

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

**January 20, 2021**

**Virtual Board Meeting -Video conference and audio offered via Zoom**

**<https://us02web.zoom.us/j/81869532830> or 1(346)248-7799**

**Meeting Code: 818 6953 2830#**

**Wednesday, January 20, 2021**

Chairman James Mickey called the meeting to order at 8:01 a.m.

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

Also, in attendance: Monica Harrison, Executive Director; Louis Ling, Legal Counsel; Laura Bach, Chief Investigator; Stacey Hatfield, Public Information Officer and Nani Aguada, Executive Assistant.

**NSBAIDRD Mission Statement:**

"The mission of the NSBAIDRD is to promote, preserve, and protect the health, safety, and welfare of the public by regulating architects, registered interior designers, and residential designers to provide competent professional services in the built environment."

**AGENDA ITEM 1                      Public Comment**

There were no public comments.

**AGENDA ITEM 2                      Approval of Consent Agenda**

Consent agenda included the following:

- A. Approval of Agenda
- B. Approval of Minutes: October 15, 2020 & October 20, 2020
- 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. Bank of Nevada Statements
  - 4. First Independent Bank Statements
- D. Ratification of Reciprocal Licenses (see attached list)
- E. Firm Name Approval Requests
  - 1. A2 Architecture
  - 2. Chipman Design Architecture Group PC
  - 3. COLLECTIVE OFFICE, PC.
  - 4. Fox Design Group, LLC
  - 5. GS-NV P.C.
  - 6. JRM Architecture
  - 7. LPAS, Inc.
  - 8. MAD Hospitality
  - 9. RKAA Architects, Inc.

10. Sikes Abernathie Architects, P.C.  
 F. Firm Registration Approval Requests  
 1. 54 Four llc  
 2. kga, Inc.  
 3. TreanorHL, Inc

**Architects: Registration by Reciprocity**

8459	Paolo Volpis	8482	George Miers
8465	Keith B. Hall	8483	Primitivo Conde
8466	Michael Christopher March	8484	Gary W. Sparks
8467	Joseph Dungaran	8485	Thomas R. Reder
8468	Javier Sanchez	8486	Sean M. O'Rourke
8469	Scott D. Loikits	8487	Andrew Lantz
8470	Sean D. Sugden	8488	Timothy E. Alatorre
8471	Richard S. Ladrack	8489	William David Youngs
8472	Aren D. Saltiel	8490	Mark W. Pross
8473	Paul M. Gladusz	8491	Philip John Bona
8474	Daniel J. Torres	8492	Jason Steven Collins
8475	Jinsa Yoon	8493	Jesse Dee Allen
8476	Poppy Tidwell Hill	8494	Matthew James Gummow
8477	Brian S. Fracasse	8495	Adam L Beazley
8478	Fredric C. Divine	8496	David K Lee
8479	D Brady Smith	8497	Brent Harris
8480	Ronald E. Metzker	8498	William Schertzinger
8481	Scott Brantley Chappuis	8499	Brian T Hoehn

**Residential Designers: Registration by Reciprocity**

392-RD	Michael S. Marsh	393-RD	Edward Anders Lasater
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**Motion:** Snyder moved to approve the consent agenda items 2A, 2C through 2E-3, 2E-5 through 2F-1 and 2F-3. Motion seconded by Waugh.

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

**AGENDA ITEM 2B                      Approval of Minutes: October 15, 2020 & October 20, 2020**

Erny referred to page 20 of the board eBook regarding agenda item 10B of the October 20, 2020 Minutes. He stated that the word "test" must be changed to "survey" as the designers did not take a test.

Erny referred to page 21 of the board eBook regarding Waugh's Public Member report for agenda item 12 of the October 20, 2020 Minutes. Erny said that the word "three" must be changed to "free" in the last sentence that states, "the committee will have three fair, transparent elections."

**Motion:** Waugh moved to approve the October 15, 2020 & October 20, 2020 Minutes with the proposed changes. Motion seconded by Snyder.

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

**AGENDA ITEM 2E-4 Firm Name Approval Request – Fox Design Group, LLC**

Erny stated that the Nevada business license that the firm provided with their application is expired. Harrison stated that staff searched the firm’s record with the Nevada Secretary of State and confirmed that their business license has been renewed and in good standing.

