



Committee Members
Pasqual Gutierrez, Chair Tian
Feng, Vice Chair Raymond
Cheng Betsey Olenick
Dougherty Glenn Gall
Malcolm "Brett" Gladstone
Kirk Miller
Steve Sands
Stephanie Silkwood Charles
"Sonny" Ward, III

NOTICE OF TELECONFERENCE MEETING

Professional Qualifications Committee

March 26, 2021

The Professional Qualifications Committee (Committee) of the California Architects Board (Board) will meet by teleconference at

10:00 a.m. on Friday, March 26, 2021

NOTE: Pursuant to Governor Gavin Newsom's Executive Order [N-29-20](#), issued on March 17, 2020, this meeting will be held by teleconference with no physical public locations.

Important Notice to the Public: The Committee will hold a public meeting via Webex Events. To participate in the Webex meeting, please log on to this website the day of the meeting:

<https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=ef2dbc6c812cc8438425e9e75fd3dde22>

Event/Meeting Number: 187 846 9964

Password: CAB03262021

Instructions to connect to the meeting can be found at the end of this agenda.

Due to potential technical difficulties, please consider submitting written comments by March 19, 2021 to cab@dca.ca.gov for consideration.

AGENDA

10:00 a.m. to 12:00 p.m.
(or until completion of business)

Action may be taken on any item listed below.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. Chair's Procedural Remarks and Committee Member Introductory Comments

(Continued)

C. Public Comment on Items Not on the Agenda

The Committee may not discuss or act on any item raised during this public comment section, except to decide whether to refer the item to the Board's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

D. Review and Possible Action on October 30, 2020, Committee Meeting Minutes

E. Discuss and Possible Action on 2019-2021 Strategic Plan Objective to Amend Existing Law Regarding Continuing Education (CE) Requirements for License Renewal to Reflect the Evolving Practice

F. Adjournment

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

The Committee plans to webcast the meeting on its website at www.cab.ca.gov. Webcast availability cannot be guaranteed due to limitations on resources or technical difficulties. The meeting will not be cancelled if webcast is not available.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to it taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

This meeting is being held via Webex Events. The meeting is accessible to the disabled. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting:

Person: Darren Dumas
Telephone: (916) 575-7217
Email: darren.dumas@dca.ca.gov
Telecommunications Relay Service: Dial 711

Mailing Address:
California Architects Board
2420 Del Paso Road, Suite 105
Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Protection of the public shall be the highest priority for the Board and its committees in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5510.15).

HOW TO – Join – DCA WebEx Event

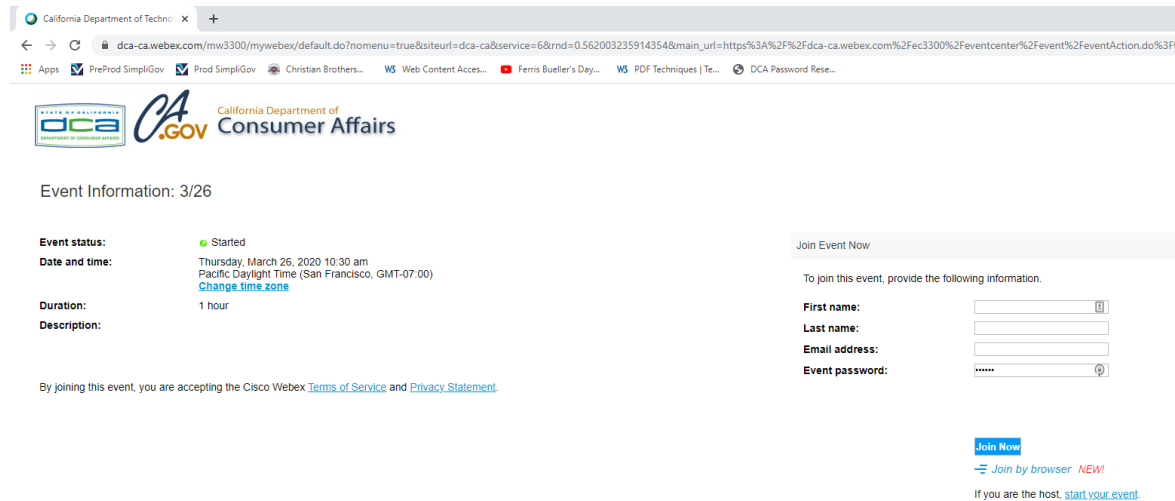
The following contains instructions to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

