Approved:

North Dakota State Board of Architecture and Landscape Architecture

April 16, 2025, at 10:00 am via Zoom

Attendance:

Board Members: Bobbi Hepper Olson, James Devine, Chris Hawley, Doug Nelson, Jolene Rieck, (joined at 10:51 am)
Executive Office: Stacy Krumwiede and Mike Krumwiede (joined at 10:35 am)
Board Attorney: Stacy Moldenhauer

- Call to Order 10:06 am by President Bobbi Hepper Olson

- Enforcement Matters with Stacy Moldenhauer

  - **John David Simianer –** The board discussed the complaint Frank Fuentes filed against John David Simianer. The board received the report from the subcommittee who reviewed John Simianer's response in detail. Committee is recommending the board dismiss the complaint. **M/S/C to dismiss the complaint against the John David Simianer (recorded roll call – all members in attendance voted yea)**

  - **Epic Homes –** A letter was sent to Brad Obritsch at Epic Homes, the letter was received, and Brad Obritsch is no longer listed on the website. **M/S/C that no further action will be taken at this time; however, the board will monitor going forward. (recorded roll call – all members in attendance voted yea)**

  - **Zachary Miller –** The board discussed the exam review request from Zachary Miller. The board was not in favor of transferring a testing jurisdiction to North Dakota to challenge an exam score. **M/S/C to not allow the transfer. (recorded roll call – all members in attendance voted yea)** Stacy Krumwiede will follow up with NCARB regarding where it is written that this policy is allowed in ND and remove from the list.

  - **Aaron Neubert Settlement Agreement – M/S/C to accept and review the notification. No further action will be taken at this time.** (recorded roll call – all members in attendance voted yea)

  - **Reviewing Administrative Rules & Century Code –** Bobbi Hepper Olson reminded everyone of the upcoming May special meeting to review ND Administrative Rules and ND Century Code.

- Minutes previous meetings
  - **M/S/C to approve minutes from 1.15.25 (regular meeting)**
    (Recorded roll call – all members in attendance voted yea)

- Financial Matters
  - Financial report included Revenue & Expenses compared to biennium budget and balance sheet to date. The bulk of the income will come in licensing fees come in at the very end of the biennium. The board discussed income and expenses. **M/S/C to Approve the Statement of Financial Report as presented.** (Recorded roll call – all members in attendance voted yea)

  - Proposed Budget was presented. **M/S/C to Approve the proposed budget as presented (recorded roll call – all members voted yea)**

- Executive Director Updates

  - **Building Officials/Fire Department Information** – Doug Nelson mentioned that there have been instances regarding when or if an architect is needed on a project. In addition, he noted that building code officials and fire code officials may not know how to utilize the SBA portal to see if people are licensed and what building types require an architect. Doug offered to help distribute this information. Bobbi offered to start pulling some information together and we will add it to the July board meeting agenda. Doug also provided an update on the building code study which would explore the needs of the departments across the state.

  - Renewal Update – Stacy Krumwiede provided an update on the upcoming renewal cycle.

  - Legislative Update – Mike Krumwiede noted that we are only watching two primary bills this session. The bills included SB 2308 which removes several boards and commissions, however, doesn't have an impact on our board. Currently the bill contains a task force to review any red tape. In addition, he is watching SB 2395 is the universal licensure bill which outlines suggested best practices for licensure boards.

- NCARB/CLARB Update

  - CLARB Updates - Jolene Rieck provided an update on the CLARB Annual Meeting which will be on September 17-20 in Lexington, KY. She provided an update on her work on the Leadership Advisory Committee and other organizational updates.

  - NCARB Resolutions – James Devine provided a brief update on the resolutions. The resolutions were as follows:

    - *Resolution 2025-A: Would replace the existing Mutual Recognition Agreement (MRA) between NCARB and Regulatory Organization in Canada (ROAC).*
    - *Resolution 2025-B: Would have the membership ratify an MRA developed between NCARB and Costa Rica's Colegio de Arquitectos de Costa Rica/Colegio Federado de Ingenieros y Arquitectos de Costa Rica (CACR/CFIA).*
    - *Resolution 2025-C: Would have the membership ratify an MRA developed between NCARB and the South African Council for the Architectural Profession (SACAP).*
    - *Resolution 2025-D: Proposes a housekeeping update to the NCARB Certification Guidelines that would replace all instances of the word "foreign" with "international."*
    - *Resolution 2025-E: Would adjust the eligibility requirements for the Education Alternative to Certification outlined in the NCARB Certification Guidelines by eliminating the required three-year delay between initial licensure and eligibility to apply for certification through this pathway.*

  M/S/C to direct our voting delegate to cast the ND vote and approve all resolutions. As well as grant permission to adjust the ND vote as necessary on the floor. (Recorded roll call – all members voted yea)

- NCARB Elections – The board briefly discussed the NCARB Candidates. The board will review the videos and will add this item to the special meeting agenda.

- Future Meeting Dates
  - May 12, 2025 – Special Meeting to discuss rules/regs and NCARB Elections.
  - July 23, 2025 – Zoom
  - October 15, 2025 – Zoom
  - January 14, 2026 – Zoom
  - April 15, 2026 -Zoom

- Adjournment – M/S/C to adjourn the meeting - Meeting adjourned at 12:19 pm.