CALIFORNIA ARCHITECTS BOARD

BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
DEPARTMENT OF CONSUMER AFFAIRS • CALIFORNIA ARCHITECTS BOARD
2420 Del Paso Road, Suite 105, Sacramento, CA 95834
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NOTICE OF TELECONFERENCE MEETING OF PROFESSIONAL QUALIFICATIONS, REGULATORY AND ENFORCEMENT, AND COMMUNICATIONS COMMITTEES

Committees of the California Architects Board (Board) will meet by teleconference at

10 a.m. on Tuesday, January 25, 2022

NOTE: Pursuant to Government Code section 11133, this meeting will be held by teleconference with no physical public locations.

Important Notice to the Public: The Board will hold this meeting via WebEx events. To participate in the WebEx meeting, please log on to this website the day of the meeting. Members of the public can address the Committees during the public comment session. Public comments will also be taken on agenda items at the time the agenda item is heard and prior to the Committees taking any action on said items.

To access the WebEx event, attendees will need to click the following link and enter their first name, last name, email, and the event password listed below:

https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m44db77c388ad1e7500658c55d5057ce9

If joining using the link above

Event number: 2483 346 1832

Event password: CAB01252022

If joining by phone

+1-415-655-0001 US Toll

Access code: 248 334 61832

Passcode: 22201252

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 January 20, 2022, to cab@dca.ca.gov for consideration.

PROFESSIONAL QUALIFICATIONS COMMITTEE MEETING AGENDA
(10 a.m.)

Professional Qualifications Committee (Charles "Sonny" Ward, Chair)

A. Call to Order / Roll Call / Establishment of Quorum

B. Chair's Opening Remarks

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. Discussion and Possible Action on March 26, 2021, Committee Meeting Minutes

E. Discussion and Possible Action on 2022-2024 Strategic Plan Objectives to:

1. Amend existing regulations to revise and expand the types of degrees accepted for licensure to remove barriers to licensure.

2. Collaborate with legal to implement AB 1010 in developing regulations and aligning committee findings to provide more consistency and make continuing education requirements more relevant to current licensing requirements.

3. Communicate with staff to include climate resiliency as a priority subject matter for the California Supplementary Exam to protect consumers and licensees.

4. Communicate to the public what the professional qualifications committee has suggested to the Board to promote the work the committee has done.

F.   Adjournment

COMMUNICATIONS COMMITTEE MEETING AGENDA
(Upon adjournment of Professional Qualifications Committee meeting)

Communications Committee (Mitra Kanaani, Chair)

A. Call to Order / Roll Call / Establishment of Quorum

B. Chair's Opening Remarks

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. Discussion and Possible Action on September 1, 2021, Committee Meeting Minutes

E. Discussion and Possible Action on 2022-2024 Strategic Plan Objectives to:

1. Resume regular communication with the American Institute of Architects (AIA) by attending joint meetings once a year to give a consistent message to architects, candidates, and consumers in California.

2. Develop an outreach plan to educate licensees and candidates on information needed to acquire and maintain a license.

3. Develop communication regarding the requirements of SB 9 and its impact on the profession.

4. Develop an outreach plan for academic and private institutions to continuously provide students and educators with relevant information.

5. Publicize architects from diverse backgrounds to promote inclusion.

6. Create social media posts educating licensees on violations to increase compliance within the profession.

7. Survey higher educational institutions for data on their architect student populations to understand their plans for creating space for US resident students to mitigate a possible vacuum of professionals in the future.

8. Provide information in multiple languages to increase accessibility to licensees and candidates.

F. Adjournment

REGULATORY AND ENFORCEMENT COMMITTEE MEETING AGENDA
(Upon adjournment of Communications Committee meeting)

Regulatory and Enforcement Committee (Ron Jones, Chair)

A. Call to Order / Roll Call / Establishment of Quorum

B. Chair's Opening Remarks

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. Discussion and Possible Action on November 5, 2020, Committee Meeting Minutes

E. Discussion and Possible Action on 2022-2024 Strategic Plan Objectives to:

1. Provide more detail on decisions made in enforcement cases in the Executive Officer report during board meetings and inform consumers.

2. Develop narrative discussions and case studies of common violations to educate and inform consumers and architects on what violations to avoid.

