

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

**The Atwood Building, 550 W. 7<sup>th</sup> Avenue, Anchorage, AK, Room 106**

**Tentative Meeting Agenda August 4-5, 2016**

**Conference call number 1-800-315-6338 access code 51676**

**Thursday August 4, 2016**

	<b><u>TIME</u></b>	<b><u>TOPIC</u></b>	<b><u>LEAD PERSON</u></b>
1.	11:00 a.m.	Call to Order/Roll Call	Chair/Exec. Admin.
2.	11:03 a.m.	Review/Amend Agenda	Chair/Board
3.	11:05 a.m.	Ethics Reporting	Chair/Board
4.	11:10 a.m.	Review/Approve Minutes Regular Meeting – May 5-6, 2016	Chair/Board
5.	12:00 p.m.	Lunch	
6.	1:00 p.m.	<b>Financial Report</b> Janey Hovenden/Sara Chambers/Martha Hewlett A. 3rd Quarter report. B. Status of tablets or lap tops for application review	
7.	1:15 p.m.	<b>Public Comment</b>	Chair/Board
8.	2:00 p.m.	<b>Investigative Report/Training</b> Discuss item 14 – F.	Savage/Kennedy/Board
9.	2:45 p.m.	<b>Executive Session for file review.</b>	
10.	5:00 p.m.	<b>Come out of Executive Session and recess for the day.</b>	

**Friday August 5, 2016**

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| 11. | 8:00 a.m. | Reconvene meeting, roll call.                |  |
| 12. | 8:05 a.m. | Executive Session for file review if needed. |  |

13. **Regulation Update** Board
- A. Change to 12 AAC 36.185 Use of Seals. New sections g and h.  
Became effective June 18, 2016
  - B. Changes to 12 AAC 36.063 Engineering Education and Work Experience and Requirements, 12 AAC 36.108 Application for Registration as a Structural Engineer, 12 AAC 36.180 Seal, 12 AAC 36.185 Use of Seals, and 12 AAC 36.990.  
Adopted and in the approval process.
  - C. Changes to 12 AAC 36.050 Application Deadlines.  
Were filed by Lt. Governor Mallott on July 8 and will be effective August 7, 2016
14. **8:30 a.m. Board Correspondence Received Since May 2016** Chair/Board
- A. CLARB
    - 1.
  - B. NCARB
    - 1. Fast Facts May 2016.
    - 2. CEO Update April 2016
    - 3. Press Release May 19, 2016
    - 4. CEO Update May 2016
    - 5. MRA w/Australia and New Zealand
    - 6. AXP memo from CEO Armstrong
    - 7. Fast Facts May 2016
    - 8. BOD Brief June 2016
    - 9. 2016 Chair/MBA Summit in Columbus, OH October 28-29, 2016.
  - C. NCEES
    - 1. Memo re Exam changes dtd May 16.2016.
    - 2. News Release dtd May 23, 2016
    - 3. MBA Report of BOD meeting May 22-23, 2016
    - 4. News Release Surveying Education Award.
    - 5. Letter from Jerry Carter re NCEES Attendance at one of our meetings.
  - D. Minimum education requirements for surveyors by state.
  - E. Letter from Governor to John Christensen thanking him for service.
  - F. Letter from Mr. Burgee re a consent agreement.
15. **9:00 a.m. Correspondence Sent Since May 2016** Chair/Board
- A. Chair's reply to Legislative Audit re Sunset Audit
  - B. Email from Vern to Lindy Irwin re Public Seat.
16. **9:15 a.m. Old Business** Chair/Board
- A. Trail design in State recreation areas
  - B. Arctic Engineering Requirement Evaluation
  - C. Bill to make LSA seat permanent, voting seat.

17. 9:45 a.m. **New Business** Chair/Board  
 A. AKDOT Wetlands RFP  
 B. GIS Survey issues

18. 10:30 a.m. **Special Committees**

	<b>Licensure Implementation</b>	Chair - Hanson Members- Eriksen, Maynard
	<b>Registration and Practice</b>	Chair – Hale Members - Maynard, Hanson,
	<b>Licensure Mobility</b>	Chair - Koonce Members – Eriksen, Urfer

**Standing Committees**

	<b>Investigative Advisory Committee (rotational 2-member teams)</b>	All Members
	<b>Guidance Manual</b>	Chair – Urfer Members – Full Board
	<b>Legislative Liaison</b>	Chair – Eriksen Members - Fritz
	<b>Emeritus Status</b>	Chair - Maynard Members - Full Board
	<b>Budget Committee</b>	Chair - Koonce Members – Schedler, Hanson
	<b>Continuing Education</b>	Chair – Hanson Members -
	<b>AXP Liaison</b>	Chair – Koonce Members – Fritz

19. 11:00 a.m. **Board Travel:** Chair/Board  
 A. Travel Policy Changes.  
 B. NCEES Annual August 24-27, 2016 Indianapolis, IN  
 Maynard, Hale, Fritz, Wallis, Kerr. Travel submitted no approval yet.  
 C. CLARB Annual September 22-24, 2016 Philadelphia, PA  
 Urfer,

20. 11:30 a.m. **National Meeting Reports** Chair/Board  
 A. Western Zone Anchorage, AK May 19-21, 2016 Board  
 B. NCARB Annual Seattle, WA June 15-18, 2016 Koonce/Jones

- 21: 12:00 **Lunch**

22. 12:40 p.m. **Licensing Examiner Report** Hackenmiller/Board

23. 12:45 p.m. **Board Tasks (To Do List)** Chair/Board

24. 1:15 p.m. **Read Applications into Record** Examiner

- 25. 1:30 p.m. Review Calendar of Events** Chair/Board
- Confirm Board Meeting Dates:
- November 3-4, 2016 Anchorage
  - February 8-9, 2017
  - May 4-5, 2017
  - August 3-4, 2017
- National meeting dates:
- NCEES Western Zone May 19-21, 2016 Anchorage, AK.  
(Board)
  - NCARB Annual June 15-18, 2016 Seattle, WA.  
(Koonce, Jones or Hackenmiller)
  - NCEES Annual August 24-27, 2016 Indianapolis, IN
  - CLARB Annual September 22-24, 2016 Philadelphia, PA.  
(Urfer, Jones or Hackenmiller)
- 26. 1:45 p.m. Board Member Comments** Chair/Board
- Sign Wall Certificates** Chair/Board
- Sign Minutes**
- Travel receipts** Email to Vern.
- 27. 2:00 p.m. Adjourn**