

Meeting Agenda
SOUTH DAKOTA BOARD OF TECHNICAL PROFESSIONS

2525 W. Main St., Suite 211, Rapid City, SD

or Zoom Conference Call

<https://state-sd.zoom.us/j/98773536565?pwd=MTJYbnJVZWpleERTSIA2Qk5VUkRIZz09>

Call: +1 346.248.7799 Meeting ID: 987 7353 6565 Passcode: 841780

November 19, 2021, 8:30 a.m. MT

- A. Call to order at 8:30 A.M. MT
- B. Roll Call
- C. Review of September 17, 2021 Minutes
- D. Public Comments
- E. Review of vouchers paid since last meeting
- F. Activities report ending October; Review of Deposits: Financials
- G. Investigation reports
 - Case 20-03 PE – Bridge Structural – Calculations
 - Case 21-01 PE – Plans stamped with out of state seal
 - Case 21-05 PE – Negligence of professional standards
 - Case 21-06 LS – Negligence of professional standards
 - Case 21-07 LS – Failure to report violations
 - Case 21-08 PE – Failure to report violations
- H. Unfinished Business – Action Items
- I. New Business
- J. PDH Audits
- K. Approval of Examinees passing NCEES Examinations (Appendix A)
- L. Approval to take the NCEES Examinations as available (Appendix B)
- M. Approval of Licensed by exam applications (Appendix C)
- N. Approval of Comity applications (Appendix D)
- O. Approval of Business applications (Appendix E)
- P. Review previous applications (Appendix F)
- Q. Annual, zone, & upcoming meetings
- R. Correspondence
- S. Adjournment

Public Hearing Minutes
SOUTH DAKOTA BOARD OF TECHNICAL PROFESSIONS

Friday, September 17, 2021
2525 W. Main St., Suite 211, Rapid City, SD
or Zoom Conference Call

The South Dakota Board of Technical Professions held a public hearing at 8:30 a.m. MDT on Friday, September 17, 2021 in its Board Room and via Zoom Conference Call.

The purpose of the meeting was to conduct a public hearing on the proposed rules of the Board numbered §§, 20:38:27:01, 20:38:27:07, 20:38:30:01, 20:38:30:02, 20:38:30:03, 20:38:30:04, 20:38:31:02, 20:38:31:04, 20:38:32:03, 20:38:32:04, 20:38:33:10, 20:38:34:01, 20:38:35:02, 20:38:37:05, 20:38:38:03, 20:38:38:05, 20:38:38:06, and chapter 20:38:39.

Hearing Officer: Colby Flynn, Chairman, remotely from Sioux Falls, South Dakota

Members of the Board in Attendance: Members Mike Albertson; Steven Thingelstad; Steve Peters and Catherine Dekkenga in the Board Room. Others present via Zoom Chairman Colby Flynn; Ryan Callaghan; and Jared Carda.

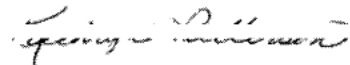
Others in attendance: Guests Nancy Hoines, SDES, DPC, ACEC; Tanya Olson, SD Chair of ASLA Nebraska/Dakotas; Board Counsel, Graham Oey; Staff members; Kathryn Patterson and Lorrie Thompson.

Written Testimony: None

Oral Testimony: Board Counsel, Graham Oey, noted that there needed to be a punctuation correction in a rule which was corrected during the hearing.

Albertson made a motion to approve rules with the punctuation modification as proposed by Legal Counsel. Dekkenga seconded the motion. **MOTION PASSED.**

Respectfully Submitted,



Kathryn Patterson
Executive Director

Adjournment: 8:40 a.m. MDT

Meeting Minutes
SOUTH DAKOTA BOARD OF TECHNICAL PROFESSIONS
2525 W. Main St., Suite 211, Rapid City, SD
or Zoom Conference Call
September 17, 2021, 8:30 a.m. MDT

Call to order at 8:30 A.M. MDT for Public Hearing to Adopt Rules

Public Hearing to Adopt Rules adjourned at 8:40 a.m. MDT

Call to order for regularly scheduled meeting

Chair Colby Flynn called the regularly scheduled meeting to order at 8:41 a.m. MDT

Members present: Colby Flynn, Ryan Callaghan, Mike Albertson, Catherine Dekkenga, Steve Thingelstad, Steve Peters, and Jared Carda.

Others present: Graham Oey, Staff Attorney; Kathryn Patterson, Executive Director; Lorrie Thompson, Senior Secretary; Nancy Hoines, SDES, ACEC, NSPE; Rebecca Bpwwan, NSPE; Tanya Olson, Nebraska-Dakota ASLA Section Chair.

Review of July 23, 2021 Minutes

Peters made a motion, seconded by Dekkenga to approve the minutes. **Motion Passed**

Albertson made a motion, seconded by Thingelstad to amend the agenda to bring forward discussion on Action Items, Number 1, Fire Protection. **Motion Passed**

Tim Behlings and Chip Premus from the Rapid City Fire Department spoke to the use of NICET Technicians for design and installation of Fire Protection and Alarm Systems for buildings. It is their opinion that removing the exemption for NICET Technicians is an attempt to fix a system that is not currently broken. They felt they have the ability under various codes adopted to require additional skill levels for complex system design, inspection, and testing services.

Fire Protection is to work on guidelines for a Fire Protection Intern. Legal counsel will review laws and rules.

Public Comments No other public comments received at this time.

Review of vouchers paid since last meeting

Reviewed by Board and all appear to be in order

Activities report ending August; Review of Deposits

Reviewed by Board and all appear to be in order

Investigation reports

All cases are on-going and in process. Updates will be provided as available.

Case 20-03 PE – Bridge Structural – Calculations

Case 21-01 PE – Plans stamped with out of state seal

Case 21-05 PE – Negligence of professional standards

Case 21-06 LS – Negligence of professional standards

Case 21-07 LS – Failure to report violations

Unfinished Business

Action Items

Item 1 – Fire Protection Systems – discussed earlier in meeting

Item 2 – Marketing and Outreach – Still in fact gathering for access to ability to email newsletters. Ability to send mass emails from database has been incorporated by programmer and is available for use.

Item 3 – Update of Administrative Rules – approved by Board at hearing prior to meeting. Item to be removed from Action Items.

New Business

Declaratory Ruling – Petition for Declaratory Ruling prepared by Counsel and will be signed by Executive Director and mailed to Board members for review and input/approval at future meeting

NCARB Fast Facts

NCARB Update

ARE Update x2

NCARB & NOMA Report

Above items were briefly discussed by the Board.

PDH Audits

New Audits: Christopher Bennett, AR; Christopher Mychal Brandriet, LA; Alyssa F. Campbell, AR; Carol Coover-Clark, AR; Paul A. Davis, PE; Terry L. Giles, PE; William Joseph Haddick, LS; Rodney Joe Harms, PE; Philip Koziol, PE; Patricia Dawn Sieh, PE; Harry Lawrence Sinco, LS; Michael William Solitro, LS; and Bradley Steven Woerner, PE.

Dekkenga made a motion, seconded by Carda to approve the audits of Christopher Bennett, AR; Alyssa Campbell, AR; and Carol Coover-Clark, AR. **Motion Passed**

Dekkenga made a motion, seconded by Carda to approve the audit of Christopher Mychal Brandriet, LA. **Motion Passed**

Albertson made a motion, seconded by Callaghan to approve the audits of Paul A. Davis, PE; Terry L. Giles, PE; Rodney Joe Harms, PE; Philip Koziol, PE; and Bradley Seven Woerner, PE. **Motion Passed**

Albertson made a motion, seconded by Callaghan to deny the audit of Patricia Dawn Sieh, PE, with a letter being sent to provide information and certificates or disciplinary action would be started. **Motion Passed**

Peters made a motion, seconded by Thingelstad to approve the audits of William Joseph Haddick, LS and Harry Lawrence Sinco, LS. **Motion Passed**

Peters made a motion, seconded by Thingelstad for Michael William Solitro to provide more information on obtaining 24 credit hours of continuing education in one day.

Motion Passed

Previous Audits: Weston James Blasius, PE and Jacy Kay Christenson, R.

Albertson made a motion, seconded by Callaghan to approve the audit of Weston James Blasius, PE. **Motion Passed**

Albertson made a motion, seconded by Thingelstad to approve the audit of Jacy Kay Christenson, R. **Motion Passed**

Approval of Examinees passing NCEES Examinations (Appendix A)

Albertson made a motion, seconded by Callaghan for approval of the following examinees on passing the Fundamentals of Engineering (FE) Exam. **Motion Passed**

Name	Certificate #	Exam
Dylan McMahon	E-13094	FE
Matthew Jonathan Dietz	E-13095	FE
Nicholas Laurence Sperry	E-13096	FE
Joey Tyler Eickman	E-13097	FE
Evan Haugh	E-13098	FE
Elise Flachs	E-13099	FE
Phyo Kyaw	E-13100	FE
Seth Theron Trautman	E-13101	FE
Mitch Haselhoff	E-13102	FE
Eli Jacob VanRoekel	E-13103	FE

Albertson made a motion, seconded by Callaghan for approval of the following examinees on passing a Principles of Engineering (PE) Exam. **Motion Passed**

Name	License #	Exam
Swiontek, Connor	15373	Mechanical – HVAC & Refrigeration
Truax, Ryan Alan	15372	Environmental

Approval to take the NCEES Examinations as available (Appendix B)

Albertson made a motion, seconded by Callaghan for approval of the following examinees to take the Fundamentals of Engineering (FE) Exam. **Motion Passed**

Name	Exam
Adams, John Michael	FE
Albrecht, Ryan Michael	FE
Beckman, Andrew Kurt	FE
Beehler, Eric	FE
Blancett, Henri Philip	FE
Broad, Sara Michelle	FE
Broekemeier, Mikayla Marie	FE
Calhoon, Riley	FE
DeLong, Julianna	FE
Dodd, Nathaniel	FE
Ervin, Zachary	FE
Goergen, Tailor Suzanne	FE
Hoffman, Nicholas Robert	FE
Hosseini, Shawn	FE
Huddleston, Alex	FE
Huumala, Garret Dean	FE
Jensen, Aric Michael	FE
Johnson, Karline	FE
Johnson, Tyler	FE
Juergens, Logan	FE
Kayije, Linda Teta	FE
Kohl, Shawn Allen	FE
Koistinen, Paul	FE
Kyaw, Phyto	FE
McComas, Griffin Robert	FE

Name	Exam
Mead, Martin J.	FE
Meinerts, Aric John	FE
Melese, Gashaw Ashagrie	FE
Nelson, Emelia	FE
Nofziger, Coby Levi	FE
Norris, Anastasia Marie	FE
Olson, Ben William	FE
Owen, Elyse Nicole	FE
Pinkert, Chase Daniel	FE
Pitiwila Liyanage, Thiwanaka Deshapriya	FE
Roth, Kaleb	FE
Rupp, Tanner	FE
Schroeder, Samuel Louis	FE
Sharp, Daniel Ward	FE
Shriver, Brayden Matthew	FE
Snizhko, Ivan Mikhaylovich	FE
Taylor, Kahlee Marie	FE
Thier, Josh Michael	FE
Togel, Chet	FE
Tschetter, Carson Jon	FE
Undt, Andrew	FE
Van Dyke, Lauren Jo	FE
Virnig, Mitchell	FE
Von Seggern, Jordan Sidney	FE
Young, Adam John	FE
Yumba, Marielle Kongolo	FE

Albertson made a motion, seconded by Callaghan for approval of the examinees to take the Principles of Engineering (PE) exams as available. **Motion Passed**

Name	City	State
Lucas, John Thomas	Spearfish	SD
Rasmussen, Grant Parker	Brandon	SD
Schneider, Ryan	Sioux Falls	SD
Sutton, Jeremiah	Rapid City	SD

Approval of Comity applications (Appendix C)

Dekkenga made a motion, seconded by Carda for approval of the following Architects (AR) by Comity. **Motion Passed**

Name	City	State	Profession	License #
Adolf, Nathan Tyler	Kansas City	MO	AR	15374
Cashman, Gregory M.	Sparta	WI	AR	15375
Franz, John	Weatherford	TX	AR	15376
George, Robert Carl	Cave Creek	AZ	AR	15377
Householder, Tonia	Prairie City	IA	AR	15378
Kodet, Edward Daniel III	Saint Paul	MN	AR	15379
Meyers, Galen Frank	Geismar	IA	AR	15380
Phillips, David Page	Lakewood	CO	AR	15381
Pinegar, Jeffery L.	Cottonwood Heights	UT	AR	15382
Reitzel, Charles M.	Imperial	MO	AR	15383
Robbins, John Elgin	Libertyville	IL	AR	15384
Strom, Jackson Lloyd	Fargo	ND	AR	15385

Dekkenga made a motion, seconded by Carda for approval of the following Landscape Architects (LA) by Comity. **Motion Passed**

Name	City	State	Profession	License #
Amberg, Jason Lee	Eden Prairie	MN	LA	15386
Morgan, Gilbert Edward	Colorado Springs	CO	LA	15387
Richardson, Amanda Wilkinson	Weatherford	TX	LA	15388
Roehll, Geoffrey	Naperville	IL	LA	15389

Albertson made a motion, seconded by Callaghan for approval of the following Professional Engineers (PE) by Comity. **Motion Passed**

Name	City	State	Profession	License #
Adebayo-Ige, Bernard B.	Corona	CA	PE	15390
Armstrong, Joshua David	Lakewood	CO	PE	15391
Ball, Zachary	Collierville	TN	PE	15392
Behnke, Aaron Michael	Maple Grove	MN	PE	15393
Bernhardt, Troy Daniel	Prior Lake	MN	PE	15394
Booth, Stephen	Grandview	OH	PE	15395
Born, Todd Michael	Oviedo	FL	PE	15396
Bowen, Charles	West Fargo	ND	PE	15397
Brewer, C. William	Palm Beach Gardens	FL	PE	15398
Brown, Andrew Forrest	Grand Junction	CO	PE	15399
Bruer, Steve	Lees Summit	MO	PE	15400
Cabral, Mark	Walnut Creek	CA	PE	15401
Chapin, Thomas Burk	Lyons	CO	PE	15402
Christman, Ralph James IV	Houston	TX	PE	15403
Cox, Braden S.	Vicksburg	MI	PE	15404
Cremers, David Kenneth	Fairlawn	OH	PE	15405
Davis, Jacob Michael	Bayou Vista	TX	PE	15406
Dawes, Raymond E.	Helena	MT	PE	15407
Dean, Peter Kenneth	Houston	TX	PE	15408
Decker, William Anthony	Yule	FL	PE	15409
Desautel, Harold Joseph	Albany	MN	PE	15410
Deuson, Alexander Etienne	Charlottesville	VA	PE	15432
Doggett, Bradley Stuart	Anchorage	AK	PE	15411
Dover, Steven	Greenville	SC	PE	15412
Ebner, Nicholas Wolfgang	Coeur d'Alene	ID	PE	15413
Follett, Adam R.	Thornton	CO	PE	15414
Gieser, Michael	Billings	MT	PE	15415
Grassl, David	Fox Point	WI	PE	15416
Hamme, Ronald	Springfield	MO	PE	15417
Harrington, Mark	Grand Junction	CO	PE	15418
Hines, Mark	Gillette	WY	PE	15419
Hoffman, Brandon Joseph	Atlanta	GA	PE	15420

Name	City	State	Profession	License #
Huston, William Robert	Avon	MN	PE	15421
Jennings, Benjamin	Post Falls	ID	PE	15422
Johnston, Jason Cabe	Abita Springs	LA	PE	15423
Johnston, Joseph	Gansevoort	NY	PE	15424
King, Daniel Reno	Golden	CO	PE	15425
Krzoska, James Alan	Brooklyn Park	MN	PE	15426
Kulhanek, Jeff	Lincoln	NE	PE	12227
LaBere, Ryan Odell	Bismarck	ND	PE	15427
Leagjeld, Eric Ernest	Forest Lake	MN	PE	15428
Lueck, Robert Scott	Grand Junction	CO	PE	15429
Lumpkin, Brian Douglas	Humble	TX	PE	15430
Macauley, Michelle Louise	Sioux Falls	SD	PE	15431
Millner, Douglas Michael	Houston	TX	PE	15433
Mogen, Sarah Irene	Bozeman	MT	PE	15434
Presswood, Joseph Darrell	Houston	TX	PE	15435
Richards, Timothy	Fort Collins	CO	PE	15436
Ringler, Michael Dean	Omaha	NE	PE	15437
Ruiz Fabian, Pedro	Sioux Falls	SD	PE	15438
St. Pierre, Travis	Bush	LA	PE	15439
Sandrock, Jean-Paul Jr.	Pineville	LA	PE	15440
Schuette, Ryan Joseph	Sioux Falls	SD	PE	15441
Schumacher, Matthew	Naperville	IL	PE	15442
Stanfill, Joseph Christopher	Peachtree Corners	GA	PE	15443
Stirling, Justin D.	Mattawan	MI	PE	15444
Strack, Steve Leonard	Fargo	ND	PE	15445
Stritzke, Todd	La Vernia	TX	PE	15446
Tuttle, Joseph	Cabot	AR	PE	15447
Voss, Joseph Edward	Oklahoma City	OK	PE	15448
Wietzki, Adam James	Louisville	NE	PE	15449
Williams, Jermaine Fitzroy	Margate	FL	PE	15450

