

TEXAS BOARD OF ARCHITECTURAL EXAMINERS

Board Meeting Agenda

The William P. Hobby Jr. Bldg., Tower III, Room 102

333 Guadalupe Street

Austin, Texas

Tuesday, November 19, 2019

10:00 a.m. – Conclusion

1. Preliminary Matters

- A. Call to order
- B. Roll call
- C. Excused and unexcused absences
- D. Determination of a quorum
- E. Recognition of guests
- F. Chair's opening remarks
- G. Public comments

Debra Dockery
Joyce Smith
Debra Dockery

2. Resolution Honoring David Lancaster *(Action)*

Debra Dockery

3. Approval of August 13, 2019 Board Meeting Minutes *(Action)*

Debra Dockery

4. Executive Director Report *(Information)*

Julie Hildebrand

- A. Summary of Executive Accomplishments
- B. Operating Budget/Scholarship Fund: Presentation on 4th Quarter
FY 2019 Expenditures/Revenues
- C. Report on the Annual Financial Report (AFR)

5. Trend Analysis Presentation on Agency Performance and Operations *(Information)*

Julie Hildebrand

6. Governor Abbott's Letter - Reforming Texas's Occupational- Licensing Rules *(Information)*

Julie Hildebrand

7. Office Relocation Update *(Information)*

Julie Hildebrand

8. Letter to Region 3 Regarding NCARB Disciplinary Database *(Action)*

Lance Brenton

9. Board Member Learning and Envisioning *(Information)* Strategic Plan & Performance Measures

Julie Hildebrand

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10. Draft Rules for Proposal (Action):

Lance Brenton

- A. Consideration of amendments to 22 Tex. Admin. Code §§ 1.5, 1.65, 3.5, 3.65, 5.5, and 5.75 implementing Senate Bill 37 (86th Tex. Leg., R.S.), which repealed a requirement for the Board to deny registration renewal to persons who had defaulted on certain student loans.
- B. Consideration of amendments to 22 Tex. Admin. Code §1.29, 3.29, and 5.39 implementing Senate Bill 1200 (86th Tex. Leg., R.S.), relating to the temporary licensure of certain military spouses.
- C. Consideration of amendments to 22 Tex. Admin. Code §§ 1.26, 1.27, 1.149, 1.153, 3.26, 3.27, 3.149, 3.153, 5.36, 5.37, 5.158, 5.162 implementing House Bill 1342 (86th Tex. Leg., R.S.), relating to the effect of certain criminal offenses on eligibility for registration.
- D. Consideration of amendments to 22 Tex. Admin. Code §5.183 implementing House Bill 2847 (86th Leg., R.S.), relating to the elimination of administrative penalties for nonregistered persons and criminal offenses for violating Texas Occupations Code Chapter 1053.

11. Enforcement Cases (Action)

Lance Brenton

Review and possibly adopt ED's recommendation in the following enforcement cases:

A. Registrant/Non-Registrant Cases:

Case #277-19A	Acheson, Kirk Randal	Arch #17231
Case #240-17N	Adhamy, Dan	Non-registrant
Case #112-19A	Behring, Stephanie Nicole	Arch #24656
Case #164-17A	Grable, John J.	Arch #10915
Case #253-19N	Runyon, Robert Dunham	Non-registrant
Case #281-19A	Ward, Gerald A.	Arch #11748

B. Continuing Education Cases:

Case #267-19A	Adair, Laura Jean	Arch #17603
Case #251-19I	Alanis, Tracy Puga	RID #10714
Case #270-19A	Barcinski, Derek Scott	Arch #17566
Case #271-19A	Burton, Mary Thornhill	Arch #11977
Case #248-19A	Crow, Harry Hobson, III	Arch #17604
Case #264-19A	Cuellar, Gabriel Andres	Arch #26214
Case #273-19I	Glass, Tamie Michele	RID #11342
Case #368-19L	Kaden, Chris Carroll	LA #814

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Case #309-19A	McComas, Jeffrey Robert	Arch #16067
Case #266-19L	May, Blaze Kenneth	LA #2610
Case #272-19A	Siegel, Ruth	Arch #20398

The Board may meet in closed session pursuant to TEX. GOV'T CODE ANN. §551.071(1) to confer with legal counsel

12. Upcoming Board Meetings (Information)

Debra Dockery

Thursday, February 20, 2020

Thursday, May 21, 2020

Tuesday, August 25, 2020

Thursday, November 19, 2020

13. Board Member Comments/Future Agenda Items (Information) Report on Conferences and Meetings (Information)

Debra Dockery

2019 CLARB Annual Meeting – Sep 25-27

2018 LRGV-AIA BCC Conference – Sep 26-28

TxA Conference – Oct 24-26

2019 CIDQ Council of Delegates Meeting – Nov 8-10

14. Adjournment

Debra Dockery

NOTE:

- ◆ *Items may not necessarily be considered in the order they appear on the agenda.*
- ◆ *Executive session for advice of counsel may be called regarding any agenda item under the Open Meetings Act, Government Code §551.*
- ◆ *Action may be taken on any agenda item.*

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS

Persons with disabilities who plan to attend this meeting and who need auxiliary aids or services are required to call (512) 305-8548 at least five (5) workdays prior to the meeting so that appropriate arrangements can be made.

FREQUENTLY USED ACRONYMS

ACSA	Association of Collegiate Schools of Architecture
ADA	Americans with Disabilities Act
AIA	American Institute of Architects
AREFAF	Architect Registration Examination Financial Assistance Fund (Scholarship)
ASID	American Society of Interior Designers
ASLA	American Society of Landscape Architects
ARE	Architect Registration Examination
BOAT	Building Officials Association of Texas
CACB	Canadian Architectural Certification Board
CIDA	Council for Interior Design Accreditation (Formerly FIDER)
CIDQ	Council for Interior Design Qualification
CLARB	Council of Landscape Architectural Registration Boards
GAA	General Appropriations Act
GRF	General Revenue Fund
IDCEC	Interior Design Continuing Education Council
IDEC	Interior Design Educators Council
IDP	Intern Development Program
IIDA	International Interior Design Association
LARE	Landscape Architect Registration Examination
MBA	Member Board Administrator (within NCARB)
NAAB	National Architectural Accreditation Board
NCARB	National Council of Architectural Registration Boards
OAG	Office of the Attorney General
SOAH	State Office of Administrative Hearings
SORM	State Office of Risk Management
TAID	Texas Association for Interior Design
TAS	Texas Accessibility Standards
TASB	Texas Association of School Boards
TBPELS	Texas Board of Professional Engineers and Land Surveyors
TxA	Texas Society of Architects
TSPE	Texas Society of Professional Engineers

The TEXAS BOARD OF ARCHITECTURAL EXAMINERS

Be It Known That David Lancaster, Hon. AIA

Has distinguished himself by his decades of dedicated service to the profession and the practitioners of Architecture in the State of Texas; and

WHEREAS, Mr. Lancaster is a native Texan, hailing from the city of Seminole in Gaines County; and

WHEREAS, Mr. Lancaster graduated from the University of Texas at Austin, earning a Bachelor's of Journalism degree; and

WHEREAS, Mr. Lancaster served the community of Dallas as a sports writer for the Belo Corporation; and

WHEREAS, Mr. Lancaster joined the Texas Society of Architects in 1989, beginning what would become a 30-year career; and

WHEREAS, Mr. Lancaster was awarded Honorary AIA Membership, the highest recognition awarded to non-architects, in recognition of his contributions and service to the profession, in 2001; and

WHEREAS, Mr. Lancaster has worked time and again, through legislative and other efforts, with stakeholders including this Board to protect the health, safety, and welfare of all Texans; now, therefore, be it

RESOLVED

That the Texas Board of Architectural Examiners, in Formal Meeting assembled this 19th day of November, 2019, does publicly acknowledge its appreciation of outstanding service to the state of Texas and professional relations with this Board and have voted unanimously for this

RESOLUTION OF APPRECIATION

To David Lancaster, Hon. AIA, and have caused a copy of this Resolution to be included within the minutes of this Board.

Debra Dockery, FAIA
Chair

Bob Wetmore, AIA
Vice-Chair

Joyce J. Smith, CPA, CGMA
Secretary/Treasurer

TEXAS BOARD OF ARCHITECTURAL EXAMINERS
Minutes of August 13, 2019 Board Meeting
William P. Hobby Jr. Building, 333 Guadalupe Street
Tower III, Conference Room 102
Austin, TX 78701
10:00 a.m. until completion of business

<u>AGENDA ITEMS</u>	<u>DESCRIPTIONS</u>														
1A. Call to Order	Ms. Dockery called the meeting to order at 10:00 a.m.														
1B. Roll Call	<p>Mr. Wetmore called the roll.</p> <p><u>Present Board Members</u></p> <table> <tr> <td>Debra Dockery</td><td>Chair, Architect Member</td></tr> <tr> <td>Robert (Bob) Wetmore</td><td>Vice-Chair, Architect Member</td></tr> <tr> <td>Charles (Chuck) Anastos</td><td>Architect Member</td></tr> <tr> <td>Michael (Chad) Davis</td><td>Landscape Architect Member</td></tr> <tr> <td>Jennifer Walker</td><td>Architect Member</td></tr> <tr> <td>Rosa G. Salazar</td><td>Registered Interior Designer</td></tr> <tr> <td>Fernando Trevino</td><td>Public Member</td></tr> </table>	Debra Dockery	Chair, Architect Member	Robert (Bob) Wetmore	Vice-Chair, Architect Member	Charles (Chuck) Anastos	Architect Member	Michael (Chad) Davis	Landscape Architect Member	Jennifer Walker	Architect Member	Rosa G. Salazar	Registered Interior Designer	Fernando Trevino	Public Member
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1C. Excused and Unexcused Absences	<table> <tr> <td>Chase Bearden</td><td>Public Member</td></tr> <tr> <td>Joyce J. Smith</td><td>Secretary-Treasurer, Public Member</td></tr> </table> <p>A MOTION WAS MADE AND SECONDED (Walker/Wetmore) TO APPROVE THE EXCUSED ABSENCES OF MS. SMITH AND MR. BEARDEN. THE MOTION PASSED UNANIMOUSLY.</p>	Chase Bearden	Public Member	Joyce J. Smith	Secretary-Treasurer, Public Member										
Chase Bearden	Public Member														
Joyce J. Smith	Secretary-Treasurer, Public Member														
1D. Determination of a Quorum	A quorum was present.														
1E. Recognition of Guests	<p>Ms. Dockery acknowledged the following members of TBAE staff: Julie Hildebrand, Executive Director; Lance Brenton, General Counsel; Glenn Garry, Communications Manager; Kenneth Liles, Finance Manager; Jack Stamps, Managing Investigator; Steve Ramirez, Investigator; Mike Alvarado, Registration Manager; Glenda Best, Operations Manager; Christine Brister, Human Resources; Dale Dornfeld, IT Manager; Matthew Le, Programmer; Julio Martinez, Information Security; and Katherine Crain, Legal Assistant.</p> <p>Additionally, the following guest was recognized: Marilyn Roberts, Texas Association for Interior Design.</p>														

<p>1F. Chair's Opening Remarks</p>	<p>Ms. Dockery thanked the Board, welcomed the audience and provided introductory comments, as follows.</p> <p>Ms. Dockery stated that she is reminded that as regulators we rely a lot on other groups to aid in the development of the minimum standards required to qualify for a professional license. We rely on the National Architecture Accreditation Board and similar entities to certify that the course work being offered is appropriate to prepare candidates for a profession. We rely on the universities to provide education to the students and the documentation of that education in the form of a diploma. We rely on our national organizations like NCARB, CLARB and CIDQ to prepare and administer the professional exams and to certify that the candidate has successfully passed the exam. NCARB, CLARB and CIDQ give us a result that is fairly black and white – either the candidate passed enough questions, or they didn't. Finally, we rely on the candidate's supervisors to assert that the candidate has acquired the appropriate minimum experience that is needed to prepare for independent practice. All three legs – education, examination, and experience – are equally important in preparing a candidate to practice in our state. Education provides the valuable knowledge and skills that may not be provided in a work setting. The exam is a good measure of a candidate's readiness for independent practice, but the test can't measure every piece of knowledge that is necessary. And not every work environment will include the broad-based exposure that a candidate will need. These three legs allow regulators to feel confident about the license we are conferring.</p> <p>Ms. Dockery continued by stating that during her committee work for NCARB, it occurred to her that one area for us to consider is the readiness of a candidate's supervisor to ensure broad-based exposure in experience. What happens if the supervisor doesn't understand what the task is supposed to involve or blindly signs off on the experience reporting of the candidate? We regulators are relying on the accuracy of the reporting that comes to us. She stated that NCARB is concerned about the training of these supervisors. NCARB has posted guidelines and are looking into independent coursework to help supervisors understand the broad exposure that a candidate needs in the experience program. Hopefully CLARB and CIDQ are doing the same thing. Ms. Dockery said TBAE needs to be proactive in directing our candidates and our supervisors to these resources that will help them fulfill what needs to be done. This in turn will help to ensure continued confidence in the experience component of the minimum standards for registration.</p>
<p>1G. Public Comments</p>	<p>None.</p>

