



## MEETING MINUTES CALIFORNIA ARCHITECTS BOARD

February 26, 2021  
Teleconference Meeting

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

On February 26, 2021, Board President, Tian Feng, called the meeting to order at 10:08 a.m. and Secretary, Robert Pearman, called roll.

#### Board Members Present

Tian Feng, President  
Nilza Serrano, Vice President (joined the meeting late)  
Robert Pearman, Jr., Secretary  
Malcolm "Brett" Gladstone  
Pasqual Gutierrez  
Ronald Jones  
Sylvia Kwan  
Ebony Lewis  
Charles "Sonny" Ward, III

Six members of the Board present constitute a quorum. There being eight members present at the time of roll, a quorum was established.

#### Guests Present

Edward Brock  
Renee Chow, Chair of Architecture at UC Berkeley College of Environmental Design  
Mark Christian, Director of Government Relations, American Institute of Architects (AIA)  
Glen Gall, Professional Qualifications Committee member  
David Higginson  
Yvone Hobbs  
Aubrey Jacobson  
Susan Landry, Landscape Architects Technical Committee (LATC) Member  
Jon Wreschinsky, LATC Member

**Staff Present**

Laura Zuniga, Executive Officer (EO)  
Jane Kreidler, Manager, Administration Unit  
Alicia Kroeger, Manager Enforcement Unit  
Drew Liston, Board Liaison  
Kim McDaniel, Administration Analyst  
Kourtney Nation, LATC Special Projects Analyst  
Rikki Parks, Staff Services Analyst  
Michael Sganga, Enforcement Analyst  
Stacy Townsend, LATC Enforcement Analyst

**DCA Staff Present**

Karen Halbo, Regulatory Counsel, Attorney III  
Carrie Holmes, Deputy Director, Board and Bureau Relations  
Michael Kanotz, Board Counsel, Attorney III  
Paul McDermott, Budget Analyst  
Karen Muñoz, Budget Manager  
Mike Sanchez, Television Specialist  
Janice Shintaku-Enkoji, Chief, Fiscal Operations

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

President Feng opened the meeting recognizing Black History Month by commemorating Paul Revere Williams (February 18, 1894 - January 23, 1980), a legendary California architect and AIA fellow. Ronald Jones shared his excitement for honoring Mr. Williams and his experience as a young architect when he was assigned to study Mr. Williams for a school project. Mr. Jones shared that Mr. Williams designed homes for the rich and famous in Los Angeles and that he was the first African American member of the AIA.

Pasqual Gutierrez shared that those interested could register and/or participate in the National Organization of Minority Architects Town Hall Meeting this evening from 6-7 p.m. Eastern Standard Time.

Mr. Feng announced that 1) the meeting is being webcast and pursuant to the provisions of Governor Gavin Newsom's Executive Order N-29-20, dated March 17, 2020, a physical meeting location is not being provided, and 2) Susan Landry, LATC member, is in attendance. Mr. Feng introduced Michael Kanotz, DCA Legal Counsel and Board attorney.

Mr. Kanotz provided a summary of his professional background including experiences with the California Departments of Social Services and Developmental Services, the California Secretary of State, and the Legislative Counsel of California.

Mr. Feng recognized Vickie Mayer who retired from the Board November 1, 2020 and wished her well in retirement. Ms. Mayer worked for the Board as the Assistant EO for over 25 years and was extremely dedicated in her service to the Board.

Mr. Feng shared that the Board's former Board Counsel, Tara Welch, was reassigned and wished her well.

### **C. UPDATE ON THE DEPARTMENT OF CONSUMER AFFAIRS (DCA)**

Carrie Holmes, DCA's Deputy Director for Board and Bureau Relations, provided the following update:

