



AEELS August 2022 Board Meeting Minutes

Alaska Division of Corporations, Business and Professional Licensing

Aug 16, 2022 at 10:00 AM AKDT

@ Usibelli Coal Mine, 100 Cushman St UNIT 210, Fairbanks

CONDENSED MINUTES OF THE MEETING HELD *AUG 16-17TH, 2022*

Members Present:

Catherine Fritz, Jeffrey Garness, Loren Leman, Edward Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait, Fred Wallis

Members Present (Remote):

Brent Cole, Elizabeth Johnston

Members Absent:

Bob Bell

Division Staff:

Executive Administrator Sara Neal, Licensing Examiner Heather Noe, Division Director Sara Chambers, Investigator Patrick Kase, Investigator Erika Prieksat, Paralegal Marilyn Zimmerman
Regulation Specialist Jun Maiquis

Guests:

John Bennett, Zachary Druga CLARB, Chris Miller

1. 10:00 am - Call to Order / Roll Call - Catherine Fritz, Jeffrey Garness, Elizabeth Johnston, Loren Leman, Edward Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait, Fred Wallis, Brent Cole – joined at 10:36am
2. 10:02 am - Mission Statement
3. 10:03 am - Virtual Meeting Code of Conduct
4. 10:05 am - Review/Amend/Approve Agenda

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jake Maxwell and approved unanimously, it was RESOLVED to approve the agenda as amended.

5. 10:10 am - Review/Approve Minutes from May 9-11th Board Meeting

Motion:

On a Motion duly made by Loren Leman, seconded by Jeff Garness and approved unanimously, it was RESOLVED to approve the May 9-11, 2022, meeting minutes.

6. 10:20 am - 2022 Strategic Plan

A. Overview of May 2022 meeting action items

7. 10:25 am - Ethics Reporting

Maxwell attended the HB148 signing. Johnston was elected NCEES WZ Asst. Vice President and Chair of the NCEES Exam and Procedure Policy Committee. Fritz has been attending a working group with architect and interior designers to address concerns interior designers have regarding licensing.

8. 10:30 am - Investigative Report

Patrick Kase updated the Violation of License Regulation type to make it more specific. Various board members requested the following information be added to the report or provided to the board for a "Lessons Learned" document: Johnston asked if all engineer types could be added to the report if the information is available in the complaint; Maxwell requested adding statute/regulations being violated; Fritz asked if closed cases could be gone through to see what the violations were.

Task:

Add to report all disciplines to engineer type and Statute/Regulation being violated if available. Assigned to: Patrick Kase

Task:

If possible, provide board with information regarding type of violations in closed cases and reasons for unfounded complaints. Assigned to: Patrick Kase

9. 10:45 am - Executive Session

The following board members and division staff were present: Brent Cole, Catherine Fritz, Jeff Garness, Elizabeth Johnston, Loren Leman, Ed Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait, Fred Wallis, Sara Neal, Heather Noe, and Marilyn Zimmerman.

Motion:

On a Motion duly made by Sterling Strait, seconded by Ed Leonetti and approved unanimously it was RESOLVED for the Alaska Board of Registration for Architects, Engineers and Land Surveyors to enter executive session in accordance with AS 44.62.310 C. 2 and 3, and the Alaska constitutional right to privacy provisions for the purpose of reviewing case numbers 2022-000430, 2022-000532, 2022-000510, 2022-000433, 2022-000411, 2022-000544, and 2022-000540.

10. 11:40 am – Old Business

A. CLARB Uniform Standard Update - Leonetti

Zachary Druga joined the meeting to discuss incorporating CLARB's Uniform Standard into the AELS regulations.

Motion:

On a Motion duly made by Ed Leonetti, seconded by Randall Rozier and approved unanimously, it was RESOLVED to start a regulation project on 12AAC 36.068 Landscape Architect by Exam to bring it into alignment with CLARB's Uniform Standard.

Task:

Regulation Project 12 AAC 36.068 - Landscape Architect by Exam - Bring it into alignment with CLARB's Uniform Standard. Assigned to: Edward Leonetti

9. Executive Session Continued

Motion:

On a Motion duly made by Sterling Strait, seconded by Fred Wallis and approved unanimously it was RESOLVED for the Alaska Board of Registration for Architects, Engineers and Land Surveyors to go back into executive session in accordance with AS 44.62.310 C. 2 and 3, and the Alaska constitutional right to privacy provisions for the purpose of reviewing case numbers 2022-000430, 2022-000532, 2022-000510, 2022-000433, 2022-000411, 2022-000544, and 2022-000540

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness and after a roll call vote, it was RESOLVED to deny Professional Land Surveyor Registration No. AELL8852 Randal Brinker's request for a reconsideration of his 2020-2021 CE Audit.

Recorded Votes:

Yes to approve reconsideration: Cole, Leman, Leonetti

No to approve reconsideration: Fritz, Garness, Johnston, Maxwell, Rozier, Strait, Wallis

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness and after a roll call vote, it was RESOLVED to deny Professional Mechanical Engineer Registration No. AELM4396 Frank Eichler's request for a reconsideration of his 2020-2021 CE Audit.

Recorded Votes:

Yes to approve reconsideration: Cole, Leman, Wallis

No to approve reconsideration: Fritz, Garness, Johnston, Leonetti, Maxwell, Rozier, Strait

Motion:

On a Motion duly made by Ed Leonetti, seconded by Sterling Strait and after a roll call vote, it was RESOLVED to deny Professional Structural Engineer Registration No. AELT14022 Danny Graham's request for an exemption for his 2020-2021 CE Audit.

Recorded Votes:

Yes to approve an exemption: Leman, Wallis

No to approve an exemption: Cole, Fritz, Garness, Johnston, Leonetti, Maxwell, Rozier, Strait

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness and after a roll call vote, it was RESOLVED to deny Professional Civil Engineer Registration No. AELC9001 Katherine McCrea's request for an exemption for her 2020-2021 CE Audit.

Recorded Votes:

Yes to approve an exemption: Fritz, Leman, Rozier, Wallis

No to approve an exemption: Cole, Garness, Johnston, Leonetti, Maxwell, Strait

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness having examined the voluntary surrender of professional electrical engineer registration in the matter of Steven Charters, Professional Electrical Engineer registration #AELE9646, Case #2022-000540, hereby adopts the surrender in its entirety, effective immediately upon signature of this order in accordance with the approval by the Board. Motion passed through roll call vote.

Recorded Votes:

Yes to adopt the surrender: Cole, Fritz, Garness, Johnston, Leman, Leonetti, Maxwell, Rozier, Strait, Wallis

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness having examined the voluntary surrender of professional mechanical engineer registration in the matter of Matthew Koenig, Professional Mechanical Engineer registration #AELM10646, Case #2022-000544, hereby adopts the surrender in its entirety, effective immediately upon signature of this order in accordance with the approval by the Board. Motion passed through roll call vote.

Recorded Votes:

Yes to adopt the surrender: Cole, Fritz, Garness, Johnston, Leman, Leonetti, Maxwell, Rozier, Strait, Wallis

Motion:

On a Motion duly made by Ed Leonetti, seconded by Jeff Garness having examined the voluntary surrender of professional electrical engineer registration in the matter of Jennifer Jones, Professional Electrical Engineer registration #129153, Case #2022-000411, hereby adopts the surrender in its entirety, effective immediately upon signature of this order in accordance with the approval by the Board. Motion passed through roll call vote

Recorded Votes:

Yes to adopt the surrender: Cole, Fritz, Garness, Johnston, Leman, Leonetti, Maxwell, Rozier, Strait, Wallis

Task:

CE Committee – Review discipline matrix to incorporate letter of reprimand.

