

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

October 26, 2016

The Gina Spaulding Boardroom

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

Wednesday, October 26, 2016

Chairman George Garlock called the meeting to order at 9:16 a.m.

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

Also in attendance: Monica Harrison, Executive Director; Louis Ling, Legal Counsel; Laura Bach, Chief Investigator; Ana Goins, Executive Assistant; Ginger Hahn, Public Information Coordinator.

AGENDA ITEM 1 Public Comment

Ling announced that there was new language on NSBAIDRD's agenda under the Public Comment items. He said the Nevada Attorney General wants to make sure that all boards are aware of and understand the new language. Public comment is allowed on almost any topic and will be discussed. The exception is that public comment will not be received on a matter that a board will be making a ruling on (such as disciplinary action) before such a ruling occurs.

The language reads as follows:

Public Comment

(The Board will receive public comment on any issue and will have a discussion on those items; however, no action will be taken during the public comment agenda item. Note: Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.)

Mr. Jeff Prestinario introduced himself stating that he was present to discuss a matter. He said that after hearing Ling's statement about the exception to public comment, he was not able to present what he had planned to because it involves a case on the agenda.

Garlock told Prestinario that he could wait until there was a ruling on the case he was concerned with and speak to the board during the second public comment item. Prestinario thanked Garlock.

There was no further public comment.

AGENDA ITEM 2 Approval of Consent Agenda

Garlock announced that Item 12A was pulled from the agenda.

Ciesynski recused herself from item 2F-3.

Consent agenda included the following:

- A. Approval of Agenda
- B. Approval of Minutes: August 17, 2016 & September 6, 2016
- 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. September 2016 QR Statement
- D. Ratification of Reciprocal Licenses (see attached list)
- E. Firm Name Approval Requests
 - 1. Graphite Architecture P.C., Inc
 - 2. KEPHART
 - 3. Travois Architecture, PC
 - 4. Avaruus Architecture, Inc.
- F. Firm Registration Approval Requests
 - 1. JoGreen
 - 2. RIM Architects, LLC
 - 3. Pacific West Design-Build Services, LLC

Architects: Registration by Reciprocity

7513	David S. Miller	7530	Robert W. Riddell
7514	Ann H. Adams	7531	Alan R. Tucker
7515	Jessica R. Heggie	7532	Robert L. Cooley
7516	Eric H. Olsen	7533	Charles L. Newman
7517	Thomas P. Cox	7534	John M. Lignons
7518	Aram C. Chahbazian	7535	Bogue L. Ebbrecht
7519	Gregory S. Papay	7536	Garett P. Chadwick
7520	Peter A. Benoit	7537	Scott R. Herlitzka
7521	Steven D. Geoffrion	7538	Rusty A. Ridge
7522	Raymond S. Clark	7539	Lee R. Hagen
7523	Jeffrey G. Anderson	7540	Robert J. Harris
7524	Michael M. Vernich	7545	Lewis F. Zaumeyer
7525	Jaimie L. Knollmillerd	7546	Mark E. Bixler
7526	Craig A. Curtis	7547	Thomas B. Brady
7527	Monica L. Fenderson	7548	John E. Taft
7528	Ralph DeLuca Jr.	7549	Thomas C. Stewart
7529	Trevor T. Holcomb		

Motion: Tindall moved to approve the consent agenda. Motion seconded by Snyder.

Vote: All in favor. Motion passes.

**Agenda Item 5 Review and Approval of the 5-Year Budget Projection
for FY 2017 - 2021**

Harrison presented the budget projection for FY 2017 - 2021.

Motion: Waugh moved to approve the 5-year budget projection. Motion seconded by Snyder.
Vote: All in favor. Motion passes.

Agenda Item 9 **Discussion and Possible Decision Regarding Application of Eric Styer for Architectural Reciprocal Registration Pursuant to NRS 623.210**

Motion: Snyder moved to approve the application of Eric Styer for architectural reciprocal registration. Motion seconded by Ciesynski.
Vote: All in favor. Motion passes.

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

Mickey swore in the following individuals as architects:

1. Todd M. Brautigam.....7541
2. Dennis S. Panars.....7542
3. Benjamin H. Preston.....7543
4. Erik B. Swendseid.....7544

Motion: Snyder moved to approve the registration of the above referenced individuals as architects. Motion seconded by Mickey.
Vote: All in favor. Motion passes.