Peters made a motion, seconded by Thingelstad for approval of the following Land Surveyors (LS) by Comity. **Motion Passed**

Name	City	State	Profession	License #
Minton, Andrew J.	Moorcroft	WY	LS	15452
Wiegert, Bryan Kent	Salina	KS	LS	6849

Peters made a motion, seconded by Thingelstad to table the following Land Surveyor (LS) by Comity pending receipt of additional information. **Motion Passed**

Name	City	State	Profession
Hoffacker, Gary Edwin	Martin	GA	LS

Albertson made motion, seconded by Callaghan for approval of the following Professional Engineers (PE) by Comity. **Motion Passed**

Name	City	State	Profession	License #
Osborn, Mark Wesley	Northfield	MN	PE	15453
Roesch, Matthew David	Tooele	UT	PE	15454

Albertson made a motion, seconded by Callaghan to table the following Professional Engineers (PE) by Comity pending receipt of additional information. **Motion Passed**

Name	City	State	Profession
Ardah, Allam	Waukee	IA	PE
Hertzog, Lukus	Princeton	MO	PE
Lindgren, Guro	Bozeman	MT	PE

Approval of Business applications (Appendix D)

Dekkenga made a motion, seconded by Thingelstad for approval of the following Business Entity applications. **Motion Passed**

Company Name	City	State	Profession	License #
ACE Solutions, LLC	Post Falls	ID	PE	C-8376
Audubon Engineering Company, LP	Houston	TX	PE	C-8377
AWR Designs, LLC	Aledo	TX	LA	C-8378
Bighorn Consulting Engineers, Co.	Grand Junction	CO	PE	C-8379
Born Engineers, P.L.L.C.	Oviedo	FL	PE	C-8380
CAGE Engineering, Inc.	Downers Grove	IL	PE	C-8381
Cashman Associates, Inc.	Sparta	WI	AR	C-8382
CBG, Inc.	Niles	MI	PE	C-8383
CML Security LLC	Broomfield	CO	PE	C-8384
Crux Subsurface, Inc.	Spokane Valley	WA	PE	C-7098
Dynamic Consulting Engineers LLC	Fox Point	WI	PE	C-8385
Ebersoldt + Associates, LLC	St. Louis	MO	AR	C-8386
Environmental Business Partners, LLC	Yulee	FL	PE	C-8387
G&K Engineering	New Franken	WI	PE	C-8388
George Bancroft Engineering	Northbrook	IL	AR	C-8389
GFM Architecture, LLC	Baton Rouge	LA	AR	C-8390
Golder Associates USA Inc.	Atlanta	GA	PE	C-8391
Joseph Johnston Engineering, D.P.C.	Saratoga Springs	NY	PE	C-8392

Company Name	City	State	Profession	License #
Kinetics Noise Control Inc.	Dublin	OH	PE	C-8393
Macauley Trenchless LLC	Sioux Falls	SD	PE	C-8394
Matrix Technologies, Inc.	Maumee	OH	PE	C-8395
Michels Construction, Inc.	Brownsville	WI	PE	C-8396
Needham & Associates, Inc.	Lenexa	KS	PE	C-8412
NERX Power Consultants	Houston	TX	PE	C-8397
Pinnacle Design Consultants	Springfield	MO	PE	C-8398
Pinnacle Structural Engineers, Inc.	Houston	TX	PE	C-8399
Precast Technical Services Group	Cabot	AR	PE	C-8400
Preferred Controls Corporation	Albany	MN	PE	C-8401
Proscap Engineering & Energy Group	Corona	CA	PE	C-8402
Raven Industries Inc.	Sioux Falls	SD	PE	C-8403
Reilly Johnson Architecture	Denver	CO	AR	C-8404
Reno James LLC	Wheat Ridge	CO	PE	C-8405
Roehll	Naperville	IL	LA	C-8406
Strobel Energy Group LLC	Clarks	NE	PE	C-8407
Strom Architecture	West Fargo	ND	AR	C-8408
The Steelhead Engineering Co.	Kalamazoo	MI	PE	C-8409
Willett Engineering Company, Inc.	Tucker	GA	PE	C-8410
William Guman & Associates Ltd.	Colorado Springs	CO	LA	C-8411

Review previous applications (Appendix E)

Albertson made a motion, seconded by Callaghan for approval of the following Professional Engineer (PE) on second review. **Motion Passed**

Name	City	State	License #
El-Awar, Raja Sleiman	Coekeysville	MD	15451
Zummo, David	Houston	TX	15455

Peters made a motion, seconded by Thingelstad to table the below Land Surveyor (LS) pending receipt of additional information. **Motion Passed**

Name	City	State
Keller, John David	Tulsa	OK

Albertson made a motion, seconded by Callaghan for approval of the following Business Entity on second review. **Motion Passed**

Company Name	City	State	Profession	License #
Awar Group Companies, Inc.	Palm Beach Gardens	FL	PE	

Annual, zone, & upcoming meetings

Discussion was held by the Board on the CLARB Annual Meeting for Landscape Architects with a decision made that Tanya Olson, Section Chair of Nebraska-Dakota ASLA would attend the meeting virtually and report to the Board at the next scheduled meeting in November.

Correspondence

SDSPLS Annual Convention – Jan. 5-7 – Deadwood
SD Building Officials request for speaker – June 16 – Spearfish

Brief discussion by the Board on the correspondence received regarding upcoming meetings.

Adjournment

Peters made a motion, seconded by Dekkenga to adjourn. **Motion Passed**
There being no further business, at the hour of 10:05 a.m. MDT the meeting of the South Dakota Board of Technical Professions adjourned.

Kathryn Patterson
Executive Director

ACTIVITIES REPORT FOR THE YEAR 2021

DATE	ASSESSOR			AR			AR/LA			LA			LS			PE			PE/AR		
	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT
1/31	9	3	12	117	818	935	1	0	1	20	54	74	110	291	401	940	3794	4734	1	1	2
2/28	9	3	12	116	819	935	1	0	1	20	55	75	110	290	400	943	3786	4729	1	1	2
3/31	9	3	12	119	829	948	1	0	1	21	55	76	110	289	399	947	3806	4753	1	1	2
4/30	9	3	12	119	837	956	1	0	1	21	54	75	110	288	398	949	3806	4755	1	1	2
5/31	9	4	13	121	841	962	1	0	1	21	54	75	109	289	398	951	3822	4773	1	1	2
6/30	9	4	13	121	839	960	1	0	1	21	54	75	108	287	395	958	3821	4779	1	1	2
7/31	9	4	13	120	847	967	1	0	1	21	54	75	107	285	392	958	3836	4794	1	1	2
8/31	9	4	13	120	844	964	1	0	1	21	53	74	107	283	390	961	3825	4786	1	1	2
9/30	9	4	13	119	848	967	1	0	1	21	56	77	106	284	390	964	3866	4830	1	1	2
10/31	9	4	13	117	845	962	1	0	1	21	56	77	106	284	390	967	3858	4825	1	1	2
11/30		0			0			0			0			0			0			0	
12/31		0			0			0			0			0			0			0	

DATE	PE/LA			PE/L/S			PE/L/S/R			PE/R			REMIADIATOR			LICENSEES			BUSINESS		
	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT	RES	NON	TOT
1/31	0	0	0	41	14	55	1	1	2	12	4	16	15	23	38	1267	5003	6270	274	2188	2462
2/28	0	0	0	41	14	55	1	1	2	12	4	16	15	23	38	1269	4996	6265	275	2186	2461
3/31	0	0	0	41	14	55	1	1	2	12	4	16	16	23	39	1278	5025	6303	278	2192	2470
4/30	0	0	0	41	14	55	1	1	2	12	4	16	16	23	39	1280	5031	6311	275	2189	2464
5/31	0	0	0	41	14	55	1	1	2	12	4	16	16	22	38	1283	5052	6335	279	2206	2485
6/30	0	0	0	41	13	54	1	1	2	12	4	16	16	21	37	1289	5045	6334	278	2207	2485
7/31	0	0	0	41	12	53	1	1	2	13	3	16	15	21	36	1287	5064	6351	273	2229	2502
8/31	0	0	0	40	12	52	1	1	2	13	3	16	15	21	36	1289	5047	6336	274	2226	2500
9/30	0	0	0	40	13	53	1	1	2	13	3	16	15	21	36	1290	5097	6387	273	2247	2520
10/31	0	0	0	39	13	52	1	1	2	13	3	16	15	21	36	1290	5086	6376	270	2243	2513
11/30		0			0			0			0			0		0	0	0		0	
12/31		0			0			0			0			0		0	0	0		0	

	JAN	FEB	MAR	APR	MAY	JUNE
Business	2462	2461	2470	2464	2485	2485
Active	6270	6265	6303	6311	6335	6334
Inactive	259	257	254	254	252	256
Retired	221	223	221	223	224	225
TOTAL	9212	9206	9248	9252	9296	9300

	JULY	AUG	SEPT	OCT	NOV	DEC
Business	2502	2500	2520	2513	0	0
Active	6351	6336	6387	6376	0	0
Inactive	258	258	261	262	0	0
Retired	227	228	229	230	0	0
TOTAL	9338	9322	9397	9381	0	0

VOUCHERS PAID

DATE	VENDOR	SERVICE	Amount	LT REVIEW	KP REVIEW	SENT TO PIERRE	PAID	TP#
08/25/2021	Little Print Shop	Letterhead printing	311.78	08/25/21	08/25/21	08/25/21	09/10/2021	TP22-026
08/27/2021	Servall Linen	Entry Mats	7.64	08/27/21	08/27/21	08/27/21	09/10/2021	TP22-027
08/27/2021	Pitney Bowes	Meter Rent	275.94			08/27/21	09/10/2021	TP22-028
08/30/2021	CLARB	Virtual Meeting Registration	500.00	08/30/21	08/30/21	08/30/21	09/15/2021	TP22-029
08/31/2021	Rapid City Journal	Legal notice - rules	47.84	08/31/21	08/31/20121	08/31/21	10/08/2021	TP22-030
08/18/2021	Software House	Google Business Account	56.47	-----	-----	-----	09/01/2021	TP22-031
09/02/2021	Badger State	shredding	30.00	09/02/21	09/02/21	09/02/21	09/22/2021	TP22-032
09/03/2021	Servall Linen	Entry Mats	7.64	09/03/21	09/03/21	09/03/21	09/22/2021	TP22-033
09/03/2021	CodeWise	Database updates	212.50	09/03/21	09/03/21	09/03/21	10/01/2021	TP22-034
09/08/2021	State of SD	Telephone revolving fund	157.58	09/08/21	09/08/21	09/08/21	09/15/2021	TP22-035
09/08/2021	Brookings Register	Legal notice - rules	26.77	09/08/21	09/08/21	09/08/21	09/24/2021	TP22-036
09/10/2021	A&B Business	Copier lease & copies	99.66	09/09/21	09/09/21	09/10/21	09/24/2021	TP22-037
09/10/2021	Servall Linen	Entry Mats	7.64	09/09/21	09/09/21	09/09/21	09/24/2021	TP22-038
09/14/2021	State of SD	HR Services Billing	300.62	09/14/21	09/14/21	09/14/21	09/17/2021	TP22-039
07/31/2021	Clock Tower Off.	Rent	2250.00	-----	-----	-----	09/24/2021	ACH
09/17/2021	Servall Linen	Entry Mats	7.64	09/17/21	09/17/21	09/17/21	10/01/2021	TP22-040
09/20/2021	John S. Peters	Travel - Board meeting	54.32	09/17/21	09/17/21	09/17/21	10/19/2021	TP22-041
09/21/2021	Catherine Dekkenga	Travel - Board meeting	428.23	09/21/21	09/21/21	09/21/21	10/19/2021	TP22-042
09/22/2021	State of SD	HR Services Billing	40.58	09/22/21	09/22/21	09/22/21	09/24/2021	TP22-043
09/23/2021	Amazon Capital	Business License Paper	65.97	-----	-----	-----	10/01/2021	ACH
09/24/2021	Servall Linen	Entry Mats	7.64	09/24/21	09/24/21	09/24/21	10/06/2021	TP22-044
09/24/2021	InnovativeOffice	Office Supplies	410.38	-----	-----	-----	10/08/2021	ACH
09/29/2021	State of SD	BIT Resource Billings	510.00	09/29/21	09/29/21	09/29/21	10/01/2021	TP22-45
09/30/2021	Impressions Cleaning	Office Cleaning - July - Aug - Sept	490.00	09/30/21	09/30/21	09/30/21	10/20/2021	TP22-46
10/01/2021	Servall Linen	Entry Mats	7.64	10/01/21	10/01/21	10/01/21	10/20/2021	TP22-47
10/06/2021	State of SD	Telephone revolving fund	136.35	10/06/21	10/06/21	10/06/21	10/04/2021	TP22-48
10/07/2021	A&B Business	Copier lease & copies	99.46	10/07/21	10/07/21	10/07/21	10/20/2021	TP22-049
10/08/2021	Servall Linen	Entry Mats	7.64	10/08/21	10/08/21	10/08/21	10/20/2021	TP22-050
10/14/2021	CLARB	Board Dues	4385.00	10/14/21	10/14/21	10/15/21	10/27/2021	TP22-051
10/14/2021	Pitney Bowes	Ink Cartridge	113.04	10/14/21	10/14/21	10/15/21	10/27/2021	TP22-052
10/15/2021	Servall Linen	Entry Mats	7.64	10/15/21	10/15/21	10/15/21	10/27/2021	TP22-053
Reported to Board November 2021 Meeting								

DATE RCVD	CK #	PAYEE	LICENSEE	TYPE	AMOUNT	DEPOSIT DATE	REMARKS
09/03/21	30989	Myers Anderson	Myers Anderson Architects PLLC	Bus Renewal	\$80.00	10/07/2021	
09/03/21	5319	U.S. Forensic Associates, LLC	William R. Janowsky, Jr.	PE Renewal	\$80.00	10/07/2021	
09/07/21	9462	Cooperative Network Services, LLC	Cooperative Network Services, LLC	Bus Renewal	\$80.00	10/07/2021	
09/09/21	48977	Houston Engineering, Inc.	Jeffrey Lansink	PE Renewal	\$80.00	10/07/2021	
09/10/21	110296	Hander Inc.	Hander Inc. Plumbing & Heating	Bus Renewal	\$80.00	10/07/2021	
09/10/21	4138	Andrew J. Haynes	Andrew J. Haynes	AR Renewal	\$80.00	10/07/2021	
09/10/21	1598	Independence Engineering LLC	Neil E. Sander	PE Renewal	\$80.00	10/07/2021	
09/13/21	5220	Brian Portwood	Brian Portwood	LS Renewal	\$80.00	10/07/2021	
09/13/21	45054	Jordan & Skala Engineers, Inc.	Andrew H. Smith	PE Renewal	\$80.00	10/07/2021	
09/13/21	50145	Evergreen Engineering, Inc.	Jorhn Meshnik	PE Renewal	\$80.00	10/07/2021	
09/13/21	1596	Jeff Williamson	Jeff Williamson	Ret Renewal	\$10.00	10/07/2021	
09/13/21	8429	Endpoint Solution Corp	Endpoint Solution Corp	Bus Renewal	\$80.00	10/07/2021	
09/14/21	12930	Steven Eddy Trucking, Inc.	Helene Eddy, P. E.	Bus Renewal	\$80.00	10/07/2021	
09/15/21	10062	Thomas D. Norris	Thomas D. Norris	Ret Renewal	\$10.00	10/07/2021	
09/16/21	49012	Houston Engineering, Inc.	Erik Samuel Jones	PE Renewal	\$80.00	10/07/2021	
09/17/21	7698	Chester L. Sumpter & Associates, LLC	ADA Architects	Bus Renewal	\$80.00	10/07/2021	
09/20/21	14408	Substance LLC	Todd Garner	AR Comity	\$100.00	10/07/2021	
09/23/21	14413	Substance LLC	Timothy Hickman	AR Comity	\$100.00	10/07/2021	
09/23/21	63449	Merriman Anderson/Architects Inc.	David Masters	AR Renewal	\$80.00	10/07/2021	
09/27/21	6687	Mark D. Cotter	Mark D. Cotter	PE Renewal	\$80.00	10/07/2021	
09/27/21	2603	Designhaus LLC	Peter Michael Stuhlfreyer	AR Application	\$100.00	10/07/2021	
10/04/21	139347	Wold Architects and Engineers	Joel Leslie Dunning	AR Reinstate	\$180.00	10/07/2021	\$1,780.00