10. 11:30 am - Old Business (Per Action Item List)

B. Annual Report - Garness

Motion:

On a Motion duly made by Ed Leonetti, seconded by Sterling Strait and approved unanimously, it was RESOLVED to approve the 2022 annual report as presented.

C. SE community's opinion on definition of progressive structural experience - Strait
Strait surveyed the SEAK community to gather input on the definition for progressive structural experience. The responses indicated that a PE exam and CE license should be required and structural experience is needed, but not necessarily significant structure experience. Strait also recommended changing the formatting and content in 12AAC36.105(h) and making structural engineering a stand alone discipline by having it have its own section in the regulations.

Motion:

On a Motion duly made by Sterling Strait, seconded by Jeff Garness and approved unanimously, it was RESOLVED to start a regulation project to update structural engineering regulations.

Task:

Update regulations for structural engineering. Assigned to: Sterling Strait

D. Update on ID working group - Fritz

Fritz is part of the ID working group made up of 4 interior designers and 4 architects. They are currently working on the definition of interior design and the

different options for regulations that would best meet the interior designers' needs.

E. Policy for staff approval of applications - Fritz / Neal

Fritz and Neal will continue to work on this to have it ready for review during the November 2022 board meeting.

Task:

Write-up a policy for staff approval of comity applications Assigned to: Catherine Fritz, Sara Neal

F. CE Audit Update - Neal

Neal updated the board on the CE audit. Of the 259 active audits, 13 audits are currently open. Two are with staff and 11 are with the paralegal.

G. Status of ADEC 18AAC72 Wastewater - Neal

The Department of Law staff for both state agencies are talking through where AELS and ADEC's statutes and regulations are not in agreement.

H. Legal opinion on 12AAC 36.105 (1) documenting education - Johnston

The Division responded by saying that only education that is required for licensure needs to be submitted.

I. How to video for digital signatures - Johnston

In response to a firm's question, Johnston developed instruction for digital signatures in both pdf and Bluebeam. She suggested everyone review the instructions and if they are understandable, then have them posted to the AELS website.

Task:

Review Digital Signature instructions before they are posted to website. Assigned to: Whole board

J. HB148 - Impact on AELS registrants - Maxwell

Maxwell will submit a write-up as to what it HB148 is and how it will affect AELS registrants for Neal to send out via the AELS listserv.

Task:

Write message that will be sent to all AELS registrants as to how HB148 may impact them. Assigned to: Jake Maxwell

11. 12:30 pm - Lunch

12. 1:00 pm - Regulation Projects

B. Review public comments for 2019 regulation project

After reviewing public comments submitted during the public comment period that closed July 8, 2022, the board decided to make the following changes: add the NCEES PE Structural Exam to 12AAC 36.105(h)(5) making it possible for someone with just that exam to apply for a CE registration, change the term "Northern Design" to "Cold Regions Design" for the arctic course in 12AAC 36.110, and change the verbiage of 12AAC 36.990 (22) to say "in design support or construction related."

Motion:

On a Motion duly made by Sterling Strait, seconded by Loren Lemman and approved unanimously, it was RESOLVED to adopt the proposed regulations in Chapter 36, with consideration to public comments received and cost to private persons, as proposed and amended in 12AAC36.105(h), 12AAC36.110, and 12AAC36.990(22).

Task:

Outreach Committee - educating state associations of the name change for the arctic course.

C. 36.112 - DOL Concerns

The board reviewed the Department of Law's concerns regarding temporary licensure and decided to remove (c)(2) from 12AAC36.112 that was going to allow a military/military spouse applicant to extend their temporary license by submitting a Jurisprudence Questionnaire. The way in which AELS will be able to expedite licenses applied for under this regulation is that staff will be able to issue the license within 30 days.

D. 36.112 - Online Application Questions - Neal

Neal pointed out that the online template application is only asking about disciplinary action and not crime. Maiquis pointed out that the online application must mirror the regulations.

Task:

Neal will work with the publications team to ensure the online application meets the requirements of the regulation. Assigned to: Sara Neal

**Chapter 36. State Board of Registration for Architects,
Engineers, and Land Surveyors.**

12 AAC 36.010(a) is amended to read:

(a) An application for examination or for registration by comity must be **legible** [TYPEWRITTEN] and filed with the board on a form **provided** [PRESCRIBED] by the **department** [BOARD], accompanied by the application fee established in 12 AAC 02.110.

12 AAC 36.010(b) is amended to read:

(b) An applicant will not be admitted to an examination or approved for registration until the applicant's qualifications are accepted by the board, **the executive secretary of the board, or its designee, as adopted in regulations.**

12 AAC 36.010(c)(3) is amended to read:

(3) all supporting documents have been **verified** [RECEIVED] by the board [VERIFYING] that the applicant meets the registration requirements in AS 08.48 and this chapter.

The introductory language of 12 AAC 36.010(d) is amended to read:

(d) Except as provided in 12 AAC 36.060(a), the board, **the executive secretary of the board, or its designee,** will give conditional approval of an application for examination or for registration by comity pending receipt of missing documents, payment of applicable fees for examination or registration, or other corrections to the application if the

• • •

12 AAC 36.010(e) is amended to read:

(e) If the board, **the executive secretary of the board, or its designee** gives conditional approval of an application, the **approver** [BOARD] also will write a statement of conditional approval. The statement will identify the missing supporting documents or other corrections required to complete the application. Department staff shall change the conditional approval to "approval" when the missing documents and other corrections are received if the documents and corrections clearly show the information required by the board in its statement of conditional approval. If the missing supporting documents or corrections received required interpretation or discretion, department staff shall resubmit the application to the board for approval.

12 AAC 36.010(f) is amended to read:

(f) Except as provided in 12 AAC 36.060(a), the board, **the executive secretary of the board, or its designee** will determine that an application is incomplete, and will notify the applicant, if the

[(1)] board, **the executive secretary of the board, or its designee** is not able to determine from the application form and supporting documents whether the applicant meets the registration requirements in AS 08.48 and this chapter [; OR

(2) APPLICATION FORM DOES NOT SHOW THAT THE APPLICANT MEETS THE REGISTRATION REQUIREMENTS IN AS 08.48 AND THIS CHAPTER BUT THE BOARD DETERMINES THAT THE APPLICANT WILL LIKELY MEET THE QUALIFICATIONS WITHIN ONE YEAR].

12 AAC 36.010 is amended by adding a new subsection to read:

(j) Notwithstanding any other regulations, the executive secretary of the board or its designee may approve an application for licensure by comity only if credentials are submitted by

NCEES, NCARB, or CLARB record. (Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am 6/3/89, Register 110; am 10/20/90, Register 116; am 5/12/96, Register 138; am 3/8/2001, Register 157; am 10/29/2009, Register 192; am ____/____/_____, Register _____)

Authority: AS 08.01.050 AS 08.48.171 AS 08.48.201
AS 08.48.101 AS 08.48.191

12 AAC is amended by relocating 12 AAC 36.070 to 12 AAC 36.045, and is amended to read:

12 AAC 36.045. Postponements. The board will grant up to two postponements to an applicant who is scheduled to take the Alaska Land Surveying Examination (AKLS) [OR LANDSCAPE ARCHITECT REGISTRATION EXAMINATION (LARE)] if the applicant's request for postponement is filed with the board not later than 30 days immediately following the date of the examination. An applicant who does not appear for an examination and does not qualify for a postponement is not eligible for a refund of the examination fee and shall meet the reexamination application requirements in 12 AAC 36.040 to be scheduled for a later examination. (Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am 3/16/96, Register 137; am 10/14/2006, Register 180; am ____/____/_____, Register _____)

Authority: AS 08.48.101

Editor's note: 12 AAC 36.045 formerly appeared as 12 AAC 36.070.

