

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

**Usibelli Coal Mine Boardroom
KeyBank Center
100 Cushman St., Fairbanks, AK 99701**

Tentative Meeting Agenda April 24-25

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

Monday, April 24th

<u>TIME</u>	<u>TOPIC</u>	<u>LEAD PERSON</u>
1.	9:00 a.m. Call to Order/Roll Call	Chair/Exec. Admin.
2.	9:03 a.m. Review/Amend Agenda	Chair/Board
3.	9:05 a.m. Ethics Reporting	Chair/Board
4.	9:10 a.m. Review/Approve Minutes Regular Meeting – February 8-9, 2017	Chair/Board
5.	9:20 a.m. Investigative Report	Savage/Board
6.	10:00 a.m. Regulation Update A. Regulation changes to 12 AAC 36.060, .061, .062, .063, .064, .065, .105, and .990 Adopted at the February meeting and submitted to Department of Law for review and approval. B. Regulation Project Updates 1. Update Education Requirements for Architects 2. Use of NCEES Record in applications 3. Licensure Pathway for Software Engineers	
7.	10:30 a.m. Board Correspondence Received since February 2017 A. CLARB 1. Inquiry from CLARB CEP re: Status of Landscape Architect seat B. NCARB 1. NCARB Update January 2017 2. NCARB Update February 2017 3. 2017 Draft Resolutions for Consideration 4. Communication & Press Release – Certification Path for Architects 5. ARE 5.0 Score Report Release Communications 6. Fast Facts – February 2017 7. NCARB Update March 2017 8. State of Arizona Letter RE: NCARB Bylaws Amendment – Membership Requirements 9. FY18 Board Candidates Memo and Packet 10. Action Requested: Number of Registered Architects 11. Release of Additional ARE 5.0 Score Reports 12. Fast Facts – April 2017	Chair/Board

- 13. NCARB's New Website
- 14. Survey of MBEs re: AIA Alternative Titles for Interns
- 15. WCARB Candidate Election into Members February 2017

C. NCEES

- 1. News Release – NCEES Seeks Surveying Volunteers
- 2. Western Zone Call for Nominations
- 3. EAS Board Visitors for NCEES April Exam Administration
- 4. Confirmation of Associate Memberships for Sarena & Alysia
- 5. NCEES 2022 Annual Meeting Site Selection Process

D. Potential Partnerships – response to SHSC

E. Oregon Photogrammetric and Remote Sensing Task Force (PRSTF) Info.

F. Letter from Peter Giessel

G. Resignation Letter from Kathleen Schedler

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| 8. | 10:45 a.m. | <p>Board Correspondence Sent Since February 2017</p> <ul style="list-style-type: none"> A. Arctic Engineering Requirement Evaluation Letters B. Alaska State Report for NCARB Regional Summit 2017 C. Response: Number of Registered Architects (<i>see Item 18.B.10</i>) D. FOIA Requests <ul style="list-style-type: none"> 1. SE Grandfathering 2. Response letter and records for FE-CBT and October PE exams E. Welcome Email to Elizabeth Johnston | Chair/Board |
| 9. | 11:00 a.m. | <p>Financial Report</p> <ul style="list-style-type: none"> A. FY17 2nd Quarter Report B. Status of laptops for application review C. Update on AKLS exam piggy-back D. Fee Analysis E. Funds for Outreach Events | Sara Chambers/Martha Hewlett |
| 10. | 11:30 a.m. | <p>Executive Session</p> | Chair/Board |
| 11. | 12:00 p.m. | <p>Lunch</p> | Chair/Board |
| 12. | 1:00 p.m. | <p>Reconvene meeting/Roll Call</p> | Chair/Exec. Admin. |
| 13. | 1:15 p.m. | <p>Public Comment</p> | Chair/Board |
| 14. | 2:00 p.m. | <p>Old Business</p> <ul style="list-style-type: none"> A. HB48 Sunset and LSA seat permanent B. HB90 Licensing and Administrative C. Arctic Engineering Requirement Evaluation Responses D. Updates to Guidance Manual <ul style="list-style-type: none"> 1. Adding orthographic imagery document 2. Additions and suggestions from NY Guidance Manual E. Changes to 12 AAC 36.100 (<i>tabled at Feb meeting</i>) F. Update on EBAS Ethics test for disciplinary action G. Use of NCEES Record H. Regulation Review | Kerr/Hale
Urfer |
| 15. | 2:30 p.m. | <p>New Business</p> | Chair/Board |