3. Better educate practitioners on standards of practice during the renewal process to protect the public.

4. Educate the public and practitioners regarding their rights and roles when contracts are signed.

5. Review the current threshold for fines to determine if they are appropriate to deter violations.

6. Monitor social media to proactively enforce against unlicensed advertising.

F. Discussion and Possible Action on Revising the Building Official Information Guide

G. Adjournment

The California Architects Board 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 Committees prior to them taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committees 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 individuals with disabilities. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting:

Person: Drew Liston
Telephone: (916) 575-7202
Email: drew.liston@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 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 on how to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

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
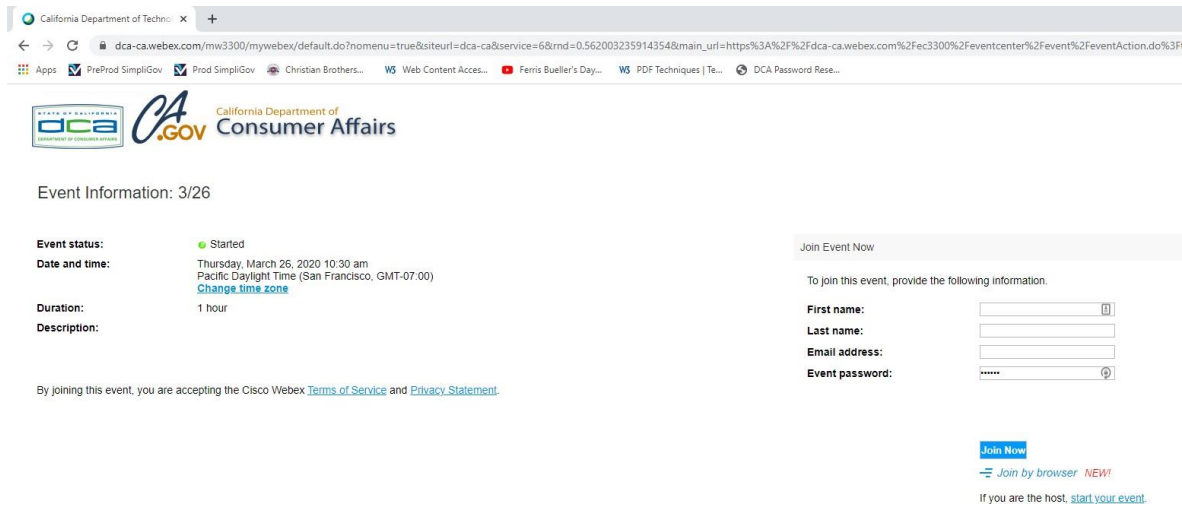
2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.

    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.
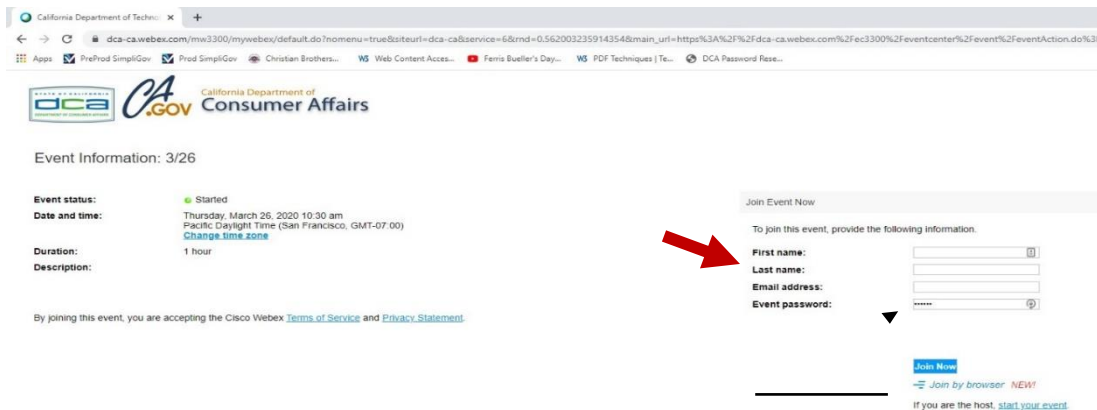
3. Click the 'Join Now' button.

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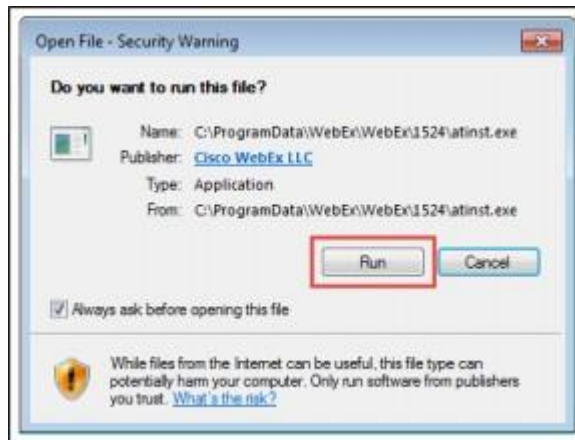
   Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

5. To bypass step 4, click 'Run a temporary application'.

Starting Webex...

