

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

**June 12, 2019**

**The Gina Spaulding Boardroom**

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

**Wednesday, June 12, 2019**

Chairman Kimberly Ciesynski called the meeting to order at 8:00 a.m.

Roll Call: Kimberly Ciesynski, Chairman; James Mickey, Secretary/Treasurer; Gregory Erny; Ann Fleming; George Garlock; John Klai; John Morelli; William Snyder; Nathaniel Waugh. (*Fleming was excused at 10:30 a.m. and Waugh was excused at 12:30 p.m.*)

Also in attendance: Monica Harrison, Executive Director; Sophia Long, Deputy Attorney General; Laura Bach, Chief Investigator; Terylle Kenani Aguada, Executive Assistant; Stacey Hatfield, Public Information Officer.

**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: March 6, 2019
- 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. March 2018 Quarterly Report Statement
- D. Ratification of Reciprocal Licenses (see attached list)
- E. Firm Name Approval Requests
  1. 212 Architecture, P.C.
  2. Davis Sonoskey Architectural Solutions LLC
  3. DeForest Architects, LLC
  4. Element Residential Design Studio LLC
  5. Lombard-Conrad Architects, P.C.
  6. P + K Architecture, Inc.
  7. Rehkamp Larson Architects, Inc.
  8. RICH CONNEEN ARCHITECTURE LLC
  9. Robert E. Miller, FAIA, PC
  10. Studio MH
- F. Firm Registration Approval Requests
  1. BMCD Architecture, P.C.
  2. HHA Architecture
  3. Jackson | Main Architecture, P.S.
  4. Paradigm Design, P.C.

### Architects: Registration by Reciprocity

8072	Robert Pratt	8105	Eric R. Tuttle
8073	Matthew A. Ligas	8106	William Bernard Itzen
8074	Benjamin H. Gardner	8107	Ryan R. Triphahn
8075	Jeremiah S. Johnson	8108	Craig Steven Blume
8076	Kenneth J Mackenzie	8109	Lesley L. Partch
8077	Paul David Psenka	8110	Mercedes Laudano
8078	Preston William Dean	8111	Allan L. Renzi
8079	David Frith	8112	Monica Sanga
8080	Stephen M Wise	8113	Eugenio E. Hernandez
8081	Julie Walleisa	8114	John George Cataldo
8082	Jonathan L Peiffer	8115	Clifford Korman
8083	Melisa Christine Pence	8116	Keith D. Schutz
8084	Taylor Sonoskey	8117	Gary A. Lamb
8085	David E Gross	8118	Paul Richard Garafola
8086	Matt J Dubbe	8119	Robert L. Pian
8087	R. McShane Murnane	8120	Donald Lee Holtz
8088	Jeff C Middlebrook	8121	Matthew E. Wisz
8089	Philip L Kean	8122	Whitney Churchill
8090	Mike J McGinnis	8123	Kirk William James Miller
8091	John S Vaci	8124	Scott W. Dinslage
8092	Michael Joseph Wanja	8125	John H. McCullough
8093	Paul C Nielsen	8126	Matther John DeBoer
8094	John A DeForest	8127	Brian G. Muehlbauer
8095	John Zychowicz, Jr.	8128	Stephen Zellner
8096	Robert E. Miller	8129	Alberto B. Agama
8097	Alfredo Martinez-Suarez	8130	Ronald D. Lloyd
8098	Jason D. Smith	8131	Rodney C. Alonzo
8099	Leonard Fusco	8132	Nicole A. Lynam
8100	Tomi Kent Hikida	8133	Sean Patrick Freitas
8101	Rafael F. Velazquez	8134	David Gene Mason
8102	Steven A. McCaslin	8135	Corey J. Wissenback
8103	Bryce E. Sigourney	8136	Paul G. Knitter
8104	James C. Rogers, III	8137	Jesse T. Vigil

### Residential Designers: Registration by Reciprocity

378-RD	Ross E Long III
379-RD	Robert Douglas Mansfield
380-RD	Danielle Wyss

**Motion:** Waugh moved to approve the consent agenda items 2A through 2E-9, 2F-2 and 2F-3. Motion seconded by Garlock.

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

**AGENDA ITEM 2E-10 Firm Name Approval Request – Studio MH**

**Motion:** Klai moved to approve firm name approval request for “Studio MH.” Motion seconded by Waugh.

Klai asked for clarification of what the acronym, MH, stood for in the firm name. Aguada replied that the acronym stood for the last names of the founders, Larry Mitchell and Mark Hugeback.

