

BOARD OF PROFESSIONAL ENGINEERS, ARCHITECTS,  
SURVEYORS AND LANDSCAPE ARCHITECTS  
Professional and Vocational Licensing Division  
Department of Commerce and Consumer Affairs  
State of Hawaii

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Section 92-7(b), Hawaii Revised Statutes.

- Date: Thursday, May 9, 2013
- Time: 9:00 a.m.
- Place: King Kalakaua Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, Hawaii 96813
- Present: Norman Hong, Chair, Architect Member  
Ross Okuda, Vice Chair, Mechanical Engineer Member  
Raymond Skelton, Secretary, Public Member  
Joel Kurokawa, Landscape Architect Member  
Howard Lau, Structural Engineer Member  
Jay Manzano, Public Member  
Craig Murayama, Architect Member  
Clayton Pang, Electrical Engineer Member  
Roberto Yumol, Architect Member  
Rodney Tam, Deputy Attorney General  
James Kobashigawa, Executive Officer  
Sandra Matsushima, Executive Officer  
Terry Akasaka-Toyama, Secretary
- Excused: Demetrio Constantino, Public Member  
Dan Hirota, Land Surveyor Member  
Shelli McCelvey, Landscape Architect Member  
Paul Murray, Land Surveyor Member
- Guest: Kevin Katayama
- Call to Order: There being a quorum present, Chair Hong called the meeting to order at 9:04 a.m.
- Introduction: As there was a new architect member, Chair Hong asked Mr. Murayama if he could introduce himself to the Board. Mr. Murayama replaces the vacancy left from Mr. Ventura's departure.

Agenda: Additions  
and Revisions:

It was moved by Mr. Lau, seconded by Mr. Skelton, and unanimously carried to rearrange the following agenda item:

- Move Announcements, a. *Confirmation of New Board Members* to follow d. *Legislation* under New Business.

Approval of  
Minutes:

It was moved by Mr. Lau, seconded by Mr. Skelton, and unanimously carried to approve both the Public Hearing and Board Meeting minutes of April 11, 2013.

Chapter 91, HRS,  
Adjudicatory  
Matters:

At 9:19 a.m., Chair Hong recessed the Board's meeting to discuss the following adjudicatory matter pursuant to Chapter 91, HRS:

- a. In the Matter of the Architect's License of David Scott Windle – Settlement Agreement Prior to Filing of Petition for Disciplinary Action and Board's Final Order

It was moved by Mr. Lau, seconded by Mr. Yumol, and unanimously carried to accept this Settlement Agreement.

At 9:22 a.m., the Board came out of Chapter 91, HRS, and returned to its regular order of business.

Applications:

- a. Ratifications

It was moved by Mr. Lau, seconded by Mr. Skelton, and unanimously carried to ratify the following:

APPROVED STRUCTURAL ENGINEER BY  
ENDORSEMENT

- HOLTON, David

- b. Professional Engineer Committee Recommendations

Mr. Lau presented the PROFESSIONAL ENGINEER COMMITTEE REPORT and recommended action as follows:

APPROVE CIVIL ENGINEER BY ENDORSEMENT

- BUNGER, Craig
- CHAR, Ryan
- HARRIS, James IV
- MARE, Andre

- ROKACH, Abraham
- TSAI, Richard
- WONG, Aaron

APPROVE ELECTRICAL ENGINEER BY ENDORSEMENT

- KOSTIC, Nenad
- LEONE, Giancarlo
- MORTAZAVI, Ali
- STASEY, Peter
- STEPHENS, Gary

APPROVE MECHANICAL ENGINEER BY ENDORSEMENT

- ANDERSON, Michael
- BAGNALL, John
- HARRIS, Robert
- RAMIREZ, Luke

APPROVE STRUCTURAL ENGINEER BY ENDORSEMENT

- HO, laokeng
- KERN, Andrew
- O'KELLEY, Jerald
- SCOTT, Alan

APPROVE ENGINEER BY EXAM (PE)

