

*State of Alaska*

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

*November 7-8, 2019  
Board Meeting Packet*

**PUBLIC VERSION**

**KPB Architects  
500 L. Street, Suite 400  
Anchorage**



*State of Alaska*  
*Board of Registration for Architects,*  
*Engineers, and Land Surveyors*

## **MISSION STATEMENT**

**The board adopts regulations to carry out its mission to protect the public health, safety, and welfare through the regulation of the practice of architecture, engineering, land surveying, and landscape architecture by:**

- **ensuring that those entering these practices meet minimum standards of competency, and maintain such standards during their practice;**
- **requiring licensure to practice in the State of Alaska; and**
- **enforcing both the licensure and competency requirements in a fair and uniform manner.**

**AEELS November 2019 Meeting Agenda**

**November 7-8, 2019**

**KPB Architects**

**500 W. L St., Suite 400, Anchorage, AK**

**Zoom Meeting Info.:**

**Link:** <https://zoom.us/j/363327882>

**Dial:** +1 408 638 0968

**Meeting ID:** 363 327 882

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**Thursday, November 7, 2019**

1. Call to Order 9:30 a.m.
  2. Mission Statement 9:31 a.m.
  3. Review/ Approve Agenda 9:32 a.m.
  4. Review/ Approve Minutes from August 1-2, 2019 Meeting 9:34 a.m.
  5. Review/ Approve Minutes from August 28, 2019 Teleconference 9:36 a.m.
  6. Ethics Reporting 9:38 a.m.
  7. Licensing Examiner Report 9:42 a.m.
  8. Investigative Report 9:45 a.m.
  9. Correspondence Sent 10:05 a.m.
    - A. Continuing Education Audit Response Letters
  10. Correspondence Received: 10:15 a.m.
    - A. Letter to Governor from American Institute of Architects – Alaska Chapter
    - B. Question RE: Makeup of Board
    - C. NTSB Safety Recommendation P-19-16
  11. Old Business 10:30 a.m.
    - A. Review August 2019 Meeting To Do List
    - B. Status Update on Disaster Planning
    - C. Continuing Education Discussion
    - D. Land Surveyor Education Requirements
- Break 10:45 a.m.*
12. New Business 11:00 a.m.
    - A. Guidelines for Application Review Outside of Board Meetings
    - B. Review of Credentialing Services
  13. Division Update 11:30 a.m.
    - A. FY 19 4<sup>th</sup> Quarter Report
    - B. Travel Update
    - C. Professional Licensing Meetings 101
    - D. Online application forms
- Lunch 11:45 a.m. – 12:45 a.m.*
14. Public Comment 1:00 p.m.
  15. Application Review Reminders 2:00 p.m.
  16. Application Review 2:15 p.m.
  17. Recess for the day 5:00 p.m.

## Friday, November 8, 2019 Agenda

18. Reconvene meeting/ Roll Call 8:15 a.m.
19. Application Review continued Full Board Review 8:16 a.m.
  - A. Applications requiring full board review
20. Update on Alaska Society of Interior Designers Legislative Initiative 9:00 a.m.
21. Committee Updates 9:30 a.m.
  - A. Arctic Engineering/ Northern Design Committee
  - B. Board Outreach
  - C. Continuing Education Committee
  - D. Emeritus Status Committee
  - E. Guidance Manual
  - F. Investigative Advisory Committee
  - G. Legislative Liaison Committee
  - H. Licensure Mobility Committee

*Break 9:45 a.m.*
22. Statute and Regulation Working Session I 10:00 a.m.
  - A. Review of Professional Licensing Reform Presentation
  - B. Strategic Planning

*Lunch Break 12:00 p.m. – 12:30 p.m.*
23. Statute and Regulation Working Session II 12:30 p.m.
  - A. Review AS 08.48
    - i. Suggested updates to AS 08.48.341(15) definition of “practice of landscape architecture”
    - ii.
  - B. Review of 12 AAC 36
    - i. Suggested updates 12 AAC 36.050(b)(1) to clarify documentation requirements
    - ii. Suggested updates to 12 AAC 36.066 FS language clean up
    - iii. Suggested updates to 12 AAC 36.063, and .068, to clarify mentoring program requirements
    - iv. Suggested updates to definitions 12 AAC 36.990
    - v. Suggested updates to 12 AAC 36.068 and .108 landscape architect registration requirements
    - vi. Updates to 12 AAC 36.105(a) to reference (h).
    - vii.

*Break 3:00 p.m.*
24. National Organization Meeting Reports & Updates 3:15 p.m.
  - A. CLARB
  - B. NCARB
  - C. NCEES
25. Read Applications into the Record 3:45 p.m.
26. Board member comments 3:50 p.m.
27. Meeting adjourns 4:00 p.m.

1 These draft minutes were prepared by the staff of the Division of Corporations, Business and Professional  
2 Licensing. They have not yet been approved by the Board.

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**STATE OF ALASKA**  
**DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**  
**BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS AND**  
**LAND SURVEYORS**

**MINUTES OF THE MEETING**  
**August 1-2, 2019**

9  
10  
11  
12 By authority of AS 08/01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled  
13 meeting of the Board of Registration for Architects, Engineers and Land Surveyors was held on Thursday,  
14 August 1 and Friday, August 2, 2019 at KPB Architects, 500 W. L St., in Anchorage.

15

16 **1. Call to Order/Roll Call**

17 The meeting was called to order at 9:08 a.m.

18

19 Board members present, constituting a quorum:

- 20 Jennifer Anderson, PE, Civil Engineer, Environmental Engineer
- 21 Catherine Fritz, Architect
- 22 Elizabeth Johnston, PE, Electrical Engineer, Fire Protection Engineer
- 23 John Kerr, PS, Surveyor
- 24 Jeff Koonce, Architect (Chair)
- 25 Colin Maynard, PE, Civil Engineer, Structural Engineer
- 26 Bill Mott, PE, Chemical Engineer, Metallurgical and Materials Engineer
- 27 Luanne Urfer, Landscape Architect
- 28 Fred Wallis, PE, Mining Engineer

29

30 Board member Dave Hale was excused by the Chair.

31

32 Attending from the Division of Corporations, Business, and Professional Licensing were:

- 33 Alysia Jones, Executive Administrator (in-person)
- 34 John Savage, Investigator (in-person)\*
- 35 Sara Chambers, Division Director (remote)\*

36

37 The following members of the public attended portions of the meeting:

- 38 Alvin Deighton (remote)\*
- 39 Cody Jones (remote)\*
- 40 Marie Nebesky, NCEES Manager of Credentials and Records (remote)\*

41 \*Attended portions of the meeting

42

43 **2. Mission Statement**

44 The Chair read the Board's mission statement into the record:

1           *The Board adopts regulations to carry out its mission to protect the public health, safety, and*  
2           *welfare through the regulation of the practice of architecture, engineering, land surveying and*  
3           *landscape architecture by:*

- 4           • *Ensuring that those entering these practices meet minimum standards of competency, and*  
5           *maintain such standards during their practice;*
- 6           • *Requiring licensure to practice in the State of Alaska;*
- 7           • *Enforcing both the licensure and competency requirements in a fair and uniform manner.*

### 9   **3. Review/ Approve Agenda**

10   The Board reviewed the agenda. Jones stated that Agenda items 18 and 19 had been switched due to  
11   scheduling conflicts with Division staff.

12  
13           **On a Motion duly made by John Kerr seconded by Colin Maynard and approved**  
14   **unanimously, it was RESOLVED to approve the agenda as presented.**

### 16   **4. Review/ Approve May 2019 Meeting Minutes**

17   Several members noted errors regarding attendance on the May 9-10, 2019 meeting minutes. Jones  
18   apologized for the mistakes and stated that she would update the minutes to reflect board member Colin  
19   Maynard was in attendance, remove former board member Richard “Vernon” Jones and reconfirm members  
20   of the public that attended.

21  
22           **On a Motion duly made by John Kerr seconded by Colin Maynard and approved**  
23   **unanimously, it was RESOLVED to approve the minutes of the May 9-10, 2019 meeting as amended.**

### 25   **5. Ethics Reporting**

26   Kerr, Maynard, Mott, and Jones attended the NCEES Western Zone Meeting in Boise, Idaho in May. The  
27   Chair, Fritz and Jones attended the NCARB Annual Meeting in Washington, D.C. in June. Maynard attended  
28   a meeting of the NCEES ACCA and Johnston is serving on the Continuing Education Committee for  
29   NCARB. Urfer reported that she had been in contact with interior designers regarding their initiative. Jones  
30   reported that she is serving on the NCEES Western Zone Leadership Committee and NCARB Member  
31   Board Executives Committee.

32  
33   (Agenda Item 6. Licensing Examiner Report was accidentally skipped and was addressed following Item 7.)

### 35   **7. Investigative Report**

36   AELS Investigator John Savage thanked the entire Board for their work on updating the AELS Guidance  
37   Manual. Savage stated that the manual has been very helpful in putting some outstanding issues to rest.  
38   Savage indicated that the past quarter has been extremely busy and that he has been working on closing out  
39   some of the older investigative files. The Chair asked about the types of cases. Savage responded that  
40   certificates of authorizations continue to be one of the biggest issues. The Chair asked if the issues were  
41   related to the title block. Maynard clarified that the issue is more that firms don't have them.

42  
43   Savage added that the title block requirements have helped tremendously. Johnston asked about stamp  
44   requirements and if Savage had run into issues with people not being able to produce the originals. Johnston  
45   suggested that the board review the regulations to be more in line with current practices and the use of

1 electronic signatures. The board discussed retention policies and wet seal requirements when using electronic  
2 seals.

3  
4 Johnston said people are more likely to maintain digital records and indicated that there may be version  
5 control issues to consider when requiring there to be a flat copy stored somewhere. Johnston added that it  
6 did not appear to be riskier for someone to forge a digital signature than an actual signature. Maynard agreed.  
7 He added that Savage can obtain what was submitted, which could be either an electronic or hard copy and  
8 that would have the same value. Maynard added that he believed most people do create a locked PDF version  
9 and agreed that the regulations should be updated. Savage said the Fire Marshall's Office and deferred  
10 jurisdictions have shorter retention policies and agreed that a more realistic solution was needed.

11  
12 Kerr reminded the board that anything electronic is fluid and the ability to protect electronic versions may go  
13 away. Kerr said he uses the Recorder's Office. Maynard said whether it is a file with a wet seal or an electronic  
14 seal should not matter, and the main concern is that there is a record confirming what was sent out. Kerr said  
15 he believed that it is the registrant's responsibility to protect it.

16  
17 Johnston said that she just wanted Savages perspective on the topic. Savage encouraged the board to bring it  
18 to an NCEES, NCARB and CLARB annual meetings to discuss with other jurisdictions. Savage said he had  
19 been pretty successful at obtaining information from other jurisdictions.

20  
21 Maynard recommended keeping drawings for at least ten years because that is in statute.

22  
23 The Chair asked if Johnston and Maynard wanted to start a regulation project. Johnston noted that there was  
24 an item already on the agenda regarding proposed regulation updates and suggested the board discuss some  
25 potential additions to the current draft at that time. The Chair agreed.

26  
27 Alvin Deighton joined the meeting via Zoom.

28  
29 Kerr asked Savage if there were any areas in which the board should focus more outreach towards. Savage  
30 said the current areas, including UAVs, certificate authorization, and title blocks are helpful and should be  
31 continued. Kerr asked Savage to keep the board informed so that issues could be addressed in an educational  
32 format rather than waiting until it becomes an investigative manner. Savage commended the board on their  
33 efforts to educate first.

34  
35 The Chair directed the board to Agenda Item 6. Licensing Examiner Report.

### 36 37 **6. Licensing Examiner**

38 Jones provided the board with a copy of the examiner's report for April 1, 2019 – June 30, 2019 (4<sup>th</sup> quarter).  
39 The following is a summary of the information reported during the meeting.

- 40 • Applications to be reviewed at the August 2019 meeting: **92, including 49 by exam/ 43 by comity**
- 41 • Renewals received on or after January 1, 2018: **16 firms/ 142 individuals**
- 42 • License Verifications: **43**
- 43 • NCEES Examination Results:
  - 44 ○ FE: **67 passed/ 36 failed/ 0 no shows**
  - 45 ○ PE: **45 passed/ 16 failed/ 3 no shows**

- 1           ○ SE: **1 examinee passed 1 part, 1 examinee failed both parts**
- 2           ○ FS: **0**
- 3           ○ PS: **0 passed/ 1 failed**
- 4           • AKLS 2019 Examination Results: **8 passed/ 4 failed/ 1 no show**

5  
6 Kerr asked if anyone was interested in seeing the breakdown of applications reviewed from the matching  
7 quarter of the previous year. Kerr stated that it would help provide data as to whether applications are going  
8 up or down. Fritz agreed, stating it may illustrate trends, etc.

9  
10 Jones also mentioned that staff had compiled data regarding the additional branches in engineering that had  
11 been added in 2013 and included it in the Board Packet. The Chair requested that it be put in the Resources  
12 folder.

13  
14 Jones provided a status update on the recruitment process for the vacant AELS Licensing Examiner position.

15  
16 Maynard reminded the board that both him and Hale would term off of the board in March 2020. Johnston  
17 asked why there was not a designated structural seat. The board discussed the current make-up of the board  
18 and recent interpretation that the “other” engineer seat may not be filled by a mechanical or electrical  
19 engineer. Jones commented that the current engineer members of the board represent eight of the disciplines  
20 due to multiple licenses.

21  
22 Cody Jones and Marie Nebesky joined the meeting via Zoom.

23  
24 The Chair requested that the board move forward to Agenda Item 10.

25  
26 **10. Presentation on NCEES Council Record** – Marie Nebesky, Manager of Credentials and Records  
27 provided a thorough overview of the NCEES Council Records and NCEES process for obtaining and  
28 verifying record content. The group discussed differences between the Council Record and Alaska’s  
29 requirements, particularly variation in reference requirements and work experience. NCEES requires that all  
30 five references be professional engineers or surveyors, as applicable. Three of the five are required to be  
31 current, meaning submitted by the respondent (reference) within the last twelve months. Nebesky also walked  
32 through the components of the works experience section, which includes representative projects, tasks, and  
33 duties; and discussed the work experience review process. The board expressed their interest in the more  
34 detailed work experience descriptions, but noted that it does not specify responsible charge experience.

35  
36 Jones asked the board to consider the idea of a short application form for applicants submitting a Council  
37 Record. She also offered to update the current work experience verification form to gather the level of detail  
38 the board needed to verify experience.

39  
40 **8. Correspondence Sent**

41 **A. Letter from Alaska Society of Professional Engineers** – The Board reviewed a letter sent by the ASPE  
42 to Governor Dunleavy requesting an exemption of travel restrictions for the AELS Board to conduct in  
43 person board meetings and to rotate meeting locations between the major population centers.

44

1 **B. Responses to Public Comment** – The board reviewed responses provided to individuals who had  
2 provided comments regarding the proposed changes to 12 AAC 36.135, .145, .185.

3  
4 **C. Letter to PLS Applicant** – The board reviewed a response letter sent to a professional land surveyor  
5 applicant that had applied under 12 AAC 36.065(a)(2)(A) Table A of Education and Work Experience  
6 Requirements for Professional Land Surveyors.

7  
8 **9. Correspondence Received**

9 **A. Request for consideration of exemption for telecommunication structures** – The board reviewed the  
10 request. Maynard commented that cell towers were not in alignment after the November 2018 earthquake  
11 and that a structural engineer was required. Several other members agreed, maintaining that current  
12 regulations regarding restrictions related to height of structures were in the best interest of public health,  
13 safety and welfare.

14  
15 **B. Question RE: Design of supports and connections of non-structural components in significant**  
16 **structures** – A registrant requested clarification on whether the design of supports and connections of non-  
17 structural components in significant structures need to be accomplished by licensed structural engineers.  
18 Johnston stated that there was a fine line and that it would be beneficial for certain elements. Maynard stated  
19 that currently an SE is not required to design those elements and others may be capable, but based upon the  
20 damage he saw from the earthquake, it was nice if you did have an SE involved in the designs. Fritz added  
21 that there is a certain level of responsibility to consider basic seismic principles.