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

**AGENDA ITEM 2F-1 Firm Registration Approval Request – BMCD Architecture, P.C.**

**Motion:** Waugh moved to approve firm name approval request for “BMCD Architecture, P.C.” Motion seconded by Garlock.

Mickey requested clarification of the firm’s filing with the Nevada Secretary of State as their business license states “Burns & McDonnell Architecture, P.C.” and not “BMCD Architecture, P.C.” Harrison stated that “Burns & McDonnell Architecture, P.C.” is the name of the corporation, but it cannot be used because it does not comply with our statutes. Aguada referred to page 114 of the board meeting eBook and informed the board that the firm has filed a DBA for the fictitious firm name of “BMCD Architecture, P.C.”

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

**AGENDA ITEM 2F-4 Firm Registration Approval Request – Paradigm Design, P.S.**

**Motion:** Garlock moved to approve firm name approval request for “Paradigm Design, P.S.” Motion seconded by Waugh.

Garlock pointed out that the percentages in ownership did not total 100%. He directed staff to contact the firm and obtain verification of percentages in ownership to meet the requirements.

This item was tabled for further clarification until additional information was collected.

**AGENDA ITEM 4 Review and possible approval of the firm name JMA Architects, LLC**

The firm application and supporting documents of JMA Architects, LLC were presented in the board meeting eBook.

**Motion:** Waugh moved to approve the firm name approval request for JMA Architects, LLC. Motioned seconded by Erny.

Harrison stated that at the last board meeting, the Board directed JMA’s legal counsel to contact the Board’s legal counsel to provide clarification. Ling said that the transition and structure of the firm is confusing and unusual but there is nothing irregular about it. He said that the practice has been sold about five times and that there is nothing in our rules that states that firms cannot transfer ownerships and goodwill of their practice. Ling also said that the firm has been practicing in this state since 1969

and the person who is presently requesting the firm approval and claiming to hold full ownership, has provided supporting documentation. He stated that there are no grounds to deny the firm.

Garlock asked if Tuomy owns 100% of the firm, why was he not able to identify who pays the liability insurance. He voiced his concern that this firm may be a shell for a larger company and that Tuomy may not actually have full ownership. Ling said that he understands Garlock's suspicion but from a legal perspective, he was not able to find any legal bases in which to deny the firm.

Erny requested clarification and asked who in the firm would be held responsible if a complaint was filed against the firm. Garlock replied that Tuomy is held responsible. Erny requested that if the Board is to approve the firm, staff must provide a letter to Tuomy that will recap what is being approved and that he will be held responsible for all aspects of the firm. Ling stated that staff already sends a letter to the firm upon approval but will incorporate additional detailed verbiage.

**Vote:** Garlock and Mickey opposed; all others in favor. Motion passes.

**AGENDA ITEM 6**                      **Consideration and potential action to request an Attorney General's Opinion for NAC 623.740 regarding the use of corporate or fictitious names in Nevada**

Harrison stated that when the Secretary of State receives an application for a firm incorporating in Nevada that uses the terms "architecture" or "architectural," they flag the application and send it to the board. Historically, the board said those terms cannot be used unless the firm name has been approved by the board. Harrison said that the board is seeing an increase in applications from firms that wish to use those terms but are not practicing architecture or providing any architectural services.

Harrison told the board that the statute protects the title "architect," but not the terms "architectural" or "architecture." She recommended that if the board wishes to protect those terms it should amend the statute (NRS 623.470), amend the regulations, or seek an Attorney General Opinion.