- A. Vacant Board Seat
- B. PP35 – Travel Restrictions
- C. Form Updates
 - 1. Alaska Jurisprudence Questionnaire – proposed updates
 - 2. Application forms
 - a. Engineering Application for Registration by Exam
 - b. Engineering Application for Registration by Comity
 - c. Land Surveying Application for Registration by Exam
 - d. Land Surveying Application for Registration by Comity
 - 3. Continuing education credit carry over for first time renewals
- D. Clarification on design professionals and installation
- E. Board Evaluation Forms
- F. Website updates

- 16. 3:00 p.m. Michael West, ASHSC Chair, Presentation Chair/West
- 17. 3:30 p.m. Application Review Chair/Board
- 18. 5:00 p.m. Recess for the day Chair

Tuesday, April 25th

- 19. 9:00 a.m. Reconvene meeting/Roll Call Chair/Exec. Admin.
- 20. 9:05 a.m. Application review continued Chair/Board
- 21. 10:00 a.m. Special Committees Chair/Board

Licensure Implementation	Chair - Koonce Members- Jones, Maynard
Land Surveying Outreach	Chair – Hale Members – Urfer, Kerr

Standing Committees

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

- 22. 10:30 a.m. Election of Officers Chair/Board
- 23. 11:00 a.m. National Meeting Reports Chair/Board
 - A. WCARB – March 10-11, Jersey City, Fritz/ Urfer
 - B. NCARB Regional Director Engagement - Board Meeting Preview Exec. Admin

C.

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| 24. | 11:15 a.m. | Board Tasks (To Do List) | Chair/Board |
| 25. | 11:30 a.m. | Convene for lunch and presentation at UAF | Chair/Board |
| 26. | 12:00 p.m. | Presentation and Q&A Session at UAF (12-1:30p.m.) | Chair/Board |
| 27. | 2:00 p.m. | Reconvene meeting/Roll Call | Chair/Exec. Admin |
| 28. | 2:05 p.m. | Licensing Examiner Report | Hackenmiller/Board |
| 29. | 2:15 p.m. | Read Applications into Record | Hackenmiller |
| 30. | 2:30 p.m. | Review Calendar of Events/ Board Travel | Chair/Board |
| | | A. Board Meeting Dates: | |
| | | • August 3-4, 2017 Anchorage | |
| | | • November 2-3, 2017 Anchorage | |
| | | • February 7-8, 2018 Juneau | |
| | | • May 3-4, 2018 Fairbanks | |
| | | B. NCEES Western Zone May 18-20 Denver | |
| | | Travel Approved for 3 funded delegates Kerr, Maynard & A. Jones | |
| | | C. NCARB Annual Jun 21-23, Boston | |
| | | Board approved travel for Fritz, Koonce, R. Jones & A. Jones at February meeting. | |
| | | 1. Letter of Credentials Form | |
| | | D. NCEES Annual August 23-25, Miami | |
| | | Travel approved for 3 funded delegates AND any members and member board administrators who have never attended an NCEES annual meeting and were appointed/ hired since 8/23/2015 member administrators | |
| | | E. CLARB Annual September 14-16, Boise | |
| | | TBD | |
| | | F. Travel forms and procedures | |
| 31. | 2:45 p.m. | Board Member Comments | Chair/Board |
| 32. | 3:00 p.m. | Administrative Business
Sign Wall Certificates
Sign Minutes
Travel receipts - Email to alysia.jones@alaska.gov office within 5 days | Chair/Board |
| 33. | 3:15 p.m. | Adjourn | |