22  
23 **C. Clarification on CE vs. EE designation** – The board received a request for clarification regarding  
24 whether a second license would be required to cover roadway lighting and signal design/ calculations. The  
25 board discussed the standard of care for traffic signal systems as well as the standard of care of roadway  
26 lighting systems and determined lighting design by a Civil Engineer experienced with the RP-8-14 standard is  
27 within the scope of practice of a Civil Engineering license in the State of Alaska. The board also indicated  
28 that What is not within the scope of a Civil Engineering license in the State of Alaska are those aspects of  
29 lighting and traffic signal systems governed by the National Electric Code and National Electric Safety Code.  
30 The board reviewed exam content and education and determined they do not cover these aspects of electrical  
31 engineering related to the utilization of electrical energy. Per the 12 AAC 36.990 definitions of Civil and  
32 Electrical engineering, the work would be outside the scope of practice of Civil Engineering.

33  
34 The Chair requested that Johnston assist with drafting a response letter to explain that most aspects of  
35 roadway lighting and signal design/calculations could be done under a Civil Engineering license and that only  
36 those aspects outside the individuals exam, education, and experience would not. If the applicant desires to  
37 stamp all aspects of a complete roadway lighting and signal design including conduit, conductors, overcurrent  
38 protection etc. then an additional license in electrical engineering would be needed.

39  
40 **11. Old Business**

41 **A. Review May 2019 Meeting To Do List** – The board discussed outstanding tasks from the May 2019  
42 meeting.

43  
44 **B. Status Update on Disaster Planning** – The Chair asked about the status of the disaster planning  
45 webpage. Jones reported that due to heavy workloads, the page had not been set up, but that it was still on

1 staff's radar. The board discussed potential items for inclusion on the site. Maynard suggested including a link  
2 to the Structural Engineers of Alaska documents that are geared towards residential that explain when a  
3 structural engineer is required. Jones confirmed that the Chair had also provided information regarding the  
4 Safety Assessment Program Training from the Applied Technology Council.  
5

## 6 **12. New Business**

7 **A. Continuing Education Discussion** – Fritz walked through the current regulations with the other board  
8 members and discussed current challenges including lack of clarity to licensees regarding what types of  
9 courses qualify, a lack of consistency in audits and issues with tracking and reporting carry-overs. Fritz also  
10 stated that the current CE report does not provide enough detail for staff to appropriately evaluate whether  
11 course criteria has been met. The board discussed clarifying eligibility, assess CE course review tools for more  
12 consistency, updating the CE audit form to align with CE course criteria, and how best to track carry-overs.  
13

14 The Chair thanked Fritz for the presentation and reminded the board that continuing education would be  
15 further discussed on Friday during Item 21. Special Topics.  
16

17 **B. Land Surveyor Education Requirements** – Kerr expressed his concern with the current land surveyor  
18 education requirements that require people that do not have the appropriate degree to take additional, board-  
19 approved courses in addition to the additional work experience. Kerr presented a potential alternative  
20 pathway for individuals that already have a degree that requires courses that could be accomplished in a year  
21 to a year and a half rather than needing to obtain another degree. Kerr stated that they are still required to  
22 have 4 years of experience before they are eligible to sit for the exam. He commented that he believed this  
23 pathway would improve accessibility for potential licensees without harming the public as applicants still have  
24 the required geo-spatial education. Fritz asked how NCEES would view this alternative pathway, or if this is  
25 already an established alternative pathway in other states. Kerr responded that he was not sure how  
26 alternative degrees are viewed by NCEES, but added that it is in alignment with the proposed new Principles  
27 and Practice of Surveying modular exam. Kerr said that the modular survey exam is making it possible for  
28 people to take the exam, which has minimal boundary components.  
29

30 Kerr asked if the board was interested in a summary of the modular surveying exam. Several members  
31 responded affirmatively. Kerr said currently there is one PS exam and it contains eight questions related to  
32 public lands survey system, which is not enough to vet an applicant on their understanding of it. Kerr said  
33 that jurisdictions on the East Coast do not have a public lands survey system and it is an unnecessary burden  
34 on applicants in those areas to learn that information. Kerr explained that the goal was to break out the public  
35 land survey questions into a separate exam and applicants seeking registration in jurisdictions with public land  
36 survey systems would be required to take that specific component. Kerr said the discussion expanded into  
37 other activities and the Survey Exam Task Force is looking at developing a modular exam that would allow  
38 jurisdictions to adopt different modules based upon their requirements. Kerr mentioned that a discussion is  
39 planned for the upcoming NCEES meeting later this month, but that it is not at a point to be adopted. He  
40 noted that there is a lot of support for it and anticipated that it would be an option within the next five years.  
41 Maynard stated that he looked at the NCEES Model Law and asked if the additional hours needed to be from  
42 an ABET accredited program. Kerr said he believed that could be part of the requirement and added that the  
43 courses would provide a sufficient level of exposure to all the components listed in the definition of surveying  
44 so that someone would have the sufficient understanding of what's happening and when to bring in  
45 additional expertise. Wallis asked if this is directed toward non-traditional students, if the courses were

1 available through distance learning for those working in remote areas. Kerr responded that he believed all  
2 were available via distance learning. Several members mentioned that education and experience cannot be  
3 gained concurrently and stated that regulation may need to be reviewed.

4  
5 Maynard asked if it followed the NCEES Surveying Education Standard and explained that NCEES  
6 developed an engineering education standard and surveying education standard when ABET went to an  
7 outcomes evaluation instead of requiring a certain number of courses in various areas created a standard a  
8 standard that they use to evaluate non-ABET and foreign degrees. Maynard recommended reviewing the  
9 education standard to ensure the alternative path met those requirements.

10  
11 Kerr said the intent is to provide an alternative pathway for qualified individuals to obtain licensure and  
12 explained that it was a byproduct of outreach efforts. Kerr stated that he has had discussions with individuals  
13 who are interested in pursuing licensure, but who do not believe there are any pathways available.

14 Fritz suggested that Kerr compare his plan against the education standard noting that there appeared to be  
15 some similarities. The board discussed the combination of education and work experience for a non-ABET  
16 degrees. Kerr stated he believed there were some discrepancies between NCEES definition of surveying and  
17 the activities covered in the PS exam. Maynard suggested having different branches of surveying, similar to  
18 engineering. Kerr responded that he would like to be in that place, but did not think that was something the  
19 board could undertake at this time. Kerr suggested that the alternative path be a first step in looking at the  
20 future of surveying. Fritz agreed that alternative paths are important for the board to consider and  
21 encouraged Kerr to include the national standard in the discussion and provide some context.

22  
23 The Chair asked if this is relevant to the discussion with Jack Warner at the May meeting. Kerr responded  
24 affirmatively, stating that if the modular exam moves forward, it will change the content of the state specific  
25 exam. Kerr expressed his concern that the PS exam content is not evolving in line with the dramatic changes  
26 taking place within the practice of surveying activities. Fritz asked if there were any other jurisdictions that  
27 might serve as good models for developing an alternative path. Kerr appreciated the suggestion and indicated  
28 that he would do a little more research.

29  
30 The Chair added that the last several national conferences he has attended focus on how technology is  
31 changing the professions and the challenges it presents for this board and the state. Kerr expressed his  
32 concern that the PAC studies are disconnected from the profession given that many of the respondents were  
33 not current with drones or geospatial. Kerr said he is confident that an alternative path will increase the  
34 number of surveyors in Alaska, which is needed. Fritz expressed her concern about the approach and said  
35 that the discussion should be grounded in the three-legged stool for licensure and what the minimum  
36 standards are to protect the public health, safety, and welfare. Maynard returned to the education and  
37 experience table. Kerr said the issue with the current regulations is that the alternative path requires board-  
38 approved courses that must be reviewed by the board members and requires the individual's application to  
39 come before the board multiple times.

40  
41 The Chair asked if Hale had provided any comments on the topic. Kerr responded that Hale has been in the  
42 field and he was not sure of his stance on this matter. Kerr added that he believed this would also help bring  
43 people that are doing activities that fall under the definition of surveying into compliance. The Chair asked  
44 Kerr about next steps. Kerr said he would like to start a regulation project and look at states with similar  
45 definitions and situations to see what they are doing.

1  
2 **On a motion duly made by John Kerr, seconded by Catherine Fritz, and passed**  
3 **unanimously, it was resolved to start a regulation project to modify 12 AAC 36.064 Table B.**  
4

5 **12.C. Alaska Land Surveyors Examination Schedule** – Jones explained that there had been some  
6 discussion at the January meeting about moving the date of the AKLS exam up to coincide with the  
7 professional land surveying conference. Jones stated that it was not feasible to adjust the 2019 schedule, but  
8 asked the board if they wanted to consider moving up the date for the 2020 AKLS exam administration.  
9

10 Maynard commented that the April date was so that examinees could sit for the PS exam one day and then  
11 the AKLS the next day. The board discussed the increased flexibility due to the PS exam now being computer  
12 based and agreed to move up the date. Kerr said he would confirm the conference dates. Jones offered to  
13 check with Test, Inc. to confirm that it is not an issue.  
14

15 ADDENDUM: Kerr confirmed the ASPLS Conference was scheduled for February 12-16, 2020.  
16

17 The board recessed for lunch at 12:00 p.m., and reconvened at 1:05 p.m.  
18

19 **13. Public Comment**

20 Hearing no requests to testify, the Chair asked the board to move on to application review.  
21

22 **14. Application Review**

23 The board began reviewing 92 applications for registration including 49 by exam and 43 by comity.  
24

25 **15. Recess for the day**

26 The board recessed for the day at 4:43 p.m.  
27

28 **16. Reconvene meeting/ Roll Call**

29 The board reconvened at 8:19 a.m. on Friday, August 2, 2019. Roll call, all present, except Dave Hale excused  
30 by the Chair. John Kerr was unable to attend Friday due to illness, excused by the Chair.  
31

32 **17. Application review continued.**

33 The board continued reviewing applications.  
34

35 **18. Division Update**

36 Division Director Sara Chambers joined the meeting. The Chair invited Chambers to speak. Chambers  
37 thanked the board for adjusting their schedule so she could attend both the Board of Real Estate Appraisers'  
38 meeting as well as the AELS board meeting. Chambers explained she would be presenting on the regulatory  
39 reform concept that the Governor had requested be presented to all boards and to review board finances.  
40

41 **A. Review of Board Finances and How They Work** – Chambers stated that she wanted to spend a little  
42 time walking through board finances to ensure that all members understand how the board finances work and  
43 the way that reporting is structured. Chambers reminded the board the information contained in the board  
44 packet is an excerpt of the Board Manual available on the Division's website. Chambers explained that when  
45 the Legislature adopts the budget it is itemized down to the Division levels and that the Legislature gives the

1 Division an appropriation. Chambers reiterated that the money for the Division comes from licensees.  
2 Chambers stated that the Division receives a certain appropriation for certain items that cover all professional  
3 licensing programs. Chambers indicated that the appropriation is split between corporations and business  
4 licensing and then professional licensing. Chambers explained that the accounting system does track  
5 expenditures by program. Chambers explained that the Division, not the board statutorily has the authority,  
6 responsibility, and accountability to ensure administrative costs are covered, membership fees are paid, etc.  
7 Chambers said the Division works in partnership with each board to ensure that expenditures and revenues  
8 are adequate. Chambers said that the Division is tracking and reporting to the boards and requests the board's  
9 input on fee setting. Chambers said that the statute requires that the Division consult with the board, but that  
10 it is ultimately the Division's responsibility after input from the board and public comment.

11  
12 Chambers stated that she has made a commitment to provide timely reports to boards and is working on  
13 mid-October for the end of year report. Chambers explained direct expenses and indirect expenses and how  
14 those are coded to programs. Chambers encouraged the board to look at the Board Manual for more  
15 information on the methodologies used for indirect costs and mentioned that the information is reported at  
16 each quarterly meeting. Chambers added that the Division have been refining their methodologies for indirect  
17 costs that takes into consideration the size of programs and adjusts allocations accordingly. Chambers asked  
18 the board if they had any questions about expenditure authority, fee setting, reporting and indirect allocation.

19  
20 The Chair asked how travel waivers fit into this discussion. Chambers stated that the Governor requested all  
21 Departments to submit a travel plan for the entire fiscal year following the Governor's parameters. Chambers  
22 stated that staff, including Jones submitted information that was then reviewed by Chambers and their  
23 Administrative Officer. Chambers stated that she pushed the limits a bit on the Governor's parameters and  
24 had several conversations with the Commissioner to explain that one size does not fit all agencies, let alone all  
25 programs. Chambers stated that one in-person meeting is the standard. She commented that some boards  
26 need to meet in-person more than once a year, while others are happy to meet via videoconference for all  
27 meetings.

28  
29 Chambers commented that the FY2020 in-state travel has been approved and that she is currently waiting to  
30 hear if the FY2020 out-of-state travel plan has been approved.

31  
32 Chambers explained the travel waiver request is something that staff, not the board would submit for travel  
33 that was not included in the FY2020 travel plan for whatever reason. Chambers explained that Jones would  
34 submit the request and justification for consideration.

35  
36 Fritz asked for clarification about the in-state travel, stating that the board had requested four in-person  
37 meetings and asked if those were in the FY2020 travel plan that had been submitted. Jones clarified that the  
38 board's request was outlined in the board's annual report, but that she had submitted travel within the  
39 Governor's framework, meaning only one in-person meeting was submitted. Fritz asked about the process  
40 for obtaining a waiver for the remaining meetings in FY2020. Chambers responded that staff can draft the  
41 justification and submit it for consideration. Chambers acknowledged that the board frequently adds a lot of  
42 value to their meetings by conducting outreach activities with students and professional societies, and that  
43 those are legitimate reasons for requesting a waiver. Chambers added that the waivers were per meeting and  
44 encouraged the board to articulate why a specific meeting needs to be in person to Jones so that it can be  
45 included in the request and taken to the Commissioner's office for consideration.

1  
2 Fritz asked if the four meetings approved and it was a matter of the travel being approve. Jones explained  
3 that the justifications for having the November meeting in Fairbanks and February meeting in January, etc.  
4 was included in the annual report, not the travel plan. Maynard expressed his frustration that the annual  
5 report and the board's requests were ignored and believed they should have been submitted with the initial  
6 request. Maynard stated that by not putting the request in upfront there appeared to be an added burden on  
7 the board and staff to go through the process for each meeting.

8  
9 Maynard added that when he received the request from Boards and Commissions for feedback he had replied  
10 and explained that it was a problem. Maynard said that the individual he spoke with understood that and  
11 indicated that the board needed to submit a travel waiver request, but that had been over a month and we still  
12 hadn't submitted one because we didn't know what the appropriate format was. Jones stated that she had  
13 asked about the appropriate format and said based upon today's discussion, she understands the process and  
14 will work with Chambers to get the request submitted. Maynard recommended putting all three in now. Fritz  
15 asked if that was a possibility or if quarterly was the preferred method.

16  
17 Chambers thanked the board for their feedback and stated that they are looking for the most efficient way to  
18 handle travel requests and advocate for what you need, but also asked the board to understand that the  
19 Governor has established guidelines and expectations. Chambers said that the Governor is asking all agencies  
20 to think a little differently about things and really look at whether what we want is justifiable or is it just a  
21 want. Chambers said that she has advocated for the boards speaking with the Commissioner and Boards and  
22 Commissions to explain why travel is needed. Chambers added that sometimes they hear that and agree, but  
23 there are also times where they disagree and ask agencies and/or boards to think of alternative ways.

24  
25 Chambers suggested translating the language in the annual report into travel requests and agreed to work with  
26 Jones on bringing those forward for consideration. Chambers indicated that it may also be possible to submit  
27 those requests together rather than quarterly. Fritz added that there is a potential benefit for cost savings if  
28 multiple travel requests can be submitted together and travel booked farther in advance. Fritz added that she  
29 appreciated Chambers' recognizing the board's outreach efforts and asked Chambers if she felt there were  
30 any areas the board could help Jones articulate more clearly to explain what the board is trying to accomplish  
31 by meeting in person. Chambers stated that adding value through meeting with the university or other  
32 organizations where in-person presence is really the only way to have those conversations is where the  
33 Division is seeing approvals happen. Chambers added that the Division has proven that virtual meetings are  
34 successful with other boards and that if there is nothing in the request that really justifies it being in-person  
35 then it is difficult to say why this board can't successfully conduct a meeting via Zoom. Chambers asked the  
36 board to consider if it is a preference to meet in person, or if it is truly necessary and to articulate that in the  
37 justification.

