

BOARD OF PROFESSIONAL ENGINEERS, ARCHITECTS,
SURVEYORS AND LANDSCAPE ARCHITECTS
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Section 92-7(b), Hawaii Revised Statutes.

Date: Thursday, April 14, 2016

Time: 9:00 a.m.

Place: King Kalakaua Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Present: Joel Kurokawa, Vice Chair, Landscape Architect Member
Joyce Noe, Secretary, Architect Member
Demetrio Constantino, Public Member
Alan Inaba, Land Surveyor Member
Ron Iwamoto, Structural Engineer Member
Kevin Katayama, Mechanical Engineer Member
Benedict Lee, Landscape Architect Member
Clayton Pang, Electrical Engineer Member
Richard Suzuki, Civil Engineer Member
Marc Ventura, Architect Member
Rodney J. Tam, Esq., Deputy Attorney General
James Kobashigawa, Executive Officer
Sandra Matsushima, Executive Officer
Terry Akasaka-Toyama, Secretary

Excused: Dan Hirota, Chairperson, Land Surveyor Member

Call to Order: There being a quorum present, the meeting was called to order at 9:03 a.m. by Chair Pro Tem Pang.

Agenda: Additions and Revisions: It was moved by Mr. Suzuki, seconded by Mr. Constantino, and unanimously carried to add the following to the agenda:

- Under Executive Officer's Report, add b. Memo on Increase of Fees.

Approval of
Minutes:

It was moved by Mr. Constantino, seconded by Mr. Katayama, and unanimously carried to approve the March 17, 2016 Board meeting minutes as distributed.

Applications:

a. Ratifications

It was moved by Mr. Iwamoto, seconded by Mr. Inaba, and unanimously carried to ratify the following:

APPROVED ARCHITECT BY ENDORSEMENT

- CLIFT, Daniel

b. Professional Engineer Committee Recommendations

Mr. Katayama presented the PROFESSIONAL ENGINEER COMMITTEE REPORT and recommended action as follows:

APPROVE CHEMICAL ENGINEER BY ENDORSEMENT

- JACOB, Renay

APPROVE CIVIL ENGINEER BY ENDORSEMENT

- FISCHER, Jaret
- KEISER, Jonathan
- LOUIE, Erika
- MOWRY, David
- POULSEN, Christopher
- WRIGHT, Charles Jr.

APPROVE ELECTRICAL ENGINEER BY ENDORSEMENT

- BRAAKSMA, Mark
- BROWN, Ernest Jr.
- CAFFREY, Grainne
- CHANDLER, Harold
- DE LA ROSA, Samuel
- HYDE, Henry III
- MAYUGA, Onofre
- TINSLEY, John

APPROVE MECHANICAL ENGINEER BY ENDORSEMENT

- LINDQUIST, Jason
- ROY, Sunondo
- SACKINGER, James
- YOUNG, Paul

APPROVE STRUCTURAL ENGINEER BY ENDORSEMENT

- ASSI, Mustapha
- BROWN, John
- JENKINS, Zachary
- LEONARD, Michael
- MARTINO, Russel
- OGI, Irving
- SALFER, Brian

APPROVE ENGINEER BY EXAM (PE)

- YOUNG, Terence (CE)

DEFER CIVIL ENGINEER BY ENDORSEMENT

- BARRIOS, Carlos
- HENDERSHOT, Robert
- LEWIS, Brian
- OGI, Irving
- RICHARDS, Eron

DEFER ELECTRICAL ENGINEER BY ENDORSEMENT

- OGI, Irving

It was moved by Mr. Pang, seconded by Mr. Constantino, and unanimously carried to accept the PROFESSIONAL ENGINEER COMMITTEE REPORT.

c. Professional Architect Committee Recommendations

Ms. Noe presented the PROFESSIONAL ARCHITECT COMMITTEE REPORT and recommended action as follows:

APPROVE ARCHITECT BY ENDORSEMENT

- CATO, Brett
- DeKLEER, Thomas
- FOLEY, Brent
- FRIES, Michael
- HILL, Samantha
- MELBURG, Leslie
- NOONE, Peter
- O'LEARY, William
- TRAN, Vu
- VEDELAGO, Todd

APPROVE ARCHITECT BY EXAM

- CORN, Serelle

DEFER ARCHITECT BY ENDORSEMENT

- PIPKINS, Michael

It was moved by Mr. Suzuki, seconded by Mr. Pang, and unanimously carried to accept the PROFESSIONAL ARCHITECT COMMITTEE REPORT.

d. Professional Land Surveyor Committee Recommendations

Mr. Inaba presented the PROFESSIONAL LAND SURVEYOR COMMITTEE REPORT and recommended action as follows:

APPROVE LAND SURVEYOR BY EXAM

- BOADO, Jimmy (FS)

It was moved by Mr. Pang, seconded by Mr. Katayama, and unanimously carried to accept the PROFESSIONAL LAND SURVEYOR COMMITTEE REPORT.

e. Professional Landscape Architect Committee Recommendations

None.

