NEW MEXICO BOARD OF EXAMINERS FOR ARCHITECTS

Minutes of Board Meeting
April 30, 2015
Santa Fe, New Mexico

Synopsis of Meeting Topics:
Opening Business
Policy and Proposals
New Business
Reports
Board Comments/Announcements
Adjournment

Board Members Present:
Raymond Vigil, Vice Chair, Architect Member
Jim Oschwald, Architect Member
Robert Calvani, Architect Member
Tara Rothwell-Clark, Architect Member
Mark Glenn, Public Member
Geoffrey Adams, Secretary/Treasurer, Educator/Architect Member

Board Members Available by Teleconference
Michael Bodelson, Chair, Architect Member

Staff Present:
Wren Propp, Director/CFO
Jackie Holmes, Investigator
Michele Barela, Compliance and Records Clerk/Receptionist

Others Present:
Joseph Dworak, Assistant Attorney General
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A. Meeting Called to Order/Roll Call

Vice Chair Raymond Vigil called the meeting to order at the approximate hour of 10:17 a.m. Roll was taken and a quorum was determined to be present.

B. Opening Business

1. Approval of Agenda

Director Wren Propp announced a few changes to the agenda. Item D-13 is a duplicate item of D-11. She also noted that there are no members of the public present.

Motion: to approve the agenda as amended.
By: Robert Calvani
Second: Mark Glenn
Board Vote: Passed unanimously

2. Approval of Minutes from February 6, 2015.

Mr. Vigil asked for a motion to approve the Board’s February 6, 2015 minutes.

Motion: to approve the February 6, 2015 minutes as presented.
By: Jim Oschwald
Second: Robert Calvani
Board Vote: Passed unanimously

C. Policy and Proposals

1. Results of Legislative Session 2015

Chair Michael Bodelson joined the meeting via teleconference at 10:20 a.m. Mr. Bodelson said he thought that there was positive activity at the legislative session. Ms. Propp did an outstanding job reporting and monitoring and he recommended that the Board continue this process to completion. Mr. Vigil mentioned that it was unfortunate that the Board had someone who was not able to carry the bill to fruition and the Board will plan this year for the next legislative session.

2. Legislative Strategy

Ms. Propp reported that there are some options for the future that is worth exploring: 1. The Board could try to introduce amendments in the short session coming up with a new sponsor. In 2012, the
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Engineers/Surveyors Licensing Board was able to get a sponsor in the House and Senate and their amendments were passed by the Legislature and signed by the governor. It may be more appropriate to wait until 2017, where the Architectural Act is up for sunset/sunrise and the Board could then propose amendments to the Act. It will be on the agenda anyway.

Mr. Vigil added that the pros and cons could be affected by the environment of the controversial nature of the short session. Because of the capital outlay package, the Board should confirm with the Board’s contact at the Governor’s Office, to see if there is a chance for the bill to be heard. If yes, the Board should consider proceeding in the short term. However, in this short session, it could be risky, as the Board would need to find someone to carry the bill.

Mr. Bodelson agreed and added that there is an advantage because next year would be smoother because then the Legislature would have just seen the changes and it may be an easier path in 2017.

Ms. Propp stated that she is seeking another sponsor and she is looking at Sen. Mary Kay Papen, D-Las Cruces, who is president pro tempore of the Senate or Sen. Joseph Cervantes, D-Las Cruces. Ms. Propp is also seeking someone in the House of Representatives.

Board member Tara Rothwell-Clark mentioned that she has relationships with both Sen. Cervantes and Sen. Papen and offered to assist.

3. **NCARB IDP Overhaul/BEA and BEFA**

Board member Robert Calvani stated that there are three resolutions being proposed by NCARB at the national meeting. He provided the Board with a handout. He reported that the IDP overhaul will entail the recommendation from the (IDP) committee linking the seventeen existing experience areas to the new IDP structure of six practice based areas, which coincides with the ARE. NCARB developed requirements, identified in the practice analysis. He expects the IDP overhaul resolution to pass at the national meeting. The plan is to streamline the number of hours to 3,740 IDP hours. The chart depicted the overhaul. He discussed some examples.

