

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, June 13, 2013

Time: 9:00 a.m.

Place: King Kalakaua Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Present: Norman Hong, Chair, Architect Member
Ross Okuda, Vice Chair, Mechanical Engineer Member
Raymond Skelton, Secretary, Public Member
Demetrio Constantino, Public Member
Dan Hirota, Land Surveyor Member
Joel Kurokawa, Landscape Architect Member
Howard Lau, Structural Engineer Member
Shelli McCelvey, Landscape Architect Member
Clayton Pang, Electrical Engineer Member
Roberto Yumol, Architect Member
James Kobashigawa, Executive Officer
Sandra Matsushima, Executive Officer
Terry Akasaka-Toyama, Secretary

Excused: Jay Manzano, Public Member
Craig Murayama, Architect Member
Paul Murray, Land Surveyor Member

Guests: Kevin Katayama
Richard Suzuki

Call to Order: There being a quorum present, Chair Hong called the meeting to order at 9:17 a.m.

Introduction: Chair Hong welcomed back Mr. Suzuki, a former Board member who will be returning as the civil engineer member effective July 2013 replacing Mr. Robert Yanabu.

Agenda: Additions and Revisions: It was moved by Mr. Lau, seconded by Mr. Pang, and unanimously carried to amend the agenda as follows:

- Under New Business, add "2013 NCEES Engineering Award".
- Under New Business, move "April 2013 NCEES Exams" to follow "2013 NCEES Engineering Award" under NCEES Matters.
- Under Announcements, add c. Amended Chapter 115, Hawaii Administrative Rules

Approval of Minutes: It was moved by Mr. Lau, seconded by Mr. Yumol, and unanimously carried to approve the minutes of the May 9, 2013 Board meeting.

Applications:

a. Ratifications

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

APPROVED CIVIL ENGINEER BY ENDORSEMENT

- HEPLER, Robert

b. Professional Engineer Committee Recommendations

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

APPROVE CIVIL ENGINEER BY ENDORSEMENT

- BANNER, Christopher
- BATTALORA, Raymond
- CELENTANO, Joseph
- GARCEAU, Drew
- OVERACRE, Rebecca

APPROVE ELECTRICAL ENGINEER BY ENDORSEMENT

- FRANKS, Adrian
- INOA ALVAREZ, Guido
- KHANDELWAL, Priya
- PLANK, William
- SCHALLERT, John
- TEUFEL, John III
- WATFORD, Thomas

APPROVE MECHANICAL ENGINEER BY ENDORSEMENT

- BARNES, Michael
- NOTMAN, James
- REEVES, Daniel
- SILVA, Eric
- SOUCY, Marc

APPROVE STRUCTURAL ENGINEER BY ENDORSEMENT

- BARAR, Pirooz
- CAPP, Justin
- CHEN, Chi
- GOODRICH, Warren Jr.
- HU, Wilson
- KNUTSON, Andrew
- STUART, Ross
- WANG, Hongyu

APPROVE ENGINEER BY EXAM (PE)

- EDARA, Madhu (CE)
- HEE, Jared (CE)
- HIGASHI, Kevin (CE)
- HUE, Wyatt (CE)
- MANGAOANG, Ronald (EE)
- OKABE, Michelle (EE)
- ROMPASKY, Derek (EE)
- VILORIA, Federico (CE)
- VINLUAN, Bobby (ME)

APPROVE ENGINEER BY EXAM (FE)

- CHANG, Yong Yang
- DORSETT, Chase
- EDARA, Madhu
- IBANEZ, Marween
- ISEKI, Gerald Jr.
- MANGAOANG, Ronald

DEFER CIVIL ENGINEER BY ENDORSEMENT

- FUSSEL, Jason
- KNAUER, Jeffrey
- SCHNABEL, David

DEFER MECHANICAL ENGINEER BY ENDORSEMENT

- SCHNABEL, David

DENY CIVIL ENGINEER BY ENDORSEMENT

- SILVESTRE, Roman

It was moved by Mr. Pang, seconded by Mr. Hirota, 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

- BURK, John
- CARTY, Darryl
- COOK, Gregory
- HONG, Christopher
- JORDAN, Stephen
- LASATER, Edward
- MAKABENTA, Gladys
- McNULTY, Antoinette
- STINAR, Corey
- TAN, John
- YUEH, Vincent
- ZEHREN, John

