

Annual Report

Fiscal Year 2020

**Board of Architects, Engineers, and
Land Surveyors**



**Department of Commerce, Community
and Economic Development**

**Division of Corporations, Business
and Professional Licensing**

This annual performance report is presented in accordance with
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the
past and present needs of the licensing program.

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Budget Recommendations for FY 2021 (continued)

Other Items with a Fiscal Impact		Cost Per Event:	\$10,000.00
<input type="checkbox"/> Not Applicable		Number of Events:	2
Product or Service	Provider	Total Cost	
Exam Development & Scoring	Test, Inc.	\$20,000.00	
Description of item and its role in supporting the mission of the Board:			
<p>TEST, Inc. develops and scores the Alaska Land Surveyor Exam (AKLS). Each year, following the exam administration, the AKLS Test Blueprint is reviewed by Subject Matter Experts (SMEs) at the test development/ review workshop. The SMEs will update the test blueprint if there are any changes made in the statutes, rules, or regulations that impact the practice of land surveying within the State of Alaska. The SMEs also compare the AKLS Exam Test Blueprint to the NCEES Fundamentals of Surveying (FS) and Professional Surveying (PS) test specifications to ensure the AKLS exam complements and does not duplicate the content and scope of the FS and/or PS examinations. Due to COVID-19, the exam scheduled in April of FY20 was rescheduled for July FY21.</p>			

Other Items with a Fiscal Impact		Cost Per Event:	\$1,000.00
<input type="checkbox"/> Not Applicable		Number of Events:	1
Product or Service	Provider	Total Cost	
Outreach	AELS Board	\$1,000.00	
Description of item and its role in supporting the mission of the Board:			
<p>One of the board's goals is to continue to develop and expand its outreach efforts. In April 2017, the board approved adding budget item "outreach" with an initial budget of \$1,000 per year to be spent facilitating communication about board activities, rules, laws, etc. Facilitating opportunities where the board can engage with students, applicants, registrants, and the public is a pro-active approach to ensuring understanding of requirements for licensure and compliance which is critical to the board's mission to protect public health, safety, and welfare as well as reduce the number of investigative matters.</p>			

Budget Recommendations for FY 2021 (continued)

Out-of-State Meetings and Additional In-State Travel

Date	Location	# Board	# Staff	
August 2020	Virtual	5	1	
<p>Description of meeting and its role in supporting the mission of the Board:</p> <p>Due to COVID-19, the FY21 NCEES Annual Meeting will be virtual. The board wishes to include this meeting in the travel plan as a placeholder for future NCEES Annual Meetings in which travel will be reinstated</p> <p>The purpose of the NCEES Annual Meeting is to discuss and take action on resolutions that result in updates to model laws, national education standards, and/or content of professional engineering and surveying examinations, all of which may directly affect AELS engineer and land surveyor applicants. Similarly, the Survey Exam Module Task Force is looking at revising the professional surveying exam and developing modules, which may result in extensive changes to the state-specific Alaska Land Surveyor exam. Participation in this meeting allows the AELS board to play an active role in decisions regarding national minimum standards and requirements for engineer and land surveyor licensure for the protection of public health, safety, and welfare.</p> <p>This meeting also includes professional development workshops and training sessions for board administrators and members. Topics for administrators include mobility agreements, ethics, law enforcement, auditing continuing education, and NCEES' E3 system. AELS staff use NCEES' E3 system on a daily basis to complete and access license verifications, approve exam requests, enter and review disciplinary actions, and disseminate state-specific requirements to potential applicants.</p> <p>FUNDING: <i>NCEES offers three types of funding for the Annual Meeting. All airfare, hotel, and conference fees are third-party direct booked.</i></p> <ul style="list-style-type: none"> • Funded Delegates: NCEES funds up to three delegates from each member board, to be determined by the board. • Member Board Administrators: In 2018, NCEES membership voted to offer separate funding for board administrators to attend the meeting for continuity and the different perspective staff offers on issues. • First Time Attendees: The purpose of this funding is to encourage new board members/ staff to familiarize themselves with NCEES programs, and how it relates to their role on a regulatory board. To be eligible for this funding, board members/ administrators must be appointed within the past 24 months. 				
Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
NCEES provides a \$250 stipend to each funded attendee to cover travel meals and ground transportation to and from airport.				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Budget Recommendations for FY 2021 (continued)

Out-of-State Meetings and Additional In-State Travel

Date	Location	# Board	# Staff
September 2020	Virtual	1	0

Description of meeting and its role in supporting the mission of the Board:

Due to COVID-19, the FY21 CLARB Annual Meeting will be virtual. The board wishes to include this meeting in the travel plan as a placeholder for future CLARB Annual Meetings in which travel will be reinstated.

The purpose of the CLARB Annual Meeting is to discuss and take action on resolutions related to national licensure standards for landscape architects, amendments to bylaws, and analyzing current licensure processes to identify potential areas for streamlining and/or increasing mobility. Participation in this meeting allows the AELS board to play an active role in decisions regarding national minimum standards and requirements for landscape architect licensure for the protection of public health, safety, and welfare.