He then discussed the proposed changes to Broadly Experienced Architect process. The changes include: applicants would be required to have completed five years of licensed practice without any discipline. People with a pre-professional degree must complete two times the IDP experience; all others, including those who have only a high school diploma or unrelated four-year degree, would need five times the IDP and they have to pass the ARE. Mr. Calvani continued: With this, NCARB may have appeased the 17 jurisdictions, which did not approve of the previous BEA proposal, but may have alienated other jurisdictions regarding the circumventing of a NAAB accredited degree. For example: 40 percent of California candidates do not have a NAAB accredited degree. This will be discussed at the annual meeting. The Board is not sure how many candidates this will impact.

Mr. Vigil added a positive note that the door is open to appease certain people.

Mr. Calvani added that he suggested opening it temporarily, deal with the current group of people and then shut the door. But, that did not pass at the NCARB executive board level, he said.

Mr. Oschwald noted that there are still schools producing these individuals and that there is no finite group of people. The Board has grandfathered and allowed people to get through licensing in the past and it continues to become an issue.
Ms. Rothwell-Clark added that candidates need to research and understand what is required to get through their program.
Mr. Vigil added that he foresees an easy or straight path to licensure. It is a good move for NCARB to do something about this issue.
Mr. Calvani added that the second resolution is regarding the Broadly Experienced Foreign Architect process, where candidates have to have IDP, they have to hold a certificate for recognized educational credential in their country, and pass ARE.
The third resolution, if passed, would require that the NCARB Board of Directors’ public director be an individual who is a public member on a member (jurisdictional) board.
Ms. Propp added that the language in the NCARB handout requires a voting delegate from each jurisdiction. The Chair will need to designate the voting delegate.

4. Fund Balance Policy

Ms. Propp explained the issue. During the Legislative session, the State Auditor came out with a report stating that public agencies have nearly $2 billion in unspent funds and the Board was one of the agencies targeted. He reported that the Board had nearly $1 million in unspent funds. The Board did not make it to the “big” hit list because last year during the audit by the Board’s independent auditors, she directed him to assign the fund balance to future operational years. She discussed the flow of revenue that occurs every two years during renewal and how it is meant to be used through the next eighteen months. However, due to the recession, furloughs and other cutbacks and restrictions on state government, such as out of state travel by the Board, a good portion of the appropriation for each budget has been unspent and has reverted back into the Board’s fund. The total amount of unspent budget over the past five years is approximately $435,000. This year the Board’s reversion of unspent budget should be below $20,000. She did not realize how it had accumulated. The main point is that NMBEA was collecting what was needed but the agency was not spending what they had. She added that the two-year cycle affects the Board’s funding cycle and maybe the Board should discuss moving to a one-year cycle. It is in the Board’s long term strategic plan to get to that point.

Mr. Vigil added that he has had a conversation with individuals in the Governor’s Office, where they have identified over $100 million in unspent funds. The Board needs to identify what it needs to have in reserve. Also, the Governor’s Office does not want to see agencies projecting out two or three years. If the agency needs another Budget Adjustment Request, the Board could talk about that later. Ms. Propp added that in 2009, the Governor’s Office did a sweep but the Board’s fund was not included.

Mr. Oschwald stated that in previous years, the Board ran a renewal cycle of year to year.
Mr. Calvani asked for clarification to understand if the Governor’s Office allows for reserves.
Ms. Propp answered that it changes and it is hard to determine whom they will target. It is very political.
Mr. Bodelson added that the more the agency has in reserves, the more it could become targeted because the operating balances do not revert to the general fund.
Mr. Vigil mentioned that the agency is close to the current revenue stream from a budget vs. income perspective. How does the Board now spend $200,000 for the value of the Board? Perhaps the Board should present a proposal to the Governor’s Office and then go back to the statutory rules and mission and look at large scale spending measures that address that law. For example: outreach, commercials, etc.

Mr. Bodelson recommended that the Board spend some of those funds but that direction still needs to be sold and needs support from the Governor’s Office. If the Board is going to the Legislative Finance Committee and DFA to increase the budget, the Board then needs support from the Governor’s Office, where the agency can then spend from that balance.

Mr. Vigil stated that his suggestion was not to increase recurring expenses, but to utilize the past funds because they do not expect that fund to grow if the trend continues to match up expenditures with income. The Board should propose a one-time allowance to spend funds. The argument would be that the money is not coming from the General Fund to begin with, it is coming from registrants. Maybe the money should go back to registrants for continuing education or public outreach, he suggested. Or reduce fees, but that may not be an option.