Agenda Item 3B **Deliberations/Action on Applications for Registration: Residential Designer**

Tindall swore in the following individuals as residential designers:

1. Jonathan D. Jones.....347-ID
2. Rodger E. Scott.....348-ID
3. Joshua D. Vaile.....349-RD

Motion: Tindall moved to approve the registration of the above referenced individuals as residential designers. Motion seconded by Waugh.
Vote: All in favor. Motion passes.

Garlock introduced Eric Roberts of AIA Nevada to the new registrants. Roberts recognized the new registrants for their milestone accomplishments of becoming registered in the state of Nevada and presented them each with a Certificate of Recognition on behalf of the AIA.

Garlock congratulated the new registrants and told them that the swearing-in ceremony is a very special occasion to the board and its staff. He encouraged them to reach out to the board staff with any questions or concerns they may have in the future. He said that their choice to

make Nevada their base state was a wise one because the reciprocity process will be much easier for them in several jurisdictions due to Nevada's licensing requirements.

Harrison congratulated the registrants on behalf of the board and staff.

She made them aware of the importance of calling the board office before turning in an application for firm name approval in order to avoid wasting time applying for a name that will not be approved. Harrison said registrants should call the NSBAIDRD office before applying for a business license with Nevada Secretary of State.

She also stressed the importance of researching laws and rules in other jurisdictions prior to beginning the pursuit of any projects in those jurisdictions and told them that becoming NCARB certified will facilitate licensure by reciprocity in other jurisdictions.

Erny asked for feedback on NCARB's customer service and the testing process. There were no issues reported. He reiterated what Harrison said about the importance of becoming NCARB certified.

Agenda Item 4 **Presentation of Audit Results for Fiscal Year End 2016 – Christy Andersen, CP of Bradshaw, Smith & Co., LLP**

Christy Andersen, accountant for Bradshaw, Smith & Co., LLP, presented the fiscal year end 2016 audit results to the board. She said that the draft of the audit results would need to be amended before finalization due to a typo on page 24.

Motion: Erny moved to accept the audit results for Fiscal Year End 2016 as amended. Motion seconded by Waugh.

Vote: All in favor. Motion passes.

Agenda Item 6 **Discussion and Possible Decision Regarding Amending NAC 623.644, 623.646, and 623.900**

Harrison told the board that the language of NAC 623.644 and NAC 623.646 needs to be updated to reflect NSBAIDRD's Continuing Education Audit Policy, and NAC 623.900 needs to be updated to reflect NSBAIDRD's new website and full agency name.

The proposed changes read as follows:

*Proposed changes to NAC 623 are listed below. New language is **bolded, blue, and underlined**. Language to be deleted is ~~stricken~~. **Comments are highlighted and listed below the applicable regulation.***

NAC 623.644 Submission of proof to Board; violation. (NRS 623.140, 623.250, 623.255)

*1. Each registrant shall, **by a certain date specified upon notice of audit** ~~on or before December 31 of each calendar year~~, submit to the Board proof of the continuing education units claimed for that calendar year, ~~together with the application for the renewal of registration.~~*

*2. **If the Board's staff determines that a registrant has violated any of the provisions of NAC 623.630***

- NAC 623.646, the Board's staff may, in lieu of filing a Notice of Charges, offer a summary resolution of the matter to the registrant a registrant violates the provisions of subsection 1, the application for renewal must include the appropriate fee set forth in NAC 623.290 for the late renewal of a certificate of registration.

Registrants are no longer required to submit proof of continuing education units claimed with applications for renewal. Policy currently states that each renewal cycle, a percentage of registrants will be randomly chosen for audit of continuing education units claimed. Proof of continuing education units claimed are only required to be submitted upon notification of audit.

NAC 623.646 Noncompliance with requirements. (NRS 623.140, 623.255) Failure of a registrant to meet continuing education requirements upon audit will require the registrant to complete the requisite continuing education hours, be audited the following registration renewal period, and pay a fine or satisfy the annual requirement for reporting continuing education units to the Board is grounds for the nonrenewal of his or her certificate of registration. Registrants that are not in compliance with continuing education requirements for more than one renewal period shall be subject to additional consequences.

Current policy states that continuing education audits are conducted after the renewal cycle is complete. A registrant that has been randomly selected for audit will have already had his or her certificate of registration renewed, making the stricken language irrelevant. Additional language reflects current policy.