CLARB offers tiered membership options, some of which cover travel costs to the annual meeting for one or more representatives of the board depending upon the selected option. Based upon a review of travel costs for the past two CLARB Annual Meetings, AELS selected the basic option which does NOT include any coverage of travel costs.

Expenditure	License Fees (RSS)	Third-Party Reimbursement	Third-Party Direct Booked	Total
<input checked="" type="checkbox"/> Airfare:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Hotel:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Ground:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Conference:	\$0.00	\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Other	\$0.00	\$0.00	\$0.00	\$0.00
Describe "Other" (break out all sections):				
Travel meals and any meals not included with meeting registration.				
Net Total:	\$0.00	\$0.00	\$0.00	\$0.00

Budget Recommendations for FY 2021 (continued)

Summary of FY 2021 Fiscal Requests

Board Meetings and Teleconferences:	\$26,966.00
Travel for Exams:	\$335.00
Out-of-State and Additional In-State Travel:	\$28,284.00
Dues, Memberships, Resources, Training:	\$22,650.00
Total Potential Third-Party Offsets:	-\$25,284.00
Other:	\$0.00
Total Requested:	\$52,951.00

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Legislation Recommendations Proposed Legislation for FY 2021

No Recommendations

The Board has no recommendations for proposed legislation at this time.

Recommendations

The Board has the following recommendations for proposed legislation:

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Regulation Recommendations Proposed Legislation for FY 2021

No Recommendations

The Board has no recommendations for proposed regulations at this time.

Recommendations

The Board has the following recommendations for proposed regulations:

The Board would like the comprehensive statute and regulation changes that were drafted in 2019 to be reviewed and discussed by applicable bodies and adopted.

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Goals and Objectives

Part I

FY 2020's goals and objectives, and how they were met:

- Former Executive Administrator Alysia Jones and Board Member Luanne Urfer updated the AELS Guidance Manual.
- The board focused on considering whether occupational licensing requirements are reasonable responses to actual potential harm rather than hypothetical harm; reviewed statutes and regulations to ensure any licensing requirements are necessary and tailored to fulfill legitimate public health, safety, or welfare objectives; and, reviewed the license application process with a goal of substantially reducing the time required to review applications and issue licenses.
- Committee reports and presentations included topics on Continuing Education, Strategic Planning, and Board interactions with the licensed professions.

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Goals and Objectives

Part II

FY 2021's goals and objectives, and proposed methods to achieve them.

Describe any strengths, weaknesses, opportunities, threats and required resources:

Continue to Develop/ Expand Outreach Efforts

During FY 2021, the board will continue to focus on strengthening relationships with professional organizations as well as identifying and developing relationships with other groups. As members of Alaska chapters of these professional societies, board members intend to utilize those established relationships to facilitate presentations and other opportunities for the board to engage with these groups. While board members provide presentations and outreach in their respective locales, on-site presentations at conferences, etc. may be prohibited due to travel restrictions.

In addition to working with professional societies and similar organizations, the board will continue to participate in events that are oriented to the public, such as the Association of General Contractors - Alaska Chapter's Family Safety Day event, to raise general awareness and understanding of the importance of licensure.

Licensure Mobility

AELS staff is conducting a comparison review of Council Records from CLARB, NCARB, and NCEES against AELS application forms to identify areas of overlap as well as variations in vetting processes. Staff will present findings to the AELS Licensure Mobility Committee for consideration. Potential opportunities include shortened application forms for Council Record holders and utilization of more rigorous vetting processes for references, while still maintaining AELS specific requirements. In the event additional application forms are approved by the board, additional staff resources may be required to assist with form development.

Applications

The board will consider a short application form for applicants submitting a Council Record. In addition, the board would like to explore reducing licensure approval time by delegating authority to staff to approve applications that meet certain criteria, such as NCARB certificate holders. Initial applications will be published to the website, which will allow applicants to apply for licensure and pay fees online using the myLicense feature in myAlaska.

AELS Webpage

Staff will create a disaster planning webpage, which will include a link to the Structural Engineers of Alaska documents and information regarding the Safety Assessment Program Training from the Applied Technology Council.

Continuing Education

The board will review Continuing Education Audit Submissions and refine CE audit regulations.

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Sunset Audit Recommendations

Date of Last Legislative Audit: April 27, 2016
Board Sunset Date: June 30, 2025

Audit Recommendation:	Extend the AELS Board's termination date to June 30, 2025 and consider making the temporary, non-voting Landscape Architect seat a permanent, voting member of the board.
Action Taken:	The 2017 Legislature approved HB48, which extended the termination date of the board to June 30, 2025 and made the Landscape Architect seat a permanent, voting member of the board.
Next Steps:	Evaluate, draft, adopt, and enforce regulation of architects, engineers, land surveyors, and landscape architects to protect the public's health, safety, and welfare.
Date Completed:	n/a