12 AAC 36.050(f) is repealed:

(f) Repealed ____/____/_____. (Eff. 5/23/74, Register 50; am 8/10/80, Register 75; am 8/13/87, Register 103; am 10/20/90, Register 116; am 5/12/96, Register 138; am 11/13/99, Register 152; am 1/20/2002, Register 161; am 10/14/2006, Register 180; am 5/4/2013, Register 206; am 8/7/2016, Register 219; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181

12 AAC 36.060(b)(4) is amended to read:

(4) satisfy the **cold regions design** [ARCTIC REQUIREMENTS] of 12 AAC 36.110; and

12 AAC 36.061(b)(1) is amended to read:

(1) an NCARB ["] Council Record, [WITH APPLICATION FOR JURISDICTION REGISTRATION WITH COUNCIL CERTIFICATION,]"– just record if the applicant is applying for registration by examination; or

• • •

(Eff. 11/13/99, Register 152; am 3/8/2001, Register 157; am 1/20/2002, Register 161; am 6/13/2003, Register 166; am 6/11/2005, Register 174; am 9/8/2006, Register 179; am 2/9/2007, Register 181; am 7/12/2008, Register 187; am 7/13/2011, Register 199; am 5/25/2017, Register 222; am 3/28/2019, Register 229; am ___/___/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.171

Editor's note: The NCARB publication *NCARB Education Guidelines*, adopted by reference in 12 AAC 36.061(a)(2), may be obtained from NCARB at (202) 879-0520, by writing to the National Council of Architectural Registration Boards, **1401 H Street** [1801 K STREET], N.W., Suite **500** [700K], Washington, D.C. **20005** [20006], or by requesting one online at <https://www.ncarb.org>.

12 AAC 36.063(a)(3) is repealed and readopted to read:

(3) submit to the board satisfactory evidence that the applicant's education or work experience or both are equivalent to the requirements set out in the following table of

education and work experience requirements for a professional engineering examination:

**TABLE OF EDUCATION AND WORK EXPERIENCE
REQUIREMENTS FOR PROFESSIONAL ENGINEERING EXAMINATION**

Description of Training	Equivalent Education in Years	Minimum Work Experience in Years	Total Years of Education and Work Experience
<p>ABET accredited B.S. degree in 8 engineering in the branch of engineering applied for listed in 12 AAC 36.990(17), and a master's or doctorate in engineering acceptable to the board</p>	5	3	
<p>ABET accredited B.S. degree in engineering that is not in the branch of engineering applied for listed in 12 AAC 36.990(17), and a master's or doctorate in the branch of engineering applied for listed in 12 AAC 36.990(17) that is acceptable to the board</p>	4	4	8
<p>ABET accredited B.S. degree in engineering in the branch of</p>	4	4	8

engineering applied for listed in
12 AAC 36.990(17)

ABET accredited B.S. degree in
8 3 5

engineering technology in the
branch of engineering applied
for listed in 12 AAC 36.990(17)

ABET accredited B.S. degree in
8 3 5

a branch of engineering that is
not the branch for which the
applicant has applied

Master's degree in engineering
2 6 8

acceptable to the board in the
branch listed in 12 AAC 36.990(17)
for which the applicant has applied
or in a discipline substantially
similar to the branch for which the
applicant has applied

Doctorate degree in engineering
8 3 5

acceptable to the board in the

branch listed in 12 AAC 36.990(17)
for which the applicant has applied
or in a discipline substantially similar
to the branch for which the applicant
has applied

Master's or doctorate degree in engineering acceptable to the board from a school which has an ABET accredited undergraduate engineering program in the branch for which the applicant has applied	3	5	8
---	---	---	---

Non-ABET accredited B.S. degree in engineering in the branch applied for	3	6	9
---	---	---	---

12 AAC 36.063(c) is amended to read:

(c) The minimum work experience required for registration must include

(1) two years of responsible charge experience or successful completion of a four-year [RESPONSIBLE CHARGE] mentoring **program** [SYSTEM], as defined in 12 AAC 36.990 and this section. To receive full credit for responsible charge experience, an applicant must gain responsible charge experience while under the responsible control of a professional engineer registered in the United States in the branch of engineering for which the applicant has applied. The board will determine the amount of credit given for responsible charge experience gained under the responsible control of a professional engineer registered in the United States in

another branch of engineering based on the comparability with the branch of engineering to which the applicant has applied;

(2) responsible charge experience **including** [OR] successful completion of four years [OF RESPONSIBLE CHARGE] obtained within a mentoring **program** [SYSTEM WILL BE CONSIDERED FOR CREDIT ONLY IF IT IS] gained after the applicant has completed education or work experience or both that are equivalent to the requirements to be eligible for the fundamentals of engineering examination.

12 AAC 36.063(i) is repealed:

(i) Repealed ____ / ____ / ____.

The introductory language of 12 AAC 36.063(j) is amended to read:

(j) To meet the mentoring requirements of this section, an applicant must complete four years of quarterly face-to-face meetings **or videoconference** with a professional engineer registered in the United States and registered in the same discipline that the applicant is applying for. An applicant shall

• • •

(Eff. 9/30/78, Register 67; am 6/29/84, Register 90; am 8/13/87, Register 103; am 6/3/89, Register 110; am 3/16/96, Register 137; am 7/26/97, Register 143; am 8/26/98, Register 147; am 11/20/99, Register 152; am 3/8/2001, Register 157; am 6/13/2003, Register 166; am 7/22/2004, Register 171; am 9/11/2004, Register 171; am 10/29/2009, Register 192; am 9/9/2016, Register 219; am 5/25/2017, Register 222; am ____ / ____ / _____, Register _____)

Authority: AS 08.48.101 AS 08.48.171 AS 08.48.181

12 AAC 36.065(a)(2) is repealed and readopted to read:

(2) submit to the board satisfactory evidence that the applicant's education or work experience or both are equivalent to the requirements set out in the following table of education and work experience requirements for professional land surveyors; the board will evaluate the applicant's education and work experience that meet the requirements of AS 08.48 and this chapter and give credit as appropriate:

**TABLE OF EDUCATION AND WORK EXPERIENCE
REQUIREMENTS FOR PROFESSIONAL LAND SURVEYORS**

Classification	Education Credit Allowed In Years	Work Experience Credit Allowed In Years	Responsible Charge	Total Years of Education and Work Experience Required
			Under R.L.S. In a Land Surveying Capacity In Years	
Graduate of an ABET accredited or board approved curriculum with a B.S. degree in land surveying and a master's or doctorate degree in land surveying	5	3	3	8
Graduate of an ABET accredited land surveying curriculum 4-year course	4	4	3	8

Register _____, _____ 2022 **PROFESSIONAL REGULATIONS**

Graduate of a board approved land surveying curriculum 4-year course	4	4	3	8
--	---	---	---	---

Graduate of 4-year degree with board approved courses meeting land surveying education standard under (h) of this section	2	6	3	8
--	---	---	---	---

The introductory language of 12 AAC 36.065(h) is amended to read:

(h) For the purpose of a four-year degree program with board approved courses under **(a)(2)** [(a)(2)(B)] of this section, course work must meet the following land surveying education standard:

• • •

(Eff. 9/30/78, Register 67; am 2/22/81, Register 81; am 8/13/87, Register 103; am 6/3/89, Register 110; am 3/16/96, Register 137; am 7/26/97, Register 143; am 8/26/98, Register 147; am 11/13/99, Register 152; am 3/8/2001, Register 157; am 1/20/2002, Register 161; am 9/11/2004, Register 171; am 10/29/2009, Register 192; am 2/16/2012, Register 201; am 5/25/2017, Register 222; am ___/___/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.171 AS 08.48.181

12 AAC 36.066(a) is amended to read:

(a) In support of an application for examination or registration as a land surveyor, an applicant shall arrange for verification of the work experience [REQUIRED FOR ELIGIBILITY

FOR THE FUNDAMENTALS OF LAND SURVEYING EXAMINATION AND] **as** required in 12 AAC 36.065 to be submitted to the board. Verification of work experience must be on a form prescribed by the board and must be completed and submitted directly to the board by the **licensed** employer who is verifying the applicant's experience.

