

# MINUTES

## UTAH ARCHITECTS LICENSING BOARD MEETING

August 19, 2008

Room 475 4<sup>th</sup> Floor 09:00 a.m.  
Heber Wells Building  
160 East 300 South  
Salt Lake City, Utah

<b>CONVENED</b>	09:02 a.m.
<b>ADJOURNED</b>	12:09 a.m.
<b>DOPL STAFF</b>	David Stanley, <i>Division Director</i> Dennis Meservy, <i>Bureau Manager</i> Yvonne King, <i>Board Secretary</i> Dan S. Jones, <i>Bureau 4</i> Daniel T. Jones, <i>Investigation Supervisor</i>
<b>BOARD MEMBERS PRESENT</b>	Jeanne Jackson, <i>Chair</i> Mary Bearnson Jim Nielson Hans Hoffman
<b>MINUTES</b>	Hans Hoffman made a motion to approve the June board meeting minutes. Jim Nielson seconded the motion and all members voted in favor.
<b>ENFORCEMENT INVESTIGATION</b>	Daniel T. Jones submitted an investigation report, complaints received, status of open complaints and closed complaints
<b>EDUCATION/ENFORCEMENT FUND</b>	The Education and Enforcement Fund was reviewed. The board suggested the application for the fund be posted on the web. It was also suggested that the fund be used to pay conference registration fees for board members. The fund has been used to register architect students with IDP through NCARB. IDP registration is now to be done by individuals online. The questions is would this create a problem on how this registration is paid for through the education fund. This will be an agenda item for the next board meeting.
<b>ADMINISTRATIVE RULES/DEFINITIONS</b>	The board discussed what to in regards to supervisors who did not actively respond within six months in signing off the experience for interns pursuing their license. Dennis

Meservy stated that this could be done by administrative rule under unprofessional conduct.

#### Incidental Use

The current definition for incidental is too broad and needs clarification. New Mexico does it by occupancy load and dollar amount. Also, discussed was using a percent of the work performed instead of a dollar amount. It was suggested to have the board come up with good definitions and have this as a homework assignment and agenda item for the next board meeting.

Due to the wide range of interpretation and inconsistency of how code officials approve drawings, the board suggested education for code officials. Topics would include what stamp is required on a particular drawing and what would be considered incidental use. Dan S. Jones stated that there is a uniformity council whose purpose is to educate inspectors. Jones suggested meeting with the council, get a building code training schedule and get involved in their planning.

#### **NCARB ANNUAL MEETING**

Jeanne Jackson gave a brief summary of the NCARB annual meeting and discussed the vote on resolutions from the meeting. It was suggested to let Mary Bearson go as one of the board members to the next annual meeting.

#### **COMPLIANCE/PROBATION**

Kent Barnes who manages the compliance unit introduced himself and explained the unit's roll in conjunction with the board meetings. Barnes stated that they monitor, maintain records in all aspects of an individual's probation and render an opinion of whether an individual is in compliance. Barnes also submitted a sample discipline tracking form and a report of citations issued in the architect's profession.

#### **REGIONAL MEETING**

Jackson stated that Salt Lake City would be hosting the NCARB Regional Meeting in March of 2009. Some suggestions included an icebreaker and/or dinner at the Salt Lake City Library, presentation/tour at the capitol and tour of the architect studio at the University of Utah. Jackson said she would take the lead in moving this forward.

#### **NEWSLETTER**

Jackson indicated that other states do news letters and she suggested posting a news letter possibly quarterly. Board members would have to be actively involved in producing content for the newsletter. Barnes suggested the possibility of creating a web page that the board controlled. Barnes stated that disciplinary actions under investigations are already posted. This will be an agenda item for the next meeting.

**NEW MEETING DATE**

Due to state government going to a four day work week, the Architect's Board Meetings will now be held on the second Wednesday every other month.

**All business concluded meeting adjourned.**

*Note: This report is not intended to be a verbatim transcript, but is intended to record the significant features of what was discussed in the meeting. Discussed items are not necessarily arranged in chronological order.*

(ss) Jeanne Jackson Date: October 8, 2008  
Jeanne Jackson, Board Chair Signature

(ss) Dennis meservy Date: October 8, 2008  
Dennis Meservy, Bureau Manager Signature