

MEETING MINUTES CALIFORNIA ARCHITECTS BOARD

June 5, 2025
Sacramento, CA

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 June 5, 2025, Board President Ron Jones called the meeting to order at 10:00 a.m. and Secretary Victoria Brash called the roll.

Board Members Present

Ron Jones, President
Robert Pearman, Vice President
Victoria Brash, Secretary
Tian Feng
Leonard Manoukian
Nilza Serrano (left the meeting at 12:30 p.m.)
Amanda Steidlmayer
Fuad Sweiss (left the meeting at 12:00 p.m.)

Six members of the Board present constitutes a quorum; a quorum was established.

Landscape Architects Technical Committee (LATC) Members Present

Pamela S. Brief, Committee Chair

Board Staff Present

Laura Zuniga, Executive Officer
Jesse Laxton, Assistant Executive Officer
Kourtney Fontes, Administration Manager
Kimberly McDaniel, LATC Program Manager
Marccus Reinhardt, Licensing Manager
Timothy Rodda, Regulations Manager
Michael Sganga, Lead Enforcement Analyst

DCA Staff Present

Alex Cristescu, Webcaster
Suzanne Balkis, Budget Manager
David Bouilly, SOLID Facilitator
Luke Fitzgerald, Budget Analyst
Helen Geoffroy, Legal Affairs Attorney III
Shelly Jones, Chief – SOLID & OIO

Guests Present

Liam Hanlon, American Institute of Architects (AIA) California
Nikki Dennis Stephens, AIA California
Ginger Thompson, Architect

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

President Jones opened the meeting by thanking Pamela Brief, LATC Chair, for attending. President Jones stated that all motions and seconds will be repeated for the record and votes on motions will be taken by roll call.

Public Comments: There were no public comments.

C. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Public Comments: There were no public comments.

D. UPDATE FROM THE DEPARTMENT OF CONSUMER AFFAIRS (DCA)

Shelly Jones provided updates on the Governor's proposal to split DCA's oversight agency, the Business, Consumer Services and Housing Agency, into two separate agencies. Ms. Jones also provided updates on the DCA's Telework Policy and recent personnel changes.

F. PRESENTATION OF CERTIFICATES OF RECOGNITION

President Jones and Executive Officer Laura Zuniga presented retiring member Nilza Serrano with a certificate of recognition for her service to the Board.

Ms. Serrano encouraged the Board to continue encouraging students of diverse backgrounds to join the field of architecture. Vice President Robert Pearman shared that Ms. Serrano has also been a leader at the national level and thanked her for her service. Ms. Zuniga thanked Ms. Serrano for her service and dedication to the Board.

President Jones welcomed new member Amanda Steidlmayer to the Board.

N. REGULATIONS UPDATE**1. Consideration and Ratification of the Addendum to the Initial Statement of Reasons and Any Comments Received on the 15-Day Notice for California Code of Regulations (CCR), Title 16, Division 2, Article 3, section 116 (Eligibility for Examination)**

Timothy Rodda directed Board members to the Addendum to the Initial Statement of Reasons regarding 16 CCR 116 (Eligibility for Examination).

Robert Pearman moved to ratify the Addendum to the Initial Statement of Reasons for Section 116 published during the 15-day comment period and authorize the Executive Officer to proceed with the text as originally approved, taking all steps necessary to complete the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed amendments to Section 116.

Nilza Serrano seconded the motion.

Members Jones, Brash, Feng, Manoukian, Pearman, Serrano, Steidlmayer, and Sweiss voted in favor of the motion. Motion passed 8-0.

2. Consideration of and Possible Action on, Any Comments Received During the 45-Day Comment Period and Proposed Text Edits Regarding Regulations to Amend CCR Title 16, Division 2, Article 3, section 124 (Reasonable Accommodations)

Mr. Rodda explained the proposed amendments to 16 CCR 124 (Reasonable Accommodations) and answered questions posed by members of the Board.

Nilza Serrano moved to approve the modification to the proposed regulatory text for Section 124, which was already corrected in text provided in the 45-Day Notice Period and authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed regulations at Section 124 as noticed.

Robert Pearman seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, Serrano, Steidlmayer, and Sweiss voted in favor of the motion. Motion passed 8-0.

3. Consideration of and Possible Action on Edits Made to CCR, Title 16, Division 2, Article 2, section 109 (Application Extension)

Mr. Rodda explained the proposed amendments to 16 CCR 109 (Application Extension).