- COVID-19 – after a temporary closure in December due to state and local stay-at-home orders, offices are again open with preventive measures to safeguard the health and safety of employees and visitors such as maximizing telework, distancing, and required face coverings.
- Governor Newsom's DCA Appointments:
  - January 12, 2021, Monica Vargas, Deputy Director of Communications
  - February 2, 2021, Sara Murillo, Deputy Director of Administrative Services
- Board Member Update:
  - 2021 is a mandatory year for current Board members (and all staff) to complete sexual harassment prevention training.
  - Form 700, Statement of Economic Interest, is required to be filed by April 1, 2021, even if there are no reportable interests. Questions regarding how to file this form should be directed to DCA's Conflict of Interest Filing Officer, Jill Johnson, in DCA Office of Human Resources.
  - DCA new Board member training will be offered on March 11, 2021. All newly appointed Board members are required to complete the training within one year of appointment. For more information or to register, visit the DCA Board Member Resources web page at [dca.ca.gov](http://dca.ca.gov).
- New Initiatives:
  - Executive Officer Cabinet established that will maintain regular communication and provide feedback and information to DCA and assist with special projects impacting all boards and bureaus.
  - Enlightened Licensing Project - This workgroup is being formed to utilize licensing subject matter experts to help individual boards and bureaus streamline and make licensing processes more effective.

There were no comments from the public.

**D. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

There were no comments from the public.

**E. REVIEW AND POSSIBLE ACTION ON DECEMBER 11, 2020 BOARD MEETING MINUTES**

Mr. Feng identified that on Page 2, *Brett Dougherty's* first name should be changed to *Betsey*.

- **Robert Pearman moved to approve the December 11, 2021 Board Meeting Minutes upon changing Brett to Betsey.**

**Ronald Jones seconded the motion.**

There were no comments from the public.

**Members Gladstone, Gutierrez, Jones, Lewis, Pearman, Ward and President Feng voted in favor of the motion. Ms. Kwan abstained from the vote. Member Serrano was absent for the vote. Motion passed 7-0.**

**F. PRESENTATION OF OCTAVIUS MORGAN DISTINGUISHED SERVICE AWARD TO YVONE HOBBS AND DAVID HIGGINSON**

Mr. Feng informed the other members of the many contributions to the Board's mission made by Yvone Hobbs and David Higginson and presented them with the 2020 Octavius Morgan Award. Their expertise has been instrumental in the development of the California Supplemental Exam over the years. They are commended for their outstanding service to the Board.

**G. PANDEMIC IMPACT TO ARCHITECTURE EDUCATION – RENEE CHOW, CHAIR OF ARCHITECTURE AT UC BERKELEY COLLEGE OF ENVIRONMENTAL DESIGN, FOLLOWED BY DISCUSSION.**

Mr. Feng shared the Board's interest in learning how the COVID-19 pandemic has impacted architecture education and discussing the possible impact this may have on students' abilities to becoming architects in California.

Mr. Feng introduced Professor Renee Chow, Chair of Architecture at UC Berkeley's College of Environmental Design.

Professor Chow shared lessons learned during the year of online teaching and learning which includes students gaining greater control over technology such as the utilization of online whiteboards and digital models that allow for the instructor to provide feedback on

students' work without damaging their work. Professor Chow shared that the losses during the pandemic include not having access to the fabrication lab and design/build courses and the difficulty students expressed learning design management and lateral learning.

Professor Chow shared that an application entitled Virtual Bauer Wurster was designed to help students see each other's work and interact.

The Board may be interested in knowing if the quality of instruction for future architects has decreased due to the changes in instructional delivery and shared that course content is not the same as it was pre-pandemic and may be stronger due to some of the lessons learned from online teaching.

Noting that the average age of a practicing architect in California is 58.5 years, Mr. Feng asked Professor Chow if the pandemic had any impact on students' applications/enrollments. Professor Chow shared that students who were moving into their final year chose to take a gap year because they did not want to complete the final year remotely. The university expects these students to return to campus.

Ms. Kwan mentioned that she appreciated that students were returning to analog models because it's tangible, and Mr. Ward commented he also appreciates the process of hand-making and hand-drawing may be returning.

Mr. Ward mentioned that a lot of these tools, specifically the digital whiteboards and sharing presentations is invaluable. He reiterated his point that in the past universities helped students with laptops and this could be the time they assist by loaning printers, which would break down barriers to using the digital labs on campus.

Ms. Lewis inquired about the diversity of the students and how COVID-19 has impacted them in terms of resources. Professor Chow shared that the university's undergraduate architecture degree program is one of the most diverse in terms of underrepresented minorities and the number of Pell Grant recipients. She shared that the financial resources required to study architecture has been on their radar for the last few years and that some aspects of online learning have reduced costs for students. Professor Chow shared that the university and the program offered to purchase computers for students who needed them, but some students did not have Wi-Fi access. Professor Chow acknowledged that working from home is not great for all students.