<p>2. Approval of June 13, 2019 Board Meeting Minutes</p>	<p>A MOTION WAS MADE AND SECONDED (Salazar/Walker) TO APPROVE THE JUNE 13, 2019 BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY. (Mr. Anastos abstained from voting as he was not at the June meeting).</p>
<p>3. Executive Director's Report</p>	<p>Ms. Dockery invited Ms. Hildebrand to deliver the executive director's report.</p>
<p>A. Summary of Executive Accomplishments</p>	<p>Ms. Hildebrand provided a report and explanation of executive accomplishments as summarized on pages 15-17 of the Board materials. In particular, Ms. Hildebrand provided an in-depth discussion of the issues facing TBAE regarding office space. Ms. Hildebrand referred to information provided at the June meeting concerning the sale of the Hobby building. She stated that TBAE's lease with the Texas Facilities Commission (TFC) is effective through August 2023, but that TFC could terminate that lease with 90-days' notice. With new positions created for other agencies in the last session, TFC is actively trying to find space in the Hobby building. Another SDSI agency, the Accountancy Board, has been given one year to find new office space. Additionally, TFC has informed Ms. Hildebrand that, after the Hobby building is sold, there would be no space for TBAE in any of the new state buildings. She informed the Board members that TFC would prefer TBAE rent private space since TBAE has more flexibility as an SDSI agency.</p> <p>With these issues in mind, Ms. Hildebrand discussed options with the Board, including staying in the current space as long as possible or beginning the process of looking for new space. She discussed the advantages and disadvantages of each, including the potential cost of leasing private space, which she estimated would be \$125,000 to \$175,000 per year. She also discussed the possibility of TBAE teaming with the Accountancy Board to secure office space, which could allow the agencies to save money by sharing common spaces.</p> <p>Ms. Hildebrand requested input from the Board members on their preferences and asked whether it would be advisable to appoint a committee to work on the issue.</p> <p>Ms. Dockery began by stating she was pleased that the agency was asking these questions when it is not yet in a state of urgency and had time to consider the best course of action. She invited the Board to share their thoughts.</p> <p>Mr. Wetmore stated that it would be beneficial for the agency to hire a leasing agent to show some options on what is available, what the rates are going to be, what parking would look like, etc. He also volunteered to serve on any committee that might be formed to address this issue.</p> <p>Ms. Dockery agreed that TBAE should probably begin the search now to allow for more time to make the transition, as there are a lot of secondary</p>

	<p>issues that arise during a move. She liked the idea of a building committee and suggested Mr. Wetmore would be a good chair. She also agreed with the need for a leasing agent, as TBAE staff need to be able to devote the necessary time to agency operations. Ms. Dockery recommended that Ms. Hildebrand look further into the idea of sharing space with another agency such as the Accountancy Board, and also consider whether it might be more cost efficient to hold Board meetings in alternative spaces such as hotel conference rooms, rather than renting such space 365 days per year as part of a commercial lease.</p> <p>Mr. Davis noted that the Engineering Board owns their own building and he asked whether it would be possible for the Board to utilize reserve funds to purchase a building and maybe even lease space out for a second source of revenue.</p> <p>Ms. Hildebrand explained that TBAE's law does not allow for the purchase of a building. She stated that the Engineers' Board bought their building prior to SDSI being implemented. She also noted recent Sunset criticism of another state agency that had set aside money for the purchase of a building. With this in mind, Ms. Hildebrand stated that it would be necessary for TBAE's enabling legislation to be amended to allow for such a purchase, and that legislative support may not be there on this issue. Mr. Davis suggested that the Board allocate anything above the nine-month operating budget into a fund for building relocation.</p> <p>Mr. Anastos noted the likelihood that he would be off the Board by the time these changes occur, but he suggested that the agency should plan an exit strategy with a self-imposed goal of relocating by 2020, rather than let TFC dictate the circumstances and timeline. Doing so might allow TBAE to have six months to relocate rather than ninety days.</p> <p>Ms. Hildebrand continued by updating the Board on the transition to CAPPS for finance. She stated that it would take an entire fiscal year to prepare for this transition. Since we are scheduled to go live on September 1, 2020, we will begin the process on September 1, 2019. She discussed the amount of work and training that will be required for finance and operations, which is substantial.</p> <p>Ms. Hildebrand directed the Board to page 17 for information regarding enforcement activity and provided a summary thereof.</p> <p>Ms. Dockery inquired about the two complaints filed at SOAH. Mr. Brenton explained that the cases had been set for SOAH hearings, but that once he did so, the Respondents came out of the woodwork and settled the case. Those cases had been considered by the Board at the June meeting.</p>
B. Operating Budget/Scholarship	<p>Ms. Hildebrand provided a summary of the year-to-date budget numbers on page 18 and the AREFAF numbers on page 19.</p>

Fund: Presentation on 3 rd Quarter Fiscal Year 2019 Expenditures/Revenue	
3C. Report and Conferences and Meetings	<p>Ms. Hildebrand reported on past conferences. She gave a presentation and attended the annual NCARB business meeting as did Ms. Dockery, Ms. Salazar and Ms. Smith. Ms. Dockery noted that the meeting was on the grounds of the AIA in Washington D.C. and that the meeting would be in Austin next year, which would be a good opportunity for the Board. Ms. Salazar thought that it was an interesting experience which she was exposed to a lot of very helpful information.</p> <p>Ms. Hildebrand reported that Mike Alvarado and Jackie Blackmore attended the NCARB Licensing Advisory Summit in Minneapolis on August 1 and 2. The summit consisted of two days of educational conferences and discussions of trends in licensing. Mr. Alvarado stated that the summit is held every two years and the focus is always on what can be done to help get candidates licensed, which is a big challenge for some people.</p> <p>Ms. Hildebrand reported that Rosa Salazar, Glenn Garry and she made a presentation at MetroCon in August. Ms. Salazar thought the presentation was well-received by the attendees and noted the amount of audience participation.</p>
3D. Report on Upcoming Conferences and Meetings	<p>Ms. Hildebrand discussed upcoming conferences and meetings and expected attendees.</p>
4. Approval of the Fiscal Year 2020 Budget	<p>Ms. Hildebrand briefed the Board on the proposed budget for FY 2020. She noted that the numbers were largely similar to what had been provided to the Board in June. However, she did discuss a few changes. She discussed her projections for revenues, which she had estimated would be slightly lower than projected revenues for FY 2019. She increased the budget for salaries and wages by three percent with an additional \$10,000 to address potential changes in IT personnel. Matthew Le will go part-time effective September 1, but Dale Dornfeld will remain as a full-time employee. With Julio Martinez doing more information security, it may be necessary to hire someone to do more network maintenance. She also stated that finance may need an increase in payroll as the CAPPs program begins this year. She shared her expectation for an increase in SOAH cases to be filed so she increased the budget for that expenditure. She kept the Board and staff travel the same as last year in expectation that more Board members will attend future meetings.</p>

	<p>She addressed the possibility of an increase in expenses due to office relocation. Since there is so much uncertainty, this has not been addressed in the budget. She will keep the Board updated on the potential move, and if the Board feels that it is necessary to amend the budget, we can do so.</p> <p>A MOTION WAS MADE AND SECONDED (Anastos/Davis) TO APPROVE THE 2020 BUDGET. THE MOTION PASSED UNANIMOUSLY.</p>
<p>5. Enforcement Cases Review and possibly adopt ED's recommendation in the following enforcement cases:</p>	<p>Review and possibly adopt executive director's recommendation in the following enforcement cases:</p>
<p>5A. Registrant/Non-Registrant Cases:</p>	<p>Ballas, Jeffrey (#227-19A) Mr. Brenton provided a summary of this matter as described on page 21 of the Board materials.</p> <p>A MOTION WAS MADE AND SECONDED (Anastos/Walker) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF \$2,000 AS SET FORTH IN THE REPORT AND NOTICE OF VIOLATION DATED MAY 7, 2019.</p> <p>Mr. Anastos mentioned that he has been on the Board for 10 years and this is the first time he has seen a case of this type.</p> <p>Ms. Dockery suggested that this type of infraction may need to be a featured article in the upcoming newsletter.</p> <p>THE MOTION PASSED UNANIMOUSLY.</p> <p>Gisbert, Ramon (#093-19N) Mr. Brenton provided a summary of this matter as described beginning on page 22 through page 31.</p> <p>A MOTION WAS MADE AND SECONDED (Wetmore/Davis) TO ADOPT AND ENTER THE ATTACHED AGREED ORDER, INCLUDING THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND DISCIPLINARY ACTION, INCLUDING AN ADMINISTRATIVE PENALTY OF \$26,000.</p> <p>Mr. Wetmore asked whether Respondent provided some sort of seal on the plans. Mr. Brenton replied that there was no seal, just continued practice and provision of services as an architectural firm.</p>

	<p>Ms. Dockery asked whether the projects were required to have an architect. Mr. Brenton responded that these were small medical offices that otherwise would not have required an architect. The problem was that Respondent was operating within a firm holding itself out to be an architectural firm.</p> <p>Mr. Anastos inquired whether there were engineer seals on the drawings. Mr. Brenton stated that it is staff's practice to request only the architectural drawings, but that sometimes they receive the whole set. In this case, he was unable to provide information about engineering seals, though Mr. Ramirez noted that building officials are active in ensuring engineering documents are sealed, if required.</p> <p>Mr. Davis inquired about the Board's authority to refuse to grant a registration if the Respondent engaged in further violations.</p> <p>Mr. Brenton explained the Board's authority to impose various disciplinary remedies. For a registrant, the Board has the authority to revoke a registration. For an applicant, the Board has the authority to deny licensure. Here, the Board would be preserving the Respondent's eligibility for registration, while noting that further violations could jeopardize that eligibility. He feels comfortable that this is within the Board's authority.</p> <p>Ms. Dockery called for the vote. THE MOTION PASSED UNANIMOUSLY.</p> <p>Reagan, Charles (#231-19A) Mr. Brenton provided a summary of this matter as described on page 32 of the Board materials.</p> <p>A MOTION WAS MADE AND SECONDED (Anastos/Walker) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTY OF \$1,000 AS SET FORTH IN THE REPORT AND NOTICE OF VIOLATION DATED MAY 30, 2019. THE MOTION PASSED UNANIMOUSLY.</p>
<p>5B. Continuing Education Cases:</p>	<p>The Board considered and voted upon the continuing education cases as a group.</p> <p>A MOTION WAS MADE AND SECONDED (Walker/Anastos) TO ENTER AN ORDER WHICH ADOPTS THE FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ADMINISTRATIVE PENALTIES AS SET FORTH IN THE REPORT AND NOTICES OF VIOLATION FOR EACH OF THE FOLLOWING CONTINUING EDUCATION CASES:</p> <p>Braht, Emily G. (#242-19L) Fuller, Jessica A. (#241-19I) Haverdink, Michael J. (#250-19A) Martin, Lee (#236-19I)</p>

