

California Architects Board
Board Meeting
August 21, 2025





Board Members

Ron Jones, President
Robert C. Pearman, Jr.,
Vice President
Victoria Brash, Secretary
Tian Feng
Leonard Manoukian
Amanda Steidlmayer
Fuad Sweiss
Charles "Sonny" Ward, III

NOTICE OF PUBLIC MEETING

**The California Architects Board (Board) will meet at
10:00 a.m., on Thursday, August 21, 2025**

Laney College
The BEST Center
900 Fallon Street
Oakland, CA 94607

AGENDA

10:00 a.m. to 2:00 p.m.
(or until completion of business)

ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. President's Procedural Remarks and Board Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

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

- D. Update from the Department of Consumer Affairs (DCA)
- E. Presentation on the Architecture Program at Laney College. – Barry Yu, Chairman, Laney College Architecture Department
- F. Review and Possible Action on June 5, 2025, Board Meeting Minutes
- G. Update and Discuss National Council of Architectural Registration Boards (NCARB)
 - 1. Update and Discuss Committee Meetings
- H. Update on Committees
 - 1. July 24, 2025, Landscape Architects Technical Committee (LATC) Meeting
 - 2. July 24, 2025, Professional Qualifications Committee Meeting

(Continued)

- I. Executive Officer's Report – Update on Board's Administration / Management, Examination, Licensing, and Enforcement Programs
- J. Legislative Update
 - 1. AB 667 (Solache) License Examinations: Interpreters
 - 2. AB 671 (Wicks) Accelerated Restaurant Building Plan Approval
 - 3. AB 742 (Elhawary) Licensing: Applicants Who Are Descendants of Slaves
 - 4. AB 759 (Valencia) Architects in Training
 - 5. AB 1341 (Hoover) Building Law Violations
 - 6. SB 641 (Ashby) States of Emergency: Waivers and Exemptions
- K. Regulations Update
 - 1. Consideration of and Possible Action on Proposed Amendments to California Code of Regulations (CCR), Title 16, Division 2, Article 1, section 103 (Delegation of Certain Functions)
 - 2. Consideration of and Possible Action on Proposed Amendments to CCR Title 16, Division 2, Article 2, section 111 (Review of Applications)
- L. Review of Future Board Meeting Dates
- M. Closed Session - Pursuant to Government Code sections 11126(c)(3), the Board Will Meet in Closed Session to:
 - 1. Deliberate and Vote on Disciplinary Matters
 - 2. Approve February 20, 2025, closed session minutes
- N. Adjournment

All times are approximate and subject to change. The meeting may be cancelled or shortened without notice. Any item may be taken out of order to accommodate speaker(s) and/or to maintain quorum. 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 Board are open to the public.

The Board plans to webcast the meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts>. Webcast availability cannot be guaranteed due to limitations on resources or technical difficulties. The meeting will not be cancelled if webcast is not available. Meeting adjournment may not be webcast if adjournment is the only item that occurs after a closed session.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Board 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 Board, but the Board President may, at their discretion, apportion available time among those who wish to speak. Individuals may

appear before the Board to discuss items not on the agenda; however, the Board 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)).

A person who would like more information about the meeting or needs a disability-related accommodation or modification to participate in the meeting may ask questions about the meeting or make a disability-related accommodation request by contacting:

Person: Nailea Cortez

Telephone: (916) 575-7236

Email: Nailea.Cortez@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).

DRAFT 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.



NOTICE OF MEETING Landscape Architects Technical Committee

LATC MEMBERS

Pamela S. Brief, Chair
Patricia M. Trauth, Vice Chair
Martin Armstrong
Susan M. Landry
Jon S. Wreschinsky

***Action may be
taken on any
item listed on
the agenda.***

**The Landscape Architects Technical Committee
(LATC or Committee) will meet at
at 10 a.m., on July 24, 2025**

NOTE: This teleconference meeting is being held pursuant to Government Code section 11123.5.

The in-person location for this meeting is:

**2420 Del Paso Road, Suite 105, Room 114
Sacramento, CA 95834**

Information to Register/Join Meeting for Members of the Public via Webex: To access the Webex event, attendees will need to click the following link. Instructions to connect to the meeting can be found at the end of this agenda.