Public Comment for Agenda Items F and G taken at the same time.

Glen Gall congratulated both David Higgins and Yvone Hobbs on receiving the Octavius Morgan Distinguished Service Award.

## **H. DISCUSSION ON BOARD MEMBERS' OUTREACH TO ARCHTECTURAL-RELATED PROFESSIONS AND ORGANIZATIONS:**

Mr. Feng introduced this agenda item by sharing that the Board previously had an outreach program (Liaison Program) that was put on hold and the purpose is to revisit the program. He summarized that Board members served as liaisons to assigned organizations and schools and that one reason the program was put on hold was because it was overwhelming for each Board member to be assigned four- to-five organizations and to report at every Board meeting. Mr. Feng did not think this was conducive but encouraged the Board to restore outreach and keep communicating with broader organizations. Mr. Feng asked members to brainstorm and identify clear objective(s) and critical organizations to target if it decides to continue the program.

Mr. Gutierrez shared there was marginal success with the liaison program that was dependent upon the assigned organization/agency responsiveness. For responsive organizations, such as the community colleges that he contacted, it was beneficial because they were navigating through the system and process of multiple pathways for students to acquire licensure.

Ms. Kwan shared that one problem with outreach as an ongoing item is that Board membership and people working for outreach organizations change, so it was difficult to maintain steady communication. She did not believe the efforts yielded strong payback.

Ms. Lewis shared that as a public member of the Board, outreach provided insight with regard to training of architects. Ms. Lewis' experience included reaching out to several assigned community colleges and maintaining a strong relationship with only one. She suggested it may be beneficial for the Board to convene all the community colleges together so that they can learn from one another and that as a consumer protection entity, the Board may be able to influence by connecting colleges together to address pipeline issues.

Mr. Feng shared his experience and how the lack of specific objective(s) when speaking with a college was problematic and suggested that outreach can elevate the visibility of the Board.

Mr. Gladstone stated that he wasn't clear if the objective was to benefit schools or the Board. The Board could explore other alternatives to find out what the schools are doing. He inquired if the intent was for the Board's education or to educate schools and others about the Board.

Mr. Pearman expressed that since staff interacts with some of these organizations more than Board members, a staff outreach person could be paired with a Board member to help with continuity. He also suggested grouping colleges/organizations on the list into smaller groups and having a call to inform them about the Board and to learn what they

are currently doing. Mr. Pearman also suggested asking Board members to pick one or two organizations they would be interested in working with and expressed concern of not wanting to overburden Board members with too many organizations as in the past.

Mr. Gutierrez suggested channeling introductions through the Communications Committee and/or outreach staff by advising organizations of the Board's strategic goals and objectives and then inviting them to provide input. Feedback could then be directed to the assigned Board member thus creating an opportunity for a connection with the organization and Board member.

Ms. Serrano shared that outreach programs at the university level were abysmal. She shared that one professor was concerned that students were unable to get into graduate programs because there wasn't space. Ms. Serrano expressed her interest in the Board figuring out what it can do to ensure students of color have opportunities and an equal playing field, starting with middle and high schools. Mr. Feng agreed with starting with middle and high school students.

Mr. Ward inquired about whether the Board has any oversight over education and the EO confirmed that it does not. He shared that there is a disconnect between education for architects and licensure, and what is taught in school is not necessarily what is needed to become a licensed architect. Mr. Ward suggested working with the Integrated Path to Architectural Licensure (IPAL)-aligned schools regarding teaching more of what students need to know for the tests. Mr. Ward asked if the Board could encourage schools to participate at that level and teach the things that the Board is tasked with protecting constituents and add diversity as a major component of the conversation.

Ms. Zuniga shared that she has attended AIA architectural education summits and there is a disconnect between what schools do and licensure. Some institutions do not promote licensure or tell their students about it. Ms. Zuniga indicated that if the Board is interested, this topic could be added to the strategic plan Board meeting in September.

Mr. Jones shared that he clearly sees the value of a relationship to academic institutions particularly as it relates to path of licensure but questions the professional organizations. He recognizes the value of the Board having an association with the professional associations, but questions reciprocal responsivity given the outreach objectives.

Mr. Feng asked staff to capture the objectives identified during the discussion and to be prepared to make a decision at the June Board meeting; however, if the Board thinks this is more long-term, this topic can be added to the strategic plan discussion.