NAC 623.900 Adoption by reference of Rules of Conduct. (NRS 623.140, 623.145)

1. The most recently published edition of or update to the Rules of Conduct, or portion thereof as determined pursuant to subsection 2, published by the National Council of Architectural Registration Boards, is hereby adopted by reference as:

- (a) The code of ethics for architects; and
- (b) The code of ethics for residential designers with the following changes
 - (1) The word "architect" is amended to read "residential designer";
 - (2) The word "architects" is amended to read "residential designers"; and
 - (3) The word "architectural" is amended to read "residential design.

2. The Executive Director will, on or before August 1 of each year, review the most recently published edition of or update to the Rules of Conduct. Each new edition of or update to the Rules of Conduct shall be deemed approved by the Executive Director for use in this State on August 1 of each year, unless a notice of disapproval of the edition or update, or portion thereof, is posted pursuant to this subsection by the immediately preceding October 1. If the Executive Director wishes to disapprove a new edition of or update to the Rules of Conduct, or portion thereof, he or she will:

- (a) Post a notice of disapproval at the largest public library in each county, the State Library and Archives, the Grant Sawyer Office Building located at 555 East Washington Avenue, Las Vegas, Nevada, and all offices of the Board; and
- (b) Send a notice to each person included on the mailing list that the Board is required to maintain pursuant to paragraph (e) of subsection 1 of NRS 233B.0603.

➔ If the Executive Director disapproves an edition of or update to the *Rules of Conduct*, or portion thereof, the edition or update, or applicable portion thereof, that was most recently adopted by reference or deemed approved pursuant to this section will continue in effect.

3. The rules may be obtained, free of charge, from the Board's website at <http://nsbaidrd.state.nv.us> or by contacting the:

Nevada State Board of Architecture, Interior Design and Residential Design
2080 East Flamingo Road, Suite 120
Las Vegas, Nevada 89119
(702) 486-7300

To reflect new website address and full name of agency.

Motion: Waugh moved to approve the proposed changes to the language of NAC 623.644, NAC 623.646, and NAC 623.900 and have Harrison submit them to the Nevada Legislative Counsel Bureau at the appropriate time. Motion seconded by Tindall.

Vote: All in favor. Motion passes.

Agenda Item 7

Discussion and Possible Decision Regarding Whether or Not Specialty Designers Need to be Registered in Nevada (such as food & beverage, dental office, & medical office)

Mickey said that Nevada building departments have been requiring that food service drawings, among other drawings submitted by specialty designers, be stamped by the architect on the project. These specialty designers are not regulated. The building departments point at regulations that state that all drawing must be stamped. Mickey explained that the problem is that the architect should not stamp drawings that he/she did not prepare and the specialty designers cannot stamp them because they are not regulated and do not have stamps. He said the building departments have been accepting such drawings with the architect's stamp and a note stating that the drawing is for reference use only.

The board discussed the matter at length. It was suggested that the building departments may not realize that NSBAIDRD registrants are not allowed to stamp plans that they did not prepare. It was agreed that there is an inconsistency of the stamping requirement among Nevada building departments and that the matter needs to be clarified.

Ling suggested that a letter be written and sent to each Nevada building department asking for a response to the following: 1) Are you requiring all drawings to be stamped?; 2) If not, what do you require to be stamped?; and 3) Under what legal authority are you requiring such stamping?

Ling said the responses should be used to prepare something for NSBAIDRD registrants to refer to so that they know what is expected of them in each Nevada jurisdiction.

Motion: Waugh moved to direct staff to reach out to the building departments as recommended by Ling and after responses have been received, prepare draft language clarifying this matter for the next edition of *The Blue Book* (a reference guide for the Nevada design and construction industry). Motion seconded by Mickey.

Vote: All in favor. Motion passes.

Agenda Item 8

Discussion and Possible Decision Regarding Whether or Not Roofing Consultants Need to be Registered in Nevada

The board discussed whether or not roofing consultants should be registered in Nevada.

It was said that it is up to the building departments as to if a building permit is required or not. A registrant, not a consultant, is mandatory if a building permit is required.

Motion: Waugh moved to direct staff to address this issue with those in the letter to Nevada building departments mentioned in Agenda Item 8. Motion seconded by Tindall.

Vote: All in favor. Motion passes.

AGENDA ITEM 10B

Discussion and Possible Decision Regarding Closure of Enforcement Cases

Case 15-030R was pulled from Agenda Item 10B for review at a future board meeting.

Bach recommended the following case for closure without disciplinary action:

16-029N 17-001R 17-002R 17-013N 17-014N 17-019N

Motion: Tindall moved to close the above-referenced case. Motion seconded by Snyder.

Vote: Garlock recused himself. All others in favor. Motion passes.