38  
39 Maynard responded that during the May 2019 meeting it took six hours to review applications because the  
40 board members could only speak one at a time. Maynard said one individual that completed all her  
41 assignments ahead of time had nothing to do but sit on the line until some other applications were reassigned.  
42 Maynard said yesterday the board did it in three hours and spent 45 minutes this morning reviewing  
43 applications that were not ready yesterday. Maynard added that they probably could have competed all of  
44 them yesterday if the files were ready. said it is a lot more efficient if they board meets in person and can just  
45 confer with the other reviewing members simultaneously.

1  
2 Fritz agreed stating that there are technical limitations that she wanted Chambers to understand. Fritz said it  
3 is very difficult to do what we do via videoconference, regardless of outreach efforts. Chambers responded  
4 indicating there may be a way to reframe those issues in a way that goes along with the regulatory reform  
5 discussion and request for agencies to think outside the box. Chambers explained that part of the reason of  
6 having a multi-disciplinary board is efficiencies. Chambers said there may be a case to be made that having a  
7 combined board is a cost saving in overhead and one of the by-products is that the board needs to meet in  
8 person to conduct application review and be able to ask questions in an efficient way.

9 Chamber said that there is a discussion regarding other boards that may be concatenated into one board and  
10 that the AELS board is a great example of how it can work successfully. Chambers said she is looking at the  
11 argument that this board needs to meet in-person for each quarterly meeting because it is already being  
12 efficient by being four boards in one and that is just the cost of doing business. Chambers stated that she  
13 would be happy to make that argument and believes it is logical.

14 The board thanked Chambers for her offer. The board and Chambers discussed costs of meeting outside the  
15 most cost-effective location and finding a balance between the Governor's directives and protecting public  
16 health, safety, and welfare.

17 Fritz said because there is such a focus on efficiencies, why does third-party funded travel reimbursements  
18 need to go through the state. Fritz said that former Deputy Commissioner Faulkner had asked her why  
19 funding from national organizations to which the board is a member of goes into the state coffers just to be  
20 sent back out to board members as reimbursements. Fritz said that had not always been the case and  
21 wondered if there were any analysis being done to make the travel reimbursement process more efficient.  
22 Fritz said it used to be the responsibility of the traveler to ensure they are meeting the funding and  
23 reimbursement rules of the organization, but now there are issues with delayed approvals and inability to  
24 book travel well in advance, resulting in higher airfare costs or delayed reimbursements. Fritz commented that  
25 she is still waiting for reimbursement for travel in June that she had personally paid for up front months  
26 prior.

27  
28 Mott stated that there is another component that he finds a little insulting. Mott explained that often the state  
29 travel staff will book travel that is being reimbursed by a third party and select the cheapest flight regardless  
30 of the duration. Mott said he could have taken flights for a couple hundred dollars more that the third party is  
31 willing to reimburse that only take 10 hours, but instead he is put on a flight that is a little cheaper and it takes  
32 sixteen hours or more to get home. Mott explained board members are volunteering their time, but felt it was  
33 very disrespectful to treat their time with such disregard. Mott commented that the board is a volunteer  
34 organization and to have these people in a room for two days would cost \$25,000 to \$30,000. Mott said that  
35 the staff booking flights are very lax about the duration of a flight and feels that is disrespectful given the time  
36 that the give to the State.

37  
38 Chambers thanked Fritz and Mott for their comments and explained that some of the items they mentioned  
39 are state policies that she recommends be action items for her and Jones after this meeting.

#### 40 41 **18. B. Introduction to Right-Touch Regulation Exercise**

42 Chambers presented on opportunities to remove barriers to licensure and explained that it will look different  
43 for each agency. Chambers stated that she was very proud that Commissioner Anderson had been designated  
44 leader for this effort and by and large most of the boards, including the AELS board, were already building in

1 time to their agendas to review regulations on a routine basis. Chambers explained that it was a call on board  
2 members to get out of their comfort zone and really look at what we do as a regulatory agency.

3 Chambers explained that proficiency referred to all board members having a voice, including public members  
4 and taking time to learn about other professions. Chambers added that the AELS board models that. She  
5 explained there is also a customer service component related to response times for returning emails and  
6 phone calls, and that licensing applications are reviewed efficiently and effectively.  
7

8 Chambers explained that the Governor's mandate also included a reporting mechanism. Chambers provided  
9 some examples to consider including a strategic plan for the board, look for "low hanging fruit" within AELS  
10 Statutes and Regulations, and consider friction points where standards are outdated. Chambers encouraged  
11 the board to identify the artificial barriers and get ride of them.  
12

13 Chambers stated that the administration is extremely supportive of boards doing this work. She encouraged  
14 the board to challenge the biases and build time into meeting agendas to focus on this task and set deadlines  
15 for meeting goals. Chambers explained the workbook was a tool available to the board and the objective was  
16 to manage risk  
17

18 Chambers said licensing boards has the responsibility to set the minimum bar for safe practice and mentioned  
19 that some boards are holding town hall meetings to solicit input and mentioned that it as an option for the  
20 board to consider. Chambers recommended the board evaluate what they are doing and ask why to ensure  
21 the amount of education, hours of experience, etc. are necessary for that minimum standard rather than  
22 because that's what we've always done. Chambers asked the board to also consider what, if any, additional  
23 resources are required to accomplish these goals.  
24

25 Chambers discussed how to use the workbook and encouraged the board to use the tool. She explained that  
26 the workbook looked at what are the risks, what are the problems and asked the board to have conversations  
27 about the plausible of harm, the significance of harm, and ask "are you drawing the line reasonably to ensure  
28 the minimum competency is there?". Chambers asked board to challenge themselves to look at where they  
29 fall on the standards.  
30

31 Chambers thanked the board for their time. The Chair and members of the board thanked Chambers for the  
32 presentation.  
33

34 The Chair asked the board to return to the application reviews. The board looked at a civil engineer by exam  
35 application file that including a foreign degree that had been evaluated by a credentialing agency and  
36 determined to be "regionally equivalent" rather than ABET-equivalent and discussed the required amount of  
37 experience needed based upon the evaluation. The board recommended getting clarification on the  
38 "regionally equivalent" language. Jones stated that she would follow up with the applicant and proceed with a  
39 mail ballot if appropriate.  
40

41 TASK: The Chair requested that Jones reach out to all credentialing agencies listed on the AELS website to  
42 confirm their evaluation processes.  
43  
44

## 45 **19. Foresight Training**

1 Jones explained that CLARB offered a Foresight Training that included a four-part webinar series that she  
2 and Urfer had participated in. Jones explained that part of the training required participants to conduct a  
3 foresight discussion with your board. The Chair asked what the essence of the training was. Jones stated that  
4 there is a lot of overlap with Chamber's presentation and regulatory reform. Jones said that the foresight  
5 training focused on looking ahead ten years and considering all plausible futures, and looking statutes and  
6 regulations through that lens to anticipate changes in regulation, and how best to prepare for the future of the  
7 professions regulate by the AELS board.  
8

9 The Chair said that there was a similar activity at the NCARB annual meeting where you brainstormed ideas  
10 and then used the bracket system to come up with the most important item that you really wanted to move  
11 forward with. Fritz added that there were prompts in the forms of questions to get participants to look at all  
12 types of scenarios and determine what was the most important goal. The Chair and Fritz explained that  
13 during the process they came up with strategic plan as the number one goal for the coming year.  
14

15 The Chair asked the board how they wanted to approach the plan. Fritz asked Urfer if she thought it was  
16 worthwhile to spend time on the Foresight exercise or if the board should focus on issues that have already  
17 been identified. Urfer stated that there are two pieces to the process – one is the requirements of the training  
18 exercise and the other is the fact that strategic plans have been a key topic of discussion at all recent CLARB  
19 meetings she has attended. Urfer thought it was interesting that the Chair and Fritz came to that same  
20 conclusion at the NCARB meeting. The Chair asked the board if they wanted to add another day to the next  
21 meeting to have a work session focusing on strategic planning. Fritz suggested utilizing the committee  
22 structure to get most of the work done that way. Johnston commented on the difficulties of getting things  
23 done in between meetings. The Chair mentioned that there were special topics discussions included in today's  
24 schedule to allow the board to have dedicated time to discuss timely issues.  
25

26 Jones circled back to the Foresight training and asked the board to review the scenario provided by CLARB  
27 that involved an increasing presence of artificial intelligence in the landscape architecture. Jones asked each  
28 board member to rater their view of the future on a scale of 1-6 with one being the most negative outlook  
29 and six being totally positive about the future of the professions. Each board member indicated their  
30 numbers:(N/A, 2, 3, 3, 4, 5, 5). The board discussed moves to remove licensure in other jurisdictions and the  
31 pressures to constantly look at regulations. The Chair said there are a several states that are dealing with a lot  
32 of deregulation issues. Several members responded indicating that the AELS board was in a good position to  
33 evaluate current statutes and regulations.  
34

35 Jones asked the board if they had any comments regarding artificial intelligence (AI) and how that may affect  
36 the respective professions regulated by the board? Fritz stated that she believed technology will be positive  
37 thing overall and mentioned the advancements made with BIM. The Chair said that AI may take the place of  
38 certain elements and raise questions. Overall the board felt it was an interesting scenario that ran parallel to  
39 questions at national conferences regarding the future of the professions and how boards need to be  
40 cognizant of potential changes. Fritz stated that she was encouraged by all the parallel discussions regarding  
41 member roles as regulators and stated that it is valid to always be looking at your regulations identifying the  
42 "low hanging fruit", as well as tougher issues.  
43

44 The Chair expressed his appreciation to the board, saying he is always challenging itself and coming back  
45 from national conferences with questions and adjustments.

1  
2 Johnston suggested reaching out to registrants to gather input and wider perspectives on key topics such as  
3 continuing education and board composition. Several members agreed.

4 Jones thanked the board for participating in the exercise.  
5

6 The Chair asked Jones to explain the marked-up application form in the board packet under *Agenda Item 10.*  
7 *Presentation on NCEES Council Record.* Jones explained that staff often receive feedback from licensees who are  
8 disgruntled at having to submit a completed application form with their NCEES Record. Jones said she  
9 discovered that some states have a different form for people that submit a record that is a shorter application  
10 form versus requiring the applicant to complete and submit the long application form. Mott commented that  
11 some states require an NCEES record. Jones responded, saying some jurisdictions accept records from the  
12 various national councils in lieu of applications. Jones explained she is looking for ways to simplify the  
13 process for licensees, as well as reduce the amount of time staff spends extracting information from the  
14 records Jones asked the board to consider offering a short application for applicants that submit an NCEES,  
15 NCARB, or CLARB council record.  
16

17 Mott said that building an NCEES Record is an onerous task, especially for older individuals, but agreed that  
18 it is a great tool once you have it established. Jones clarified that the short application form was intended to  
19 be an alternative option rather than replace the current application form. The Chair asked what that process  
20 would entail. Jones responded that it would be mostly administrative and involve working with the  
21 publications team to develop a new form. Jones said that the statute requires a board-approved form, but  
22 added that it does not prevent the board from having multiple forms. As additional reference, Jones added  
23 that the board recently approved having separate application forms for exam and comity for each of the  
24 professions.  
25

26 The Chair asked the board to move on to the next item on the agenda. Fritz asked if there need to be any  
27 additional follow up from Sara Chamber's presentation. The Chair responded, encouraging the board to keep  
28 the discussion with Chambers in mind during this afternoon's focus on special topics. Jones clarified that it is  
29 a mandate and the board needs to be working on the regulation reform, but that the board is not required to  
30 complete the workbook during this meeting.  
31

## 32 **20. Regulation Projects**

33 **A. 12 AAC 36.050(b)(1) to clarify documentation requirements** – Jones suggested removing the reference  
34 to five days before the NCEES exam registration deadline since approvals are now handled online through  
35 NCEES E3 portal. Maynard questioned the 30-day deadline for applications and noted that the transition of  
36 some exams to year-round will negate the exam administration deadline for some of the PE exams.  
37

38 The Chair asked for other comments about the deadlines. Maynard stated that the deadlines should be  
39 removed if they are not being followed and expressed his frustration with reviewing applications that came in  
40 after the deadline. Johnston suggested that applications that came in after the deadline should be reserved for  
41 the end of the meeting and only reviewed if there was time in the agenda. Several members agreed with that  
42 approach.  
43

44 Maynard commented that he would prefer staff get the continuing education audits done that are eighteen  
45 months out rather than adding applications into a meeting when they didn't meet the deadline. Fritz agreed

1 that it is not fair to those that met the deadline and that the board currently does not have the staff resources  
2 to accommodate late applications. The Chair asked if the preparation of applications was typically handled by  
3 the licensing examiner. Jones responded affirmatively. Fritz stated that it is a huge burden for one staff  
4 person to handle and continue to be a public service minded as possible. Maynard responded that it is one  
5 thing if staff have the time to get to late applications, but he did not agree with putting work aside to cater to  
6 people that did not meet the deadline so that they don't have to wait six months or a year. Johnston added  
7 that there is a person behind every application and added that reducing processing time for licensure is a  
8 priority for this administration.

9  
10 Urfer suggested the board assist with setting priorities. Jones apologized for the delays with the CE audit and  
11 explained that she did not feel she had the appropriate level of understanding to review the submissions.  
12 Maynard explained that originally the board reviewed the audits and then the former Executive Administrator  
13 felt comfortable taking over that task. He stated that the board could take that task back if staff did not feel  
14 able to handle it. Fritz commented that there appears to be a lot of variables based upon the submissions that  
15 she has reviewed and stated that staff should not be expected to handle the review.

16  
17 The Chair said the board would take over the reviews. Jones said that she had been very thorough with the  
18 reviews and documenting which courses were eligible for carry forward, etc. The Chair asked Jones to  
19 determine how to divvy the remaining ones up for the board to review. Fritz stated that the tools Jones has  
20 developed are critical for relaying information back to the registrant if there were questions about courses and  
21 or to document carry forward. The Chair asked the board to discuss a plan for addressing the backlog during  
22 the special topics discussion.

23  
24 Urfer circled back to the applications and recommended that deadlines be observed so that staff and board  
25 members are not scrambling for applicants that did not meet the deadlines. Several members encouraged  
26 Jones to escalate any complaints from applicants that miss the deadline to the Chair for a response.

27  
28 **B. 12 AAC 36.066 FS eligibility language clean up** – Jones explained that Hale and Kerr were working on  
29 cleaning up the references to fundamentals of surveying exam eligibility.

30  
31 **C. 12 AAC 36.063, and .068 to clarify mentoring program requirements** – The board reconfirmed that  
32 the language needs to be updated to clarify that the mentoring program is four years, but that the same 24  
33 months of responsible charge requirement remains. Jones confirmed that a response letter was sent to Brian  
34 Hanson to explain the board's intent, but added that proposed changes had not been drafted. The Chair  
35 asked Maynard to carry it forward.

36  
37 Jones added that it was part of a larger regulation project that included updates to the landscape architect  
38 registration requirements language. Jones explained that since landscape architect regulations included  
39 references to a mentor program that the board had previously determined to roll those updates into a larger  
40 regulation project.

41  
42 **D. 12 AAC 36.990 definitions** – Maynard reported that he had not received any feedback from the proposed  
43 definitions that he had previously provided. Jones confirmed no comments had been received. The board  
44 reviewed the proposed additions of progressive experience and mentorship program.

1 **E. 12 AAC 36.068 and .108 landscape architect registration requirements** – The Chair asked Urfer for a  
2 status update of this regulation project. Urfer said that she believed it was ready to go. Fritz recalled that  
3 initially this had also included statutory changes, but that the board decided to do as much clean up as  
4 possible within the regulations given delays in finding a sponsor for the statutory changes. The board  
5 discussed delaying public notice of these changes to combine with other updates.

6  
7 Maynard recommended that everyone spend the next few months looking through all AELS Statutes and  
8 Regulations and identify updates. Maynard provided the example of outdated references to eligibility for the  
9 fundamentals of engineering examination. Several members agreed.