FINANCIAL COMPARISON FOR 1ST QUARTER

FY2022

JULY 2021 - SEPT 2021

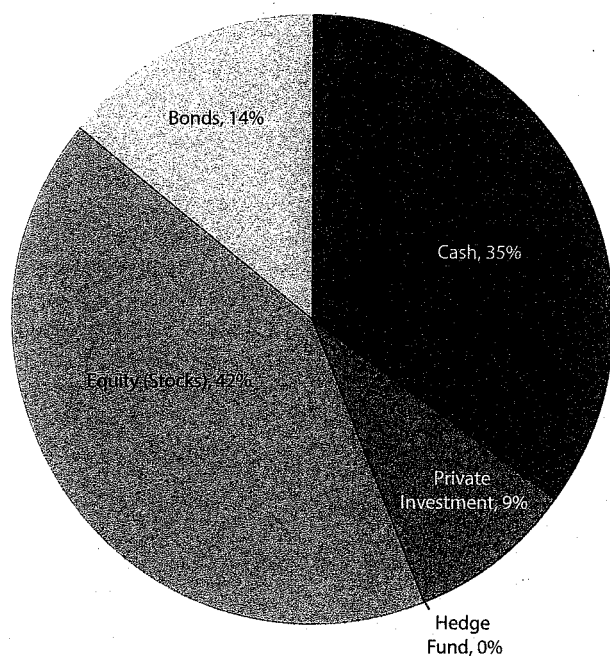
	FY2022	FY2021	FY2020	FY2019	FY2018	FY2017
BEGIN BALANCE	668,487.84	451,142.79	355,914.29	473,684.59	521,181.71	794,794.65
EXAMS						
RENEWALS	57,170.00	67,110.00	58,260.00	46,500.00	45,100.00	46,990.00
APPLICATIONS	16,850.00	18,750.00	18,525.00	14,550.00	16,740.00	12,600.00
MISCELLANEOUS	571.75	485.00	-	45.00	30.00	50.00
LATE PENALTY	4,600.00	4,400.00	2,400.00	2,100.00	2,600.00	3,900.00
INTEREST	7,789.48	9,543.17	9,515.28	7,698.80	10,304.33	9,760.37
QUARTERLY REVENUE	86,981.23	100,288.17	88,700.28	70,893.80	74,774.33	73,300.37
TOTAL REVENUE	755,469.07	551,430.96	444,614.57	544,578.39	595,956.04	868,095.02
WAGES/STAFF	24,757.03	23,808.95	29,679.68	29,416.69	31,303.92	31,107.33
WAGES/COMM	840.00	840.00	2,400.00	2,400.00	2,460.00	2,760.00
BENEFITS	8,756.15	9,545.07	12,219.36	11,042.32	12,159.84	12,091.25
TRAVEL/COMM	600.63	897.81	3,364.77	2,369.18	2,019.86	1,042.37
DUES	5,200.00	7,700.00	7,700.00	-	1,200.00	1,200.00
LEGAL FEES	-	-	-	-	-	9,738.03
INVESTIGATOR	-	-	-	-	-	-
REGISTRATION	500.00	-	570.00	450.00	-	-
COMPUTER (BIT & BPRO)	1,798.97	1,474.50	1,576.75	1,302.75	1,285.75	2,028.50
STATE SVCS	1,669.36	1,505.24	2,276.46	1,702.00	1,557.42	1,708.79
EQUIP SV/MAIN	301.20	193.74	222.05	143.34	257.06	275.51
JANITORIAL	499.96	392.36	453.36	431.52	511.00	464.04
NEWSPAPER ADS	26.77	48.23	-	53.05	-	-
RENT - EQUIPMENT	275.94	275.94	388.98	388.98	-	827.82
RENT/OFFICE	6,750.00	6,750.00	6,750.00	6,450.00	6,450.00	6,450.00
TELEPHONE	1,751.60	1,829.22	1,717.25	1,553.98	1,318.45	6,224.08
POSTAGE	-	-	5,000.00	-	-	5,000.00
SUPPLIES	1,507.47	1,001.82	1,077.44	556.58	744.66	721.12
BANK CHGS-Other Contractual	2,533.81	2,418.01	2,148.73	2,150.19	1,796.80	1,798.07
PRINTING	311.78	645.70	1,250.94	-	-	-
INSURANCE	-	-	-	-	-	-
AUDITS	-	-	-	-	-	-
MISC (Refund of Prev Yr Rev)	-	660.00	100.00	-	-	-
CREDIT CARD PURCHASE	-	-	-	-	-	31.93
ASSETS (Office Furn. & Fixtures)	-	3,149.27	-	-	-	-
Grants to Other St. Agen	-	-	-	28,000.00	-	-
TELEPHONE EQUIP.	-	-	-	-	-	-
DOL OPERATIONS	1,085.24	1,171.64	1,854.03	2,630.64	7,799.09	1,753.64
(Operating transfers out that do not reduce budget)						
TOT EXPENSES	59,165.91	64,307.50	80,749.80	91,041.22	70,863.85	85,222.48
END BALANCE	696,303.16	487,123.46	363,864.77	453,537.17	525,092.19	782,872.54

South Dakota Board of Technical Professions Fundamentals of Endowment Activity Report | July 1, 2020 through June 30, 2021

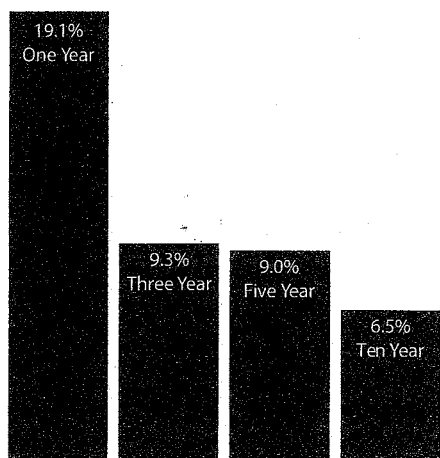
	Cash	Principal	Total
Beginning account balance (7/01/2020)	\$20,744.30	\$383,655.43	\$404,399.73
Investment earnings (net of fees)	\$0.00	\$64,905.67	\$64,905.67
New contributions	\$0.00	\$0.00	\$0.00
Transfers in / (out)	\$0.00	\$0.00	\$0.00
Cash made available for spending	\$12,694.55	(\$12,694.55)	\$0.00
Disbursements	(\$7,600.00)	\$0.00	(\$7,600.00)
Ending account balance (6/30/2021)	\$25,838.85	\$435,866.55	\$461,705.40

Historical gift value \$363,174.60
Outstanding pledge balance \$0.00

Asset Allocation
(as of June 30, 2021)



Investment Returns



A Guide to Understanding the Endowment Activity Report

Endowment fund:

Endowments consist of two parts: cash and principal. The cash consists of dollars available for spending to support the fund's designated purpose. The principal consists of dollars invested in the Foundation's endowment pool.

Investment earnings:

The amount earned during the fiscal year while invested in the Foundation's endowment pool, net of all investment manager and Foundation fees. Any gains, losses and costs to liquidate non-cash gifts are also recorded here.

New contributions:

Gifts or payments on a pledge during the fiscal year.

Transfers:

Dollars transferred in from or out to other funds.

Cash made available for spending:

The current spending policy, as approved by the Foundation's Board of Governors, provides annual distributions equal to 4% of the endowment's average market value over its most recent 20 calendar quarters.

Disbursements:

The amount spent during the fiscal year to support SDSU, in accordance with the fund's designated purpose(s).

Historical gift value:

Also referred to as "endowed corpus," this represents the cumulative amount of gifts and payments on pledges to the endowed portion of the fund. Any "pass-through" gifts to the cash funds would not be reported here.

Outstanding pledge balance:

As of June 30, 2021, the outstanding pledge balance of any existing pledges made to support the endowment funds.

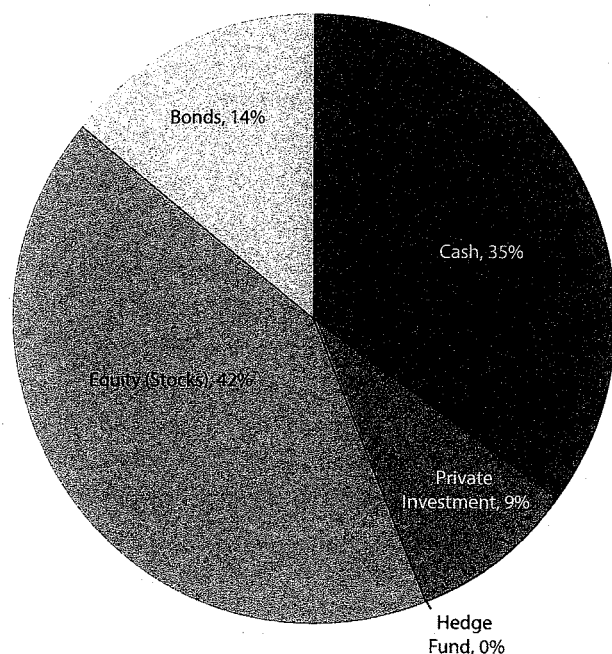
South Dakota Board of Technical Professions Endowment for La

Endowment Activity Report | July 1, 2020 through June 30, 2021

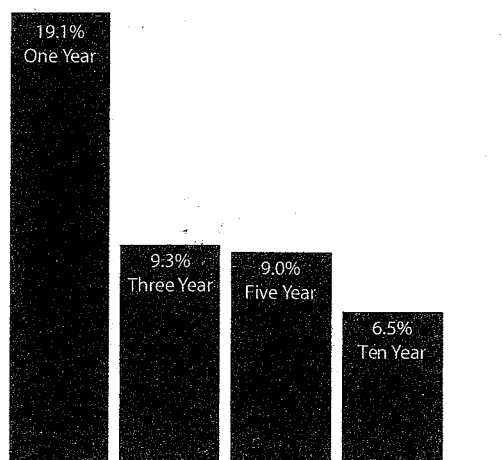
	Cash	Principal	Total
Beginning account balance (7/01/2020)	\$1,972.31	\$61,994.04	\$63,966.35
Investment earnings (net of fees)	\$0.00	\$10,480.91	\$10,480.91
New contributions	\$0.00	\$0.00	\$0.00
Transfers in / (out)	\$0.00	\$0.00	\$0.00
Cash made available for spending	\$2,164.59	(\$2,164.59)	\$0.00
Disbursements	\$0.00	\$0.00	\$0.00
Ending account balance (6/30/2021)	\$4,136.90	\$70,310.36	\$74,447.26

Historical gift value \$59,365.08
Outstanding pledge balance \$0.00

Asset Allocation
(as of June 30, 2021)



Investment Returns



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South Dakota Board of Technical Professions Endowment for Ar

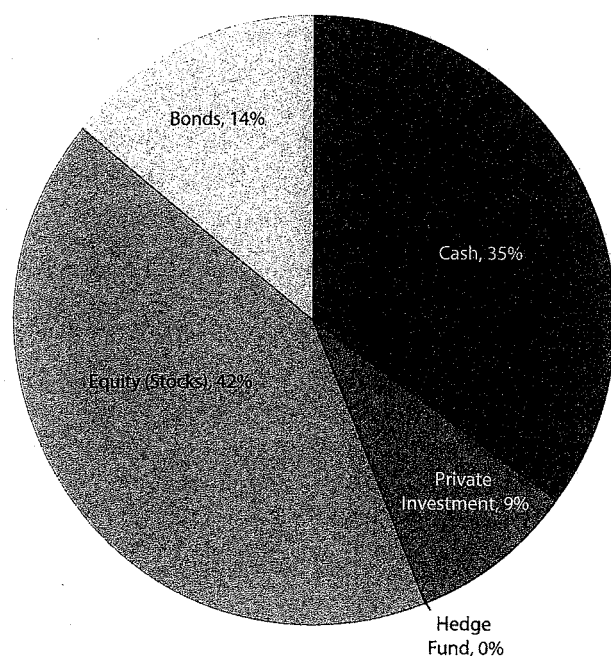
Endowment Activity Report | July 1, 2020 through June 30, 2021

	Cash	Principal	Total
Beginning account balance (7/01/2020)	\$4,060.64	\$127,634.78	\$131,695.42
Investment earnings (net of fees)	\$0.00	\$21,578.39	\$21,578.39
New contributions	\$0.00	\$0.00	\$0.00
Transfers in / (out)	\$0.00	\$0.00	\$0.00
Cash made available for spending	\$4,456.52	(\$4,456.52)	\$0.00
Disbursements	\$0.00	\$0.00	\$0.00
Ending account balance (6/30/2021)	\$8,517.16	\$144,756.65	\$153,273.81

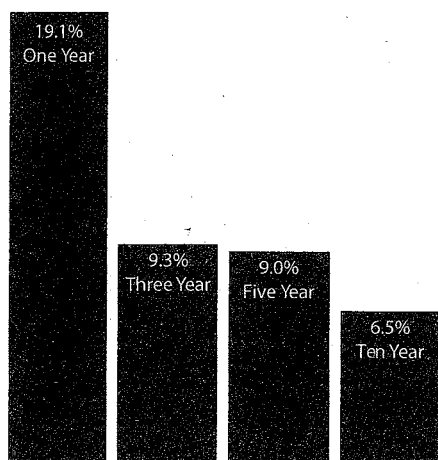
Historical gift value \$122,222.22
Outstanding pledge balance \$0.00

Asset Allocation

(as of June 30, 2021)



Investment Returns



A Guide to Understanding the Endowment Activity Report

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As of June 30, 2021, the outstanding pledge balance of any existing pledges made to support the endowment funds.

ACTION ITEMS

	Initial Date	Action	Decision	Responsible Person(s)	Status
1	05/18/2018	20:38:38 Fire Protection Systems	Rules review for streamlining Fire Protection	Committee formed by Albertson and Dekkenga	Fact Gathering No responses received from letter sent
2	01/18/2019	Marketing and Outreach	Newsletter, Webinars, etc.	Board/Staff	Fact Gathering stage - Ability now to send mass emails from database
3	03/01/2021	Update Acronyms found in Blue Book	Review Rules for revision/updating	Staff	

11/09/2021

**STATE OF SOUTH DAKOTA
DEPARTMENT OF LABOR AND REGULATION
BOARD OF TECHNICAL PROFESSIONS**

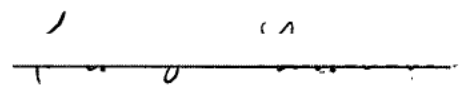
IN THE MATTER OF
DOT PROCEDURES FOR SETTING
MONUMENTS AND FILING PLATS

PETITION FOR
DECLARATORY RULING

Pursuant to the provisions of SDCL 1-26-15, I, Kathryn Patterson, of 2525 W. Main St. Suite 211, Rapid City, SD, 57702, am Executive Director of the Board of Technical Professions and do hereby petition the Board of Technical Professions for its declaratory ruling in regard to the following:

- (1) The statute or rule or order in question is: *SDCL 36-18A-56, other relevant authority: SDCL 11-3-2, 36-18A-45, and 43-21-5, and ARSD 20:38:37:06.*
- (2) The facts and circumstances that give rise to the issue to be answered by the board's declaratory ruling: *See Attachment A.*
- (3) The precise issue to be answered by the board's declaratory ruling: *Whether a land surveyor under the Board's jurisdiction is subject to disciplinary action for following the South Dakota Department of Transportation's processes and procedures for the setting of monuments and recording of plats as set forth in Attachment A.*

Dated at Rapid City, SD, this 6th day of October , 2021 .


(Signature of Petitioner)

The first set of facts relates to an issue of timing. The South Dakota Department of Transportation ("DOT") routinely contracts with private registered land surveyors for projects. Sometimes single projects can involve multiple land surveyors. During the platting process DOT requires a note on the plat to read, "All monumentation will be set upon project completion." The plat is prepared and filed with the Register of Deeds in the application county. Then only once all construction activities are complete, the monuments are set. This conflicts with the two common practices in South Dakota concerning the setting of monuments. Those are: (1) set monuments while conducting the field survey; or (2) set the monument after performing calculations, drafting or determination of the size, shape and configuration of the land to be platted, or a combination of those acts. In each practice the monuments are set before the plat is filed and is inline with SDCL 11-3-2.

The second set of facts concerns responsible charge for setting and placing monuments in the proper locations as shown on the plat. Here, DOT procedures has one land surveyor signing the plat and different land surveyors doing other duties such as performing calculations, interpreting evidence, determining boundaries, or setting monuments as shown on the plat. This procedures appears to be at odds with SDCL 36-18A-45, which states that by signing and sealing a plat, the land surveyor performed the work personally, or was in responsible charge. Responsible charge, as requires that the land surveyor has immediate and responsible direction by a licensed professional who has exercised personal direction, guidance, and control over the design and preparation of plat, and has exercised professional judgment in all matters relating to those services and not merely accepted the work done by another.

My question is whether a land surveyor who follows the procedures of the SDDOT would be subject to disciplinary action as a licensee of the Board of Technical Professions?

**STATE OF SOUTH DAKOTA
DEPARTMENT OF LABOR AND REGULATION
BOARD OF TECHNICAL PROFESSIONS**

**IN THE MATTER OF
DOT PROCEDURES FOR SETTING
MONUMENTS AND FILING PLATS**

**DECLARATORY RULING
OF THE BOARD**

Kathryn Patterson, Executive Director for the Board of Technical Professions filed a Petition for Declaratory Ruling dated September 17, 2021. The Petition requests a declaratory ruling from the South Dakota Board of Technical Professions (the "Board") concerning the applicability of SDCL 36-18-A-56 when a land surveyor is performing services for the South Dakota Department of Transportation (the "DOT") and following the DOT's processes and procedures on road construction projects.

The facts as understood to the Board are set forth in Petitioner's Attachment A. There are two separate issues in the facts, and each is addressed below separately.

Issue 1. Whether a land surveyor, who follows Department of Transportation procedure and sets monuments after construction is complete, is subject to disciplinary action.

SDCL 36-18A-9 exempts certain persons from being subject to SDCL 36-18A, which include disciplinary action by the Board. Relevant to this issue is § 36-18A-9(3), when in the "employ of the state . . . rendering service exclusively to such employer." Here, a land surveyor is

contracted with the state to perform land surveying services to the state, specifically setting monuments. Whether the DOT is considered the state is not at issue.