NOTE: The preferred audio connection to our event is via telephone conference and not the microphone and speakers on your computer. Further guidance relevant to the audio connection will be outlined below.

1. Navigate to the WebEx event link provided by the DCA entity (an example link is provided below for reference) via an internet browser.

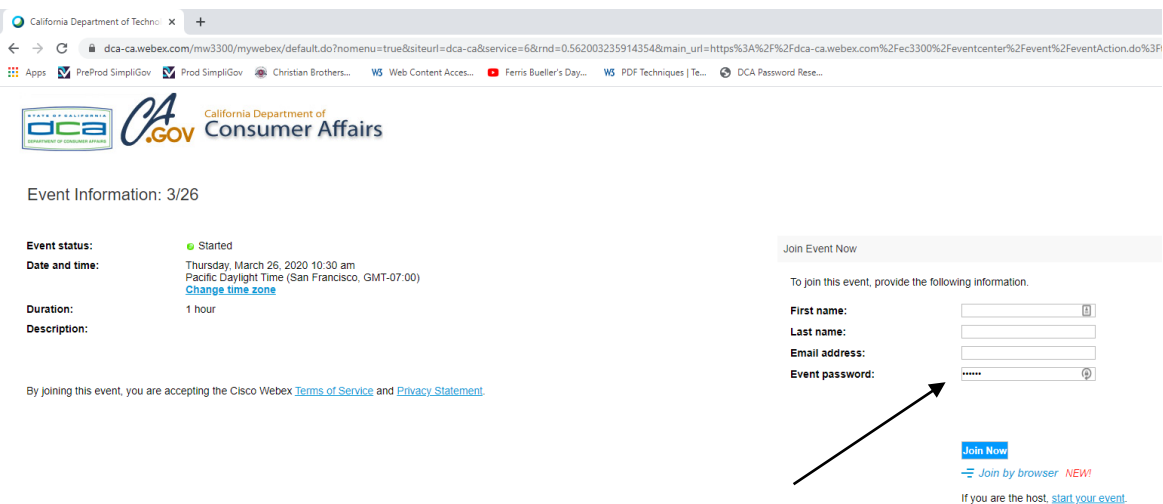
Example link:

<https://dca-ca.webex.com/dca-ca/onstage/g.php?MTID=eb0a73a251f0201d9d5ef3aaa9e978bb5>



2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.
NOTE: If there is a potential that you will participate in this event during a Public Comment period, you must identify yourself in a manner that the event Host can then identify your line and unmute it so the event participants can hear your public comment. The 'First name', 'Last name' and 'Email address' fields do not need to reflect your identity. The department will use the name or moniker you provide here to identify your communication line should you participate during public comment.

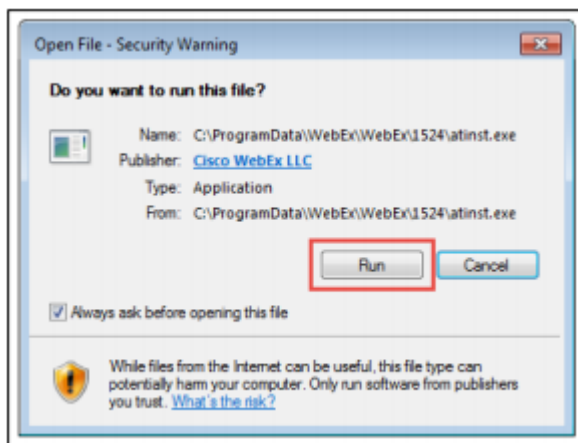
HOW TO – Join – DCA WebEx Event



3. Click the 'Join Now' button.

NOTE: The event password will be entered automatically. If you alter the password by accident, close the browser and click the event link provided again.