## 10 11 **21. Special Topics**

12 **A. Continuing Education** – The Chair asked Fritz and Wallis to comment on their recent review of  
13 submissions on Wednesday. Fritz said that more responsibility needs to be put on the registrant to provide  
14 enough documentation to allow reviewers to verify it meets the criteria and recommended that the CE form  
15 be updated to request the information that is needed. Fritz said that the regulations require to demonstrate a  
16 minimum of 24 professional development hours, not provide a certificate that you completed something.  
17 Fritz expressed her concern with discrepancies between the amount of time awarded on the certificate and  
18 actual length of courses. Fritz and Wallis suggested the board determine what is most important and go from  
19 there. Maynard added that the board also needs to recognize its limitations in being able to verify the  
20 information.

21  
22 Jones asked about developing an AELS Statutes and Regulations course. Johnston agreed and stated other  
23 states require ethics courses with each renewal.

24  
25 The Chair reviewed the continuing education regulations and recommended staff perform a preliminary  
26 review of the submission and if the registrant does not submit the necessary level of information then you  
27 don't accept it. Fritz explained the process of back and forth with the registrant and amount of time and  
28 resources it takes for staff to manage that. The board discussed several scenarios and how best to handle the  
29 audit.

30  
31 The Chair asked for ways to simplify the process. Maynard suggested that it be viewed as a point in time and  
32 recommended that the board reject anything that does not meet the requirements, rather than going back and  
33 forth for more information. Maynard also suggested that the registrant track carry forward.

34  
35 Johnston and Mott suggested updating the form to include a column to confirm or explain how the course  
36 meets the requirement. The Chair recommended including an example on the first line and asked the board  
37 to consider what else they want to see on the CE Report form.

38  
39 TASK: Fritz offered to work with Jones to develop a new CE Report form.

40  
41 The board re-reviewed 12 AAC 36.510(g) (1-5) and noted some issues regarding “managerial content”.  
42 Maynard suggested conducting outreach about continuing education requirements to help registrants  
43 understand what qualifies.

1 The Chair asked about the submittal process. Jones explained that CE submissions are received via email,  
2 mail, and fax, then added to the individual's record and flagged for review. The board discussed ways to  
3 minimize the amount of legwork for staff and how best to get the submissions to the board for review.  
4

5 Fritz asked about the process for those that did not meet our requirements. Jones stated that ones that did  
6 not meet the requirements are forwarded to the Division's paralegal. Wallis said he is still struggling with the  
7 content having to all be related to health, safety and welfare. The board reviewed the criteria again and  
8 identified areas requiring clarification.  
9

10 Due to timing of the next audit and process to update regulations, the Chair recommended that the board  
11 keep these concerns in mind during the upcoming CE audit review and plan to submit a draft of proposed  
12 changes following that review. Several members agreed.  
13

#### 14 **B. Arctic Course Requirements**

15 The Chair asked the board to move on to the topic of arctic engineering. Maynard explained the topic came  
16 up because Brian Hanson had expressed concerns with one of the courses not being the same amount of  
17 time. Johnston said that the board had determined that while it was less time it was sufficient. Fritz said that  
18 she thought there was an issue. Johnston said she interviewed the instructor and reviewed the materials and  
19 believed that it met the minimum.  
20

21 Maynard said at the January meeting the board established a committee and intended to develop minimum  
22 criteria for arctic engineering/ northern design courses. Maynard also stated that some courses are better for  
23 certain disciplines and suggested reaching out to some of the professional societies to develop a course that is  
24 more relevant to their discipline. Fritz recommended that the board put together some expectations or matrix  
25 that represents a minimum standard. The Chair suggested the board look at the rubric that Dr. Perkins  
26 presented at the January 2019 meeting. Johnston agreed to compile a rough draft of the minimum criteria for  
27 the board to consider.  
28

#### 29 **C. Licensure Mobility**

30 The board decided to review 12 AAC 36.990 Definitions and identify any updates or additions that are  
31 needed rather than discuss licensure mobility. Maynard reminded the board that he had been tasked to draft  
32 definitions for progressive experience and mentor program and asked if there were any others.  
33

34 The board also discussed responsible charge and responsible control. The Chair said in the architectural  
35 world they are used interchangeably. Maynard and Johnston argued that they are different. The board  
36 returned to reviewing progressive experience and suggested clarifying whether it can be projected or not  
37 under 12 ACC 36.067 Date of Experience.  
38

39 The board discussed the mentoring program/ system referenced in 12 AAC 36.063 and .068. The Chair  
40 requested that all the updates be compiled at the November meeting with the intent to submit one large  
41 packet of proposed changes. The board agreed.  
42

43 The Chair complimented the board on how they used the special topics session and suggested combining the  
44 committee updates with the special topics session into one large work session and the board determine the  
45 topic or topics for each meeting. Several members expressed their agreement with that approach.

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**22. Committee Updates**

**A. Arctic Engineering/ Northern Design Committee** – Covered during special topics session.

**B. Board Outreach** – Fritz offered to develop a template for reporting outreach efforts that also includes preparation hours, etc. and recommended that it be used going forward to illustrate the board’s efforts, staff involvement, and to assist in planning future activities and travel requests. Fritz offered to put together a report for the AGC Safety Fair and create a template to be used going forward.

Maynard reported that was asked to speak with ANTHC and that they were very interested learning about the mentoring program and were very appreciative of him taking the time to speak with them. Jones added that she also received a phone call from the organizer expressing their appreciation. Fritz suggested that Maynard complete the report as well to document all the presentations we do.

The Chair asked that the template be uploaded to the board’s resources folder in OnBoard. Jones added that she completes a Travel Action Summary after each board meeting and stated that she typically will note if the board conducted any outreach, but indicated that it is not as extensive as what Fritz is proposing.

Johnston mentioned that when the board meets in Fairbanks there are several organizations that are looking for speakers. Johnston mentioned Alaska Society of Professional Engineers, Alaska Native Science and Engineering Program, and Society of American Military Engineers.

**C. Continuing Education Committee** – Fritz asked if anyone else was interested in working with her on continuing education matters. Johnston volunteered to work on with Fritz.

**D. Emeritus Status Committee** – Jones confirmed that Emeritus Status does not need to be resubmitted once someone has been given that status.

**E. Guidance Manual** – Jones stated that she had information regarding the use of titles to add to the manual, but wanted to confirm on the record that the board wished to have that item added to the Guidance Manual. The Chair directed Jones to proceed with the updates.

**F. Investigative Advisory Committee** – The Chair reminded the board members to support Investigator John Savage as needed.

**G. Legislative Liaison Committee** – Fritz proposed expanding it to the Legislative Liaison and Regulation Committee based upon the board’s focus on reviewing and updating statutes and regulations. Maynard stated that the Regulation FAQ forms are typically completed by the person heading that particular regulation project and suggested that process remain intact. Fritz agreed and withdrew her suggestion.

**H. Licensure Mobility Committee** – Johnston commented that staff will be moving forward with the shortened application forms. Fritz stated that the current administration is open to changes and suggested keeping the committee to revisit the possibility of delegating authority to staff to approve applications that meet certain criteria, such as NCARB certificate holders

1 **23. National Organization Meeting Reports & Updates**

2 **A. CLARB** – Urfer recapped the Foresight Training and stated that she planned to attend the CLARB  
3 Annual Meeting in late September. Urfer added that the members would again vote on the Board of  
4 Directors (BOD) composition and confirmed with the other members that the AELS board will continue to  
5 support regional representation on the BOD.  
6

7 **B. NCARB** – Fritz and the Chair reiterated the effectiveness of the exercise conducted at the NCARB  
8 Annual Meeting in June and mentioned that NCARB released its new mission and strategic plan at the 100<sup>th</sup>  
9 Anniversary Celebration. The Chair requested Jones bring the materials from the exercise to the November  
10 meeting to assist with the board’s strategic planning efforts and review of AELS statutes and regulations.  
11

12 **C. NCEES** – Maynard reported on the NCEES Western Zone Meeting that was held in May and stated that  
13 there was not a lot of controversial topics at this year’s zone meeting. Mott agreed and added that attending  
14 the law enforcement exchange had been very beneficial. Johnston, Maynard and Kerr plan to attend the  
15 NCEES Annual Meeting later this month.  
16

17 **24. Read Application into the Record**

18  
19 **On a motion duly made by Elizabeth Johnston seconded by Colin Maynard, and passed**  
20 **unanimously, it was resolved to APPROVE the following list of applicants for registration by comity**  
21 **and examination with the stipulation that the information in the applicants’ files will take**  
22 **precedence over the information in the minutes.**  
23

24 The following list of applicants were APPROVED at the August 1-2, 2019 meeting:

FIRST NAME	LAST NAME	COMITY/EXAM	TYPE OF LICENSE	AUG. DECISION
EDUARDO	AVELAR	COMITY	CIVIL	APPROVED
WILLIAM	BALA	COMITY	CIVIL	APPROVED
CAL	BEARMAN	COMITY	CIVIL	APPROVED
TODD	COBURN	COMITY	CIVIL	APPROVED
BENJAMIN	DAVIS	COMITY	MECHANICAL	APPROVED
BENJAMIN	DAVIS	COMITY	MECHANICAL	APPROVED
KARL	DIEKEVERS	COMITY	ELECTRICAL	APPROVED
PAULA	ENDICOTT	COMITY	MECHANICAL	APPROVED
ANDREW	FORTNER	COMITY	CIVIL	APPROVED
JONATHAN	FRANTZ	COMITY	CIVIL	APPROVED
JOSEPH	GORNIK	COMITY	ELECTRICAL	APPROVED
STEVEN	HOBBS	COMITY	CIVIL	APPROVED
JUSTIN	JOHNSON	COMITY	CIVIL	APPROVED
LINDSEY	KENNELLY	COMITY	ENVIRONMENTAL	APPROVED
STEVEN	LINDHOLM	COMITY	NAVAL ARCH	APPROVED
BERNARD	LIU	COMITY	CIVIL	APPROVED
CHELSEA	McCANN	COMITY	LANDSCAPE ARCHITECT	APPROVED
DAVID	NAKAKI	COMITY	CIVIL	APPROVED

JOSEPH	RICKER	COMITY	CIVIL	APPROVED
ERIC	SOBEL	COMITY	STRUCTURAL	APPROVED
CHARLES	SOUTHLAND	COMITY	CIVIL	APPROVED
BRANDON	WILSON	COMITY	ELECTRICAL	APPROVED

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On a motion duly made by Elizabeth Johnston seconded by Colin Maynard, and passed unanimously, it was resolved to **CONDITIONALLY APPROVE** the following list of applicants for registration by comity and examination with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

The following list of applicants were **CONDITIONALLY APPROVED** at the August 1-2, 2019 meeting:

FIRST NAME	LAST NAME	COMITY/EXAM	TYPE OF LICENSE	AUG. DECISION
MOHAMED	AL HARASH	COMITY	STRUCTURAL	CONDITIONAL
CHAD	ALONSO	EXAM	CONTROL SYSTEM	CONDITIONAL
JAKE	ALWARD	EXAM	CIVIL	CONDITIONAL
GARRETT	BAGINSKI	EXAM	CIVIL	CONDITIONAL
CODY	BECKES	EXAM	CIVIL	CONDITIONAL
JAMES	BOGGS	EXAM	MECHANICAL	CONDITIONAL
PATRICK	BRANDON	EXAM	STRUCTURAL	CONDITIONAL
NICHOLAS	BREHM	EXAM	CIVIL	CONDITIONAL
ANGUS	BROMAGHIN	EXAM	MECHANICAL	CONDITIONAL
DAVID	CARLSON	EXAM	CIVIL	CONDITIONAL
MEGAYLA	CARTWRIGHT	EXAM	MECHANICAL	CONDITIONAL
COLBY	CAYWOOD	COMITY	CIVIL	CONDITIONAL
LAWRENCE	DASH	EXAM	METALLURGICAL	CONDITIONAL
EMILY	DELANEY	COMITY	CIVIL	CONDITIONAL
CLARISSA	DOUGHERTY	EXAM	CIVIL	CONDITIONAL
JEREMY	DVORAK	EXAM	CIVIL	CONDITIONAL
MEHRAN	EDALAT	COMITY	CIVIL	CONDITIONAL
DAVID	FREESE	EXAM	CIVIL	CONDITIONAL
JOHN	GARNER	COMITY	CIVIL	CONDITIONAL
WALTER	GRAHAM	EXAM	CIVIL	CONDITIONAL
MATTHEW	GRAY	COMITY	ELECTRICAL	CONDITIONAL
ROBERT	HALCOMB	EXAM	CIVIL	CONDITIONAL
NATHAN	HARRIS	EXAM	CIVIL	CONDITIONAL
JONATHAN	HARTFORD	EXAM	CIVIL	CONDITIONAL
ELENA	HARTFORD	EXAM	MECHANICAL	CONDITIONAL
D. JOSEPH	HAUSER	COMITY	CIVIL	CONDITIONAL
GUNNER	HODGSON	EXAM	MECHANICAL	CONDITIONAL
RYAN	KIM	EXAM	CIVIL	CONDITIONAL
THOMAS	LACH	COMITY	CIVIL	CONDITIONAL
JEREMY	LANGTON	EXAM	CIVIL	CONDITIONAL

JOSEPH	LAWENDOWSKI	EXAM		CONDITIONAL
ANDREW	LEAN	EXAM	CIVIL	CONDITIONAL
ALEX	LEGRISMITH	EXAM	MINING	CONDITIONAL
MATTHEW	MARTIN	COMITY	MECHANICAL	CONDITIONAL
DALE	MCCOY	EXAM	STRUCTURAL	CONDITIONAL
DANIEL	McINTOSH	EXAM	ELECTRICAL	CONDITIONAL
GARRETT	MCKEE	EXAM	PETROLEUM	CONDITIONAL
JUN	MENDOZA	EXAM	MECHANICAL	CONDITIONAL
ALAN	METTEMEYER	COMITY	STRUCTURAL	CONDITIONAL
JACOB	MINTURN	EXAM	CIVIL	CONDITIONAL
KYLE	MOORE	COMITY	ELECTRICAL	CONDITIONAL
SARA	NICHOLS	EXAM	MECHANICAL	CONDITIONAL
JAMES	PATTERSON	COMITY	FIRE PROTECTION	CONDITIONAL
JOHN	ROBINSON`	COMITY	CONTROL SYSTEM	CONDITIONAL
KEVIN	ROSS	EXAM	STRUCTURAL	CONDITIONAL
DAVID	SANDBERG	EXAM	CIVIL	CONDITIONAL
COLE	SCHIERMAN	EXAM	MECHANICAL	CONDITIONAL
DOUGLAS	SMITH	COMITY	MECHANICAL	CONDITIONAL
BHARAT	SOLI	COMITY	STRUCTURAL	CONDITIONAL
MATTHEW	SUMMERS	EXAM	PETROLEUM	CONDITIONAL
ROBERT	SWANSON	EXAM	CONTROL SYSTEM	CONDITIONAL
MICHAEL	ULMGREN	EXAM	ENVIRONMENTAL	CONDITIONAL
TAE	VOIGHT	EXAM	CIVIL	CONDITIONAL
HEATHER	WALLERI	EXAM	CIVIL	CONDITIONAL
BONNIE	YORK	EXAM	CIVIL	CONDITIONAL
YURIANTO	YURIANTO	COMITY	CIVIL	CONDITIONAL
WILLIAM	ZIETLOW	COMITY	CIVIL	CONDITIONAL
PETKO	ZLATEV	COMITY	ENVIRONMENTAL	CONDITIONAL

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On a motion duly made by Catherine Fritz, seconded by Jeff Koonce, and passed unanimously, it was resolved to find the following list of applicants for registration by comity and examination INCOMPLETE with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

FIRST NAME	LAST NAME	COMITY/EXAM	TYPE OF LICENSE	AUG. DECISION
LEIGH	CLARK	EXAM	CIVIL	INCOMPLETE
HENRY	COLE	EXAM	CIVIL	INCOMPLETE
ALVIN	DEIGHTON	EXAM	MECHANICAL	INCOMPLETE
MATTHEW	HAYMES	EXAM	CIVIL	INCOMPLETE
NICHOLAS	JANSSEN	EXAM	MECHANICAL	INCOMPLETE
CODY	JONES	COMITY	LAND SURVEYOR	INCOMPLETE
ANDREW	KERN	COMITY	STRUCTURAL	INCOMPLETE

DEVON	KIBBY	EXAM	ELECTRICAL	INCOMPLETE
CHRISTOPHER ROWLAND	NICHOLS POWERS	COMITY EXAM	STRUCTURAL CIVIL	INCOMPLETE INCOMPLETE
SAMANTHA	REDICK	EXAM	ELECTRICAL	INCOMPLETE
JEREMIAH	WEAVER	EXAM	ELECTRICAL	INCOMPLETE

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**25. Review of Board Tasks** – Jones will follow up after the meeting with a list of tasks.

