

# *Annual Report*

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# *Fiscal Year 2019*

**STATE BOARD OF REGISTRATION  
FOR ARCHITECTS, ENGINEERS,  
AND LAND SURVEYORS**



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

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

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

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















































**STATE BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS, AND LAND SURVEYORS**  
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**Budget Recommendations for FY 2020**

**Non-Travel Budget Requests**

- |  |                                    |                                       |
|--|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Not Applicable        | <input type="checkbox"/> Resources | <input type="checkbox"/> Examinations |
| <input checked="" type="checkbox"/> Membership | <input type="checkbox"/> Training  | <input type="checkbox"/> Other        |

Product or Service	Provider	Cost Per Event
Membership & Services	Council of Landscape Architectural Registration Boards	\$5,650.00

**Description of item and its role in supporting the mission of the Board:**

The Council of Landscape Architectural Registration Boards (CLARB) is a national nonprofit that works to protect the public's health, safety, and welfare by establishing and promoting professional licensure standards. Membership dues provide:

- Access to the Landscape Architectural Registration Examination that is used as a national standard to assess candidate's knowledge and skills regarding the practice of landscape architecture
- Access to records transmittals which staff use to verify an applicant's education, experience, examination, and licensure in another jurisdiction
- National disciplinary database
- Virtual regional meetings
- Training/ webinars on a variety of topics including new member orientations, CLARB tools and resources, mid-year review, and developing skills to identify potential issues and make future-focused decisions regarding regulation.

**Other Items with a Fiscal Impact**

**Cost Per Event: \$0.00**

Not Applicable

**Number of Events: 0**

Product or Service	Provider	Total Cost
Exam development and scoring	TEST, Inc.	\$10,000.00

**Description of item and its role in supporting the mission of the Board:**

TEST, Inc. develops and scores the Alaska Land Surveyor Exam (AKLS). Each year, following the exam administration, the AKLS Test Blueprint is reviewed by Subject Matter Experts (SMEs) at the test development/ review workshop. The SMEs will update the test blueprint if there are any changes made in the statutes, rules, or regulations that impact the practice of land surveying within the State of Alaska. The SMEs also compare the AKLS Exam Test Blueprint to the NCEES Fundamentals of Surveying (FS) and Professional Surveying (PS) test specifications to ensure the AKLS exam complements and does not duplicate the content and scope of the FS and/or PS examinations.

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**Budget Recommendations for FY 2020 (continued)**

**Other Items with a Fiscal Impact**

**Cost Per Event: \$0.00**

**Not Applicable**

**Number of Events: 0**

Product or Service	Provider	Total Cost
Outreach	AELS Board	\$1000.00

**Description of item and its role in supporting the mission of the Board:**

One of the board’s goals for FY 2020 is to continue to develop and expand its outreach efforts. In April 2017, the board approved adding budget item “outreach” with an initial budget of \$1,000 per year to be spent facilitating communication about board activities, rules, laws, etc. Facilitating opportunities where the board can engage with students, applicants, registrants and the public is a pro-active approach to ensuring understanding of requirements for licensure and compliance which is critical to the board’s mission to protect public health, safety, and welfare as well as reduce the number of investigative matters.

**Summary of FY 2020 Fiscal Requests**

Board Meetings and Teleconferences:	\$27,016.00
Travel for Exams:	\$172.00
Out-of-State and Additional In-State Travel:	\$43,497.00
Dues, Memberships, Resources, Training:	\$22,650.00
Total Potential Third-Party Offsets:	-\$38,052.00
Other:	\$0.00
<b>Total Requested:</b>	<b>\$55,283.00</b>



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**Legislation Recommendations Proposed Legislation for FY 2020**

**No Recommendations**

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

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**Recommendations**

The Board has the following recommendations for proposed legislation:

**AS 08.48.341(15).**

The main reasons for the change to the definition of the “practice of landscape architecture” are:

- 1) To better define the professional practice of landscape architecture as represented by CLARB through their adopted Model Law.
- 2) To better define the professional practice of landscape architecture within the State of Alaska as based on the education, practice, and knowledge, skills and abilities identified by CLARB for examination on the L.A.R.E., and to differentiate landscape architecture from the other professions regulated by the board.

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**Regulation Recommendations Proposed Legislation for FY 2020**

**No Recommendations**

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

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**Recommendations**

The Board has the following recommendations for proposed regulations:

**Proposed Changes to 12 AAC 36.135, .145, & .185**

**12 AAC 36.135.** Review of application for corporate, limited liability company, or limited liability partnership authorization, is proposed to clarify that there may be more than one registrant authorized for each discipline as part of a corporate authorization. Allows any employee of an authorized entity to seal documents for the corporation, if authorized by the registrant in responsible charge for the corporation, limited liability company, or limited liability partnership.

**12 AAC 36.145.** Architectural, engineering, or surveying offices, is a proposed new section to clarify whether there has to be an individual in each discipline in every office and whether some of the employees in that office can have technical supervision on projects by a registrant in another office.

**12 AAC 36.185.** Use of seals, is proposed to repeal subsection (c). The intended effect of this repeal is to establish similar language under 12 AAC 36.145.

A notice of proposed changes approved at the November 2018 meeting was sent to all AELS registrants, including corporations, LLCs, and LLPs on Friday, December 21, 2018. The board reviewed all received public comments at their January 30-31, 2019 meeting and decided to table the discussion until the next meeting. At the May 2019 meeting, the board approved the changes to 12 AAC 36.135, .145, 185 as public noticed.