Mr. Bodelson stated that two-thirds of the registrants are out-of-state and asked how does that proposal work to benefit New Mexicans?

Ms. Propp proposed reducing the application fee. It would have an impact on future applicants for licensure.

Mr. Vigil asked to look at options and present them at the next Board meeting. He suggested once the Board moves to electronically registering applicants, perhaps the Board could support a yearly renewal cycle.

Mr. Adams suggested doing it by even and odd license numbers.

Ms. Propp said that the agency licenses registrants after the registration fee is collected, based on a pro-rated system. Odd or even registration numbers aren’t generated until a license is issued.

Mr. Vigil stated that the agency had some major expenses this year, with all the IT efforts. In regards to adjusting budgets, maybe staff increases need to occur. Overall, this year was not normal but the Board needs to study the $370,000 to make sure it is a good number for the future.

**D. NEW BUSINESS**

1. **FY 16 Operating Budget**

Ms. Propp stated that the handout depicts very basic numbers based on three categories for a single program for a total budget of $369,200. Personnel Services and Benefits have increased slightly due to increases in the unemployment rate. Contractual Services stay the same. Money is being set aside for IT issues. In the Other category, the agency will focus on printing services. The unknown issue is online renewal. The Board should explore expansions and she has asked the Board’s Department of Finance and Administration analyst about regarding increases beyond the agency’s flat budget.

**Motion:** to approve the FY 16 Operating Budget.
2. Reciprocity, Reinstatement and Exam Candidates

**EXAM AND RECIPROCITY COMMITTEE CHAIR REPORT**

**APRIL 30, 2015**

The Examination and Reciprocity Committee has met on a monthly basis to review the qualifications of applicants for New Mexico architectural registration by reciprocity and examination.

**RECOMMENDED APPLICANTS FOR REGISTRATION BY RECIPROCITY**

**Committee Review February 6, 2015**

<table>
<thead>
<tr>
<th>Name</th>
<th>City, State</th>
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<th>City, State</th>
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<tbody>
<tr>
<td>Michael Birkes</td>
<td>Tulsa, OK</td>
<td>W. Kevin Bryan</td>
<td>Shreveport, LA</td>
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<tr>
<td>Vincent Duet</td>
<td>Lakeville, MN</td>
<td>David Efaw</td>
<td>Columbus, OH</td>
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<tr>
<td>David Hills</td>
<td>Kirtland, WA</td>
<td>Thomas Kapels</td>
<td>Colorado Springs, CO</td>
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<tr>
<td>John Murphy</td>
<td>Dallas, TX</td>
<td>Brian Oliver</td>
<td>Nashville, TN</td>
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<tr>
<td>Stanley Palmer</td>
<td>Idaho Falls, ID</td>
<td>Peter Pascu</td>
<td>Phoenix, AZ</td>
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<tr>
<td>Michael Smith</td>
<td>Lubbock, TX</td>
<td>John Springman</td>
<td>West Hollywood, CA</td>
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<td>Richard Sweers</td>
<td>Northville, MI</td>
<td>Kenneth Van Tine</td>
<td>Overland Park, KS</td>
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<tr>
<td>William Wright</td>
<td>Oklahoma City, OK</td>
<td>Kristina Yu</td>
<td>Albuquerque, NM</td>
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Committee Review March 20, 2015

Mark Bixler  Matthew Chaiken  Shawn Curran  
Genoa, AR  Denver, CO  Indianapolis, IN

Brian Engle  Stephen Faulk  James Gartner  
Lena, IL  Lubbock, TX  Santa Ana, CA

David Hidalgo  Denise Ip  Jeanne Jackson  
Arcadia, CA  Lamy, NM  Salt Lake City, UT

Brian Johnson  Adam Kreher  Daniel Leckman  
Burnsville, MN  Billings, MO  Albuquerque, NM

Charles Lemasters  Gary Livermore  Michael March  
Mesa, AZ  Portland, OR  Scottsdale, AZ

Felicia Santiago  
Dallas, TX

APPLICANTS FOR REINSTATEMENT

Gary Acord  Chad Novak  John O'Brien  
Pittsburgh, PA  Denver, CO  Dallas, TX

Curtis Slife  
Phoenix, AZ

APPLICANT FOR REGISTRATION BY EXAMINATION
RECOMMENDED FOR LICENSURE PENDING COMPLETION OF THE A.R.E

Ryan Hebert  Arthur McGoey  Ian McNairy  
Albuquerque, NM  Albuquerque, NM  Santa Fe, NM

Tomas Sanchez  
Albuquerque, NM

Mr. Adams read the names of Recommended Applicants for Registration by Reciprocity (above).