Nilza Serrano moved to approve the proposed regulatory text for Section 109 direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-

substantive changes to the package, and set the matter for a hearing if requested. If the Board does not receive any comments providing objections or adverse recommendations specifically directed at the proposed action or to the procedures followed by the board in proposing or adopting the action, during the 45-day comment period, and no hearing is requested then the Board authorizes the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed regulations at Section 109 as noticed.

Robert Pearman seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, Serrano, Steidlmayer, and Sweiss voted in favor of the motion. Motion passed 8-0.

4. Consideration of and Possible Action on Proposed Amendments to CCR Title 16, Division 2, Article 2, section 109.1 (Retired License Reinstatement)

Mr. Rodda explained the proposed amendments to 16 CCR 109.1 (Retired License Reinstatement) and answered questions posed by members of the Board. Board members asked about the proposed one-year requirement to wait before reinstatement of a license. Helen Geoffroy explained that implementing a one-year waiting period is standard for administrative efficiency.

Robert Pearman moved to approve the proposed regulatory text for Section 109.1, direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If the Board does not receive any comments providing objections or adverse recommendations specifically directed at the proposed action or to the procedures followed by the board in proposing or adopting the action, during the 45-day comment period, and no hearing is requested then the Board authorizes the Executive Officer to take all steps necessary to initiate the rulemaking process, make any technical or non-substantive changes to the package, and adopt the proposed regulations at Section 109.1 as noticed.

Fuad Sweiss seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, Serrano, Steidlmayer, and Sweiss voted in favor of the motion. Motion passed 8-0.

I. REVIEW AND POSSIBLE ACTION ON FEBRUARY 20, 2025, BOARD MEETING MINUTES

Nilza Serrano moved to approve the February 20, 2025, minutes.

Robert Pearman seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, Serrano, Steidlmayer, and Sweiss voted in favor of the motion. Motion passed 8-0.

E. BUDGET UPDATE FROM THE DCA BUDGET OFFICE

Budget Analyst Luke Fitzgerald summarized the Board's expenditure projections and fund condition statement included in the meeting materials. Mr. Fitzgerald and Budget Manager Suzanne Balkis answered questions posed by members of the Board.

Public Comments: There were no public comments.

G. BAGLEY-KEENE OPEN MEETING ACT TRAINING

Helen Geoffroy presented a training on the Bagley-Keene Open Meeting Act and answered questions posed by members of the Board.

Public Comments: There were no public comments.

H. ENFORCEMENT OVERVIEW TRAINING

Helen Geoffroy and Michael Sganga presented a training on enforcement processes and answered questions posed by members of the Board.

Public Comments: There were no public comments.

J. UPDATE AND DISCUSSION ON COMMITTEE MEETINGS OF THE NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB)

Ms. Zuniga reminded the Board of the upcoming NCARB Annual Business Meeting and directed members to the NCARB agenda and resolutions included in the Board meeting materials.

Public Comments: There were no public comments.

K. UPDATE ON COMMITTEES

Ms. Zuniga stated there will be a Professional Qualifications Committee Meeting on July 24, 2025 and provided an update on the May 16, 2025 LATC meeting.

Vice President Pearman provided an update on the May 8, 2025 Regulatory and Enforcement Committee meeting.

Public Comments: There were no public comments.

L. EXECUTIVE OFFICER'S REPORT

Ms. Zuniga reported on the Board's newsletter, business modernization project, personnel updates, outreach events, examination statistics, and enforcement activity. Ms. Zuniga answered questions posed by members of the Board.

Ms. Serrano reminded the Board of possible items for the Communications Committee that were discussed at recent Board meetings.

Public Comments: There were no public comments.

M. LEGISLATIVE UPDATE

Ms. Zuniga presented summaries of AB 667, AB 671, AB 742, AB 759, AB 1341, and SB 641. Ms. Zuniga answered questions posed by members of the Board.

Public Comments: Nikki Dennis Stephens thanked the Board for the opportunity to discuss AB 759 (Valencia) Architects in Training. She explained AIA California's intention for AB 759 and answered questions posed by members of the Board. Ginger Thompson and Liam Hanlon expressed their support of AB 759.

O. REVIEW OF FUTURE BOARD MEETING DATES

The Board did not discuss this item.

P. CLOSED SESSION

No closed session.

Q. ADJOURNMENT

The meeting adjourned at 1:05 p.m.