Mr. Gutierrez shared the perspective that the Board has the power of information and that in terms of diversity, California has multiple pathways to licensure. He expressed that this information could be disseminated at the middle-school level. Mr. Gutierrez encouraged practice-based learning so that there is a consortium of firms that can

connect with schools and open up opportunities for multiple pathways to licensure. Mr. Gutierrez reminded that not everyone in California must go to college to become a licensed architect and that this information needs to be disseminated to collateral organizations.

Mr. Pearman shared his outreach experience with a school district that has architectural design curriculum in 15 schools. He suggested that the Board's outreach plan could include dissemination of information to school districts with architectural design curriculum or prepare best practices.

Ms. Kwan summarized the discussion highlighting that there are four different groups with four different communication messages: (1) universities and accredited colleges, (2) community colleges, (3) high schools, and (4) professional organizations. Ms. Kwan suggested that if the Board can agree that there are four different paths/messages and prioritize them, it could organize its outreach efforts.

Ms. Kwan also shared that in the past it was difficult to reach the professional organizations and the Board could either remove them from the list or have staff handle them. Ms. Zuniga confirmed ongoing communication occurs at the staff level with many of the professional organizations on the list.

Ms. Serrano shared that she thought all the efforts discussed were great, but that without universities making room for diverse students while accommodating international students there will be a shortage of spaces.

Mr. Feng identified the following next steps and suggested to have the information by the June Board meeting if the decision is made to resume outreach efforts.

- 1) Draft specific and sustainable objectives. Mr. Feng indicated his preference to rename these efforts to *Outreach Program* instead of *Liaison Program*.
- 2) Develop initial recommendations regarding the list of target groups, the number of groups, and whether to add groups such as high schools.
- 3) Determine if a staff or Board member will perform various activities.

There were no comments from the public.

## **I. PRESENTATION BY DCA BUDET OFFICE REGARDING BOARD ANNUAL BUDGET UPDATE – PAUL MCDERMOTT, BUDGET ANALYST**

Paul McDermott, Budget Analyst with the DCA Budget Office, provided an overview of the Board's budget and fund condition. He reviewed the Board's fund condition and expenditure projections. Mr. McDermott shared that COVID-19 has strained state operations and that the Governor can borrow funds from board and bureaus that have

the fiscal strength to be able to sustain the loan. Consequently, the Board loaned \$260,000 to the State's general fund which will be paid back in the future with interest.

Mr. McDermott highlighted that the Board is fiscally responsible, the fund condition looks positive, and he does not expect any surprises due to the strength of the fund.

Mr. Feng and Ms. Kwan inquired about the \$260,000 loan to the general fund. It was clarified that the loan goes to the State's general fund--not to DCA--and that the Governor borrows from many funds across the state.

Mr. Gladstone inquired about the 1111 Program Expenditures (State Operations) line and why the amount is projected to increase. Mr. McDermott shared that this budget line represents the Board's expenses including salaries, benefits, and operating expenses. Karen Muñoz, Budget Manager for DCA, explained that line item is just a projection and that typically it is projected at a 3% increase, and that the projected number could decrease depending on whether the 9.23% cut to state worker salaries is continued after July 2021. Also, retirement rates and employee compensation that are unknown at this time could impact the expenditure line-item projection.

Mr. Feng asked about savings from 2020 travel costs and whether unspent funds remain with the Board. Mr. McDermott shared that unspent travel funds do remain with the Board.

## **J. UPDATE AND DISCUSSION OF NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB):**

### **1. Update and discussion of committee meetings**

Ms. Zuniga shared that she serves as a member on the Member Board Executives Committee. The Committee met and also had meetings with the Professional Conduct Committee to deal with discipline across different state jurisdictions, defining it better, and determining the actions NCARB will take when it receives a report.

### **2. Review and discussion of the 2021 NCARB Regional Summit Agenda**

Ms. Zuniga shared that the 2021 NCARB Regional Summit is in March, the agenda is in the meeting packet, and that she sent Board members the registration link. Ms. Zuniga shared that there will also be regional elections and that last year the Board discussed the regional candidates but did not act. The decision was left to the voting delegate to make the decision at the Regional Summit. Mr. Feng will be the voting delegate for the Board.