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m4860a6e3e2bf09fd545eb784fd783ca0>

Members of the public may, but are not obligated to, provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier, such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make a public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com

Due to potential technical difficulties, please consider submitting written comments by July 14, 2025, to latc@dca.ca.gov for consideration.

AGENDA

10 a.m. to 5 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
- C. Public Comment on Items Not on the Agenda

The Committee may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Committee'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. Update from the Department of Consumer Affairs (DCA) – Board and Bureau Relations, DCA
- E. Budget Update from DCA Budget Office, Luke Fitzgerald, Budget Analyst
- F. Review and Possible Action on May 16, 2025, LATC Meeting Minutes
- G. Program Manager's Report
 - 1. Update on Committee's Administrative/Management, Examination, Licensing, and Enforcement Programs
- H. Update and Discuss Council of Landscape Architectural Registration Boards (CLARB):
 - 1. CLARB Presentation
 - 2. Discuss and Take Action on Candidates for 2025 Board of Directors and Leadership Advisory Council
 - 3. Update and Discuss Committee Meetings
 - 4. Review and Discuss the 2025 CLARB Annual Meeting Agenda
- I. Review and Discuss Strategic Plan Item 1.4: Encourage Associations and Firms to Provide Financial Assistance to Help with the Costs of Exams and Licensure

J. Review and Discuss Strategic Plan Item 1.5: Research the Possibility of Establishing Continuing Education (CE) Requirements for Renewal

K. Review and Discuss Subject Matter Expert (SME) Recruitment for Test Development

L. Legislation Update

1. [AB 1341 \(Hoover\)](#) Contractors; Discipline: Building Law Violations

M. Review of Future Committee Meeting Dates

N. 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 Committee 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.

FOR OBSERVATION ONLY: WEBCAST: The LATC plans to webcast this meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts>. Using the Webcast link will allow only for observation with closed captioning. Webcast availability cannot, however, be guaranteed due to resource limitations or technical difficulties. The meeting will not be cancelled if Webcast is unavailable. If you wish to participate, please plan to participate via the Webex option listed above.

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 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 Committee 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)).

The meeting is accessible to individuals with disabilities. To request a disability-related accommodation or modification in order to participate, please contact:

Person: Heather Davis
Telephone: (916) 575-7235
Email: Heather.Davis@dca.ca.gov

Mailing Address:
Landscape Architects Technical Committee
2420 Del Paso Road, Suite 105

2420 Del Paso Road, Suite 105 • Sacramento, CA 95834 • P (916) 575-7230 • F (916) 575-7283
latc@dca.ca.gov • www.latc.ca.gov

Telecommunication Relay Service: Dial 711 Sacramento, CA 95834

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

For further information prior to the meeting, please contact:

Person: Heather Davis

Telephone: (916) 575-7235

Email: Heather.Davis@dca.ca.gov

Mailing Address:

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105

Meeting notices and related materials are available online at:

https://www.latc.ca.gov/about_us/meetings/ (Government Code section 11125(a)).

Protection of the public shall be the highest priority for the Committee 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 5620.1).



**Committee Members
Appearing Virtually**

Victoria Brash, Chair
Mitra Kanaani
Eric Lum
Charles Ward III

NOTICE OF TELECONFERENCE MEETING

Professional Qualifications Committee

The Professional Qualifications Committee (PQC) will hold a meeting at the location below and via Webex Events

9:30 a.m. on Thursday, July 24, 2025

**California Architects Board (CAB)
2420 Del Paso Road, Suite 105
Conference Room
Sacramento, CA 95834**

The above-listed PQC members will be in virtual attendance during the meeting. A staff member of the California Architects Board will attend at the above shown location.

IMPORTANT INFORMATION: To participate in the Webex meeting, please log on to the below website on the day of the meeting:

Join Webex Meeting: (<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m791699ead3b4aef4b36b04f714490349>)

Webex Event/Meeting Number: 2489 583 3335

Password: CAB724

If joining by phone:

+1-415-655-0001 US Toll
Access code: 2489 583 3335
Passcode: 222724

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

Due to potential technical difficulties, please consider submitting written comments by July 18, 2024, to cab@dca.ca.gov for consideration.