- BONIFACIO, Alberto (CE)
- HEMMAH, Steven (EE)
- RICHARD, Jeffrey (EE)
- SAITO, Lane (CE)

APPROVE ENGINEER BY EXAM (FE)

- HEMMAH, Steven
- RICHARD, Jeffrey
- SATERIALE, Maura
- WONG, Jacob

DEFER CIVIL ENGINEER BY ENDORSEMENT

- BARAR, Pirooz
- HEPLER, Robert
- WESTRUM, Andrew

DEFER ELECTRICAL ENGINEER BY ENDORSEMENT

- KHANDELWAL, Priya
- WATERS, Vincent

DEFER INDUSTRIAL ENGINEER BY ENDORSEMENT

- WATFORD, Thomas

DEFER STRUCTURAL ENGINEER BY ENDORSEMENT

- KNUTSON, Andrew

DEFER ENGINEER BY EXAM (PE)

- CROSSLAND, Andrew (ME)

DENY CIVIL ENGINEER BY ENDORSEMENT

- SILVESTRE, Roman

It was moved by Mr. Pang, seconded by Mr. Skelton, and unanimously carried to accept the PROFESSIONAL ENGINEER COMMITTEE REPORT.

c. Professional Architect Committee Recommendations

Mr. Yumol presented the PROFESSIONAL ARCHITECT COMMITTEE REPORT and recommended action as follows:

APPROVE ARCHITECT BY ENDORSEMENT

- HARRIS, Kyle
- LOYND, Erica
- McMULLEN, Ervin
- OHARA, Michael

APPROVE ARCHITECT BY EXAM

- UEMURA, Craig

DEFER ARCHITECT BY ENDORSEMENT

- EDMUNDS, David

It was moved by Mr. Lau, seconded by Mr. Pang, and carried

(ayes from Kurokawa, Lau, Manzano, Murayama, Okuda, Pang, Skelton, and Yumol while Hong recused himself) to accept the PROFESSIONAL ARCHITECT COMMITTEE REPORT.

d. Professional Land Surveyor Committee Recommendations

Mr. Okuda presented the PROFESSIONAL LAND SURVEYOR COMMITTEE REPORT and recommended action as follows:

APPROVE LAND SURVEYOR BY ENDORSEMENT

- BAUER, Toby (state-constructed exam)

It was moved by Mr. Pang, seconded by Mr. Lau, and unanimously carried to accept the PROFESSIONAL LAND SURVEYOR COMMITTEE REPORT.

e. Professional Landscape Architect Committee Recommendations

Mr. Kurokawa presented the PROFESSIONAL LANDSCAPE ARCHITECT COMMITTEE REPORT and recommended action as follows:

APPROVE LANDSCAPE ARCHITECT BY ENDORSEMENT

- MEEKS, Bruce (state-constructed exam)
- MIMIEUX, Edouard (state-constructed exam)

It was moved by Mr. Lau, seconded by Mr. Pang, and unanimously carried to accept the PROFESSIONAL LANDSCAPE ARCHITECT COMMITTEE REPORT.

Old Business:

a. Rules Committee Report

There was no report as the Committee did not meet last month.

New Business:      a.      NCEES Matters

- NCEES Annual Meeting
  - ✓ Possible Bylaws Proposals

Mr. Kobashigawa reported that there may be a proposal to amend the travel expense provisions in the bylaws by adding one more funded delegate to the Annual and Zone meetings for Member Boards with more than (a number to be determined) registrants. Also, there may be a proposal to combine the Zone Meetings into a Mid-Year Meeting and eliminate the Board President's Assembly/Member Board Administrators Forum.

