

MINUTES

UTAH ARCHITECT AND LANDSCAPE ARCHITECT LICENSING BOARD MEETING

April 8, 2026 – 9:00 A.M.

Electronic Meeting

CONVENED: 9:02 A.M.

ADJOURNED: 11:31 A.M.

Division Director:

Adam Watson

Bureau Manager:

Stephen Duncombe

Board Secretary:

Nicole Herrera

Compliance:

Sicily Hill

Outreach:

Karissa Lewis

Board Members Present:

Michael Fazio

Valerie Nagasawa

Courtney Haddick

Jarod Maw

Keith Christensen

Jessica Griffith - Advisor

Scott Peters

Bret Bullough

Board Members Absent:

Guests:

Josh Batkin

Roxanne Ralston

Mike Armstrong

Melissa Cannata

TOPICS FOR DISCUSSION

DECISIONS AND RECOMMENDATIONS

ADMINISTRATIVE BUSINESS

Review minutes:
Time: 2:50

The minutes dated February 11, 2026, were reviewed. Ms. Haddick would like a small revision done. Mr. Bullough made a motion to accept the minutes with the revision. Mr. Peters seconded the motion. The motion passed unanimously.

ARE/LARE Score Report Review:
Time: 4:13

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

Outreach Videos/Flowchart
Time:

No update. Ms. Haddick will get Ms. Lewis the information.

Education and Enforcement Fund:
Time: 9:00

Mr. Duncombe 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. Architects have \$86,902.25 in their fund and 3,698 Licensees. Landscape Architects have \$21,857.06 in their fund and 572 Licensees.

DISCUSSION ITEMS:

NCARB Annual Meeting
Delegates:
Time: 17:40

The board confirmed that Bret Bullough, Courtney Haddick and Michael Fazio will be attending the annual meeting on June 25 – 27 in Minneapolis.

Visit By NCARB:

Time: 20:05

Michael Armstron, Josh Batkin and Roxanne Ralston are visiting the board. They are part of the NCARB team. They talked about several items: Legislative trends, a guidance document that has been published on the NCARB website, fraudulent seal use and different paths to licensure. The board discussed the Regional Summit Meeting. Mr. Armstrong discussed with the board the competency-based licensure instead of knowledge-based licensure.

CLARB Uniform Standards:

Time: 2:07:50

Mr. Peters wanted to review with the board CLARB'S uniform standard. He went through a few items, but due to time restraints the board will add this item to the next meeting's agenda.

Next Board Meeting:

June 10, 2026

ADJOURN

The meeting adjourned at 11:31 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.

06/22/2026

Date



Chairperson, Utah Architect and
Landscape Architect Licensing Board

06/22/2026

Date

Stephen Duncombe

Bureau Manager,
Division Professional Licensing.