



MEETING MINUTES CALIFORNIA ARCHITECTS BOARD

February 24, 2023
Teleconference Meeting

ITEMS ARE PRESENTED IN THE ORDER THEY WERE DISCUSSED, AS SOME ITEMS WERE TAKEN OUT OF ORDER

A. CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF A QUORUM

On February 24, 2023, Board President Charles “Sonny” Ward called the meeting to order at 10:04 a.m. and Secretary Brett Gladstone called roll.

Board Members Present

Charles L. Ward III, President
Ronald Jones, Vice President
Malcolm “Brett” Gladstone, Secretary
Tian Feng
Mitra Kanaani
Sylvia Kwan
Ebony Lewis
Robert Pearman
Nilza Serrano

Six members of the Board present constitute a quorum. Nine members were present at the time of roll call; therefore, a quorum was established.

Guests Present

Jessica Wall, Administrative Law Judge
Anahita Crawford, Deputy Attorney General
Jodi Till, Court Reporter
Jacob Bunting, Petitioner
Erin Persky, National Organization of Minority Architects, San Diego Chapter
Jennifer Swedell, National Organization of Minority Architects, San Diego Chapter

Board Staff Present

Laura Zuniga, Executive Officer (EO)
Alicia Kroeger, Enforcement Manager
Jane Kreidler, Administrative Manager
Marcus Reinhardt, Examinations & Licensing Manager
Kim McDaniel, Regulations Manager
Trish Rodriguez, LATC Manager
Drew Liston, Board Liaison
Kourtney Nation, LATC

DCA Staff Present

Michael Kanotz, Board Counsel
Melissa Gear, Board and Bureau Relations
Harmony DeFilippo, Budget Analyst
Ann Fisher, SOLID Moderator
Trisha St. Claire, SOLID Co-Moderator
Bryce Penny, Office of Public Affairs

**B. PRESIDENT’S PROCEDURAL REMARKS AND BOARD MEMBER
INTRODUCTORY COMMENTS**

President Ward opened the meeting by stating the meeting is being webcast, and all motions and seconds will be repeated for the record and votes on motions will be taken by roll call.

PUBLIC COMMENT

There were no comments from the public.

C. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

There were no comments from the public.

**D. UPDATE ON THE DEPARTMENT OF CONSUMER AFFAIRS (DCA) – Melissa
Gear, Deputy Director, Board and Bureau Relations**

Melissa Gear provided the following DCA update:

- The Diversity, Equity, and Inclusion (DEI) Steering Committee (comprised of DCA Board and Bureau leadership) held its second meeting January 27 to establish the Committee’s Charter, discuss changes to the strategic planning process and develop a fact sheet. Additional resources will be forthcoming to implement the Governor’s Executive Order issued in September 2022 directing State departments to embed DEI into strategic plans. SOLID and the DEI Steering Committee will develop related questions for inclusion, an environmental scan survey, and a SWOT analysis. Sample objectives will also be available to assist boards and bureaus.
- There are two necessary board member trainings this year-- Sexual Harassment Prevention and Information Security Awareness training, (Information Security Awareness is not required for CAB Board members). Ms. Gear also reminded the Board members to file their annual Statement of Economic Interest (Form 700) by March 15, 2023. Additionally, Board members are required to file a Form 700 within 30 days of their appointment and when they leave the Board.

PUBLIC COMMENT

There were no comments from the public.

F. REVIEW AND POSSIBLE ACTION ON DECEMBER 9, 2022, BOARD MINUTES

Mr. Gladstone noted a discrepancy in one of his statements during a conversation about the Presentments Regulation. The minutes state the following: *Mr. Gladstone commented as a licensed attorney that he is required to put his number on all of his advertisement and presentations.* Mr. Gladstone said that he said the opposite. The correction was made.

Nilza Serrano moved to approve the December 9, 2022, minutes as amended.

Ron Jones seconded the motion.

PUBLIC COMMENT

There were no comments from the public.

Members Feng, Kanaani, Kwan, Lewis, Pearman, Jones, Serrano, Ward and Gladstone voted in favor of the motion. Motion passed 9-0.

G. BUDGET UPDATE FROM DCA BUDGET OFFICE, Harmony DeFilippo

Harmony DeFilippo, DCA Budget Analyst provided the following update:

- During 2021/22, cost increases were partially due to the Board's business modernization efforts. The Board is projected to spend approximately \$4,721,000 in 2022/23.
- The Board began 2021/22 with a fund balance of \$4,610,000 and collected \$4,371,000 in revenue. For 22/23, current year, the Board is projecting revenues at \$3,264,000. Costs are projected to increase due to business modernization. The Board already began taking action to rectify the structural imbalance by voting to approve increasing the initial and renewal license fees from \$300 to \$400 through the regulatory process.