- Future Changes to NCEES Exams

Changes starting with the April 2014 exam include:

- ✓ The structural 16-hour exam will have revised design standards and the PE civil exam will have revised design standards for the civil structural, and transportation modules. These standards will be posted on the NCEES website after the October 2013 exam.
- ✓ Beginning with the registration for the 2014 exams on November 4, 2013, NCEES will no longer collect social security numbers from potential examinees when they register in the Examinee Management System.

- Statistics on Hawaii Candidates for the October 2012 Structural Exam

	<u>Vertical</u>	<u>Lateral</u>	<u>Both</u>
Number of Candidates:	9	10	5
Number Passed:	6	4	0

- Request for Proposal for 2018 NCEES Annual Meeting

NCEES is seeking proposals on locations to host the 2018 Annual Meeting from the Western Zone states and Hawaii has been recommended.

After discussion, it was moved by Mr. Skelton, seconded by Mr. Manzano, and unanimously carried to submit a bid to have the 2018 Annual Meeting held in Hawaii.

- Western Zone Meeting Report

Mr. Lau, along with Mr. Kobashigawa, attended the Western Zone Meeting on April 19-20, 2013 in San Francisco, CA and made the following report:

- ✓ The Industrial Exemption Task force reported that Florida, Texas, and Louisiana had attempted to remove the exemption, but were defeated. Ontario, Canada was the only jurisdiction to successfully remove the exemption. The Committee cited major disasters that occurred without the protection of licensure such as major oil spills and fertilizer explosions and could also include the mining and aircraft industries. They emphasized the need for public awareness to understand the protective nature of licensure.
- ✓ The Mobility Task force is to investigate ways to make it easier for engineers to move from jurisdiction to jurisdiction within the U.S. such as:
  - Investigating alternate methods of evaluating experience;
  - Developing guidelines for simpler, easier and quicker mobility for a Model Law Engineer ("MLE"); and
  - Investigating the development of an "Enhanced MLE" where licensees have met MLE requirements, have cleared all criminal background checks, continuing professional competency ("CPC") are up-to-date, and enhanced experience verification and reference checks have been provided. The advantage to having the "Enhanced MLE" program would be that Boards wouldn't need to do a detailed review of the applicant's credentials.

- ✓ A task force is needed to study mobility issues for structural engineers especially since some jurisdictions require a post licensure requirement such as Washington, California, Guam, Oregon and Idaho.
- ✓ An issue of concern was the acceptance of foreign experience under a the supervision of a non-U.S. licensed individual which would seem to inadvertently validate another country's education, examination, and licensure system even if they are not up to U.S. standards.

Mr. Kobashigawa reported the following regarding the Western Zone meeting:

- ✓ Registration for the October 2013 exams will open on June 17, 2013 and close on September 5, 2013. Exam dates are scheduled for October 25-26, 2013.
- ✓ NCEES has implemented a new electronic license verification program in which NCEES is the go-between verifying license and exam information between states. A licensee or applicant who wishes to obtain a license in another state submits a request for licensure/exam information to NCEES; NCEES e-mails the state of original license/exam to provide the information; the state of original license/exam verifies the information to NCEES; and is simultaneously transmitted to the state of application.

b. NCARB Matters

- Proposed Changes to WCARB Bylaws

The proposed changes were circulated to the architect members for their information.

- New NCARB Service – My Examination

In late August 2013, NCARB will launch a new service for ARE candidates to access their exam information and to schedule appointments. The new service called "My Examination" will be located within their NCARB Record



and will offer several benefits, such as easy access to their exam history, authorization to test information, rolling clock dates, and score reports. While more than 90,000 candidate information as well as the ARE exam content data that is currently stored in Prometric's system is securely migrated to Alpine Testing Solutions, Inc., there will be an eight week blackout with an automatic 12-week extension to the rolling clock which will be given to all candidates to offset the blackout.

- NCARB Annual Meeting

The 2013 Annual Meeting is scheduled for June 19-22, 2013 at the U.S. Grant in San Diego, CA. Mr. Murayama, Mr. Yumol, and Mr. Kobashigawa will be attending this meeting.

