

MINUTES

UTAH ARCHITECT AND LANDSCAPE ARCHITECT LICENSING BOARD MEETING

August 13, 2025 – 9:00 A.M.

Electronic Meeting

CONVENED: 9:02 A.M.

ADJOURNED: 10:40 A.M.

Bureau Manager:
Board Secretary:
Compliance:

Stephen Duncombe
Nicole Herrera
Sicily Hill

Board Members Present:

Michael Fazio
Valerie Nagasawa
Courtney Haddick
Scott Peters
Jarod Maw
Keith Christensen
Bret Bullough
Jessica Griffith - Advisor

Board Members Absent:

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS

Review minutes:
Time: 4:17

The minutes dated June 11, 2025 were reviewed. Mr. Peters made a motion to accept the minutes as written. Mr. Fazio seconded the motion. The motion passed unanimously.

ARE/CLARB Score Report Review:
Time: 5:00

The board reviewed the ARE and LARE score reports for exams taken since the last meeting. Items noted. No action taken.

Education and Enforcement Fund:
Time: 36:40

Ms. Herrera provided the Board with the balance of the fund and the current number of licensees. The Board discussed the fund's rules, limits and usages. No action taken.

DISCUSSION ITEMS:

Outreach Videos/Flowchart
Time:

Ms. Lewis was unable to attend the meeting.

Funding Request - AIA:
Time: 43:35

Ms. Roberts is requesting funds for AIA Utah. The AIA Utah 2025 Annual Conference in the amount of \$7000.00. The board discussed the request. Mr. Fazio made a motion to approve the request in the amount of \$7000.00. Ms. Haddick seconded the motion. The motion passed unanimously.

NCARB 2025 Annual
Business Meeting Update:
Time: 1:02:30

Mr. Maw and Ms. Haddick updated the board on the items discussed at the NCARB annual meeting. NCARB is in the process of reviewing their standards for competency. No action taken.

House Bill 160:
Time: 1:27:29

Mr. Duncombe reviewed with the board House Bill 160. The board reviewed the information, the board will write an official response to the House Bill.

Next Board Meeting:

October 8, 2025

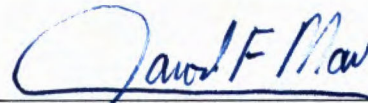
ADJOURN

The meeting adjourned at 10:40 A.M.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

12.10.25

Date



Chairperson, Utah Architect and
Landscape Architect Licensing Board

12/10/2025

Date



Bureau Manager,
Division Professional Licensing.