**26. Board member comments**

The board thanked the Chair for hosting the meeting. Several members commented that the working session was productive and looked forward to continuing that format. Jones thanked the board for all their work.

**27. Meeting adjourns**

The meeting adjourned at 3:23 p.m.

**Outreach Event:** Board members Jennifer Anderson, Catherine Fritz, Colin Maynard and Fred Wallis, along with Executive Administrator Alysia Jones participated in the Associated General Contractors of Alaska’s Safety Fair, on Wednesday, July 31, 2019. This public, family-focused event featured over 10 vendors/agencies that shared information relating to construction safety. The board’s table featured a postcard handout that described the purpose of the AELS board, NCEES toy hard hats and pencil giveaways, and a game that resulted in the construction of the 3-legged stool of Education, Experience, and Examination. The life-size game board consisted of chalked boxes in the parking lot and participants rolled a large die to advance steps along the board. The participant received sticks along the way (colored popsicle sticks designated with Education, Experience, Exam). Once the game was completed, a 3-legged stool was built from the sticks. Approximately 50 children (toddlers to teens) participated in the game, and an estimated 250 total people attended.

Respectfully submitted:

\_\_\_\_\_  
Alysia D. Jones, Executive Administrator

Approved:

\_\_\_\_\_  
Jeffrey P. Koonce, Chair  
Alaska Board of Registration for Architects,  
Engineers, and Land Surveyors

1 These draft minutes were prepared by the staff of the Division of Corporations, Business and Professional  
2 Licensing. They have not yet been approved by the Board.

3  
4 **STATE OF ALASKA**  
5 **DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**  
6 **BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS AND**  
7 **LAND SURVEYORS**

8  
9 **MINUTES OF THE MEETING**  
10 **August 28, 2019**

11  
12 By authority of AS 08/01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a  
13 scheduled meeting of the Board of Registration for Architects, Engineers and Land Surveyors was held on  
14 Wednesday, August 28, 2019. The teleconference originated from the State Office Building, 9<sup>th</sup> floor  
15 Conference Room C.

16  
17 **1. Call to Order/Roll Call**

18 The meeting was called to order at 2:15p.m.

19  
20 Board members present, constituting a quorum:

21 Jennifer Anderson, PE, Civil Engineer, Environmental Engineer  
22 Catherine Fritz, Architect  
23 Dave Hale, PS, Surveyor  
24 Elizabeth Johnston, PE, Electrical Engineer, Fire Protection Engineer  
25 John Kerr, PS, Surveyor  
26 Jeff Koonce, Architect (Chair)  
27 Colin Maynard, PE, Civil Engineer, Structural Engineer  
28 Bill Mott, PE, Chemical Engineer, Metallurgical and Materials Engineer  
29 Luanne Urfer, Landscape Architect  
30 Fred Wallis, PE, Mining Engineer

31  
32 Attending from the Division of Corporations, Business, and Professional Licensing were:

33 Alysia Jones, Executive Administrator  
34 Sara Neal, AELS Licensing Examiner  
35 Jun Maiquis, Regulation Specialist\*

36  
37 \* Attended a portion of the meeting.  
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44

2. Review and Approve the Agenda

On a Motion duly made by Colin Maynard seconded by John Kerr and approved unanimously, it was RESOLVED to approve the agenda as presented.

3. Review Comments RE: Proposed Regulation Changes

The Chair asked Jones to read the comments related to the Proposed Regulation Changes. A. Jones stated that three comments were received including:

Submitted by Julie H on July 24, 2019:

Comments:

I agree with the intent of these changes. If somebody misses the renewal deadline, a late renewal fee is reasonable. Providing an option for a Continuing Education extension - with fee - is a fair way to allow people to get caught up.

Question:

A couple years ago I missed the renewal deadline. I moved that year, forgot to change my address with the board, did not receive the renewal reminder, and it escaped my notice. In that situation, I still would have agreed that a late renewal fee is fair. The problem I had was that the online renewal website was shut down on January 1. I had to renew by mail. The delay this caused - and my inability to practice during this time - caused a bigger problem than a late fee would have. I remember thinking that a fee would have been much kinder.

So, my question is, now that you'll be charging a fee for late renewals, will the website remain open to process the late renewals after Dec. 31?

Jones explained that there will be an option with the upcoming renewal to be able to allow registrants to submit renewals online after the 12/31/2019 expiration date. Jones provided the following response to Julie H on July 26, 2019:

Thank you for your comments and I appreciate your feedback regarding the online renewal. With the upcoming renewal period, we do intend to keep a version of the online renewal option available to minimize delays.

Jones read the following comment submitted by Connor Dunham on July 26, 2019:

Hello,

I am writing in regards to the Alaska State Board of Registration for Architects, Engineers, and Land Surveyors (AEELS) proposed update to regulations regarding late renewal and continuing education extension period fees, and time extension for continuing education requirements. My comment is:

I oppose any fees. If you all feel an immediate 50% fee for being late is fair, upon further examination you will learn that it is not. Rather than just saying I'm opposed, I'd like to offer a

1 fair alternative. The California OMV poses the following fees for registration renewal of vehicles  
2 shown below. I would rather see a stepped structure where there is more of a cushion.  
3

If payment is late:	The penalty will be the sum of:	Registration Late Fee
1-10 days	10% of the vehicle license fee due for that year	\$10.00
11-30 days	20% of the vehicle license fee due for that year	\$15.00
31 days-1 year	60% of the vehicle license fee due for that year	\$30.00
More than 1 year-2 years	80% of the vehicle license fee due for that year	\$50.00
More than 2 years	160% of the vehicle license fee due for that year	\$100.00

4  
5 Koonce stated that the board had discussed one amount. Maynard clarified that there were two separate  
6 fees – one was a \$50 fee for anyone renewing after the deadline and that the other \$50 fee was for a 30-  
7 day extension to get their continuing education in line. Koonce agreed and added that he did not feel that  
8 the table related to what the board was proposing. Maynard responded that it does apply to the late fee but  
9 indicated that a flat fee would be easier to manage and did not feel a stepped structure was appropriate.  
10 Wallis agreed and encouraged the board to keep it as simple as possible.

11  
12 Jones read the following comment submitted by Steve Cain on August 1, 2019:

13 *Rather than have the extension and the late renewal have the same dollar amount on top of the*  
14 *renewal fee, I suggest having the extension fee be a lesser amount than the late penalty to offer an*  
15 *advantage to those attempting to comply over those caught in noncompliance.*  
16

17 Maynard said he believed the comment was related to the continuing education fee, but added that the \$50  
18 fee is one tenth of the cost of getting caught for signing that you completed your credits when you have  
19 not and felt that was enough of an advantage. Koonce suggested leaving it as proposed.  
20

21 **On a Motion duly made by Colin Maynard seconded by John Kerr, and approved**  
22 **unanimously, it was RESOLVED to approve the proposed regulation changes as public noticed.**  
23

#### 24 **4. Continuing Education Audit**

**AELS\_8.28.2019\_00:40:45**

25 The Chair directed the board to review the draft letter related to the continuing education audit letter. The  
26 Chair recalled that Johnston had shared some thoughts on this at the board's meeting held on August 1-2,  
27 2019 and asked if this met the intent of her thoughts. Johnston requested that it be read aloud. Jones stated  
28 that she may not have captured Johnston's comments and welcomed any edits to the draft. Jones then read

1 the draft letter to the board. Johnston expressed her concern that the language did not specifically explain  
2 that the registrant's submission had not been reviewed by the board. Johnston suggested including a  
3 statement regarding due to unavailability of the board or shortness of board resources your submission  
4 was not reviewed during this time, but that there is no action required on their part. Maynard stated that  
5 he had the same concern as Johnston. Fritz suggested modifying the language to clarify that they provided  
6 information the 2016-2017 licensing period but that they have not necessarily complied. Johnston asked  
7 the other board members how they wished to frame the response. The Chair suggested using the term  
8 waived. Several board members agreed.

9  
10 Fritz asked if the board wished to include a statement about clarifying the continuing education  
11 requirements in the response. Johnston indicated that they could work quite well. Fritz asked if the board  
12 had the ability to waive the audit. Jones responded that she had discussed this with the Deputy Director  
13 Sharon Walsh and mentioned it to the Division Director and they were amendable to this solution to the  
14 outstanding audits.

15  
16 Fritz suggested explaining that it was suspended. Kerr and other board members expressed their concern  
17 with using the term suspended as it would imply there would be future action required by the registrant.  
18 Maynard said the fact of the matter that it has taken over a year and a half and it is still not completed, so  
19 we are going to waive it. Maynard said the board had allowed staff to do it before, but that doesn't seem  
20 like that's going to work, so the board needs to take it back over. Maynard stated that they weren't doing  
21 a complete reevaluation of the whole system. He also added that if he received a letter, he would want to  
22 know what we are doing and why we are doing it.

23  
24 Johnston said she believed the board did have a goal of clarifying what appropriate continuing education  
25 is and what documentation we are going to require. Maynard responded but that is not why we are  
26 waiving this. Johnston agreed.

27  
28 Kerr stated that he believed the root cause was staffing changes. Kerr recommended stating that due to  
29 staffing changes. Johnston recommended saying due to the impending 2020-2021 renewal cycle all  
30 outstanding audits are waived. The board agreed.

31  
32 Jones will provide an updated draft of the letter to Johnston for review and additional edits.

### 34 **5. Follow up Application Review**

**AELS\_8.28.2019\_00:50:32**

35 The board reviewed discussed ten applications for registration. All the applications had been reviewed at  
36 previous meetings, however the board had requested clarification and agreed to review any additional  
37 information that had been submitted at this teleconference, since several of the applications were for  
38 engineers by exam applying to sit for the October 2019 PE exams.

39  
40 Jones presented each application and provided a summary of the situation and what additional  
41 information had been submitted. The board reviewed the additional information and discussed the need  
42 for clarification to be provided from the verifiers rather than the applicant.

1 Based upon the board's requests for additional clarification. Jones proposed updating the work experience  
2 verification forms to provide more room for verifiers to explain the applicant's job duties and proposed  
3 updating the format to require additional clarification for time designated as responsible charge. Mott  
4 commented that the board spends a lot of time going back and forth with the work experience and was in  
5 favor of updating the forms.

6  
7 The board also discussed an application with a credentials evaluation the indicated it was "regionally  
8 equivalent". Jones also shared information she had received from NCEES staff regarding credentialing.  
9 The board asked Jones to obtain additional information from agencies to confirm which agencies provide  
10 evaluations that indicate ABET equivalency. Johnston requested that the topic of credentials evaluations  
11 be placed on the November agenda. Several members agreed.

12  
13 Task: Jones will reach out to all agencies listed on the Board Approved Foreign Credentialing Services to  
14 confirm what level of credentialing each agency is able to provide and compile a report for the November  
15 2019 meeting for the board to review.

16  
17 The board reviewed a letter of appeal from a structural engineer by comity. The letter and supporting  
18 documentation was submitted to the Department of Law and comments from Assistant Attorney General  
19 (AAG) Joan Wilson were also presented to the board for consideration. The board maintained is  
20 determination that the application was conditionally approved. The Chair recommended the board  
21 consider AAG Wilson's recommendation to update 12 AAC 36.105(a)(1) to reference (h). Maynard  
22 suggested it be incorporated into the major regulation review and updated that was planned for the  
23 November meeting. Several members agreed.

24  
25 **AELS\_8.28.2019\_1:40:58**

26 The Chair asked about the fee analysis document included in the agenda. Jones explained that the  
27 Division's Administrative Officer Melissa Dumas and updated the fee analysis that the board reviewed at  
28 the May 2019 meeting with information Jones had provided regarding late renewals to show the potential  
29 effect of the late renewal fee.

30  
31 Mott suggested reading the applications into the record before moving on to another topic.

32  
33 **AELS\_8.28.2019\_01:42:20**

34 **On a motion duly made by Colin Maynard seconded by Jeffrey Koonce, and passed**  
35 **unanimously, it was resolved to CONDITIONALLY APPROVE the following list of applicants for**  
36 **registration by comity and examination with the stipulation that the information in the applicants'**  
37 **files will take precedence over the information in the minutes.**

- 38 • Devon Kibby
- 39 • Gunner Hodgson
- 40 • Henry Cole
- 41 • Matthew Gray
- 42 • Nicholas Janssen

1 The board returned to reviewing the fee analysis. Jones explained to date there are 1,070 individuals and  
2 142 firms that renewed after 1/1/2018 and the spreadsheet illustrates an example of the amount this would  
3 generate from late fees. Jones stated that they anticipate this change may potentially delay the board's  
4 need to raise fees during the 2022-2023 licensing period.

5 The Chair read the following statement from the Order Certifying the Changes to Regulations of the State  
6 Board or Registration for Architects, Engineers, and Land Surveyors:

7  
8 *On the record, in considering public comments, the State Board of Registration for Architects,*  
9 *Engineers, and Land Surveyors paid special attention to the cost to private persons of the*  
10 *regulatory action being taken.*

11  
12 The Chair asked if there was anything further to discuss.

13  
14 **AELS\_8.28.2019\_1:48:40**

15 Fritz asked for clarification regarding the response letter for continuing education audit and those that  
16 clearly did not meet the minimum continuing education requirements. Kerr asked if the requirement was  
17 waived or the audit was waived. The board discussed and requested that staff conduct a cursory review of  
18 all outstanding audit submissions to confirm a minimum of twenty-four professional development hours.

19  
20 **On a Motion duly made by Elizabeth Johnston, seconded by John Kerr, and approved**  
21 **unanimously, it was RESOLVED to send a response letter to all registrants with outstanding**  
22 **audits, following finalization of the draft letter by Elizabeth Johnston and Catherine Fritz.**

23  
24 Jones offered to do a final pass of all outstanding continuing education audits to confirm a minimum of  
25 twenty-four professional development hours were completed in the 2016 – 2017 licensing period. The  
26 Board confirmed procedures for those that did not comply, but indicated compliance on their renewal  
27 application.