The issue predominantly turns on the definition of “employ.” The term is not defined in statute and in instances where a term is not defined SDCL § 2-14-1 requires that words be used in their ordinary meaning. According to Merriam-webster, employ is defined simply to “to make use of” and “to devote or direct towards a particular activity.”¹ Under this use of the word, a private land surveyor who contracts to perform specific work for the DOT is in the employ of the DOT and thus exempt from disciplinary action by the Board.

Adding to this interpretation is the language in § 36-18A-9(3) states “while rendering service exclusively to such employer.” This can be read to imply an independent contractor situation as a surveyor who is an independent contractor would likely render service for multiple employers. This language is clarifying that even though a land surveyor may be exempt while working for a state agency, that exemption is limited to the services rendered for that particular agency and not for all services the land surveyor is providing during that time period.

The platting activity described in the facts performed by a private professional is completed at the direction of the DOT and is for the benefit of the state. This circumstance falls squarely within the language of the statute which exempts a person employed by the state from needing to comply with the laws and rules under the Board’s jurisdiction.

In the alternative, if *employ* were interpreted to mean a traditional employer-employee relationship and not include an independent contractor situation, then analysis would continue

¹ <https://www.merriam-webster.com/dictionary/employ>

by looking at the grounds for the Board to administer disciplinary action against licensees, such as a land surveyor are set forth in SDCL § 36-18A-56. Applicable here is subdivision (1), which states "Has violated any statute, rule, or order that the board has issued or is empowered to enforce;" The pertinent language is "empowered to enforce." The Board, like any other government agency, is a creature of statute. As such it only has the authority granted to it by the Legislature. It is without question that the board is empowered to enforce the laws in, and rules developed though, SDCL chapter 36-18A.

SDCL § 11-3-2, is outside of chapter 36-18A. Reviewing chapter 11-3 it becomes clear that the authorities in that chapter are local government agencies such as county or city commissions and councils. While the Board could take action against a land surveyor who performed negligent or incompetent work, the Board is not empowered to take action based on the timing of the surveying and laying of monuments being out of the ordinary due to the DOT's request.

Another factor weighting in favor of the licensee is that SDCL 43-21-5. This section of law allows licensees in the employ of the DOT to file plats without compliance with any of the laws contained in SDCL chapter 11-3.

For these reasons a surveyor contracted by the DOT, who at direction of the DOT sets accurate monuments after construction is completed, is not subject to disciplinary action by the Board.

Issue 2. Whether a land surveyor, working for the Department of Transportation, signs a plat, but does not set the monuments is subject to disciplinary action.

Under this fact pattern SDCL 36-18A-9(3) still applies. Analysis used above applies here, in so far as a licensee's work is while in the employ of the state, the licensee is not subject to disciplinary action by the Board.

However, unlike the above alternative analysis, this practice implicates a statute within the Board's jurisdiction, SDCL 36-18A-45. Under this section the sealing of a document, such as a plat, certifies that the work was done by the licensee or under the licensee's responsible charge. Responsible charge is a defined term. It reads:

...[T]he immediate and responsible direction by a licensed professional who has exercised personal direction, guidance, and control over the design, preparation of documents, construction administration, and other professional services and has exercised professional judgment in all matters relating to those services;

SDCL 36-18A-1(27). Under these two statutes, the licensee signing and sealing the work the licensee is stating that she or he is responsible for the work. Responsible charge is not merely taking responsibility for the work others have performed. It requires the licensee to be actively involved in all aspects of the work. This applies to all documents a licensee seals and signs not just plats.

While the licensee is required to be involved in all aspects of work, it is not viable to interpret this provision to require the licensee to perform all the work personally. To enact a reading would severely constrict the ability for licensees to work together and provide efficient services for clients. It does however, require the licensee who is to be signing and sealing the work to direct and provide guidance in all aspects of the work.

In this instance, provided the licensee who signs the plat provides personal direction, guidance, and control to and over the licensee(s) responsible for the work of performing calculations, interpreting evidence, determining boundaries, or setting monuments, then the arrangement of

using multiple licensees does not violate SDCL 36-18A-45, and the licensee should not be subject to disciplinary action.

Dated at this _____ day of _____, _____.

Chair

This publication is designed to provide timely updates on the actions and discussions of the NCARB Board of Directors immediately following meetings. Please remember that the information provided here may be confidential and will be indicated as such when necessary.

Executive Summary

President/Chair of the Board Alfred Vidaurri Jr., NCARB, NOMA, FAIA, convened the FY22 NCARB Board of Directors on September 23 – 25, 2021, in Colorado Springs, Colorado, for the first full meeting of the fiscal year. As promised during his speech at the June 2021 Annual Business Meeting, President Vidaurri led an agenda that included focus on two multi-year goals: initiating study and training on diversity, equity, and inclusion (DEI) within NCARB's volunteer community; and exploring future licensing models. This generative work comprised a large segment of the September agenda, as did a discussion regarding the regulatory elements governing the credentialing of architects and interior designers.

In addition, the Board moved elections policy away from Board purview and approved funding adjustments to the current budget. President Vidaurri; Treasurer Kenneth R. Van Tine, AIA, NCARB, LEED AP; and CEO Michael Armstrong reported on current activities, and Past President Robert M. Calvani, FAIA, NCARB, reported on a historical analysis of Board-generated expenses.

Preceding the Board meeting, the Executive Committee met to discuss financial outcomes for the fiscal year that ended on June 30, 2021, and the status of the new fiscal budget through August; conducted a review of the Council's FY21 Opportunity & Risk Study to prepare for an update during the current fiscal year; and provided guidance for an engagement with the Council's investment advisors during the January 2022 Board of Directors meeting.

Diversity, Equity, and Inclusion

President Vidaurri introduced two consultants who would be supporting the Board's DEI efforts in the coming year: Emily Holthaus, Managing Director of Diversity, Equity, and Inclusion for Nonprofit HR; and, Jon Hockman, Principal at McKinley Advisors (NCARB's governance consulting firm). Holthaus and Hockman jointly facilitated a half-day session of DEI training and introduced high-level outcomes from Member Board focus groups.

Sharing the findings from individual interviews conducted with each Board member prior to the Board meeting, Holthaus led the Board through an exploration of DEI concepts, unintentional biases, shared views, and personal experiences. Holthaus also shared the importance of the Board's role in advancing DEI within the NCARB volunteer community by setting the tone for involvement and direction. Holthaus will continue this work at each subsequent Board meeting throughout the fiscal year.

Hockman, whose team facilitated 10 listening sessions with Member Board Members in advance of the Board meeting, introduced high-level findings from those sessions. The Board of Directors is scheduling an additional session with Hockman and Holthaus to explore these findings in greater detail.

In addition to serving as consultants for the Board of Directors, both Holthaus and Hockman will be retained as consultants for the Diversity Collaborative Task Force over the coming year. Additional stakeholders are being identified to also engage with Holthaus and Hockman.

President Vidaurri also asked the Board to focus on volunteer nominations for service through the DEI lens. Each year, NCARB provides nominations for vacant seats on the Board of Directors for the National Architectural Accrediting Board (NAAB), dedicated to NCARB nominees specifically and as part of the nominating process for at-large public members. President Vidaurri facilitated a conversation about ensuring that NCARB offers a diverse slate of nominations. He also referenced a recent conversation with former NCARB President David L. Hoffman, FAIA, NCARB, Hon. FCARM, who was recently selected as NAAB president-elect. Hoffman indicated a special challenge for the NAAB is finding public members to fill two seats on their board. Historically, the NAAB has asked for the four collateral investor organizations to submit their NAAB board nominations in March.

Exploring Competency

Vidaurri introduced the Council's multi-year goal of future licensing models, explaining that the current year will include the Board's blue-sky exploration of competency requirements, assessments, and opportunities along the pathways to licensure. Throughout the year, the Board will receive data and findings from the Analysis of Practice, input from the Incidental Practice and Responsible Charge task forces, and outcomes from brainstorming exercises being conducted by the Education, Experience, and Examination committees. Further, continued work on the *Baseline on Belonging* project, conducted in collaboration with the National Organization of Minority Architects (NOMA), and internal Fairness in Licensure project research will inform ongoing efforts with the possibility of revealing unintended consequences and opportunities within the licensure path.

As part of this effort, the Board participated in several exercises, facilitated by NCARB Vice President of Experience + Education Harry M. Falconer Jr., FAIA, NCARB, HonD, Hon. FCARM; and NCARB Vice President of Examination Jared Zurn, AIA, NCARB, CAE, which were designed to understand personal experiences and interactions within the profession providing insight into individual views of competency and licensure both today and in the future.

Interior Design

The Board explored the relationship between architecture and interior design credentialing from multiple perspectives, beginning with a robust discussion on findings from a joint study conducted by NCARB and the Council for Interior Design Qualification (CIDQ), comparing required competencies and examination objectives for the credentials offered by both organizations. The basis of the study was a comparison of the most recent practice analyses conducted by each organization. The report suggests areas of strong similarity in competency expectations and examination objectives articulated by both organizations but does not suggest that the expertise or services provided to the public are interchangeable. The report will be released later this fall.

A second perspective was addressed by NCARB Assistant Vice President of Advocacy & External Engagement Maurice Brown, who reviewed statistics on the U.S. regulation of interior design, showing 30 U.S. jurisdictions regulating interior design in some form.

This includes 15 multi-discipline Member Boards sharing both architecture and interior design, and five jurisdictions that specifically license interior designers. Brown also shared data on recent interior design legislation including a new law in North Carolina that established voluntary registration of “Registered Interior Designers” and evolved the former North Carolina Board of Architecture into a multi-disciplinary Board of Architecture and Registered Interior Designers.

Cathe Evans, the North Carolina Member Board Executive (MBE) also serving as MBE Director for the NCARB Board of Directors, led the legislative drafting process by facilitating collaboration among the North Carolina Board, the North Carolina chapter of AIA, and interior design professionals, among others. Evans reported on the value and professionalism of this effort, noting a common commitment to protect the public as well as the collaborative process to develop the legislation and the joint board. She noted that any such process is imperfect, and that work on adjusting some of the adopted language is underway.

The Board hosted an engagement with incoming CIDQ President-elect Scott MacMeekin, Past President Caren Martin, Directors Erin Jennings and Jessie Shappell, and CEO Thom Banks, Hon. FASID, Hon. Member IDC, in conversations including the above-referenced joint NCARB/CIDQ study, the CIDQ exam development process (which mirrors the NCARB process), and current opportunities for collaboration between the two organizations. An additional collaboration forum exists as CIDQ and NCARB, along with the National Council of Examiners for Engineering and Surveying (NCEES) and the Council of Landscape Architectural Registration Boards (CLARB), constitute the members of the Inter-organizational Council on Regulation (ICOR).

Fiduciary Actions

The Board regularly reviews its portfolio of Board policies, ensuring that all policies are reviewed at least once every three years. At this meeting, the Board approved a recommendation from Secretary Edward T. Marley, NCARB, AIA, LEED AP, to sunset the existing Board of Directors’ “Policy on Elections.” This action to sunset the policy was recommended as conforming to best nonprofit governance by recognizing that the election process is now overseen by the Credentials Committee in accordance with the *NCARB Bylaws* and the *Guidelines for Voting*. The *Guidelines for Voting* will be updated by the Credentials Committee to reflect this decision and will be released to membership later this fiscal year.

A “rolling budget” philosophy was adopted by the Board in FY21, encouraging budget amendments throughout the year to take advantage of new opportunities in real time. The Board made the following changes to the FY22 budget:

- Approved \$120K from the Strategic Reserve Fund for an accessibility audit of all NCARB websites and client-facing proprietary systems as well as an internal systems development library. This audit is a professional evaluation of how well systems meet the needs of people with disabilities. Once determined compliant, each system will carry a certification reporting compliance with established standards to ensure that people with disabilities have comparable access to information and communication technology. Ongoing compliance will be monitored annually.
- Approved application of Strategic Reserve Funds rather than operating funds for the costs of strategic task forces and work groups. For FY22, this adjustment of expenses amounts to \$154K for the work of the Incidental Practice and Responsible Charge task forces.

Reports

President Vidaurri updated the Board on the following activities that have occurred since the June 2021 Annual Business Meeting.

- 2021 Licensing Advisors Summit | Miami, Florida | August 5-7
 - ◊ Hosted by NCARB every other year, this conference serves the Architect Licensing Advisors Community of architects, licensure candidates, educators, and students from around the country who help candidates navigate the path to licensure. This event also includes essential training and best-practice networking opportunities, as well as several sessions supporting the professional practice community.
 - ◊ President Vidaurri and CEO Armstrong delivered a keynote session. First Vice President/President-elect Bayliss Ward, NCARB, AIA, also attended the conference as did Region 4 Director John P. Rademacher, AIA, NCARB, who attended virtually. Interaction with attendees by NCARB representatives indicates a high level of enthusiasm to acquire knowledge regarding NCARB's programs and a need for further community building across the various licensing advisor interest groups.
- NCARB Scholars in Professional Practice | San Luis Obispo, California | August 12-14
 - ◊ This year, NCARB held the third annual Scholars in Professional Practice training event for educators to enhance the delivery of professional practice courses.
 - ◊ Past President Calvani attended with CEO Armstrong and reported that attendees heard from experts and peers regarding best practices, teaching strategies, and the current and near-future path to licensure. Other topics included ethical decision-making, marketing and business development, professionals' legal responsibilities, leadership models, and current licensure programs and requirements.
- International Code Council (ICC) Annual Conference | Pittsburgh, Pennsylvania | September 19-26
 - ◊ The ICC continues to be a partner in protecting the public through rigorous building codes and standards.
 - ◊ Region 4 Director Rademacher and NCARB staff represented NCARB at this conference. Rademacher reported on key engagement opportunities and ICC interest in assessing where architects could serve on ICC committees. NCARB plans to introduce ICC volunteer opportunities to its volunteer community.
- Other external engagements for President Vidaurri included:
 - ◊ Sharing career advice with college students during the American Institute of Architecture Students (AIAS) Grassroots Conference.
 - ◊ Attending the Union Internationale des Architectes (UIA) World Congress of Architects Conference.
 - ◊ Attending a virtual meeting of the CIDQ board of directors, joined by CEO Armstrong.
 - ◊ Being interviewed by *Texas Architect* magazine about his goals for the organization, specific to exploring potential licensure models and strengthening NCARB's DEI focus.
 - ◊ Attending a meeting with Texas Society of Architects (state AIA component) staff and volunteers and a virtual engagement with AIA Austin.
 - ◊ Holding a virtual town hall conversation with NCARB staff, joined by President-elect Ward.

Treasurer Van Tine reported that he will be engaging with the investment advisors to prepare for a Board engagement in January 2022. Unaudited financial statements for the fiscal year that ended on June 30, 2021, were provided to the Board in advance of the meeting. The annual financial audit is underway with audited statements due later this fall.

Past President Calvani shared a historical analysis of costs related to Board of Director and Executive Committee meetings. FY21 marked the tenth year in a row that costs have remained below a 2003, inflation-adjusted benchmark, although costs for FY20 and FY21 were abnormally low due to the pandemic.

CEO Armstrong updated the Board on recent activities by Council staff including:

- Preparation for the migration to new Architect Registration Examination® (ARE®) vendor PSI, including ongoing communications to candidates and Member Boards, internal testing of the new systems getting underway in October, and the upcoming announcement of the official early 2022 launch date in November.
- Current Integrated Path to Architectural Licensure (IPAL) statistics referencing participating academic programs:
 - ◊ The new total is 28 IPAL programs (6 B.Arch. and 22 M.Arch.) at 24 schools across the country.
 - ◊ Two schools were accepted by NCARB into the IPAL program in the last three months:
 - Dunwoody College of Technology in Minneapolis, Minnesota; and
 - Texas A&M University in College Station, Texas.
 - ◊ These are the first programs to offer an IPAL option in their respective states.
 - ◊ Over 600 enrolled IPAL students were reported between June 2020 – May 2021, up about 33 percent from data through May 2019.
- Planning is underway for 10 Member Board visits by CEO and staff, mostly virtual, through spring 2022.
- Recent engagements include a meeting of CEOs from the Alliance for Responsible Professional Licensing (ARPL), a leadership conference and annual governance meeting of the Federation of Associations of Regulatory Boards (FARB), and meetings with AIA Chicago and the Texas Society of Architects.
- Upcoming engagements include an ICOR staff-to-staff meeting preceding the leadership meeting planned for January 2022, a FARB Regulatory Law Seminar, and annual conferences for CLARB and NOMA.
- A legislative update emphasizing a continued vigilance regarding over-reaching “universal licensure” legislation and ongoing concerns regarding anti-licensure initiatives from governors and legislators.
- Staff DEI activities recently completed or underway include:
 - ◊ Salary adjustments based on an external study of equitable and market-competitive staff compensation;
 - ◊ The release of ARE pass rate performance by demographic categories;
 - ◊ The Fairness in Licensure initiative reviewing content and design of NCARB programs;
 - ◊ The ongoing release of reports in the joint NCARB/NOMA *Baseline on Belonging* survey and assessment of impediments along the licensure path;

- ◊ The progress of an internal staff team initiative to prepare an action plan to establish ongoing focus on policies, programs, and people through a DEI lens; and
 - ◊ Making existing K-12 resources offered by all the architectural collaterals more accessible to a broader audience through translation into French and Spanish.
- Falconer provided an update on international activities including:
 - ◊ Negotiations on a draft U.S./U.K. Mutual Recognition Arrangement for likely consideration at the 2022 Annual Business Meeting;
 - ◊ Engagements with the UIA Professional Practice Commission, which manages the *UIA Accord on International Standards of Professionalism in Architectural Practice*, an accord intended to guide the global mobility of architects, and the UIA Education Commission, which acts as a think tank for international architectural education policy;
 - ◊ The Asia-Pacific Economic Cooperation (APEC), which serves to facilitate the mobility of architects in the APEC region; and
 - ◊ A study of international paths to licensure to inform the Board's work on reviewing competency measurement and future licensing models.
- NCARB Vice President of Marketing & Communications Andy McIntyre provided an update on Analysis of Practice activities including a report of completed and upcoming research. Upcoming stakeholder engagements will include Member Boards, NOMA, AIA components, and committees, as well as ongoing mini surveys and social media content for a wider audience.