**Motion:** Waugh moved to approve the firm name approval request for “Fox Design Group, LLC.” Motion seconded by Snyder.

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

**AGENDA ITEM 2F-2 Firm Registration Approval Request – kga, inc.**

Harrison referred to page 143 of the board eBook regarding the breakdown of the firm’s ownership. She said that this page was prepared by staff to offer a simplified outline of ownership but is to be removed from the application.

**Motion:** Waugh moved to approve the firm registration request of “kga, inc.” with the removal of the ownership breakdown page of the application. Motion seconded by Snyder.

**Vote:** Garlock recused himself and all others in favor. Motion passes.

**AGENDA ITEM 4 Continuing Education Seminar Report and possible decision regarding offering the seminar once a year virtually or continue to offer it twice a year in-person and virtually**

Harrison reported that the virtual seminar was a huge success and that the expenses for the virtual platform were less than the in-person seminar. She also reported that the registrants’ feedback regarding the seminar was provided in the board eBook.

Harrison stated that she will reach out to AIA to organize a program for this year and coordinate a conference for the Continuing Education Committee. She asked if any of the Board members would like to volunteer to join the committee. Mickey, Garlock and Wichmann said that they will join the committee again this year.

Hatfield referred to page 404 of the board eBook regarding the statistics gained from the Nevada registrants who attended the seminar. She reported that half the Nevada registrants preferred to have the seminar virtually and the other half preferred an in-person seminar. Mickey asked if there were any statistics on if the registrants were from in-state or out-of-state. Hatfield said that 187 out of the 426 attendees were from Nevada.

Garlock asked if the committee considered offering the virtual seminar more than once, at different times throughout the year to accommodate those who are unable to attend. Hatfield said that the seminar is recorded and available on the AIA YouTube Channel and can be used as an unstructured, self-directed CEU for up to four units.

Fleming asked if the statistics can be filtered to show the discipline of each attendee. Hatfield said that the registration for the seminar is handled by AIA and the attendance is filtered to show if they are an AIA member or a guest member. She said that it does not show if they are an Architect, Residential Designer, or Registered Interior Designer.

Board members discussed the fact that in the virtual seminar, it is not possible to see if an attendee actually pays attention for the whole session. They said that having good speakers will help to fully engage participants. They also said that even in-person, it was not possible to ensure everyone stayed fully engaged. They asked to discuss this with AIA staff to see if there is a way to ensure participants are watching the seminars. Garlock suggested that Hatfield issue information in the Focus Newsletter regarding the ethical responsibility of registrants to participate and be attentive during the seminar to gain credits.

**AGENDA ITEM 3A**                    **Deliberations/Action on Applications for Registration: Architects**

Mickey welcomed everyone to the virtual ceremony and informed that the oath will be given by Snyder in three different groups: architects, registered interior designers and residential designer.

Snyder swore-in the following individuals as architects:

- 1. Jas Le.....8500
- 2. Nicole Violani Toppel.....8501
- 3. Teodora M. Vasilev.....8502
- 4. Natalia M. Wiczorek.....8503

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

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

**AGENDA ITEM 3B**                    **Deliberations/Action on Applications for Registration:  
Registered Interior Designer**

Snyder swore-in the following individuals as registered interior designers:

- 1. Diane Nicole McCann.....267-ID
- 2. Megan Gruppo.....265-ID
- 3. Emily Hiott.....266-ID

**Motion:** Garlock moved to approve the registration of the above referenced individuals as registered interior designers. Motion seconded by Fleming.

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

**AGENDA ITEM 3C**                    **Deliberations/Action on Applications for Registration:  
Residential Designer**

Snyder swore-in the following individual as a residential designer:

- 1. Emmett D. Henry Jr.....394-RD

**Motion:** Waugh moved to approve the registration of the above referenced individual as a residential designer. Motion seconded by Fleming.

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

Mickey informed the new registrants that with their official professional license comes responsibility. He encouraged them to stay in contact with the Board and staff for guidance and support as they grow

within the profession. He also said that Nevada is a unique and that they should take pride that Nevada is now their base state of professional licensure.