Board members discussed the item in detail. Board members agreed that if a firm is not providing protected services the board is not concerned with use of the terms "architectural" or "architecture" in a firm name. The board agreed that when staff becomes aware of a firm using such a term it should request clarification from the firm detailing the services provided. If protected services are not being provided, board staff may then send a letter stating that the board does not object to the firm name. It should be clear that the board is not approving the firm name; it is only stating the firm name is not prohibited by our law. If staff finds a firm name that is ambiguous or could possibly be confusing, that firm name should be brought before the board.

Ling suggested this item be put on a list of possible statute changes for the 2021 legislative session.

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

Ciesynski welcomed the new registrants, their family and friends and thanked them for sharing this special moment. She told the audience that there are two groups that will be sworn-in and briefly informed them of how the ceremony will proceed.

Klai swore in the following individuals as architects:

1. Wellbe J. Bartsma.....8138
2. Sean Clark Harry.....8139
3. Matthew Clay Ivie.....8140
4. Justin M. Warner.....8141
5. Kristine Wentworth.....8148

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

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

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

Klai swore in the following individual as a registered interior designer:

1. Lisa Chapman .....253-ID

**Motion:** Waugh moved to approve the registration of the above referenced individual as a registered interior designer. Motion seconded by Snyder.

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

Randy Lavigne, AIA Las Vegas Executive Director, congratulated the new registrants on behalf of AIA Las Vegas and welcomed them to the profession. She presented information regarding membership with AIA and encouraged the new registrants to join.

Erny shared that Lavigne and the AIA Las Vegas Chapter recently hosted the AIA National Conference in Las Vegas. He praised to Lavigne and congratulated their team for having a successful conference and showcasing Las Vegas.

Klai shared that today is a proud day for him and an honor to conduct the swearing-in for the new registrants because two of the new registrants who were registered today, are from his firm, Klai Juba Wald. He also said that the two registrants, Warner and Wentworth, both volunteered for the tours offered at this past AIA Conference.

Ciesynski addressed the new registrants and said that they are being recognized for their great achievement and that this license comes with great responsibility. She said that Nevada is unique, especially with the swearing-in process for new registrants, and that Nevada laws are different from other jurisdictions. Ciesynski encouraged them to contact the Board if they have any questions in regards to their practice and the Nevada laws.

Harrison informed the new registrants to contact board staff if they plan to register their firm because the process could be confusing. She also said that they are exempt from the Continuing Education Unit (CEU) requirements for this year and next year. She stated that the board partners with AIA and offers CEU seminars twice a year that will provide all the CEUs that meet the annual renewal requirements.

Klai mentioned that Hatfield is looking for volunteers for public outreach and encouraged the new registrants to make connections and get involved. He also encouraged them to network and volunteer with NCARB and CIDQ.

Erny encouraged the new registrants to obtain and maintain their CIDQ Certification or NCARB Certificates because those certifications are like professional passports that will allow them to continue their professional path to new opportunities around the world.

The board asked the registrants for feedback in regards to their path and experiences to achieve licensure. Harry said that he took a long journey to complete his path to licensure due to life challenges. He said that his strong family support helped him achieve his lifelong dream of becoming an architect. He also said that this is a big milestone in his career and gave thanks to the board for the ceremony and the opportunity. Ivie said that being registered in Nevada is special to him because this is his hometown.

### **AGENDA ITEM 7**

**Consideration and potential action regarding pay recommendations for board approval: Bach, Aguada, Hatfield, Quenga, Escalera and Harrison. [Note: The Board may go into closed session pursuant to NRS 241.030 to move to a closed session because the discussion may involve a staff member's character, alleged misconduct, professional competence, or similar items.]**

The board's staff voluntarily chose to leave the boardroom while the board discussed their performance and the recommendations by the Executive Director in open session.

**Motion:** Waugh moved to approve the Executive Director's pay recommendations except that he moved that Escalera's pay be increase to \$15 an hour. Motion seconded by Erny

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

The Board discussed Harrison's performance in open session.

**Motion:** Waugh moved to approve the recommended adjustments of Harrison's salary. Motion seconded by Garlock.

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

Erny commended Harrison and staff for a job well done and for running an efficient operation. Waugh gave appreciation to Harrison for her leadership and for fostering new innovations.