Patterson, Kathryn

From: Miller, Matthew <mmiller@clarb.org>
Sent: Friday, September 17, 2021 12:39 PM
To: Patterson, Kathryn
Subject: [EXT] Dedicated to Diversity, Equity, and Inclusion

Click [here](#) if you are having trouble viewing this message.

CLARB

Council of Landscape Architectural Registration Boards

CLARB's Commitment to Diversity, Equity, and Inclusion

CLARB has been on an intentional journey, since 2014, to learn and create opportunities across the organization to be more inclusive, equitable, and accessible, and to better understand our impact on increasing diversity within landscape architecture.

As part of our learning, we conducted a survey in October 2020 to better understand our stakeholders' wants, needs, and views on CLARB's diversity, equity, and inclusion positioning. Thank you again to everyone who completed the survey, your feedback was invaluable in advancing our effort.

Looking at the future we want to create, CLARB affirms our commitment to diversity, equity, and inclusion. Our dedication provides an opportunity to thrive and promote the advancement of these key principles developed and approved by CLARB's Board of Directors.

Diversity: We believe diversity is an integrated experience in our programs and services that values differing thoughts, experiences, perspectives, career paths, and expertise. This is expressed in many forms, including and not limited to, culture, career, race and ethnicity, gender and gender identify, sexual orientation, socioeconomic status, language, national origin, religion, age, disability, political perspective, veteran status, etc. Our transparency demonstrates an ongoing process of genuineness and self-awareness that is intentional in principle and practice.

Equity: We acknowledge that inequity exists within and outside of the landscape architecture community. We are dedicated to creating and acknowledging the multiple pathways to the landscape architecture profession while mitigating barriers to access. CLARB is committed to working actively to address the power imbalances and remove any bias in our systems and processes.

Inclusion: We are dedicated to honoring the shared experiences of our stakeholders (e.g. community, candidates, licensees, staff, volunteers, vendors, partners, etc.) and strive to create an environment where people feel included and valued for bringing one's whole self. Learning together through reflection and welcoming non-traditional approaches and voices allows for connection that represents our community both individually and across our community.

These principles can already be seen through our work to challenge orthodoxies (the impacts of unconscious bias and orthodox beliefs), Rethink Regulation (uniform standard, uniform application, and customer service initiatives), evolve the L.A.R.E. (online proctoring), and transform our leadership and governance structure (widening eligibility requirements for leadership opportunities).

For CLARB members who are attending the Annual Meeting next week, we encourage you to participate in the "Increasing Access and Equity in Licensure" session on September 24 to gain ideas on how you can further your own board's work.

We are encouraged by the feedback we have received through our research and know there are many areas in which we can do more. As we continue to grow within our diversity, inclusion, and equity efforts, you can learn more on CLARB's [About Us](#) website.



Cary Baird
CLARB President



Matt Miller
CLARB CEO

CC CLARB Commi
on Facebook



Council of Landscape Architectural Registration Boards (CLARB)
1840 Michael Faraday Drive, Suite 200, Reston, Virginia 20190
info@clarb.org / www.clarb.org / 571-432-0332

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Patterson, Kathryn

From: NCEES <noreply@ncees.org>
Sent: Monday, September 20, 2021 1:27 PM
To: Patterson, Kathryn
Subject: [EXT] Summary of Actions at the 2021 NCEES Annual Meeting



Summary of Actions at the 2021 NCEES Annual Meeting

The Council took the following actions at the NCEES annual meeting business session held virtually on September 15, 2021. All motions referenced are found in the 2021 *Action Items and Conference Reports*, which is available for download from the Member Resources section of the NCEES website (ncees.org/resources), under Board Resources/Annual Meeting. Complete information on the motions will be published in the official meeting minutes.

Consent Agenda

NCEES member boards removed six items from the published consent agenda for separate consideration with the committee reports. Additionally, the Advisory Committee on Council Activities withdrew ACCA Motion 3, which was included in the published consent agenda, for further consideration in 2021–22.

The remaining items, shown here, passed on the consent agenda (Vote: 68 for–0 against–1 abstention).

- President-Elect Motion 2
- Committee on Finances Motions 1–6
- Advisory Committee on Council Activities Motions 1, 5
- Committee on Education Motions 2, 5–6
- Committee on Examination Policy and Procedures Motions 1–19
- Committee on Uniform Procedures and Legislative Guidelines Motions 1–2
- Fire Protection Task Force Motion 1
- Public Outreach Task Force Motion 1

Officer Elections

The Council elected Christopher Duhamel, P.E., P.L.S., of Rhode Island, 2021–22 president-elect. He will serve as NCEES president in 2022–23.

Committee and Board of Directors Motions

- Advisory Committee on Council Activities—Motion 2: Removed from consent agenda and passed (45–22–2); Motion 4: Failed (26–42–1)

- Committee on Education—Motion 1: Removed from consent agenda and passed (60-7-2); Motion 3: Removed from consent agenda and passed as amended (52-14-3); Motion 4: Removed from consent agenda and passed as amended (66-2-1)
- Committee on Examination Policy and Procedures—Motion 20: Removed from consent agenda and passed (42-26-1)
- Committee on Uniform Procedures and Legislative Guidelines—Motion 3: Removed from consent agenda and passed as amended (66-2-1); Motion 4: passed as amended (50-17-2)
- Board of Directors—Motion 1: Passed (62-5-2)
- Committee on Finances—Budget Motion: Passed (67-0-2)

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CALIFORNIA ARCHITECTS BOARD

Landscape Architects Technical Committee

Public Protection through Examination, Licensure, and Regulation



Gavin Newsom,
Governor

September 17, 2021

Mr. Cary Baird, President
Council of Landscape Architectural Registration Boards
1840 Michael Faraday Drive, Suite 200
Reston, Virginia 20190

RE: CLARB Uniform Standards

Dear Mr. Baird:

I am writing you on behalf of the Landscape Architects Technical Committee (LATC) to encourage the Council of Landscape Architectural Registration Boards (CLARB) to consider the following comments regarding the Uniform Standards that were introduced during the CLARB Regional meetings on August 12, 2021.

The standards identify two pathways to licensure; one with a Landscape Architectural Accreditation Board (LAAB)/Landscape Architecture Accreditation Council (LAAC) accredited landscape architecture degree, 2 years of experience, and passage of the Landscape Architect Registration Examination (LARE); and the second pathway presented as 8 years of experience which can include other educational certification/institutions up to two years and passage of the LARE. The second pathway would be more restrictive than California's proposed 6 years of experience for an experience-only pathway. Furthermore, CLARB's uniform procedures recommend allowing candidates with an accredited degree to sit for all sections of the LARE prior to obtaining practical experience, a procedure California strongly opposes. The experience component exposes candidates to the breadth of the profession and important health, safety, and welfare issues. LATC feels that experience prior to examination supports competency, reduces potential liabilities and ultimately increases public protection.

During their August 4, 2021 meeting, LATC further discussed proposed CLARB Uniform Standards Options with a focus on identifying possible discrepancies between the proposed options and existing California law. It was noted that all four options announced by CLARB at that time, do not align with existing California law which requires candidates to document qualifying education and/or training experience credit and obtain pre-approval by the LATC prior to sitting for any section of the LARE.

LATC would like to take this opportunity to remind CLARB and CLARB Member Boards of the current examination prerequisites of California. California candidates must verify at least two years (3,000 hours) of qualifying training experience credit as outlined in California Code of Regulations section 2620 (Education and Training Credits) prior to sitting for LARE sections 3 (Design) and 4 (Grading, Drainage and Construction Documentation).

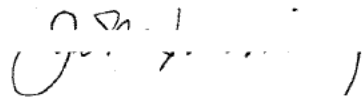
Additionally, the findings of a recent analysis conducted by the California Department of Consumer Affairs, Office of Professional Examination Services (OPES) were presented at the

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latc@dca.ca.gov • www.latc.ca.gov

August 4 LATC meeting. OPES reviewed 2018-2020 LARE pass rates to identify any notable discrepancies between section pass rates of California candidates and national averages. Further data collection and analysis is required and will be discussed at a future LATC meeting.

The September 21-24, 2021 CLARB Annual Meeting agenda includes discussing implementation of the standards "rolled out" during the regional meetings. Having now had the time to review and understand the proposed changes, we hope CLARB will give these concerns thorough consideration.

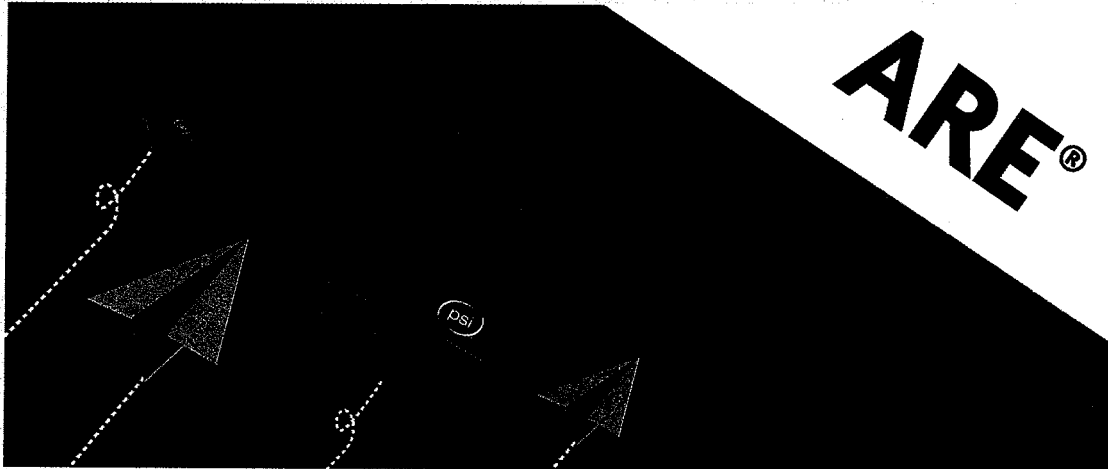
Sincerely,



JON WRESCHINSKY
Chair

cc: Matthew M. Miller, CLARB Chief Executive Officer
CLARB Member Board Members
CLARB Member Board Executives

In This Issue: More information about the migration to PSI, exam calculator updates, Prometric's mask policy, and NCARB's progress addressing technical issues.



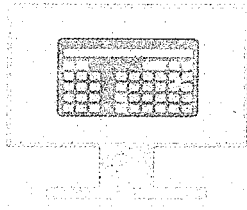
Migration to PSI

Starting in early 2022, you can take the Architect Registration Examination® (ARE®) through our new exam delivery partner, PSI. PSI will replace Prometric for both in-person and online testing.

The ARE's content and structure are not changing. However, there are several key updates that candidates should be prepared for when the ARE migrates to PSI. These include new test center locations, enhanced online technical support and proctoring, improved score reports and study resources, and a more flexible scheduling and rescheduling process.

Throughout the fall, we will continue to share regular updates on the migration to PSI, so make sure to check [our blog](#) for the most up-to-date information.

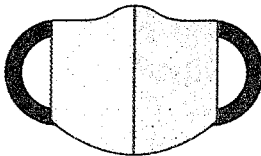
[Learn More](#)



Exam Calculator Update

In late August, NCARB rolled out a new exam calculator, replacing the traditional calculator that has been in use since 2016.

Following the launch of the new calculator, a software bug was identified with the tool causing NCARB to immediately roll back the new calculator. While we address the issue with our exam delivery vendor, we have reverted to the traditional calculator on both the demo and live exams. The traditional calculator continues to provide the functionality to solve all calculation items on the ARE and will remain in place until further notice.



Masks Continue to Be Required at Prometric Test Centers

Prometric continues to require all individuals at their testing centers to wear an approved face covering for the duration of their time at the location, including test takers and test center staff. This provision will remain in force, even in jurisdictions that have recently adopted less rigorous COVID-19 policies. If you are not in compliance with this policy, you will not be allowed to sit for your scheduled appointment, will be marked as a no-show for the appointment, and will not receive a refund.

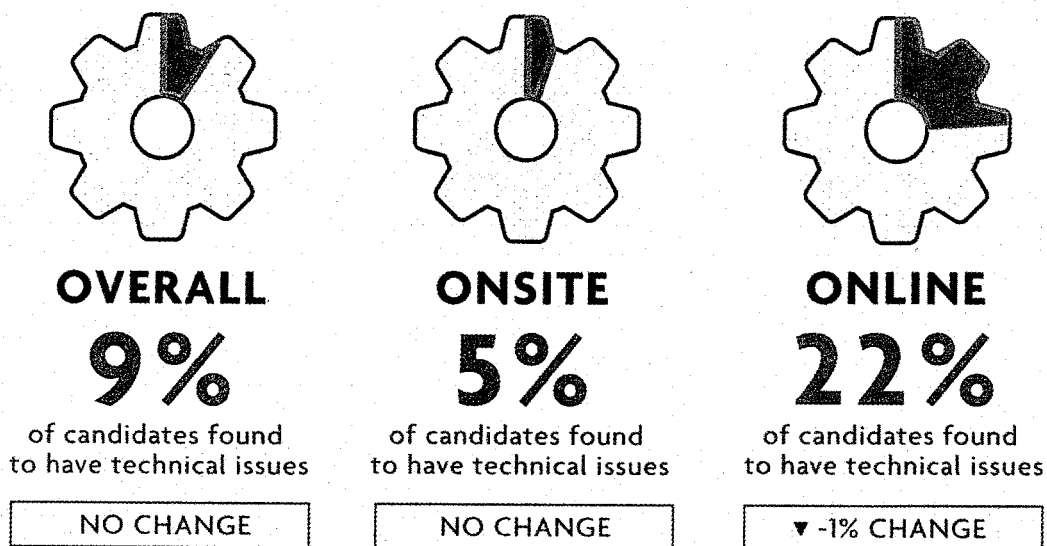
Prometric's COVID-19 policies shall remain in effect until further notice. Learn more about [Prometric's requirements](#).

Update on Technical Issues

NCARB and our test delivery partners, Prometric and Zoomorphix, continue to address technical issues for both in-person and online exams. The overall proportion of candidates reporting tech issues held steady at 9 percent. Online tech issues have declined and are now being reported by 22 percent of candidates.

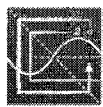
The majority of technical issues for online testers are caused by short lapses in internet connectivity from an online tester's service provider, which results in Prometric halting the exam delivery until a new internet connection is established. You can decrease the likelihood of a potential need to restart by ensuring your internet service can support a consistent stable connection throughout the duration of your examination appointment. If you are testing online, be sure to follow all recommended guidance—including disabling all antivirus and internet security applications—prior to launching your ARE appointment. [Learn more about the dos and don'ts for taking ARE 5.0 online.](#)

All online test takers should complete a free test run appointment that allows you to verify your online proctoring setup, including your testing environment, meets the necessary Prometric requirements. A test run can be scheduled at no cost through your NCARB Record.



We're continuing quality assurance reviews of both Zoomorphix and Prometric updates that should improve the overall performance of the ARE and will be deployed this fall. The majority of exam administrations (approximately 81 percent) continue to be delivered at Prometric centers, while the remaining 19 percent were taken online.

If you experience a technical issue, immediately notify your proctor and then [contact NCARB](#) within 15 days. Remember, if you're unable to complete the exam due to a major technical issue, we will work with you to reschedule the division at no cost.



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2021—22

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David Cox
Chief Executive Officer

October 1, 2021

MEMORANDUM

To: Member Boards, EPE Committee, EPS Committee, Exam Chairs

From: Karol Grove, P.S., Chair, Committee on Awards

Re: Nominations for NCEES National Service Awards

The Committee on Awards is now soliciting nominations for the awards to be presented at the 101st annual meeting in Carlsbad, California, on August 24-26, 2022. NCEES would like to recognize individuals who have made exceptional contributions and provided outstanding service to the organization. The NCEES national awards are the Distinguished Service Award with Special Commendation (DSA/SC), the Distinguished Service Award (DSA), the Meritorious Service Award (MSA), and the Distinguished Examination Service Award (DESA).

Members of the 2021–22 Committee on Awards are not eligible for nomination. Current committee members are: Nirmal Jain, P.E.; Shelley Macy, P.E.; and Marguerite McClinton Stoglin, Ph.D., and Milena Trust. Current members of the NCEES board of directors are also ineligible.

Due date for nominations

The completed nomination package must be received at NCEES headquarters **no later than January 31, 2022**. Nomination packages should be emailed to sdyer@ncees.org. Faxed packages will not be accepted. The Committee on Awards will not consider nominations received after the deadline.

A list of past award recipients can be found on MyNCEES or in the annual meeting *Minutes and Reference Material*. NCEES can confirm if an individual under consideration has previously received an NCEES award and verify an individual's service to NCEES, if requested. Please contact Executive Assistant Sherrie Dyer for this information.