AGENDA ITEM 10A-1

Case No. 17-006N - In the Matter of Shawn Garrity and Circle TPR West, LLC

The respondents are alleged to have violated NRS 623.360.1 (c) by engaging in the practice of architecture and registered interior design for two Nevada projects without having certificates of registration with this board.

Staff received an anonymous complaint stating that Circle TPR West, LLC had prepared drawings for two commercial projects in Nevada. The complaint included the drawings for two restaurant tenant improvements that were on Circle TPR West LLC's title block. The projects both had general contractors on the job and one of them had a Nevada registrant, however, the drawings were prepared prior to that. A review of the Circle TPR West, LLC website revealed that they have a local Las Vegas office and the respondent was the principal. The respondents were educated about doing architectural and registered interior design work prior to contracting with a Nevada registrant. The respondents also revised their standard contract to be in compliance with Nevada law.

The respondents were sent a Notice of Charges concerning this project. The respondents' case was discussed with Executive Director Harrison and Board Counsel Ling and the decision was made to offer the respondent an opportunity to settle this issue 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 \$10,000 plus Investigative costs in the amount of \$1,500.

Staff recommended approval of the settlement agreement.

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

Vote: All in favor. Motion passes.

AGENDA ITEM 10A-2

Case No. 17-012N - In the Matter of Nathan Schweigart and NDL Group, Inc.

The respondents are alleged to have violated NRS 623.035, NRS 623.360.1 (a) and (b) by working outside of the contractor's exemption and offering to provide architectural services without having certificates of registration with this board.

Staff received a complaint from Rick Richard that the respondents were trying to bill him for services they did not provide. A review of the contract revealed that the respondents were offering to release architectural drawings prepared by their firm without providing the construction services.

The respondent was sent a Notice of Charges concerning this project. The respondents' case was discussed with Executive Director Harrison and the decision was made to offer the respondents an opportunity to settle this matter informally rather than face a disciplinary hearing before the board. A settlement agreement was negotiated. The settlement agreement incorporates a Non-Admission of Guilt Clause and requires the respondents to either pay an Administrative Penalty of \$7,500 plus Investigative Costs in the amount of \$1,500 or accept payment of \$2,500 from the complainant as payment in full and the Administrative Penalty will be stayed. The respondents chose to accept the client's payment of \$2,500 and pay the Investigative Costs 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 10A-3

Case No. 17-017N - In the Matter of Christopher Pak and Archeon Group Inc.

The respondents are alleged to have violated NRS 623.360.1 (c) by engaging in the practice of architecture without having certificates of registration with this board.

Staff received an anonymous complaint regarding an unlicensed architectural firm, Archeon Group, providing entitlement work and calling around to try to find engineers or contractors to "help them out" with a project. A notice of investigation was sent out and shortly after, a reciprocity application was received from someone who works at the firm. The response to the notice of investigation included 3 site plans for 3 separate projects. According to the response this was all the work that had been performed to date. Staff contacted the Clark County Planning Department and found out that representatives from Archeon Group had met with planning and submitted elevations, floor plans, site plans, and landscaping plans for all 3 projects.

The respondents were sent a Notice of Charges concerning these projects. The respondents' case was discussed with Executive Director Harrison and the decision was made to offer the respondents 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 \$20,000 plus Investigative Costs in the amount of \$1,300.

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 10A-4

Case No. 17-018N - In the Matter of Terry Novak and Novak Architecture

The respondents are alleged to have violated NRS 623.360.1 (c) by engaging in the practice of architecture prior to having certificates of registration with this board.

During a reciprocity interview staff asked the respondents if they had issued a proposal or prepared any drawings for his Nevada project. The respondents had prepared two preliminary site plans which he emailed to staff. Staff had Board Chairman George Garlock review the two drawings to determine if they constituted the practice of architecture and it was his opinion that they did.

The respondents were sent a Notice of Charges concerning this project. The respondents' case was discussed with Executive Director Harrison and the decision was made to offer the respondents 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, an Effect on Licensure Clause and an Administrative Penalty of \$1,000 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 Snyder.

Vote: Garlock recused himself. All others in favor. Motion passes.

AGENDA ITEM 10A-5

Case No. 17-020N - In the Matter of Kevin Blalock and Blalock and Partners

The respondents are alleged to have violated NRS 623.360.1 (b) by putting out a device (a proposal) indicating they were qualified to engage in the practice of architecture prior to having certificates of registration with this board.