Motion: to approve the applicants for Registration by Reciprocity as read in the above report.

By: Tara Rothwell-Clark
Second: Mark Glenn
Board votes: passed unanimously
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Mr. Adams read the names of the Recommended Applicants for Reinstatement (above).

Motion: to approve the applicants for Registration by Reinstatement as listed in the above report.
By: Geoffrey Adams
Second: Tara Rothwell-Clark
Board votes: passed unanimously

Mr. Adams read the names of the Recommended Applicants for Examination pending completion of ARE (above).

Motion: to approve the applicants for Examination pending completion of the ARE.
By: Geoffrey Adams
Second: Robert Calvani
Board votes: passed unanimously

3. & 4. Disciplinary Matters/Personnel Compensation Executive Session

Mr. Vigil entertained a motion to go into Executive Session to deliberate over matters regarding disciplinary matters.

Motion: to move into Executive Session to deliberate over matters listed on the agenda.
By: Mark Glenn
Second: Tara Rothwell-Clark
Board votes: passed unanimously

A roll call on the motion was taken. Executive session began at 11:25 a.m. Recorder was off.

Mr. Vigil announced that the Board was back in open session and the recorder was turned on. The time was 12:20 p.m. The matters discussed in the Executive Session were limited only to those specified in the motion for closure and that no votes or official action was taken during the Closed Session.

5. Actions on Matters Discussed in the Executive Session

Ms. Rothwell-Clark moved to accept NMBEA 2013_15 as recommended by the committee and discussed in the Executive Session. She then motioned to recommend the default order as discussed in Executive Session.

Motion: to accept NMBEA 2013_15 and recommend the default order as discussed in the Executive Session.
By: Tara Rothwell-Clark
Second: Geoffrey Adams
Board votes: passed unanimously

Ms. Rothwell-Clark made a motion to accept NMBEA 2014_16 settlement agreement as recommended by the committee.

Motion: to accept NMBEA 2014_16 settlement agreement as recommended by the committee.
By: Tara Rothwell-Clark
Second: Geoffrey Adams
Board votes: passed unanimously

Mr. Adams made a motion to approve NMBEA 2015_14 to exhaust all administrative actions possible before issuing a cease and desist order.

Motion: to accept NMBEA 2015_14 to exhaust all administrative actions possible before having the ability to issue a cease and desist order.
By: Geoffrey Adams
Second: Tara Rothwell-Clark
Board votes: passed unanimously

Mr. Adams amended his motion to accept the recommendation for NMBEA 2015_14 and to refer it to the Attorney General's office for the issuance of an NCA and if there is no response to the NCA, then the Board would request a cease and desist order.

Motion: to amend the recommendation for NMBEA 2015_14 to refer to it to the Attorney General's office for the issuance of an NCA and if there is no response, then the Board would request a cease and desist order.
By: Geoffrey Adams
Second: Tara Rothwell-Clark
Board votes: passed unanimously

4. Executive Session for Personnel Matters, Per NMSA 1978, Section 10-15-1 (H9(2)

Mr. Vigil announced the next item discussed in the Executive Session was in regards to personnel matters. He made a motion to recommend Chair Michael Bodelson to write a letter outlining all of Ms. Propp's accomplishments and a recommendation for a raise.

Motion: to recommend for a raise for Ms. Propp.
By: Ray Vigil
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Second: Jim Oschwald
Board votes: passed unanimously

Mr. Vigil requested a short recess for 10 minutes. The time was 12:26 p.m.

The meeting resumed at 12:47 p.m.