- Board of Directors Brief

The April 2013 edition of NCARB's Board of Directors Brief was circulated to the members for their information.

- Fast Facts

- ✓ In late August 2013, the ARE will follow Prometric's standard biometric-enabled check-in procedure. This procedure verifies a candidate's identity and will provide a higher level of security to testing centers and exam content. At the first appointment following this adoption, each ARE candidate will have their photo ID scanned, provide six fingertip swipes (three from each hand), and take a test-day photo. For all subsequent appointments, the fingertip swipe will only be used to match the candidate to the record from the first appointment and not repeated six times. Hand-held metal detectors will continue to be used as part of the check-in process.

- ✓ NCARB is finalizing negotiations to make the ARE exam available through Prometric in early fall to the following cities:

- London, England
- Hong Kong, People's Republic of China
- Abu Dhabi, United Arab Emirates

To test in one of these locations, candidates must be made eligible through a U.S. registration board.

- ✓ Member Boards were requested to submit comments on two potential changes to the IDP. One proposed change recommends that interns be allowed to earn IDP hours for short employment periods. The current requirement requires interns to be employed a minimum of 15 hours per week for eight consecutive weeks. The second proposed change recommends that the point of eligibility to participate in the IDP be after obtaining a U.S. high school diploma or the equivalent.
- NCARB Internship Report
  - ✓ The *Internship Report* encompasses extensive data collected from three internship-specific surveys:
    - IDP supervisors and mentors were asked to indicate the level at which interns perform specific tasks by completion of the IDP;
    - IDP supervisors and mentors, as well as architects licensed two to 10 years, were asked to indicate whether specific tasks should be required as part of the IDP; to what level the task should be performed by completion of the IDP; and whether supplemental education/experience would be acceptable in lieu of on-the-job performance of the task; and
    - Interns who completed the IDP within the past year, and architects licensed in the past year who also completed the IDP in the past two years, were asked to indicate the level at which they performed specific tasks by completion of their IDP experience, and how frequently they performed (or observed others performing) the task during their IDP experience.

- ✓ The Practice Analysis provided an opportunity to analyze the IDP in relation to the contemporary practice of architecture. The resulting findings were the product of four key areas of analysis:
  - **Task Relevance** – Supervisors, mentors, and architects determined that over 70 percent of the tasks surveyed should be required in the IDP.
  - **Level of Performance** – Supervisors and mentors overwhelmingly indicated that interns were "*performing the tasks with assistance*" or "*observing others perform*" the tasks – not the intended goal of the IDP. A combination of program enhancements and improved supervisor/mentor education may help raise the expected level of intern performance.
  - **Frequency of Performance** – Only 25% of the tasks included in the survey were rated by interns and recently licensed architects as being performed "*often*" and "*regularly*". This data will be considered as existing core and elective hourly requirements are reviewed.
  - **Value of Supplemental Education/Experience** – Survey responses indicate that supervisors, mentors, and architects do not believe supplemental education/experience is an acceptable alternative to on-the-job performance of tasks.

- IDP Supervisors E-News

The April 2013 issue of the IDP Supervisor E-News was circulated to the members for their information.

c. CLARB Matters

- Member Board E-News
  - ✓ CLARB's Annual Meeting is scheduled for September 26-28, 2013 in Minneapolis, MN. Mr. Kurokawa will be attending as the Board's delegate.

- ✓ Beginning this December administration, exam dates have been extended by one day so that candidates will have two Saturdays to take the exam.
- ✓ Before the September 2012 L.A.R.E. administration, the North Carolina Board changed their procedures and doesn't pre-approve applicants to take the L.A.R.E. anymore. The Board now interprets their law in that they are "examining" the total record of the candidate, and not approving someone to sit for the exam so the will review the candidate's application for licensure after having met all the requirements.

d. Legislative Matters

- H.B. No. 1381, H.D.2, S.D.2, C.D.1 – Relating to Professional and Vocational Licensing

This bill limits licensure by endorsement or reciprocity for military spouses to those spouses who are present in the State for at least one year pursuant to military orders. It specifies that a license issued to a military spouse by endorsement or reciprocity shall be valid for the same time period as other similar licenses and limits the validity of the license to a maximum of five years in the aggregate.