Still having trouble? Run a temporary application to join this meeting immediately.

6. A dialog box will appear at the bottom of the page, click 'Run'.

Do you want to run or save .mn,4075687244,513108137,MC,1-1,SDJTSwAAAAIq8PSQLQ0WuJ18Los1V6ZPPCxlUywLQCEnI-cOzc2....exe (293 KB) from mn.webex.com?   Run   Save ▾   Cancel

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

NOTE: The preferred audio connection to our event is via telephone conference or headset. Use of an open microphone and speakers through your computer could result in issue with audio clarity and potential feedback/echo.

7. If using a headset plugged into your computer, click the 'Join Event' button.

Cisco Webex Events   ⑦ ✕

Another test
12:00 PM - 1:00 PM

JP

Join Event

◁× Don't connect audio ⌄

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS
OFFICE OF INFORMATION SERVICES
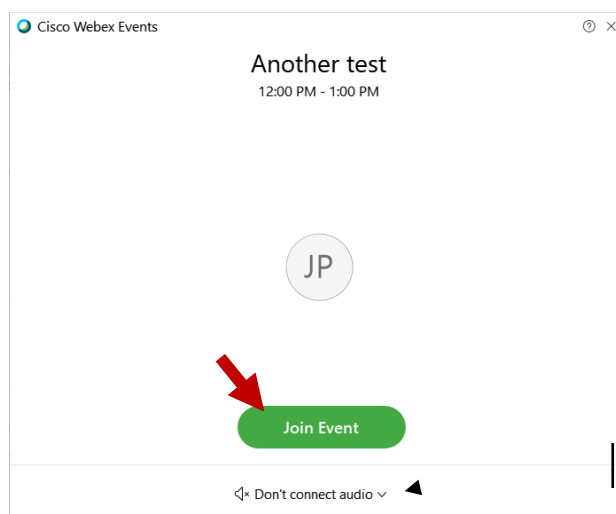
8. If using teleconference via your phone for audio, click the audio menu below the green 'Join Event' button.
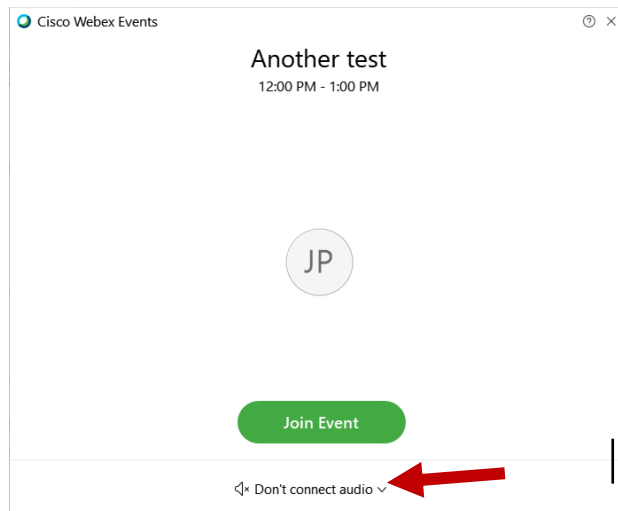
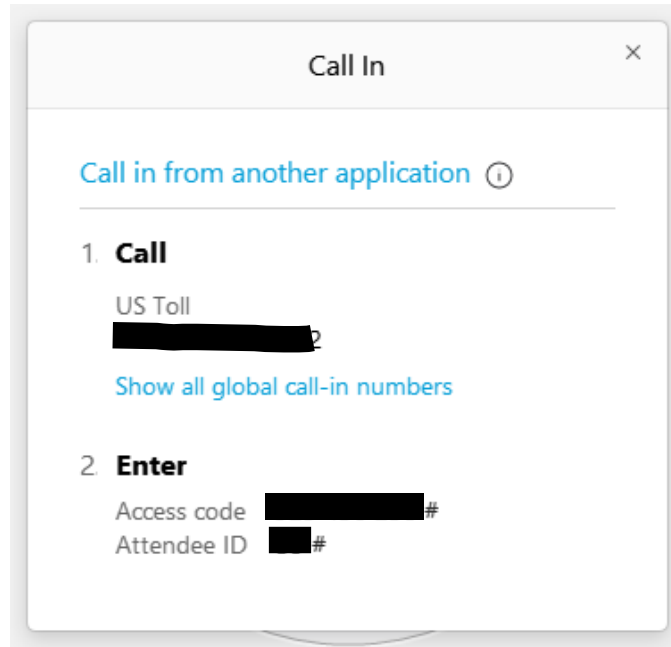9. When the audio menu appears click 'Call in'.
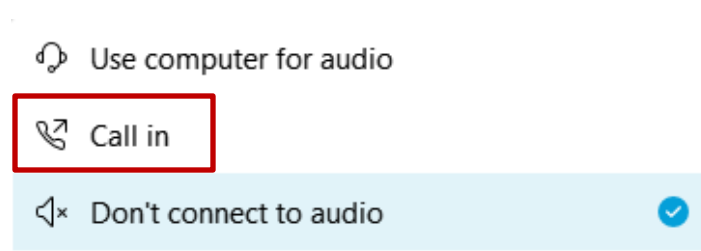
10. Click 'Join Event'. The audio conference call in information will be available after you join the Event.
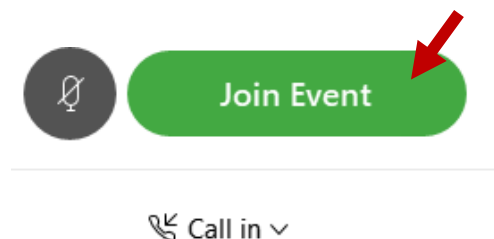
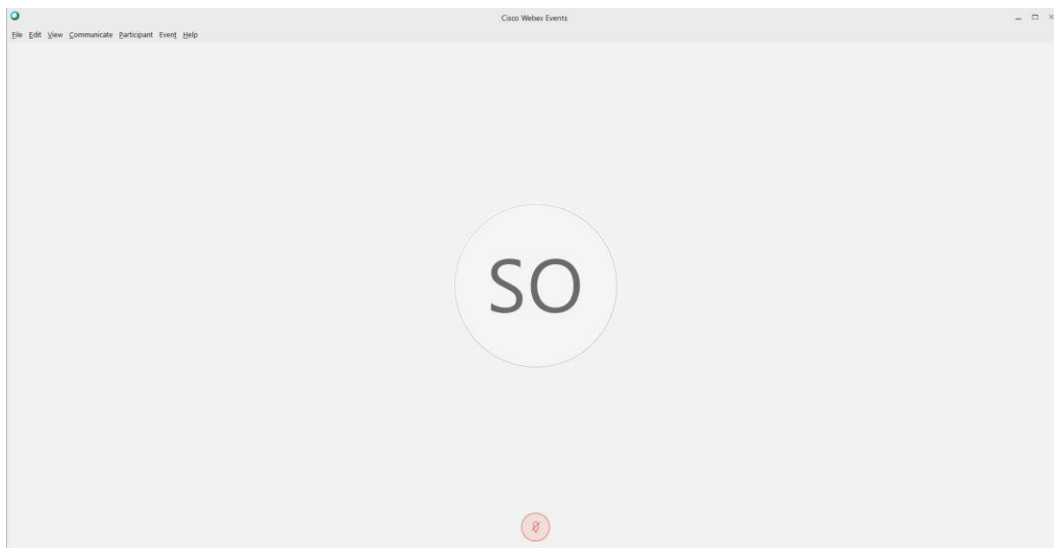11. Call into the audio conference with the details provided.

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

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.*
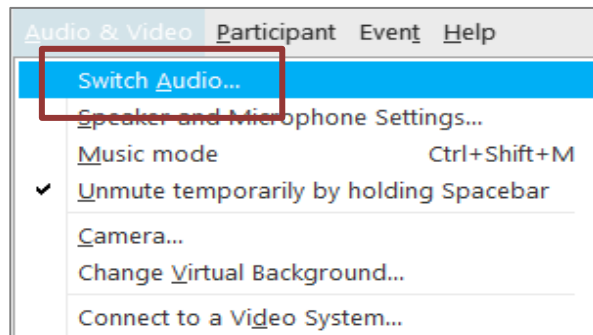
HOW TO – Join – DCA WebEx Event