(Continued)

AGENDA

9:30 a.m. to 2 p.m.

(or until completion of business)

THE PQC MAY ACT UPON ANY ITEM LISTED ON THIS AGENDA.

- A. Call to Order / Roll Call / Establishment of a Quorum
- B. Chair's Procedural Remarks and PQC Member Introductory Comments
Public Comment on Items Not on the Agenda

The PQC may not discuss or act upon any item raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).
- C. Review and Possible Action on March 30, 2022, and November 20, 2024, PQC Meeting Minutes
- D. Discuss and Possible Action on 2025–2028 Strategic Plan Objective to Determine Whether the California Supplemental Exam (CSE) Needs to Be Modified to Ensure Its Relevancy and to Remove Any Barriers to Licensure
- E. Discuss and Possible Action on 2025-2028 Strategic Plan Objective to Evaluate Continuing Education (CE) Requirements and Propose Statutory or Regulatory Changes to Ensure Relevancy and to Expand Course Options
- F. Discuss and Possible Action on 2025-2028 Strategic Plan Objective to Explore ways to Improve the Quality of CE Providers to Increase Public Protection
- G. Discuss and Possible Action on 2025-2028 Strategic Plan Objective to Enhance the Connect Platform to Require CE Documentation be Uploaded During the Renewal Process.
- H. Discuss and Possible Action on 2025-2028 Strategic Plan Objective to Review the Licensing Process to Improve Efficiencies by Developing Clearer Guidelines and Improved Tools
- I. Adjournment

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 PQC are open to the public.

The PQC 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 PQC 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 PQC, but the Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the PQC to discuss items not on the agenda; however, the PQC 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: Oscar Diaz

Telephone: (916) 619-3336

Email: Oscar.Diaz@dca.ca.gov

Telecommunications Relay Service: Dial 711

Mailing Address:

California Architects Board
2420 Del Paso Road, Ste 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 CAB 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).

Quarterly Report of the Executive Officer

Administrative/Management

Board. The Board met in Sacramento on June 5 and will meet in Oakland on August 21.

Meetings. The Landscape Architects Technical Committee (LATC) met by teleconference on July 24 and will meet in-person on October 21.

The Professional Qualifications Committee met by teleconference on July 24.

Newsletter

The Fall issue of the California Architects newsletter will be distributed in October.

Budget

The Board's fund condition was discussed at the June 2025 Board meeting. CAB increased its initial license and renewal fees in July 2023 from \$300 to \$400. LATC increased its initial license and renewal fees in January 2024 from \$400 to \$700.

Business Modernization

The Business Modernization Project has entered into Maintenance and Operations, and the Board and LATC will continue to work with DCA staff on further functionality.

Personnel

Craig Le was hired as the Public Information Technician for CAB and LATC.

Nailea Cortez was hired as the Human Resources Liaison for CAB and LATC.

Outreach

CAB is working with the DCA Office of Publications, Design & Editing to develop posters that will be distributed to architecture schools in California to explain recent changes to California Code of Regulations (CCR), Title 16, sections 116 and 117, relating to paths to licensure.

Social Media

CAB and LATC's social media account information is noted in the chart below.

CAB	Posts Apr. – Jun.	Followers 6/30/25	LATC	Posts Apr. – Jun.	Followers 6/30/25
Bluesky	8	33	Bluesky	0	15
Instagram	9	1,513	Instagram	8	236
LinkedIn	4	696	LinkedIn	1	170
X	9	1,380	X	0	291
Facebook	8	472			

Regulatory Proposals

Architects

CCR Sections 121 (Form of Examinations; Reciprocity) and 124 (California Supplemental Examination). This proposal is complete and was filed with the Secretary of State on December 4, 2024, and had an effective date of April 1, 2025.

Status: Complete.

CCR Section 120 (Re-Examination). This proposal is complete and was filed with the Secretary of State on May 15, 2025, and had an effective date of July 1, 2025.

Status: Complete.

CCR Section 116 (Eligibility for Examination). The proposed change will remove the five (5) year experience requirement to take the ARE, and remove the eight (8) year, Architectural Experience Program completion, and ARE completion requirement before candidates can take the CSE. Candidates who submit a complete application to the Board will be made eligible for testing upon approval of the application(s).