12 AAC 36.066(d) is amended to read:

(d) A work verification form received for an individual will be reviewed by the board [OR THE DEPARTMENT] only after that individual submits an application for registration as a land surveyor. (Eff. 1/8/98, Register 145; am 5/25/2017, Register 222; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.171 AS 08.48.201

12 AAC 36.067 is amended to read:

12 AAC 36.067. Date of experience. Computation of qualifying experience for admission to the examination as an [ARCHITECT,] engineer **or** [,] land surveyor [, OR LANDSCAPE ARCHITECT] is up to the date of the examination **not to exceed three months.**

Responsible charge experience cannot be projected. (Eff. 9/30/78, Register 67; am 11/13/99, Register 152; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.171

12 AAC 36.068(a) is amended to read:

(a) To be eligible for the professional landscape architect **registration** examination, **as required in 12 AAC 36.100(e),** an applicant must submit

(1) a complete application on a form provided by the department; and

(2) except as provided in (c) and (i) of this section, satisfactory evidence that the applicant's education **and** [OR] work experience are equivalent to the requirements set out in the following table of education and work experience for professional landscape architect:

• • •

12 AAC 36.068(b) is amended by adding a new paragraph to read:

(3) the minimum work experience must include 24 months of responsible charge; the board will accept up to a maximum of two years of subprofessional work experience for up to one half of the work experience required for registration based on its meeting the definition of “subprofessional work” in 12 AAC 36.990.

12 AAC 36.068(g) is amended to read:

(g) On a form provided by the department, an applicant shall submit a report for each meeting under (f) of this section, including

(1) a description of the applicant's work experience **and topics** reviewed during the meeting;

(2) a statement indicating whether or not the work experience reviewed was **responsible charge experience, if it was** directly applicable to professional landscape architectural work and whether the work was performed according to industry standards; and

(3) the signature, **date**, and seal of the professional landscape architect who served as the applicant's mentor.

12 AAC 36.068(i) is amended to read:

(i) Upon submission of evidence of graduation from an LAAB accredited curriculum in

landscape architecture, an applicant for examination as a landscape architect may sit for [SECTIONS 1 AND 2 OF] the examination as early as can be scheduled after graduation.

[AUTHORIZATION TO SIT FOR THE REMAINING PORTIONS OF THE EXAMINATION WILL NOT BE GRANTED UNTIL SATISFACTORY EVIDENCE THAT THE APPLICANT'S EDUCATION AND WORK EXPERIENCE REQUIREMENTS SET OUT IN THE TABLE OF EDUCATION AND WORK EXPERIENCE FOR PROFESSIONAL LANDSCAPE ARCHITECT IN (a)(2) OF THIS SECTION HAVE ALL BEEN SATISFIED.]

(Eff. 11/13/99, Register 152; am 9/11/2004, Register 171; am 8/19/2006, Register 179; am 5/4/2013, Register 206; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.171 AS 08.48.181

12 AAC 36.069 is repealed and readopted to read:

12 AAC 36.069. Standards for registration as a landscape architect. (a) In accordance with AS 08.48.331(b), and except as exempted in AS 08.48.331(a), design or creative work involving any of the following constitutes the practice of an aspect of landscape architecture that affects the public health or safety and thus requires registration as a landscape architect:

(1) investigation, selection and allocation of land and water resources for appropriate uses;

(2) formulation of feasibility studies, and graphic and written criteria to govern the planning, design and management of land and water resources;

(3) preparation, review and analysis of land use master plans, subdivision plans and preliminary plats;

(4) determining the location and siting of improvements, including buildings and other features, as well as the access and environs for those improvements;

(5) design of land forms and land form elements, storm water drainage, soil conservation and erosion control methods, pedestrian and vehicular circulation systems and related construction details;

(6) consultation, planning, designing or responsible supervision in connection with the development of land areas for preservation, restoration, remediation, stabilization and enhancement;

(7) design of non-habitable structures for aesthetic and functional purposes, such as pools, walls and structures for outdoor living spaces, for public and private use;

(8) determination of proper land use as it pertains to natural features; ground cover, use, nomenclature and arrangement of plant material adapted to soils and climate; naturalistic and aesthetic values; settings and approaches to structures and other improvements; and the development of outdoor space in accordance with ideals of human use and enjoyment;

(9) design with a priority to ensure equal access to all public goods and services through the use of barrier-free and inclusive design in compliance with the Americans with disabilities Act (ADA);

(10) consultation, planning, designing or responsible supervision relative to natural drainage and the consideration, determination and solution of inherent problems of the land relating to erosion, wear and tear, blight or other hazards to include the implementation of low impact development and green infrastructure designs;

(11) design of land forms and land form elements relative to recreation and facilities, parks and playgrounds, and related construction details;

(12) consultation, planning, designing or responsible supervision in connection with urban renewal, multimodal transportation, urban design, and neighborhood planning;

(13) consideration of the health, safety, and welfare of the public.

(b) In this section, “public welfare” is defined through environmental sustainability, contribution to economic sustainability and benefits, promotes public health and well-being, builds communities, encourages landscape awareness and stewardship, offers aesthetic and creative experiences, and enables people and communities to function more effectively. (Eff. 7/13/2002, Register 163; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.331
AS 08.48.171 AS 08.48.191

12 AAC 36.070 is amended and relocated to 12 AAC 36.045:

12 AAC 36.070. Postponements. Relocated to 12 AAC 36.045.

Editor’s note: 12 AAC 36.070 was relocated at 12 AAC 36.045.

The authority citation of 12 AAC 36.080 is amended to read:

12 AAC 36.080. Authorization to take examination. Notification of the applicant's authorization to take the examination will be made at least 30 days before the examination. (Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am ____/____/_____, Register _____)

Authority: AS 08.48.101 [AS 08.48.101(a)]

The section heading of 12 AAC 36.100 is amended to read:

12 AAC 36.100. Required [CONTENT OF] examinations.

12 AAC 36.100(d) is amended to read:

(d) Unless an applicant is registered by comity under AS 08.48.191(c), an applicant for registration as a land surveyor must pass the professional land surveyor examination, that

includes

(1) the NCEES Principles and Practices of Surveying; [AND]

(2) [REPEALED 3/16/96;

(3)] a state examination covering laws, procedures, and practices concerning land surveying in Alaska; **and**

(3) the NCEES Fundamentals of Surveying.