4. If you do not have the WebEx applet installed for your browser, a new window may open, so make sure your pop-up blocker is disabled. You may see a window asking you to open or run new software. Click 'Run'.



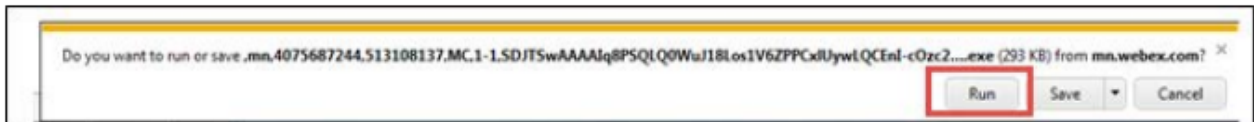
Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

Starting Webex...



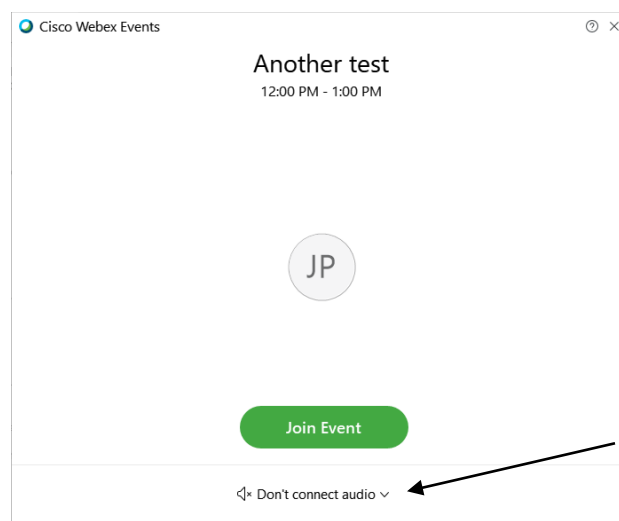
Still having trouble? [Run a temporary application](#) to join this meeting immediately.

5. To bypass step 4, click 'Run a temporary application'.
6. A dialog box will appear at the bottom of the page, click 'Run'.



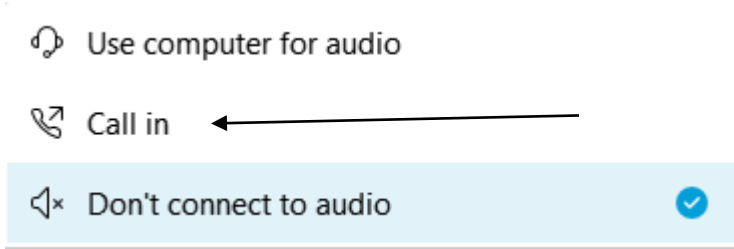
The temporary software will run, and the meeting window will open.