At its September 13, 2024 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to DCA for review on October 4, 2024, and forwarded to Agency on December 19, 2024. Agency approved the regulation to proceed and it was sent to OAL on January 6, 2025. The 45-day comment period began on January 17, 2025 and ended on March 3, 2025 with no comments received. During final review, staff noticed that the incorrect date of the Board approval was listed on the underlying data in the Initial Statement of Reasons and drafted an addendum to correct it. A 15-day comment period on the addendum to the ISR

was published on March 25, 2025 and ends on April 10, 2025.

The Board approved the addendum to the ISR at its meeting on June 5, 2025 meeting. The final package was sent to DCA for review on June 20, 2025 and approved by the Director on June 26, 2025. The final rulemaking file was submitted to OAL for final review on June 26, 2025.

Status: Awaiting OAL decision.

CCR Section 124 (Reasonable Accommodations). The proposed change will specify the method by which candidates request reasonable accommodations for the California Supplemental Examination.

At its December 5-6, 2024 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. During Agency review language was clarified and updated. The regulatory package was submitted to OAL on March 20, 2025 and the public comment is April 4, 2025 through May 19, 2025.

The Board received no comments and approved the updated language at its meeting on June 5, 2025 meeting. The final package was sent to DCA for review on June 20, 2025 and approved by the Director on June 26, 2025. The final rulemaking file was submitted to OAL for final review on June 26, 2025.

Status: Awaiting OAL decision.

CCR Section 144 (Fees). This proposed change with authorize the Board to specify a fee for completing license verification forms for licensees. The fee is to cover the staff time it takes to complete the document and send it to the jurisdiction. The regulatory package was submitted to the Department on March 12, 2025, approved on March 20 and sent to Agency for review that same day. Agency approved the regulation on April 22, 2025 and was submitted to OAL the same day. The 45-day comment period began May 2, 2025 and ended June 16, 2025. No comments were received.

The final package was sent to DCA for review on June 20, 2025 and approved by the Director on June 26, 2025. The final rulemaking file was submitted to OAL for final review on June 26, 2025.

Status: Awaiting OAL decision.

CCR Section 109 (Application Extension). The proposed change will specify the method by which candidates request an extension to their eligibility period should they be impacted by a state of emergency.

At its February 20, 2025 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on April 2, 2025. During this review, substantive clarity concerns were raised about the language, which were then approved by the

Executive Officer's Report

Board at its June 5, 2025 meeting. The package was submitted to OAL for initial noticing. The 45-day comment period began on June 27, 2025 and ends on August 11, 2025. If any comments are received, they will be presented to the Board at its August 21, 2025 meeting.

Status: Awaiting end of comment period.

CCR Section 109.1 (Retired License). The proposed change will state that a retired license cannot be reinstated until at least one year has passed since the license has been retired, and to reinstate the license, proof of continuing education must be submitted.

At its June 5, 2025 meeting, the Board approved the language and delegated the authority to the EO to adopt the regulation, provided no adverse comments were received during the public comment period, and to make minor technical or non-substantive changes, if needed. The regulatory package was submitted to the Department on July 2, 2025.

Status: Awaiting DCA review and upon completion, will submit to OAL.

Landscape Architects - None

Licensing and Examination Program

Architects

Performance data for the Architect California Supplemental Examination (CSE) and Architect Registration Examination (ARE) 5.0 for California candidates during the fourth quarter of FY 2024/25 are presented in Tables A, B and C.

Table A

Architect CSE Examinee Performance: April 1 – June 30, 2025

Candidate Type	Pass	Rate	Fail	Rate	Total Examinees
Instate First-time	93	64%	52	36%	145
Instate Repeat	42	67%	21	33%	63
Reciprocity First-time	53	62%	33	38%	86
Reciprocity Repeat	11	65%	6	35%	17
Total	199	64%	112	36%	311

Table B**California ARE 5.0 Examinee Performance by Division: April 1 – June 30, 2025**

ARE Division	Pass	Rate	Fail	Rate	Total Exams
Construction and Evaluation	155	56%	120	44%	275
Practice Management	191	49%	200	51%	391
Programming and Analysis	132	51%	126	49%	258
Project Development and Documentation	127	49%	130	51%	257
Project Management	193	63%	114	37%	307
Project Planning and Design	147	49%	151	51%	298