6. NCARB Attendance and Funding

Mr. Bodeelson stated that the Governor's office is considering allowing four Board members to attend the NCARB meeting, June 17-20, 2015, in New Orleans. He suggested that the fourth person should be an alternate with the expectation that an authorization will come from the Governor's office and that person could be cleared to attend the meeting.
Ms. Propp suggested that the Board designate members who would like to attend the meeting.
Mr. Vigil opened the discussion as to who would like to attend. Jim Oschwald and Robert Calvani need to attend, as NCARB board members.
Mr. Bodeelson recommended Mr. Vigil, as incoming Chair, to attend the meeting.
Mr. Vigil was open to attending the meeting.
Ms. Propp stated that she will also attend the NCARB meeting. In her prior discussions with the Governor's Office, they have asked how Board members will be limited from discussing Board business on these trips, Ms. Propp recommended that the Board vote on the resolutions now, during a meeting that has been noticed. So, going into the NCARB meeting, Board members will not have to make a decision there.
Mr. Dworak suggested that a conservative route is to make a statement before or after at both prior and subsequent meetings stating that there was a quorum, that they would not be discussing business related to the Board and that the minutes of the next meeting affirm that. The other option was to notice it. The concern lies with public perception. He could assist the Board by creating language for the notice.
Mr. Vigil recommended the first option.
Mr. Adams and Mr. Bodeelson would like to be considered to attend the meeting. They will communicate with one another in order to decide who attends.
Ms. Propp stated that these are funded through scholarships. Robert Calvani and Jim Oschwald are already paid by NCARB and WCARB, respectively, to attend. Ms. Propp's attendance is paid for by NCARB also. NCARB has two funded delegate scholarships available.
Ms. Propp suggested that the Board take four Board members, not five.
Mr. Oschwald recommended sending Tara Rothwell-Clark and taking five Board members.
Ms. Rothwell-Clark mentioned that there could be an issue with unspent monies.
Ms. Propp mentioned that there is another opportunity for out-of-state travel to the FARBB meeting in the future.
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Mr. Vigil recommended that the Board send four delegates and the two optional delegates will be worked out amongst the parties and the names need to be given to Ms. Propp by May 15, 2015. As it stands, the delegates will be Ms. Rothwell-Clark or Mr. Vigil, and Mr. Adams or Mr. Bodelson. Mr. Oschwald motioned to recommend that the Board should send the number of delegates approved by the Governor’s Office to the NCARB national meeting.

Motion: to recommend the Board to send the number of delegates approved by the Governor’s Office to the NCARB national meeting.
By: Jim Oschwald
Second: Tara Rothwell-Clark
Board votes: passed unanimously

7. NCARB Resolutions/WCARB Resolution

Mr. Dworak recommended that the Chair can designate the voting delegate.
Mr. Vigil motioned to recommend Mr. Oschwald act as the voting member, as he is attending the meeting.

Motion: to recommend Mr. Oschwald act as the voting member
By: Geoffrey Adams
Second: Mark Glenn
Board votes: passed unanimously

Ms. Propp asked the Board to vote on the resolutions and elections.
Mr. Calvani motioned to vote in favor of the three resolutions as they stand.

Motion: to vote in favor of the three resolutions as they stand.
By: Robert Calvani
Second: Jim Oschwald
Board votes: No vote occurred; discussion resulted in a second motion;

Discussion: Mr. Calvani added that if there are issues that occur at the general meeting, the Board has the right to change votes.
Ms. Propp asked the Board to discuss what direction they would be willing to move on.
Mr. Vigil recommended voting on what they do know now and if things change, the Board allows the quorum of members to vote on those changes, if any.
Mr. Dworak recommended that the voting delegate, Jim Oschwald, make the discretionary vote, if that occurs. The Board cannot create every hypothetical situation, so the Board should vote and the voting representative has the obligation to receive input and ultimately make that decision.
Mr. Calvani made the motion that the Board accepts the three resolutions: A. the revisions for the Broadly Experienced Architect certification process in the NCARB certification guidelines; B. the
revisions to the Broadly Experienced Foreign Architect certification process in the NCARB certification guidelines; and C. the resolution to change the way the selection of the NCARB Board of Director’s public member is selected. He moved to accept those as they stand, with the caveat that with further discussion at the national meeting, the Board decisions may change.

Motion: to accept the resolutions as they stand, with the caveat that with further discussion at the national meeting, the Board decisions may change and the voting delegate will decide.
By: Robert Calvani
Second: Tara Rothwell-Clark
Board votes: Majority voted in the affirmative; Mr. Adams voted no.

Mr. Vigil added that the Board follows NCARB policy.
Mr. Oschwald stated that reciprocity may become more complicated in the future.

8. Disposition of Surplus Property

Ms. Rothwell-Clark stated that there is a spreadsheet of property to be disposed of which consists of outdated and/or broken items. The spreadsheets are separated by pricing at the time they were bought. It was noted as to where the items will be disposed of. She made a motion to accept the committee’s recommendation to dispose of these items.