7. Click the audio menu below the green 'Join Event' button.

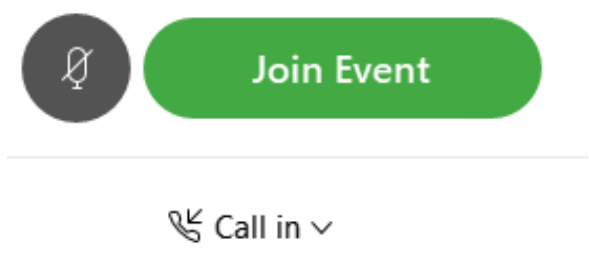


8. When the audio menu appears click 'Call in'.

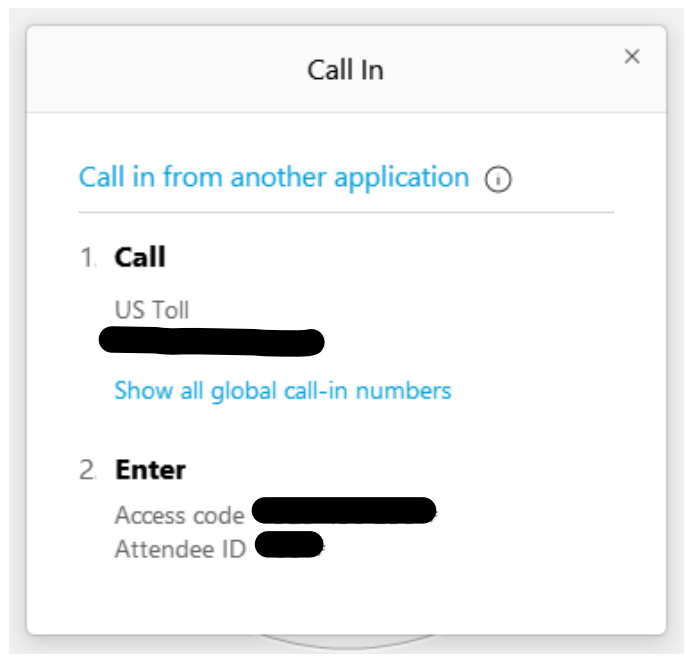
HOW TO – Join – DCA WebEx Event



9. Click 'Join Event'. The audio conference call in information will be available after you join the Event.



10. Call into the audio conference with the details provided.

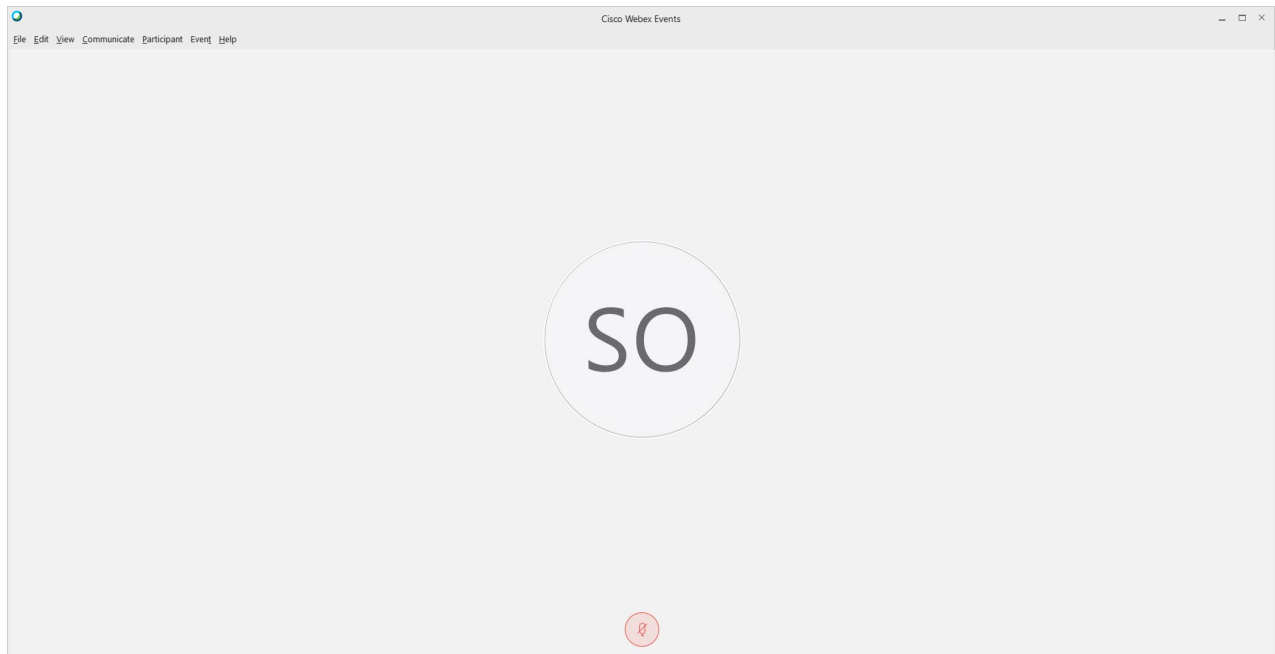


NOTE: The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.