Randy Lavigne, AIA Las Vegas Executive Director, thanked the Board for inviting AIA to be a part of this celebration. She congratulated the new registrants into the design profession and said that their talent is needed in this world to provide solutions to the environment through their design. Lavigne stated that AIA is a professional organization that provides support, resources and protection to design professionals as challenges and changes may occur throughout the industry. Lavigne informed them that they'll receive a Certificate of Achievement from AIA, encouraged them to join AIA and wished them the best on their continued success.

Lavigne also thanked the Board for her Certificate of Appreciation and cake and announced that she will retire within a couple weeks from AIA. She introduced the new AIA Las Vegas Executive Director, Carlos Fernandez. She said that Fernandez comes to AIA from the Las Vegas Chamber of Commerce. Fernandez congratulated Lavigne and stated that he looks forward to working with the Board and the registrants.

Glenn Nowak, Associate Professor of UNLV School of Architecture, thanked the Board for the invitation. He also thanked Lavigne for her support and congratulated her on her retirement. Nowak congratulated the new registrants, especially Jas Le, a UNLV Alumni. He invited them to be engaged with the UNLV School of Architecture and join in on design critiques and mentor emerging professionals.

Mickey recognized Lavigne for her services as an Executive Director with AIA Las Vegas in 1994 and AIA Nevada since 1995. He said that during her 26 years of service, she strived to create a better understanding and awareness of architecture to form a National significance. He also said that she has reestablished two vital and active AIA chapters that brought prominence as two of the most respected components of the institute. Mickey continued to praise Lavigne for her leadership in both AIA chapters and for establishing allegiance and support systems in the architectural community. Lavigne thanked the Board for the recognition and appreciation.

Harrison thanked Lavigne for her 26 years of dedication and said that she played a critical role to promote the profession of architecture. AIA Members: Edward Vance of Ed Vance & Associates, Dwayne Eshenbaugh of NOVUS Architecture, and Jon Sparer, also shared a few words of gratitude for Lavigne's hard work, leadership and support and congratulated the new registrants on their success.

Mickey and the Board asked the new registrants for feedback regarding their journey and process to licensure. Toppel stated that she had a long journey to licensure. She said that she graduated in 2013 and began taking the NCARB exams a few years after. She also said that she is pleased to hear that students are now able to take applicable courses to the exams while they are in school as she did not have the same advantage when she was a student. Mickey asked Toppel if she took the 4.0 or 5.0 version of the AREs and Toppel said that she started in 4.0 and transitioned to 5.0. Toppel stated that the exam material in 5.0 is more applicable to the architectural field. Wiczorek stated that she knew at an early age that she wanted to become an architect and took the 5.0 version of the NCARB AREs. Vasilev shared that she failed the exams numerous times because she was not committed and did not study. She said that she became frustrated by failure and realized that she needed to study harder and became more determined to pass the exams.

Erny encouraged the new architects to obtain and maintain their NCARB Certificate as it will facilitate their mobility in other jurisdictions to seek opportunities. He also encouraged the new registered interior designers to maintain their certificate with CIDQ as it may be needed for future opportunities.

Ciesynski encouraged the registered interior designers to become Ambassadors of CIDQ to provide mentorship and guidance to candidates who aspire to pass the NCIDQ exams and become licensed. Harrison informed the new registrants that they are exempt from earning continuing education units for their first two years of registration. The Board congratulated the new registrants on their accomplishment and wished them continued success.

**AGENDA ITEM 6**                      **Review and possible decision regarding application for architect registration of Ahtahschwin Rex Noble pursuant to NRS 623.260 and NAC 623.280**

The application and supporting documents of Noble’s request for restoration of registration as an architect was presented in the board eBook.

Harrison reported that Noble’s license expired in 2015 and that he must request restoration because his base state of licensure is Nevada. Mickey asked if Noble completed the continuing education requirements and Harrison confirmed that he completed three years of continuing education units.