Currently, there are no concerns with the fund, and as always, the Budget Office will continue to monitor and provide regular updates to the Board's EO.

PUBLIC COMMENT

There were no comments from the public.

H. HEARING ON PETITION FOR RESINSTATMENT OF LICENSE – JACOB

SLATER BUNTING

Former licensee, Jacob Slater Bunting, petitioned to get his license reinstated after being convicted of a crime substantially related to the duties of the profession. Board members asked questions and went into closed session to deliberate.

M. CLOSED SESSION (11:52pm)

The Board deliberated Jacob Slater Bunting's petition to reinstate his license.

RECONVENE OPEN SESSION (1:58pm)

A quorum was established with six members present: President Ward, Members Kanaani, Serrano, Kwan, Jones and Pearman.

J. EXECUTIVE OFFICERS REPORT

Laura Zuniga, Executive Officer, provided the quarterly EO Report and highlighted the following:

- The following agenda items have been postponed until the next meeting because of scheduling issues: Item E, NOMA Presentation; Item I, NCARB Update; and Item J1, Enforcement Presentation.
- Business Modernization is close to completion, and the User Acceptance testing phase is currently happening. The system should roll out in March. DCA will begin training our staff next month.
- The open Assistant EO position has been advertised and interviews will be held in March.
- Outreach continued for the new zero net carbon design continuing education requirement that became effective January 1, 2023. Information has been disseminated on social media, the *California Architects* newsletter, and sent to the licensee email list. In addition, LATC staff provided an overview of the importance of licensure and the examination process to 28 landscape architecture students at UC Davis.
- The retired license regulation is complete, and retired licenses are being issued. The Board has received a lot of interest, and the fee increase regulation was approved and will take effect July 1, 2023.
- Ms. Zuniga mentioned the ARE and CSE test results for the last quarter.
- Ms. Zuniga then displayed a chart with Common Violations for both CAB and LATC. Board Member Ron Jones asked if the violations track consistently

between the two Boards. Ms. Zuniga replied that a study has not been completed, and she would have more information at the next Board Meeting.

PUBLIC COMMENT

There were no comments from the Public

K. REGULATIONS UPDATE

Ms. Zuniga began by stating that Item K1 will be postponed until the next Board meeting. Ms. Zuniga turned the update over to Trish Rodriguez, LATC Program, Manager to discuss Title 16, division 26, article 1, section 2615. The regulatory proposal would allow candidates with an accredited landscape architect degree or an extension certificate and a degree to sit for all four sections of the Landscape Architect Registration Examination (LARE). Currently, these candidates are permitted to take sections 1 and 2 only (Project & Construction Administration and Inventory & Analysis). Candidates presently pursuing this path are required to complete two years of training experience before taking current LARE Sections 3 (Design) and 4 (Grading, Drainage and Construction Documentation). The proposed regulation would instead allow California candidates to take any section of the LARE if they hold a degree in landscape architecture accredited by the Landscape Architectural Accreditation Board or an approved extension certificate in landscape architecture along with a four-year degree. This proposal will also align California’s regulations with the new LARE format by removing references to LARE Sections 1- 4 which will no longer be administered after December 2023. These proposed amendments are in response to the California Landscape Architects Registration Board’s (CLARB) recent change which goes into effect in December. Approximately 220 candidates are approved to take the LARE under this pathway; 45 of which have already passed section 1 with the approved changes. These candidates will have an opportunity to attempt sections 3 and 4 and receive credit.

Sylvia Kwan moved to Approve the Proposed Regulatory Language to amend 16 CCR, Division 2, Article 1, section 2615 (LATC Form of Examinations)

Nilza Serrano seconded the motion.

PUBLIC COMMENT

There were no comments from the public

Members Ward, Kanaani, Serrano, Kwan, Pearman and Jones voted in favor. Motion passes 6-0

L. REVIEW OF FUTURE MEETING DATES

DATE	EVENT	LOCATION
• April 14	LATC Meeting	TBD
• May 19	Board Meeting	Teleconference
• August 11	LATC Meeting	TBD

- September 8 Board Meeting TBD
- November 3 LATC Meeting TBD
- December 1 Board Meeting TBD

PUBLIC COMMENTS

There were no comments from the public.

N. ADJOURNMENT

The meeting adjourned at 2:47 pm