HOW TO – Join – DCA WebEx Event

Once you successfully call into the audio conference with the information provided, your screen will look like the screen below and you have joined the event.

Congratulations!

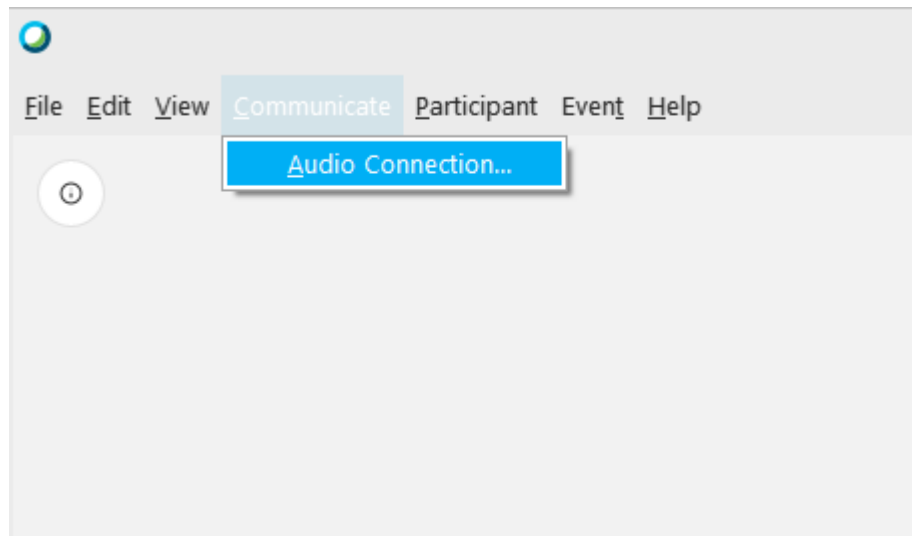


NOTE: Your audio line is muted and can only be unmuted by the event host.

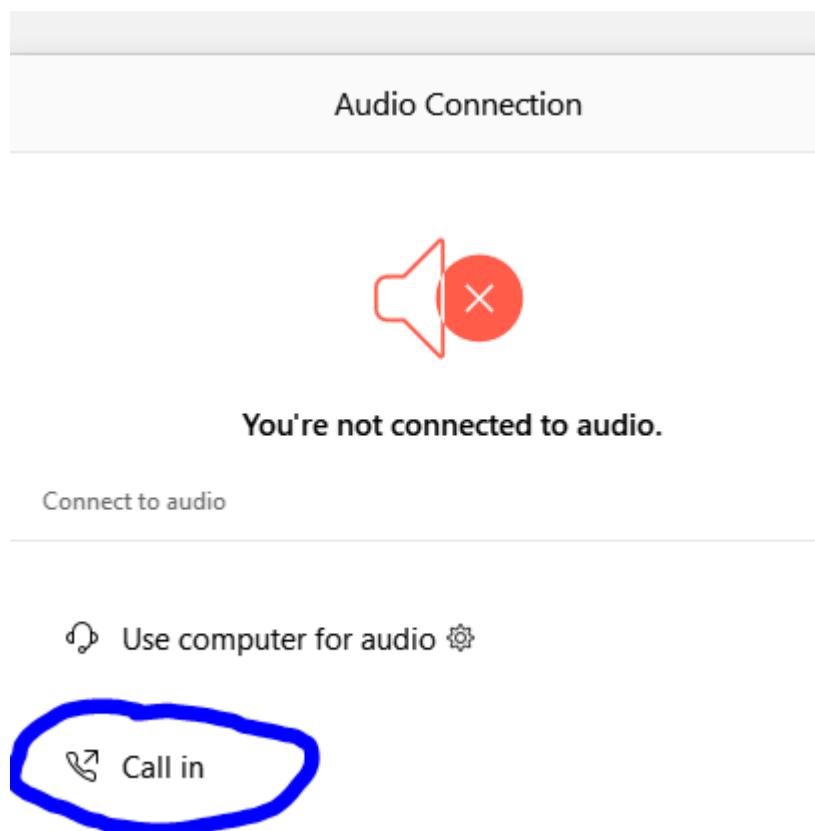
If you join the meeting using your computer's microphone and audio, or you didn't connect audio at all, you can still set that up while you are in the meeting.