- H.B. No. 763, H.D.1, S.D.1, C.D.1 – Relating to the State Building Code

This bill modifies the composition and quorum of the Hawaii State Building Code Council and revises the State Building Code. It authorizes the Hawaii Hurricane Relief Fund to provide funding for the State Building Code Council for activities that are a part of a loss reduction plan.

*The following agenda item was moved as the next order of business:*

Announcements: a. Confirmation of New Board Members

Mr. Kobashigawa reported that Mr. Katayama, Mr. Murayama and Mr. Richard Suzuki have been confirmed, but no word yet on reappointments for Mr. Pang or Mr. Skelton or any replacement for Ms. McCelvey whose second term will be ending in June.

e. Election of Officers

The floor was opened for nominations for Chair.

It was moved by Mr. Hong, seconded by Mr. Skelton, and unanimously carried to nominate and elect Mr. Lau as Chair for the upcoming year beginning in July.

The floor was opened for nominations for Vice Chair.

It was moved by Mr. Yumol, seconded by Mr. Lau, and unanimously carried to nominate and elect Mr. Skelton as Vice Chair.

The floor was opened for nominations for Secretary.

It was moved by Mr. Lau, seconded by Mr. Skelton, and unanimously carried to nominate and elect Mr. Hirota as Secretary.

f. Statistics on Licensees

As of April 17, 2013, the following are the statistics on the number of licensees for the Board:

	<u>Total number of licensees:</u>	<u>Number of licensees out-of-state:</u>
Architects	2,339	1,311
Engineers	6,323	3,113
Landscape Architects	152	55
Surveyors	206	28

Correspondence: a. Letter from Roman Silvestre

Mr. Silvestre is an applicant for civil engineer licensure by endorsement based upon his licenses from Arizona and the Philippines. His application was deferred at the April meeting and was requested to provide documentation of having passed the FE and PE examination in civil engineering as well as submit sufficient years of lawful experience. Mr. Silvestre was exempted from having to take the FE and PE exams to obtain licensure in Arizona.

In response to the Board's request for documentation, he indicated that the PE exam requirement does not apply to him as he has a license in Arizona, he has sufficient experience in responsible charge from being licensed in Arizona and the Philippines, and requested for a waiver of the FE exam due to having more than 20 years of experience in responsible charge.

After discussion, it was moved by Mr. Manzano, seconded by Mr. Skelton, and unanimously carried that with Mr. Silvestre's years of experience the Board can waive the FE exam, but deny his request to waive the PE exam as he needs to pass it before obtaining a license in Hawaii.

b. E-mail from Leo McKinley

Mr. McKinley inquired if a drawing set that is stamped/sealed by a design professional and is subsequently revised in any way by a sketch, or otherwise modified or revised, is that subsequent sketch also required to be stamped/sealed?

By consensus of the Board, subsequent sketches are also to be stamped/sealed.

Next Meeting: Thursday, June 13, 2013  
9:00 a.m.  
King Kalakaua Conference Room  
King Kalakaua Building  
335 Merchant Street, 1<sup>st</sup> Floor  
Honolulu, Hawaii 96813

Adjournment: The meeting was adjourned at 10:31 a.m.

Taken and recorded by:  
/s/ Terry Akasaka-Toyama

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Terry Akasaka-Toyama  
Secretary

Reviewed and approved by:  
/s/ James Kobashigawa

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James Kobashigawa  
Executive Officer  
5/16/13

[X] Minutes approved as is.

[ ] Minutes approved with changes; see minutes \_\_\_\_\_.