Ms. Kwan shared candidate information about the upcoming elections.

Ms. Zuniga shared that NCARB will finalize additional resolutions during its April 2021 Board of Directors meeting to be voted on during the June 2021 meeting.

Ms. Kwan shared that she and Ms. Serrano are members of NCARB's Diversity Task Force and encouraged members to focus on a future resolution--resolution H. Resolution H will modify the composition of the Board of Directors, with the goal of reducing the number of years to obtain a position on the national board. Ms. Serrano asked that members express their support for diversity to NCARB. Mr. Ward reminded the Board that California has more architects than any jurisdiction in the country and does not have direct representation. Ms. Kwan shared that Jon Baker from California, former CAB president, is running for second Vice President.

Ms. Kwan shared that WestCARB's (NCARB Region 6) updated strategic plan has new volunteer positions and task leaders who will participate on committees and serve as project managers to ensure items get acted upon.

Ms. Kwan thanked Mr. Pearman for volunteering to become a member of WestCARB's Bylaws Committee.

**3. Review, discussion and possible action on the May 2021 NCARB Special Meeting and Resolution 2021-01 NCARB Bylaws Amendment – Remote Meetings**

Ms. Zuniga shared that there will be a special resolution at the regional meeting for members to vote on that would allow remote meetings as NCARB's current bylaws do not allow for it.

There were no comments from the public.

**K. EXECUTIVE OFFICER'S REPORT – UPDATE ON BOARD'S ADMINISTRATION/MANAGEMENT, EXAMINATION, LICENSING, AND ENFORCEMENT PROGRAMS**

Ms. Zuniga reported on a follow-up discussion item from the last Board meeting regarding ARE demographic data for candidates who may struggle with the exam. NCARB is working on a three-year study of first time and repeat test-takers and will report the results of the study in April. She shared that the first study in April will present a national perspective and the jurisdictional data will be available for the June Board meeting.

Ms. Zuniga summarized the Executive Officer's Report and shared highlights including:

- The Communications and Professional Qualifications Committee will both meet in March 2021.

- The Regulatory and Enforcement Committee met in November 2021 and staff are working on items from that meeting.
- NCARB began offering remote proctoring in December 2020 for the ARE.
- California's pass rate for several areas of the ARE was slightly higher than the national pass rate.

In response to a member observation about the length of time to complete regulations, Ms. Zuniga confirmed that the rulemaking process can be lengthy and that DCA's efforts to streamline the process include the creation of a new regulations unit and an assigned regulations attorney. Mr. Kanotz added that the new regulations attorney, Karen Halbo, solely focuses on regulations to speed up the process whereas previously the assigned Board attorney would do so. He also explained that the rulemaking process has a new layer of review at the DCA cabinet-level.

Mr. Gutierrez acknowledged California's ARE pass rates exceed the national pass rate and shared that it was the first time since ARE 3.0 that he has observed this trend.

Ms. Zuniga confirmed that the Business Modernization project was pulled due to the need for the Governor to reduce funding because of COVID-19 and that DCA will pursue this project in the future for the impacted programs.

Mr. Feng inquired whether there are any noticeable impacts of the COVID-19 pandemic on enforcement actions and Ms. Zuniga indicated that there was no significant impact.

Mr. Feng asked that the Communications Committee discuss whether the outreach program should continue and to define clear objectives and recommendations at the June Board meeting. Ms. Zuniga acknowledged the outreach program will be added to the Communications Committee's agenda.

There were no comments from the public.

## **L. REVIEW OF MEETING DATES**

Ms. Zuniga shared that the strategic planning session was moved from December to the two-day September Board meeting, and as a result a new strategic plan should be available for adoption by the Board during the December 2021 meeting.

Ms. Zuniga shared that DCA is continuing to encourage Boards to meet via WebEx and the Board will continue as long as the Governor's executive order is in place. She added that the Open Meeting Act does not allow for online meetings, and to continue beyond the executive order would require a statutory change. Ms. Kwan recommended that pending what happens with COVID-19, that the December 2021 meeting be held in San Francisco.

Mr. Feng shared that he would like to hold off on identifying a location for the September meeting and expressed the desire to meet in-person for strategic planning.

There were no comments from the public.

## **M. ADJOURNMENT**

The meeting adjourned at 1:41 p.m.