Motion: to accept the committee’s recommendation to dispose of the property items listed.
By: Tara Rothwell-Clark
Second: Geoffrey Adams
Board votes: passed unanimously

9. FY 16 Calendar

Mr. Adams motioned to approve the FY 16 calendar.

Motion: to approve the FY 16 calendar
By: Geoffrey Adams
Second: Robert Calvani
Board votes: passed unanimously

10. Election of Officers for FY 16

Mr. Bodelson stated that the Board is going over the status of officers and to discuss the appointment of Mr. Adams, as his appointment is outstanding. There has been some discussion on bringing in other members into the officer positions.
Mr. Adams mentioned that as of a few days ago, he had sent his letter to the Governor’s office, asking to be reappointed to the Board. It may preclude him from going forward and he understood that others may wish to go forward as officers.
Mr. Vigil asked to start the nominations.
Mr. Calvani nominated Ray Vigil as Chair of the Board.
Mr. Bodelson seconded the motion.
No other nominations were presented.
Mr. Vigil motioned to approve Mr. Vigil as Chair of the Board.

Motion: to approve Mr. Ray Vigil as Chair of the Board.

By: Robert Calvani
Second: Michael Bodelson
Board votes: passed unanimously

Mr. Vigil nominated Jim Oschwald as Vice-Chair of the Board.
Ms. Rothwell-Clark seconded the motion.
No other nominations were presented.
Mr. Vigil motioned to approve Mr. Oschwald as Vice-Chair of the Board.

Motion: to approve Mr. Jim Oschwald as Vice-Chair of the Board.

By: Ray Vigil
Second: Tara Rothwell-Clark
Board votes: passed unanimously

Mr. Oschwald nominated Ms. Tara Rothwell-Clark as Secretary/Treasurer of the Board.
Mr. Vigil motioned to approve Ms. Rothwell-Clark as Secretary/Treasurer of the Board.
No other nominations were presented.

Motion: to approve Ms. Rothwell-Clark as Secretary/Treasurer of the Board.

By: Jim Oschwald
Second: Michael Bodelson
Board votes: passed unanimously

Ms. Propp announced that the officers begin their term as of July 1, 2015.

11. CFO Delegation

Ms. Propp commented that the delegation needed to be done that day. The discussions will continue throughout FY 16. As CFO, she will approve vouchers on behalf of the Board.
Mr. Adams motioned to authorize the director, Wren Propp, as CFO for the next fiscal year.
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Motion: to authorize the director, Wren Propp, as CFO for the next fiscal year.
By: Geoffrey Adams
Second: Tara Rothwell-Clark
Board votes: passed unanimously

12. Open Meeting Resolution

Ms. Propp announced that the handout is the Open Meetings Resolution for the next fiscal year. It is up to date regarding regular, special and emergency meetings notices. She suggested adopting the resolution and then signing it in the next meeting for fiscal year 16.
Mr. Olschwald moved to adopt the Open Meetings Resolution for FY 16.

Motion: to adopt the Open Meetings Resolution for FY 16.
By: Jim Olschwald
Second: Mark Glenn
Board votes: passed unanimously

Mr. Dworak stated that there is no requirement for signatures. The signature process is a preference.
Mr. Glenn noted that there is a typo in the first paragraph.
Ms. Propp asked the Board members to sign it today.
Mr. Vigil stated that there now is a modified motion.
Mr. Glenn moved to adopt the Open Meeting Resolution for FY 16 amended to correct the date in the first paragraph.

Motion: to amend the Open Meeting Resolution for FY 16 to correct the date in the first paragraph.
By: Mark Glenn
Second: Geoffrey Adams
Board votes: passed unanimously

E. Reports

Chairman

Mr. Bodelson stated that the Board has covered so many issues: the legislative session, NCARB and other issues and had no update to report.
Mr. Vigil thanked Mr. Bodelson for the great job that he done as Chair of the Board.

