Board Members
Charles L. Ward, III,
  President
Ronald A. Jones, Vice President
Malcolm "Brett" Gladstone,
  Secretary
Tian Feng
Mitra Kanaani
Sylvia Kwan
Leonard Manoukian
Robert C. Pearman, Jr.
Nilza Serrano

NOTICE OF PUBLIC MEETING

September 8, 2023

The California Architects Board (Board) will meet at

10:00 a.m., on Friday, September 8, 2023

Department of Consumer Affairs

1747 North Market Blvd.

1st Floor Hearing Room (S-102)

Sacramento, CA 95934

The California Architects Board, (CAB) will hold a meeting in person at the location above and via WebEx Events. 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.

To access the Webex event, attendees will need to click the following link and enter their first name, last name, email, and the event password listed below:

https://dca-meetings.webex.com/dca-meetings/j.php?MTID=mbd50b586b49df65cd39d0804bac10536

If joining using the link above
Webinar number: 2481 866 5763
Webinar password: CAB09082023

If joining by phone
+1-415-655-0001 US Toll
Access code: 248 186 65763

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

(Continued)

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

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. Review and Possible Action on May 19, 2023, Board Meeting Minutes

F. Review, Discussion and Possible Action to Approve the Board's 2023 Sunset Review Report

G. Review, Discussion, and Possible Action to Approve the Landscape Architects Technical Committee (LATC) 2023 Sunset Review Report

H. Review and Possible Action to Approve the Revised Board Member Administrative Manual

I. Budget Update From the DCA Budget Office – Harmony DeFilippo, Budget Analyst

J. Update and Discussion on Committee Meetings of the National Council of Architectural Registration Boards (NCARB)

K. Legislation Update
   1. AB 342 (Valencia) Architects and Real Estate Appraisers: Applicants and Licensees: Demographic Information
   2. SB 372 (Menjivar) Department of Consumer Affairs: Licensee and Registrant Records: Name and Gender Changes
   3. SB 544 (Laird) Bagley-Keene Open Meeting Act: Teleconferencing
   4. SB 816 (Roth) Professions and Vocations
   5. SB 887 (Committee on Business, Professions and Economic Development) Consumer Affairs

L. Review, Discussion, and Possible Action on Matters Related to the LATC
   a) Update on August 11, 2023, LATC Meeting
   b) Review and Possible Action to Approve the LATC Member Administrative Manual

M. Executive Officer's Report – Update on Board's Administration / Management, Examination, Licensing, and Enforcement Programs

N. Regulations Update
   1. Discuss and Possible Action on Proposed Regulatory Text Amendments for California Code of Regulations (CCR), title 16, division 2, article 2, section 109 (Filing of Applications)

   2. Discuss and Possible Action on Proposed Regulatory Text Amendments for CCR, title 16, division 2, article 8, section 154 (Disciplinary Guidelines)

   3. Discuss and Possible Action on Proposed Regulatory Amendments for CCR, title 16, division 2, article 10, section 166 (Zero Net Carbon Design Continuing Education)

   4. Discuss and Possible Action on Proposed Regulatory Modified Text Amendments for CCR, title 16, division 26, article 1, section 2615 (Form of Examinations) – LATC

O. Closed Session - Pursuant to Government Code section 11126(c)(3), the Board Will Meet in Closed Session to:
   1. Deliberate and Vote on Disciplinary Matters
   2. Approve February 24, 2023, Closed Session Minutes

P. Review of Future Board Meeting Dates

Q. Adjournment – Due to technological limitations, adjournment will not be webcast. Adjournment will immediately follow closed session, and there will be no other items of business discussed.

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 needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting:

Person: Drew Liston   **Mailing Address:**
Telephone: (916) 471-0769   California Architects Board
Email: drew.liston@dca.ca.gov   2420 Del Paso Road, Suite 105
**Telecommunications 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.

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).