	<p>Peterson, Richard K. (#252-19A) Taylor, Robert M. (#249-19L) Weisbard, Russell N. (#235-19A)</p> <p>THE MOTION PASSED UNANIMOUSLY.</p>
<p>6. Discuss New Reporting Requirements for the NCARB Disciplinary Database</p>	<p>Mr. Brenton thanked the Board members and directed them to item 6 on page 40, which is a letter sent by NCARB to member Boards that discusses a change of policy relating to the NCARB disciplinary database. Mr. Brenton had discussed the letter with Ms. Hildebrand, and they decided they had concerns that should be addressed with the Board. Mr. Brenton stated that he would be giving the Board a lot of information and expected it would promote a good deal of discussion. He stated that he was hoping for feedback from the Board on how to proceed.</p> <p>The letter concerns the database maintained by NCARB that collects disciplinary information concerning the practice of architecture by both architects and non-registrants within member board states. The database is a software program and internet site that allows member boards to upload disciplinary actions concerning registrants and non-registrants and to search for discipline by name. It is useful for researching information on applicants and some states also use it to search for their entire population of registrants to look for disciplinary action in other states.</p> <p>Mr. Armstrong's letter states that it is a memorandum that is intended to clearly articulate the purpose of the NCARB disciplinary database as a repository of all disciplinary actions taken by members boards regardless of severity or type including the so-called administrative discipline. Mr. Brenton noted that the letter does not disclose that this is a change in policy by NCARB. He stated that he had concerns about the lack of process that was used to change this policy and also concerns of the potential impact of the policy for our registrants.</p> <p>Historically, NCARB has not required member boards to report minor disciplinary actions. For example, this Board has never reported continuing education violations or TDLR violations to the database. This was based on guidance that was provided to the Board by NCARB. In fact, NCARB's staff had reiterated this guidance as of July 2019. At that time, TBAE contacted NCARB with questions about whether there was a written policy addressing which violations needed to be reported. TBAE was told there was no written policy. It was communicated that it was up to the Board's discretion whether we reported CE cases or TDLR cases or not. Mr. Brenton was comfortable in concluding that this is a change in policy.</p> <p>Mr. Brenton also expressed his concern about the impact of increased reporting on registrants and questioned whether this impact resulted in increased public safety. Mr. Brenton expressed his concerns that NCARB had bypassed member boards to create a new policy and that this policy</p>

	<p>could result in increased disciplinary actions imposed by other states for minor infractions. This could result in unnecessarily punitive outcomes and might be looked at unfavorably by outside stakeholders. In his research, he had learned that some boards are highly active in imposing reciprocal disciplinary actions against registrants who have had actions in other states or have failed to disclose those actions on renewal forms. These actions can result in cascading disciplinary actions in multiple states that impose far more significant financial penalties on multi-state registrants than what the originating board thought was appropriate. He identified two cases that fell into this category and provided the facts to the Board regarding these cases. Mr. Brenton shared his concern that cascading discipline could make it harder for the Board to process its own cases if registrants are concerned about knock-on effects with other Boards.</p> <p>Since this is a policy change and since it could have a significant impact on registrants, it was Mr. Brenton's opinion that the policy should have been cleared by NCARB member boards.</p> <p>Mr. Brenton also provided a summary of NCARB's recent actions imposing reprimands on certificate holders.</p> <p>The Board discussed the issue at length.</p> <p>Mr. Anastos stated that it appears from the letter that NCARB is expecting TBAE to comply with the new policy. Mr. Anastos stated that, in the past, TBAE would contact Region 3 with any concerns about pending NCARB actions. He suggested that it may be a good idea for staff to send a letter to Region 3 member boards and see if these concerns are shared.</p> <p>Ms. Dockery was concerned that this was a money grab for other Boards to impose cascading penalties. If there is not a concern for health, safety, and welfare, then why is it necessary for other states to impose additional discipline? She said that the NCARB database has value to create a record of egregious violations that could impact the decision on whether to grant a license. But for something like a CE audit, where is the value? Additionally, she asked whether it is worthwhile for NCARB to be spending member dues to impose reprimands on certificates?</p> <p>Mr. Davis commented that the legislature has not given jurisdictional authority to NCARB and he is concerned it could be an overreach for NCARB to collect disciplinary data and impose separate discipline. Mr. Davis also noted that, to his knowledge, Texas is the only state to have a separate state agency and statutory apparatus to enforce accessibility requirements. If that is the case, then no other state has any need to impose cascading discipline for a TDLR violation entered in Texas. Therefore, these cases should not be reported to the database.</p>
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	<p>Mr. Wetmore shared his opinion that it was important for NCARB to distinguish between disciplinary cases that could actually impact licensure decisions and those that don't. If it is a minor action, then it is questionable whether there is any value in including it in the database.</p> <p>Ms. Hildebrand said that the Board could notify NCARB that it would not change its preexisting reporting practices. She also noted that it seemed likely that at least one other Board looks at TBAE minutes to identify disciplinary actions taken by the Board that have not been reported to the database. For that reason, it may be necessary for the Board to start notifying Respondents that disciplinary actions are a public record and emphasize the importance of providing truthful answers on other states' renewal applications. She stated that Mr. Anastos's suggestion that we start with a letter to Region 3 would be a good start.</p> <p>Ms. Dockery asked for staff to write a letter to the Region 3 member boards expressing the Board's concerns.</p>
7. Approval of the Proposed 2020 Board Meeting Dates	<p>Ms. Dockery stated that the proposed meeting dates for 2020 are as follows: February 20, May 21, August 21 and November 19.</p> <p>A MOTION WAS MADE AND SECONDED (Davis/Walker) TO APPROVE THE BOARD MEETING DATES SET OUT ABOVE. THE MOTION PASSED UNANIMOUSLY.</p>
	<p>The Board took a break at 12:03 p.m. and reconvened at 12:15 p.m.</p> <p>Ms. Dockery called the Board back to order.</p> <p>Mr. Brenton stated that he just learned that the agency had been waiting on a signed Notice of Violation but had not received the signature page. He requested that the Board make a motion to rescind the Board Order in Case No. 249-19L and direct staff place the matter on the agenda for a future board meeting once the page is received.</p> <p>A MOTION WAS MADE AND SECONDED (Davis/Anastos) TO RESCIND THE BOARD ORDER IN CASE NO. 249-19L. THE MOTION PASSED UNANIMOUSLY.</p>
8. Executive Director Performance Evaluation I. Report on findings based upon performance evaluation	<p>MS. Dockery stated that the Board would go into executive session to consider the performance evaluation of the executive director under the authority of Texas Government Code §551.074.</p> <p>A MOTION WAS MADE AND SECONDED (Wetmore/Salazar) TO GO INTO CLOSED SESSION AT 12:17 P.M. THE MOTION PASSED UNANIMOUSLY.</p> <p>The Board reconvened into open session at 12:52 p.m.</p>

<p>II. Consider and possibly act upon any proposed personnel action that may be proposed by the Board</p>	<p>Ms. Dockery stated that there was no final action, decision or vote in the executive session. A certified agenda on the executive session would be made.</p> <p>Ms. Dockery provided a summary of the Board's evaluation review with Ms. Hildebrand. Ms. Dockery stated that the Board is pleased as can be that Ms. Hildebrand is the executive director. She received high scores across the board and the members appreciate what she is doing for the agency. Staff engagement is very high. The Board appreciates her.</p> <p>Ms. Dockery stated that Board gave her a 4.975 out of 5 on performance.</p> <p>Ms. Dockery identified specific issues for the executive director to focus on in the upcoming year. They include the office relocation project and a continuation of the internal and external factors analysis to ensure the agency is responsive to changes in technology and the professions.</p> <p>Ms. Dockery noted an ongoing need for board training about all aspects of the agency's operations. To this end, she requested that each Board meeting include a 10-minute presentation about an agency department or process that the Board otherwise does not hear about. Finally, Ms. Dockery noted the importance of the agency having a continuity plan in place to ensure that employees are ready to step up if necessary.</p> <p>A MOTION WAS MADE AND SECONDED (Davis/Anastos) TO ACCEPT THE EVALUATION AND GIVE THE EXECUTIVE DIRECTOR A FOUR PERCENT (4%) RAISE.</p> <p>As support for the motion, Mr. Anastos commented that the impending relocation would put added strain on Ms. Hildebrand along with additional work the Board is putting on her plate. He stated that 4% was the minimum the Board could consider. Ms. Dockery also noted the amount of travel that Ms. Hildebrand had engaged in, and the positive relationships that have resulted from that work.</p> <p>THE MOTION PASSED UNANIMOUSLY.</p>
<p>9. Upcoming Board Meeting</p>	<p>The next Board meeting is scheduled for November 19, 2019.</p>
<p>10. Chair's Closing Remarks</p>	<p>Ms. Dockery stated that she had no closing remarks. Mr. Anastos noted the possibility that this could be his last meeting. If it was, he said it was important that he state how much he has appreciated serving on the Board recognize. The staff is incredible, the executive director is incredible, and the Board members are incredible. Ms. Dockery thanked Mr. Anastos for his service on the Board.</p>

11. Adjournment	A MOTION WAS MADE AND SECONDED TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.
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APPROVED BY THE BOARD:

DEBRA J. DOCKERY, FAIA
Chair, TEXAS BOARD OF ARCHITECTURAL EXAMINERS

TBAE Staff Accomplishments: November 2019 Board Meeting

August

- NCARB Region 3 Legal Counsel Virtual Meeting – Legal
- NCARB Model Law Task Force Virtual and In-Person Meetings
- AIA Austin Meeting – Registration
- Information Security Academy – IS
- CLARB Region 3 Virtual Meeting
- CLARB MBE Committee Virtual Meeting

September

- CLARB Rethink Regulation Virtual Meeting
- Texas Facilities Commission Meeting to Discuss Office Relocation
- Austin Tech Summit – IS
- CAPPS – Financial Kickoff Meeting – Finance
- CLARB CEO Search Committee Meeting Second Round Interviews
- CLARB Board of Directors Virtual Meeting
- Python Training – IT
- All Hands Information Security Officer Meeting – IS
- Tenant Representative Interviews for Office Relocation
- CLARB Pre-Annual Meeting Webcast
- Texas Advanced Paralegal Seminar – Legal
- Texas Cybersecurity Framework Onsite Assessment – IS
- CLARB Annual Business and BOD Meeting
- Lower Rio Grande Valley AIA Conference – Enforcement
- Genesys Build-A-Bot Workshop – IT
- NCARB Model Law Task Force Webinar Presentation

October

- Abilene Christian University Interior Design Presentation (20) – Glenn
- Federation of Association of Regulatory Boards – Regulatory Law Seminar – Legal
- DIR Technology Forum – IS
- CAPPS – Financial Discovery Meetings – Finance (3 days a week, weekly)
- Governor’s Policy Division Meeting to Discuss Office Relocation
- Texas Cybersecurity Summit II – IS
- CLARB – ASLA Web Licensure Summit
- Selection of Tenant Representative and Office Tours
- NCARB Model Law Task Force Webinar Presentation and Virtual Meetings
- TxA Annual Convention (50) – Debra, Julie and Glenn presented, Registration and Enforcement attended
- Office Letter of Interest, Counter-Offer and Test Fit
- New CLARB CEO Virtual Meeting
- Certified Information Systems Manager Training – IS

November	<ul style="list-style-type: none"> ▪ NCARB Model Law Task Force Meeting ▪ Cisco Certified Security Professional Training – IS ▪ Stephen F. Austin University Interior Design Presentation – Glenn ▪ Developer Week Austin – IT ▪ CIDQ Council of Delegates Meeting – Rosa, Debra, Joyce, Legal, Registration and Enforcement will attend ▪ CAPPS – Financial Discovery Meetings – Finance (2 days a week, weekly) ▪ Electronic Records Conference, Legal, IT and Registration ▪ TBAE Board Meeting ▪ Symposium on Ethics for Texas State Agencies – Julie and Legal ▪ Annual Staff Training – Foresightly Thinking ▪ Negotiate and Execute Office Lease
December	<ul style="list-style-type: none"> ▪ CLARB Board of Director’s Meeting ▪ Attorney General’s Law and Liability Conference ▪ Office Space Plan and Construction and Furniture, Fixtures and Equipment Estimates
January	<ul style="list-style-type: none"> ▪ CLARB MBE Committee Meeting ▪ Release Customer Service Survey ▪ Office Construction Documents, Permitting and Bidding
February	<ul style="list-style-type: none"> ▪ NCARB Model Law Task Force Meeting ▪ TBAE Board Meeting ▪ Office Construction Documents, Permitting and Bidding
March	<ul style="list-style-type: none"> ▪ NCARB Regional Summit ▪ CLARB Board of Director’s Meeting ▪ Office Build-Out
April	<ul style="list-style-type: none"> ▪ Texas ASLA Conference ▪ Office Build-Out
May	<ul style="list-style-type: none"> ▪ NCARB Model Law Task Force Meeting ▪ TBAE Board Meeting ▪ Office IT, Furniture, Fixtures and Equipment
June	<ul style="list-style-type: none"> ▪ NCARB Annual Business Meeting ▪ CLARB Board of Director’s Meeting ▪ Strategic Plan Due ▪ Office Move-In

Applicants		New Registrants		Registrants (active)		The Rest	
197	-93	167	-134	19252	+531	A survey of the Registration Division's additional accomplishments and activities	
Fiscal Year to Date	Year-over-Year	FYTD	YOY	As of month ended	YOY		
By-examination applications received FYTD, by profession:		By-examination registrations issued FYTD, by profession:		Architects		724 exam results received FYTD 607 Arch 0 RID 117 LA	
Architect: 85 RID: 11 LA: 14 Subtotal: 110		Architect: 43 RID: 11 LA: 12 Subtotal: 66		Resident: 8575 Nonresident: 4928 Subtotal: 13503			
Reciprocal applications received FYTD, by profession:		Reciprocal registrations issued FYTD, by profession:		RIDs		275 Continuing Education audits conducted FYTD	
Architect: 72 RID: 12 LA: 3 Subtotal: 87		Architect: 89 RID: 3 LA: 9 Subtotal: 101		Resident: 3783 Nonresident: 254 Subtotal: 4037		5 referred to Investigations FYTD	
About this report FYTD: Fiscal Year to Date. Compares current data to that beginning of the current fiscal year. YOY: Year-over-Year. Compares current data to that of 12 months prior.				Landscape Architects		5 scholarship applications approved FYTD	
				Resident: 1233 Nonresident: 479 Subtotal: 1712			
				All registrants		32 Certificates of Standing issued FYTD	
Resident: 13591 Nonresident: 5661 Total: 19252							

Cases Opened		Cases Dismissed		Days to Case Resolution		Cases Resolved (as of month ended)	
38	-42	31	-31	51	53	21	0
Fiscal Year to Date	Year-over-Year	FYTD	YOY	As of month ended	FY Average to Date	Warning(s) by Executive Director	Voluntary Surrender(s)
36		Dismissal details		Context		0	8
Case(s) referred to Legal		TDLR: 27 Other: 4* e.g. No evidence; not a violation		Typical target: 115-330 (2018-19) SDSI avg. actual: 110 (2018)		Disciplinary Action(s) by Board	*Notice(s) of Violation
						0	0
						*Complaint(s) Filed at SOAH	*Informal Conference(s)

*Matters are ongoing and not yet resolved.