### **AGENDA ITEM 8**

**Discussion and possible action regarding bills tracked during the 2019 Legislative Session that may affect the Board**

A 2019 Legislative Session Report packet prepared by Jim Wadhams was provided to the Board.

Harrison informed the Board that the Senate Concurrent Resolution No. 6 Bill (SCR6) may affect the how the board will operate as it directs the Sunset Subcommittee to conduct a study concerning licensing boards.

Mickey asked if the bill regarding charging credit card fees passed. Harrison confirmed that the bill has passed but the board will not be able to implement the change until next year as the bill will not go into effect until January 2020. She said that this must be a future agenda item to determine how boards will begin charging the processing fee. Hatfield stated that the total convenience fees charged by the board in a fiscal year cannot exceed the total amount of fees charged to the board by the issuer

or operator in that fiscal year. Bach said that the merchant processor industry is very competitive and asked if the board must use a specific merchant. Harrison replied that the board must utilize what is recommended and follow the State guidelines. Ciesynski stated that language regarding the credit card merchant processors must be included in the Board's financial policy.

Ling reported that the public records law has become stricter and will expose more information but will not affect the operation of the board. He also said that there has been a change in the open meeting law that could potentially affect the board because this law will require the board to offer public attendance at the board meetings telephonically or by video conference. Ling reminded the board that SCR6 will affect all professional and occupational licensing boards. He stated that the language in the bill does not seem positive and advised the board to be fully engaged with the lobbyist and the Sunset Subcommittee. He said that the board must boast our successes and productivity to show that this board is not troublesome to the State.

**AGENDA ITEM 14**                      **Public Member Report**

Waugh reported that he has been appointed to another NCARB Examination Committee and have been in brief conversations with Darryl Hamm, NCARB Public Director, in hopes of being his successor next year.

**AGENDA ITEM 13A**                      **Registered Interior Design Report: FYI: Q Connection 2<sup>nd</sup> Quarter 2019**

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

**AGENDA ITEM 13B**                      **Registered Interior Design Report: FYI: 2020 CIDQ Board of Directors Application**

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

Fleming reported there is an upcoming election for CIDQ Board of Directors and that she might apply for an open position.

**AGENDA ITEM 5**                      **Review and possible approval of the firm name Evergreen Architectural Arts**

Background regarding the request to approve the firm name "Evergreen Architectural Arts" was provided in the board meeting eBook. Dezi Hendra, Accounts Payable Administrator of Evergreen Architectural Arts, joined the meeting telephonically to represent the firm.

**Motion:** Waugh moved to allow the firm to use the term "architectural" in their proposed firm name of "Evergreen Architectural Arts" for the purpose of filing with the Nevada Secretary of State. Motion seconded by Snyder.

Erny asked Hendra if she is the person responsible for the request that is being made. She responded, yes.

Mickey referred to page 201 of the board eBook and said that the disclaimer merely says that "Evergreen Architectural Arts, Inc." is not a licensed design professional firm. He said his concern is that the disclaimer did not state that the firm is not providing architectural services and the terms and conditions lacked clarification.

Erny said that he understands that their firm provides historical restoration conservation services but the services may cross into the scope of work of an architect. He also said that the rating assembly and services must be satisfactorily maintained as it may cross into a regulated environment. Erny said that the firm must be aware of what they can and cannot do in the state of Nevada to ensure that the firm is in compliance with state laws.

Hendra stated that their firm does not provide any building services and only restores finishes. She said that the firm works on murals and artistic items of an existing building. Erny stated that one of the services that the firm offers is decorative plastering and asked Hendra if that service involves removing the plaster and replacing it. Hendra responded and said that their work is done on the exterior finishes.

Erny said that he has concerns that the firm might replace certain materials of the exterior finishes, such as deteriorated plaster or sheet rock and that these would be services they are not allowed to provide. Hendra said that the firm would not provide any services that would affect the structure and would typically hire a subcontractor to complete the wall before their firm begins the artistic work.