Select 'Communicate' and 'Audio Connection' from top left of your screen.

HOW TO – Join – DCA WebEx Event



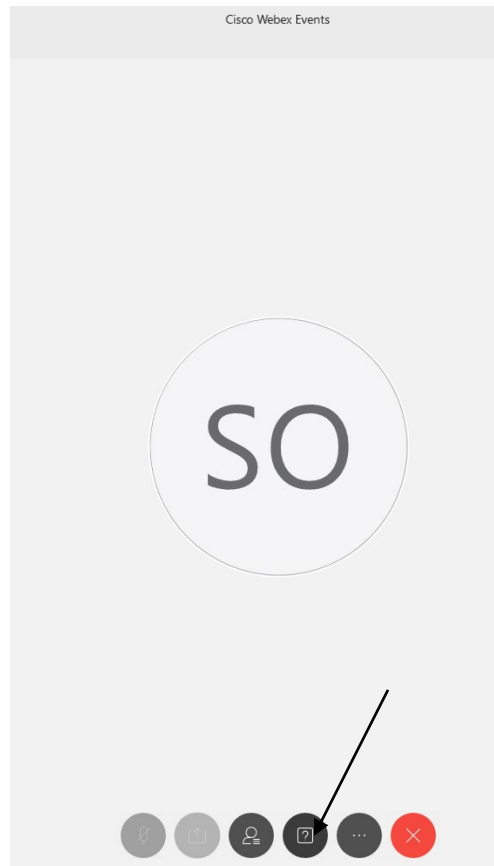
The 'Call In' information can be displayed by selecting 'Call in' then 'View'



You will then be presented the dial in information for you to call in from any phone.

Participating During a Public Comment Period

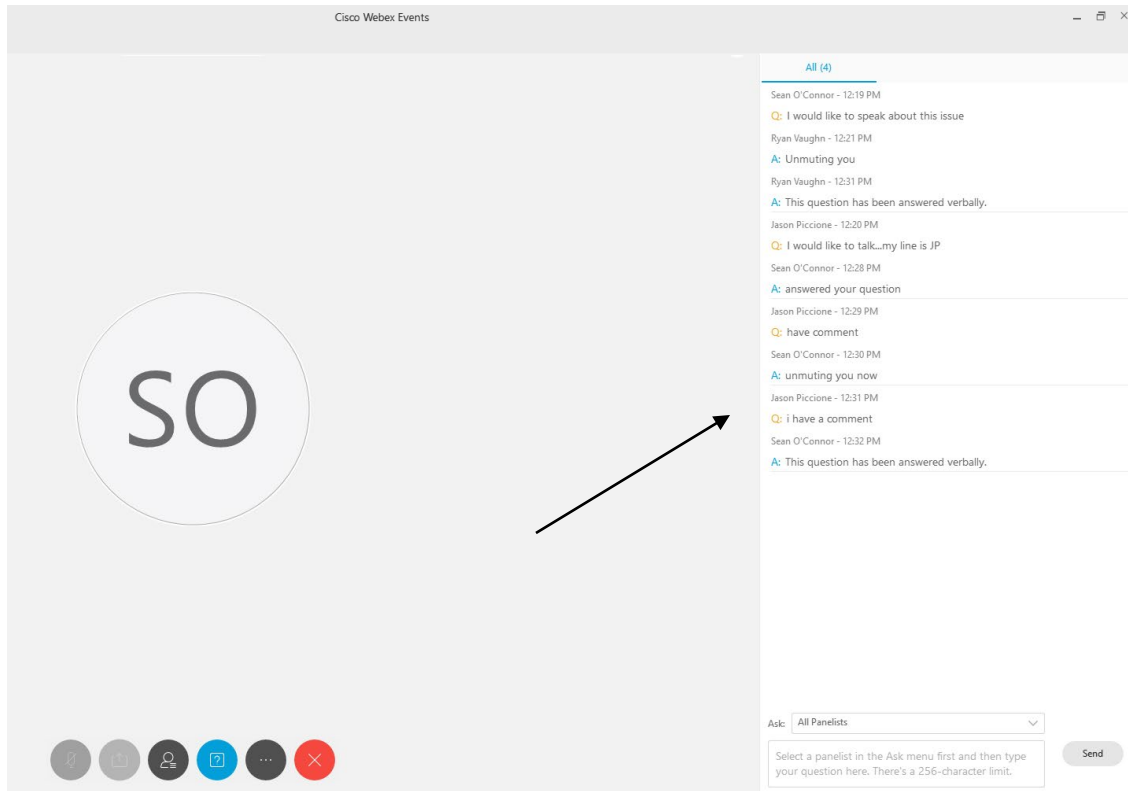
At certain times during the event, the facilitator may call for public comment. If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.