Old Business: a. Rules Committee Report

- Discussion on Proposed Amendments

At today's meeting, Mr. Yumol reported that he, Ms. Matsushima, and Mr. Kobashigawa recently met with Mr. Tim Hiu of the City and County of Honolulu, Department of Planning and Permitting ("DPP") to discuss electronic and wet sealing of plans.

Mr. Hiu suggested that the Board keep what is currently in the rules, but to include language regarding electronic seals which he will help with.

For new construction, DPP will accept electronic filing of plans with electronic seals and signatures, but for all other construction, a hard copy of the plans with wet seals and signatures need to be submitted for approval.

In discussion with Mr. Hiu, it was agreed that for hard copy of plans rather than signing and stamping each page, a certification page with a wet seal and signature be included at the front of the plans indicating a description of the plans, pages included, and date. Any changes would be made in a separate submittal with a certification page. This would include a wet seal and signature from all disciplines affected from any of the changes.

- Approval of Minutes of Rules Committee Meeting on March 17, 2016

At the last meeting, Mr. Yumol reported that Mr. Kobashigawa informed the Committee that due to the recommendations and comments of the Attorney General, we are back to step 1 of the rules process.

Regarding section 16-115-9, the Committee recommended specifying that "design drawings and other documents" be stamped as required by an authority having jurisdiction of the submittals. Also, the proposal to have only one original set of design drawings to have every sheet stamped and contain an original signature should be deferred and taken out of this proposal due to concerns raised regarding electronic submittals and to obtain additional feedback from County building officials.

Regarding the definition of "supervise", "supervision", "supervision of design", or "under the supervision of", the Committee recommended that the Attorney General assist with preparing a draft of the separate sections of the definitions as he had recommended.

Regarding section 16-115-10, Misconduct in the practice, the Committee recommended replacing "scope of competency" with "rules of professional conduct".

The Committee recommended that Mr. Tim Hiu of the City and County of Honolulu, Department of Planning and Permitting, be invited to provide information to the Board at its May meeting.

It was moved by Mr. Iwamoto, seconded by Mr. Katayama, and unanimously carried to approve the minutes of the March 17, 2016 Rules Committee meeting.

New Business:

a. Professional Engineers Report

- NCEES 2016 Western Zone Interim Meeting

This meeting is scheduled for May 19-21, 2016 in Anchorage, Alaska. Mr. Hirota and Mr. Kobashigawa will be attending as the Board's delegates.

On a separate note, Mr. Kobashigawa mentioned that for the 2018 Western Zone Meeting, the Hawaii and Guam Boards will be co-hosting this event that is scheduled for April 5-7, 2018 in Hawaii. Members were encouraged to scout out locations and activities.

- NCEES 2016 Annual Meeting

This meeting is scheduled for August 24-27, 2016 in Indianapolis, IN. Funding for two voting delegates from each board are available to attend the meeting. NCEES will also pay for new board members or member board administrators who have never attended an NCEES annual meeting within two years of their appointment or hiring.

- April 2016 Exam Administration

Mr. Pang will be at the site observing the examination this coming weekend.

b. Architects Report

- 2016 NCARB Regional Summit

Ms. Noe, Mr. Suzuki, and Mr. Kobashigawa attended this summit in Savannah, GA, and the following are highlights from Ms. Noe's report:

- ✓ Draft resolutions for the Annual Meeting were presented. Nearly all of the resolutions are related to either the *Model Law* or *Certification Guidelines* which would require an absolute majority in order to pass. Resolutions include revisions to the Broadly Experienced Architect ("BEA") and the Mutual Recognition Agreement ("MRA") with Australia and New Zealand, making accommodations for A.R.E. 5.0 within NCARB's existing policies, renaming the Intern Development Program ("IDP") to the Architectural Experience Program ("AXP"), and addressing licensure for military families and emeritus status.
- ✓ NCARB has compiled a comprehensive PDF file that contains copies of key opinions and papers published following the ruling on the North Carolina Dental Board vs. the Federal Trade Commission in February 2015 as well as a summary of current pending legislation as a result of this ruling.
- ✓ The results of the 2015 NCARB Member Board Survey were presented. This survey serves as an annual performance review for NCARB that will assist them in allocating resources, improving services and demonstrating accountability to the members.

- NCARB 2016 Annual Business Meeting

This meeting is scheduled for June 16-18, 2016 in Seattle, WA. Ms. Noe, Mr. Ventura and Mr. Kobashigawa will be attending as the Board's delegates.