Webex Public Access Guide

If joining using the meeting link

1 Click on the meeting link. This can be found in the meeting notice you received.

2 If you have not previously used Webex on your device, your web browser may ask if you want to open Webex. Click "Open Cisco Webex Start" or "Open Webex", whichever option is presented. DO NOT click "Join from your browser", as you will not be able to participate during the meeting.
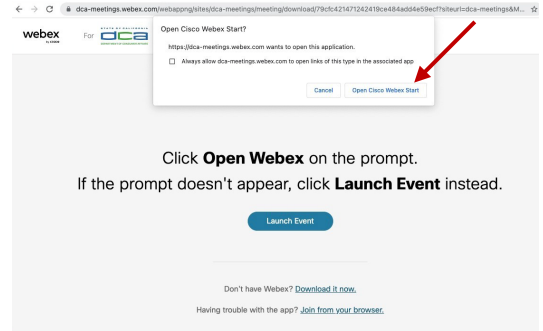
3 Enter your name and email address*.
Click "Join as a guest" .
Accept any request for permission to use your microphone and/or camera.
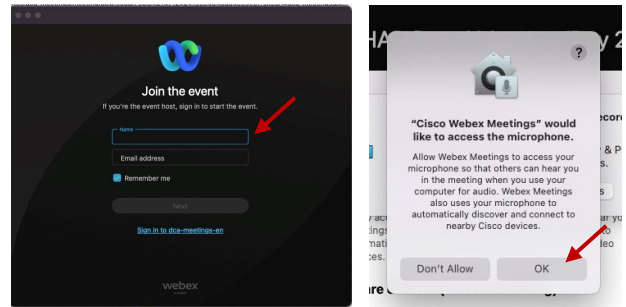
* Members of the public are not obligated to provide their name or personal information and may provide a unique identifier such as their initials or another alternative, and a fictitious email address like in the following sample format: XXXXX@mailinator.com.
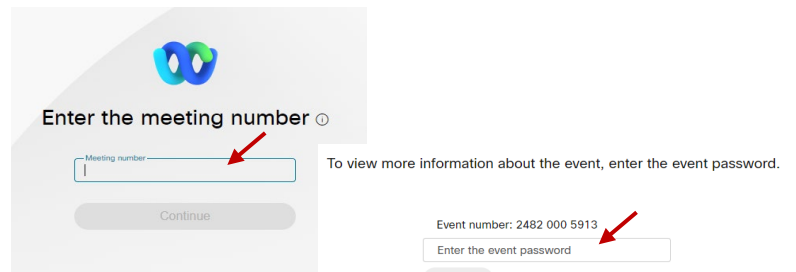
———————————— OR ————————————

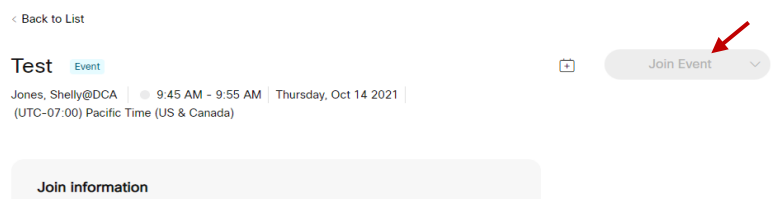**If joining from Webex.com**

1 Click on "Join a Meeting" at the top of the Webex window.
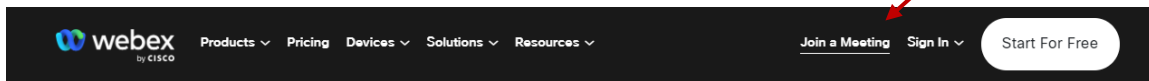
2 Enter the meeting/event number and click "Continue" . Enter the event password and click "OK" . This can be found in the meeting notice you received.

3 The meeting information will be displayed. Click "Join Event" .
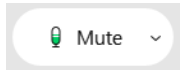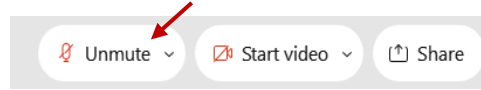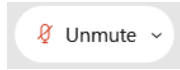
———————————— OR ————————————

Connect via telephone*:
You may also join the meeting by calling in using the phone number, access code, and passcode provided in the meeting notice.

Webex Public Access Guide

Microphone

Microphone control (mute/unmute button) is located on the command row.

Green microphone = Unmuted: People in the meeting can hear you.

Red microphone = Muted: No one in the meeting can hear you.

Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator enables their microphone at which time the attendee will be provided the ability to unmute their microphone by clicking on "Unmute Me".
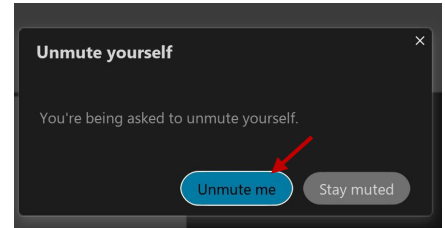
If you cannot hear or be heard

1 Click on the bottom facing arrow located on the Mute/Unmute button.

2 From the pop-up window, select a different:
- Microphone option if participants can't hear you.
- Speaker option if you can't hear participants.
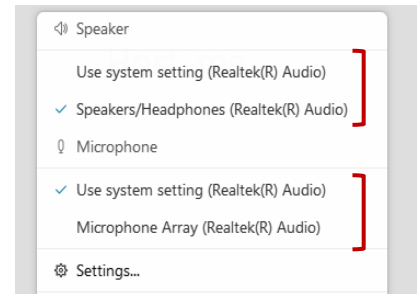
### If your microphone volume is too low or too high

1 Locate the command row – click on the bottom facing arrow located on the Mute/Unmute button.

2 From the pop-up window:
- Click on "Settings…":
- Drag the "Input Volume" located under microphone settings to adjust your volume.
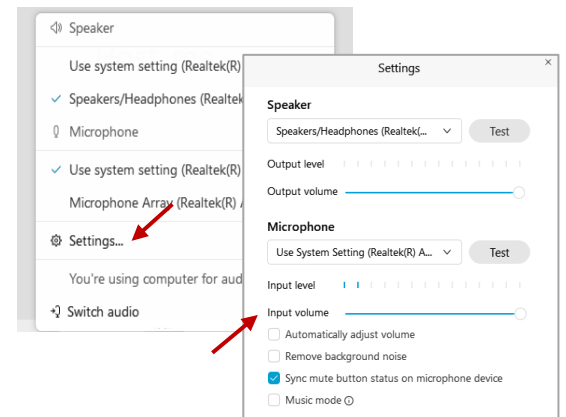
Audio Connectivity Issues

If you are connected by computer or tablet and you have audio issues or no microphone/speakers, you can link your phone through Webex. Your phone will then become your audio source during the meeting.

1 Click on "Audio & Video" from the menu bar.

2 Select "Switch Audio" from the drop-down menu.

3 Select the "Call In" option and following the directions.

Webex Public Access Guide Public Comment
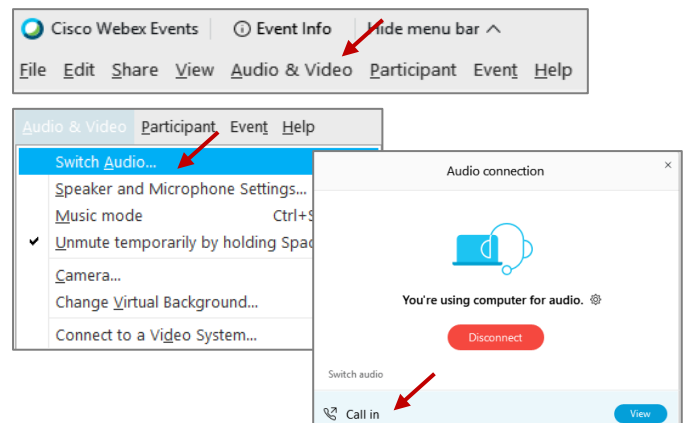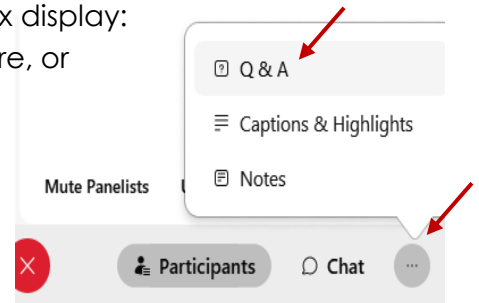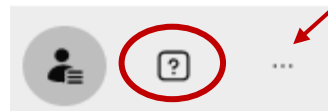
The question-and-answer (Q&A) and hand raise features are utilized for public comments.
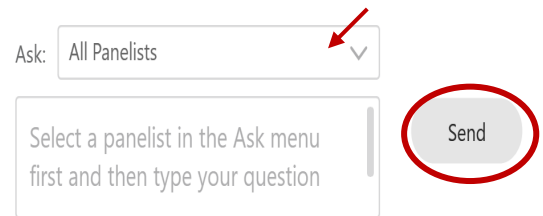*NOTE: This feature is not accessible to those joining the meeting via telephone.*

Q&A Feature

1 Access the Q&A panel at the bottom right of the Webex display:
- Click on the icon that looks like a "?" inside of a square, or
- Click on the 3 dots and select "Q&A".