This will bring up the 'Q and A' chat box.

NOTE: The 'Q and A' button will only be available when the event host opens it during a public comment period.

HOW TO – Join – DCA WebEx Event



To request time to speak during a public comment period, make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.

Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

NOTE: Your line will be muted at the end of the allotted public comment duration. You will be notified when you have 10 seconds remaining.

AGENDA ITEM A: CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF A QUORUM

Roll will be called by Vice Chair, Tian Feng.

Six members of the Committee constitute a quorum for the transaction of business. The concurrence of six committee members in attendance during a duly held meeting at which a quorum is established shall be necessary to constitute an act or decision of the Committee.

Committee Members

Pasqual Gutierrez, Chair
Tian Feng, Vice Chair
Raymond Cheng
Betsey Olenick Dougherty
Glenn Gall
Malcolm "Brett" Gladstone
Kirk Miller
Stephanie Silkwood
Steve Sands
Charles "Sonny" Ward, III

AGENDA ITEM D: REVIEW AND POSSIBLE ACTION ON OCTOBER 30, 2020 MEETING MINUTES

Summary

The Committee is asked to review and take possible action on the minutes of its October 30, 2020 meeting.

Action Requested

Approval of the October 30, 2020 Professional Qualifications Committee (PQC) meeting minutes.

Attachment(s)

October 30, 2020 PQC Meeting Minutes (Draft)



MEETING MINUTES PROFESSIONAL QUALIFICATIONS COMMITTEE

October 30, 2020

Teleconference Meeting

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

Committee Chair Pasqual Gutierrez called the meeting to order at 2 p.m.

Vice Chair Tian Feng called the roll.

Six members of the Committee constitute a quorum; there being ten members present at the time of roll, a quorum was established.

Committee Members Present

Pasqual Gutierrez, Chair
Tian Feng, Vice Chair
Raymond Cheng
Betsey Dougherty
Glenn Gall
Malcolm "Brett" Gladstone
Kirk Miller
Steve Sands
Stephanie Silkwood
Charles "Sonny" Ward III

Committee Members Absent

No member of the Committee was absent during the meeting.

Members of the Public Present

Mark Christian, Director of Government Relations, The American Institute of Architects, California (AIA California)
William (Bill) Leddy, Vice President of Climate Action (AIA California) + Chair of Committee on the Environment

Staff Present

Laura Zuniga, Executive Officer (EO)

Marcus Reinhardt, Licensing Manager
Darren Dumas, Senior Examination + Licensing Analyst
Rikki Parks, California Supplemental Examination Analyst
Jesse Bruinsma, Continuing Education Analyst

B. CHAIR'S PROCEDURAL REMARKS AND COMMITTEE MEMBER INTRODUCTORY COMMENTS

Chair Gutierrez asked each member to advise whether anyone from the public was in attendance from their respective location and then advised members of the teleconference voting requirements. He requested staff in attendance to provide introductions for the record.

C. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

No public comments.

E. *PRESENTATION BY THE AMERICAN INSTITUTE OF ARCHITECTS CALIFORNIA (AIA) ON A PROPOSED CONTINUING EDUCATION REQUIREMENT ON CLIMATE ACTION/DECARBINIZATION – BILL LEDDY, FAIA

Bill Leddy provided Committee members with a presentation regarding the AIA proposal for continuing education (CE) on Zero Net Carbon (ZNC) design that was previously made to the Board at its September 18, 2020. In his presentation, Mr. Leddy advised the Committee that AIA California is pursuing 2021 legislation to require architects complete five hours CE in ZNC design as a condition of biennial license renewal, beginning with the 2023 renewal cycle.

Mr. Leddy highlighted for members the global scope and impact of climate change upon architectural design and the built environment. He emphasized the urgency and importance of decarbonization in the architectural industry as not only critical for environmental improvement on state and national levels, but also as a model on an international level.

The Committee discussed the proposal in the context of its related strategic plan objective. Members concurred with the urgency and importance of effective action made to reduce the climate impact. The consensus of members is to support the proposal as part of a broader approach to evolve the Board's CE requirements.

- **Betsey Dougherty moved to recommend the Board supporting the AIA proposal within the context of the strategic plan objective assigned to the Committee.**

Kirk Miller seconded the motion.

Members Cheng, Dougherty, Feng, Gall, Gladstone, Miller, Sands, Silkwood, Ward, and Chair Gutierrez voted in favor of the motion.

THE MOTION PASSED 10-0.

D. *REVIEW AND POSSIBLE ACTION ON JANUARY 23, 2020 MEETING MINUTES

- **Glenn Gall moved to approve the January 23, 2020 meeting minutes.**

Raymond Cheng seconded the motion.

Members Cheng, Dougherty, Feng, Gall, Miller, Sands, Silkwood, Ward, and Chair Gutierrez voted in favor of the motion. Member Gladstone abstained.

The motion passed 9-0-1.

F. ADJOURNMENT

The meeting adjourned at 4:30 p.m.

DRAFT

AGENDA ITEM E: AMEND EXISTING LAW REGARDING CONTINUING EDUCATION (CE) REQUIREMENTS FOR LICENSE RENEWAL TO REFLECT THE EVOLVING PRACTICE

Summary

The Committee, at its April 18, 2019 and January 23, 2020 meetings, discussed the possible expansion of the Board's existing mandatory CE requirement to reflect the continually evolving practice of architecture. Members discussed potential additional CE topics, which included:

1. General health, safety and welfare
2. Sustainability and resiliency
3. Title 24 California Building Standards Code
4. Ethical and professional practice
5. Construction
6. Construction documents
7. Communication

Members also discussed possible amendments to the CE requirement framework such as:

1. Increase the required CE hours from 5 to 10-15 per license renewal period
2. Require licensees to satisfy hours in other topics, such as mandatory health, safety, and welfare
3. Allow for electives
4. Use a framework comparable to the one from The American Institute of Architects
5. Expand the requirement for knowledge of the Americans with Disabilities Act to Universal Design for greater inclusivity

Staff advised the Committee that any changes it recommends to the Board would require amending Business and Professions Code 5600.05. The Committee held a discussion on the subject at its January 2020 meeting and ultimately concluded it would be best to wait until the results of the NCARB Analysis of Practice (AOP) and the Board's Occupational Analysis (OA) were both published before providing any recommendations to the Board for its consideration. Staff is currently starting its review of the OA results which were received earlier this month. Results of the NCARB AOP are anticipated later this year.

Action Requested

The Committee is asked to discuss this objective and take possible action.

Attachment(s)

[NCARB Continuing Education Guidelines](#)