Table C**California and NCARB ARE 5.0 Performance Comparison
(Q4 FY 2024/25)**

ARE Division	Q4 FY 24/25		
	CA Pass	Natl. Pass	▲ %
Construction and Evaluation	56%	60%	-4%
Practice Management	49%	51%	-2%
Programming & Analysis	51%	59%	-8%
Project Development & Documentation	49%	54%	-5%
Project Management	63%	64%	-1%
Project Planning & Design	49%	49%	0%

▲ % is the difference in the California and national (NCARB) performance.

Landscape Architects

Performance data for the Landscape Architect California Supplemental Examination (CSE) and Landscape Architect Registration Examination (LARE) for California candidates during the fourth quarter of FY 2024/25 are presented in Tables D, E, and F.

Table D**Landscape Architect CSE Examinee Performance: April 1 – June 30, 2025**

Candidate Type	Pass	Rate	Fail	Rate	Total Examinees
First-time	12	57%	9	43%	21
Repeat	6	75%	2	25%	8
Total	18	62%	11	38%	29

Table E**California LARE Examinee Performance by Section: April 1 – June 30, 2025**

LARE Section	Pass	Rate	Fail	Rate	Total Examinees
Inventory, Analysis, and Project Management	45	58%	33	42%	78
Planning and Design	54	57%	40	43%	94
Construction Documentation and Administration	37	74%	13	26%	50
Grading, Drainage, and Stormwater Management	22	41%	32	59%	54
Total	158	57%	118	43%	276

Table F**California and CLARB Performance Comparison**

LARE Section	Q4 FY 24/25		
	CA Pass	Natl. Pass	▲ %
Inventory, Analysis, and Project Management	58%	64%	-6%
Planning and Design	57%	64%	-7%
Construction Documentation and Administration	74%	74%	0%
Grading, Drainage, and Stormwater Management	41%	51%	-10%

Enforcement**Architects**

The most common violations have stayed consistent over the past four years, and are as follows:

- Misuse of the term “Architect”
- Practice without a license/device
- Continuing Education Audit Incompliance
- Written contract violations
- Signature/Stamp on plans and unauthorized practice
- Negligence or Willful Misconduct

Table G
Architects Complaints and Enforcement Actions

Category	Current Quarter		Prior Quarter		FY 24 25
	Apr.	Jun. 2025	Jan.	Mar. 2025	
Complaints					
Received	103		130		336
Opened	103		130		336
Closed	81		88		323
Average Days to Close	95		108		158
Pending	220		202		223
Citations					
Issued	13		32		131
Final	21		24		89
Continuing Education Citations					
Issued	19		29		80
Final	19		33		81
Discipline					
Pending Attorney General	4		4		4
Final	0		0		1

Landscape Architects

Table H
Landscape Architects Complaints and Enforcement Actions

Category	Current Quarter Apr. Jun. 2025	Prior Quarter Jan. Mar. 2025	FY 24 25
Complaints			
Received	7	4	26
Opened (Reopened)	7	4	20
Closed	6	5	14
Average Days to Close	48	113	76
Pending	4	4	4
Citations			
Issued	0	2	5
Final	0	2	4
Discipline			
Pending Attorney General	0	1	1
Final	0	0	0

LATC's most common violations mirror the Board's with the exception of continuing education, signature/stamp on plans, unauthorized practice, and negligence or willful misconduct. LATC does not typically see egregious violations and more commonly receives complaints regarding the Rules of Professional Conduct and the standards of practice within the profession.

The most common violations within the practice of landscape architecture have stayed consistent over the past four years, and are as follows:

- Misuse of the term "landscape architect"
- Practice without a license
- Written contract violations
- Rules of Professional Conduct violations

Enforcement Actions

Architects

Summaries are pending approval and will be provided separately.

Landscape Architects

Summaries are pending approval and will be provided separately.

