

## **STATE OF ALASKA**

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

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

#### **CONDENSED MINUTES OF THE AELS AO360 REGULATION PLANNING SPECIAL COMMITTEE MEETING HELD APRIL 1, 2026**

**These DRAFT minutes have been prepared by staff of the Division of Corporations, Business, and Professional Licensing. They have not been reviewed or approved by the committee.**

Location: Remote meeting held via ZOOM.

#### **Call to Order**

The meeting of the AELS AO360 Regulation Planning Special Committee was called to order by Ed Leonetti, Board Chair at 12:03 PM after confirming key participants were connected.

#### **Roll Call / Quorum**

##### **Committee participants:**

- Ed Leonetti, Board Chair (facilitating)
- Colin Maynard, Board Member
- Samson Shepherd, Board Member
- Sterling Strait, Board Member
- Jeff Garness, Board Member

##### **Attending from the Division of Corporations, Business, and Professional Licensing:**

- Joe Bonnell, Board Staff (Executive Administrator)

#### **Agenda Overview**

Chair/facilitator Ed Leonetti opened with the purpose of the meeting: to outline regulation changes under the AO360 plan, review draft language prepared by Colin Maynard, Board Member, and form recommendations for the full Board's May meeting and subsequent submission to the Department of Law.

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## Discussion & Reports

### Department of Law / AO360 Process Update

Joe Bonnell, Board Staff reported that the **Department's AO360 plan** has been approved by Law at the departmental level. Boards will submit regulation projects prioritized on a **1–5 scale**; suggestions on grouping/priorities will be provided to the committee ahead of the next regular Board meeting. Submissions **by December** will count toward AO360 targets even if final promulgation extends beyond that date due to Law's workload.

### Draft Regulation Language – Three Initial Items

Colin Maynard, Board Member presented draft language for three high-impact items (the “first packet”):

#### 1. Repeal Continuing Education (CE) Requirements

- Remove Article 5 (CE sections) and associated references (e.g., retired-status cross-references to CE and CE extension fee entries).
- Note: Formatting approach to use “repealed” markers rather than renumbering to be confirmed with Regulation Specialist.

#### 2. Eliminate Jurisprudence Examination/Questionnaire

- Delete the jurisprudence requirement from **required exams** and from each profession's **comity** sections (architect, engineer, structural engineer, landscape architect), acknowledging land surveyors' existing exemption.

#### 3. Decouple Exams from Experience

- Allow candidates to take applicable exams **at any time**; proof of passing is required **at the time of application for registration** (no sequencing lock-step with experience).

### Committee clarifications:

- Sterling Strait, Board Member asked whether, since statute says the Board **may** establish CE's, regulation should explicitly state “CE is not required.” Joe Bonnell, Board Staff confirmed such a statement is **not necessary** (statutory “may” versus “shall”), but he will flag the question for the Regulation Specialist during paperwork preparation.

### Prioritization for Submission

Consensus formed to **bundle the three items above** as the committee's **first regulation project** due to impact and Law's guidance to avoid over-packing. Additional items may be drafted in parallel to keep the Board ahead of schedule.

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### Motions & Votes

- **Motion:** Colin Maynard, Board Member moved **to forward items 1–3 (CE repeal; jurisprudence removal; exam/experience decoupling) to the full Board for approval and subsequent submission to the Department of Law.** Sterling Strait, Board Member seconded. **Approved.**
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### Next-Priority Topics (to draft/prepare for subsequent packets)

The committee discussed the following follow-ups and cleanups:

- **Seals—Consolidation / Redundancy Cleanup:** Remove duplicative sections listing seals twice; retain a single, consistent section. *Owner:* Colin Maynard, Board Member.
  - **Work Verification Form—Stamp Requirement:** Remove the requirement for the verifier to stamp; retain license identification and staff validation of active status. *Owner:* Colin Maynard, Board Member.
  - **FE Waiver—Reduce from 20 to 15 Years:** Confirm or recreate the prior committee language. *Owners:* Joe Bonnell, Board Staff to locate existing draft; if not found, Colin Maynard, Board Member to prepare a simple change.
  - **Application Deadline—Remove Fixed 30-Day Rule:** Shift to staff-managed timelines to improve flexibility relative to meeting loads. *Owner:* Joe Bonnell, Board Staff.
  - **Cold-Regions Course—Board-Approved Options:** Draft language to accept **Board-approved** courses (not limited to university offerings), with discipline-specific flexibility. *Owner:* Colin Maynard, Board Member.
  - **Firm Requirements / Internal Procedural Clarifications:** Group firm-related items and work-verification clarifications as staff-supported drafts. *Owner:* Joe Bonnell, Board Staff.
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## **Administrative Notes & References by Law**

Joe Bonnell, Board Staff will also review **regulations by reference** (e.g., NCARB Education Guidelines, ASPLS Standards of Practice) to ensure the cited versions remain appropriate, and will coordinate with Paul Baril, Board Member and Brad Rinckey, Board Member for input on any updates (e.g., referencing “most current” versions). These cleanups can be queued later and need not be part of the current regulation project line-up.

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### **Action Item List (from meeting)**

#### **1. Prepare “Packet 1” for Board Review (May):**

- CE repeal; Jurisprudence removal; Exam/experience decoupling.
- *Owners:* Colin Maynard, Board Member (drafts), Joe Bonnell, Board Staff (board packet routing; Law submission format guidance).

#### **2. Draft & Stage Next-Priority Items:**

- Seals consolidation; Work-verification stamp removal; FE waiver 15 years; Application deadline removal; Cold-regions course framework; firm/internal clarifications, etc.
- *Owners:* As assigned in “Next-Priority Topics.”

#### **3. Formatting/Process Coordination:**

- Confirm use of “**repealed**” markers vs. renumbering; align with Regulation Specialist’s preferences.
- *Owner:* Joe Bonnell, Board Staff.

#### **4. References Review:**

- Validate and / or update NCARB and ASPLS references per Law’s request; coordinate SME input.
  - *Owner:* Joe Bonnell, Board Staff (with outreach to Paul Baril, Board Member and Brad Rinckey, Board Member).
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### **Closing Comments**

Members thanked Colin Maynard, Board Member for preparing draft language and expressed agreement with the direction and pacing of AO360 work products.

**Adjournment**

Meeting adjourned at **1:00 PM**.

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**Respectfully submitted:**

Joe Bonnell, Board Staff (Executive Administrator)

**Approved:**

Chair (signature/date to be recorded upon Committee approval at the next meeting).

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DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

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

#### **CONDENSED MINUTES OF THE PLANNING & IMPLEMENTATION COMMITTEE (STRATEGIC PLAN) MEETING HELD APRIL 15, 2026**

**These DRAFT minutes have been prepared by staff of the Division of Corporations, Business, and Professional Licensing. They have not been reviewed or approved by the committee.**

Location: Remote meeting held via ZOOM.

#### **Call to Order**

The meeting was called to order at 12:03 PM AKT by Colin Maynard, Committee Chair, with Joe Bonnell, Board Staff facilitating confirming key participants were connected.

#### **Roll Call / Quorum**

##### **Committee participants:**

- Ed Leonetti, Board Chair (facilitating)
- Colin Maynard, Committee Chair
- Ed Leonetti, Board Chair
- Jeff Garness, Board Member

##### **Absent committee members:**

- Sterling Strait, Board Member

##### **Attending from the Division of Corporations, Business, and Professional Licensing:**

- Joe Bonnell, Board Staff (Executive Administrator)

#### **Agenda Overview**

The committee reviewed and refined Strategic Plan Objectives and associated tasks (mobility, outreach, enforcement/HSW, and administrative support), aligning work with the AO360 Regulation Reform effort and clarifying items to prepare the version for Board review at the May regular meeting.