**Motion:** Waugh moved to approve the registration restoration of Ahtahschwin Rex Noble. Motion seconded by Snyder.

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

**AGENDA ITEM 7**                      **Review and possible approval of the Master Calendar for FY 2021-2022**

**Motion:** Snyder moved to approve the Master Calendar for FY 2021-2022. Motion seconded by Waugh.

Garlock inquired of the date for the CEU Seminar in November 2021 as the seminar is usually offered in the months of May and December. Harrison explained that December is a busy month for AIA and that November is better for registrants who weren’t able to obtain CEUs earlier in the renewal season. Harrison stated that the tentative date for the CEU Seminar is November 19, 2021. Garlock agreed that offering the seminar toward the end of the year is best and accommodating for registrants. Fleming reminded that the CIDQ Conference is scheduled for November 12-13, 2021 and wanted to ensure that the date of the CEU Seminar is not conflicting. Board members said November 19 is just before Thanksgiving week and many people leave town early for the holiday. Harrison said she would discuss an earlier date with AIA to see if it can be moved.

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

**AGENDA ITEM 8**                      **Review and potential action regarding legal counsel Ling’s memorandum and recommendations related to architects and residential designers’ conflicts of interest, NCARB Rules of Conduct 2.3, and AIA Rule 3.202**

Ling’s memorandum was provided in the board eBook.

Ling stated that this memorandum is to address the issue of architects and residential designers serving on Architectural Review Committees and if there was a potential for conflicts under NCARB’s

Rule of Conduct 2.3 and AIA's Rule 3.202. He stated that NCARB's Rule of Conduct 2.3 does not show in any court cases, but found AIA's Rule 3.202 appeared in some court cases and also in advisory opinions. Ling said that he found resources on AIA's website regarding their rules and interpretations, advisory opinions and disciplinary decisions. He also said that he did further research in the National database and found cases concerning architects and conflict of interest. Ling provided short summaries in his memorandum of two different court cases that utilized AIA's Rule 3.202.

Ling referred to page 4 of the memorandum that exhibited an HOA law regarding the conflict-of-interest provision NRS 116.30184. He said that NRS 116.30184 applies to members of the executive board of the HOA, but it's not clear to say that it applies to committees of the HOA.

Ling provided an analysis of three different potential scenarios on page 5 of the memorandum and provided recommendations of best practices for review committees and HOAs. He reminded the Board that the recommendations are not laws or policies. He said that architects and residential designers may sit on review committees as long as the ethical obligations are recognized and that the architect and/or residential designer are sensitive to their responsibility.

Ling informed the Board that he did reach out to NCARB for guidance and found that NCARB does not have a memorandum regarding this issue. He said that NCARB has not had their rule litigated and that they could not give him any advice, direction or definitive guidance.

Erny asked how AIA's Rule is applied or suitable for legal court cases and also asked if it would be adequate for architects and/or residential designers to recuse themselves from reviewing plans that they may have a conflict-of-interest in. Erny suggest that Ling's recommendations and findings should be shared with HOAs and review committees. Ling stated that this memorandum is just his recommendation, but the Board should base its advice on NCARBs Rule of Conduct since it's been adopted as part of disciplinary guidelines.

Mickey questioned what authority the Board must address this matter. Ling stated that the HOA and review committee have exposure for any serious and obvious conflicts of interest. He said that the HOA and review committee may find themselves losing in court if they allow this type of behavior which violates the rules. Ling also stated that courts utilized AIA's Rule versus NCARB's Rule as AIA is a trade organization, whereas NCARB is a registration organization.

Garlock asked if the review committee would preclude an architect or residential designer from serving on the HOA review committee and have no interest in submitting work within that community of which they reside in. Ling referred to NCARBs Rule 2.3 and stated that a designer who serves on a review committee must disclose if they have any financial or personal conflict of interest and may request to waive the conflict. He said that each scenario is different and the course of action for each situation is not definite. Garlock said that registrants who serve on design committees in their own community are valuable because they provide their expertise and should not be precluded if they don't do work in the community and if there is no conflict.

Bach stated that the purpose of this memorandum is to determine whether the Board can discipline under NCARB Rules of Conduct 2.3 and can be used to educate the registrant before issuing discipline. She said that she and Hatfield will draft a letter to all HOAs regarding conflict-of-interest and present the letter to the Board at the next meeting of the Board. Mickey said that information should be published in Newsletter as well. Ling stated that this memorandum and discussion helped to clarify the Board's position regarding this matter.

