



**STATE OF WASHINGTON  
DEPARTMENT OF LICENSING  
BOARD FOR ARCHITECTS  
REGULAR BOARD MEETING  
MEETING MINUTES**

**DATE:** October 24, 2024  
**TIME:** 10:00 a.m.  
**LOCATION:** Video Conference via Microsoft Teams

**BOARD MEMBERS:** **Sian Roberts**, Chair  
**Erica Loynd**, Vice Chair  
**Paul Wu**, Secretary  
**Scott Harm**, Board Member

**STAFF MEMBERS:** **Sydney Muhle**, Program Specialist  
**Elizabeth Lagerberg**, Assistant Attorney General

**1. Call to Order**

Board Chair Sian Roberts called the meeting to order at **10:00 a.m.**

**2. Roll Call**

Program Specialist Sydney Muhle conducted roll call. All board members were present.

**3. Approval of Agenda**

Board Member Scott Harm made a **MOTION** to approve the order of the agenda as presented. Secretary Paul Wu **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0.

**4. Approval of Minutes**

**4.1. Regular Meeting Minutes from April 25, 2024**

Board Vice Chair Erica Loynd made a **MOTION** to approve the minutes as presented. Board Member Harm **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0.

**5. Old Business**

**5.1. Outreach Update**

*Board members and staff will provide an update on outreach activities.*

Chair Roberts said that the National Council of Architectural Registration Boards (NCARB) would be visiting the University of Washington (UW). She said she would be there as well on behalf of the Board.

Ms. Muhle and Chair Roberts shared that they had participated in a webinar town hall with NCARB and the American Institute of Architects (AIA) Washington Council. The town hall was regarding alternative pathways to licensure. Chair Roberts lauded the licensing advisors that were present.

Board Member Harm asked whether there was a recording of the event and who the NCARB advisers were affiliated with. At the request of staff and Chair Roberts, Executive Director of AIA, Tammie Sueirro addressed his questions.

Chair Roberts shared an upcoming outreach opportunity for two board members to present at the Lake Washington Institute of Technology. The Board determined that Secretary Wu and Vice Chair Loynd would attend on behalf of the Board with Chair Roberts coordinating the meeting in advance.

## **5.2. Discussion on Demographic Trends**

*Board staff will provide an update on demographic trends for the Board's discussion.*

Ms. Muhle shared that the data for demographic trends across the country had been more difficult to gather than anticipated during the previous Board meeting. She requested that this item be moved to the next agenda.

## **6. New Business**

### **6.1. Adoption of 2025 Meeting Dates**

*Board staff will present proposed board meeting dates for 2025 to the Board for adoption.*

Ms. Muhle presented proposed 2025 meeting dates, and the Board discussed their availability.

Vice Chair Loynd made a **MOTION** to approve the proposed dates, with an amendment for the January meeting to take place on the 30<sup>th</sup> instead of the 23<sup>rd</sup>. Secretary Wu **SECONDED** the motion, and it was approved by a vote of 4-0.

## 6.2. Discussion of 2025 Board Goals and Priorities

*The Board will review previously set goals and priorities and establish its areas of focus for 2025.*

Ms. Muhle presented the previously established goals and priorities. She asked the Board whether any updates were needed.

The Board discussed the topics and determined that the presented goals were still in alignment with the work they wanted to perform.

Board Member Harm Made a **MOTION** to approve the goals as presented for 2025. Vice Chair Loynd **SECONDED** the motion, and it was approved by a vote of 4-0.

## 6.3. Legislative Update

*The board will receive a legislative update ahead of the 2025 legislative session, including information regarding a proposal for the regulation of interior designers.*

Ms. Muhle provided an update on the upcoming legislative session in 2025, including information on a proposed bill to consolidate the Board's account into the 06L account.

Ms. Muhle introduced the Consortium for Interior Design – Washington. The Consortium is a united alliance of several interior design organizations: the American Society of Interior Designers, National Council for Interior Design Qualification, and the International Interior Design Association.

Megan Onley, Matthew Barusch, and Michael Transue with the Consortium presented information on their proposed legislation regarding creating licensure for commercial interior designers.

Staff, the guest speakers, AAG Lagerberg, and the Board discussed this topic in depth including whether the new license type would fall under the Board's umbrella, the distinction between registered interior design and architecture, model legislation, and addressing any overlaps in existing and proposed legislation.