**Texas Board of Architectural Examiners
Actual 2019 Budget**

	FY 2019 Approved Budget	FY 2019 Expenditures as of 8-31-19	FY 2019 Percentage Earned/Spent
Revenues:			
Licenses & Fees	\$ 2,752,000	\$ 2,911,330	105.79%
Business Registration Fees	\$ 124,000	\$ 146,548	118.18%
Late Fee Payments	\$ 134,000	\$ 156,188	116.56%
Other	\$ 4,000	\$ 7,860	196.49%
Interest	\$ 22,000	\$ 66,862	303.92%
Potential Draw on Fund Balance	\$ 13,220		0.00%
Total Revenues	\$ 3,049,220	\$ 3,288,788	107.86%
Expenditures:			
Salaries and Wages	\$ 1,629,381	\$ 1,605,787	98.55%
Payroll Related Costs	\$ 567,839	\$ 556,830	98.06%
Professional Fees & Services	\$ 25,000	\$ 15,153	60.61%
Travel			
Board Travel	\$ 24,000	\$ 14,584	60.77%
Staff Travel	\$ 19,000	\$ 16,175	85.13%
Office Supplies	\$ 7,000	\$ 7,818	111.68%
Postage	\$ 8,000	\$ 8,900	111.25%
Communication and Utilities	\$ 15,000	\$ 16,980	113.20%
Repairs and Maintenance	\$ 1,000	\$ 302	30.15%
SWCAP Payment with Office Rental	\$ 113,000	\$ 115,987	102.64%
Equipment Leases--Copiers	\$ 9,000	\$ 6,964	77.38%
Printing	\$ 5,000	\$ 7,129	142.57%
Operating Expenditures	\$ 26,000	\$ 25,164	96.78%
Registration Fees--Employee Training	\$ 9,000	\$ 9,205	102.28%
Membership Dues	\$ 21,000	\$ 20,110	95.76%
Payment to GR	\$ 510,000	\$ 510,000	100.00%
IT Upgrades	\$ 60,000	\$ 62,193	103.66%
Total Expenditures	\$ 3,049,220	\$ 2,999,280	98.36%
Excess/ (Deficiency) of Rev over Exp.	-	\$ 289,508	9.49%

Funding for 8 months	\$ 2,032,610
Excess Fund Balance	\$ 1,049,632
Total Fund Balance	\$ 3,082,242

Administrative Penalties Collected \$ 88,167.20

General Revenue Collected \$ -

**Texas Board of Architectural Examiners
Fiscal Year 2019 Budget
Scholarship Fund**

	FY 2019 Budget	FY 2019 Actual Sept. 1, 2018-- August 31, 2019
Operating Fund Beginning Fund Balance:	-	-
Adjusted Beginning Balance	-	-
Scholarship Fund Beginning Balance	\$ 59,827.98	
Total Beginning Scholarship Fund Balance	\$ 59,827.98	\$ 59,827.98
Revenues:		
Scholarship Fees	-	\$ 22,246.89
Total Revenues	-	\$ 22,246.89
Expenditures:		
Operating Expenditures-Scholarship Payments		\$ 12,155.64
Total Expenditures		\$ 12,155.64
Excess/(Deficiency) of Rev. over Exp.	\$ 59,827.98	\$ 69,919.23
Fund Balance	\$ 59,827.98	\$ 69,919.23

Number of Scholarships Awarded

24

Frequency per Fiscal Year----September 30, January 31, and May 31

TEXAS BOARD OF ARCHITECTURAL EXAMINERS

ANNUAL FINANCIAL REPORT

For The Year Ended August 31, 2019

*Julie Hildebrand,
Executive Director*



October 1, 2019

Honorable Greg Abbott, Governor
Honorable Glenn Hegar, State Comptroller
Ursula Parks, Director, Legislative Budget Board
Lisa Collier, First Assistant State Auditor

Ladies and Gentlemen:

We are pleased to submit the Annual Financial Report of the Texas Board of Architectural Examiners for the year ended August 31, 2019, in compliance with the Texas Government Code Annotated, Section 2101.011, and in accordance with the requirements established by the Comptroller of Public Accounts.

Due to the statewide requirements embedded in **Governmental Accounting Standards Board (GASB) 34**, the Comptroller of Public Accounts does not require the accompanying annual financial report to comply with all the requirements in this statement. The financial report will be considered for audit by the State Auditor as part of the audit of the State of Texas *Comprehensive Annual Financial Report* (CAFR); therefore, an opinion has not been expressed on the financial statements and related information contained in this report.

If you have any questions, please contact Kenneth Liles at (512) 305-8540.

Sincerely,



Julie Hildebrand,
Executive Director

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**Combined
Financial
Statements**

UNAUDITED

TEXAS BOARD OF ARCHITECTURAL EXAMINERS (459)
Exhibit I - Combined Balance Sheet/Statement of Net Assets -
Governmental Funds
For the Fiscal Year Ended August 31, 2019

	General Funds (Exh A-1)	Governmental Funds Total	Capital Asset Adjustments	Long-Term Liability Adjustments	Statement of Net Position
ASSETS					
Current Assets:					
Cash and Temporary Investments					
Cash on Hand					
Cash in Bank	3,010.00	3,010.00			3,010.00
Cash in State Treasury	171,742.22	171,742.22			171,742.22
Legislative Appropriations	-	-			-
Short-term Investments (Note 3)	3,123,506.97	3,123,506.97			3,123,506.97
Interest Receivable	-	-			-
Consumable Inventories	-	-			-
Total Current Assets	<u>\$ 3,298,259.19</u>	<u>\$ 3,298,259.19</u>			<u>3,298,259.19</u>
Noncurrent Assets:					
Capital Assets:					
Depreciable , Net			270,909.40		270,909.40
Total Noncurrent Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 270,909.40</u>	<u>-</u>	<u>270,909.40</u>
Total Assets	<u>\$ 3,298,259.19</u>	<u>\$ 3,298,259.19</u>	<u>\$ 270,909.40</u>	<u>-</u>	<u>3,569,168.59</u>
LIABILITIES AND FUND BALANCES					
Current Liabilities:					
Payables from					
Accounts Payable	25,003.26	25,003.26			25,003.26
Payroll Payable	171,713.20	171,713.20			171,713.20
Due to Other Agencies	-	-			-
Deferred Revenue	-	-			-
Employees Compensable Leave				139,708.90	139,708.90
Total Current Liabilities	<u>\$ 196,716.46</u>	<u>\$ 196,716.46</u>	<u>-</u>	<u>139,708.90</u>	<u>311,422.10</u>
Noncurrent Liabilities:					
Interfund Payable					
Employees Compensable Leave				99,481.48	99,481.48
Total Noncurrent Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>99,481.48</u>	<u>99,481.48</u>
Total Liabilities	<u>\$ 196,716.46</u>	<u>\$ 196,716.46</u>	<u>-</u>	<u>239,190.38</u>	<u>410,903.58</u>
Fund Financial Statement-Fund Balances					
Fund Balances (Deficits):					
Nonspendable for:					
Inventories	\$ -	-			-
Unassigned	-	-			-
Committed: 2315	3,101,542.73	3,101,542.73			3,101,542.73
Total fund balances	<u>\$ 3,101,542.73</u>	<u>\$ 3,101,542.73</u>			<u>3,101,542.73</u>
Total Liabilities and Fund Balance	<u>\$ 3,298,259.19</u>	<u>\$ 3,298,259.19</u>			<u>3,298,259.19</u>
Net Position					
Invested in Capital Assets			270,909.40		270,909.40
Unrestricted				(239,190.38)	(239,190.38)
Total Net Position			<u>270,909.40</u>	<u>(239,190.38)</u>	<u>3,133,261.75</u>

UNAUDITED

TEXAS BOARD OF ARCHITECTURAL EXAMINERS (459)

Exhibit II - Combined Statement of Revenues, Expenditures, and Changes in

Fund Balances/Statement of Activities - Governmental Funds

For the Fiscal Year Ended August 31, 2019

	General Funds (Exh A-2)	Governmental Funds Total	Capital Asset Adjustments	Long-Term Liability Adjustments	Statement of Net Position
REVENUES					
Legislative Appropriations:					
Original Appropriations	\$ -	-			-
Additional Appropriations					
Licenses, Fees & Permits	3,192,024.05	3,192,024.05			3,192,024.05
Interest and Investment Income	68,214.38	68,214.38			68,214.38
Sales of Goods and Services	3,970.00	3,970.00			3,970.00
Other	73,370.25	73,370.25			73,370.25
Total Revenues	<u>\$ 3,337,578.68</u>	<u>\$ 3,337,578.68</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,337,578.68</u>
EXPENDITURES					
Salaries and Wages	\$ 1,605,786.53	1,605,786.53			1,605,786.53
Payroll Related Costs	556,830.17	556,830.17			556,830.17
Professional Fees and Services	22,786.56	22,786.56			22,786.56
Travel	30,412.34	30,412.34			30,412.34
Materials and Supplies	66,989.81	66,989.81			66,989.81
Communication and Utilities	19,235.25	19,235.25			19,235.25
Repairs and Maintenance	208.50	208.50			208.50
Rentals & Leases	48,425.27	48,425.27			48,425.27
Printing and Reproduction	7,294.93	7,294.93			7,294.93
Claims and Judgements	-	-			-
Other Expenditures	222,482.30	222,482.30			222,482.30
Capital Outlay	9,918.10	9,918.10	(9,918.10)		-
Depreciation Expense	-	-	31,444.57		31,444.57
Total Expenditures/Expenses	<u>\$ 2,590,369.76</u>	<u>\$ 2,590,369.76</u>	<u>21,526.47</u>	<u>-</u>	<u>\$ 2,611,896.23</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 747,208.92</u>	<u>\$ 747,208.92</u>	<u>\$ (21,526.47)</u>	<u>-</u>	<u>\$ 725,682.45</u>
OTHER FINANCING SOURCES (USES)					
Operating Transfers Into TTSTC	3,091,618.32	3,091,618.32			3,091,618.32
Operating Transfers Out to USAS	(3,601,618.32)	(3,601,618.32)	-	-	(3,601,618.32)
Total other financing sources and uses	<u>\$ (510,000.00)</u>	<u>\$ (510,000.00)</u>	<u>-</u>	<u>-</u>	<u>\$ (510,000.00)</u>
Net change in fund balances/net assets	<u>\$ 237,208.92</u>	<u>\$ 237,208.92</u>	<u>(21,526.47)</u>	<u>-</u>	<u>\$ 215,682.45</u>
Fund Financial Statement-Fund Balances					
Fund Balances--Beginning, Sept. 1, 2018	\$ 2,864,333.81	\$ 2,864,333.81			\$ 2,864,333.81
Restatements					
Fund Balances, September 1, 2018, as Restated	<u>2,864,333.81</u>	<u>2,864,333.81</u>	<u>-</u>	<u>-</u>	<u>2,864,333.81</u>
Appropriations Lapsed		-			
Fund Balances--August 31, 2019	<u>\$ 3,101,542.73</u>	<u>\$ 3,101,542.73</u>			<u>\$ 3,080,016.26</u>
Change in Net Position		3,101,542.73	(21,526.47)	-	3,080,016.26
Net Position, Sept. 1, 2018	25,003		303,068.91	(226,503.96)	76,564.95
Net Position, August 31, 2019			<u>281,542.44</u>	<u>(226,503.96)</u>	<u>\$ 3,156,581.21</u>

**Notes
To The
Financial
Statements**

NOTES TO THE FINANCIAL STATEMENTS

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Not required.