Secretary/Chair

Mr. Adams stated that he met with Ms. Rothwell-Clark and Ms. Propp to discuss the budget issues. He welcomed Ms. Rothwell-Clark as new Secretary/Treasurer.
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Director

Ms. Propp updated the Board on the status of the website. The launch date will be around June 1, 2015. Currently, there is a backup on the credit card transaction process for the renewal form, as the Board of Finance wanted to make sure the credit card transaction businesses are hack free. Ms. Propp and Board Budget Analyst Melarie Gonzales have asked the Board of Finance to consider Wells Fargo, the state’s banker, as the company to handle credit card transactions for the Board’s online transactions.
In addition, Ms. Propp discussed the FARB conference coming up in October 1-4, 2015. She recommended at least one Board member attend it. She will be attending this meeting also. Mr. Calvani voiced that he would like to attend because it is important for the Board to know what they can and cannot regulate.
Mr. Bodelson stated that he would like as many Board members to attend as possible.
Ms. Propp stated that the budget allows for two Board members to attend. She recommended Mr. Dworak to attend, if possible.
Mr. Vigil asked if the Board could pay for him to attend. Mr. Dworak will look into it, as he felt his agency may not allow it. The Board can revisit attendance at the next meeting.
Mr. Oschwald recommended that the Chair attend and he is also interested in attending.
Mr. Glenn is also interested in attending this meeting.

Exam and Reciprocity Committee

Mr. Adams announced the names of the individuals who passed the ARE.

Enforcement Subcommittee

Mr. Bodelson updated the Board on the status of cases. Cases involving unlicensed practice and title should have “good closure,” because they are on the increase, he said. In addition, the Board should pursue legislative changes.
Mr. Vigil added that if the Board could get aggressive on the enforcement side, that could serve as a deterrent.

Rules and Regulation Committee

Mr. Calvani mentioned the Board may be dealing with the issue of using the term ‘intern architect’ in the future. This is coming from NCARB and he foresees changes to using the term as it may be detrimental.
Finance and Operations Committee

Ms. Propp encouraged the Board to read the budget report from Ms. Gonzales. She noted that the year-end reversion to the Board’s fund may be less than $15,000, per Ms. Gonzales. That figure is different than reported earlier in the meeting.

Strategic Planning Committee

Mr. Bodelson would like to revise the effort to get more formalized interactions with the Legislature and the Department of Finance and Administration (DFA).
Mr. Vigil recommended that some of the ideas that the Board discussed at this meeting should be on the plan. For example, the staggering of the applicants, yearly income and looking at creating space in the Board room for members of the public. He suggested taking the prior document and updating it with new accomplishments and identifying new goals and having those discussions formally in future Board meetings, then the committee could meet.
Mr. Bodelson agreed.
Ms. Propp stated that the Strategic Plan is a part of the (FY 17) Appropriation Request due September 1, 2015. This is a good time to review what is currently on the Strategic Plan and add new ideas. Last year, the Board looked at the performance measures that were then provided to the Legislature, DFA and LFC.

Joint Practices Committee

Mr. Vigil had nothing new to report as the last meeting was postponed due to lack of a quorum.
The next meeting is scheduled for May 29 in Las Cruces.
Ms. Propp mentioned that the committee is looking for a new public member.
Mr. Vigil added that if Board members know of anyone who may be good for this position, let Ms. Propp know.

F. Board Comments/Announcements

Mr. Vigil asked Board members who are interested in serving on certain committees in FY 16 to notify him by email. He added that he would like to create a special committee dealing with the upcoming Legislative session.
Mr. Bodelson stated that he would be interested in that committee.
Ms. Propp mentioned that the current committees are listed in Part 2 of the Rules on page 20. She encouraged the Chair to give her the list of the new committees by July 1, 2015. The Chair is also able to appoint special committees, like the BEA working group.
She added that under the description of the committee for Planning and Development, this could be a part of strategic planning and/or legislative issues. The Rules and Regulations Committee is the group that formulated the amendments to the statute.
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Mr. Vigil requested a special committee to develop and work out all the aspects of the statutory changes. This committee could then make a recommendation to the Rules and Regulation committee.
Mr. Oschwald announced a scholarship from NCARB for one public member to attend the meeting.

G. Adjourn

Motion: to adjourn the meeting at 1:57 p.m.
By: Robert Calvani
Second: Jim Oschwald
Board Vote: Passed Unanimously

Whereupon the regular open meeting of the New Mexico Board of Examiners for Architects adjourned by Mr. Vigil at the approximate hour of 1:57 p.m.

Respectfully submitted,

[Signature]
Raymond R. Vigil, Chair

[Signature]
Tara Rothwell-Clark, Secretary/Treasurer

[Signature]
Date
8/7/15

[Signature]
Date
8/7/15