(Eff. 5/23/74, Register 50; am 6/3/89, Register 110; am 10/20/90, Register 116; am 3/16/96, Register 137; am 11/13/99, Register 152; am 8/19/2006, Register 179; am 7/12/2008, Register 187; am 7/19/2009, Register 191; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.191

AS 08.48.171

The introductory language of 12 AAC 36.103(a) is amended to read:

(a) Under AS 08.48.191(a), the board, **the executive secretary of the board, or its designee** may issue a certificate of registration as an architect to an applicant who

• • •

12 AAC 36.103(a)(3) is amended to read:

(3) has completed the **cold regions design** [ARCTIC ENGINEERING] requirements of 12 AAC 36.110; and

• • •

The introductory language of 12 AAC 36.103(d) is amended to read:

(d) If an architect who provides a reference letter under (e) of this section does not possess a seal, the **architect** [APPLICANT] must provide the board **an explanation** [A STATEMENT FROM THAT ARCHITECT],

• • •

(Eff. 6/3/89, Register 110; am 1/1/90, Register 116; am 3/16/96, Register 137; am 7/26/97, Register 143; am 11/13/99, Register 152; am 6/13/2003, Register 166; am 7/12/2008, Register 187; am 7/25/2008, Register 187; am 3/11/2012, Register 201; am 3/28/2019, Register 229; am ____/____/____, Register ____)

Authority: AS 08.48.101 AS 08.48.171 AS 08.48.191

The introductory language of 12 AAC 36.105(a) is amended to read:

(a) Under AS 08.48.191(b), the board, **the executive secretary of the board, or its designee** may issue an engineering certificate of registration to an applicant who

• • •

12 AAC 36.105(a)(1) is amended to read:

(1) documents education and passage of examinations that meet the requirements of (b) **or (h)** of this section;

12 AAC 36.105(a)(3) is amended to read:

(3) has completed the **cold regions design** [ARCTIC ENGINEERING] requirements of 12 AAC 36.110; and

• • •

12 AAC 36.105(b)(1) is amended to read:

(1) submit verification of current registration to practice engineering in a state, territory, or possession of the United States, the District of Columbia, or a foreign country that was based upon education, experience, and examination requirements that, in the opinion of the board, were at least equivalent to the requirements of AS 08.48 and this chapter at the time the applicant's out-of-state registration was issued or at least equivalent to current requirements **under (h) of this section**; the applicant must have passed an NCEES engineering examination in the same branch of engineering that is being applied for, as required by 12 AAC 36.100(c); and

The introductory language of 12 AAC 36.105(g) is amended to read:

(g) If an engineer who provides a work experience verification under (c)(1) of this section or a reference letter under (c)(2) of this section does not possess a seal, the **engineer** [APPLICANT] must provide the board **an explanation** [A STATEMENT FROM THAT ENGINEER],

12 AAC 36.105(h) is amended to read:

(h) In addition to meeting the requirements of (b)(1) of this section, an applicant for structural engineering registration by comity must have passed an NCEES Principles and Practices of Engineering Examination and

(1) the NCEES PE Structural Examination; or

(2) the NCEES Structural II and Washington or California Structural III exams passed prior to 2011; or

(3) the NCEES Structural I and NCEES Structural II passed prior to 2006;

or

(4) the Western States 16-hour Structural exam passed prior to 2004; and

(5) have six years of experience with a bachelor's degree or five years of experience with a master's degree. Applicants who have passed the NCEES Structural Engineering I Examination, NCEES Structural Engineer II Examination, [OR BOTH] **or the NCEES PE Structural Examination** may be granted a civil engineering registration.

• • •

(Eff. 9/30/78, Register 67; am 8/13/87, Register 103; am 6/3/89, Register 110; am 10/20/90, Register 116; am 3/16/96, Register 137; am 7/26/97, Register 143; am 8/26/98, Register 147; am 11/13/99, Register 152; am 3/9/2001, Register 157; am 6/11/2005, Register 174; am 7/25/2008, Register 187; am 7/19/2009, Register 191; am 5/25/2017, Register 222; am 3/28/2019, Register 229; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.191
 AS 08.48.171

12 AAC 36.106 is repealed:

12 AAC 36.106. Registration in additional branches of engineering. Repealed. (Eff. 3/11/2012, Register 201; repealed ____/____/_____, Register _____)

The introductory language of 12 AAC 36.107(a) is amended to read:

(a) Under AS 08.48.191(c), the board **may** [WILL, IN ITS DISCRETION,] issue a land surveyor registration, [WITHOUT EXAMINATION,] to an applicant who

• • •

(Eff. 6/3/89, Register 110; am 10/20/90, Register 116; am 3/16/96, Register 137; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.191
AS 08.48.171

12 AAC 36.108 is repealed:

12 AAC 36.108. Application for registration as a structural engineer. Repealed. (Eff. 9/9/16, Register 219; repealed ____/____/_____, Register _____)

12 AAC 36.109 is repealed and readopted to read:

12 AAC 36.109. Landscape architect registration by comity. (a) Under AS 08.48.191(d), the board, the executive secretary of the board, or its designee may issue a landscape architecture certificate of registration to an applicant who

(1) documents education and passage of examinations that meet the requirements of (b) of this section;

(2) documents work experience that satisfies the requirements of (c) of this section;

(3) has completed the northern design requirements of 12 AAC 36.110; and

(4) has completed a jurisprudence questionnaire prepared by the board, covering the provisions of AS 08.48 and this chapter.

(b) An applicant for a certificate of registration as a landscape architect by comity must submit

(1) an application for registration by comity in compliance with 12 AAC 36.010, including the applicable fees established in 12 AAC 02.110;

(2) verification of a current registration to practice landscape architecture in a state, territory, or possession of the United States, the District of Columbia, or a foreign country

that is based on education, experience, and examination requirements that the board determines were at least equivalent to the requirements of AS 08.48 and this chapter at the time the applicant's out-of-state registration was issued; and

(3) either

(A) verification of at least 24 months of responsible charge experience as a landscape architect as defined under AS 08.48.341(9) or as verified by the signature and seal, except as provided in (c) of this section, by the landscape architect who supervised the applicant and who at the time of providing supervision, was legally registered as a professional landscape architect in a state, territory, or possession of the United States, or a foreign country; or

(B) if the applicant has been practicing landscape architecture for five years or more in a state, territory, or possession of the United States, the District of Columbia, or a foreign country, two letters of reference verifying that experience; each letter must be signed and sealed, except as provided in (c) of this section, by a landscape architect who is legally registered in a state, territory, or possession of the United States, territory, the District of Columbia, or a foreign country.

(c) An applicant for a certificate of registration as a landscape architect by comity under this section may submit council record issued by CLARB to verify the applicant's qualifications including

(1) examination results;

(2) education; and

(3) registration in another licensing jurisdiction.

(d) If a landscape architect who provides work experience verification under (b)(2) of this section or reference letter under (b)(3) of this section does not possess a seal, the applicant must

provide the board a statement from that landscape architect

(1) providing that landscape architect's registration number; and

(2) for the landscape architects providing a reference letter, certification that the registration of that landscape architect is current. (Eff. 11/13/99, Register 152; am 7/25/2008, Register 187; am ___ / ___ / _____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.191
AS 08.48.171

12 AAC 36.110 is amended to read:

12 AAC 36.110. Cold regions design [ARCTIC] requirement. (a) An applicant for registration as an architect, engineer, or landscape architect must have successfully completed a board-approved university-level course in **cold regions design** [ARCTIC ENGINEERING] or its equivalent.