**AGENDA ITEM 9A-1**

**Case No. 20-043N in the matter of Howard Rakestraw and Banner Construction**

The Respondent is alleged to have violated NRS 623.360.1 (a) and (b) by holding himself out and advertising in the yellow pages that he was qualified to practice architecture without having a certificate of registration issued by this Board.

Staff received an anonymous complaint on the Respondent who was advertising in the Reno, NV yellow pages under the categories of architecture and residential design.

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 \$1,000 and 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-2**

**Case No. 21-012N in the matter of Leonardo Carmingnani and C2-Architects**

The Respondent is alleged to have violated NRS 623.360.1 (a) and (b) by holding himself out and advertising himself as an architect without having a certificate of registration issued by this Board.

Staff received an anonymous complaint that the Respondent who has a Nevada address is using the domain C2-Architects and advertising architectural services. Further investigation revealed that no projects had been done in Nevada as the Respondent is licensed in other jurisdictions and he only does projects in the states he is licensed in. Respondent agreed to stop using C2 Architects since he's located in Nevada and it is misleading to the public.

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 \$2,500 plus Investigative Costs in the amount of \$1,200.

Staff recommended approval of the settlement agreement.

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

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

**AGENDA ITEM 9A-3**

**Case No. 21-016N in the matter of Yvonne Stillman and Power CAD**

The Respondent is alleged to have violated NRS 623.360.1 (b) and (c) by disseminating proposals and preparing plans for three projects located in Nevada without having a certificate of registration issued by this Board.

Staff received an inquiry from the Elko building department if a drafter can work for a contractor because they had received a set of drawings with the Respondent's name on them along with the contractor. Further investigation revealed that the respondent had worked on two additional projects located in Nevada.

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 \$3,000 of which \$2,000 will be stayed if the Respondent remains in compliance with the terms of the settlement agreement 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 Snyder.

Erny asked if the contractor was aiding and abetting by participating in the arrangement. Bach confirmed that she has opened a case on the contractor as well.

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

**AGENDA ITEM 9A-4**

**Case No. 21-027N in the matter of George Chapman and Studio Level 1, Ltd.**

The Respondent is alleged to have violated NRS 623.360.1 (c) by preparing plans for three projects located in Nevada without having a certificate of registration issued by this Board.

Staff received a reciprocity application for the Respondent. During the phone interview it was discovered that he had prepared and submitted plans for a self-storage facility to the Clark County Planning Department.

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, an Effect on Licensure clause, and an Administrative Penalty of \$5,000 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:

20-040N      20-050N      20-053N      20-056R      21-010R      21-011N      21-015N

**Motion:** Waugh moved to approve the closure of the cases listed above without disciplinary action. Motion seconded by Snyder.

**Vote:** Wichmann and Mickey recused themselves and all others in favor. Motion passes.

**AGENDA ITEM 9C**

**Enforcement Report**

Bach had nothing to report.

**AGENDA ITEM 10A**

**Architect Report – Discussion and possible decision regarding which board members and staff will attend the virtual 2021 Regional Meeting in early March**

Harrison informed that the Regional Meeting will be held virtually and encouraged Board members to attend. Mickey stated that the Regional Meeting will focus on promoting new matters within NCARB and adjusting to a virtual format.

Ciesynski, Erny, Mickey, Hatfield and Snyder announced that they will attend the Regional Meeting

**AGENDA ITEM 10B**

**Architect Report – FYI: NCARB Fast Fact – October and December 2020**

This information was presented to the Board in the board meeting eBook.

**AGENDA ITEM 10C**

**Architect Report – FYI: NCARB Update November and December 2020**

This information was presented to the Board in the board meeting eBook.

**AGENDA ITEM 11B**

**Residential Design Report – Update of residential design exam**

Morelli reported that the Residential Design (RD) Exam will be offered in Las Vegas only. He stated that the RD Graphic Exam is scheduled for February 11, 2021 and the RD Written Exam is scheduled for February 12, 2021. He also stated that the KGA Architecture firm has offered to have the RD Graphic exam proctored at their office. Morelli said that there are eight total candidates of which two of them will be taking the exam for the first time.

