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STATE OF NEVADA



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Director

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MARCEL F. SCHAEERER
Deputy Directors

MONICA HARRISON
Executive Director

DEPARTMENT OF BUSINESS AND INDUSTRY
OFFICE OF NEVADA BOARDS, COMMISSIONS AND COUNCILS STANDARDS
NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

MEMORANDUM
April 8, 2025

To: Kristopher Sanchez, Director of Nevada Department of Business and Industry
From: James Mickey, Architect, Chairman

Subject: Nevada State Board of Architecture, Interior Design and Residential Design Response to Business and Industry Policy Paper Supporting SB78

The Nevada State Board of Architecture, Interior Design, and Residential Design (NSBAIDRD) has reviewed the Department of Business and Industry's (B&I) policy paper, *Reforming Nevada's Boards and Commissions*, and appreciates the effort invested in its development. NSBAIDRD supports B&I's broader reform goals (stated below), which align with its mission to protect public health, safety, and welfare. The Board is already meeting or exceeding these goals and remains committed to collaboration with B&I to benefit Nevadans.

Centralizing the Board's administrative staff is unnecessary and risks disrupting the efficiency and effectiveness already achieved. NSBAIDRD operates transparently, enhances efficiency, minimizes costs to licensees, delivers exceptional service, and supports Nevada's economic growth — all while maintaining fiscal independence without taxpayer expense. The Board's track record demonstrates that its current structure is both effective and essential for fulfilling its legislative mandate.

Goal 1: Increase accountability and transparency

- **NSBAIDRD is accountable and transparent.** The Board convenes at least five Board meetings a year. Meetings are either in-person or online. A calendar of future meetings is posted on the Board website.
- In compliance with the Open Meeting Law, Board meetings are open to the public, and meeting agendas are posted on the state of Nevada public website and Board website three days in advance. Meeting minutes are also posted on the Board website. Recordings of all meetings are available upon request.
- Newsletters, including recent Board actions and disciplinary cases, are sent to licensees five times a year, posted to social media, and available on our website.
- As required by the Legislative Branch and Budget Division, the Board undergoes an annual audit pursuant to NRS 218G.400, the results of which are presented at a public Board meeting and sent to LCB. Audited financial statements are available upon request.
- The Board complies with the quarterly disciplinary and regulatory reporting requirements in NRS 622.100.
- The Board follows state procurement and contracting regulations. All contracts entered into by the Board are approved by the Board of Examiners and/or the Clerk of the Board.

Goal 2: Enhance operations and reduce redundancy

NSBAIDRD has enhanced operations and reduced redundancy, and is committed to continual improvement.

- NSBAIDRD was subject to review by the Sunset Subcommittee of the Legislative Commission in 2017. Based on that review and the resulting recommendations, the Board implemented operational and policy changes.
- As staff members transitioned out and technology has improved, the Executive Director has reviewed all position descriptions to determine whether each position is necessary or if the duties can be combined with another position. This review has resulted in the downsizing of Board staff to five cross-trained personnel.
- The Board has a strategic plan, which establishes goals and measurement metrics. Each goal is monitored annually by Board staff and reviewed by the Board. Guided by the plan, the Board enhanced services by implementing a public education and outreach initiative and hosting an all-day continuing education seminar.

Goal 3: Reduce administrative cost burdens to licensees

- **NSBAIDRD has reduced administrative cost burdens to licensees.**
- The Board protects the public at zero cost to taxpayers. The agency is fully funded by licensing fees.
- Board services cost registrants less than \$0.50 per day.
- Because of improved operations and increased efficiencies, the Board has only raised licensing fees once in the past 25 years.
- The Board is independently solvent and maintains a reserve account that meets the recommendations from the Sunset Subcommittee.
- Per the Sunset Subcommittee, the Board approved a Financial Policy in 2018.

Goal 4: Provide excellent service delivery

- **NSBAIDRD provides excellent service delivery.** In our customer service survey, an overwhelming majority of respondents indicated they were satisfied or very satisfied with Board service.
- A live person answers phone calls during regular business hours. Board staff also respond to email and social media inquiries throughout the day. It is Board policy that all inquiries are responded to within one business day, though most are responded to much faster.
- We strive to issue temporary licenses the same business day. They are always issued within 24 hours.
- Reciprocal licenses are issued within three business days. Following Executive Order 2012-11, the Board adopted priority processing for military spouse reciprocity applicants.
- Consumer complaints and disciplinary actions are handled efficiently and in accordance with all regulations. Last year 51 cases were investigated and closed, with discipline issued in nine cases.

Goal 5: Enhance Nevada's economic competitiveness

- **NSBAIDRD enhances Nevada's economic competitiveness, while maintaining its legislatively-mandated focus on protecting the public.**
- In the first three months of 2025, NSBAIDRD has licensed 102 architects, registered interior designers and residential designers. It has also approved 21 firms.
- Last year, the Board updated regulations to allow for reciprocal licensing for architects licensed in certain international jurisdictions.
- NSBAIDRD actively participates in national regulatory organizations, keeping Nevada ahead of industry trends and best practices. This leadership enhances Nevada's reputation and influence in the professional licensing arena.
- As licensing standards evolve, NSBAIDRD evaluates and adopts newer standards that will protect the public. This keeps Nevada on the cutting edge, which not only enhances Nevada's economic competitiveness, but also helps our Nevada-grown architecture, interior design, and residential design professionals compete across the US and world.