NOTE 2: CAPITAL ASSETS

A summary of changes in General Fixed Assets for the year ended August 31, 2019, is presented below.

	<u>PRIMARY GOVERNMENT</u>				<u>Balance 08/31/19</u>
	<u>Balance 09/01/18</u>	<u>Adjustments</u>	<u>Additions</u>	<u>Deletions</u>	
Governmental Activities:					
Depreciable Assets					
Furniture and Equipment	51,624.47		9,918.10		61,542.57
Other Assets	492,862.32				492,862.32
Total depreciable assets					
at historical cost:	544,486.79		9,918.10		554,404.89
Less accumulated depreciation for:					
Furniture and Equipment	(26,156.02)		(9,041.77)		(35,197.79)
Other Assets	(225,894.90)		(22,402.80)		(248,297.70)
Total accumulated depreciation	(252,050.92)		(31,444.57)		(283,495.49)
Depreciable assets, net Governmental activities	292,435.87		(21,526.47)		270,909.40
Capital assets, net:	\$ 292,435.87	\$	\$ (21,526.47)	\$	\$ 270,909.40

NOTE 3: DEPOSITS, INVESTMENTS, & REPURCHASE AGREEMENTS

Deposits of Cash in Bank

As of August 31, 2019, the carrying amount of deposits was zero.

Governmental Activities

Cash in Bank – Carrying Value	\$ 3,010.00
Cash in Bank per AFR	<u>\$ 3,010.00</u>
Governmental Funds Current Assets Cash in Bank	\$ 3,010.00
Cash in Bank per AFR	<u>\$ 3,010.00</u>

Investments

As of August 31, 2019, the carrying value and fair value of investments are as presented below.

Governmental Activities	Carrying Value	Fair Value
Miscellaneous Investments:		
Repurchase Agreements (Texas Treasury Safekeeping Trust)	<u>\$ 3,123,506.97</u>	<u>\$ 3,123,506.97</u>
Totals	<u>\$ 3,126,516.97</u>	<u>\$ 3,126,516.97</u>

Both cash in bank balances and repurchase agreements are held in the Texas Treasury Safekeeping Trust, where minimal risks are assumed by the agency.

NOTE 4: SHORT-TERM DEBT

Not applicable

NOTE 5: SUMMARY OF LONG TERM LIABILITIES

Changes in Long-Term Liabilities

During the year ended August 31, 2019, the following changes occurred in liabilities.

Governmental Activities	Balance 09/01/18	Additions	(Reductions)	Balance 08/31/19	Amounts Due Within One Year
Compensable Leave	<u>\$226,316.31</u>	<u>\$168,666.14</u>	<u>(155,792.07)</u>	<u>\$239,190.38</u>	<u>\$139,708.90</u>
Total Governmental Activities	<u>\$226,316.31</u>	<u>\$168,666.14</u>	<u>(\$155,792.07)</u>	<u>\$239,190.38</u>	<u>\$139,708.90</u>

Employees' Compensable Leave

A state employee is entitled to be paid for all unused vacation time accrued, in the event of the employee's resignation, dismissal, or separation from state employment, provided the employee has had continuous employment with the state for six months. Expenditures for accumulated annual leave balances are recognized in the period paid or taken in governmental fund types. For these fund types, the liability for unpaid benefits is recorded in the Statement of Net Assets. An expense and liability for proprietary fund types are recorded in the proprietary funds as the benefits accrue to employees. No liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

NOTE 6: BONDED INDEBTEDNESS

Non-Applicable

NOTE 7: CAPITAL LEASES

Non-Applicable

NOTE 8: OPERATING LEASE OBLIGATIONS

Non-Applicable

NOTE 9: EMPLOYEES RETIREMENT PLANS

Not Required

NOTE 10: DEFERRED COMPENSATION

Not Required

NOTE 11: POST EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

Not Required

NOTE 12: INTERFUND BALANCES

As explained in Note 1 on Interfund Activities and Balances there are numerous transactions between funds and agencies. At year-end amounts to be received or paid are reported as:

- Interfund Receivables or Interfund Payables
- Due From Other Agencies or Due to Other Agencies
- Due From Other Funds or Due to Other Funds
- Transfers In or Transfers Out.
- Legislative Transfers In or Legislative Transfers Out

The agency experienced routine transfers with other state agencies, which were consistent with the activities of the fund making the transfer. Repayment of interfund balances will occur within one year from the date of the financial statement.

Individual balances and activity at August 31, 2019, follows:

Total Operating Transfers	<u>Operating Transfers-In</u>	<u>Operating Transfers-Out</u>
<u>Boa8</u>		
<u>GAAP Fund 1010, Fund 1010</u>		
Agy 902, GAAP Fund 0001, Fund 0001		\$ 510,000.00
Agy 459, GAAP Fund 1010, Fund 2859	\$ 3,079,618.32	
<u>GAAP Fund 1010, Fund 2859</u>		
Agy 459, GAAP Fund 1010, Fund 1010		\$ 3,079,618.32
Agy 459, GAAP Fund 1010, Fund 3859		\$ 12,000.00
<u>GAAP Fund 1010, Fund 3859</u>		
Agy 459, GAAP Fund 1010, Fund 2859	\$ 12,000.00	
Total Transfers	<u>\$ 3,091,618.32</u>	<u>\$ 3,601,618.32</u>

NOTE 13: CONTINUANCE SUBJECT TO REVIEW

The Texas Board of Architectural Examiners is subject to Chapter 325, Government Code (Texas Sunset Act). Unless continued in existence as provided by that chapter, the Board is abolished and this Act expires September 1, 2025. If abolished, the Board may continue until September 1, 2026 to close out its operations.

NOTE 14: ADJUSTMENT OF FUND BALANCES/NET ASSETS

Non-Applicable

NOTE 15: CONTINGENT LIABILITIES

Non-Applicable

NOTE 16: SUBSEQUENT EVENTS

Non-Applicable

NOTE 17: RISK MANAGEMENT

Non-Applicable

NOTE 18: MANAGEMENT DISCUSSION AND ANALYSIS

Non-Applicable

NOTE 19: THE FINANCIAL REPORTING ENTITY & JOINT VENTURE

Non-Applicable

NOTE 20: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Non-Applicable

NOTE 21:

Non-Applicable

NOTE 22: DONOR-RESTRICTED ENDOWMENTS

Non-Applicable

NOTE 23: SPECIAL OR EXTRAORDINARY ITEMS

Non-Applicable

NOTE 24: DISAGGREGATION OF RECEIVABLE AND PAYABLE BALANCES

Non-Applicable

NOTE 25: TERMINATION BENEFITS

Not Required

NOTE 26: SEGMENT INFORMATION

Not Required

NOTE 27: SERVICE CONCESSION ARRANGEMENTS

Not Required

NOTE 28: DEFERRED OUTFLOWS OF RESOURCES AND DEFERRED INFLOWS OF RESOURCES

Not Required

NOTE 29: TROUBLED DEBT RESTRUCTURING

Not Required

NOTE 30: NON-EXCHANGE FINANCIAL GUARANTEES
Not Required

Combining Financial Statements

UNAUDITED

BOARD OF ARCHITECTURAL EXAMINERS (459)

Exhibit A-1 - Combining Balance Sheet - General Revenue Funds

August 31, 2019

	Operating Fund GAAP Fund 1010 Agy Fund 1010	Local Fund TTSTC GAAP Fund 1010 Agy Fund 2859	Scholarship Fund GAAP Fund 1010 Agy Fund 4859	Total
ASSETS				
Current Assets:				
Cash and Temporary Investments				
Cash on Hand				-
Cash in Bank		3,010.00		3,010.00
Cash in State Treasury	171,742.22			171,742.22
Legislative Appropriations				-
Short-term Investments (Note 3)		3,123,506.97		3,123,506.97
Interest Receivable				-
Consumable Inventories	-			-
Total Current Assets	\$ 171,742.22	\$ 3,126,516.97	\$ -	\$ 3,298,259.19
Noncurrent Assets:				
Capital Assets:				
Non-Depreciable				
Depreciable				
Furniture and Equipment				-
Accumulated Depreciation				-
Other Assets				-
Accumulated Depreciation				-
Total Noncurrent Assets	\$ -	\$ -	\$ -	\$ -
Total Assets	\$ 171,742.22	\$ 3,126,516.97	\$ -	\$ 3,298,259.19
LIABILITIES AND FUND BALANCES				
Current Liabilities:				
Payables from				
Accounts Payable	25,003.26			25,003.26
Payroll Payable	171,713.20			171,713.20
Due to Other Funds				-
Deferred Revenue				-
Employees Compensable Leave				-
Total Current Liabilities	\$ 196,716.46	\$ -	\$ -	\$ 196,716.46
Noncurrent Liabilities:				
Interfund Payable				-
Employees Compensable Leave				-
Total Noncurrent Liabilities	\$ -	\$ -	\$ -	\$ -
Total Liabilities	\$ 196,716.46	\$ -	\$ -	\$ 196,716.46
Fund Financial Statement-Fund Balances				
Fund Balances (Deficits):				
Nonspendable for:				
Inventories	-			-
Unassigned	29.02			29.02
Committed:	(25,003.26)	3,126,516.97		3,101,513.71
Total fund balances	\$ (24,974.24)	\$ 3,126,516.97	\$ -	\$ 3,101,542.73
Total Liabilities and Fund Balance	\$ 171,742.22	\$ 3,126,516.97	\$ -	\$ 3,298,259.19

UNAUDITED

BOARD OF ARCHITECTURAL EXAMINERS (459)

Exhibit A-2 - Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - General Revenue Funds
For the Fiscal Year Ended August 31, 2019

	Operating Fund GAAP Fund 1010 Agy Fund 1010	Local Fund-Operating GAAP Fund 1010 Agy Fund 2859	Scholarship Fund GAAP Fund 1010 Agy Fund 3859	Local Fund-Trust GAAP Fund 1010 Agy Fund 4859	Total
REVENUES					
Legislative Appropriations:					
Original Appropriations					-
Additional Appropriations					-
Licenses, Fees & Permits		3,192,024.05			3,192,024.05
Interest Revenue		68,214.38			68,214.38
Sales of Goods and Services		3,970.00			3,970.00
Other		73,370.25			73,370.25
Total Revenues	\$ -	\$ 3,337,578.68	\$ -	\$ -	\$ 3,337,578.68
EXPENDITURES					
Salaries and Wages	1,605,786.53				1,605,786.53
Payroll Related Costs	556,830.17				556,830.17
Professional Fees and Services	22,786.56				22,786.56
Travel	30,412.34				30,412.34
Materials and Supplies	66,989.81				66,989.81
Communication and Utilities	19,235.25				19,235.25
Repairs and Maintenance	208.50				208.50
Rentals & Leases	48,425.27				48,425.27
Printing and Reproduction	7,294.93				7,294.93
Interest Expense	-				-
Other Expenditures	207,090.92	3,391.38	12,000.00		222,482.30
Capital Outlay	9,918.10				9,918.10
Depreciation Expense					-
Total Expenditures/Expenses	\$ 2,574,978.38	\$ 3,391.38	\$ 12,000.00	\$ -	\$ 2,590,369.76
Excess (deficiency) of revenues over expenditures	\$ (2,574,978.38)	\$ 3,334,187.30	\$ (12,000.00)	\$ -	\$ 747,208.92
OTHER FINANCING SOURCES (USES)					
Operating Transfers In (into USAS)	3,079,618.32	-	12,000.00	-	3,091,618.32
Operating Transfers Out (from TTSTC)	(510,000.00)	(3,091,618.32)			(3,601,618.32)
Total other financing sources and uses	\$ 2,569,618.32	\$ (3,091,618.32)	\$ 12,000.00	\$ -	\$ (510,000.00)
Net change in fund balances/net assets	\$ (5,360.06)	\$ 242,568.98	\$ -	\$ -	\$ 237,208.92
Fund Financial Statement-Fund Balances					
Fund Balances--Beginning, Sept. 1, 2018	\$ (19,614.18)	\$ 2,883,947.99	\$ -		\$ 2,864,333.81
Restatements					-
Fund Balances, September 1, 2018, as Restated	(19,614.18)	2,883,947.99	-	-	2,864,333.81
Appropriations Lapsed					-
Fund Balances--August 31, 2019	\$ (24,974.24)	\$ 3,126,516.97	\$ -	\$ -	\$ 3,101,542.73