(b) Repealed 3/28/2019. (Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am 8/13/87, Register 103; am 11/13/99, Register 152; am 3/28/2019, Register 229; am ___ / ___ / _____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.191
AS 08.48.171

12 AAC 36.115(b)(3) is amended to read:

(3) seeking an active certificate of registration

[(A)] as a professional architect, engineer, **land surveyor**, or landscape architect meets at the time that application is made under this section the continuing education requirements applicable under **12 AAC 36.510 – 12 AAC 36.550**

[12 AAC 36.510(j);

(B) AS A PROFESSIONAL LAND SURVEYOR MEETS AT THE
TIME
THAT APPLICATION IS MADE UNDER THIS SECTION THE CONTINUING
EDUCATION REQUIREMENTS OF 12 AAC 36.510 - 12 AAC 36.550 FOR
ONE
BIENNIAL REGISTRATION PERIOD]; and

• • •

(Eff. 7/26/97, Register 143; am 11/13/99, Register 152; am 3/9/2001, Register 157; am
8/19/2006, Register 179; am 7/12/2008, Register 187; am 7/13/2011, Register 199; am
____/____/____, Register _____)

Authority: AS 08.48.101 AS 08.48.215

The introductory language of 12 AAC 36.135 is amended to read:

12 AAC 36.135. Review of application for corporate, limited liability company, or limited liability partnership authorization. An applicant who meets the requirements [ON THE CHECKLIST] established by the board in this section has demonstrated the necessary qualifications for a certificate of authorization for corporate, limited liability company, or limited liability partnership practice. An applicant who does not meet the requirements on this checklist or whose responses on the application form do not clearly show that the applicant is qualified to receive a certificate of authorization will not be issued a certificate unless the board further reviews the application and determines that the applicant meets the qualifications in AS 08.48.241 for a certificate of authorization. A certificate of authorization for corporate, limited liability company, or limited liability partnership practice will be issued to an applicant who submits

• • •

12 AAC 36.135(4) is amended to read:

(4) a copy of the bylaws of the corporation, the articles of **organization** [INCORPORATION] or operating agreement of the limited liability company, or the partnership agreement of the limited liability partnership showing that the corporation, limited liability company, or limited liability partnership has complied with the requirements in AS 08.48.241(b)(1);

The introductory language of 12 AAC 36.135(7) is amended to read:

(7) a certified statement **in a format approved** [ON A FORM PROVIDED] by the board, stating that each licensee designated in responsible charge for each branch of practice acknowledges and agrees to that designation by the corporation, limited liability company, or limited liability partnership; the statement must include each responsible charge licensee's

• • •

(Eff. 10/10/96, Register 140; am 11/13/99, Register 152; am 3/8/2001, Register 157; am 3/9/2001, Register 157; am 8/19/2006, Register 179; am 10/31/2019, Register 232; am ___/___/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.241

12 AAC 36.180(a) is repealed and readopted to read:

12 AAC 36.180. Seal. (a) The seal authorized for use by professional architects, landscape architects, land surveyors, and structural engineers shall be of the following designs or

a substantially similar electronic or digital representation of the designs. The license number noted on the seal shall be only the numeric characters of the registrant's license number (exclude alpha characters):



12 AAC 36.180(b) is repealed and readopted to read:

(b) The seal authorized for use by professional engineers shall be of the following design or a substantially similar electronic or digital representation of the design:



Example Professional Engineer Seal

The seal must reflect the branch of engineering two-character identifier (XX) authorized by the board. This identifier shall be placed before the registrant's license number as shown in the examples. The license number noted shall be only the numeric characters of the registrant's license number and exclude alpha characters.

Branch of Engineering Identifier

AG – Agricultural engineer	IN – Industrial engineer
EC – Chemical engineer	ME – Mechanical engineer
CE – Civil engineer	MM – Metallurgical and Materials engineer
CS – Control systems engineer	EM – Mining and Mineral Processing engineer
EE – Electrical engineer	NM – Naval architecture and Marine engineer
EV – Environmental engineer	NU – Nuclear engineer
FP – Fire protection engineer	EP – Petroleum engineer

• • •

(Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am 10/20/90, Register 116; am 11/13/99, Register 152; am 1/20/2002, Register 161; am 3/11/2012, Register 201; am 9/9/2016, Register 219; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.221

12 AAC 36.990(a)(20) is amended to read:

(20) "responsible charge" as it pertains to "work in the office" means undertaking investigations or carrying out assignments, which demand resourcefulness and originality, or making plans, writing specifications, and directing drafting and computations for the design of architectural, engineering, **landscape architecture**, or land surveying work with only rough

sketches, general information and field measurements for reference;

12 AAC 36.990(a)(22) is amended to read:

(22) "subprofessional work" means time spent working **in design support or construction related employment. The board will evaluate the relevance of the requested subprofessional experience** [AS RODMAN, CHAINMAN, RECORDER, DRAFTSMAN, CLERK OF WORKS, INSTRUMENT MAN, INSPECTOR, OR SIMILAR WORK WHERE PERSONAL RESPONSIBILITY AND TECHNICAL KNOWLEDGE ARE SLIGHT];

12 AAC 36.990(a)(33) is repealed:

(33) repealed ____/____/____;

12 AAC 36.990(a)(43)(A) is amended to read:

(43) "engineering surveys"

(A) means work performed by a professional engineer to measure and assess structures, machines, equipment, utility systems, materials, processes, and [WORK] public or private **works**;

12 AAC 36.990(a) is amended by adding new paragraphs to read:

(46) "progressive structural experience" means that a candidate for structural licensure progresses in job knowledge and duties including the design of significant structures while under the responsible charge of a registered structural engineer;

(47) "mentoring program" in which a corresponding licensee reviews a mentee's work on a regular basis to ensure that the work meets the standard of care of that discipline and

confirms that the mentee is developing experience and responsible charge.

(Eff. 5/23/74, Register 50; am 9/30/78, Register 67; am 6/29/84, Register 90; am 8/29/87, Register 103; am 10/20/90, Register 116; am 3/16/96, Register 137; am 7/26/97, Register 143; am 8/26/98, Register 147; am 11/13/99, Register 152; am 3/9/2001, Register 157; am 1/26/2012, Register 201; am 3/11/2012, Register 201; am 10/4/2015, Register 216; am 9/9/2016, Register 219; am 5/25/2017, Register 222; am ____/____/_____, Register _____)

Authority: AS 08.48.101 AS 08.48.181 AS 08.48.331
 AS 08.48.171 AS 08.48.191

- E. Regulation project - Article V - Continuing Education Committee update - Johnston

Johnston talked the board through the CE regulation changes as proposed by the CE Committee. The board asked the committee to increase the hours awarded for service on professional organizations and include the words "per time period." Fritz asked to move 12AAC 36.520 #9 to a more appropriate location. The CE Committee was also asked to add back in a "health, safety and welfare" requirement.

Task:

Send the board a clean copy of proposed changes of CE Regulations for their input. Assigned to: Elizabeth Johnston

- 13. 2:00 pm - Public Comment

- 14. 2:30 pm - Break

- 15. 2:45 pm - Licensing Examiner's Report - Noe

Noe talked through both the active licensees numbers and the applications to be reviewed during this meeting. Maxwell asked for a report that showed the trend of retiring land surveyors. He also requested to know how many "In Process" land surveying applications were submitted before the cutoff date in 2014.

- 16. 3:00 pm - Applications - Full board review and questions

- B. Olivia Milla - Neal

Strait and Leman reviewed her transcripts following the guidance from the board policy that college transcripts show a minimum of 18 hours of course work related to civil engineering. Her degree from Cal Poly in architectural engineering focused on structural engineering and had more than the required 18 hours of coursework for civil engineering. Therefore, Olivia was approved to sit for the exam.

- 17. 4:00 pm - Correspondence

- B. Incoming

- i. Change seal RE: New Regulation

Task:

Respond with a written response to Paul Dorvel regarding his seal and the new regulation. Assigned to: Catherine Fritz

C. Outgoing

- i. MOA Policy - Fritz

Task:

Correct and clarify the sentence "Civil engineers may no longer practice structural engineering". Assigned to: Catherine Fritz

- ii. Venechuk Letter - Maxwell
- iii. Ridgeline Inspection - Fritz
- iv. DOT - Melanie Arnolds
- v. Arctic Course Triannual Review Letters (See CE Committee Update Item 28 A)

18. 4:15 pm - Outreach Reports

19. 4:30 pm - National Organizations

- B. NCARB - Annual business meeting report - Fritz
- C. NCEES - Western Zone meeting report - Maxwell
- D. CLARB

20. 5:00 pm - Recess for day

21. 9:00 am - August 17th - Reconvene

22. 9:05 am - New Business

- B. LS Regulations 12AAC36.107 - Maxwell

Motion:

On a Motion duly made by Jake Maxwell, seconded by Sterling Strait and approved unanimously, it was RESOLVED to start a regulation project to incorporate any changes needed because of HB148.