APPROVE ARCHITECT BY EXAM

- ODO, Cara

DEFER ARCHITECT BY ENDORSEMENT

- BRIANT, Douglas
- EDMUNDS, David

It was moved by Mr. Lau, seconded by Mr. Pang, and carried (ayes from Constantino, Hirota, Kurokawa, Lau, McCelvey, Okuda, Pang, Skelton, and Yumol while Hong recused himself) to accept the PROFESSIONAL ARCHITECT COMMITTEE REPORT.

d. Professional Land Surveyor Committee Recommendations

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

APPROVE LAND SURVEYOR BY EXAM

- YIM, Wan Tuen (PS and state-constructed exam)

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

e. Professional Landscape Architect Committee Recommendations

None.

Old Business:

a. Rules Committee Report

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

New Business:

a. NCEES Matters

- 2013 NCEES Annual Meeting

The Annual Meeting is scheduled for August 21-24, 2013 in San Antonio, TX. Mr. Suzuki and Ms. Matsushima will be attending.

- 2018 NCEES Annual Meeting

Mr. Kobashigawa reported that through the Hawaii Convention Center, a bid to host the 2018 Annual Meeting in Hawaii was submitted. No word yet whether the bid has been accepted.

- April 2013 Candidate Survey Results

Exam candidates were surveyed after the exam and the results are as follows:

Number of Responses: 64

Was the exam-day information received from NCEES easy to understand? *100% agreed*

Was the NCEES staff helpful in explaining the registration process? *100% agreed*

Was the exam site easy to locate? *98% agreed*

Was the exam room free of distracting noise? *98% agreed*

Was the lighting in the exam room adequate? *100% agreed*

Were the exam instructions read aloud on exam day easy to understand? *100% agreed*

Did the exam site proctors conduct the exam in a professional manner? *100% agreed*

- Addendum to Contract Between NCEES and Member Board

At the April Board meeting, the Board discussed whether to keep the contract with NCEES regarding the administration of the exams as the Board would no longer be invoiced for any of the fees associated with the administration of the exams. In lieu of a contract, some state boards have accepted a letter from NCEES that details the services that will continue to be provided to them. The Board deferred this matter to wait and see the new changes to the contract that NCEES would be preparing.

Mr. Kobashigawa circulated the CBT Addendum to the Contract between NCEES and the Board that was prepared by NCEES. After review and discussion, it was moved by Mr. Lau, seconded by Mr. Pang, and unanimously carried to accept the CBT Addendum to the Contract between NCEES and the Board.

- NCEES Social Media Webinar Series

A webinar series about establishing a presence on social media websites and engaging with the public in a way that advances information about engineering and surveying such as YouTube, Facebook or Twitter.

- Metallurgical and Materials Engineer Professional Activities and Knowledge Study ("PAKS")

NCEES is seeking licensed metallurgical and materials engineers to participate in a PAKS for the PE Metallurgical and Materials exam, the results of which will be used to update specifications for the exam.

- Continuing Education Survey of State Licensing Boards

Mr. Kobashigawa circulated a summary of the continuing education requirements of the other state boards.

- 2013 NCEES Engineering Award

Cleveland State University's Civil and Environmental Engineering Department is the \$25,000 grand prize winner of the 2013 NCEES Engineering Award for Connecting Professional Practice and Education. The department received the prize for its submission "Design, Funding, and Construction of the August Pine Ridge School/Hurricane Shelter in Belize" that would construct a building to provide additional classroom space for the school and also serve as a hurricane shelter for the community.

- April 2013 NCEES Exams

Executive Session: At 9:35 a.m., it was moved by Mr. Lau, seconded by Mr. Skelton, and unanimously carried to move into executive session pursuant to HRS §92-5 to consider and evaluate personal information relating to individuals applying for professional or vocational licenses cited in section HRS §26-9 or both, as provided in HRS §92-5(a)(1).

At 9:58 a.m., it was moved by Mr. Yumol, seconded by Mr. Lau, and unanimously carried to move out of executive session.

b. NCARB Matters

- 2013 NCARB Annual Meeting

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

- ✓ WCARB Regional Meeting

The 2013 WCARB Regional Meeting will be held in conjunction with the NCARB Annual Meeting on June 21, 2013 at the U.S. Grant Hotel in San Diego, CA.

- NCARB Fast Facts Articles

- ✓ NCARB has created a library of communication tools that can be used to communicate the changes to the A.R.E. Materials include "My Examination FAQs", "Candidate Tip Sheet", and "My Examination Fact Sheet".