28  
29 Johnston amended her original motion:

30  
31 **On a Motion duly made by Elizabeth Johnston, seconded by John Kerr, and approved**  
32 **unanimously, it was RESOLVED to send a response letter to all registrants with outstanding**  
33 **audits, who complied with the required amount of professional development hours, following**  
34 **finalization of the draft letter by Elizabeth Johnston and Catherine Fritz.**

35  
36 The Chair thanked everyone for taking time out of their busy days to get through these items.  
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1 **6. Meeting Adjourns**

2 The meeting adjourned at 3:48p.m.

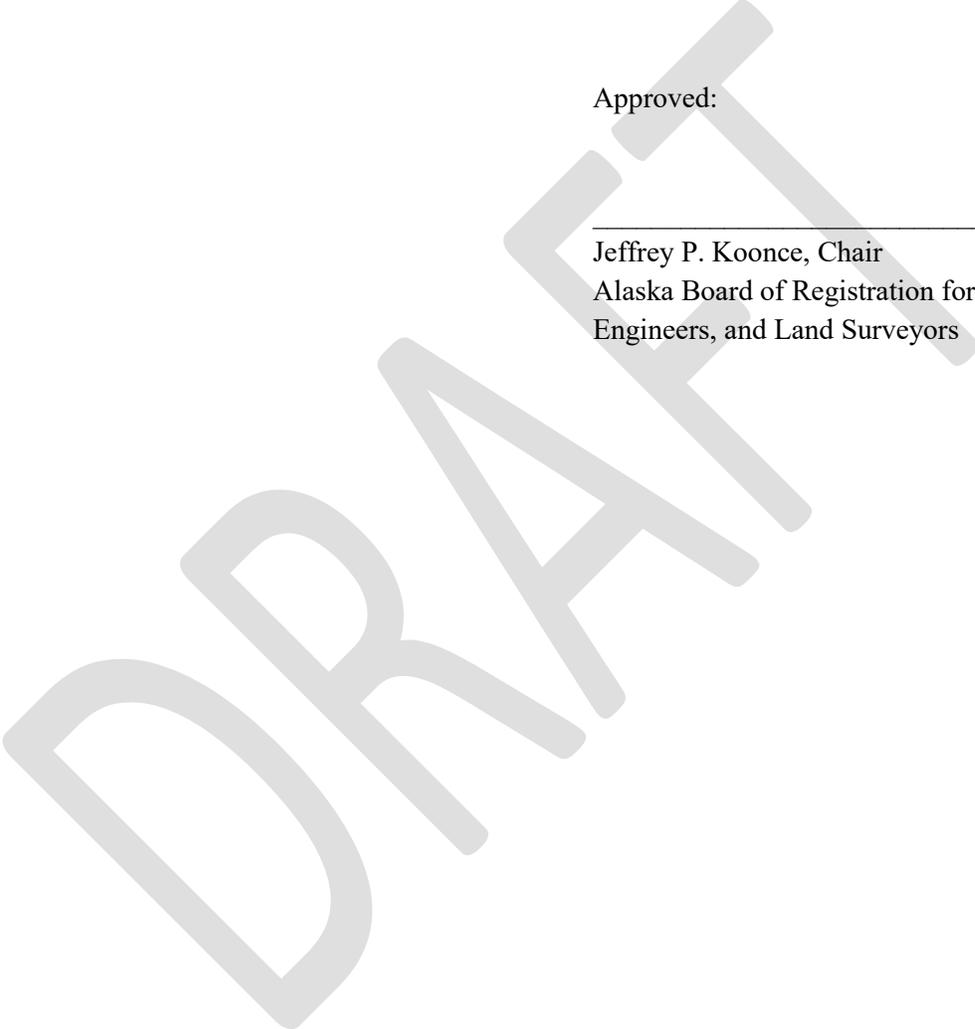
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Respectfully submitted:

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Alysia D. Jones, Executive Administrator

Approved:

\_\_\_\_\_  
Jeffrey P. Koonce, Chair  
Alaska Board of Registration for Architects,  
Engineers, and Land Surveyors





THE STATE  
of **ALASKA**  
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,  
and Economic Development

BOARD OF REGISTRATION FOR ARCHITECTS,  
ENGINEERS, AND LAND SURVEYORS

P.O. Box 110806  
Juneau, Alaska 99801-0806  
Main: 907.465.1676  
Toll free fax: 907.465.2974

Agenda Item 9.A.

September 9, 2019

Dear Registrant:

Thank you for submitting documentation of your continuing education activities during the biennial registration period of January 1, 2016 through December 31, 2017.

During this continuing education audit cycle, only a portion of the submissions were thoroughly reviewed for compliance due to staffing changes and high workloads. Since the current biennial registration period will end soon and a new cycle of audits will begin, the Alaska Board of Registration for Architects, Engineers, and Land Surveyors felt it was appropriate to discontinue review of the remaining 2016-2017 CE audit submissions, including your submission, that indicated at least twenty-four professional development hours on the Continuing Education Report form.

Waiving the review of reported continuing education activities does not imply compliance with the regulations. You are encouraged to review 12 AAC 36.500 - .550 to ensure that activities and courses you participate in align with health, safety, and welfare requirements.

This concludes the January 1, 2016 through December 31, 2017 audit, however pursuant to 12 AAC 36.540(b) documentation of completed continuing education must be maintained by you for four years from the date of completion.

Please be advised that registrations are randomly selected for audit by a computer-generated program, and satisfying this audit does not preclude you from being selected in the future.

If you have any questions regarding the continuing education audit, please contact the AELS Executive Administrator Alysia Jones at 907-465-1676 or at [aelsboard@alaska.gov](mailto:aelsboard@alaska.gov).

Respectfully,

ALASKA STATE BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS,  
& LAND SURVEYORS

Jeffrey P. Koonce, AIA NCARB  
Chair

A handwritten signature in blue ink, appearing to be "JK", written over a circular scribble.



Hon. Michael Dunleavy  
Office of the Governor  
P.O. Box 110001  
Juneau, AK 99811-0001

June 24, 2019

Dear Governor Dunleavy:

The American Institute of Architects

Alaska Chapter  
PO Box 244141  
Anchorage, AK 99524

T (907) 276-2834

[www.aia.org/alaska](http://www.aia.org/alaska)

It is our understanding that the policy allowing the AELS Board members to travel so their quarterly meetings could be held face-to-face has been changed. The new budget eliminates funds for travel and requires meetings to now be held telephonically. The new meeting format is not as effective for the Board or the dues-paying members, and we urge a return to the previous policy.

As you are aware, the ALASKA STATE BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS, AND LAND SURVEYORS (“The Board”) is comprised of 11 volunteers from throughout the state, representing 18 branches of practice within the design professions. The Board’s mission is to protect the public health, safety, and welfare through regulation of the practice of architecture, engineering, land surveying, and landscape architecture.

For many years, the Board has met quarterly, typically for two full work days, to review licensing applications, hear public testimony, debate changes to statutes and regulations, discuss industry trends, and address ongoing changes in the design professions. Meeting locations have varied throughout the state to allow licensees to access the board meetings in person, share the time commitment associated with travel by volunteer board members, and provide outreach opportunities to university students and allied organizations. Board members have also generously provided many volunteer hours for presentations at professional organization meetings, including the Alaska Chapter of the American Institute of Architects.

Board costs, including administration of the Board is 100% paid from licensing fees by the member professionals. These fees have not been decreased even though the travel policy has been changed

The Board needs to be accessible to its constituents. Outreach is a critical part of growing and maintaining effective, relevant regulation of the professions. The Board also needs to be efficient to minimize the time expected of volunteers, and minimize demands on staff to prepare for meetings so staff resources can be used to meet licensee needs.

Board members bring specialized expertise in their own discipline, but must cross disciplines to understand and support consistent application of regulations and statutes. It is essential for all Board members (including public member) to get to know the intricacies of practice through both formal (eg. agenda items), as well as informal (eg. lunch breaks) settings that occur during in-person meetings.

Varying the locations of Board meetings across the state is important – while population is greatest in Anchorage area, many design professionals also reside in Fairbanks and Juneau (or other SE locations). The past practice of 2 meetings per year in Anchorage, 1 in Fairbanks, 1 in Juneau during legislative session allowed for all professionals in the state to have access to the Board.

The Board met via teleconference for the first time on May 9-10, 2019. Board members provided feedback through the Exec Administrator about the difficulties and challenges of the meeting. The change to a non face-to-face meeting was not seen as successful by the participants.

AIA Alaska strongly encourages Governor to allow the use revenues received from licensees to be used for Board to travel to in person meetings to conduct the business of the Board, four times per year.

If you would like to discuss this further, or if I can be of any assistance regarding the profession of architecture in Alaska, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Corey Wall', with a long horizontal flourish extending to the right.

Corey Wall, AIA  
President, AIA Alaska

Agenda Item 10.B.

**From:** [REDACTED]  
**To:** [Board of AELS \(CED sponsored\)](#)  
**Subject:** Mining Engineer  
**Date:** Thursday, August 15, 2019 8:46:57 AM

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Has the board in recent memory investigated changing the makeup of the board to remove the special seat for mining and including them in 'other than those listed' and splitting the mechanical and electrical into two seats?

If you look at the number of licensee alone it would seem to make sense to rebalance the representation of the discipline experience. I do not have the specific numbers, but it seems there are less than 100 active mining engineers, 1200 Electrical engineers, 1400 Mechanicals Landscape Architects have even less active people than mining, but I know they have recently been added to the board, and they do have a different education base more similar to architects, than engineers and certainly cannot be lumped into 'Engineer, other than those listed'

Chris Miller

Speaking as individual Licensed Engineer

Agenda Item 12. New Business

B. Review of Credentialing Services

At the August 1-2, 2019 meeting, the Board requested staff reach out to all credentialing agencies listed on the Board Approved Foreign Credentialing Agencies to confirm level of credentialing and whether the agencies evaluate for Accreditation Board for Engineering and Technology (ABET) equivalency.

Staff will present all responses received to date to the board for review.

## Registration for Alaska Commercial Interior Designers

October 14, 2019  
AELS Board November 2019 Meeting  
ASID Alaska Chapter Initiative Discussion

The American Society of Interior Designers, Alaska Chapter is pleased to submit this packet for your review in support of the Alaska Commercial Interior Design Registration Initiative. We respectfully request the board's support of this initiative and request a position letter indicating board stance (understanding a review of Draft legislation will occur when it is available).

Packet Contents:

1. **Regulation Intent**
2. **Regulation Exemptions**
3. **Frequently Asked Questions (FAQs) Verbal Presentation**
4. **Public Health, Safety & Welfare Impact**
5. **Initiative Summary**
6. **Petition in Support of Initiative**
7. **Interior Design Education Comparison CIDA-NAAB** (Council for Interior Design Accreditation-National Architectural Accrediting Board)
  - Abbreviated Comparison and Analysis – HSW and CIDA Emphasis
8. **Interior Design Education Comparison CIDA-NAAB** (Council for Interior Design Accreditation-National Architectural Accrediting Board)
  - Full Comparison and Analysis

## Registration for Alaska Commercial Interior Designers

### 1 Regulation Intent:

The intent of this initiative is to regulate the practice of commercial interior design in IBC-governed structures and allow non-regulated interior design practice for residential structures per AS 08.48.331(a)(6)(A) and (C).

### 2 Regulation Exceptions and Exemptions:

- **2012 International Building Code**

(As Amended by AAC Title 13, Chapters 50 & 55 - 2017)

**Chapter 1, Part 1 – Scope and Application**

**[A] 102. Scope.** The provisions of this code shall apply to the construction, *alteration*, relocation enlargement, replacement, *repair*, equipment, use and occupancy, location maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures **as governed by the provisions of AS 18.78.080.**

**Exceptions:**

1. one-, two-, and three-family dwellings.
2. multiple single-family dwellings (townhouses) not more than three stories above grade plane in height with a separate means of egress and their accessory structures These structures shall be plan reviewed to the *IBC*. Fire walls between townhouses may be designed to meet Section 706 of the *IBC* or Section R302.2 of the *International Residential Code (IRC)*.

- **Alaska Statute 08.48.331 Exemptions.** *(to Evidence of Practice)*

This chapter does not apply to [(1)-(5) not shown]

(6) a person preparing drawings or specifications for

(A) a building for the person's own use and occupancy as a single family residence and related site work for that building:

(B) farm or ranch buildings and their grounds unless the public health, safety, or welfare is involved;

(C) a building that is intended to be used only as a residence by not more than

(i) four families and that is not more than two stories high and the grounds of the building; or

(ii) two families and that is not more than three stories high and the grounds of the building, if the building is located in a municipality that has adopted a building or residential code that applies to the building and if the building complies with the building or residential code

- **Registered Architects.** Alaska registered architects will be exempt.

## Registration for Alaska Commercial Interior Designers

### **3** Frequently Asked Questions (FAQs)

1. Do interior designers have adequate health, safety and welfare education, training and testing to protect the public?
2. Is there internal confusion and opposition to registration among interior designers?
3. Is there a “body of evidence” to support regulation of commercial interior design? Is there a threat to public HSW or a legal precedent for regulation?
4. How is regulation of commercial interior design beneficial to the public clients and developers, contractors and other design team members? Does it fragment design?
5. How does regulation of commercial interior design enhance free (unrestrained) trade?
6. Why regulate interior design when the NCIDQ credential exists?

## Registration for Alaska Commercial Interior Designers

### 4 Commercial Interior Design Impact on Public Health, Safety and Welfare

Alaska commercial interior designers provide services in buildings designed to protect public health and safety within a variety of building occupancy types and project sectors. These include corporate, professional office, healthcare, hospitality, government, educational, civic and transportation.

**The practice of commercial interior design includes any of the following which affects public health or life-safety and thus requires registration as a commercial interior designer:**

Interior space analysis, planning, design, documentation:

- a. Interior occupancy loads, circulation and exiting: number and location of exits, internal path of travel distance & width, accessible movement within suites and to exits
- b. Interior finish materials/systems: flame spread, smoke density, slip resistance, infection control
- c. Interior furnishings, fixtures, equipment: combustibility, smoke density, bracing, clearances
- d. Interior non-bearing construction documents

**Table of Commercial Interior Design HSW Services**

AREA OF HSW IMPACT & DESCRIPTION		SAFETY	HEALTH	WELFARE
1.	Interior Occupancy Loads	■		
2.	Interior Space Design, Circulation & Exiting	■		
3.	Path of Travel, Widths and Distance to Exit	■		
4.	Interior Signage Systems, Exiting & Accesibility	■		
5.	Emergency Lighting Locations	■		
6.	Annunciators, Strobes, Fire Extinguisher Locations	■		
7.	Finish Materials and Furnishings: Flammability, Flame Spread, Smoke Density, Smoke Propagation, Slip-Resistance	■		
8.	Accessibility Standards and Universal Design	■		■
9.	Anthropometrics (human body size and shape)	■	■	■
10.	Ergonomics (humans in working environments)	■	■	■
11.	Acoustics, Sound Transfer and Mitigation	■	■	■
12.	Lighting Mangement (glare control, daylighting strategies)	■	■	■
13.	Infection Prevention and Control		■	
14.	Material Sustainability, Toxicity		■	
15.	Biophilic Design (increases occupant connectivity to the natural environment)		■	■
16.	Behavioral Science and Environmental Psychology			■
17.	Culture, Function, Relevance			■

## Registration for Alaska Commercial Interior Designers

### 5 Initiative Summary

#### What do commercial interior designers do?

Commercial interior designers provide interior space analysis, planning, design, non-bearing construction drawings, furniture and finish specifications, and management of interior construction and alteration projects in commercial buildings. They work in compliance with applicable building design, construction and life-safety codes, regulations and guidelines to obtain non-bearing construction permits and are qualified by education, experience and examination to provide these services.

#### What is the purpose of this initiative?

This initiative will protect public life-safety in the design of commercial building interior environments by creating commercial interior design registration & regulating the practice of commercial interior design.

#### What will this initiative do?

It will define the professional practice of commercial interior design within buildings designed to protect the public and regulate the scope of work and services provided therein. It will create Alaska registration for commercial interior designers meeting qualification criteria, allow them to practice within the regulated scope, and to submit stamped non-bearing construction drawings for permit.

#### Will all interior designers need to be registered?

No. Only interior designers who wish to practice within the regulated scope of commercial interior design will be required to become registered to perform those services in Alaska.

Registered architects may continue to provide commercial interior design services.

#### Can anyone become a Registered Commercial Interior Designer?

No. Only persons who meet the qualifications of interior design education and experience required to sit for the 3-part national benchmark exam (NCIDQ - USA and Canada), and pass the exam in full may apply to the state for registration as commercial interior designers.

#### What is the benefit to the public?

It provides another measure of public safety protection and risk-mitigation for commercial buildings, creates economic benefits by increasing professional employment opportunities, providing incentive to hire Alaskans for professional interior design, attracting high-quality design talent to the state, encouraging small business and unrestrained trade, and expanding consumer choices of qualified design professionals.

#### How will it be funded?

It is intended to be self-funded at no cost to the state through the existing Board of Registration for Architects, Engineers, and Land Surveyors, within the same fee structure as the other design disciplines.