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## Discussion & Decisions

### 1. Objective 1 – Mobility / Standards / Outreach (A, B, C, D in current structure)

- **Cold Regions Design – Competency approach:** Consensus to **change Objective 1A4** from prescribing a fixed “core competencies” list to **reviewing the competencies of Cold Regions Design courses as provided by course providers**, recognizing discipline-specific differences (civil vs. building) and the need for case-by-case Board evaluation.
- **AO360 reference:** Agreement to **explicitly reference AO360** by adding “in coordination/compliance with AO360” under **Objective 1A2 (review proposed regulation changes)**, acknowledging AO360 is driving much of the Board’s current regulatory work.
- **University outreach vs. identify residents:** The committee debated **Objective 1B2** (“identify Alaska residents at universities”) and agreed to **remove that identification task and replace it with a broader outreach action: send informational packets** (licensure/practice in Alaska) to universities with AE/Survey/Interior Design programs—potentially leveraging WUE/WAMI pathways—and to **expand outreach to Alaska high schools**.
- **Graduate communications:** Continued acknowledgement of letters to UA/UAA/UW was discussed; the direction is to **pivot from individualized letters to distributable flyers/posters** that universities and schools can forward/post.
- **Professional organization collaboration:** The bullet “interact with professional organizations on HSW matters” was discussed as more appropriately **positioned under Outreach** (have its own sub-heading), rather than under Enforcement, given the mechanism is outreach even if the content concerns HSW/enforcement.
- **Naval Architecture & Marine Engineering:** Keep this topic visible under Outreach due to continuing questions from stakeholders.

### 2. Objective 1D – Administrative Support to Board & Staff

- **Board training & mentoring:** Add actions to **collaborate with staff to identify Board training needs** beyond onboarding, **facilitate ethics training** (including recurrent training), and **mentor new Board members on the application review process**.

### 3. Objective 2 – Enforcement / HSW

- **ADEC overlap & Department of Law:** Agreement to **work with ADEC and DOL** to address regulatory/policy overlaps that conflict with AELS statutes (e.g., wastewater installer design authority), including elevating issues to the Attorney General where necessary.
- **Licensee reporting obligation (awareness):** Recognize the need to **inform registrants of their obligation to report unethical/incompetent practice**—content aligns with enforcement but delivered via outreach.
- **Continuing Education audits:** CE audits for the **2026 cycle remain active** (notices out; responses required before next renewal). The committee acknowledged this spans the biennium and should **remain listed for the coming year**.

#### 4. Guidance Manual / AO360 Document Review

- **No immediate changes required:** AO360 reviewers returned no changes for the Guidance Manual; **retain current guidance** (bylaws and a surveyor reference manual were the only items flagged during AO360 review).

#### 5. Interior Design (RID) Regulations

- **Develop (then adopt) regulations:** Add an action to **develop** and, as appropriate, **adopt Registered Interior Designer regulations**, with timing contingent on legislative outcomes; content will be refined in the August meeting if needed.

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#### Action Items

- Joe Bonnell, Board Staff:
  - Rewrite **Strategic Plan** section with corrected outline levels; incorporate AO360 references; move collaboration bullets under Outreach; include new training/mentoring bullets; prepare cleaned draft for Board packet.
- Outreach Committee (with staff support):
  - **Design informational packets** (university/high school versions) on licensure/practice pathways in Alaska; target Western Undergraduate Exchange/WAMI programs and schools commonly appearing on Alaska applications; consider AI tooling for poster/flyer creation.
- Enforcement/Policy:

- Draft language to **engage ADEC & DOL** on overlapping regulations; consider escalation pathway when statutory conflicts persist.
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### **Next Milestones**

- **Board Review:** Committee's cleaned draft to be included in the packet for the **May 5–6, 2026** regular Board meeting (as previously calendared).
  - **Subsequent touchpoints:** Potential one-day **August 11, 2026** session for follow-up adoptions/edits (to be reconfirmed in May).
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### **Adjournment**

Meeting adjourned at **1:00 PM**.

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### **Respectfully submitted:**

Joe Bonnell, Board Staff (Executive Administrator)

### **Approved:**

Chair (signature/date to be recorded upon Board approval at the next regular meeting)