Garlock referred to the firm's cover letter on page 196 of the board eBook and said that the language seems misleading to the public and said that it is unclear what services are provided by an architectural decorative art studio. Hendra disagreed with Garlock and said that architectural decorative art studio handles murals, plaster work, mosaics and artistic pieces of the building and nothing that affects the structural integrity of the building. Erny said that the board's concern is more than just the structural integrity because there could be issues with smoke generations, flame spreads and fire ratings and also could affect the wall, floor and ceiling assemblies. Hendra stated that any structural aspects are overseen by a contractor.

Hendra said that the requirements for the firm's title block is unclear and asked if they needed to include language that states that they are not a licensed design firm and Mickey replied, yes. Mickey explained that Nevada regulates architecture, residential design and interior design and some of the work that their firm is providing may cross into those professions. He said that if they do cross into the scope of work of a licensed designer, they could act as a consultant but must have a contract with a licensed person as they cannot provide those services independently.

Ling said that the only terms protected by the board are "architect," "registered interior designer," and "residential designer." He stated that it would be difficult to describe the type of work that the firm does without using the term architectural. Ling also said that the reason this firm is being discussed today is because the Nevada Secretary of State has rejected their firm to file for a business license to conduct business as it has a related term to "architect," which is "architectural." He said that for this firm to move forward and register their firm with the Nevada Secretary of State, the board must issue a letter to provide consent to use the term. Ling recommended that the Board allow the use of the firm name and send the firm a letter of caution to outline what they can and cannot do.

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



**AGENDA ITEM 9**

**NSBAIDRD/AIA Continuing Education Report – May 2019 in Reno**

Harrison reported that the Seminar was held on May 9<sup>th</sup> and the location was switched to Reno instead of Las Vegas. She shared that there were 110 attendees, which was a little less than last year. Harrison said that they did not have a sponsor for the Reno Seminar but they will have one for the Las Vegas Seminar in December. She also reported that the attendees gave their feedback for each of the four sessions and shared that Mickey’s presentation had the best feedback.

Garlock asked why there was no sponsor. Hatfield responded that it was difficult to get any sponsors as they were not available due to the AIA Convention in Las Vegas.

**AGENDA ITEM 10A-1**

**Case No. 19-034N In the matter of Vincent Heyworth and EcoArchiTek, Inc.**

The Respondent is alleged to have violated NRS 623.180.1(a), NRS 623.360.1(a) NRS 623.360.1(b) and NRS 623.360.1 (c) by using the protected title of architect for his firm name, holding himself out as being qualified to provide architectural services and engaging in the practice of architecture without having a certificate of registration issued by this Board.

Staff received a complaint from Byron Lee and Adriana Rodriguez regarding the Respondent, Vincent Heyworth alleging that he held himself out as an architect and engaged in the practice of architecture. A case file was opened and copies of the proposal and drawings were requested. The Respondent had a contract with a registrant however the registrant was considered the consultant to the Respondent. Additionally, the Respondent had a contract with the complainants stating the following: “EcoArchiTek represents that it is properly licensed in the jurisdiction where the project is located to provide the services required by this agreement, or shall cause such services to be performed by appropriately licensed design professionals.”

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 \$18,000 of which \$8,000 is ordered in restitution to the complainants and \$4,000 is stayed providing that the Respondent remains in compliance with the terms of the settlement agreement plus Investigative Costs in the amount of \$2,000.

Staff recommended approval of the settlement agreement.

**Motion:** Mickey moved to approve the settlement agreement. Motion seconded by Snyder.

Garlock said that the violation seemed intentionally orchestrated and not accidental but understood that there is a settlement agreement already in place and the board can’t do anything beyond that. Bach said that she did order restitution to the complainants.

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

**AGENDA ITEM 10A-2**

**Case No. 19-035 In the matter of James Veltman and JVA Designs**

*This case has been pulled from the agenda.*

**AGENDA ITEM 10A-3**

**Case No. 19-047R In the matter of Jeffrey Kadlowec and Art-Is-Zen**

The Respondent is alleged to have violated NRS 623.270.1(c), NRS 623.270.1(f) and Rule of Conduct 1.1 by being negligent and not acting with the standard of care normally applied by other architects in the same locality.