## 7. Reports

### 7.1. Committee/Task Force Reports

#### 7.1.1. Model Law Committee Report

Chair Roberts said the committee had reached out to AIA, who said they would be interested in reviewing the legislation and model law. She said the committee would discuss potential changes with the AIA and report back to the Board.

## **7.2. Staff Reports**

### **7.2.1. Centralized Investigations and Audits Unit Reports**

#### **7.2.1.1. Complaint Status Report**

Ms. Muhle reviewed the complaint status report with the Board.

Chair Roberts asked for staff to confirm that all items shown under “Management Review” were up to date.

### **7.2.2. Licensing and Customer Support Services Reports**

#### **7.2.2.1. Licensee Count Report**

Ms. Muhle reviewed the licensee count reports with the Board.

Board Member Harm asked whether there was a link to the data that could be shared with the AIA. Ms. Muhle said the information was not posted publicly, and that she would look into options to share it out.

Secretary Wu asked the difference between the “inactive” and “inactive retired” statuses and whether there were fee differences between them. Ms. Muhle addressed Secretary Wu’s questions and said she would bring additional information to the next meeting.

### **7.2.3. Boards, Commissions and Outreach Reports**

#### **7.2.3.1. Review of Master Action Item List**

Ms. Muhle provided status updates on the action items to date.

Chair Roberts said she had compiled a list of alternative pathway programs and would provide it to Ms. Muhle.

## **8. Public Comments**

*The public may address the Board on matters within the Board’s jurisdiction, either verbally during the meeting or by submitting written comments in advance. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to [DOLBoards@dol.wa.gov](mailto:DOLBoards@dol.wa.gov) no less than two business days prior to the meeting with the subject line “Public Comment: Architect Board”. In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.*

There were no written public comments.

Dave Christensen with AIA addressed the Board regarding the amount of time that jurisdictions take for permit reviews, the option of self-certification and the liability associated, other states’ approach to this topic, and affordability related to the issue. Mr. Christensen said [*Washington State Representative*] Alex Ramel may address this topic in the 2025 legislative session. He also said he had been working with Representative Ramel, the Washington Association of Building Officials (WABO), and AIA on this matter.

Richard Balkins addressed the Board and asked how interior designer licensing registration might impact other parties, such as building designers and design contractors, that might do a project that includes interior design. He expressed concern that other professions would be “legislated out” of being able to provide interior design-oriented services.

## **9. Conclusion**

### **9.1. Announcements**

Board Member Harm announced Representative Greg Ernie from the state of Nevada had shared at an NCARB meeting that True Community College was developing a five-year undergraduate professional degree program for ICOR/IPAL.

Ms. Muhle informed the Board there was a delay in appointing new Board members due to the upcoming changes in the Governor’s office.

Chair Roberts announced that the Western Council of Architect Registration Boards (WCARB) would be hosting a meeting in Seattle in a couple of weeks.

### **9.2. Requests for future agenda items**

Legislative update on the interior design bill  
Self-certifying permit reviews

### **9.3. Review of action items and items for next meeting**

Ms. Muhle read the new actions items from this meeting:

- Chair Roberts and staff to coordinate Lake Washington Institute of Technology outreach dates and travel.
- Staff to reach out to Board members to coordinate attendance at UW in conjunction with NCARB’s presentation.
- Staff to confirm that “Management Review” items on the Complaint Status Report are up to date.
- Ms. Muhle to provide options for sharing licensee count information, specifically age-based data, with AIA and other members of the public.
- Staff to provide information on fees for licensees in “inactive” vs. “inactive retired” statuses.

## **10. Adjournment**

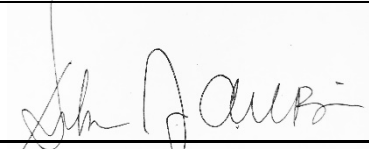
Chair Roberts adjourned the meeting at **11:43 a.m.**

### **Next Board Meeting:**


January 30, 2025

10:00 a.m.

Virtual via Microsoft Teams

Submitted by:   
Debra Allen-Ba, Assistant Administrator

01/30/2025  
Date

Approved by:   
Sian Roberts, Board Chair

01/30/2025  
Date