We hope that you will take this opportunity to bring special recognition to deserving individuals. If you have questions or need assistance, please contact Sherrie Dyer at NCEES headquarters, sdyer@ncees.org.

/sd

Enclosures

C: Brian Robertson, P.E., President
Members of the Committee on Awards

NCARB

NCARB UPDATE

SEPTEMBER 2021 ISSUE

IN THIS ISSUE:

MEASURING COMPETENCY

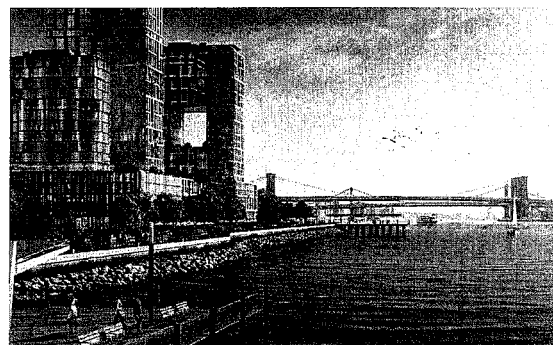
Data from the Analysis of Practice, committee work, and special reports will inform how NCARB measures competency in the future.

READ MESSAGE FROM THE CEO

STATE-LEVEL ENGAGEMENT

Board of Directors members continue to strengthen NCARB's relationship with various state-level organizations and components.

READ BOARD OF DIRECTORS ENGAGEMENT



Participate in NCARB's Analysis of Practice study by visiting www.analysisofpractice.com.

MESSAGE FROM THE CEO

In September, the Board's consultants regarding diversity/equity/inclusion (DEI) and governance compiled and delivered data regarding listening sessions with over 70 Member Board Members from across the United States, as well as one-on-one interviews with all 14 Board members. This effort is part of President Alfred Vidaurri's priority to have the Board focus on the path forward regarding NCARB's volunteer culture and DEI. The Board received a "first look" briefing and participated in a facilitated session that invited discussion regarding personal perspectives, including the experiences that have shaped their perspectives on DEI. Going forward, the guidance of the consultants in a series of continuing engagements—along with a parallel discussion process involving the Diversity Collaborative Task Force and regional leaders—is expected to reveal possible next steps and establish a foundation for meaningful dialogue and raised awareness between volunteers from all backgrounds.

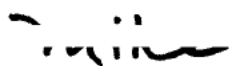
As NCARB moves into a second phase of its Analysis of Practice, the Board also began an open-ended discussion regarding the evolution of measuring competency. This discussion will continue over many months and include Analysis of Practice data; information and findings from various committees, task forces, and reports; and a heightened awareness of access to the profession through the DEI lens.

These two "tipping point" discussions are co-joined with ongoing discussions by our volunteers and our regulatory colleagues in other disciplines. In various forums we are addressing historically complex issues, from assessing DEI impediments to articulating elements of legal "incidental practice" in the overlap between the disciplines of architecture, engineering, interior design, and landscape architecture, as well as revisiting the definition of responsible charge/responsible control in today's environment of blended teams and delegated duties.


Arguably, the focus on the value of licensure from the legislative perspective and the social perspective is requiring both a reckoning and a re-evaluation. We are already working with our regulatory colleagues to refine our message regarding the relationship between rigor and public protection. At the same time, we are pursuing a more contemporary and defensible approach to how regulation works and why regulation matters. Our recent history of embracing alternative paths with measurable steps, streamlining our product delivery, sharpening our advocacy skills, delivering influential data, diversifying our volunteer pool, pursuing new collaborations, and providing remote options to examination provides momentum to go further.

In the coming months, practitioners and other key stakeholders will be invited to contribute more feedback through our Analysis of Practice, which you can learn more about on the [study's website](#). By hearing from a deep and diverse sample of the profession and those who work with them, we will be better equipped and more highly sensitized to keep pace with our changing world.

With best wishes,



Michael Armstrong
Chief Executive Officer



CEO Armstrong presented to architecture students and educators during the September Interschool Design Competition, which NCARB has sponsored since 2017.

CEO ENGAGEMENTS

- September Executive Committee and Board of Directors Meetings
- Think Tank and Re-Think Tank Meetings
- Federation of Associations of Regulatory Boards (FARB) Regulatory Law Seminar
- FARB Executive Board
- 2021 Interschool Design Competition

CEO OUTREACH

- Inter-organizational Council on Regulation (ICOR) CEOs Meeting
- ICOR Staff Summit

COLLATERAL ENGAGEMENTS

- NCARB/American Institute of Architecture Students (AIAS) Quarterly Staff Meeting
- Six Architectural Collateral Executives Meeting
- NCARB/National Architectural Accrediting Board (NAAB) Quarterly Staff Meeting

SEPTEMBER OUTREACH

VIRTUAL UNIVERSITY PRESENTATIONS

- Hobart and William Smith Colleges | September 3
- Kent State University | September 9
- Florida A&M University | September 10
- Yale School of Architecture | September 14
- University of Minnesota | September 15

VIRTUAL AMERICAN INSTITUTE OF ARCHITECTS (AIA)/PROFESSIONAL PRESENTATIONS

- AIA Pittsburgh + AIA Pennsylvania | September 15
- AIA Arizona | September 23
- Young Architects Forum – St. Louis | September 28

AIA/PROFESSIONAL CONFERENCES

- AIA Western Mountain Region Conference – Albuquerque | September 29 – October 2

UPCOMING OUTREACH

VIRTUAL UNIVERSITY PRESENTATIONS

- Howard University | October 4
- University of Utah | October 8
- Tulane University | October 19
- California Polytechnic State University, San Luis Obispo | October 20
- University of Miami | October 22

AIA/PROFESSIONAL CONFERENCES

- Texas Annual Conference + Design Expo – San Antonio | October 7 – 8

VIRTUAL AIA/PROFESSIONAL CONFERENCES

- National Organization of Minority Architects (NOMA) Homecoming Convention 50 Year Anniversary | October 22 – 23

ORGANIZATIONAL DEVELOPMENT AND OFFICE LIFE

- The staff-led Inclusion/Diversity/Equity/Agility (IDEA) group is finalizing its action plan and migrating into four advisory teams to provide a focus on staff work through a DEI lens.

SENIOR OFFICER, BOARD OF DIRECTORS, AND EXECUTIVE OFFICE ENGAGEMENT

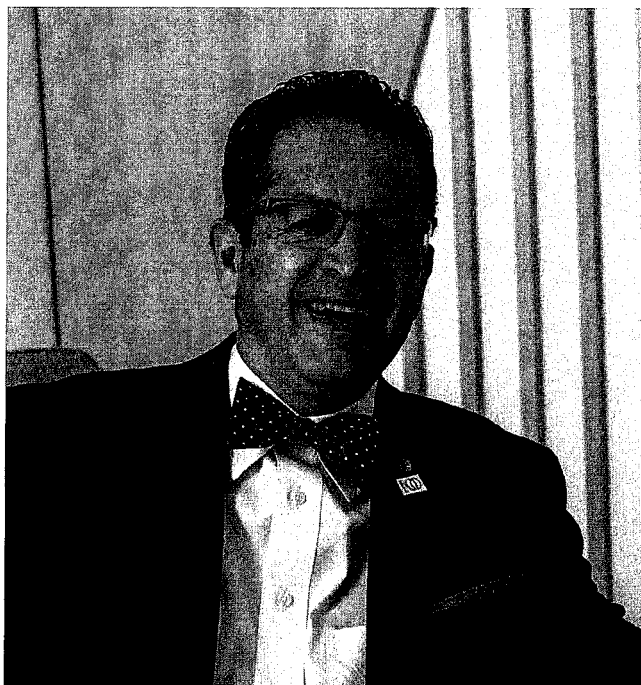
- President Alfred Vidaurri Jr., NCARB, NOMA, FAIA, has been invited to a series of engagements in his home state of Texas to fortify the relationship between NCARB, Texas architects, and licensure candidates—including virtual meetings with Texas Society of Architects (TxA) leaders, local AIA components, and chapters representing the Latino community. Additionally, he was recently profiled by *Texas Architect* magazine.

Voices

Q&A with Alfred Vidaurri Jr., FAIA, NOMA

In June of this year, Alfred Vidaurri Jr., FAIA, NOMA, became the president of the National Council of Architectural Registration Boards (NCARB). Vidaurri is a vice president of Freese and Nichols, an engineering, planning, and consulting firm with several offices throughout the southern United States. He is a graduate of The University of Texas at Arlington's Master of Architecture program and lives and works in Fort Worth. Texas Architect Interim Editor Brantley Hightower, AIA, recently spoke with Vidaurri about the profession and the role NCARB plays in the path to licensure for emerging professionals. The following transcript has been edited for clarity and length.

Brantley Hightower, AIA: First of all, congratulations on becoming president of NCARB. You are the first Latino president in the organization's history, which on the one hand is a great honor, but on the other hand speaks to some of the

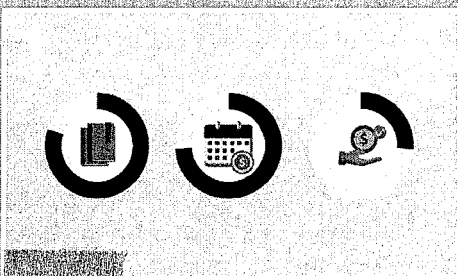


Alfred Vidaurri Jr. became the president of NCARB in June.

President Vidaurri was featured in the September/October issue of *Texas Architect* magazine.

NCARB IN ACTION

KEEP UP WITH WHAT'S NEW



NCARB IN THE NEWS

- **New York Times:** [Does Building Better Jails Go Far Enough?](#)
- **Texas Architect:** [Q&A With Alfred Vidaurri Jr.](#)
- **Architect Magazine:** [NOMA and NCARB Examine Striking Inequalities in ARE Pass Rates](#)
- **Architect's Newspaper:** [NCARB and NOMA's report spotlights exam-related disparities](#)

NCARB PRESS

- [NCARB and NOMA Report Reveals Significant Exam-Related Disparities](#)
- [In Memoriam: C. William "Bill" Bevins](#)

TOP BLOG POSTS

- [Architect Spotlight: Alan Li](#)
- [Migrating to PSI—What Is and Is Not Changing](#)
- [2021 NCARB Scholars Explore the Future of Academia and Practice](#)
- [What is NCARB's Analysis of Practice?](#)

NCARB SOCIAL

THIS MONTH'S FEED



@architectmag

A recent report by [@NomaNational](#) and [@NCARB](#) found disparities for candidates of color and candidates over 40 years old related to the licensure exam.



@nsbaidrd

We're learning about the migration to PSI for the ARE 5.0. Missed the live webinar? You can catch it on the [@NCARB](#) YouTube channel later. As always, you can also contact the board with your questions.



@BldngEnclosure

As part of a series of reports regarding attrition from the licensure path by underrepresented groups, [@NCARB](#) and [@NOMAnational](#) released their report focused on examination <https://t.co/PIDjlgHArM>



@liraluis

Just renewed my [@NCARB](#) Certificate because: 1) it shows clients or employers that you meet USA national standards 2) want to use "NCARB" credential that my clients recognize.



@merlo_merl0

It's been a long journey to get here. First a bachelor's, then a master's, then 6 board exams. Finally becoming a licensed architect has been the greatest accomplishment of my life.

JOIN THE CONVERSATION ON
SOCIAL MEDIA!



DEPARTMENT UPDATES

Learn about the projects, collaborations, initiatives, and events that NCARB's various teams have accomplished or focused on this month.

ADMINISTRATION

- Launched the financial audit for FY21. Results will be presented to the Board of Directors later this fall.

COUNCIL RELATIONS

- Presented updates from the recently revised NCARB *Model Law and Regulations* to the Delaware Board of Architects.
- Accompanied Region 4 Director John Rademacher, AIA, NCARB, at the International Code Council (ICC) Conference in Pittsburgh.
- Attended the Council of Landscape Architectural Registration Boards (CLARB) Annual Meeting virtually.
- Participated in an ICOR staff summit to discuss areas of collaboration.
- Attended a FARB Regulatory Law Seminar in Nashville.



Members of the FY22 Incidental Practice Task Force met virtually in September, and explored potential regulatory challenges and opportunities.

CUSTOMER RELATIONS

- Collaborated with Examination and Information Systems teams to develop scenarios to test systems integration with new exam vendor, PSI.
- Research underway for enhanced customer service resources.
- Conducting team training on upcoming PSI migration and enhanced accommodations support.
- Collaborating with Experience + Education and Council Relations teams on the draft UK mutual recognition agreement.
- Implementing improved process for document/image storage and retrieval to support transmittals to Member Boards for licensure applications.

DATA AND INNOVATION

- Exploring usage and engagement patterns in the online ARE 5.0 Community.
- Continued the work with consultant data to identify significant factors on the path to licensure.
- Completed the data migration for North Dakota's landscape architects to the NCARB Licensing System.
- Led "Sunshine Sessions" with the two remaining Customer Relations teams in the continued pursuit of emphasizing learning and encouraging experimentation.
- Conducted problem understanding and deconstruction exercises with the Education and Experience committees in support of their parallel charge.

EXAMINATION

- In collaboration with departments across the Council, completed final preparation for internal User Acceptance Testing (UAT) of the new multi-vendor integration for future delivery with PSI. UAT will be completed throughout the next month.
- Completed testing of software updates to Prometric's ProProctor software to improve the candidate experience with online testing.
- Facilitated a Responsible Charge Task Force conversation with an attorney specializing in construction litigation and arbitration.
- Forms Assembly Subcommittee continues their homework assignments, reviewing items for forms that will launch with the migration to PSI.
- Item Development work groups began meeting to review homework of newly drafted items. In addition, new item assignments are underway.

EXPERIENCE + EDUCATION

- In collaboration with the Innovation team, facilitated virtual meetings for both the Experience and Education committees to start the discussions around concepts for future licensure models.
- Collaborating with Marketing & Communications (M&C) and Examination, facilitated the virtual Think Tank and Re-Think Tank meetings to hear feedback on NCARB programs and the licensure path. M&C introduced the *Baseline on Belonging* and *NCARB by the Numbers* data.
- Assistant Vice President Jeremy Fretts, AIA, NCARB, served as a juror for the Interschool Design Competition, involving six greater DC-area architecture programs, and sponsored by NCARB.



Members of the FY22 Experience Committee met virtually in September.

INFORMATION SYSTEMS

- Completed the first iteration of the document management feature in NCARB's Licensing System software available to Member Boards via subscription.
- Integrated NCARB's disciplinary database with the Licensing System.
- Completed the multi-profession module within the expanded Licensing System version supporting both architects and landscape architects.
- Automated reminders to Asia-Pacific Economic Cooperation (APEC) members for renewals, keeping up-to-date information about each member.
- Implemented a new system for contract management to simplify and organize the contract submission workflow. Includes automated reminders of upcoming renewals, which also integrates with internal document management system.
- Finalized exam scheduler for UAT with PSI.
- Built out staging environment for PSI UAT, integrated with My NCARB.
- Began redesigning "create an account" and "establish a Record" user flows for My NCARB.

INTERNATIONAL

- Participated in the virtual meeting of the APEC Architect Council. Plans were shared for the upcoming virtual International Conference of Architects and the APEC Architect Central Council Meeting to be held in October.



Harry Falconer and Patricia Ramallo represent NCARB during the APEC Architect Council Meeting.

MARKETING & COMMUNICATIONS

- Released the second in-depth Baseline on Belonging report with NOMA, which highlights how demographic factors impact exam performance. The executive summary and full report are available online.
- In collaboration with the Examination team, shared updates about the 2022 migration to PSI test centers with customers and Member Boards. Also hosted an NCARB Live webinar, which had over 560 unique attendees. Behind the scenes, members from the Examination, Customer Relations, and Marketing & Communications teams were able to answer nearly 200 customer questions.
- Supported the 2021 Interschool Design Competition, which brings together architecture students from six local programs in DC, Maryland, and Virginia.

NCARB has sponsored this initiative since 2017, and participating students receive a complimentary NCARB Record for one year.

- With the Experience + Education, Examination, and Innovation teams, facilitated the second Think Tank and Re-Think Tank meeting. Members provided feedback on the Licensing Advisors Summit and brainstormed solutions to common challenges along the licensure path.
- Launched and promoted two Analysis of Practice surveys, and continued to work with our consultant on data analysis and prepping for future surveys.
- Conducted several interviews with leadership and NCARB employees for the FY21 Annual Report.



CEO Armstrong joined members of the Think Tank and Re-Think Tank for their September meeting.

Patterson, Kathryn

From: Alison at CLARB <aswanger@clarb.org>
Sent: Friday, October 22, 2021 9:15 AM
To: Patterson, Kathryn
Subject: [EXT] Recent Changes to CLARB's Council Record

Click [here](#) if you are having trouble viewing this message.

CLARB

Council of Landscape Architectural Registration Boards

Recent Council Record Changes

CLARB recently made changes to the Council Record as part of our ongoing Rethink Regulation initiative. Council Record Holders (candidates and licensees) were notified of these changes with time to make any updates prior to these changes going into effect.

As a CLARB member, please review the following information sent to all Council Record Holders so you can be aware of these changes as well. Please note the professional reference transition plan dates as this will continue through 2022. If your board accepts or requires professional references, [a template](#) has been created for your distribution to assist you during this transition.

If you have any questions about these changes or the template, please email [Morgan Parker](#).