During a reciprocity interview staff asked the respondents if they had issued a proposal or prepared any drawings for their Nevada project. The respondents stated that they had prepared a site survey and a proposal. Further investigation revealed that the respondents did not prepare the study but had only supplied the footprint of the building for the survey. The footprint was a prototype that had been used for the same client on previous occasions.

The respondents were sent a Notice of Investigation/Charges concerning this project. The respondents' 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, a No Contest Clause and an Administrative Penalty of \$1,000 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 Snyder.

Vote: All in favor. Motion passes.

AGENDA ITEM 10A-6

Case No. 17-021N - In the Matter of Christopher Duckett and The Austin Company

The respondents are alleged to have violated NRS 623.360.1 (c) by engaging in the practice of architecture prior to having certificates of registration with this board.

During a reciprocity interview staff asked the respondents if they had issued a proposal or prepared any drawings for his Nevada project. The respondents stated that they had prepared architectural drawings that were incidental to the mechanical engineer's drawings and that the firm had issued a proposal. Copies of the drawings and proposal were obtained and it was discovered that the proposal had been issued and signed by a Nevada registered engineer. Staff asked the respondents if they were the ones to prepare the architectural drawings and they indicated that they were.

The respondents were sent a Notice of Investigation/Charges concerning this project. The respondents' case was discussed with Executive Director Harrison and the decision was made to offer the respondents 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, an Effect on Licensure Clause and an Administrative Penalty of \$2,500 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.

Vote: Erny recused himself. All others in favor. Motion passes.

AGENDA ITEM 10C

Enforcement Report

Bach reported that there are currently 4 cases open from 2015, 4 cases open from 2016, and 24 cases open thus far for 2017.

Agenda Item 12B

FYI: NCARB’s BOD Brief September, 2016

Garlock said this information was provided for board members’ information. Erny added background information on the possibility of NCARB repositioning the NCARB Certificate.

He said the certificate currently only indicates qualifications for reciprocal licensure. A proposal was presented to NCARB’s board to consider the feasibility of allowing licensure candidates to delay affiliating with a jurisdiction until after they have completed all phases of the licensure path, while still respecting any additional eligibility requirements imposed by individual jurisdictions. Erny reported that NCARB’s board has not committed to any position on the proposal and has only agreed to hear more about the concept.

Agenda Item 13A

Residential Design Issues - Discussion and Possible Decision Regarding Amending the Residential Design Table of Equivalence Pursuant to NAC 623.505

Harrison and Tindall gave background information on the proposed amendment to NAC 623.505. Currently, an applicant for registration as a residential designer is not allowed to receive credit for training received outside the state of Nevada. The proposed amendment would allow applicants to receive credit for training in other jurisdictions.

The proposed amendment was presented as follows:

NSBAIDRD PROPOSED CHANGES TO NAC 623 FOR JULY 2017 PUBLIC WORKSHOP AND PUBLIC HEARING

1

*Proposed changes to NAC 623 are listed below. New language is **bolded, blue, and underlined**. Language to be deleted is ~~stricken~~. **Comments are highlighted and listed below the applicable regulation.***

NAC 623.505 Requirements and credit for education and training. ([NRS 623.140](#), [623.190](#)) An applicant for registration as a residential designer must have a combination of at least 5 years of education and training with at least 1 year in education, or the equivalent, and at least 1 year in training. An applicant for registration as a residential designer may acquire credit for education and training only pursuant to the following table:

TABLE OF EQUIVALENTS:

	EDUCATION			TRAINING	
	First		Maximum	Credit	Maximum
	2	Succeeding	Years	Allowed (Percent)	Credit
DESCRIPTION OF EXPERIENCE	Years (Percent)	Years (Percent)	Allowed		Allowed

TABLE OF EQUIVALENTS:

DESCRIPTION OF EXPERIENCE	EDUCATION		Maximum Years Allowed	TRAINING	
	First 2 Years	Succeeding Years (Percent)		Credit Allowed (Percent)	Maximum Credit Allowed
1. For a bachelor's degree in architecture or credits from a program accredited by the National Architectural Accrediting Board, Inc., or for a master's degree in architecture from a school of architecture accredited by that Board.	100	100	4 years		
2. For the first professional degree in architecture or credits toward that degree under a program which has not been accredited by the National Architectural Accrediting Board, Inc.	75	100	4 years		
3. For a bachelor's degree or credits toward that degree in architectural engineering or architectural technology or in civil, mechanical or electrical engineering under a program which has been accredited by the Engineers' Council for Professional Development, the Accreditation Board for Engineering and Technology or ABET, Inc., or for a bachelor's degree in interior design or interior architecture under a program accredited by the Council for Interior Design Accreditation.	50	75	3 years		
4. For an associate's or bachelor's degree with an emphasis in residential design as approved by the Board.	100	100	2 years		
5. For any other bachelor's degree.			2 years		
6. For experience as an employee under the direct supervision of a <u>registered</u> residential designer or <u>registered</u> architect who is registered pursuant to this chapter and chapter 623 of NRS.	50		1 year	100	4 years

