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MEETING MINUTES
CALIFORNIA ARCHITECTS BOARD

August 21, 2025
Oakland, 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 August 21, 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
Charles “Sonny” Ward

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

Board Staff Present
Laura Zuniga, Executive Officer
Jesse Laxton, Assistant Executive Officer
Kourtney Fontes, Administration Manager
Kimberly McDaniel, LATC Program Manager
Timothy Rodda, Regulations Manager
Nailea Cortez, Human Resources Liaison

DCA Staff Present
Helen Geoffroy, Legal Affairs Attorney III

Guests Present
Mandy Freeland, American Institute of Architects (AIA) California
Becky Opsata, Laney College President
Scott Terrell, AIA California
Barry Yu, Laney College Chairman of Architecture Department

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

President Jones opened the meeting and 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)

Laura Zuniga presented an update on the Governor's Reorganization Plan to split DCA's oversight agency, the Business, Consumer Services and Housing Agency, into two separate agencies. Ms. Zuniga also presented updates on DCA's Telework Policy, recent travel guidance, and Annual Report.

Public Comments: There were no public comments.

F. REVIEW AND POSSIBLE ACTION ON JUNE 5, 2025, BOARD MEETING MINUTES

Robert Pearman moved to approve the June 5, 2025, minutes.

Victoria Brash seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, and Ward voted in favor of the motion. Motion passed 6-0.

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

Ms. Zuniga stated that she is currently on the Credentials Committee. Tian Feng provided an update on NCARB Board of Directors activity. Victoria Brash provided an update on the Research and Development Subcommittee. President Jones encouraged Board members to continue volunteering for NCARB.

Public Comments: There were no public comments.

H. UPDATE ON COMMITTEES

Kimberly McDaniel presented an update on the July 24, 2025, LATC meeting and answered questions posed by members of the Board.

Secretary Brash provided an update on the July 24, 2025, Professional Qualifications Committee meeting. Mr. Feng asked about the discussion related to artificial intelligence (AI). Ms. Zuniga shared that the Professional Qualifications Committee discussed AI recently and the Board might have further discussion at its November meeting. President Jones encouraged Board members to review AIA efforts related to AI. He stated that the Communications Committee is recruiting an additional member.

Public Comments: There were no public comments.

E. PRESENTATION ON THE ARCHITECTURE PROGRAM AT LANEY COLLEGE – BARRY YU, CHAIRMAN, LANEY COLLEGE ARCHITECTURE DEPARTMENT

Barry Yu presented an overview of the Laney College Architecture Program and answered questions posed by members of the Board.

Public Comments: There were no public comments.

I. EXECUTIVE OFFICER'S REPORT

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

Public Comments: Barry Yu recommended encouraging architecture schools to offer testing courses as a requirement.

J. 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.

Charles Ward moved to allow President Jones to prepare a response to AB 667 on behalf of the Board.

Victoria Brash seconded the motion.

Public Comments: Scott Terrell shared that AIA did not take a position on AB 667.

Members Jones, Brash, Feng, Manoukian, Pearman, and Ward voted in favor of the motion. Motion passed 6-0.

The Board discussed impacts of AB 759.

Public Comments: Scott Terrell highlighted technical updates included in AB 759 (Valencia) Architects in Training and explained AIA California's intention for AB 759. Mandy Freeland expressed support of AB 759.

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)**

Timothy Rodda directed Board members to the proposed amendments to 16 CCR 103 (Delegation of Certain Functions). Mr. Rodda and Ms. Zuniga answered questions posed by members of the Board. Mr. Pearman recommended that the Board review the proposal at a future meeting and confirm what functions can be performed by the Assistant Executive Officer.

Public Comments: There were no public comments.

2. **Consideration of and Possible Action on Proposed Amendments to CCR Title 16, Division 2, Article 2, section 111 (Review of Applications)**

Mr. Rodda explained the proposed amendments to 16 CCR 111 (Review of Applications).

Tian Feng moved to 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.

Leonard Manoukian seconded the motion.

Public Comments: There were no public comments.

Members Jones, Brash, Feng, Manoukian, Pearman, and Ward voted in favor of the motion. Motion passed 6-0.

L. REVIEW OF FUTURE BOARD MEETING DATES

The Board discussed future Board and Committee meeting dates.

Public Comments: There were no public comments.

M. CLOSED SESSION

No closed session.

N. ADJOURNMENT

The meeting adjourned at 12:59 p.m.