as they are or redistribute them.

AGENDA ITEM 7

Review and Possible Approval of the Proposed NSBAIDRD Financial Policy

Harrison presented the financial policy that was drafted per the board’s request. In addition, she added a purchasing section to protect the board and board staff as follows:

Purchasing

The Board generally follows the State of Nevada’s purchasing, procurement and contracting policies. Its practice is to purchase goods and services that are the most cost effective. Quality, special needs and efficiency factor into this process. The Board will consider the availability and purchase of recycled products, when applicable. Purchasing real property or other such items fall under special consideration by a vote of the Board.

The Board makes purchases by using petty cash, Board checks or a credit card. There are times when purchases may be made from personal funds directly and reimbursed as long as a receipt is submitted. Purchases over \$5000 require approval from the Chairman.

Motion: Waugh moved to approve the NSBAIDRD Financial Policy as presented with the amendment of removing the word “typically” from the first sentence of the third paragraph. Motion seconded by Ciesynski.

Vote: All in favor. Motion passes.

AGENDA ITEM 9A-1

Case No. 18-001R - In the Matter of David Manica and Manica Architecture

The respondent is alleged to have violated NRS 623.360.1 (a), (b), and (c) by preparing and advertising architectural renderings for a project in Nevada prior to having a certificate of registration with the board.

Staff was directed by the board to investigate the widespread advertisements naming the respondent and Manica Architecture as the designer of the new Las Vegas Raiders Stadium. An internet search produced hundreds of results showing renderings prepared by Manica Architecture as the designer of the stadium including the Manica Architecture website which displayed renderings of the Las Vegas Stadium prior to the respondent obtaining a certificate of registration.

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 Guilt Clause and an Administrative Penalty of \$11,000 plus Investigative Costs in the amount of \$1,000.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Fleming.

Vote: Kali abstained. All others in favor. Motion passes.

AGENDA ITEM 9A-2 Case No. 18-016N - In the Matter of Jennifer Wampole and Jet Development Inc.

The respondent is alleged to have violated NRS 623.360.1 (d), NAC 623.0195, NRS 623.360.1 (a), (b), and (c) by working outside of the contractor's exemption and holding herself out as being qualified to practice architecture and engaging in the practice of architecture.

Staff received a complaint from a registrant that someone had taken his drawings and removed his title block and submitted them as their own. Further investigation revealed that the respondent submitted drawings that were based on the registrant's drawings without obtaining his release. When finding out that the scope of work was above her contractor's limit she then submitted the same drawings with another contractor's title block without their knowledge.

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 Guilt Clause and an Administrative Penalty of \$12,500 plus Investigative Costs in the amount of \$2,000.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Morelli.

Vote: All in favor. Motion passes.

AGENDA ITEM 9A-3 Case No. 18-023N - In the Matter of Matthew Rosenberg and M-Rad Inc.

The respondent is alleged to have violated NRS 623.360.1 (b) and (c) by preparing and advertising architectural renderings for two projects in Nevada without having a certificate of registration issued by the board.

Staff located an article in the Las Vegas Review Journal about Vegas Extreme Sports Park being approved by Clark County commissioners. Bach performed a search of the internet to find more information about the project and located an Indiegogo page (a fundraising page) with renderings prepared by the respondent. A review of the respondent's website, Facebook, and Instagram pages revealed renderings for two Nevada projects.

The respondent was sent a Notice of Charges concerning the project. 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 Guilt Clause and an Administrative Penalty of \$4,000 plus Investigative Costs in the amount of \$1,000.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Garlock.
Vote: All in favor. Motion passes.

AGENDA ITEM 9A-4 Case No. 18-024N - In the Matter of Stephen Oliver and Opa Design Studio

The respondent is alleged to have violated NRS 623.360.1 (a) and (b) by holding himself out as an architect and advertising projects in Nevada on his own website without having a certificate of registration issued by the board.

During a routine reciprocity background check for the respondent's employee, the website, www.adgarch.net, was reviewed and it was discovered that there were four Nevada projects being advertised. Further investigation revealed that all of the projects were completed in association with a Nevada architect however there were no contracts between the respondent and the registrants.

The respondent was sent a Notice of Charges concerning the project. 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 \$8,500 plus Investigative Costs in the amount of \$1,500.

Staff recommended approval of the settlement agreement.

Motion: Waugh moved to approve the settlement agreement. Motion seconded by Snyder.
Vote: All in favor. Motion passes.

AGENDA ITEM 9B Discussion and Possible Decision Regarding Closure of Enforcement Cases

Bach recommended the following cases for closure without disciplinary action:

17-032N	18-007N	18-009N	18-017R	18-018N
18-020N	18-0021R	18-022N	18-025N	18-032R

Motion: Waugh moved to close the above-referenced case. Motion seconded by Snyder.
Vote: Mickey recused himself. All others in favor. Motion passes.

AGENDA ITEM 9C Enforcement Report

Bach had nothing to report.

Agenda Item 13

Review and Possible Approval of the Master Calendar for FY 2018-2019

Harrison presented the proposed FY 2018-2019 Master Calendar.

She said the March 7, 2018 board meeting would be rescheduled for March 6, 2017 in order to allow ample travel time to NCARB's Regional Summit on March 7.

Motion: Waugh moved to approve the FY 2018-2019 master calendar. Motion seconded by Ciesynski.