**12 AAC 36.050(b)(1)** At the November 2018 meeting, the board confirmed current processes were appropriate and is in the process of drafting language that is more in alignment with current practice. The board reviewed proposed language at the May 2019 meeting that clarified what documentation needs to be on file in order for an Engineer by Exam applicant to sit for the Professional Engineering exam. The board determined that additional updates were necessary and will review an updated draft at the August 2019 meeting.

**12 AAC 36.066.** The State of Alaska requires Professional Land Surveyor applicants to have passed the FS but no longer mandates who can take that exam, hence, reference to eligibility to take the Fundamentals of Surveying exam is no longer valid. The FS exam is developed, maintained, and offered by NCEES. As a member of NCEES, the State of Alaska AELS Board has a voice in the FS exam content and administration through NCEES. At the May 2019 meeting, the board determined additional work was needed to clarify who can verify work experience and plan to revisit the regulation project at the August 2019 meeting.

**12 AAC 36.990.** Define “progressive experience” and “mentoring program”. The AELS Chair provided draft definitions and requested input from all board members on terminology updates prior to the August 2019 meeting.

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**Goals and Objectives**

**Part I**

***FY 2019's goals and objectives, and how they were met:***

During FY 2019, the AELS board identified four main goals related to outreach, streamlining application review processes, licensure mobility, and regulation relevancy. The following is a summary of each goal, the objectives and status of these efforts.

**Develop Outreach Efforts**

The AELS board is a strong proponent of preemptive education and set a goal of increasing awareness, understanding, and compliance with AELS statutes and regulations. Objectives for outreach included:

- *Compile a list of potential outreach opportunities and audiences* – The board was successful in putting together a list and board members have reached out to some of the groups to schedule presentations and other outreach events. Members of the board have conducted presentations on their own as well as provided *Meet the Board* events in conjunction with their January 2019 meeting.
- *Develop a Powerpoint presentation to be used during licensure presentations to ensure consistent messaging and provide a tool for board members and staff to utilize* – AELS Chair developed a Powerpoint, that is now housed in OnBoard for all members to access and utilize. The presentation was given at the American Institute of Architects (AIA) Alaska Chapter's annual conference and the board plans to be a regular presenter at the conference going forward. Board member Catherine Fritz revised the presentation and used it for the *Meet the Board* outreach events in January 2019.
- *Develop a pamphlet on UAVs* – This objective is still in process. The board made considerable revisions to the *AELS Guidance Manual* including clarification on what activities constitute the practice of land surveying and information on the use of UAVs as it relates to the practice of land surveying. Additionally, Dave Hale and John Kerr created a PowerPoint presentation on land surveying in Alaska that has been used in multiple presentations.

Additional outreach activities for FY 2019 included:

- AELS booth and surveying activity at the AGC-Alaska's Safety Fair
- Multiple discussions with the Alaska chapter of the American Society of Landscape Architects (ASLA) about the proposed legislation to update the definition of the practice of landscape
- Presentation to the Civil Engineering and Mechanical Engineering wrap-up courses at the University of Alaska, Anchorage

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**Goals and Objectives (continued)**

**Part I (continued)**

***FY 2019's goals and objectives, and how they were met:***

**Streamline Application Review Process**

The Licensure Mobility Committee was tasked with evaluating the board's current process to identify areas to increase efficiencies. Additionally, the Committee looked into the possibility of delegating approval of applications that met certain criteria to AELS staff. The Executive Administrator gathered information from other jurisdictions on application review processes and presented it to the Board at the November 2018 meeting. At that time the board determined that the application types that staff would be allowed to approve did not warrant the statute change required to delegate that authority.

Traditionally, application review has been conducted during the board's quarterly meetings. However, through the use of OnBoard (web-based board management application) and requirement to conduct the majority of meetings via videoconference, the board tried a different approach to application review for their May 2019 meeting. Unfortunately the new format proved to be less efficient than the current, collaborative review process. Additional explanation is provided in the "In-State Travel for Board Meetings & Outreach" section within the FY 2019 Narrative Statement.

**Licensure Mobility**

In conjunction with streamlining the application review process, the Licensure Mobility Committee reviewed criteria of the four professions regulated by the board and various license types to try and establish standards for AELS staff to use in approving applications. Based upon the board's determination that a statute change was not warranted at this time, the Committee intends to consider alternate avenues to increase mobility.

**Regulation Relevancy**

The AELS board recognized the need to update regulations to acknowledge changes in technology and how work is accomplished in today's economy. The board approved the proposed changes to 12 AAC 36.135, .145, and .185 as public noticed.

As noted in the Regulation Recommendations section, the board has several other regulation projects underway to provide additional clarification and address issues with outdated terminology and/or definitions.

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**Goals and Objectives**

**Part II**

**FY 2020's goals and objectives, and proposed methods to achieve them.**

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

**Continue to Develop/ Expand Outreach Efforts**

During FY 2020, the board intends to focus on strengthening relationships with professional organizations as well as identifying and developing relationships with other groups. As members of Alaska chapters of these professional societies, board members intend to utilize those established relationships to facilitate presentations and other opportunities for the board to engage with these groups. While board members provide presentations and outreach in their respective duty stations, presentations at conferences, etc. may be prohibited due to travel restrictions.

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

**Licensure Mobility**

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

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**Sunset Audit Recommendations**

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

**Audit Recommendation:** Extend the AELS Board’s termination date to June 30, 2025 and consider making the temporary, non-voting Landscape Architect seat a permanent, voting member of the board.

**Action Taken:** The 2017 Legislature approved HB48, which extended the termination date of the board to June 30, 2025 and made the Landscape Architect seat a permanent, voting member of the board.

**Next Steps:** Evaluate, draft, adopt, and enforce regulation of architects, engineers, land surveyors, and landscape architects to protect the public’s health, safety, and welfare.

**Date Completed:**