## **AGENDA ITEM 11A**

### **Residential Design Report – Discussion and potential action regarding the residential design practice analysis and the addition of phase five – the final phase – to the current Board approved contract with NCARB**

Harrison reported that the practice analysis survey was issued last week and that the committee plans to send email reminders to 150 residential designers to take the survey. She stated that the email will also inform the residential designers that they'll be able to earn two continuing education units if they participate in the survey. Harrison said that NCARB hopes to have at least 40 surveys completed.

Harrison also reported that the committee is approaching the completion of phase 4, the data analysis review and creation of final report. She said that the contract with NCARB must be amended to move forward to phase 5 since phase 5 was not included in the original contract. Harrison referred to page 354 of the board eBook that included a description, timeline, and cost of phase 5. She said that phase 5 will take about 10 to 12 weeks to complete. Harrison recommended to amend the NCARB contract to include phase 5.

Garlock voiced his concern on whether the residential design practice analysis is cost effective. Erny said that the current exam may not be defensible and that it is worth the cost to offer a more relevant exam to protect the public.

Garlock asked if NCARB will update the RD Exam. Morelli stated that it is the Board's responsibility to update the exam but will seek guidance from NCARB. Snyder asked if NCARB will have any rights to make changes to the RD exam and Harrison responded that NCARB does not have any ownership of the exam and cannot make any changes. Garlock stated that NCARB is not writing the exam but is helping the Board to facilitate it. Harrison stated that a separate Exam Writing Committee will need to be created and will need to reach out to architects and residential designers to update the exam.

**Motion:** Morelli moved to approve the amendment of the NCARB contract to include phase 5. Motion seconded by Erny.

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

## **AGENDA ITEM 12**

### **Registered Interior Design Report**

Fleming reported that in November 2020, CIDQ held their annual conference in a virtual format and that the conference was condensed to one day. She said that there were breaks for virtual participation of round tables during the conference. She informed that the next CIDQ annual conference is scheduled for November 12-13, 2021.

## **AGENDA ITEM 12A**

### **Registered Interior Design Report – CIDQ First Quarter 2021 Q Connection**

This information was presented to the Board in the board meeting eBook.

Fleming reported that CIDQ has elected new officers: a new president, two new directors and a returning public member. She also reported that NCIDQ plans to offer the updated exams this spring. She said the updated exam is a result of the practice analysis that has replaced the Q codes with IBC codes. Fleming stated that CIDQ, ASID and IIDA released their fourth video called "Eliminating Market

Place Barriers” that showed the impact of interior designers and of the impact the of health, safety, and welfare of the public.

Mickey informed that he and Erny serve on an Interior Design Task Force with NCARB and that there is a group that is conducting a comprehensive analysis of the NCIDQ exam and the NCARB exam. He said that the group is approaching the completion of the comparison and will prepare summaries and reports of their findings. He also said that it is great that both organizations support one another. Ciesynski asked if the resolution will come forward to sunset the opposition interior design. Mickey replied that it is the Interior Design Task Force Committee’s recommendation to do.

### **AGENDA ITEM 13                      Public Member Report**

Waugh reported that NCARB’s Credential Committee submitted a memo to the Board of Directors with feedback regarding the elections to encourage more people to participate and run for office. Waugh said that the upcoming Regional Meeting will be in a different format. He also said that the elections at the annual meeting will possibly be in a hybrid format.

### **AGENDA ITEM 14                      Executive Director Report**

Harrison informed that the next board meetings are scheduled for March 24, 2021 and June 8, 2021. She also informed that Hatfield sent seven email reminders to the 3,246 registrants to renew their license. She said that there are still 246 registrants who have not renewed their license for 2021.

Harrison referred to page 369 of the board eBook to share the updated Firm Application Form. She said that the form will now ask registrants if they have any previous firms that were approved by this Board, whether the firm is active or inactive, and the effective date of active or inactive status. Garlock asked how a firm becomes inactive. Harrison replied that the firm becomes inactive if their business license is no longer active, if the principal(s) are no longer active registrants, or if the firm no longer meets our guidelines. Ling stated that if the firm is no longer used then it becomes inactive. He said that additional information is requested on the updated firm application so that staff can gather the most recent status of previous firms and to hopefully gather data regarding any changes in ownership of the firm.

Harrison informed that board members must submit their expense vouchers no later than August 31 after each fiscal year for reimbursement of any expenses. She said that for best accounting practices, it is best to receive expense vouchers in a timely manner.