Why are changes being made? In 2017, CLARB kicked off a project to “Rethink Regulation” – one where we can work to remove friction and barriers in the licensure journey to create a more seamless experience for licensure applicants. Through research and surveys, this project has brought us to evaluate processes, procedures, and policies.

This research led to key changes within the Council Record. Specific aspects of the application process that quickly became top issues we have worked to address included minimizing duplication and redundancy of paperwork, reducing bias, and including military status. As a result, we have revamped sections of the Council Record to align with the core requirements of CLARB's member boards (your jurisdiction's licensure/registration board) to develop a smoother application process when you transmit your Council Record.

What are the changes? The following Council Record changes went into effect on October 4, 2021:

Professional References (transition)

- Professional references are being transitioned out of the Council Record and can no longer be added.
- All professional references added prior to October 4, 2021 which are not yet verified must be verified prior to December 31, 2021.
- As of September 30, 2022, references will no longer be sent to licensure boards with a transmitted Council Record.

Registration Incidents (new)

- To align with the requirements of all licensure/registration boards, the Council Record has a new section called "Registration Incidents." This is where you will be able to input details related to disciplinary history and lapse or withdrawal of license. If none of these apply to you, there is no action needed!

Additional Questions (new)

- In "My Profile," to help facilitate mobility for military licensees, we are now asking for "Military Status" under the "Additional Information" section. If this does not apply to you, there is an option to select "N/A" as this is a required field.
- Each Council Record transmittal will include a unique identifier, currently known as the "candidate ID."

We are excited to update the Council Record to better serve you through your application process on your path to licensure. On October 6, 2021, CLARB hosted a webcast to walk through the previously announced changes to the Council Record and answer questions from our community. [Click here](#) to watch the webcast recording.

As always, CLARB is available to support you and your licensure needs. You may [contact us](#) via [email](#), [phone](#), or social media (@CLARBHQ) Monday – Friday, 9 a.m. – 5 p.m. Eastern time.



Council of Landscape Architectural Registration Boards (CLARB)
1840 Michael Faraday Drive, Suite 200, Reston, Virginia 20190

Patterson, Kathryn

From: NCARB <customerservice@ncarb.org>
Sent: Tuesday, October 5, 2021 1:03 PM
To: Patterson, Kathryn
Subject: [EXT] ARE Update: Prometric ProProctor Software Update

ARE update

In this issue: Prometric's update to the ProProctor online exam software and tips to improve your online testing experience—including advice from a licensure candidate!

Prometric ProProctor Software Update

Prometric is releasing an update to their online exam delivery software, ProProctor, as part of their ongoing effort to address technical issues in online exams. The update includes:

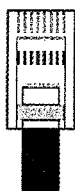
- Easier to find tech support contact information—it will now be in the top menu bar
- New zoom in/out functionality to increase the size of text and images
- Improved internet reconnection ability following short lapses of connectivity

The ProProctor update will not impact the exam delivery format or tools available to candidates while testing. Implementation of the software is planned to take place the evening of October 7 when no candidates are scheduled to test.

If you have previously taken an online-proctored exam with Prometric and already have the ProProctor software on your computer, you will be prompted by Prometric to download the updated version before you can launch your exam. Follow the prompts to check in and begin your exam.

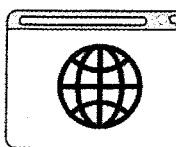
Online Testing Tips

Here are some things you can do to improve your online testing experience:



1. Connect Via Ethernet, Not Wi-Fi

Connect to the internet via ethernet and limit other uses of your bandwidth during your appointment. After establishing an ethernet connection, disconnect your Wi-Fi to ensure your computer maintains an ethernet connection throughout your exam.



2. Close All Computer Applications

Having other applications running in the background when testing through ProProctor will impact the performance of the exam software. Make sure you close all applications prior to testing.



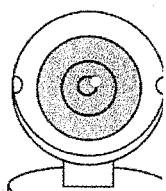
3. Adjust Your Network and Computer Security Settings

ProProctor accesses your computer, including your camera and microphone, which may be identified as a security threat by your system. Prior to your exam, **adjust or disable the security and antivirus settings on your computer, router, and those set through your internet service provider (ISP)** to ensure ProProctor is not blocked throughout your appointment. If you're unsure how to check your ISP security settings, reach out to your provider directly.



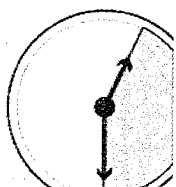
4. Disable Your Virtual Private Network (VPN)

Connecting your computer through a VPN will limit performance of the exam delivery software and may cause ProProctor to block your access completely, so you'll need to disable it prior to your exam. Reach out to your company's IT support team for assistance on identifying your VPN and disabling it.



5. Make Sure Your Webcam Uses Autofocus

As part of the check-in process, Prometric will confirm your ID via your webcam. If your webcam isn't able to autofocus, reading the text on your ID can be difficult or even impossible, and you may not be able to finish your security check.



6. Schedule Your Free 30-Minute Test Run Appointment

The test run will help you identify potential technical problems with your online testing setup or testing space prior to your exam. You should schedule your test run at least one week in advance of your actual ARE appointment and have the space prepared just as you will on test day.

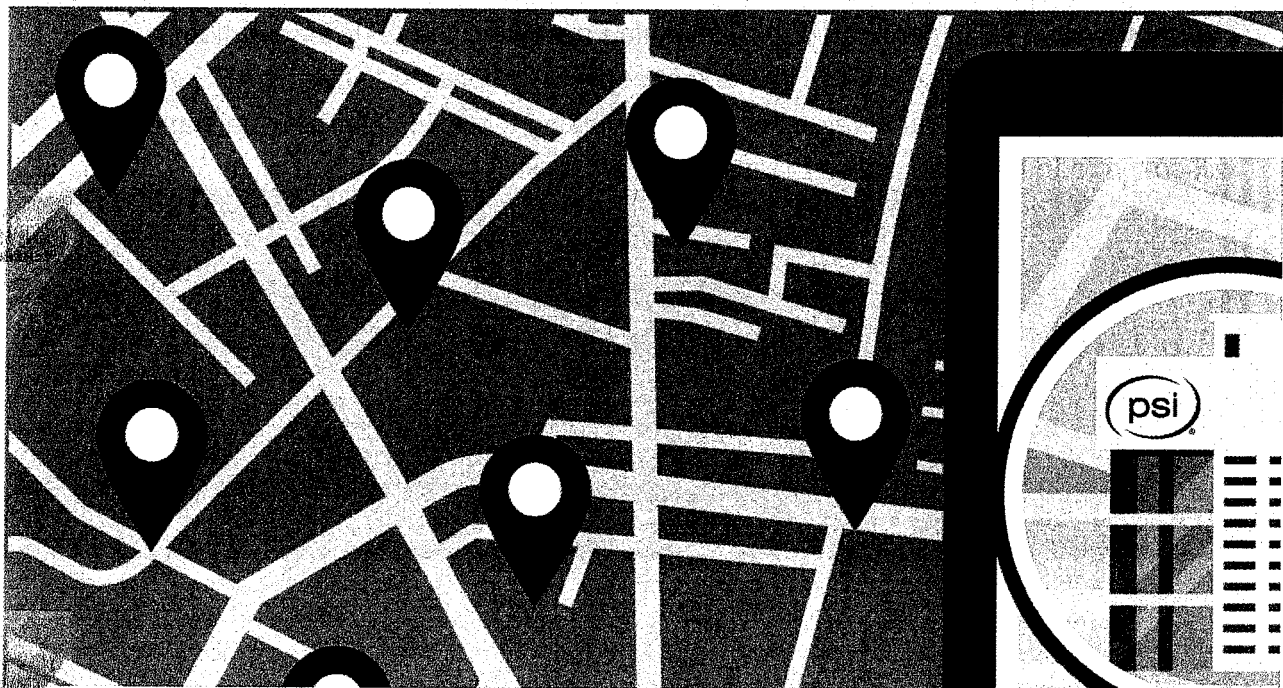
Plus, read our [latest blog post](#) from licensure candidate Evan Berger, who's taken the exam through both on-site and online testing methods. Evan provides advice to help you decide which method is best for you, plus tips on troubleshooting your online-proctored exam in advance.

Patterson, Kathryn

From: NCARB <customerservice@ncarb.org>
Sent: Thursday, October 14, 2021 8:33 AM
To: Patterson, Kathryn
Subject: [EXT] ARE Update: Find Your Local PSI Test Center

ARE update

In this issue: How to find your local PSI test center and what to expect regarding testing locations.



Ready to find out where your new test center will be once the Architect Registration Examination® (ARE®) migrates to PSI? You can now view an initial list of locations that will offer the ARE.

[Find Your Test Center](#)

As you view this list, please keep in mind:

Not all test centers are run by PSI. PSI collaborates with a network of independently operated test centers providing you more testing opportunities—this is why conducting an online search for PSI test centers may not show you all available options. All test centers that offer the ARE meet NCARB and PSI's onsite exam delivery standards.

Most jurisdictions have more test centers with PSI than with Prometric. All but two U.S. states and territories will have equal to or more locations than are currently available. Candidates will continue to have the ability to test online with PSI.

NCARB and PSI are still adding new test centers. This list is provided as an early resource to help you begin to understand the location of test centers that will be available when delivery of the ARE migrates to PSI. **Specific locations are subject to change** as additional locations become available or specific locations within cities relocate.

Once NCARB migrates to PSI, you'll be able to search for local test centers that offer the ARE when scheduling an exam. To ensure that you always have the most up-to-date information, the PDF list of test centers will not be available after the migration, and the information on any downloaded versions of the PDF list will be considered out-of-date.

International delivery will continue in all countries where the ARE is currently delivered. NCARB is committed to maintaining access to the ARE for candidates pursuing careers abroad. PSI will have test center locations that support ARE delivery in all countries where candidates are currently taking the ARE. International candidates will continue to have the option to test online with PSI.

National Council of Architectural Registration Boards

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Washington, DC, 20005



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enmm

Patterson, Kathryn

From: NCARB <customerservice@ncarb.org>
Sent: Tuesday, October 19, 2021 12:04 PM
To: Patterson, Kathryn
Subject: [EXT] ARE Update: Tech Issue Update and Prometric Policy Reminder

ARE update

NCARB

In this issue: A reminder of Prometric's COVID-19 policies and recent software update, plus NCARB's progress addressing technical issues.

Prometric COVID-19 Policies

Prometric follows state and regional mandates to set COVID-19 policies at their individual test centers. You can view a list of test centers that currently require proof of vaccination in order to test on [Prometric's website](#).

In addition, Prometric requires all individuals at their testing centers to wear an approved face covering for the duration of their time at the location, including test takers and test center staff, regardless of local policies. If you are not in compliance with this policy, you will not be allowed to sit for your scheduled appointment, will be marked as a no-show for the appointment, and will not receive a refund.

ProProctor Software Update

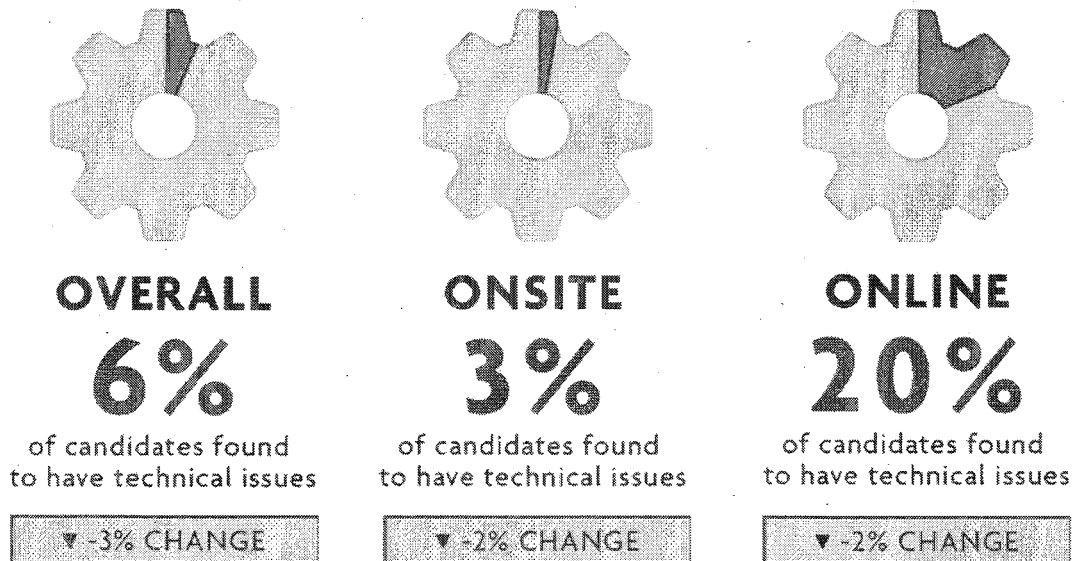
Prometric recently released an update to their online exam delivery software, ProProctor, as part of their ongoing effort to address technical issues in online exams. The update includes:

- Easier to find tech support contact information—it is now in the top menu bar
- New zoom in/out functionality to increase the size of text and images
- Improved internet reconnection ability following short lapses of connectivity

Learn more about the [update](#).

Technical Issues Improve Across Both Delivery Modes

NCARB and our test delivery partners, Prometric and Zoomorphix, continue to address technical issues for both in-person and online exams. The overall proportion of candidates reporting tech issues has declined and is now 6 percent. Online tech issues have also declined and are being reported by 20 percent of candidates. We anticipate that online tech issues will continue to decline as candidates begin testing using the updated ProProctor software. Approximately 19 percent of all exams are delivered online.



Most technical issues for online testers are caused by short lapses in internet connectivity from an online tester's service provider. Make sure your internet service can support a consistent stable connection throughout the duration of your examination appointment. If you are testing online, be sure to follow all recommended guidance—including disabling all antivirus and internet security applications—prior to launching your ARE appointment. [Learn more about the dos and don'ts for taking ARE 5.0 online.](#)

Before testing, take a free [test run](#) appointment that allows you to verify your online proctoring setup, including your testing environment, meets the necessary Prometric requirements.

If you experience a technical issue, immediately notify your proctor and then [contact NCARB](#) within 15 days. Remember, if you're unable to complete the exam due to a major technical issue, we will work with you to reschedule the division at no cost.

PDH AUDIT REPORT
For November 19, 2021
BOARD MEETING

13 audits reviewed at each Board Meeting
Mailed letter to licensee – October 15, 2021
DEADLINE TO RECEIVE INFORMATION IS November 15, 2021

Name	Prof	Sent 1st letter need audit records	Sent email reminder – need audit records	Rcvd audit records
Blanchett, Mia	AR	10/15/2021		8/31/2021
Everson, David R.	PE	10/15/2021	11/08/2021	11/09/2021
Farley, LeRoy Wayne	LS	10/15/2021		10/27/2021
Friedl, Addam Anthony	PE	10/15/2021	11/08/2021	10/09/2021
Hawks, Richard B. Jr.	AR	10/15/2021		10/02/2021
Howard, Eric Dean	LS	10/15/2021		11/10/2021
Janis, Jeffrey Lloyd	LS	10/15/2021		10/19/2021
Job, Victoria Denise	PE	10/15/2021		11/01/2021
Loest, Gregory Woodrow	PE	10/15/2021		10/20/2021
Rausch, Peter Paul	PE	10/15/2021		11/04/2021
Reisenauer, Scott Charles	PE	10/15/2021		10/27/2021
Schmitz, Robert Joseph	AR	10/15/2021		10/20/2021
Schumacher, Scott C.	A	10/15/2021	11/09/2021	

PDH AUDIT REPORT
PENDING FROM PREVIOUS BOARD MEETING(S)
For November 19, 2021
BOARD MEETING

Name	Prof	Sent 1st letter (or email) need audit records	<u>Rcvd Audit Record</u>	Board NOT approved	Sent 2nd letter – need audit records	<u>Rcvd Audit Record</u>	Board NOT approve	Sent 3rd letter – need audit record	Rcvd Audit Record
Sieh, Patricia Dawn	PE	08/11/21		09/17/21	09/21/21	09/25/21			
Solitto, Michael William	LS	08/11/21	09/09/21	09/17/21	09/22/21	09/30/21			

Legend:

has until _____ to provide additional info

&&&& has until _____ to correct deficiency

***** No Response received

Board Meeting Examinee Report*Examinees Passed FE Exam*

Meeting Date: November 19, 2021

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Name	Certificate #	Exam
Nesterenko, Daniel	E-13104	FE
Litka, Aaron David	E-13105	FE
Brown, Parker	E-13106	FE
Pump, Justin Matthew	E-13107	FE
Benson, Hayley Mikah	E-13108	FE

Board Meeting Examinee Report*PE Examinees Passed PE Exam*

Meeting Date: November 19, 2021

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Name	License #	Exam
Bliese, Kevin	15458	Fire Protection
Duhacek, Brian James	15459	Fire Protection
Fawcett, Kayla	15456	Environmental
Hedman, Jacob Peter	15457	Environmental
Penney, Bradley James	15458	Electrical and Computer Electronics, Controls & Communication