Vote: All in favor. Motion passes.

Agenda Item 6

Review and Discussion of the Letter from the Sunset Subcommittee of the Legislative Commission to Perform Sunset Review of NSBAIDRD and Discussion of Process, Potential Issues, and Response by the Board (Presented by Jim Wadhams)

Wadhams explained the processes and potential issues of the upcoming sunset review to be performed by the Sunset Subcommittee of the Legislative Commission of Nevada.

Agenda Item 12

Registered Interior Design Report

Fleming reported that she is the official delegate for Nevada for the Council for Interior Design Qualification (CIDQ).

Agenda Item 12A

Registered Interior Design Report – FYI: Q-Connection Newsletter Winter 2018

This item was provided for board members' information.

Agenda Item 14

Public Member Report

Waugh reported that he would be participating in the National Council of Architectural Registration Boards' (NCARB) Examination Committee Meeting in April in San Francisco, California.

Agenda Item 10A

Architect Report – Discussion and Decision Regarding which Board Members and Staff will Attend the Regional Summit in Wichita, Kansas on March 9-10, 2018

It was decided that Ciesynski, Erny (funded by NCARB), Garlock (funded by NCARB), Hahn, Harrison (funded by NCARB), Klai, Mickey (funded by NCARB), and Snyder (funded by NCARB) would attend the NCARB Regional Summit.

Agenda Item 10B

Architect Report - FYI: FY19 Officers and Public Director Nominations on NCARB Board of Directors

This information was provided for board members' information.

Agenda Item 10C

Architect Report - FYI: NCARB Update December 2017

This information was provided for board members' information.

Agenda Item 10D

Architect Report – FYI: NCARB’s Fast Facts November 2017 & and January 2018

This information was provided for board members' information.

Agenda Item 8

Discussion and Possible Action Regarding Amendments to NAC 623.763 and NAC 623.766

The board discussed proposed amendments to NAC 623.763 and NAC 623.766.

It was decided that discussion of this would be revisited in March upon presentation of revised proposed amendments to include only the following changes:

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 *individual* or 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~~document 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. *As used in this section, “plans submitted to a public authority” include any documents created by the registrant under the scope of the registrant’s license where the documents prepared falls under the practice of any of the disciplines regulated in chapter 623 of the NRS.*
6. *As used in this section, “public authority” includes any agency funded in whole or in part with federal, state, county, city, or other public money, including but not limited to, planning departments, building departments, zoning departments, and the Tahoe Regional Planning Agency.*

Agenda Item 15

Executive Director Report

Harrison reported that the 2017 Continuing Education Seminar held in Reno on December 7, 2017 was a success and that the Continuing Education Committee met on December 11, 2017 to begin planning the 2018 seminar.

She said 2,959 out of 3,100 registrants renewed for 2018 (better than any previous year), and that audit of continuing education units claimed for 2018 renewals would begin in March.

Harrison attended NCARB's Member Board Executive Committee earlier that month. She said NCARB was working on a tool that will track continuing education units for its members, a database for boards that do not have the funds to have a database, and development of an initial licensure recognition program for jurisdictions to follow. She said she would be presenting at the NCARB Regional Summit in March.

Harrison reported that Rivera (staff) would be assisting with payroll due to Samardzija's (staff) separation from the board. She said Rivera had assisted with payroll in the past and that she would also be training Agauda to assist with some of the financial aspects of the office.

She said Hahn had been would be cross-training with enforcement during the year and that Bach had been visiting the building departments.

Agenda Item 16

Board Counsel Report

Ling had nothing to report.

Agenda Item 17

Public Information Report

Hahn told the board that he AIA's Committee on The Environment (COTE) was still looking for design professional volunteers to assist with their elementary school outreach.

Fleming reported that two designers from her firm attended the outreach earlier that month and thought the program to be beneficial. She said they would be participating again in February.

Hahn said she would be attending the next AIA Education Outreach Committee and joining them in their efforts with high school outreach. She said she was not able to attend the initial meeting on November 17 because it had been cancelled and rescheduled on the day of the NSBAIDRD Continuing Education Seminar in Reno.

She reported that she attended AIA's January meeting and connected with registered interior designer Mandy Telleria. Telleria founded a nonprofit organization, The Good Deed Project, which focuses on assisting other non-profits and individuals with limited resources by offering goods and services, education, and financial aid programs. Telleria invited Hahn to visit her firm in early February.

Hahn said she would be speaking with UNLV's School of Architecture Professional Practice class later that month and that she hoped to have dates set to speak at Rancho High School, The Art Institute, and College of Southern Nevada in the near future.

The most recent newsletter had been sent out to 3,357 the prior week, opened by 30% of the recipients.

Agenda Item 18

Items for Future Agenda

- review and discussion of performance of investment funds with First Independent Bank, including a decision to either redistribute the funds or leave them as they are
- discussion concerning NCARB's Integrated Path to Licensure (IPAL) – presentation from Glenn Nowak, associate professor, graduate coordinator for UNLV's School of Architecture
- presentation of draft language to NAC 623.766
- discussion of NSBAIDRD assisting funding of the Dewey Jones Residential Design Exam Scholarship

AGENDA ITEM 19

Public Comment

There was no public present.

Chairman Mickey adjourned the meeting at 2:14 p.m.

Monica Harrison, Executive Director

Kimberly Ciesynski, Secretary/Treasurer