TABLE OF EQUIVALENTS:

DESCRIPTION OF EXPERIENCE	First 2 Years (Percent)	EDUCATION Succeeding Years (Percent)	Maximum Years Allowed	TRAINING	
				Credit Allowed (Percent)	Maximum Credit Allowed
7. For employment directly related to residential design under the direct supervision of a registered landscape architect who is registered pursuant to chapter 623A of NRS.				50	1 year
8. For employment directly related to residential design under the direct supervision of a licensed professional engineer who is registered pursuant to chapter 625 of NRS.				50	2 years
9. For employment directly related to residential design under the direct supervision of a registered interior designer who is registered pursuant to this chapter and chapter 623 of NRS.				50	1 year
10. For employment directly related to residential design as an employee of a licensed contractor who is licensed pursuant to chapter 624 of NRS.				50	2 years
11. For experience as a licensed general building contractor, with a subclassification AB or B-2, who is licensed pursuant to chapter 624 of NRS. The amount of credit allowed will be determined by the Board, based on the quality of experience obtained for projects that have been designed and constructed.				As determined by the Board	4 years

TABLE OF EQUIVALENTS:

DESCRIPTION OF EXPERIENCE	First	EDUCATION	Maximum	TRAINING	Maximum
	2	Succeeding	Years	Credit	Credit
	Years	Years	Allowed	(Percent)	Allowed

12. For experience in an organization that provides residential drafting services to registered architects or registered residential designers ~~who are registered pursuant to this chapter and chapter 623 of NRS.~~ The work experience must be documented on a form provided by the Board and verified by the registered architect or registered residential designer for whom the drafting services were provided.

50 1 year

13. For experience in an organization that provides drafting services to registered professional engineers ~~who are registered pursuant to chapter 625 of NRS.~~ The work experience must be documented on a form provided by the Board and verified by the registered professional engineer for whom the drafting services were provided.

25 1 year

↳ For the purposes of this section, 1 year of education is equivalent to the completion of at least 32 semester hours or 48 quarter hours and one-half year of education is equivalent to the completion of at least 16 semester hours or 24 quarter hours. The Board will only grant credit for education in increments of 1 year or one-half year of education. The Board will round down to one-half year of education any amount of credit which is equal to or greater than one-half year of education but less than 1 year of education. The Board will not count as credit for the purposes of satisfying the requirements of this section any amount of credit which is less than one-half year of education.

Revised so that an applicant for registration as a residential designer is allowed to receive credit for training received outside the state of Nevada. This revision makes the requirements for obtaining credit for training consistent with that of an applicant for registration as an architect.

The board discussed the proposed amendment at length. It was decided that the language needed to be revised to reflect that all training an applicant gets credit for in another jurisdiction is substantially equivalent the training the applicant would have received in Nevada from a registrant licensed pursuant to NRS Chapters 623, 623A, 624, and/or 625.

Ling said he would amend the language accordingly.

Motion: Erny moved to approve the proposed changes to NAC 623.505 after being amended as discussed and directed Harrison to submit the proposed amendments to the Nevada Legislative Counsel Bureau (LCB) at the appropriate time. Motion seconded by Tindall.

Vote: All in favor. Motion passes.

Agenda Item 14A

Discussion and Possible Decision on the Nominations for the 2017 Council for Interior Design Qualification (CIDQ) Board of Directors

Ciesynski gave background information on the candidates nominated for CIDQ's 2017 Board of Directors.

Motion: Waugh moved to approve the proposed slate of nominees for the 2017 CIDQ Board of Directors. Motion seconded by Tindall.

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

Agenda Item 14B

Discussion and Possible Decision Regarding Proposed Draft Changes to the CIDQ Bylaws

Ciesynski presented CIDQ's proposed draft changes to CIDQ's Bylaws. She said CIDQ would like to receive feedback from the jurisdictions at their annual meeting this November, make amendments as needed after receiving feedback, and then vote on the matter in January or February. The board discussed the information presented.