#### Do other states legally recognize interior design? Yes

- 6 US states and 2 Canadian provinces have interior design practice acts
- 17 US states and 4 Canadian provinces have interior design title acts
- 8 US states and 4 Canadian provinces have interior design permitting privileges

## 6 PETITION in Support of Registration for Alaska Commercial Interior Designers

1. Interior design in Alaska includes residential and commercial practices of interior alteration and new construction design, drawings, and supporting documents suitable for non-bearing construction permitting.
2. While there are many working within the broad definition of the field, there is no clear identification of those with national credentials whose practices include protection of public health, safety and welfare in commercial buildings (IBC-governed structures).
3. Nationally qualified interior designers (NCIDQ certified) have achieved education, examination, and experience required to work within IBC, Fire Code and accessibility requirements to ensure protection of public safety and applicable code conformance.
4. Colleges and universities have educated interior designers with accredited 4 and 5-year degrees for 50 years, and the national qualifying exam in the U.S. and Canada (NCIDQ) has been in place and regularly updated for 40 years. Although 27 states in the U.S. recognize interior design through registration, licensure, or certification, Alaska has not yet taken this opportunity in support of public safety.
5. To identify commercial interior designers qualified to practice in IBC-governed structures who meet national certification standards, we support the enactment of registration for commercial interior designers in Alaska and the term “registered commercial interior designer” for those with the education, experience and examination to attain the national credential (NCIDQ certification) and become registered with the state.
6. This shall not prohibit use of the term “interior designer”, nor prohibit interior design practice by non-registered practitioners whose practices are limited to residential interior design in IRC-governed structures, nor prohibit registered architects from practicing commercial interior design.
7. Practice privileges associated with registered design professionals shall apply, including stamping and sealing drawings for non-bearing construction permitting purposes.
8. It is intended the registration be self-funded through registration and renewal fees, and represented by the Alaska Board of Registration for Architects, Engineers & Land Surveyors.

Please show your support for the Alaska Commercial Interior Design Registration Initiative by signing below, to protect the public and benefit the built environment in Alaska.

I support this Petition!

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signature title date

---

printed name email phone

---

home address (for legislative district reference) city zip code

please return signed petition to: [bcash@best-yet.net](mailto:bcash@best-yet.net)

Interior Design Education  
 Comparison CIDA versus NAAB  
 2009 Study\*

Caren S. Martin, PhD, FASID, CID, University of Minnesota  
 Michael D Kroelinger, PhD, AIA, FIIDA, LC, Arizona State University

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**Abbreviated Comparison and Analysis - CIDA Specialized or Higher Emphasis**

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
2e	Business, Organizational & Familial structures: exposure to a variety of types	—	(none)	<b>Specialized Knowledge CIDA</b>	●	
3b	Theories of Human Behavior: Understanding and ability to appropriately apply (impact of design on well being and performance)	C.2	Human Behavior: understanding relationship of human behavior, nature and the built environment	<b>Shared Knowledge (CIDA higher)</b>	●	●
3c	Ergonomic and Anthropometric Data: ability to select, interpret and appropriately apply	—	(none)	<b>Specialized Knowledge CIDA</b>	●	●
3d	Universal Design Concepts: understand and appropriately apply (special needs, physical cognitive or emotional)	B.2	Accessibility: ability to designing sites facilities and systems for physical, sensory and cognitive disabilities	Parallel but different, unequal: CIDA Universal, NAAB Accessibility	●	●
4b	Evidence Based Design: ability to evaluate, select and apply information and research	A.11	Applied Research: Understanding the role of research in the built environment and the impacts	<b>Specialized Knowledge CIDA</b>	●	●
7h	Professional Organizations; role and value	—	none	<b>Specialized knowledge CIDA</b>	●	
7i	The role & value of life-long learning	—	none	<b>Specialized knowledge CIDA</b>	●	
8b	Able to identify movements and periods in interior design and furniture	—	None	<b>Specialized knowledge CIDA</b>	●	
8d	Able to Identify stylistic movements and periods of art	—	None	<b>Specialized knowledge CIDA</b>	●	
9a	Apply the elements, principles and theories of design to two-dimensional solutions	A.8	Ordering Systems Skills: Understanding of the fundamentals of both natural and formal ordering systems and capacity to inform two and three dimensional design	Parallel but different, unequal: CIDA ability, NAAB understanding	●	
9b	Apply the elements, principles and theories of design to three-dimensional solutions	A.8	Ordering Systems Skills: (NAAB A.8 above)	Parallel but different, unequal: CIDA ability, NAAB understanding	●	
9c	Able to analyze and discuss spatial definition and organization	A.8	Ordering Systems Skills: (NAAB A.8 above)	Parallel but different, unequal: CIDA ability, NAAB understanding	●	
10a	Understanding of color theories, principles and systems	—	None	<b>Specialized knowledge CIDA</b>	●	
10b	Understanding the interaction of lights and color and the impact they have on one another and the interior environment	—	None	<b>Specialized knowledge CIDA</b>	●	●
10c	Appropriately select and apply color with regard to its multiple purposes (functional, behavioral, aesthetic, perceptual, cultural, economic)	—	None	<b>Specialized knowledge CIDA</b>	●	●
10d	Able to apply color effectively in all aspects of visual communication	—	None	<b>Specialized knowledge CIDA</b>	●	
11c	Select and apply appropriate materials and products on the basis of their properties and performance criteria, including environmental attributes and life-cycle cost	B.7	Financial Considerations: Understanding the fundamentals of building costs - acquisition, financing, feasibility, funding, operations, and construction estimating with an emphasis on life-cycle cost accounting	Parallel but different, unequal: CIDA ability, NAAB understanding	●	●

● Green = Shared/Higher CIDA Instruction ● Red = CIDA Specific Instruction ● Blue = Health Safety & Welfare Category

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
11d	Able to layout and specify furniture, fixtures and equipment	–	None	<b>Specialized knowledge CIDA</b>		
12a	Understand the principles of natural and electrical lighting design (color, sources, use, controls)	B.8	Environmental Systems: Understanding the principles of environmental systems design - embodied energy, active and passive heating & cooling, IAQ, solar orientation, daylighting, artificial illumination, and acoustics	Shared knowledge requirements (CIDA more comprehensive)		
12b	Competently select and apply luminaires and light sources	–	None	<b>Specialized knowledge CIDA</b>		
12c	Understanding the principles of acoustical design (noise control, sound distribution, speech privacy)	B.8	Environmental Systems: (NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
12d	Understand appropriate strategies for acoustical design (material selection, white noise, space planning, floor, wall and ceiling systems)	B.8	Environmental Systems: (NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
12g	Understand the principles of indoor air quality (pollutant source control, filtration, ventilation variables, CO2 monitoring, mold prevention)	B.8	Environmental Systems: (NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
12h	Understand how the selection and application of products and systems impact indoor air quality	B.8	Environmental Systems: (NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
13e	Demonstrates understanding that design solutions affect and are impacted by the interface of furniture with distribution and construction systems	–	None	<b>Specialized knowledge CIDA</b>		
13g	Able to read and interpret construction drawings and documents	A.1	Communication skills: Ability to read, write, speak and listen effectively	Shared knowledge requirements (CIDA higher level)		
14e	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including detection, active devices that alert occupants including smoke/heat detectors and alarm systems	C,7	Legal Responsibilities: Understanding of the architect's responsibility to the public and the client as determined by registration law, building codes and regulations, zoning, ordinances and accessibility laws	Shared knowledge requirements (CIDA more comprehensive)		
14f	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including suppression devices used to extinguish flames: sprinklers, standpipes, fire hose cabinets, extinguishers, etc	C,7	Legal Responsibilities: (NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive)		
14g	Select and apply appropriate federal, state/provincial, and local codes (IGC and NBC - Canada)	C,7	Legal Responsibilities: (NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive and higher level)		
14h	Select and apply standards (flamability, ANSI)	C,7	Legal Responsibilities: (NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive and higher level)		

Green = Shared/Higher CIDA Instruction Red = CIDA Specific Instruction Blue = Health Safety & Welfare Category

\* 2009 Accreditation Requirements: Comparison of CIDA and NAAB; Caren S. Martin, PhD, University of Minnesota and Michael D. Kroelinger, PhD, Arizona State University  
As published in the Journal of Interior Design Volume 35 number 2, 2010

Interior Design Education  
 Comparison CIDA versus NAAB  
 2009 Study \*

Caren S. Martin, PhD, FASID, CID, University of Minnesota  
 Michael D Kroelinger, PhD, AIA, FIIDA, LC, Arizona State University

**Full Comparison and Analysis - CIDA - NAAB**

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
2a	Sustainability: demonstrate understanding of concepts, principles and theories as they pertain to building methods, materials systems and occupants	B.3	Sustainability: ability to design projects that optimize, conserve, or reuse natural and built resources, reduce the environmental impacts of building construction and operations	Shared (NAAB Higher)		
2b	Globalization: understand implications of the practice of design in world markets	A.10	Cultural Diversity: Understanding cultural values, norms, abilities, and social patterns	Shared Knowledge Requirements		
2c	Socio-economic: understand varying needs	A.9	Historial Traditions and Global Cultures: understand Parallel and divergent	Shared (NAAB higher)		
2d	Contemporary Issues: exposure to social political, economic and ecological	A.9	Historial Traditions and Global Cultures: understand Parallel and divergent	Shared (NAAB higher and more comprehensivd)		
2e	Business, Organizational & Familial structures: exposure to a variety of types	—	(none)	<b>Specialized Knowledge CIDA</b>		
2f	Knowledge of OtherCultures: develop (study abroad, on campus cultural exchange)	A.10	Cutural Diversity (see NAAB A.10 above)	Shared Knowledge Requirements		
3a	Cutural Norms: understand they may vary and are relevant to design	A.10	Cutural Diversity (see NAAB A.10 above)	Shared Knowledge Requirements		
3b	Theories of Human Behavior: Understanding and ability to appropriately apply (impact of design on well being and performance	C.2	Human Behavior: understanding relationship of human behavior, nature and the built environment	<b>Shared Knowledge (CIDA higher)</b>		
3c	Ergonomic and Anthropometric Data: ability to select, interpret and appropriately apply	—	(none)	<b>Specialized Knowledge CIDA</b>		
3d	Universal Design Concepts: understand and appropriately apply (special needs, physical cognitive or emotional	B.2	Accessibility: ability to design sites facilities and systems for physical, sensory and cognitive disabilities	Parallel but different, unequal: CIDA Universal, NAAB Accessibility		
4a	Design Goals Objectives Performance Criteria: able to identify and define	A.2	Design Thinking Skills: ability to question interpret, consider and reach well reasoned conclusions	Shared		
		B.1	Pre-Design: ability to prepare a comprehensive architectural program (assess client needs, inventory space & equipment, site analysis & selection)	Shared (NAAB higher)		
4b	Evidence Based Design: ability to evaluate, select and apply information and research	A.5	Investigative Skills: ability to gather assess record, apply and evaluate information	Shared Knowledge Requirements		
		A.11	Applied Research: Understanding the role of research in the built environment and the impacts	<b>Specialized Knowledge CIDA</b>		
4c	Information and Research Findings: ability to evaluate, select and apply to design	A.5	Investigative Skills (see NAAB A.5 above)	Shared Knowledge Requirements		
4d	Programmatic Requirements: able to synthesize information and generate multiple concepts	A.2	Design Thinking Skills: (see NAAB A.2 above)	Shared Knowledge Requirements		
		B.1	Pre-Design: (see NAAB B.1 above)	Shared (NAAB higher)		
4e	Creative Thinking & Originality: demonstrate ability through ideas approaches and concepts	A.3	Visual Communication Skills: ability to use graphic, digital and technology skills to convey elements of each stage of the design process	Shared Knowledge Requirements		

Grey = Shared Knowledge Yellow = Shared/Higher NAAB Instruction Green = Shared/Higher CIDA Instruction Red = CIDA Specific Instruction Blue = Health Safety & Welfare Category

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
4f	Solve Design: Problems: opportunities from simple to complex	B.6	Comprehensive Design: ability to produce a comprehensive architectural project	Shared but unequal (NAAB more comprehensive)	●	
4g	Research & Problem Solving: exposure to a range of methods	A.11	Applied Reserach: understanding the role of applied research	Shared Knowledge Requirements	●	
4h	Innovation & Creative Thinking: opportunities	A.2	Design Thinking Skills (see NAAB A.2 above)	Shared Knowledge Requirements	●	
4i	Critical Listening Skills: opportunity to develop	A.1	Communication Skills (see NAAB A.3 above)	Shared Knowledge Requirements	●	
5a	Team Work: awareness of structures and dynamics	C.1	Collaboration in multi-disciplinary teams	Shared (NAAB higher)	●	
5b	Integrated Design: aware of the value	C.1	Collaboration (see NAAB C.1 above)	Shared (NAAB higher)	●	
5c	Collaboration, Consensus Building, Leadership and Team Work	C.1	Collaboration (see NAAB C.1 above)	Shared Knowledge Requirements	●	
		C.6	Leadership: understanding the techniques and skills	Shared but unequal (NAAB more comprehensive)	●	
5d	Multidisciplinary Team Projects: representing a variety of points of view and perspectives	C.1	Collaboration (see NAAB C.1 above)	Shared Knowledge Requirements	●	
6a-f	Communication Techniques, oral and written, sketching, ideation, presentation drawings, contract documents	A.1 A.3 A.4	Communication Skills: ability to read, write, speak and listen effectively. Visual Communication Skills: ability to use graphic, digital and technology skills to convey elements of each stage of the design process Technical Documentation: ability in clear drawing, specification and models	All Sections Shared Knowledge Requirements	●	
7a	Interiors Design: understand the contributions to contemporary society	C.9	Community and Social Responsibility: understanding of responsibility to work in the public interest	Parallel but different, equal levels of requirements	●	
7b	Design Practices: understand the various types (sole proprietor, partnerships, etc.	C.5	Practice Management: understand the basic principals of architectural practice	Shared Knowledge Requirements	●	
7c	Business Practice: understand the elements of a practice	C.5	Practice Management (see NAAB C.5 above)	Shared Knowledge Requirements	●	
7d	Project Management: understand the elements, communication and delivery methods	C.4	Project Management: understanding various management and delivery methods	Shared Knowledge Requirements	●	
7e	Professional Ethics: understanding market sectors, client types: org structures, facility types	C.8	Client Role in Architecture: responsibility to understand /reconcile client & stakeholder needs: users, public, community	Shared Knowledge Requirements	●	
7f	Market Sectors, Client Types: organization structures and facility types	C.3	Client Role in Architecture: responsibility to understand/reconcile needs of client, users, public, community	Shared knowledge requirements (NAAB higher)	●	
7g	Legal Recognition of the Profession: role and value	C.7	Legal Responsibilities: understand responsibility to public, client via related laws	Shared but unequal knowledge requirements (NAAB higher)	●	
7h	Professional Organizations; role and value	–	none	<b>Specialized knowledge CIDA</b>	●	
7i	The role & value of life-long learning	–	none	<b>Specialized knowledge CIDA</b>	●	
7j	The role and value of public and Community Service	C.9	Community and Social Responsibility (see NAAB C.9 above)	Shared Knowledge Requirements	●	
8a	Understand the social, political and physical influences affecting historical changes in design of the built environment	A.9	Historical Traditions and Global Culture: Understanding of parallel and divergent canons and traditions of architecture landscape and urban design	Parallel (but different) knowledge area, equal level requirements	●	

● Grey = Shared Knowledge ● Yellow = Shared/Higher NAAB Instruction ● Green = Shared/Higher CIDA Instruction ● Red = CIDA Specific Instruction ● Blue = Health Safety & Welfare Category