Selecting Audio Connection After Joining

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.
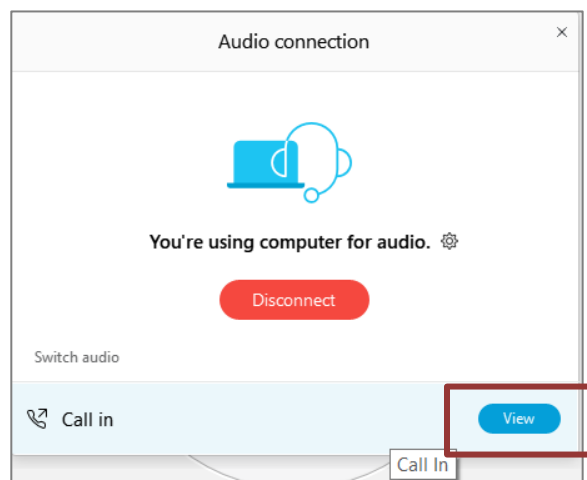
1. Select 'Audio & Video from the menu bar at the top of your screen.
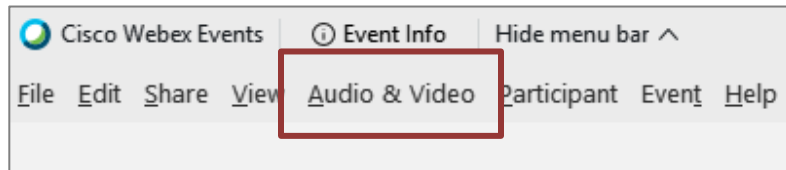
2. Select "Switch Audio" from the drop-down menu.

3. The 'Call In' information can be displayed by selecting 'View'

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

HOW TO – Join – DCA WebEx Event

Participating During a Public Comment Period

At certain times during the event, the facilitator may call for public comment.

Using the Question & Answer feature (Q&A):
If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.
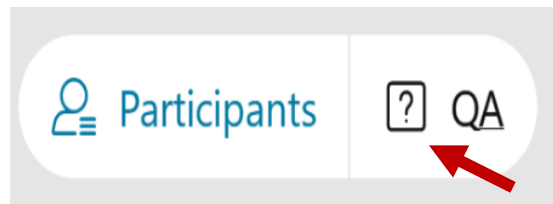
This will bring up the 'Q and A' chat box.

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

Make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.
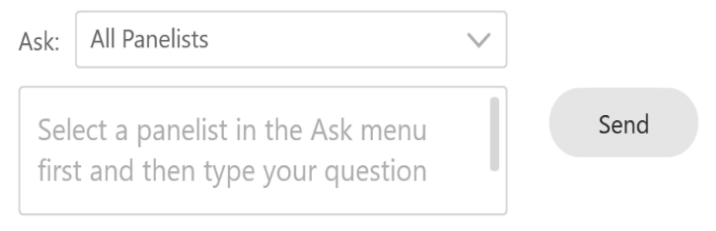
Using the hand raise feature:
If the program elects to allow use of the hand raise feature and you would like to make a public comment, click on the hand icon next to your name.
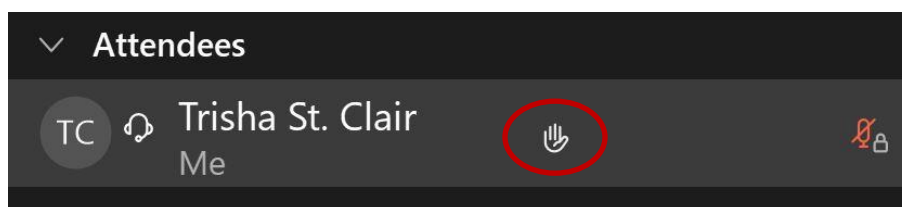
Please click on the hand icon again once your comment has been presented to lower your hand.

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

When you are identified as the next commenter, the moderator will unmute your line, sending you a request to unmute yourself. Clicking "unmute me" on the pop-up window will open your microphone. You may then begin providing your public comment.
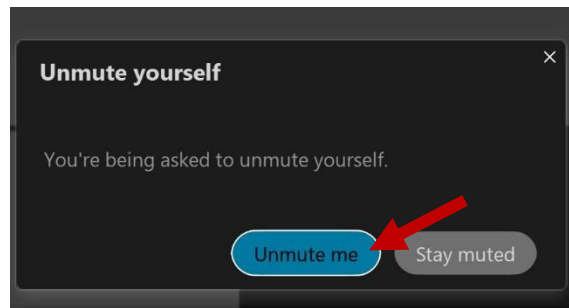
NOTE: Your line will be muted at the end of the allotted public comment duration. You will be given a warning that your time is about to expire.