Task:

Look through regulations in Chapter 36 to see if any changes need to be made due to HB148. Assigned to: Bob Bell, Jake Maxwell

12AAC 36.107 does not have a requirement for the NCEES PS exam.

Motion:

On a Motion duly made by Jake Maxwell, seconded by Jeff Garness and approved unanimously, it was RESOLVED to start a regulation project on 12AAC 36.107 to incorporate the requirement for the NCEES PS exam.

Task:

Regulation project on 12AAC 36.107 to incorporate the requirement for the NCEES PS exam. Assigned to: Bob Bell, Jake Maxwell

C. Clarifying mentorship program - Johnston

The current requirement for a mentorship program does not allow for a less than four year mentorship program. Johnston suggests the board allow for flexibility by using both work experience verifications and mentorship meetings. The ratio for experience would stay 1 month : 1 month for WEVs and 2 quarters : 1 quarter of responsible charge for mentorship programs.

Motion:

On a Motion duly made by Sterling Strait, seconded by Jeff Garness and approved unanimously, it was RESOLVED to start a regulations project to clarify the mentoring program for engineers.

Task:

Regulation project to clarify mentoring program for engineers. Assigned to: Elizabeth Johnston, Sterling Strait, Jeff Garness

23. 10:00 am - Division Update

B. Update on Governor's AO

Director Chambers gave an update on the Governor's administrative order and the staffing issues for professional licensing. Chambers suggested that, if AELS are wanting to change statutes, they should move ahead with that before the sunset audit.

24. 10:30 am - Break

25. 10:45 am - Committee Updates

B. Guidance Manual - Rozier

i. Work on definition of design

The definition of design was expanded upon, examples of seals added per the new regulation, and the "Guidelines for Construction Drawings"

section will be removed through "Electrical System" and possibly be added as an appendix after the Guidance Manual Committee reviews the verbiage. Garness, in collaboration with ADEC - Drinking water employees, suggested a re-write to the Record Drawing section on the top of page 25 of the Guidance Manual. The Guidance Manual Committee will review.

Motion:

On a Motion duly made by Elizabeth Johnston, seconded by Jeff Garness and after a roll call vote, it was RESOLVED to remove the "Guidelines for Construction Drawings" section from the Guidance Manual and refer it to the Guidance Manual for possible redevelopment.

Recorded Votes:

Yes to removing: Cole, Fritz, Garness, Johnston, Lemman, Maxwell, Rozier, Strait, Wallis

No to removing: Leonetti

Task:

Guidance Manual Committee - review the language used in the Guidance for Construction Drawings section and whether it should be added as an appendix.

Task:

Guidance Manual Committee - review Garness's proposed language for Record Drawings. The whole board will also review and send the committee suggestions.

ii. Update By-Laws

The committee removed a sentence in Article III, 5, which states that the Landscape Architect member cannot vote. Article III 7, referring to the Investigative Advisory Committee, will be removed and considered an ad hoc committee.

Motion:

On a Motion duly made by Randall Rozier, seconded by Ed Leonetti and approved unanimously, it was RESOLVED to update the May 2014 Board Bylaws to include the revisions as presented by the Guidance Manual Committee with the addition of the removal of Article III 7.

Motion:

On a Motion duly made by Elizabeth Johnston, seconded by Jeff Garness and approved unanimously, it was RESOLVED to start a regulation project to update the language of 12AAC36.920 to allow for the bylaws to be changed without having to change the regulation again.

Task:

Guidance Manual Committee - Change the regulation 12AAC36.920 so that it will allow the board to revise its board bylaws without having to change the regulation.

C. Outreach Committee - Maxwell

The Outreach Committee will contact different vendors to try and find someone who will design a logo and build a template for a newsletter for \$1000. Once a vendor has been chosen, the committee will send Neal the information for review. The committee is also planning an outreach event for the November 2022 meeting on the UAA campus. Lemman suggested a student presentation, Leonetti an event for ANSEP. Wallis a handout on the function of the board/licensing, Garness, a slide presentation, and Strait, possibly an update on the SE exam.

Task:

Outreach Committee - find a vendor to create a logo and a newsletter template.

Task:

Outreach Committee – plan outreach event at UAA during the November board meeting.

- i. Logo
- ii. Newsletter

The committee also discussed content of the newsletter which would include disciplinary action, continuing education, updates from other state groups - AIA, APDC, ASLA, report by the numbers, and a statement from the chair. Maxwell would like to have something for the board to review during the November 2022 meeting.

Task:

Outreach Committee - Gather content for newsletter.

iii. RE: CE - Letters to UAA, registrants - Fritz

Fritz recommends that letters be sent to all registrants regarding findings after the audit informing them of their responsibilities and the regulations as to what subject matters are allowed. Another letter needs to be sent to UAA's PDH department regarding AELS's CE requirements. Johnston offered for the CE Committee to write the letter to the registrants. Strait cautioned sending a letter to UAA, and instead have someone from the board talk to UAA asking them to consider changing language on their website so as to not mislead registrants that not all PDH's are eligible.

Task:

CE Committee - write letter to registrants reporting subject matters of audit findings and reminding them of their responsibilities with regards to continuing education (don't check the box). Discuss how to best handle contacting UAA - whether it's a letter or a phone call.

26. 11:30 am - Public Comment

Chris Miller, president of Design Alaska, joined the meeting in person and shared his thoughts regarding the definition of responsible charge, continuing education regulation changes, adding an ME onto the board, SE experience, SE exams, finding a way to make something work for Interior Designers, and the communication to MOA regarding residential construction. He appreciates the work and the action the board is doing.

Task:

Send committee meetings with subject matters notices via listserv. Assigned to: Sara Neal

27. 12:00 pm - Lunch

28. 1:00 pm - Committee Updates (continued)

B. Continuing Education - Johnston

i. Arctic Course - Triannual review

Letters were sent to all Arctic Course providers - UAA, UAF, UW. The universities will submit the required documents by Sept. 30 and the committee will review and report back to the board during its November 2022 meeting.

Task:

Create committee resource folders and save the universities' information into the folder for the committee to review. Assigned to: Sara Neal

Task:

CE Committee - conduct triennial review of the board approved arctic courses.

ii. Regulation Project - Article V

C. Legislative Committee - Leman

i. Changing "responsible charge" to "progressive experience" for all exam applicant regulations

After the feedback from the Department of Law, NCARB and NCEES on the terms responsible charge, responsible control, and direct supervisory control, the committee decided a regulation project should be started to change the definition of responsible charge and revise the regulations that use the term responsible charge.

Motion:

On a Motion duly made by Loren Leman, seconded by Jeff Garness and approved unanimously, it was RESOLVED to start a regulation projects to revise the use of the term responsible charge in regulations.

Task:

Legislative Liaison Committee - work on regulation project that revises the term "responsible charge" in regulations.

ii. Statute project status

Once enough changes have been identified, it is time to move forward with finding a sponsor. Leman suggested having the board send the committee any concerns regarding statutes, but the committee will not be limited to the suggestions sent in for review. Neal will send out the most comprehensive copy of the statutes that incorporates all concerns that have been identified. Leman would like the board to send their comments to the committee by October 1. He advised the board to proceed with caution around hot topics that legislators hear from constituents about such as the industrial exemption and building size.