BOARD OF ARCHITECTURAL EXAMINERS (459)

Exhibit J-1 - Combining Statement of Changes in Assets and Liabilities - Agency Funds

August 31, 2019

	Beginning Balance September 1, 2018	Additions	Deductions	Ending Balance August 31, 2019
Child Support Employee Deduction Fund 0807				
ASSETS				
Cash in State Treasury				\$ -
Total Assets	\$ -	\$ -	\$ -	\$ -
LIABILITIES				
Vouchers Payable				\$ -
Funds Held for Others				\$ -
Total Liabilities	\$ -	\$ -	\$ -	\$ -
Suspense Fund 0900				
ASSETS				
Cash in State Treasury	\$ -	\$ -	\$ -	\$ -
Total Assets	\$ -	\$ -	\$ -	\$ -
LIABILITIES				
Funds Held for Others	\$ -	\$ -	\$ -	\$ -
Total Liabilities	\$ -	\$ -	\$ -	\$ -
Unappropriated Fund 0002				
ASSETS				
Cash in State Treasury	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
Total Assets	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
LIABILITIES				
Funds Held for Others	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
Total Liabilities	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
Total				
ASSETS				
Cash in State Treasury	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
Total Assets	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
LIABILITIES				
Vouchers Payable	\$ -	\$ -	\$ -	\$ -
Funds Held for Others	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -
Total Liabilities	\$ -	\$ 142,647.20	\$ 142,647.20	\$ -

Annual Report

FISCAL YEAR 2019

Submitted pursuant to Sections 472.104(a) and (b) of the Texas Government Code.



TEXAS Board of
Architectural Examiners
Architects • Landscape Architects • Registered Interior Designers

Tel 512-305-9000
Fax 512-305-8900

333 Guadalupe Street, Ste. 2-350
Austin, Texas 78701

www.TBAE.Texas.gov
customerservice@TBAE.Texas.gov

ANNUAL REPORT ON TRENDS: 2019



For the past several years, TBAE staff have compiled and presented annual trends and data to the Board during its autumn meeting. Once again, we are pleased this year to do the same, with an eye toward succinctness and ease of understanding. And as always, it is the agency's intention to provide this report not only to the Board, but to the agency's stakeholders, interested parties, and to the people who live, work, and play in the built environment of Texas.

As a result, you will find clear and simple representations of agency performance and

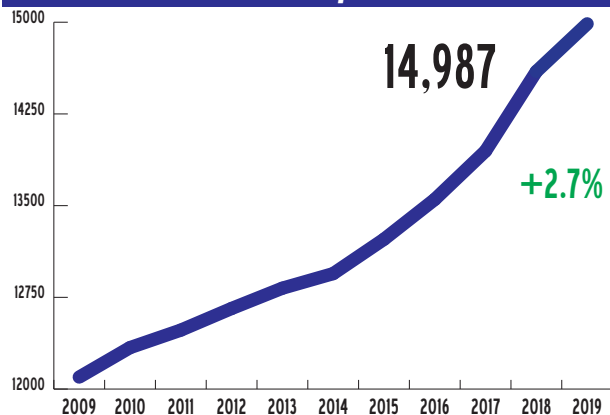
noteworthy trends, organized into color-coded groupings by broad topic. Content accented in blue touches on registration and licensing. Red content is about enforcement. Finally, green content regards the agency's financial and administrative operations.

The graphical representations in this report are crafted to illuminate agency trends concisely and simply. We hope you find this report enlightening and useful, and as always, we're available to answer questions.

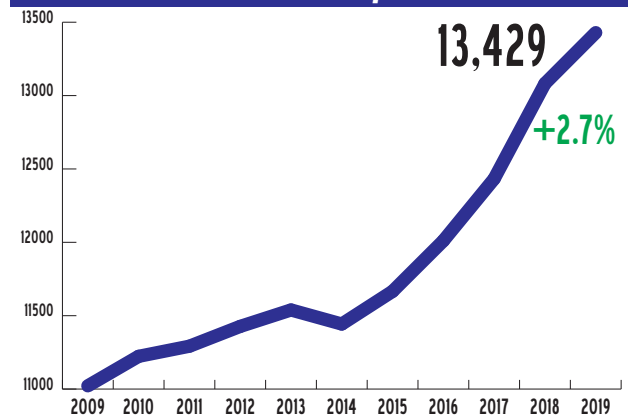
Architect registrants

- Architect registrants (all statuses) recently surpassed the 15,000 mark, shortly after the data presented below were captured

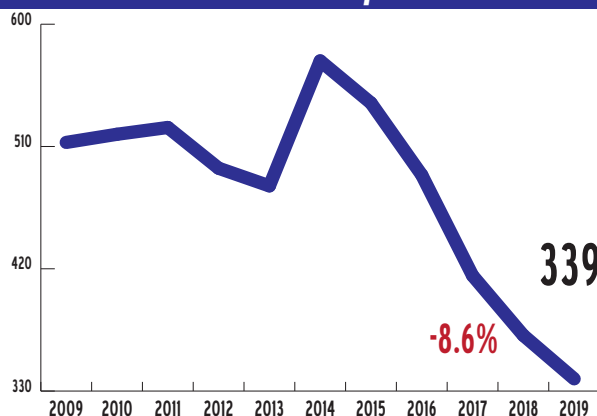
All Architects by Fiscal Year



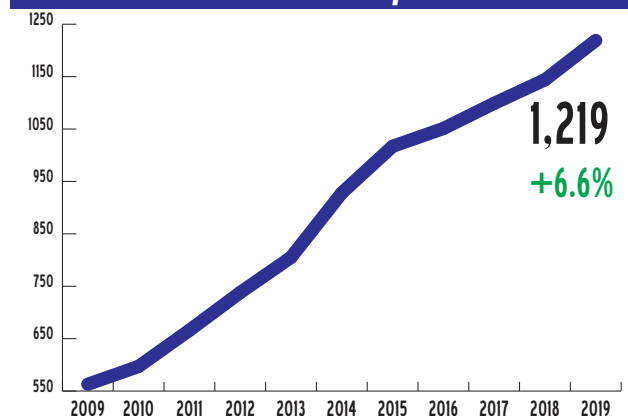
Active Architects by Fiscal Year



Inactive Architects by Fiscal Year



Emeritus Architects by Fiscal Year

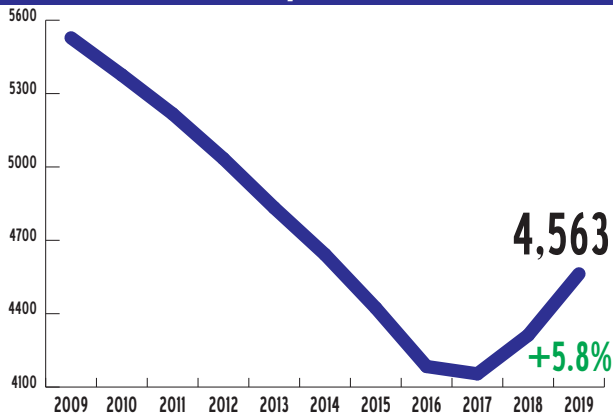


Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

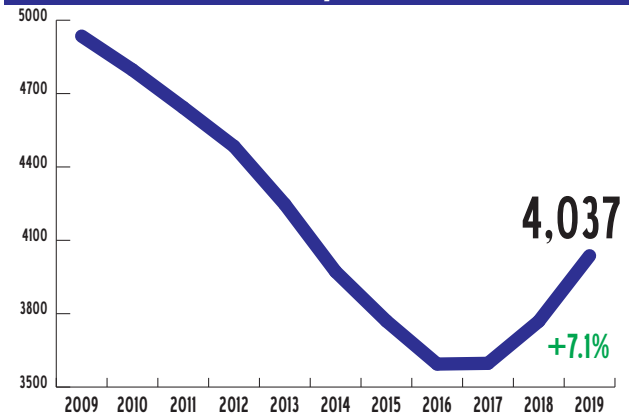
RID registrants

- Staff believes the upswing in RIDs resulted from the now-lapsed “RID by ARE” provision, and is watching to see where the numbers go in coming years

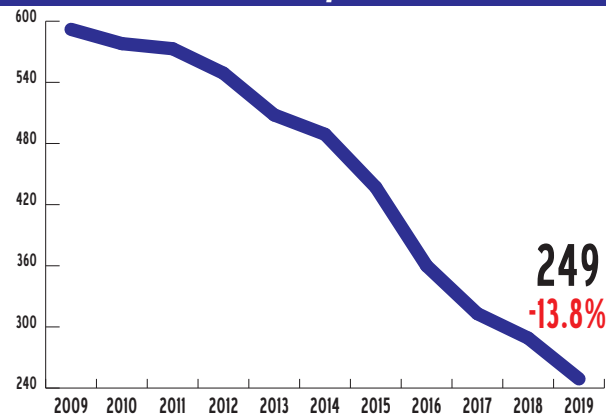
All RIDs by Fiscal Year



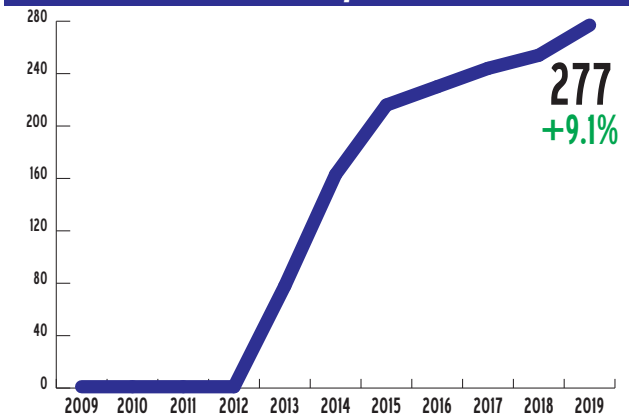
Active RIDs by Fiscal Year



Inactive RIDs by Fiscal Year



Emeritus RIDs by Fiscal Year

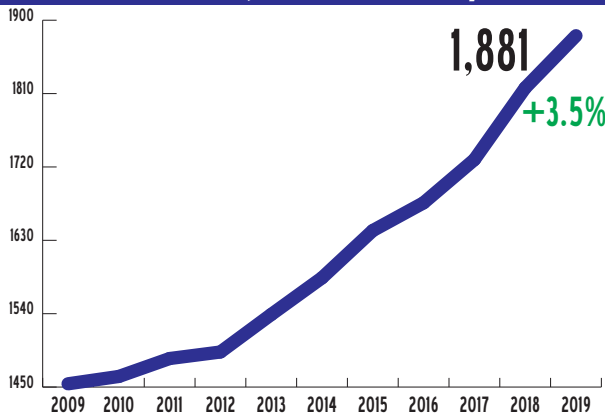


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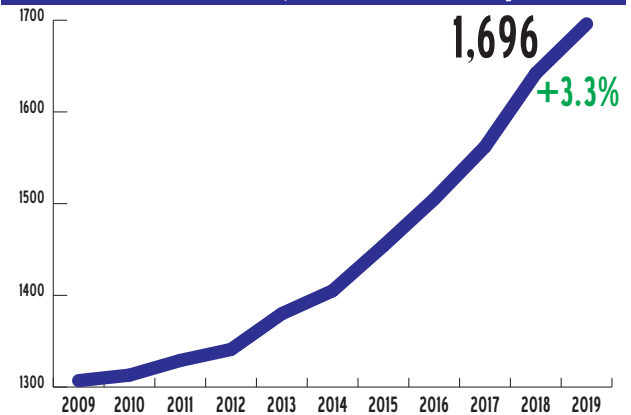
Landscape architect registrants

- Landscape Architect registrant counts have increased every year in recent memory

