



State of Idaho

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

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Draft Minutes of 06/16/2026

Board	Tim Grissom, Chair	Division	Justin Touchstone, Executive Officer
Members	Bryce Olberding, Vice-Chair	Staff	Janice Beller, Legal Counsel
Present:	Jon Breckon	Present:	Ryan Bernard, Legislative & Regulatory Affairs Chief
	Allison McClintick		Jessica Spoja, Licensing Program Manager
	Dan Mullins		Claire England, Licensing Supervisor
	Jedd Walker		Amanda Lee, Board Support Specialist

The meeting was called to order at 9:00 AM MT by Chair Grissom.

Approval of 02/24/2026 Minutes:

A motion was made and seconded to approve the February 24, 2026, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Update: Executive Officer (EO) Touchstone presented the Fiscal Year 2026, Quarter 3 Financial Report.

BOARD BUSINESS

Licensing Report: Licensing Program Manager (LPS) Spoja presented the License Base Report from July 1, 2025, to June 3, 2026. A fiscal year comparison will be provided at the next meeting.

CLARB Annual Meeting 2026 Attendance: EO Touchstone, Vice-Chair Olberding and Board Member Breckon will attend the Council of Landscape Architects Registration Boards 2026 Annual Meeting.

NCARB Regional Summit Conference Reports: EO Touchstone, Chair Grissom, and Board Members McClintick and Walker provided conference reports from the National Council of Architectural Registration Boards (NCARB) Regional Summit. Important topics from the conference included the implementation of pathways to practice, mutual recognition agreements, overlapping practices, continuing education requirements and audits, AI implementation, and digital security.

NCARB Resolutions: EO Touchstone reviewed the three NCARB Resolutions that will be voted on at the NCARB Annual Business Meeting; Resolution 2026-01: Mutual Recognition Agreement with the Architects Registration Board, Resolution 2026-02: Amendment and

Restatement of Policies Passed by Membership, and Resolution 2026-03: Certification Guidelines Amendment-Expanding Access to the NCARB Certificate.

Recap of Negotiated Rulemaking Public Hearing: Legislative & Regulatory Affairs Chief Bernard provided a recap of comments received during the June 1, 2026, Negotiated Rulemaking Public Hearing.

a Public Comment:

Stake Holder	IDAPA Rule(s)	Comment/Questions	Response
Kristin Anderson, American Institute of Architects Idaho State Board Treasurer	24.01.01	Provided clarification on the stance of the American Institute of Architects Idaho Chapter in regard to the rulemaking.	N/A
Lindsey Love, American Institute of Architects Idaho State Board Past President	24.01.01	Expressed concerns about the scope of work and inquired about the Division's role in education and discipline for the interior designer certification being proposed.	EO Touchstone confirmed that education requirements and enforcement are outlined in Idaho Code § 54-306.
Erik Hagen, American Institute of Architects	24.01.01	Asked what the difference in scope of work between a certified designer and a non-certified designer would be.	LRAC Bernard confirmed that the scope of non-certified interior designers would not change, and that the certification will allow designers to utilize the exemptions outlined in Idaho Code § 54-306.

Negotiated Rulemaking: Legal Counsel Beller presented the draft redlines of IDAPA 24.01.01 – Rules of the Board of Architects and Landscape Architects. A motion was made and seconded to adopt the draft language and to change the status from draft to proposed. The motion carried unanimously.

Public Comment:

Stake Holder	IDAPA Rule(s)	Comment/Questions	Response
Kristin Anderson, American Institute of Architects Idaho State Board Treasurer	24.01.01	Voiced concerns with the lack of required education and examination for interior designers in Idaho besides the national certification from the Council for Interior Design Qualifications due to no practice act existing for Interior Design.	N/A
Lindsey Love, American Institute of Architects Idaho State Board Past President	24.01.01	Advocated that the Board should look into an additional section to be added that would clearly define and limit the scope of work allowed for certified interior designers.	LRAC Bernard reiterated the scope of the rulemaking in Idaho Code § 54-306(8)(e).

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:06 AM.