- ✓ Two proposed changes to the IDP Guidelines were distributed to Member Boards for comment:

- A proposed change recommends that interns be allowed to earn IDP hours for short employment periods. This will allow interns to earn experience for work performed over winter and spring breaks while in school and projects of limited scope with completion time in weeks. Currently, interns (in most experience settings) must be employed a minimum of 15 hours per week for eight consecutive weeks.

- Another 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. Interns will be able to earn IDP credit for work and supplemental experience that meet the requirements of the program.

- ✓ With the support from AIA, NCARB will be hosting the 2013 IDP Coordinators Conference on July 25-27, 2013 in Miami, FL. This conference has proven to be a great venue for training, information sharing, and teaming of IDP educator, state, student, and auxiliary coordinators.

- Architectural Registration Examination ("A.R.E.") Updates

- ✓ Blackout begins July 1, 2013

Reminder that July 1, 2013 is the start of an estimated eight week blackout where exams cannot be administered or scheduled, and registration boards cannot create eligibilities for exam candidates. Exams can be scheduled immediately following the blackout which is expected to end in late August.

Following the blackout, Prometric will be implementing its biometric-enabled check-in procedures for the A.R.E. For the first biometric-enabled check-in, candidates will have their photo ID scanned, need to provide six (6) digital fingertip swipes (three (3) from each hand), as well as a test-day photo. Subsequent biometric-enabled check-ins will require only one (1) finger swipe and a test-day photo.

- NCARB News Clips

NCARB announced the publication of the Examination Report based on the findings of the 2012 NCARB Practice Analysis. NCARB also announced that the fees for the Broadly Experienced Architect ("BEA") Program have been reduced.

- CEO Update

The May 2013 issue of the "CEO Update" was circulated to the members for their information.

- NCARB Monographs

NCARB gave a 20% discount on the purchase of any of NCARB's monograph series for a short period of time in June.

c. CLARB Matters

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

d. Statistics on April 2013 Fundamentals of Surveying and Principles and Practice of Surveying and State Exams

	<u>FS</u>	<u>PS</u>	<u>State</u>
Number of Candidates:	1	2	6
Number Passed:	1	1	0

e. Statistics on May 2013 Landscape Architect Hawaii Plant Materials State Exam

Number of Candidates:	1
Number Passed:	1

Correspondence: a. AIA Hawaii Announcement of A.R.E./IDP Concurrency

AIA Hawaii sent out an announcement that the Board's rules relating to A.R.E./IDP concurrency was signed by the Governor on May 10, 2013. However, it was a little premature as the Board was still awaiting for the official notification from the Governor and as a result the process and procedure to register for the A.R.E. with NCARB was not in place.

b. Letter from Bruce Alexander, PE

Mr. Alexander inquired whether a civil engineer is able to work on specialty foundations such as Helix Anchors, Ground Screws, Ground Spikes/Pins and Micro Piles.

After discussion, it was moved by Mr. Lau, seconded by Ms. McCelvey, and unanimously carried that a civil engineer, *with appropriate qualifications and proficiency in geotechnical engineering*, may perform work on specialty foundations such as Helix Anchors, Ground Screws, Ground Spikes/Pins and Micro Piles. However, the Board also wanted to caution that a civil engineer must work only in his or her area of expertise.

Announcements:

a. Amended Important Notice for the A.R.E.

A notice was posted on the Board's website informing A.R.E. candidates of the eight week blackout period at Prometric.

b. Amended Important Notice Regarding the Landscape Architect Registration Exam

A notice was posted to the Board's website informing of CLARB's new exam registration process for the computer-based exams and the requirement of needing to establish a Council Record in order to sit for the exams.

c. Amended Chapter 115, Hawaii Administrative Rules ("HAR")

Updated copies of Chapter 115, HAR, were distributed to the members for their information and the website has been updated as well.

Next Meeting:

Thursday, July 11, 2013
9:00 a.m.
King Kalakaua Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Adjournment:

The meeting was adjourned at 10:28 a.m.

Taken and recorded by:

/s/ Terry Akasaka-Toyama

Terry Akasaka-Toyama
Secretary

Reviewed and approved by:

/s/ James Kobashigawa

James Kobashigawa
Executive Officer

6/26/13

Minutes approved as is.

Minutes approved with changes; see minutes _____.