2 In the text box:
- Select "All Panelists" in the dropdown menu,
- Type your question/comment into the text box, and
- Click "Send".

— OR —

Hand Raise Feature

1
- Hovering over your own name.
- Clicking the hand icon that appears next to your name.
- Repeat this process to lower your hand.
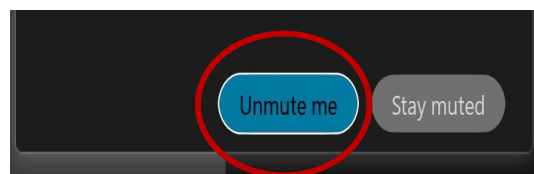
If connected via telephone:
- Utilize the raise hand feature by pressing *3 to raise your hand.
- Repeat this process to lower your hand.

Unmuting Your Microphone

➡ The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:
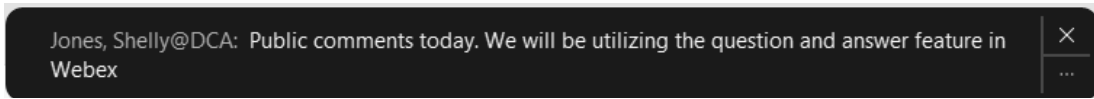- Click the **Unmute me** button on the pop-up box that appears.

— OR —

If connected via telephone:
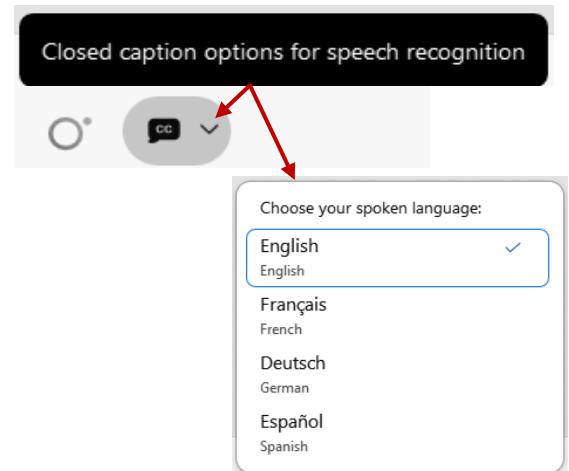- Press *3 to unmute your microphone.

Webex provides real-time closed captioning displayed in a dialog box on your screen. The captioning box can be moved by clicking on the box and dragging it to another location on your screen.

Jones, Shelly@DCA: Public comments today. We will be utilizing the question and answer feature in Webex ✕ ...

The closed captioning can be hidden from view by clicking on the closed captioning icon. You can repeat this action to unhide the dialog box.

Show captions (Ctrl + Shift + A)

Hide captions (Ctrl + Shift + A)
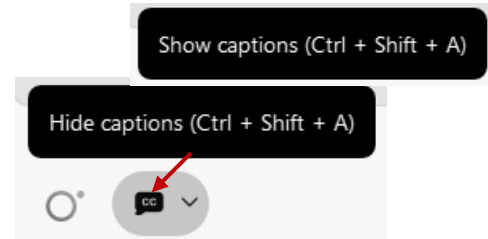
You can select the language to be displayed by clicking the drop-down arrow next to the closed captioning icon.

Closed caption options for speech recognition

Choose your spoken language:

English
English ✓

Français
French

Deutsch
German

Español
Spanish

You can view the closed captioning dialog box with a light or dark background or change the font size by clicking the 3 dots on the right side of the dialog box.

Jones, Shelly@DCA: Public comments today. We will be utilizing the question and answer feature in Webex ✕ ...

Back to default position and size

Use light background

Font size >

View captions and highlights