Harrison reported that board staff are working in a hybrid approach by working some days in the office and some days remotely from home. She said that the office is following the State Telework Guideline recommendations.

Harrison referred to page 383 of the board eBook to discuss objective 4.2.1 of the Strategic Plan regarding the development of a Succession Plan. She said that a committee will need to be created and hopes to have two staff members and at least two board members involved. Ciesynski, Snyder and Waugh volunteered to take part in the committee.

**AGENDA ITEM 15****Board Counsel Report**

Ling had nothing to report.

**AGENDA ITEM 16****Public Information Report**

Hatfield reported that she met with Nowak in November 2020 to speak with his clinical intern students via Zoom. She stated that she and Nowak discussed the idea of meeting with new students and their parents during orientation to educate them on the path to licensure. Hatfield also reported that she and Bach will meet with Erik Strain's Design Practice Management class via Zoom next week.

Hatfield said that there are some CCSD High Schools that are planning Career Fairs and Career Days. She said that she will be working with the AIA Education Outreach Committee to hopefully take part in the Career Fairs or Career Days.

Hatfield referred to page 416 of the board eBook regarding an article from NCARBs website. Hatfield stated that she originally published an article on Santiago Gesell in the July 2020 Focus Newsletter and NCARB published it on their Blog. She stated that she also included some social media highlights in the board meeting eBook, including a printout of the Board's Facebook activity.

Hatfield stated that she is currently shopping for a new eNews vendor as the current contract with Higher Logic will be terminating soon. She said that she is hoping to find a vendor that costs less and will provide the same services. Hatfield informed that the last issue of the Focus Newsletter is available in the board meeting eBook and the next issue will be published in February.

Ciesynski and Garlock praised Hatfield for doing a fantastic job. Garlock stated that including the statistics of the CEU Seminar and providing data to recap the event was very helpful. Hatfield said that Survey Monkey was used to complete surveys rather than paper format and having an electronic format made it easier to collect data.

**AGENDA ITEM 5****Public Hearing regarding the NSBAIDRD temporary regulation  
LCB File No. T001.20**

The NSBAIDRD temporary regulation LCB File No. T001.20 was presented in the board meeting eBook.

Mickey called to order the public hearing for NSBAIDRD temporary regulation T001-20 at 12:00pm.

The Board held a hearing for the consideration of public comments regarding a regulation regarding fee and registration changes, known as LCB File Number T001-20. This temporary regulation is intended to make changes to the regulations governing the practice of the design professions in Nevada. Notices of this hearing were properly and timely posted and that copies of the notice and the regulation have been publicly available in compliance with NRS chapter 233B. The Board received seven written comments regarding the regulation prior to the hearing, six comments were in favor and one in opposition. Copies of all written comments were provided to the Board members in advance of this hearing and have been reviewed and considered by the Board members.

The purpose of this regulation is to add an option for candidates who are enrolled in an Integrated Pathway to Architectural Licensing (IPAL) option from a NAAB-accredited program and allow them to take the Architect Registration Examination before obtaining their degree.

Mickey opened hearing for public comment.

Nowak shared positive comments that was received from his students at UNLV. He said that many of his students and interns hope to engage in the IPAL program sooner in their academic career to achieve licensure soon after graduating.

Rick Van Diepen; an Architect, Green Building Consultant in Las Vegas, and AIA Board Member, stated that he has a great amount of experience working with students and interns while working at the UNLV Design Center. He said that he supports the program and believes that it will attract more students to pursue licensure. Van Diepen thanked Nowak for gathering and preparing the information for the AIA Board.

Mickey closed the public comment portion of the hearing.

**Motion:** Erny moved to adopt the NSBAIDRD temporary regulation T001-20. Motion seconded by Garlock.

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

Mickey closed the public hearing at 12:12pm.

**AGENDA ITEM 17**                      **Items for Future Agenda**

- Convert temporary regulation to permanent regulation
- Focus Newsletter Article and Letter to HOAs regarding registrants serving on design review committees

**AGENDA ITEM 18**                      **Public Comment**

There was no public present.

Chairman Mickey adjourned the meeting at 12:25 p.m.

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Monica Harrison, Executive Director

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William Snyder, Secretary/Treasurer