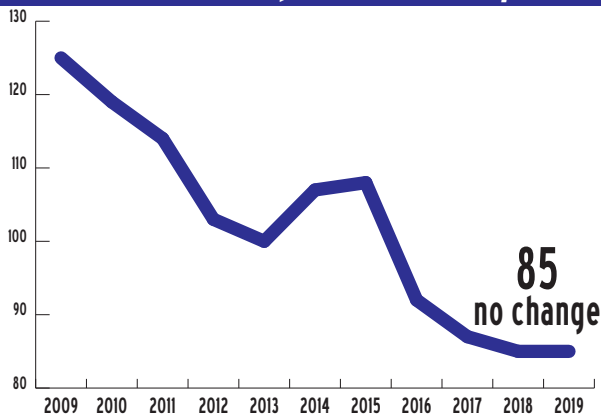
All Landscape Architects by FY



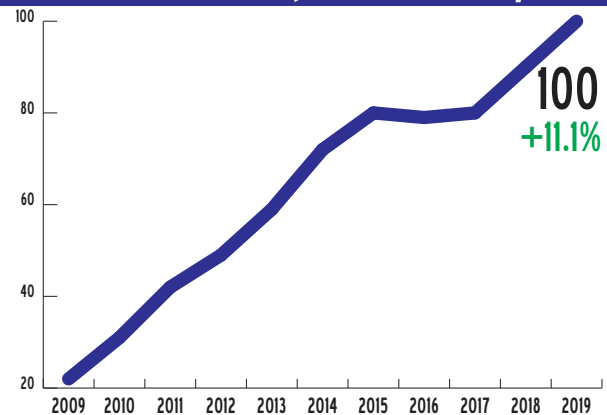
Active Landscape Architects by FY



Inactive Landscape Architects by FY



Emeritus Landscape Architects by FY

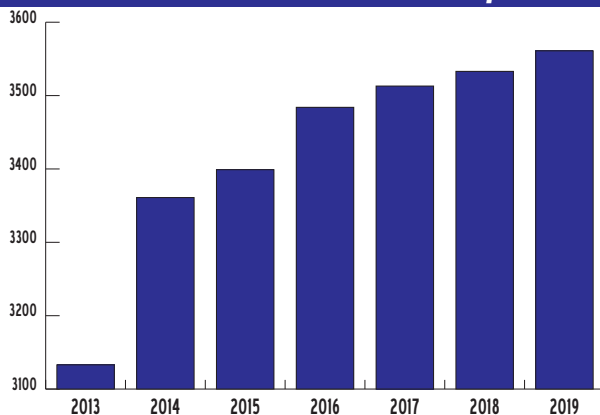


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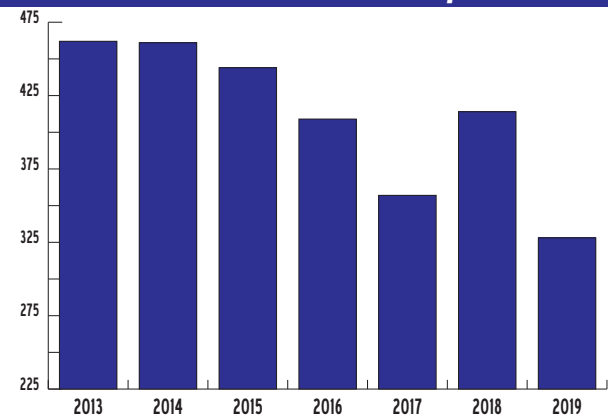
Exam Candidates

- You will notice RID Candidate counts dropping over time, which is a natural consequence of the 2017 change in the RID registration law and will have an unknown effect on how many ultimately become registered after exam passage

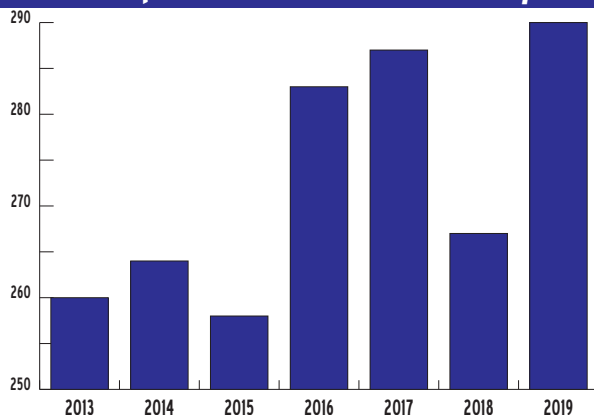
Architect exam candidates by FY



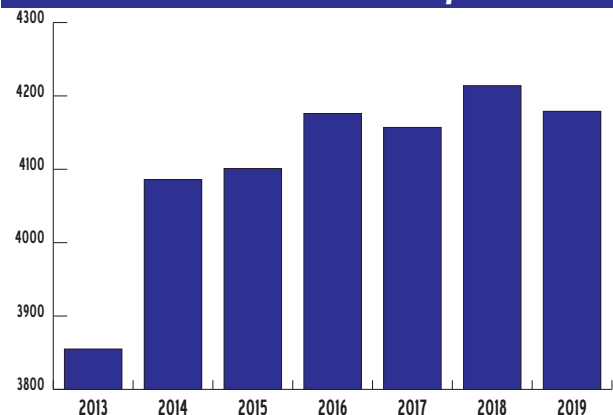
RID exam candidates by FY



Landscape Architect exam cand. by FY



All exam candidates by FY

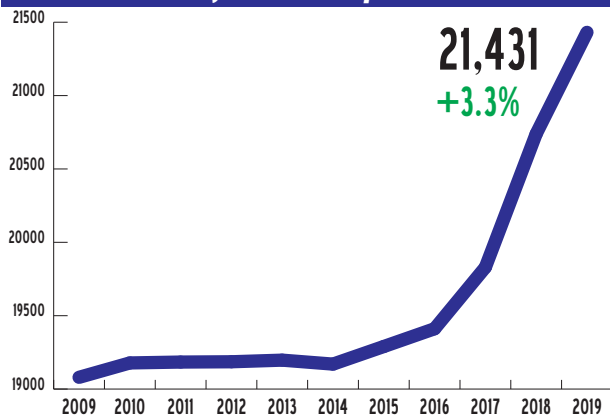


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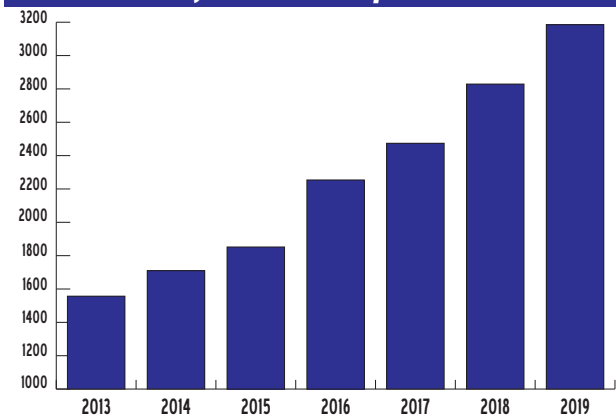
Licensing odds & ends

- Generally, the data indicate strong performance by the professions and the agency

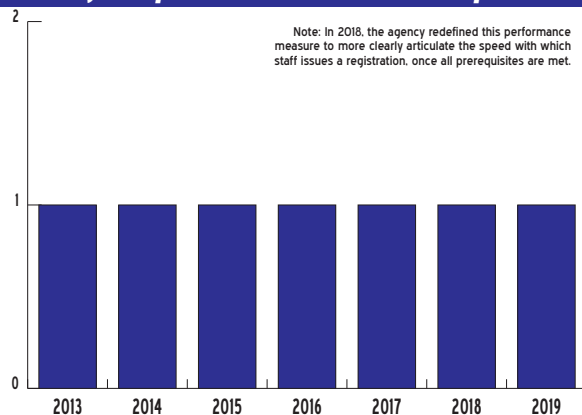
Total Registrants by Fiscal Year



Firm registrations by Fiscal Year



Avg. days to issue a license by FY

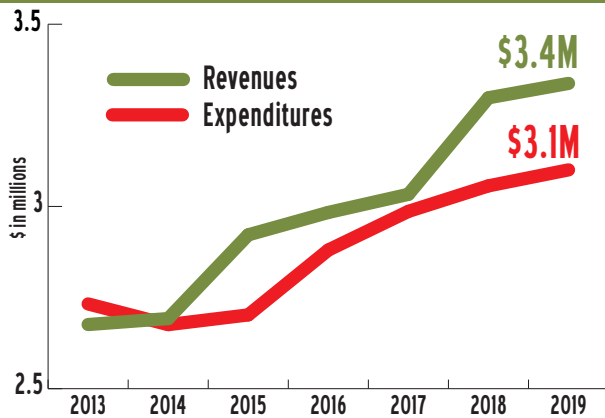


Data for the graphs on this page come from various agency sources. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

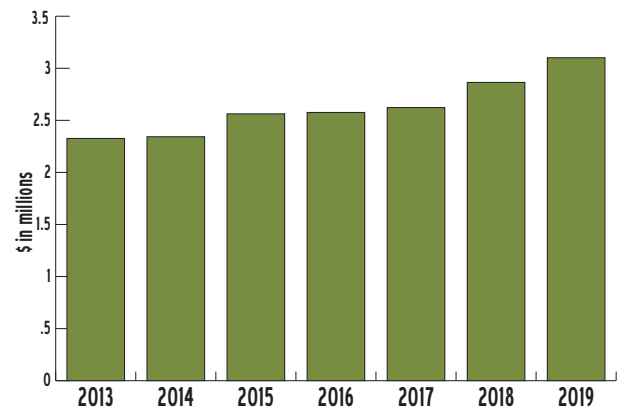
Staffing, Finance, Administration

- Registration growth continues to promote healthy finances

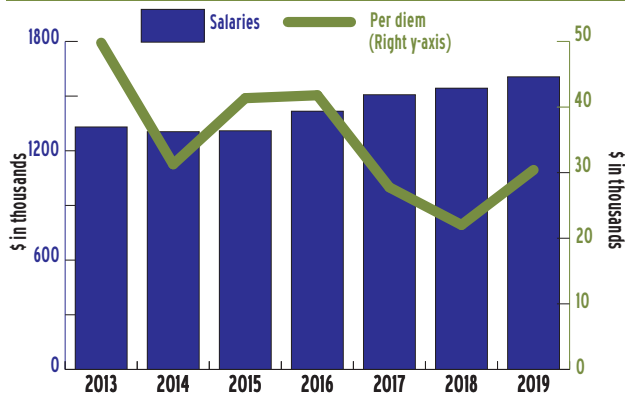
Revenues and expenditures by FY



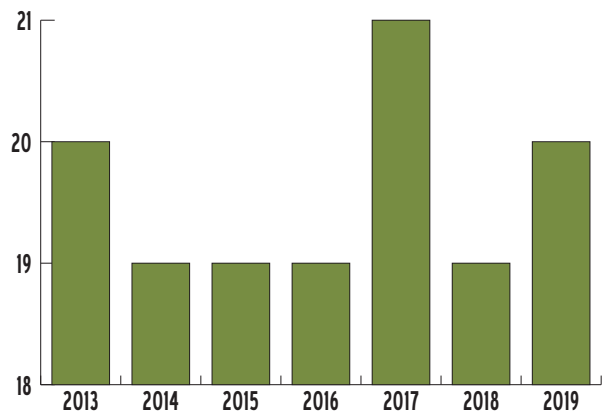
Fund balance by Fiscal Year



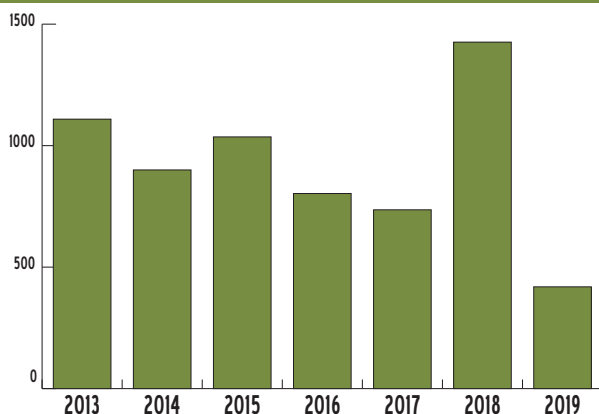
Salaries and per diem by FY



Full-time employees by FY



Communications impressions by FY

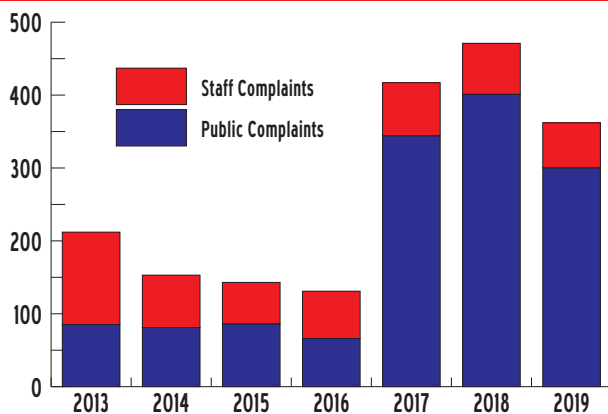


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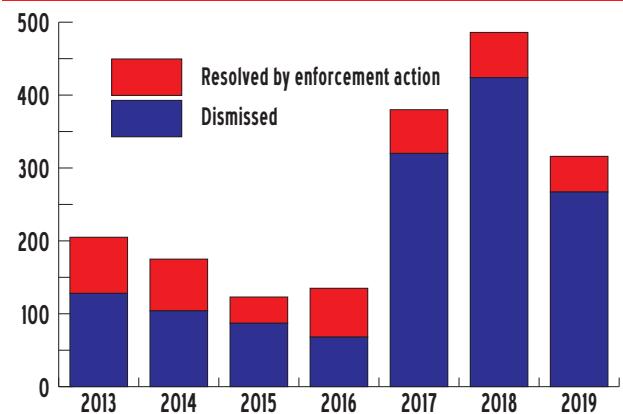
Investigations and Enforcement