Board Meeting Examinee Report

FE Examinees For Approval

Meeting Date: November 19, 2021

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Name	Exam
Ahmed, Fahbia	FE
Ames, Garrett	FE
Avery, Christian Daniel	FE
Bass, Trenton Jeffrey	FE
Bauer, Elizabeth Rebekah	FE
Benson, Blake Andrew	FE
Berden, Ian John	FE
Bin Kalana, Mohd Quadyarizwan	FE
Boeke, Emma Lynn	FE
Bolt, David	FE
Brandsrud, Spencer James	FE
Breuckman, Thomas Joseph	FE
Brumels, David Alan	FE
Buck, Dalton C.	FE
Buhrman, James Patrick	FE
Buyse, Jacob Daniel	FE
Christensen, Joshua Daniel	FE
Cleveland, Collin James	FE
Creese, Thomas Callahan	FE
Dahle, Joy	FE
Daly, Parker James	FE
Dergan, Bailey Christine	FE
Diab, Majed Jafar	FE
Deitz, Coleton Thomas	FE
Diersen, Benjamin Porter	FE
Dulas, Dylan Lee	FE
Eis, Jayden Dallmann	FE

Name	Exam
Eldredge, Trevour Dean	FE
Ellis, Grant James	FE
Erickson, Bryce	FE
Fast, Aaron	FE
Ferrie, Sydney	FE
Fick, Ryan Carl	FE
Ford, Quincy Cooper	FE
Fryberger, Emory	FE
Fuerst, Wylie Robert	FE
Goepferich, Jaron Anthony	FE
Good, Shane	FE
Grengs, Kasen Ryan	FE
Grone, Ty James	FE
Gruetzmacher, Jonathan Frederick	FE
Hagen, Samuel James	FE
Hanson, Danielle Nichole	FE
Hanson, Kody	FE
Hartmann, Ethan Daryl	FE
Heier, David Edward	FE
Hensch, Skylor Maurice	FE
Hindieh, Seif Bashar	FE
Hohn, Alec Bradley	FE
Horsley, Logan Robert	FE
Howard, Bryce	FE
Iverson, Blake William	FE
Kellen, James	FE
Keller, Braden Ward	FE

Board Meeting Examinee Report*FE Examinees For Approval*

Meeting Date: November 19, 2021

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Name	Exam
Kirby, Parker	FE
Kirkpatrick, Spencer	FE
Kloker, Jae JaRyn	FE
Knollenberg, Tyson David	FE
Koester, Jack Carlton	FE
Kramer, Jesse Alan	FE
Krantz, Nicholas Isaac	FE
Krause, Dwight Christian	FE
Kuta, Joe	FE
Lange, Ethan	FE
Larson, Adrianna Marie	FE
Linde, Michael Benjamin	FE
Lohsandt, Austin	FE
Lucht, Jordan Joseph	FE
Maag, Brandon Jeffery	FE
Mazan, Ludmila	FE
Mentele, Christopher Jacob	FE
Meyer, Erela Rachael	FE
Mingo, Madison	FE
Minor, Shane Lance	FE
Monroe, Tony C. Jr.	FE
Mundt, Jonathon Roy	FE
Newman, Brianna Clara	FE
Olbertson, Trystan John	FE
Olson, Eric Douglas	FE
Penaloza Valencia, Roberto Carlos	FE
Peterson, Jessica Ann	FE

Name	Exam
Pierce, Alexis	FE
Plutowski, James Donald	FE
Quamen, Joshua Kirby	FE
Qurashi Prantho, Nowshad Ilias	FE
Rakowicz, Mason Jeremy	FE
Ransbeeharry, Lavish	FE
Reese, Ethan	FE
Ricard, Weston Dean	FE
Rotherham, Jill	FE
Sherrer, Naomi Loy	FE
Schmidt, Michael	FE
Schroeder, Halen Dawn	FE
Stone, Megan Terese	FE
Strong, Casey	FE
Sudbeck, Nicholas Joseph	FE
Sweetman, Kelvin Michael	FE
Tasneem, Hamza	FE
Thomas, Brandon	FE
Thompson, Luke Joseph	FE
Tourtillott, Theresa	FE
Vargo, John Marek	FE
Walhof, Trajan Scott	FE
Walker, Kasten Eugene	FE
Wiese, Tanner Daniel	FE
Willett, Chandler Nicholas	FE
Wootton, Austin James	FE

Board Meeting Examinee Report*License by Exam*

Meeting Date: November 19, 2021

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Name	City	State	Profession	License #
Brown, Marshall Scott	Pierre	SD	R	
Ricke, Jacob Michael	Sioux Falls	SD	AR	15461
Skrovig, Brian	Fairfield	CT	AR	15462

Board Meeting Comity Report*Individuals by Comity – Licensed*

Meeting Date: November 19, 2021

Page 1 of 5

Name	City	State	Profession	License #
Bryan, Travis C.	Highlands Ranch	CO	AR	15463
Garner, Todd	Des Moines	IA	AR	15464
Genzlinger, Kevin Dean	Mitchell	SD	AR	15465
Herrman, Joshua	Wichita	KS	AR	15466
Hickman, Timothy Roy	Des Moines	IA	AR	15467
Hollenbaugh, Michele Elizabeth	Tempe	AZ	AR	15468
Luna, Juan Gabriel	Evergreen	CO	AR	9414
Martin, Laurel Rose	Deltona	FL	AR	15469
Metson, Derek	Oregon City	OR	AR	15544
Naujokas, Nicholas	Fargo	ND	AR	15470
Ricciuti, Anthony	Amherstburg	ON	AR	15471
Riley, Joseph Michael	Averill Park	NY	AR	15472
Stuhldreier, Peter Michael	Rochester	MI	AR	15473
Van Tine, Kenneth R.	Brighton	MI	AR	15543
Wilmes, Thomas Edward	Lexington	KY	AR	15474
Name	City	State	Profession	License #
McKinney, Samantha Joy	Plymouth	MN	LA	15475
Name	City	State	Profession	License #
Augustini, George Anthony	Parker	CO	PE	15476
Benjamin, Roger Alan	Hebron	KY	PE	15477
Bowlin, Ronald Eugene	Mount Pleasant	IA	PE	15478
Boyer, Brenton	Fort Collins	CO	PE	15479
Boyko, Heather	Eagan	MN	PE	15480

Board Meeting Comity Report*Individuals by Comity – Licensed*

Meeting Date: November 19, 2021

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Name	City	State	Profession	License #
Bray, Jesse	Arvada	CO	PE	15481
Briggeman, Erin R.	Leawood	KS	PE	15482
Brown, Dallas Vincent	Surprise	AZ	PE	15483
Burgoon, Justin Eugene	Linwood	KS	PE	15484
Cheruiyot, Stephen	Rosemount	MN	PE	15485
Christoff, Jason	Westerville	OH	PE	15486
Colecchia, Mario	Gilbert	AZ	PE	15487
Cox, Michael Alan	Houston	TX	PE	15488
Cribbs, Ronald A.	Gumming	GA	PE	15489
Cruse, Christopher James	Altoona	IA	PE	15490
Derickson, Eric	Saint Helena	NE	PE	15491
Duffy, Lawrence Joseph	Lebanon	PA	PE	15492
Ells, Erin Arthur	Pine	CO	PE	15493
Federenko, Tatyana	Houston	TX	PE	15494
Fisher, Paul	Omaha	NE	PE	15495
Franks, James Edward	Bellevue	NE	PE	15496
Ghimire, Jagannath	Katy	TX	PE	15497
Greathouse, Joseph B.	Downers Grove	IL	PE	15498
Hassinan, Debra	Phoenix	AZ	PE	15499
Hauck, Trevor	Bismarck	ND	PE	15500
Hokanson, David Paul	Hermantown	MN	PE	15501
Holt, William	Raleigh	NC	PE	15502

Board Meeting Comity Report*Individuals by Comity – Licensed*

Meeting Date: November 19, 2021

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Name	City	State	Profession	License #
Hussak, Matthew Edward	Canonsburg	PA	PE	15503
Jackson, Samuel Paul	Noblesville	IN	PE	15504
Jensen, Richard David	Centerville	UT	PE	15505
Jensen, Tyler Adam	Omaha	NE	PE	15506
Johnson, Nicholas	Indianola	IA	PE	15507
Kelly, Jacob Robert	Berea	OH	PE	15508
Khan, Osama Habib	Farmington	MN	PE	15509
Kimball, Daniel Dale	Independence	IA	PE	15511
Koch, Aaron	Denver	CO	PE	15510
Kramer, Elizabeth Rita	Mission Viejo	CA	PE	15512
Kulbaga, John	Brunswick	OH	PE	15513
LaVigne, Erin Celeste	Saint Paul	MN	PE	15514
Meagher, Charles	Glen Ellyn	IL	PE	15515
Medlock, Dylan	Lawrence	KS	PE	15516
Meyer, Kerry C.	Milwaukee	WI	PE	15517
Millemon, Kyle William	Sandy Springs	GA	PE	15518
Montague, Henry D.	West Bloomfield	MI	PE	15519
Morford, Samantha	Malvern	PA	PE	15520
Norman, Tanya Lee	Decatur	GA	PE	15521
Nygren, Danielle Jeannette	Rogers	MN	PE	15522
Olivo, Charles Daniel	Rutherford	NJ	PE	15523
Origer, Daniel John	McCallsburg	IA	PE	15524

Board Meeting Comity Report*Individuals by Comity – Licensed*

Meeting Date: November 19, 2021

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Name	City	State	Profession	License #
Palan, Jared M.	Prairie Village	KS	PE	15525
Recknagel, Jonathan Gregory	Liberty Hill	TX	PE	15526
Riggs, Jason	Charlotte	NC	PE	15527
Rotert, Kelly E.	Stilwell	KS	PE	15528
Scharber, James	Eden Prairie	MN	PE	15529
Shreve, Gregory Dean	Belmont	MA	PE	15530
Sisk, John Glen	Arlington	TX	PE	15531
Sitzman, Benjamin Arthur	Lodi	WI	PE	15532
Smith, Joseph Michael	Harrisburg	NC	PE	15533
Steele, Sterling Brooks	Logan	UT	PE	15534
Tharp, Charles Gregory	Springfield	MO	PE	15535
Van De Riet, Michael Jon	St. Michael	MN	PE	15536
VanderLinden, Robert P.	Urbandale	IA	PE	15537
Wagner, Blake	Mandan	ND	PE	15538
Walleen, Casey James	West Fargo	ND	PE	15539
Walowsky, Scott	Lebanon	OH	PE	15540
Warboys, Jesse	Omaha	NE	PE	15541
Wible, Laura	Cranberry Township	PA	PE	15542

Board Meeting Comity Report*Individuals by Comity*

Meeting Date: November 19, 2021

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Name	City	State	Profession	Comment
Green, Erik Jonathan	Walla Walla	WA	LS	
Imus, Cevin C.	Gillette	WY	LS	
Kiefer, Simon	Weatherford	TX	LS	
Lichtenberg, Jeremy James	Elk Point	SD	LS	
Drewing, David Michael	Olathe	KS	PE	
French, Linda Dee	Chaska	MN	PE	
Maji, Gary	Denver	CO	PE	
Montazeri, Ehsan	Creve Coeur	MO	PE	
Phillips, Jonathan R.	Ponte Vedra	FL	PE	
Pik-Kell, Sean Patrick	Royal Oak	MI	PE	
Reilly, Thomas	Charlotte	VT	PE	
Shahin, Hesham	Houston	TX	PE	

Board Meeting Firm Report*For Business Licensed*

Meeting Date: November 19, 2021

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Company Name	City	State	Profession	License #
Brereton Architects	San Francisco	CA	AR	C-6973
BSI Engineering, LLC	Cincinnati	OH	PE	C-6200
Clayco Design & Engineering Inc.	St. Louis	MO	PE	C-8415
Crux Consulting LLC	Elkhorn	NE	PE	C-8416
David L. Lensen and Assoc. Engineering Inc.	Bountiful	UT	PE	C-8417
Designhaus LLC	Auburn Hills	MI	AR	C-8436
Environmental Solutions & Innovations, Inc.	Cincinnati	OH	PE	C-8418
Greenbox Architecture	Oregon City	OR	AR	C-8441
HCP Architects, LLP	Albany	NY	AR	C-8437
Hutton Corporation	Wichita	KS	AR	C-8438
inFORM studio, p.c.	Brighton	MI	AR	C-8414
JZW Architects, LLC	North Salt Lake	UT	AR	C-7370
Koontz Bryant Johnson Williams, Inc.	Henrico	VA	PE	C-8419
Lawrence Duffy	Lebanon	PA	PE	C-8420
LeMessurier Consultants Inc.	Boston	MA	PE	C-8421
Old Town Engineering, Inc.	New Philadelphia	OH	PE	C-8422
Permit Solutions, LLC	Lee's Summit	MO	PE	C-8423
Piartech Engineering LLC	Chesterfield	MO	PE	C-8424
Pond & Company, Inc.	Peachtree Corners	GA	PE	C-8425
Recknagel Engineering, LLC	Liberty Hill	TX	PE	C-8426
Red Bird Consulting	Pierre	SD	PE	C-8428
Resa Service, LLC	Houston	TX	PE	C-8427

Board Meeting Firm Report*For Business Licensed**Meeting Date: November 19, 2021*Page **2** of **3**

Company Name	City	State	Profession	License #
Rogue Architecture, Inc.	Denver	CO	AR	C-8439
Ronald A. Cribbs PE	Cumming	GA	PE	C-8429
RP Construction Services, Inc.	Monterey	CA	PE	C-8430
Sterling Steele	Logan	UT	PE	C-8431
Stonefield Engineering & Design	Rutherford	NJ	PE	C-8432
Superior Decks, Inc.	Hopkins	MN	PE	C-8433
T-Squared Engineering, Inc.	Springfield	MO	PE	C-8434
Wilmes & Associates	Lexington	KY	AR	C-8440
Worth Group Architects	Denver	CO	AR	C-6521
Yagla Engineering Services, Inc.	Huntsville	UT	PE	C-8435

Board Meeting Firm Report***For Business to Approve***

Meeting Date: November 19, 2021

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Company Name	City	State	Profession	License
3Ten Surveying, LLC	Elk Point	SD	LS	
Coastwise Fireguard	Chaska	MN	PE	
Kornerstone Land Surveying	Walla Walla	WA	LS	
Land Surveying Incorporated	Gillette	WY	LS	
PERC Engineering, LLC	Fort Worth	TX	LS	
Salem Engineering, Inc.	Charlotte	VT	PE	

Board Meeting Examinee Report*Second Review*

Meeting Date: November 19, 2021

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Name	City	State	Comments
Hertzog, Lukus	Princeton	MO	
Lindgren, Guro	Bozeman	MT	
Hoffacker, Gary Edwin	Martin	GA	
Keller, John David	Tulsa	OK	

**TRAVEL
MATRIX
BOARD MEMBERS
07/01/2021 through 12/31/2021**

DATES	MEETING	PLACE	BOARD NAME	PAID BY
08/18-21/2021	NCEES Annual Business Meeting	New Orleans, LA	Thingelstad, Peters, Callaghan	NCEES — 3 board members
09/22-24/2021	CLARB Annual Meeting	Phoenix, AZ or virtual	Virtual meeting — Tonya Olson to attend for Board	Board Funds

NCARB

National
Council of
Architectural
Registration
Boards

Alfred Vidaurri Jr., NCARB, NOMA, FAIA
President/Chair of the Board
Fort Worth, Texas

Bayliss Ward, NCARB, AIA
First Vice President/President-Elect
Bozeman, Montana

Jon Alan Baker, FAIA, NCARB, LEED AP
Second Vice President
San Diego, California

Kenneth R. Van Tine, AIA, NCARB, LEED AP
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Director, Region 2
Reading, Pennsylvania

Richard H. McNeel, AIA, NCARB, LEED AP
Director, Region 3
Jackson, Mississippi

John Patrick Rademacher, AIA, NCARB
Director, Region 4
Loveland, Ohio

David W. Hornbeek, AIA, NCARB
Director, Region 5
Edmond, Oklahoma

Sylvia Kwan, FAIA, LEED AP
Director, Region 6
San Francisco, California

Cathe M. Evans
Member Board Executive Director
Raleigh, North Carolina

Gary R. Ey, CDT
Public Director
Abingdon, Maryland

Michael J. Armstrong
Chief Executive Officer

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An Equal Opportunity Employer

September 10, 2021

Dear NCARB Member,

On behalf of the Board of Directors, thank you for participating in one of the recent listening sessions to gather your input on how NCARB can positively advance diversity, equity and inclusion.

I am pleased to report that 75 individuals representing 46 jurisdictions participated in the 10 sessions. We know these conversations can be difficult and that is also what makes them so important. The consulting firm that facilitated the sessions is preparing their summary of findings, which will be discussed at the NCARB Board meeting later this month.

I am personally invested in this effort and appreciate your time and thoughtful contributions. Please stay tuned to NCARB communications as we continue our journey to be a more diverse, inclusive, and equitable organization.

Sincerely,



Alfred Vidaurri Jr., NCARB, NOMA, FAIA
NCARB President

NCARB, in collaboration with licensing boards, facilitates the licensure and credentialing of architects to protect the health, safety, and welfare of the public.

Patterson, Kathryn

From: Governor of South Dakota
Sent: Friday, November 5, 2021 2:38 PM
Subject: Thanksgiving Plans

Happy Thanksgiving! I am so grateful for each and every one of you and your commitment to serving the people of South Dakota. To help you celebrate this wonderful holiday of gratefulness for our blessings, I have authorized the closing of state offices the day after Thanksgiving, November 26. I am directing BHR to grant administrative leave for this day. I pray you can spend this time surrounded by people you love.

Bryon and I are thankful for the opportunity to work with you all each day. God bless you!

Governor Noem