AGENDA ITEM J.1: AB 667 (SOLACHE) LICENSE EXAMINATIONS: INTERPRETERS

SUMMARY

[AB 667](#) would require boards and bureaus within the Department to permit an applicant who cannot read, speak, or write in English to use an interpreter, at no cost to the applicant, when taking a state-administered or contracted license exam. The boards administering the exam would be required to pay for the interpreter. It would also require all board and bureaus to include a section in their license application asking about applicants' preferred languages and conduct an annual review, along with a corresponding legislative report, regarding language preferences.

Action Requested

None.

AGENDA ITEM J.2: AB 671 (WICKS) ACCELERATED RESTAURANT BUILDING PLAN APPROVAL

SUMMARY

[AB 671](#) requires a local building or permitting department to allow a qualified professional certifier, defined as a licensed architect or engineer, to certify compliance with applicable building, health, and safety codes for a tenant improvement plan relating to a restaurant.

Action Requested

None.

AGENDA ITEM J.3: AB 742 (ELHAWARY) LICENSING: APPLICANTS WHO ARE DESCENDANTS OF SLAVES

SUMMARY

[AB 742](#) would direct the Department of Consumer Affairs to prioritize the license applications of potential licensees who are descendants of slaves. Special priority would go to descendants of people who were enslaved in the United States.

Action Requested

None.

AGENDA ITEM J.4: AB 759 (VALENCIA) ARCHITECTS IN TRAINING

SUMMARY

[AB 759](#) would allow applicants for licensure who have passed at least one part of the Architect Registration Examination created by the National Council of Architectural Registration Boards, to use the title "architect-in-training" or "AIT" for up to four years once approved by the Board. The architect in training would not be allowed to perform architect services on their own to the public and the Board may disclose the architect-in-training upon public request. The Board may charge a fee for determining and authorizing an individual to use the term architect-in-training. This bill has a sunset date of January 1, 2035, and applicants will not be allowed to apply after January 1, 2031.

Action Requested

None.

AGENDA ITEM J.5: AB 1341 (HOOVER) BUILDING LAW VIOLATIONS

SUMMARY

[AB 1341](#) specifies that the unlicensed practice of architecture, landscape architecture, engineering, land surveying, geology or geophysics by a licensed contractor constitutes cause for disciplinary action by the Contractors State License Board (CSLB or board).

Major Provisions

Identifies provisions of the Architects Practice Act, Landscape Architects Practice Act, Professional Engineers Act, Professional Land Surveyors' Act, and the Geologist and Geophysicist Act as building laws of the state, which willful and deliberate disregard of constitutes a cause for disciplinary action against a licensee of the CSLB.

Action Requested

None.

AGENDA ITEM J.6: SB 641 (ASHBY) STATES OF EMERGENCY: WAIVERS AND EXEMPTIONS

SUMMARY

[SB 641](#) Among other things, this bill would authorize Department boards to waive the application of certain provisions of the licensure requirements that the board is charged with enforcing for licensees and applicants impacted by a declared federal, state, or local emergency or whose home or business is located in a declared disaster area. This waiver would apply to certain examination, license renewal, fee, and continuing education requirements. It would also require every applicant and licensee of Department programs to provide an email address.

Action Requested

None.

AGENDA ITEM K.1: Consideration of and Possible Action on Proposed Amendments to California Code of Regulations (CCR), Title 16, Division 2, Article 1, section 103 Delegation of Certain Functions

Summary

California Code of Regulations (CCR) 103 Delegation of Certain Functions states the Board's executive officer has delegated power to issue and proceed with disciplinary matters.

The current regulation does not have a provision for when the Board does not have an executive officer, such as through retirement or an absence. Board staff is suggesting adding language that identifies an acting executive officer or their designee to be able to cover the time when the Board does not have an executive officer. This will allow the Board to function as normal and avoid incurring delays due to a vacant position or absence.

Action Requested

Approve the proposed regulatory text for Section 103, 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 103 as noticed.

Attachments

1. 16 CCR section 103 (Proposed Text)

Department of Consumer Affairs
Title 16. California Architects Board

PROPOSED REGULATORY LANGUAGE
Delegation of Certain Functions

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Amend Section 103 of Article 1 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 103. Delegation of Certain Functions.