Staff received a complaint from Peter Tabet regarding the Respondent, that he was negligent in his duties as an architect when he did not respond to a waiver from the plans examiner. This caused the project to be moved to the following month’s planning committee meeting. The plans were approved at the next meeting and the land use permit was scheduled for the next planning meeting; however, the Respondent missed the planning committee meeting which pushed the project back and caused the complainant to lose his funding. In the Respondent’s response he stated that he had the wrong time down for the meeting.

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 \$5,000 which was stayed providing the Respondent pay \$3,000 in restitution to the complainant 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 Garlock.

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

**AGENDA ITEM 10B**

**Discussion and possible decision regarding closure of enforcement cases:**

Bach recommended the following cases for closure without disciplinary action:

19-037N      19-039N      19-040N      19-042N      19-043N      19-044N

**Motion:** Waugh moved to approve the closure of cases 19-037N, 19-039N, 19-040N, 19-043N and 19-044N without disciplinary action. Motion seconded by Garlock.

**Vote:** Ciesynski recused herself and all others in favor. Motion passes.

**Motion:** Waugh moved to approve the closure of the above case 19-042N without disciplinary action. Motion seconded by Garlock.

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

**AGENDA ITEM 10C**            **Enforcement Report**

Bach reported that she has about 16 cases open and lately, she's received complaints on registrants rather than non-registrants. She also said that there will be a hearing at the August board meeting.

**AGENDA ITEM 2F-4**            **Firm Registration Approval Request – Paradigm Design, P.S.**

Ciesynski said that there was a clerical error and confirmed that Hendershott holds 6% ownership and not 23.5%.

**Motion:** Erny moved to approve firm name approval request for "Paradigm Design." Motion seconded by Morelli.

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

**AGENDA ITEM 11A**            **Architect Report – Review, discussion and potential action related to the WCARB dues Reduction Vote at the Annual Business Meeting in June**

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

Mickey informed the board that WCARB's reserves have been healthy and the Executive Committee has been working through strategies to balance the budget and work on continuing education programs. He said that the Northern Marianas have also joined and there are now 13 member boards in Region 6. Mickey stated that there will be some reductions in spending and increases in fees. He also stated that the reductions will change dues from \$4,000 to \$3,500.

**AGENDA ITEM 11B**            **Architect Report – FYI: NCARB Annual Business Pre-Meeting Briefing**

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

**AGENDA ITEM 11C**            **Architect Report – FYI: NCARB April 2019 BOD Brief**

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

**AGENDA ITEM 11D**            **Architect Report – FYI: NCARB Memo: Utilization of Member Board Disciplinary Action Information**

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

**AGENDA ITEM 11E**            **Architect Report – FYI: Refreshed Strategic Plan – Released 2019**

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

**AGENDA ITEM 11F**                    **Architect Report – FYI: NCARB March and April 2019 Fast Facts**

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

**AGENDA ITEM 11G**                    **Architect Report – FYI: NCARB Update April 2019**

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

**AGENDA ITEM 16**                    **Board Counsel Report**

Ling reported that there is no update on the Rusk case as he is still waiting on the Extraordinary Writ to be reviewed by the Nevada Supreme Court.

**AGENDA ITEM 17**                    **Public Information Report**

Hatfield reported that she sent Career Path Flyers to all the high school counselors in Nevada and got responses from a couple of the schools. She said that she participated in a career fair at the Fernley High School. She also spoke to Kris Irwin’s students in the UNLV Interiors Constructions Documents Specifications Class that consist of interior design students who are further along in their education. She encouraged the students to start logging their experience hours. Hatfield also partnered with NCARB and spoke to the UNLV AIAS and informed the students of the AIA APYAF.

Hatfield shared that she added a new section on the NSBAIDRD website called “Careers as a Design Professional.” She stated that this section targets students who are interested in becoming a design professional and provides information of what career path they will need to take to become licensed. She said that in this section, she also included quick links to NCARB, CIDQ, NAAB, CIDA and other resources to gain more information.