Task:

Whole Board - Review Statutes and send any suggested changes to the Legislative Liaison Committee by October 1. Due October 1, 2022 at 2:10 PM AKDT.

Task:

Legislative Liaison Committee - review board suggestions for possible statute changes and prepare the changes to be reviewed by the board during its November meeting.

Task:

Check with Dir. Chambers to see what the timeline is for sending a statute change through the By the Rules Committee by the Request of the Governor. Assigned to: Sara Neal

D. Investigative Advisory Committee - Leonetti

- i. List of convictions for P&P 28
- ii. Discipline Matrix
- iii. Meeting with Investigator

Leonetti gave an update of the meeting and talked through the "Yes" answer process. Fritz asked the Investigative Advisory Committee to review the case Michael J. Ward. No progress was made on the Disciplinary Matrix. Rozier asked if the board could get redacted cases from Patrick so that the board could review to see if their are lessons that can be learned.

29. 2:30 pm - Read Applications into Record

Motion:

On a motion duly made by Ed Leonetti , seconded by Fred Wallis and passed unanimously, it was RESOLVED to approve the following list of applicants for registration by comity and by examination with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
195440	ANDREW	ROEHL	ARCH	APPROVED
195827	ANNETTE	DESEVE	ARCH	APPROVED
197939	JEFFREY	DALTON	ARCH	APPROVED
193686	LUCY	BARAQUIO	ARCH	APPROVED
195825	SEAN	FRIETAS	ARCH	APPROVED

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
198023	ADAM	MCLAUGHLIN	CE	APPROVED
195438	ALLISON	LUNDE	CE	APPROVED
197899	ANDREW	WAHR	CE	APPROVED
194660	ARLEN	GRANT	CE	APPROVED
198046	BRANDON	COMPTON	CE	APPROVED
196223	GARTH	NELSON	CE	APPROVED
197947	JONATHAN	BUSSIERE	CE	APPROVED
197707	KEVIN	SZUBRYCH	CE	APPROVED
197988	LEE	ROSEN	CE	APPROVED
195448	MATTHEW	MOORE	CE	APPROVED
191780	MATTHEW	WADLINGTON	CE	APPROVED
196165	MATTHEW	JOHNSON	CE	APPROVED
192189	SEON	JACK	CE	APPROVED
194861	STEPHEN	DORAU	CE	APPROVED
196175	VINCENT	WU	CE	APPROVED
195331	BRUNO	LOZA	EE	APPROVED
196206	CAMERON	KLOS	EE	APPROVED
198052	HOWARD	GORTER	EE	APPROVED
195434	MICAH	BATTS	EE	APPROVED
193693	OCTAVIO	GONZALEZ	EE	APPROVED
196929	PETER	ARVAY	EE	APPROVED
193332	PHILIP	PARISE	EE	APPROVED
195335	RAYMUNDO	RIEMANN	EE	APPROVED
198379	JOEL	MCDANIEL	EE	APPROVED
194395	JAMES	PERLOW	EV	APPROVED
197725	TONI	MEHRABAN	EV	APPROVED
196416	ANDREW	POOLE	FP	APPROVED
194188	ANTHONY	GIANPETRO	ME	APPROVED
196228	BENJAMIN	ROSENZWEIG	ME	APPROVED
197045	CHARLES	CROZIER	ME	APPROVED
197980	CHRISTINE	BEERMANN	ME	APPROVED
197235	DAVID	CHAMPOUX	ME	APPROVED
173740	KRISTIN	GUSTAFSON	ME	APPROVED
194857	ROBERT	DAVIDSON	ME	APPROVED
196475	SRIKAR	MALLAMPATI	ME	APPROVED
193788	THOMAS	ROGERS	ME	APPROVED
194889	ARLEN	GRANT	SE	APPROVED
196852	BRANDON	COMPTON	SE	APPROVED
195358	JORGE	CASTILLO	SE	APPROVED
197128	MAIRI	STANNERS	SE	APPROVED
196927	MICHAEL	LASSITER	SE	APPROVED

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
194885	MITCHEL	BECK	SE	APPROVED
197959	ZACHARY	STUTTS	SE	APPROVED

Motion:

On a motion duly made by Ed Leonetti , seconded by Fred Wallis and passed unanimously, it was RESOLVED to conditionally approve the following list of applicants for registration by comity and by examination with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
197975	LAUREN	EGBERT	ARCH	CA
197812	LINDSEY	MARTENS	ARCH	CA
197035	TIMOTHY	DACEY	ARCH	CA
196820	KORYNN	APPLEGATE	ARCH	CA
197875	AMELIA	ANDERSON	CE	CA
197736	CATHERINE	BILLOR	CE	CA
195339	CODY	HARVEY	CE	CA
197742	CRAIG	LEWIS	CE	CA
194200	DAVID	BALMA	CE	CA
198048	DYLAN	BAFFREY	CE	CA
194174	HENG	LIANG	CE	CA
197973	ISAAC	LADINES	CE	CA
195742	JEFFREY	HARVEY	CE	CA
190542	JEFFREY	DYER	CE	CA
193350	JOHN	LOOMIS	CE	CA
197934	KIERAN	BRAUN	CE	CA
196213	KYLE	POWELL	CE	CA
197817	KYLE	MARKLE	CE	CA
194852	LANCE	SWEENHEART	CE	CA
191302	MATTHEW	CHACHO	CE	CA
198049	MICHELLE	HARRISON	CE	CA
198057	ORI	MILLER	CE	CA
193777	PETER	MAMROL	CE	CA
197719	PETER	BROOKS	CE	CA
194017	RANDI	WILLIAMS	CE	CA
197688	TIMOTHY	LUM YEE	CE	CA
196404	TREVEN	HEMBREE	CE	CA
197715	WILLIAM	KUSSMANN	CE	CA
188658	JAMES	FRYE	CE	CA

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
118070	SOPHIE	LEE	CE	CA
197930	Olivia	Milla	CE	CA
193335	AMBER	SCHMIDT	CS	CA
198050	PETER	PEEL	CS	CA
195354	BARRY	FAILOR	EE	CA
193789	GREGORY	ELVESTAD	EE	CA
198112	PETER	SYNTAX	EE	CA
197765	TEAL	NEWCOMBE	EE	CA
197946	CECELIA	HULL	EP	CA
198039	JEREMY	MAGELKY	ME	CA
192525	KEVIN	TAKAYESU	ME	CA
197193	KYLE	BROWN	ME	CA
197785	MICHAEL	ORTIZ	ME	CA
195337	JONATHAN	TAYLOR	SE	CA

30. 2:40 pm - Review of Action Items

31. 2:45 pm - Upcoming Meeting Dates

B. NCEES Annual Business Meeting - Aug 23-26 - Fritz/Johnston/Maxwell/Neal

C. CLARB Annual Business Meeting - Sept 21-23 - Leonetti/Neal

D. NCARB Exam Committee Meeting - Sept 30-Oct 1 - Fritz

E. NCARB Chair/MBE Meeting - Oct 14-15 - Fritz/Neal

F. AELS November Board Meeting - Nov 9-10 - Anchorage, AK

Fritz excused Wallis from the November board meeting due to him needing to attend the Usibelli board meeting.

Task:

Check to see how many parking passes will be needed for board. Also check to see if a rental car will be needed. Assigned to: Sara Neal

G. AELS February Board Meeting - Feb 7-8 - Juneau, AK

32. 2:50 pm - Board Member Comments

33. 3:00 pm – Meeting was adjourned

Respectfully submitted:

Sara J. Neal

Sara Neal, Executive Administrator

Approved:

Catherine Fritz

Catherine Fritz, Architect, Chair
Alaska Board of Registration for Architects,
Engineers, and Land Surveyors

Date: 11/15/2022