

# MINUTES

## UTAH ARCHITECT LICENSING BOARD MEETING

December 8, 2010

Room 475 – 4<sup>th</sup> floor – 1:00 P.M.  
Heber M. Wells Building  
160 East 300 South  
Salt Lake City, Utah 84111

**CONVENED:** 1:07 P.M.

**ADJOURNED:** 1:47 P.M.

**DOPL Staff Present:**

**Bureau Manager:**

**Board Secretary:**

Richard J. Oborn

Lee Avery

**Board Members Present:**

Jeanne Jackson, Chairperson

Jim Nielson

Hans Hoffman

Bryan Turner

Mary Bearson

### TOPICS FOR DISCUSSION

### DECISIONS AND RECOMMENDATIONS

#### ADMINISTRATIVE BUSINESS

Minutes

Ms. Jackson motioned to approve the October 20, 2010 minutes, seconded by Mr. Hoffman. The motion carried unanimously.

1. Board newsletter

The Board discussed articles for the profession newsletter that is due out in January 2011. Mr. Hoffman will provide an article on professional conduct. Ms. Jackson will provide an article regarding rule changes. Mr. Nielson will provide an article regarding his experience serving on the Board. Ms. Jackson requested that the drafts be submitted to her by the end of December.

2. Report regarding Education and Enforcement Fund

The status of the Education and Enforcement Fund as of November 2010 was reviewed. The Board discussed using the funds for continuing education courses.

**Not on the agenda:**

Ms. Jackson reported on attending the NCARB conference in October.

**Not on the agenda:**

Mr. Oborn advised the Board that the code of conduct referred to in the Architect Licensing Act Rule is the July 2007 edition. Mr. Oborn stated the most current edition is July 2008. The Board noted the rule should be changed to reflect the current edition.

Correspondence

Mr. Oborn reviewed Board correspondence received.

Upcoming Board vacancy

Ms. Jackson advised the Board that Mr. Nielson is resigning from the Board. Ms. Jackson stated that she advised Ms. Elizabeth Mitchell, AIA Executive Director, to submit names for his replacement. The Board thanked Mr. Nielson for his service on the Board.

**Not on the agenda:**

The Board discussed sending a Board member to upcoming NCARB and WCARB conventions. The Board noted the importance of having Board and DOPL representation at these meetings.

**BOARD MEETINGS**

The next scheduled Board meeting:  
February 9, 2011. This may be changed to the following week.

**2011 Board meetings have been tentatively scheduled:**

February 9, April 20, June 8, August 10, October 12, December 14.

**ADJOURN**

The meeting adjourned at: 1:47 P.M.

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

April 26, 2011  
**Date**

(ss) Jeanne Jackson  
Chairperson, Utah Architect Licensing Board

December 14, 2010  
**Date**

(ss) Richard J. Oborn Bureau Manager, Division of Occupational & Professional Licensing.