



State of Idaho
Division Of Occupational and Professional Licenses
Architects and Landscape Architects Board

BRAD LITTLE
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Minutes of 08/27/2024

Board Members Present:	Bryce Olberding, Chair Tim Grissom, Vice-Chair Jon Breckon Allison McClintick Daniel Mullin Jedd Walker	Division Staff:	Justin Touchstone, Executive Officer Jill Randolph, Legal Counsel Jesama Rosensweig, Licensing Supv. Jorge Perez, Board Support Specialist
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The meeting was called to order at 9:08 AM MT by Chairman Bryce Olberding.

APPROVAL OF 06/27/2024 MINUTES

A motion was made and seconded to approve the 06/27/2024 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) Justin Touchstone addressed the 4th quarter and year-to-date revenue and expenditures for Fiscal Year 2024. Due to adjustments in the allocation of funds among DOPL Boards, personnel costs have been significantly reduced.

In a previous meeting, it was noted that cash balances for operational expenses should not exceed 125 percent. The cash balances will be reviewed once the final cost of OASIS has been included into the calculation.

BOARD BUSINESS

Executive Leadership Summit – NCARB: EO Touchstone was notified about NCARB’s bi-annual Chairs and Executives Leadership Summit, set for October 18-19, 2024, in Fargo, North Dakota. Since the Chair is unable to attend, Vice-Chair Tim Grissom will accompany EO Touchstone. The NCARB Board of Directors has approved the funding for this attendance.

EXECUTIVE SESSION – APPLICATION(S) AND DISCIPLINE

Motion to Enter into Executive Session: A motion was made and seconded for the board to enter into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chairman Olberding, aye; Vice-Chairman Grissom, aye; Board Member Breckon, aye; Board Member McClintick, aye; Board Member Mullin, aye; and Board Member Walker, aye. The motion carried unanimously.

Motion to Exit Executive Session: A motion was made and seconded to exit executive session. The motion carried unanimously.

MOTION(S) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Application(s): A motion was made and seconded to approve the request on application AR-12715. The motion carried unanimously.

A motion was made and seconded to pend application ARCA-987937, requesting additional information.

Public Comments: Teran Mitchell, Architect, presented an issue to the Board regarding a county's refusal to accept his building design. Mr. Mitchell will provide a formal written account of the incident. The Board will review all relevant documentation and develop a guidance document outlining the distinctions between the roles of architect and engineer. This topic will be added to the agenda for the next regularly scheduled board meeting.

Next Meeting: October 29, 2024, 9:00 a.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 10:40 AM.