For professional outreach, Hatfield said that she reached out to many firms to promote registration and so far, Klai Juba Wald is the only firm that has invited her. She said that she was able to make one-on-one connections with people who are going through their career paths and provided them guidance on what steps to take next. She said that this experience was valuable and hopes more firms will invite her to speak.

Hatfield shared that NSBAIDRD had a booth with NCARB at the AIA Convention and gave out brochures. The brochure included information about the Board, obtaining licensure, reciprocity and temporary certificates. She said that it was great to take part in the convention to be able to network and answer any questions that the attendees had on Nevada requirements.

Hatfield informed that Building Safety Month was in May and she reached out to the building departments to gain opportunities to partner up with them. She said that she created another brochure for the building departments to handout to homeowners that provides information about our board and promotes hiring a Nevada registrant.

Hatfield referred to page 467 of the board eBook and shared a video of a Reno Ace High School student who designed her dream home. She said that this video was shared on the Board’s social media as well.

Lastly, Hatfield reported that the last issue of the Focus Newsletter headlined an article "Enforcement Myths Busted."

### **AGENDA ITEM 15                      Executive Director Report**

Harrison said that the next board meeting is scheduled for August 21, 2019 in Reno and confirmed that the location will be held at the Hyatt Place. She also said that the last meeting of this year is scheduled for October 23, 2019.

Harrison said that now that the legislative session has ended, the board needs to start planning on updating the Blue Book. She said that she will reach out to the NCIRC Committee to research, strategize and schedule conference calls.

Harrison also informed that City of Las Vegas is preparing to transition to E-Plan submittals. She said that on June 18, the City of Las Vegas will go live with E-Plan submittals and on August 5, they will only accept E-Plans. She also said that if plans are submitted on paper after August 5, the persons submitting the plans will have to pay an additional fee.

Harrison reported that the CEU Audit for 2018 is completed and only 2 registrants were not in compliance and fined. She said that she audits about 90-100 registrants annually and moving forward, she will report the CEU Audit report to the EBAC annually.

### **AGENDA ITEM 18                      Items for future agenda**

- Executive Director Evaluation Policy
- Charging of Credit Card Processing Fees & Revision to Financial Policy
- Blue Book / NCIRC Committee update

### **AGENDA ITEM 12A                      Residential Design Report – Update regarding the Residential Design Exam by the Residential Design Committee**

Morelli reported that the Residential Design Exam Committee consists of himself, Mickey, Erny, Snyder and Larry Tindall. He said that the Committee has met three times and discussed what Residential Designers do and what they are tested on and created a survey. The sample survey was handed out to the board for reference.

Morelli stated that the survey would be sent to contractors, residential designers, engineers and HOAs. He said that they are interested in knowing what the residential designers do for work and gain information to better suit the exams. Ciesynski stated that she reviewed the survey and voiced her concerns for the choice of terms used in the questions and said that the term "feel" was not appropriate. She said the questions consistently ask how one would "feel" and the verbiage should be changed.

Garlock argued that the survey would cause conflict and insinuate that the board is not knowledgeable of what residential designers do. He said that the current residential design exam and procedures are very strong and that the only changes that need to be updated from time to time are the code related questions. Garlock said that there is no necessity for this survey.

Erny said that the survey will allow them to have a broader view of what the public knows about residential design and take that information to help form the exams. He said that the survey could also offer some substance for regulating residential design, especially after being reviewed by the Sunset Subcommittee. Erny said that the exam consists of one graphic portion and three written portions and wants to ensure that the board is processing everything the best way and that the exam is relevant.

Mickey informed that the exam covers building systems and life safety, materials and methods of construction, and structural technology but there some questions in the exam that may be rudimentary. He stated that they may need to add questions in the exam regarding practice management and the NRS that would make the exam more relevant and add questions that would be beneficial to the building department.

Ciesynski said that she understands that the committee would like to do a practice analysis but said that they need assistance in created the survey. She said that the practice analysis survey needs to be elevated as the format and questions are not proficient.

**AGENDA ITEM 19**            **Public Comment**

There was no public present.

Chairman Ciesynski adjourned the meeting at 2:32 p.m.

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Monica Harrison, Executive Director

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James Mickey, Secretary/Treasurer