The power and discretion conferred by law upon the Board to receive and file accusations; issue notices of hearing, statements to respondent and statements of issues; receive and file notices of defense; determine the time and place of hearings under Section 11508 of the Government Code; issue subpoenas and subpoenas duces tecum; set and calendar cases for hearing and perform other functions necessary to the business-like dispatch of the business of the Board in connection with proceedings under the provisions of Sections 11500 through 11528 of the Government Code, prior to the hearing of such proceedings; to approve settlement agreements for the revocation or surrender of license; and the certification and delivery or mailing of copies of decisions under Section 11518 of the Government Code are hereby delegated to and conferred upon the executive officer of the Board, or in their absence from the office of the Board, to their designee or the acting executive officer.

Note: Authority cited: Section 5526, Business and Professions Code. Reference: Section 5561.5, Business and Professions Code.

AGENDA ITEM K.2: Consideration of and Possible Action on Proposed Amendments to CCR, Title 16, Division 2, Article 2, section 111 Review of Applications

Summary

California Code of Regulations (CCR) 111 Review of Applications describes the processing times the Board must abide by when reviewing applications and notifying applicants of whether requirements have been met. The current application processing times are based on prior examination deliveries, paper applications, paper files and documentation, and have not been updated substantively updated since 1996.

The current regulation references appointment times for the Architect Registration Examination and the California Supplemental Examination. This was from a time when both examinations were held during specific times each year. Since examinations have transitioned to at will scheduling once approved and the Board has transitioned to an electronic system for applicant tracking, document submittal, and applications, the processing times require updating. The Board also needs to add a processing time for retired licenses. Additionally, with the approved changes to the examination eligibility regulations that go into effect on October 1, 2025, candidate approvals will be more streamlined.

Action Requested

Approve the proposed regulatory text for Section 111, 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 111 as noticed.

Attachments

1. 16 CCR section 111 (Proposed Text)

Department of Consumer Affairs
Title 16. California Architects Board

PROPOSED REGULATORY LANGUAGE
Review of Applications

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Amend Section 111 of Article 2 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 111. Review of Applications.

(a) Within sixty (60) days of receipt of an application as referenced in sections 109(b)(3), 109(e), or 124(b), ~~The Board shall inform a candidate for the Architect Registration Examination (ARE) within thirty (30) days after receipt of an Application for Eligibility Evaluation, as referenced in section 109(b)(3), whether the application is complete and the candidate is eligible~~ to test ~~or that their application is deficient and what specific information or documentation is required to complete the application.~~

~~(b)(1) The Board shall notify a candidate within one hundred and fifty (150) days after the filing of a complete Application for Eligibility Evaluation for the ARE of his or her results thereon. These processing times apply to those candidates who are eligible and who take first available scheduled appointment for the ARE.~~

~~(2) The Board shall notify a candidate within one hundred and sixty-five~~ thirty (46530) ~~days after the filing of a complete application for of taking the California Supplemental Examination of his or her~~ their ~~results thereon. These processing times apply to those candidates who submit their complete California Supplemental Examination application on the examination filing deadline.~~

~~(3) The Board shall decide within three hundred and thirty (330) days after the filing of an Application for Eligibility Evaluation whether the candidate meets the requirements for original licensure. The actual processing time applies to those candidates who are eligible for licensure and who take and pass the first available examinations and who initially submitted a complete Application for Eligibility Evaluation.~~

~~(c) The Board shall decide within two hundred and ten (210) days after the filing of a reciprocity application whether the applicant meets the requirements for original licensure. The actual processing time applies to those persons who are eligible for licensure and who take and pass the first available examinations and who submitted a complete application on the first available examination deadline.~~

(d~~c~~) Within thirty (30) days after receipt of an application as defined in section 109(b), 109(g), or 109.1(c)~~Application for Licensure~~, the Board shall notify the applicant whether the application is complete, and the applicant is eligible for licensure or that the application is deficient and what specific information or documentation is required to complete the application.

Note: Authority cited: Sections 115.4 and 5526, Business and Professions Code.

Reference: Sections 115.4 and 5550, Business and Professions Code.

AGENDA ITEM L: REVIEW OF FUTURE BOARD MEETING DATES

Summary

A schedule of planned meetings and events for 2025 are provided to the Board.

<u>Date</u>	<u>Event</u>	<u>Location</u>
October 21	LATC Meeting	TBD
November 6	Board Meeting	Sacramento