



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

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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**Draft Minutes of 06/26/2025**

**Board Members** Tim Grissom, Chair  
**Present:** Bryce Olberding, Vice-Chair  
Jon Breckon  
Allison McClintick  
Daniel Mullin  
Jedd Walker

**Division Staff** Justin Touchstone, Exec. Officer  
**Present:** Gus Tate, Legal Counsel  
Don Morse, Investigation Sup.  
Amanda Lee, Board Support Spec.  
Charlotte Kovac, Board Sprt. Spec.

**Others** Josh Bishop, Prosecuting Attorney  
**Present:**

The meeting was called to order at 9:02 AM by Chair Tim Grissom.

**Approval of Minutes**

A motion was made and seconded to approve the 03/20/2025 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**House Bill 14:** [House Bill 14](#), The Idaho Code Cleanup Act, requires state agencies to review their titles and chapters of the Idaho Code for unnecessary, obsolete and outdated provisions and provide a report to the Legislature by September 1, 2025. Legal Counsel (LC) Gus Tate reviewed Idaho Code § 54-41 with the Board and noted that if any of the Board's comments affect the overall report, he would follow up with Executive Officer (EO) Justin Touchstone to determine the next steps.

**Financial Report:** EO Touchstone presented the Board of Architects and Landscape Architects Third Quarter Financial Report. EO Touchstone noted that low operating costs have ensured that the Board maintained a consistent revenue for the overall 2025 Fiscal Year.

**Licensing Update:** EO Touchstone reviewed the 2025 Fiscal Year Licensing Report. Processing times for the licensure of both Architects and Landscape Architects have substantially decreased due to the streamlined procedures of the new OASIS licensing system.

**BOARD BUSINESS**

**NCARB 2025 Annual Meeting Reports:** Board Members Allison McClintick, Dan Mullin and Jedd Walker attended the National Council of Architectural Registration Boards (NCARB) 2025 Annual Business Meeting. The Board Members provided reports on the sessions they attended at the Annual Meeting, highlighting several key topics such as competency standards, mutual recognition among different countries and concerns over fraudulent stamp usage.

**Public Comment:** There were public comments.

### **EXECUTIVE SESSION**

A motion was made and seconded to enter Executive Session pursuant to Idaho Code § 74-206(1)(d) to consider investigative and disciplinary records related to a licensee's ability to retain a license, which is exempt from public disclosure. The vote was: Chair Grissom-aye; Vice-Chair Olberding-aye; Breckon-aye; McClintick-aye; Mullin-aye and Walker-aye. Motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously.

### **MOTION(S) RESULTING FROM THE EXECUTIVE SESSION**

**Motion(s) re: Discipline:** A Motion was made and seconded to close case 1289798. The motion carried unanimously.

### **ADJORNMENT**

There being no further business, the meeting was adjourned at 11:57 AM.