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
8b	Able to identify movements and periods in interior design and furniture	–	None	<b>Specialized knowledge CIDA</b>		
8c	Able to identify movements and traditions in architecture	A.9	Historical traditions and global culture (see CIDA 8a and NAAB A.9 above)	Shared knowledge requirements (NAAB higher)		
8d	Able to Identify stylistic movements and periods of art	–	None	<b>Specialized knowledge CIDA</b>		
8e	Able to use historical precedent to inform design solutions	A.7	Use of Precedents: Ability make choices from examination and comprehension of the fundamental principals present in relevant precedents	Parallel (but different) knowledge area, equal level requirements		
9a	Apply the elements, principles and theories of design to two-dimensional solutions	A.6	Fundamentals Design Skills: Ability to use basic architectural and environmental principles in design	Parallel (but different) knowledge area, equal level requirements		
		A.8	Ordering Systems Skills: Understanding of the fundamentals of both natural and formal ordering systems and capacity to inform two and three dimensional design	Parallel but different, unequal: CIDA ability, NAAB understanding		
9b	Apply the elements, principles and theories of design to three-dimensional solutions	A.6	Fundamentals Design Skills: (see NAAB A.6 above)	Parallel (but different) knowlede area, equal level requirements		
		A.8	Ordering Systems Skills: (see NAAB A.8 above)	Parallel but different, unequal: CIDA ability, NAAB understanding		
9c	Able to analyze and discuss spatial definition and organization	A.8	Ordering Systems Skills: (see NAAB A.8 above)	Parallel but different, unequal: CIDA ability, NAAB understanding		
10a	Understanding of color theories, principles and systems	–	None	<b>Specialized knowledge CIDA</b>		
10b	Understanding the interaction of lights and color an the impact they have on one another and the interior environment	–	None	<b>Specialized knowledge CIDA</b>		
10c	Appropriately select and apply color with regard to its multiple purposes (functional, behavioral, aesthetic, perceptual, cultural, economic)	–	None	<b>Specialized knowledge CIDA</b>		
10d	Able to apply color effectively in all aspects of visual communication	–	None	<b>Specialized knowledge CIDA</b>		
11a	Awareness of a broad range of materials and products	B.12	Building Materials and Assemblies: Understanding of the basic principles in the appropriate selection of construction materials, products, components and assemblies	Shared knowledge requirements (NAAB higher)		
11b	Awareness of typical fabrication and installation methods and maintenance requirements	B.12	Building Materials and Assemblies: (see NAAB B12 above)	Shared knowledge requirements (NAAB higher)		
11c	Select and apply appropriate materials and products on the basis of their properties and performance criteria, including environmental attributes and life-cycle cost	B.7	Financial Considerations: Understanding the fundamentals of building costs - acquisition, financing, feasibility, funding, operations, and construction estimating with an emphasis on life-cycle cost accounting	Parallel but different, unequal: CIDA ability, NAAB understanding		
11d	Able to layout and specify furniture, fixtures and equipment	–	None	<b>Specialized knowledge CIDA</b>		
12a	Understand the principles of natural and electrical lighting design (color, sources, use, controls)	B.8	Environmental Systems: Understanding the principles of environmental systems design - embodied energy, active and passive heating & cooling, IAQ, solar orientation, daylighting, artificial illumination, and acoustics	Shared knowledge requirements (CIDA more comprehensive)		
12b	Competently select and apply luminaires and light sources	–	None	<b>Specialized knowledge CIDA</b>		
12c	Understanding the principles of acoustical design (noise control, sound distribution, speech privacy)	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		

Grey = Shared Knowledge Yellow = Shared/Higher NAAB Instruction Green = Shared/Higher CIDA Instruction Red = CIDA Specific Instruction Blue = Health Safety & Welfare Category

SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
12d	Understand appropriate strategies for acoustical material selection, white noise, space planning, floor, wall and ceiling systems	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
12e	Understand the principles of thermal design (mechanical system design, airflow, occupant reaction to thermal variables)	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (NAAB more comprehensive)		
12f	Understand how thermal systems impact interior design solutions	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (NAAB more comprehensive)		
12g	Understand the principles of indoor air quality (pollutant source control, filtration, ventilation variables, CO2 monitoring, mold prevention)	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
12h	Understand how the selection and application of products and systems impact indoor air quality	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (CIDA more comprehensive)		
13a	Demonstrates understanding that design solutions affect and are impacted by structural systems and methods (wood frame and steel frame)	B.9	Structural Systems: Understanding of the basic principles of structural behavior in withstanding gravity and lateral forces and appropriate application of contemporary structural systems	Shared knowledge requirements (NAAB more comprehensive)		
13b	Demonstrates understanding that design solutions affect and are impacted by non-structural systems including ceilings, flooring and interior walls	B.10	Building Envelope Systems: Understanding of the basic principles involved in the appropriate application of building envelope systems and associated assemblies	Shared knowledge requirements (NAAB more comprehensive)		
13c	Demonstrates understanding that design solutions affect and are impacted by distribution systems including power, mechanical, HVAC, data/voice, telecom, and plumbing	B.8	Environmental Systems: (see NAAB B.8 above)	Shared knowledge requirements (NAAB more comprehensive)		
13d	Demonstrates understanding that design solutions affect and are impacted by energy, security and building controls	B.11	Building Service Systems: Understanding of the basic principles and appropriate application and performance of building service systems	Shared knowledge requirements (NAAB more comprehensive)		
13e	Demonstrates understanding that design solutions affect and are impacted by the interface of furniture with distribution and construction systems	-	None	<b>Specialized knowledge CIDA</b>		
13f	Demonstrates understanding that design solutions affect and are impacted by vertical circulation systems (stairs and elevators)	B.11	Building Service Systems: (see NAAB B.11 above)	Shared knowledge requirements (NAAB more comprehensive)		
13g	Able to read and interpret construction drawings and documents	A.1	Communication skills: Ability to read, write, speak and listen effectively	Shared knowledge requirements (CIDA higher level)		
14a	Awareness of sustainability guidelines (LEED, CHPS)	C.7	Legal Responsibilities: Understanding of the architects responsibility to the public and the client as determined by registration law, building codes and regulations, zoning, ordinances and accessibility laws	Shared knowledge requirements (NAAB higher)		
14b	Awareness of industry-specific regulations (health codes, regulations - government, healthcare, daycare, etc. and historic property/districts regulations)	C.7	Legal Responsibilities: (see NAAB C.7 above)	Parallel but different, unequal: NAAB understanding, CIDA awareness		
14c	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including compartmentalization, fire separation and smoke containment	B.5	Life Safety: Ability to apply the basic principles of life-safety systems with an emphasis on egress	Shared knowledge requirements (NAAB higher)		
14d	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including movement: access to means of egress including stairwells, corridors and exitways	B.5	Life Safety: (see NAAB B.5 above)	Shared knowledge requirements (CIDA more comprehensive NAAB higher level)		

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SPC 1	CIDA 2009	SPC 2	NAAB 2009	Notes	Analysis	HSW
14e	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including detection, active devices that alert occupants including smoke/heat detectors and alarm systems	C,7	Legal Responsibilities: (see NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive)		
14f	Demonstrates understanding of laws, codes, standards and guidelines that impact fire and life safety including suppression: devices used to extinguish flames including sprinklers, standpipes, fire hose cabinets, extinguishers, etc.	C,7	Legal Responsibilities: (see NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive)		
14g	Select and apply appropriate federal, state/provincial, and local codes (IBC and NBC - Canada)	C,7	Legal Responsibilities: (see NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive and higher level)		
14h	Select and apply standards (flammability, ANSI)	C,7	Legal Responsibilities: (see NAAB C.7 above)	Shared knowledge requirements (CIDA more comprehensive and higher level)		
14i	Select and apply accessibility guidelines	B.2	Accessibility: ability to design sites facilities and systems to provide independent and integrated use by individuals with physical, sensory and cognitive disabilities	Shared knowledge requirements (NAAB more comprehensive)		
-	None	B.4	Site Design: Ability to respond to site characteristics such as soil topography vegetation and watershed in the development of a project design	<b>Specialized knowledge NAAB</b>		

Grey = Shared Knowledge Yellow = Shared/Higher NAAB Instruction Green = Shared/Higher CIDA Instruction Red = CIDA Specific Instruction Blue = Health Safety & Welfare Category

The above chart represents the findings and conclusions of a comparison of the CIDA (CIDA: Council for Interior Design Accreditation) and the NAAB (NAAB: National Architectural Accrediting Board) 2009 Accreditation Requirements. \*

"The investigation studied interior Design and architecture education with respect to their specialized and shared Knowledge areas. Education, Formalized via accreditation requirements is available to both disciplines. Knowledge areas within discipline-specific accreditation requirements content were identified, categorized and then compared to differentiate the specialized, parallel and shared knowledge gained by students graduating from accredited programs. The findings of this study could contribute to the dialog about what makes interior design and architecture unique professions.

CIDA is recognized in the united States and Canada. NAAB is recognized in the United States. The degree Level of education on which accreditation is focused varies for interiors design and architecture, thought this analysis focuses on the "first-professional degree" by CIDA or a "professional degree" by NAAB. Namely the degree that is required to enter professional practice. First professional interior design programs culminate in a bachelor's degree (typically a 4-5 year undergraduate program and to a lesser extent master's programs) (CIDA, n.d.). Architecture programs culminate in either a 5-year undergraduate program or 4+2, 3+, masters program and less commonly professional doctorates for architecture. (NAAB, n.d.). As the purpose of this study is to determine the knowledge areas required within the accredited program's curriculum for both interior design and architecture, the level of degree per se is not addressed.

The process used to conduct the study was guided by content analysis protocol and the decision rules. The two researchers, on a certified interior designer (CID) the other a registered architect (RA), served as the raters/coders." \* (Details of each step in the process may be found in the full referenced below.)

\* 2009 Accreditation Requirements: Comparison of CIDA and NAAB; Caren S. Martin, PhD, University of Minnesota and Michael D. Kroelinger, PhD, Arizona State University  
As published in the Journal of Interior Design Volume 35 number 2, 2010

## **Alaska AELS Board Outreach Project Report**

**Event:** Association of General Contractors (AGC) Safety Fair

**Date Held:** July 31, 2019

**Location:** Anchorage, AK

**Description of Event:** This public event featured over 10 vendors/agencies that shared information relating to construction safety. The free event was geared toward families, and included many activities and “give-away novelties.” A free picnic dinner was also offered. AGC estimates that approximately 250 people attended.

The AELS Board’s table featured a hand-out card that describes the purpose of the Board, NCEES toy hard hats and pencil giveaways, and a game that resulted in the construction of the 3-legged stool of Education, Experience, and Examination. The game board consisted of chalked boxes on the asphalt paved surface and a large dice (made from a tissue box) to advance steps along the board. The participant received sticks along the way (colored popsicle sticks designated with Education, Experience, Exam). Once the game was completed, a 3-legged stool was built from the sticks, and a prize (Hershey’s kiss candy) was given to acknowledge success at achieving licensure. Approximately 50 children (toddlers to teens) participated in the game.

The game allowed discussions with children and adults about the requirements for becoming a licensed architect, engineer, surveyor, or landscape architect.

**Staff & Volunteer Hours:** Preparation for the event required approximately 6 hrs from AELS staff. Two AELS Board members assisted staff with preparation and event set-up/take-down.

Four AELS Board members attended the event, assisted with the game, and provided information to the public. A total of approximately 12\* hours by AELS Board members were spent for this event. AELS staff also contributed 4 hours of time to carry out the event.

Jennifer Anderson = 3 hrs

Catherine Fritz = 4 hrs

Colin Maynard = 3 hrs

Fred Wallis= 2 hrs

**Cost:** Craft materials for the game and candy were donated by AELS staff and board members. NCEES donated the toy hard hats and pencils. There was no fee to AELS Board for participating as a vendor/agency in this event.

AELS Board Member assists with the *Pathway to Licensure* game (below).



AELS board members Jennifer Anderson & Catherine Fritz help a participant complete his 3-legged stool of Education, Experience, and Examination.



AELS Boards Members and Staff at the AGC Safety Fair held on July 31, 2019. From left to right: Jennifer Anderson, Catherine Fritz, and Alysia Jones (front row). Colin Maynard and Fred Wallis (back row).



## Agenda Item 22. Statute and Regulation Working Session I

### A. Review of Professional Licensing Reform Presentation

At the August 1-2, 2019 meeting, Director of Corporations, Business, and Professional Licensing Sara Chambers gave a presentation of the Professional Licensing Reform.

Staff will provide a summary of the presentation in preparation of the board's strategic planning exercise. A copy of the presentation, workbook, and related materials are available on the [Board Member Resources](#) page under **Professional Licensing Reform: Our Mandate from the Governor**.

## Agenda Item 23. Statute and Regulation Working Session II

The board will conduct a thorough review of the [AELS Statutes and Regulations](#) (Alaska Statutes 08.48 and Title 12, Chapter 36 of the Alaska Administrative Code) and discuss potential updates. Below is a list of suggested updates that are currently in-process:

### A. Review AS 08.48

- Suggested updates to AS 08.48.341(15) definition of "practice of landscape architecture"

### B. Review of 12 AAC 36

- Suggested updates 12 AAC 36.050(b)(1) to clarify documentation requirements
- Suggested updates to 12 AAC 36.066 FS language clean up
- Suggested updates to 12 AAC 36.063, and .068, to clarify mentoring program requirements
- Suggested updates to definitions 12 AAC 36.990
- Suggested updates to 12 AAC 36.068 and .108 landscape architect registration requirements
- Updates to 12 AAC 36.105(a) to reference (h)

## Agenda Item 24. National Organization Meeting Reports & Updates

As a multi-disciplinary board, AELS is a member of three national nonprofit organizations, each of which is dedicated to protecting the public's health, safety, and welfare through establishing and promoting uniform laws, licensing standards, and professional ethics for the four professions regulated by the board.

The AELS board is a member of the following national organizations:

- Council for Landscape Architect Registration Boards (CLARB)
- National Council for Architectural Registration Boards (NCARB)
- National Council for Examiners for Engineering and Surveying (NCEES)

Membership for each council is comprised of licensing boards across the United States, including U.S. territories.

As a member of these organizations, the AELS board actively participates in discussions that result in changes to national licensure standards, as well as model laws and rules for architects, engineers, land surveyors, and landscape architects. CLARB, NCARB and NCEES also prepare, administer, and score national examinations that are used to assess a candidate's ability to protect the public's health, safety, and welfare.

During the meeting, board members will report on updates from each of these national organizations and bring forward any items that the board needs to deliberate on.

Since the August 1-2, 2019 meeting, representatives of the AELS board attended two meetings:

- **NCEES Annual Business Meeting, August 14-17, 2019** – Board members Elizabeth Johnston, Colin Maynard and John Kerr attended.
- **CLARB Annual Meeting, September 26-28, 2019** – Board member Luanne Urfer attended.

The NCEES Annual Meeting Report is not available at this time. The meeting summary report for the CLARB Annual Meeting is provided on the following page.

## Agenda Item 24.A.

### CLARB Annual Meeting Summary & Action Items

September 25 – 28, 2019

#### Information gained:

1. Defending professional licensure through CLARB and multiple defense groups (agency, coalitions, boards, etc.) is being done to represent professional disciplines related to public health, safety and welfare
2. Defense of professional licensure for design disciplines reviewed overlaps and support from other professions, our need to support and recognize each disciplines contributions and importance, and how jointly we can defend licensure.
3. Continuing education tracking complexities and importance of furthering professional KSAs.
4. Looking forward to determine future demographics of future professional licensing has resulted multiple attempts to reduce roadblocks for applicants, simplification of processing, sharing of data, and methodology of testing.
5. Public education and awareness of landscape architecture to reduce complex and highly misunderstood profession (reduction of high risk for licensure attack, dropping enrollments, and poorly executed work by others)
6. Ongoing preparations for LA to better define specialties, work and responsibilities

#### Action recommended:

Share ideas with the AELS Board, APDC, professional groups, registrants and the public:

#### **Improve public awareness through developing presentations**

- a. information about which profession is responsible for specific tasks
- b. preparation of an assistance manual for the public
- c. target legislators to introduce specifics of design professionals responsibilities
- d. encourage legislative support and awarding of new licenses
- e. Identify H/S/W issues in state/municipal funded projects (PowerPoint and/or handout)
- f. create a local walking tour (Juneau) identifying ADA requirements including the locations where they are needed and successful designs

#### **Reduce roadblock and friction during the application process for registration**

- a. identify frustrations and misunderstandings
- b. simplify and digitize the application process

- c. connect professional licensing databases
- d. improve state website and create other social media options (provide only information; no questions answered)
- e. create website links to professional societies
- f. add a disclaimer on state AELS site stating that these links and any positions are not supported by the AELS Board or AG

**Defend AELS Board professions by**

- a. reviewing professionally competitive options
- b. enforcing rules against non-licensees/unlicensed persons doing professional work
- c. reviewing strong enforcement options and procedures
- d. redefine landscape architecture using CLARB definition and model law

**Clarify CE credits**

- a. encourage use of APDC, AELS, Local and National Associations, etc. participation as credits
- b. clearly define the acceptable credits allowed/encouraged

**Encourage professional recognition and future professionals**

- a. set aside % of registration fees for education scholarships in design professions
- b. connect design professions that do not have programs in local college/universities with those needing to improve enrollment