

# MINUTES

## UTAH ARCHITECT LICENSING BOARD MEETING and Rule Hearing

August 10, 2011

Room 474 – 4<sup>th</sup> floor – 9:00 A.M.  
Heber M. Wells Building  
160 East 300 South  
Salt Lake City, Utah 84111

Rule Hearing: Architect Licensing Act Rule, R156-3a, 9:00 A.M-9:06 A.M.

**CONVENED:** 9:06 A.M.

**ADJOURNED:** 10:39 A.M.

**Bureau Manager:**  
**Board Secretary:**

Richard J. Oborn  
Lee Avery

**Board Members Present:**

Jeanne Jackson, Chairperson  
Hans Hoffman  
Bryan Turner  
Mary Bearnson  
Terance White

**Guests:**

Heather Vance, AIA

**DOPL Staff Present:**

Wayne Jeppson, DOPL Investigator

### TOPICS FOR DISCUSSION

### DECISIONS AND RECOMMENDATIONS

#### ADMINISTRATIVE BUSINESS

#### MINUTES:

The minutes from the June 8, 2011 Board meeting were reviewed. Mr. Turner motioned to approve the minutes, seconded by Mr. Hoffman. The motion carried unanimously.

Swear in new Board member, Terance White

Mr. White was sworn in as a new Board member. Those in attendance introduced themselves.

Option to consider electing new chairperson

Ms. Bearnson motioned for Mr. Hoffman to be the new chairperson, seconded by Mr. White. The motion carried unanimously.

1. AIA Utah funding request

Ms. Vance updated the Board regarding the changes that has taken place at AIA. Ms. Vance reviewed an application request for funding from the Education and Enforcement Fund. Ms. Vance advised the Board that the conference function title is 2011 Annual

Conference. A Summary of training objectives is to provide CE for architects and allied professionals in 1 hour programs throughout the day. The 2011 conference theme is "Architecture for Life". Speakers will present case studies, best practices and code-related updates for Integrated Project Delivery (IPD): Integrative/Restorative Design; Innovations in Practice management, Seismic Design, Infill Development, and project partnering. The convention is for 6 hours on October 21, 2011. It will be held at the Salt Palace Convention Center. The amount requested is \$9210. Mr. Bill Valentine, Mr. Bill Reed and Mr. Neil Denari will be the instructors. These speakers are nationally recognized in the industry. Mr. Hoffman motioned to recommend that the Division approve the request of the use of \$9, 210 as requested, seconded by Mr. Turner. The motion carried unanimously.

Ms. Jackson reviewed how funds from the Education and Enforcement program are used, noting that a certain percentage of the licensing fee and fines go towards the Education and Enforcement Funds. These funds are meant to be used for the education of architects in Utah. Requests for the funds have come from the U of U and AIA. The Board recommended that the funds be used for purposes such as the initial registration of 3<sup>rd</sup> year students with IDP, and training materials for AIA, and to send a Board member to the National NCARB meeting.

2. History of Utah Architects Project, Buertch Beall

Tabled until the Board meeting on October 12, 2011.

3. Investigation report, Wayne Jeppson

Mr. Jeppson advised the Board that there have been no new complaints or investigations since he last met with the Board. Mr. Jeppson reviewed the complaint process with the Board.

4. Architectural seal requirements in Utah Admin. Code R156-3a-601

The Board reviewed the seal requirements in R156-3a-601.

***R156-3a-601. Architectural Seal - Requirements.***  
*In accordance with Section 58-3a-601, all final plans and specifications of buildings erected in this state, prepared by the licensee or prepared under the supervision of the licensee, shall be sealed in accordance with the following:*

- (1) Each seal shall be a circular seal, 1-1/2 inches minimum diameter.*
- (2) Each seal shall include the licensee's name, license number, "State of Utah", and "Licensed Architect".*
- (3) Each seal shall be signed and dated with the signature and date appearing across the face of each seal imprint.*
- (4) Each original set of final plans and specifications, as a minimum, shall have the original seal imprint, original signature and date placed on the cover or title sheet.*
- (5) A seal may be a wet stamp, embossed, or electronically produced.*
- (6) Copies of the original set of plans and specifications which contain the original seal, original signature and date is permitted, if the seal, signature and date is clearly recognizable.*

The Board noted that Utah's requirement is vague and the Board may want to clarify the rule to mirror what is accepted in the industry. Mr. Oborn shared what some of the surrounding states require. Ms. Vance stated she will review the Board's concern with the AIA Board for their input. Mr. Oborn will continue to contact different jurisdictions. Mr. Oborn noted that the building code officials meet again in February 2012 and he will contact NCARB to see if they have research nationwide regarding the use of electronic seals. Mr. Oborn will prepare a proposal for the Board to review at the next Board meeting. Mr. Oborn noted that the engineers and landscape architects have the same wording.

5. 2011 NCARB Annual Meeting Report

Mr. Hoffman, Ms. Jackson and Mr. Turner attended the 2011 NCARB Annual Meeting and reported to the Board noting that all resolutions passed. They want to move forward with a discussion on changing the CE requirements for architects in Utah. The Board briefly reviewed 58-3a-303, Continuing Education requirement. Ms. Jackson will invite Representative Jim Nielsen to the next Board meeting.

6. Board newsletter

Ms. Jackson noted that the Board Chairperson does the newsletter. She will include the proposed rule changes and will try to get this out to the members in the next couple of weeks.

7. Lien rights on state properties

The Board reviewed a letter to the Board regarding

professional's debts with consultants. Mr. Oborn noted that those who are not paid by their contractors may seek the assistance of the Lien Recovery Fund if they are members of the Fund.

**BOARD MEETINGS**

The next scheduled Board meeting:  
October 12, 2011

**2011 Board meetings have been scheduled:**  
December 14.

**ADJOURN**

The meeting adjourned at: 10:39 A.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.*

October 12, 2011  
**Date**

(ss) Hans Hoffman  
Chairperson, Utah Architect Licensing Board

October 12, 2011  
**Date**

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