The board expressed that once the final version of the proposed changes is released, it would like time to read over it before making any final decisions.

Agenda Item 14C

FYI: Q-Connection Newsletter Fall 2016

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

Agenda Item 15

Public Member Report

Waugh said he had nothing to report at the time.

Agenda Item 17

Board Counsel Report

Ling said he had nothing to report at the time.

Agenda Item 18

Public Information Report

Hahn reported that she had recently prepared an updated version of the flyer used in outreach to local magnet/vocational high schools and contacted the magnet/vocational schools in the area requesting to speak to students in design programs or classes.

She said she would be reaching out to faculty at College of Southern Nevada (CSN) about speaking to students in the residential design program at the beginning of next semester, and possibly contacts the Truckee Meadows Community College (TMCC) Architecture Department for speaking opportunities.

Hahn said that she and Harrison have been preparing for the annual NSBAIDRD/AIA NV Continuing Education Seminar in Reno on December 1st.

The board told Hahn to be sure to stress to students the importance of making sure that the programs they are enrolled in are NAAB or CIDA accredited. They also told her to check into various schools to make sure that there programs are properly labeled and not misleading students and prospective students.

Snyder expressed concern about protecting students and prospective students from schools that are falsely advertising on a national level. Erny said that NCARB recently began addressing that situation.

Agenda Item 16

Executive Director Report

Harrison reported that she would be attending NCARB's Member Board Chair Member Board Executive Meeting the following day along with Mickey.

She said approximately 3,100 registration renewal reminders were mailed out at the beginning of October, and thus far 425 registrants had renewed online and 15 by mail.

Harrison asked Garlock and Mickey if they would be able to attend a Continuing Education Committee meeting on December 7 or 8 in order to plan for the 2017 seminar. It was decided that the committee would meet on December 7.

She announced that Tindall's term would expire on October 31st and that John Morelli was appointed by Governor Sandoval to fill the residential designer position on the board. She said Ciesynski and Garlock had been reappointed for a 3 year term.

AGENDA ITEM 19

Election of Officers

Motion: Garlock moved to elect James Mickey as NSBAIDRD Chairman. Motion seconded by Tindall.

Vote: All in favor. Motion passes.

Motion: Erny moved to elect Kimberly Ciesynski as NSBAIDRD Secretary/Treasurer. Motion seconded by Tindall.

Vote: All in favor. Motion passes.

Agenda Item 20

Items for Future Agenda

- further discussion of whether or not specialty designers (such as food & beverage, dental office, & medical office) and/or roofing consultants need to be registered in Nevada

AGENDA ITEM 11

Public Hearing for NSBAIDRD Regulation R111-16

The public hearing began at 2:00 p.m. As of 2:19 p.m., there had been no public in attendance. No written comments had been received by the board office concerning the hearing.

R111-16 reads as follows:

**REVISED PROPOSED REGULATION OF THE STATE BOARD OF ARCHITECTURE,
 INTERIOR DESIGN AND RESIDENTIAL DESIGN
 LCB File No. R111-16**

August 17, 2016

EXPLANATION - Matter in *italics* is new; matter in brackets [omitted material] is material to be omitted.

AUTHORITY: §§1 and 2, NRS 623.140 and 623.192.

A REGULATION relating to interior designers; authorizing the State Board of Architecture, Interior Design and Residential Design to issue a certificate of registration to practice as a registered interior designer to an applicant who submits certain information to the Board; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

Existing law requires the State Board of Architecture, Interior Design and Residential Design to adopt regulations governing the examination of applicants for certificates to practice interior design in this State. (NRS 623.140) Existing law also provides that an applicant for a certificate of registration to practice as a registered interior designer must submit to the Board proof which is satisfactory to the Board that the applicant has successfully completed a program of interior design accredited by the Council for Interior Design Accreditation or any successor in interest to that organization. Alternatively, an applicant for a certificate of registration may submit proof which is satisfactory to the Board that the applicant has successfully completed a substantially equivalent program of interior design approved by the Board. (NRS 623.192) Where an applicant for a certificate of registration to practice as a registered interior designer submits proof that the applicant has successfully completed a program of interior design which is not accredited by the Council for Interior Design Accreditation, existing regulations require the Executive Director of the Board to establish a subcommittee of the Board to review the application. (NAC 623.572). **Section 1** of this regulation exempts an application for a certificate of registration from review by such a subcommittee if the applicant submits to the Board a letter of approval from the National Council for Interior Design Qualification indicating that the applicant has successfully completed an alternative program of interior design developed by the National Council and approved by the Board. **Section 1** also authorizes the Board to issue a certificate of registration to such an applicant.