Region 6 will be submitting a resolution for this meeting regarding changes to the *Certification Guidelines* for IDP/AXP. At the Regional meeting, Region 6 discussed the concept of "substantive" and "housekeeping" changes and these words have been replaced with "programmatic" and "administrative" respectively as it is easier to define and identify.

- Member Board Executive ("MBE") Engagement Session

This meeting is scheduled for May 26-27, 2016 in New York, NY and will be attended by Ms. Matsushima and Mr. Kobashigawa.

The session will include information and updates about NCARB; the Evolution of the MBE; the Role of the MBE; Responsibility and Powers of the Board; Implementing a Strategic Board Agenda; and Enforcement and Discipline. Attendees will also receive an update on legislative matters, including the North Carolina Dental Board ruling and its impact on architectural licensing.

- Western Council of Architectural Registration Boards ("WCARB") White Paper

WCARB is seeking input from member boards on how to improve the draft white paper which discusses the benefits of a regional membership. Benefits include:

- ✓ Recognizing the individual uniqueness of regional architectural practices and conditions;
- ✓ Providing regional representation on the Board of Directors for NCARB; and
- ✓ Providing education and communication opportunities for members within the region.

c. Surveyors Report

- NCEES Surveying Education Award

NCEES has established a Surveying Education Award that recognizes surveying programs that best reflects the organizations' mission to advance licensure for engineers

and surveyors in order to safeguard the health, safety, and welfare of the public. A \$10,000 prize will be awarded up to ten qualifying programs to assist with each program's continued efforts to promote the importance and value of licensure.

d. Landscape Architects Report

- CLARB Webcasts

There were two "In the Know" webcasts this month. The first was a Mid-Year Review and the other was a Social Media Virtual Workshop.

During the Mid-Year Review webcast, many topics were touched upon, a few of which are listed below:

- ✓ The U.S. Green Building Council ("USGBC") will be doing a task analysis on the Sustainable Sites Initiative ("SITES") program which is based on the understanding that land is a crucial component of the built environment and can be planned, designed, developed, and maintained to protect and enhance the benefits we derive from healthy functioning landscapes.
- ✓ Boards need to collaborate with the American Society of Landscape Architects ("ASLA") to respond to challenges to licensure. Arizona, Indiana and Washington have already been threatened.
- ✓ Updates to the Model Law will be presented at the upcoming Annual Meeting in September. Input from inter-professional relations (ASLA, LAAB, CELA, etc.) as well as intra-professional relations (NCARB, NCEES & CLARB) will be sought to discuss issues of common interest such as failure to comply with continuing education and unlicensed activity.

The social media virtual workshop went over tips that boards can share via social media and how to efficiently develop, implement and execute a social media plan using free tools and a small amount of staff time.

- Licensure Task Analysis

For the first two weeks in April, a licensure task analysis survey will be available on CLARB's website for any and all landscape architects to participate in. The results of the survey will help to defend the licensure and scope of practice for landscape architects.

- e. Renewal of Licensees

As of April 13, 2016, 65% of the architects, 74% of the landscape architects, 90% of the land surveyors and 74% of the engineers had renewed their licenses.

Correspondence: None.

Executive
Officer's Report:

- a. Board Meeting Parking Pass

As a reminder, Mr. Kobashigawa stressed that members should be aware that the board meeting date and time be indicated on the pass when displayed in their car. If any information is missing, they should fill it in, otherwise they may receive a ticket from Parking Control.

- b. Memo on Increase of Fees

The Professional and Vocational Licensing Division ("PVLD") issued a memo, which was distributed to the board members as well as the industry associations, regarding a proposal to increase the initial and renewal licensing fees of all professional and vocational licenses that fall under Professional and Vocational Licensing Division and to also increase the compliance resolution fund ("CRF") fee that is used to support the Regulated Industries Complaints Office ("RICO").

The fee increase will be used to update the division's computer system and to increase staff to better provide services to the public both at PVLD and RICO. The last fee increase was implemented around 1982.

The memo can be viewed at the PVLD website at <http://cca.hawaii.gov/pvl/>.

Board of Professional Engineers, Architects,
Surveyors and Landscape Architects
Minutes of the Meeting of April 14, 2016
Page 11

Next Meeting: Thursday, May 12, 2016
9:00 a.m.
King Kalakaua Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Adjournment: The meeting was adjourned at 10:31 a.m.

Taken and recorded by:

/s/ Terry Akasaka-Toyama

Terry Akasaka-Toyama
Secretary

Reviewed and approved by:

/s/ James Kobashigawa

James Kobashigawa
Executive Officer

4/18/16

Minutes approved as is.

Minutes approved with changes; see minutes _____.