Existing regulations prohibit the Board from approving a program of interior design which is not accredited by the Council for Interior Design Accreditation unless that program complies with certain requirements. (NAC 623.574) **Section 2** of this regulation exempts from those requirements an alternative program of interior design which is developed by the National Council for Interior Design Qualification and approved by the Board.

Section 1. NAC 623.572 is hereby amended to read as follows:

623.572 I. The provisions of this section **[apply]** :

(a) Apply only to an application submitted pursuant to NRS 623.192 by an applicant who has successfully completed a program of interior design which is not accredited by the Council for Interior Design Accreditation.

(b) Do not apply to all applicant who submits to the Board a letter of approval from the National Council for Interior Design Qualification or its successor organization indicating that the applicant has successfully completed an alternative program of interior design developed by the National Council and approved by the Board. The Board may issue a certificate of registration to practice as a registered interior designer to such an applicant.

2. Upon the receipt of an application and appropriate supporting information ~~from~~ *from an applicant specified in paragraph (a) of subsection 1*, the Executive Director shall:

(a) Establish a subcommittee of the Board to review the application. If possible, at least one of the members of the subcommittee must be a registered interior designer. A subcommittee established pursuant to this paragraph may be composed of architects or registered interior designers who hold a certificate of registration issued pursuant to chapter 623 of NRS.

(b) Provide each member of the subcommittee with a copy of each pending application and any supporting information.

3. The subcommittee shall:

- (a) Meet at least once during each period of 90 days in which any applications are awaiting its review.
- (b) Meet in a closed session to consider the qualifications of an applicant.
- (c) Weigh the application against the requirements of NAC 623.562 to 623.594, inclusive.
- (d) Open its meeting to the public when taking any action.

4. After the subcommittee reviews an application, the subcommittee shall:

- (a) Provide the applicant with its preliminary decision concerning the application.
- (b) If the subcommittee finds that the application and supporting information:

(1) Are sufficient to determine whether the program of interior design completed by the applicant is substantially equivalent to a program of interior design accredited by the Council for Interior Design Accreditation, recommend to the Board whether to approve pursuant to subparagraph (2) of paragraph (d) of subsection 1 of NRS 623.192 the program of interior design completed by the applicant. The application will be placed on the agenda for consideration by the Board at its next regularly scheduled meeting.

Are not sufficient to determine whether the program of interior design completed by the applicant is substantially equivalent to a program of interior design accredited by the Council for Interior Design Accreditation, provide the applicant with a written request for the information necessary to make that determination. Within 90 days after receiving such a request, the applicant must provide to the subcommittee an original and three additional copies of the information requested or a written request for additional time to supplement the information supporting the application, or may notify the subcommittee of the applicant's intention not to supplement that supporting information. Within 90 days after the subcommittee receives any supplemental information from an applicant pursuant to this subparagraph, the subcommittee shall forward to the Board its recommendation of whether to approve pursuant to subparagraph (2) of paragraph (d) of subsection 1 of NRS 623.192 the program of interior design completed by the applicant.

5. As used in this section, "application" means an application submitted pursuant to NRS 623.192 by an applicant who has successfully completed a program of interior design which is not accredited by the Council for Interior Design Accreditation.

Sec. 2. NAC 623.574 is hereby amended to read as follows:

623.574 The Board:

1. Will act upon any recommendations submitted pursuant to NAC 623.572 in a public meeting, but may hold a closed session to receive evidence concerning the competence of an applicant for a certificate of registration to practice as a registered interior designer.

2. ~~Will~~ *Except as otherwise provided in NAC 623.572, will* not approve pursuant to subparagraph (2) of paragraph (d) of subsection 1 of NRS 623.192 the program of interior design completed by an applicant unless that program complies with the requirements of NAC 623.576, the minimum requirements for satisfaction of the standards set forth in NAC 623.578 to 623.594, inclusive, and at least nine of the additional criteria set forth in NAC 623.578 to 623.594, inclusive, for the satisfaction of those standards.

Motion: Waugh moved to adopt R111-16 as presented. Motion seconded by Ciesynski.

Vote: All in favor. Motion passes.

AGENDA ITEM 21 Public Comment

There was no public comment.

Chairman Garlock adjourned the meeting at 2:29 p.m.

Monica Harrison, Executive Director

James Mickey, Secretary/Treasurer