- Continued but slowed uptick in complaints received due to TDLR referrals; most are first offenses, resolved with a Dismissal Letter
- Cases resolved in half the time of 2015

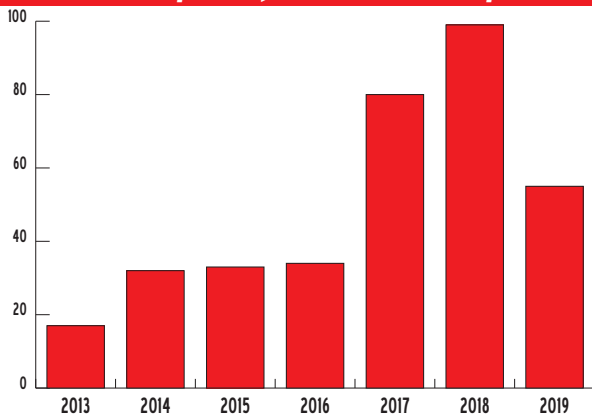
Complaints from the public/staff



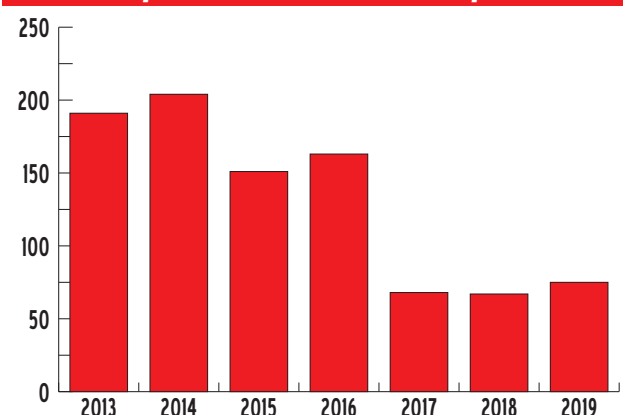
Cases Dismissed/Acted Upon



Voluntary compliance cases by FY



Days to case resolution by FY

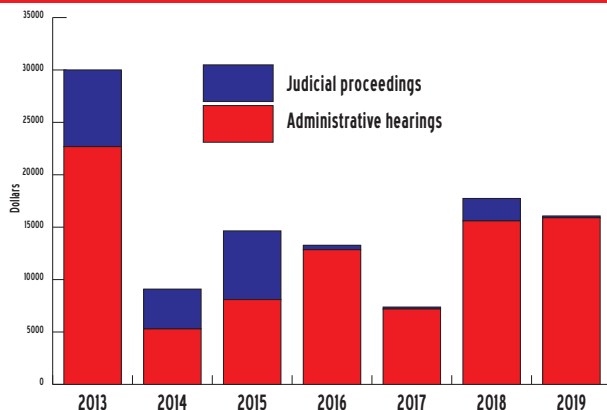


Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

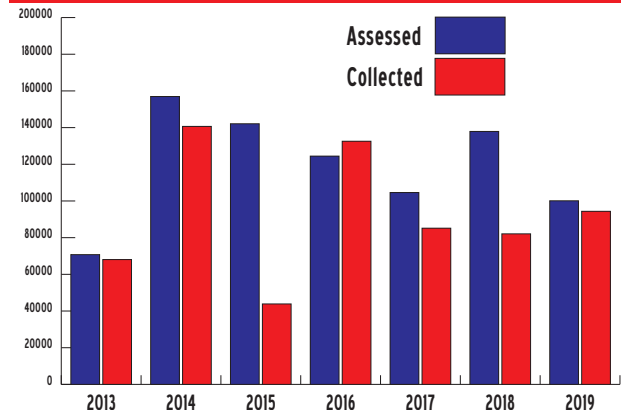
Investigations and Enforcement

- Since FY 2014, all administrative penalties go to the State's general revenue fund

Litigation costs by Fiscal Year



Administrative penalties by FY in \$



Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.



**TEXAS Board of
Architectural Examiners**
Architects ■ Landscape Architects ■ Registered Interior Designers

333 Guadalupe Street, Suite 2-350
Austin, Texas 78701
Tel: 512-305-9000
Fax: 512-305-8900
customerservice@tbae.texas.gov

Introduction to this report

Welcome

Thank you for reading the 2019 Annual Report of the Texas Board of Architectural Examiners (TBAE). It is my hope that the information presented here will give readers like you a good sense of who we are here at TBAE, what we do, and how we do it.

How to read this report

In the following pages, you will find our Annual Report, responsive to 472.104(a) and (b) of the Texas Government Code. While this report fulfills our statutory requirement to submit information to those who oversee our operations, my goal is to ensure that this information is available also to TBAE's registrants, building officials, and anyone who lives, works, and plays in the built environment of Texas.

Each of the measures can be divided into one of three broad categories: Finance and Administration, Enforcement, and Licensing. For ease of navigation and understanding, Finance and Administration measures will be denoted by green elements, Enforcement data with red, and Licensing measures with blue.

Each performance measure will be presented with its statutory reference and description, and preceded by a plain-English title.

Contact us

If you have any questions about this report or the information presented inside, don't hesitate to call us at 512-305-9000 or email customerservice@tbae.texas.gov for more information. It is our goal to remain responsive, transparent, and fair in everything we do, so please let us know if we can help.

Julie Hildebrand
Executive Director
October 31, 2019

This report is produced for the Governor, the legislature, the Legislative Budget Board, our registrants and stakeholders, and the people of Texas.

Finance/Admin: Staff salaries and travel expenses

Texas Government Code 472.104(b)(1). The salary for all agency personnel and the total amount of per diem expenses and travel expenses paid for all agency employees, including trend performance data for the preceding five fiscal years. [Data also include Board Member expenditures.]

	2015	2016	2017	2018	2019
Salary	\$1,309,679	\$1,417,055	\$1,507,503	\$1,543,383	\$1,605,787
Per Diem and Travel	\$41,352	\$41,793	\$27,757	\$22,026	\$30,412

Finance/Admin: Board travel and per diem expenses

Texas Government Code 472.104(b)(2). The total amount of per diem expenses and travel expenses paid for each member of the governing body of each agency, including trend performance data for the preceding five fiscal years.

	2015		2016		2017		2018		2019	
	Per Diem (\$)	Travel (\$)	Per Diem	Travel	Per Diem	Travel	Per Diem	Travel	Per Diem	Travel
Chuck Anastos Corpus Christi	150	4268	270	3174	240	1489	60	1759	60	821
Chase Bearden Austin	60	0	150	0	180	1029	120	676	60	0
Chad Davis Lubbock	90	5653	420	6399	540	4475	0	2482	210	3320
Debra Dockery San Antonio	150	2275	240	2042	420	1065	90	1797	120	1054
Davey Edwards Decatur	150	2998								
Anthony Giuliani El Paso			60	756	90	188	0	0		
Bert Mijares El Paso	120	3858								
Paula Ann Miller The Woodlands	60	1004	180	1531	120	637	0	0	0	0
Sonya Odell Dallas	120	4934	330	4931	300	3141	90	1217	0	0
Rosa Salazar Lubbock									270	4682
Joyce Smith Burnet									120	2039
Fernando Trevino San Antonio									120	823
Alfred Vidaurri, Jr Aledo	120	5177								
Jennifer Walker Lampasas			210	485	270	662	120	368	120	401
Bob Wetmore Austin			120	36	210	13	0	0	90	117

Finance/Admin: Agency operating plan

Texas Government Code 472.104(a)(2) and (b)(3). Each agency's operating plan covering a period of two fiscal years.

The agency's current Strategic Plan is provided as an appendix.

Finance/Admin: Agency operating budget

Texas Government Code 472.104(a)(2) and (b)(4). Each agency's operating budget, including revenues and a breakdown of expenditures by program and administrative expenses, showing: (A) projected budget data for a period of two fiscal years; and (B) trend performance data for the preceding five fiscal years.

					2015	2016	2017	2018	2019	2020	2021
					ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED BUDGET
Revenues:											
	Licenses and Fees				\$ 2,916,660	\$ 2,882,588	\$ 3,014,263	\$ 3,254,601	\$ 3,265,394	\$ 3,114,329	\$ 3,114,329
	Interest				\$ 1,538	\$ 5,171	\$ 14,715	\$ 39,503	\$ 68,214	\$ 44,000	\$ 44,000
	Sale of Goods & Services/Miscellaneous				\$ 3,945	\$ 5,781	\$ 4,269	\$ 4,063	\$ 3,970	\$ 5,000	\$ 5,000
				Total Revenues	\$ 2,922,142	\$ 2,893,541	\$ 3,033,246	\$ 3,298,167	\$ 3,337,579	\$ 3,163,329	\$ 3,163,329
Expenditures:											
	Salaries and Wages				\$ 1,309,679	\$ 1,417,055	\$ 1,507,503	\$ 1,543,383	\$ 1,605,787	\$ 1,688,262	\$ 1,688,262
	Payroll Related Costs				\$ 414,834	\$ 493,275	\$ 528,370	\$ 537,874	\$ 556,830	\$ 584,067	\$ 584,067
	Professional Fees and Services				\$ 28,894	\$ 25,125	\$ 15,178	\$ 76,937	\$ 22,787	\$ 30,000	\$ 30,000
	Travel				\$ 41,352	\$ 41,793	\$ 27,757	\$ 22,026	\$ 30,412	\$ 43,000	\$ 43,000
	Materials and Supplies				\$ 59,203	\$ 49,359	\$ 47,624	\$ 54,297	\$ 66,990	\$ 21,000	\$ 21,000
	Communication and Utilities				\$ 13,021	\$ 13,374	\$ 14,187	\$ 17,354	\$ 19,235	\$ 18,000	\$ 18,000
	Repairs and Maintenance				\$ 1,148	\$ 1,049	\$ 2,542	\$ 1,266	\$ 209	\$ 1,000	\$ 1,000
	Rentals and Leases				\$ 58,209	\$ 92,856	\$ 77,070	\$ 39,456	\$ 48,425	\$ 42,335	\$ 42,335
	Printing and Reproduction				\$ 19,867	\$ 14,866	\$ 8,911	\$ 4,137	\$ 7,295	\$ 9,000	\$ 9,000
	Other Operating Expenditures				\$ 236,218	\$ 221,709	\$ 247,313	\$ 233,046	\$ 222,482	\$ 216,665	\$ 216,665
	Capital Outlay				\$ 9,971	\$ -	\$ -	\$ 16,739	\$ 9,918	\$ -	\$ -
	Excludes GR Transfer of \$510,000			Total Expenditures	\$ 2,192,395	\$ 2,370,460	\$ 2,476,455	\$ 2,546,515	\$ 2,590,370	\$ 2,653,329	\$ 2,653,329
Program Areas:											
Registration					\$975,734	\$1,054,983	\$1,102,156	\$1,133,337	\$1,152,854	\$1,180,875	\$1,180,875
Enforcement					\$372,474	\$402,726	\$420,734	\$432,637	\$440,087	\$450,784	\$450,784
Indirect Administration					\$844,187	\$912,751	\$953,565	\$980,542	\$997,428	\$1,021,671	\$1,021,671

Finance/Admin: Audit

Texas Government Code 472.104(a)(1). An audit required by Section 472.103.

The agency was last audited in 2017 by the State Auditor's Office. A copy of the audit is provided as an appendix.

Finance/Admin: Employee counts

Texas Government Code 472.104(b)(5)(A). The number of full-time equivalent positions at the agency.

	2015	2016	2017	2018	2019
FTEs	19	19	21	19	20*

*Data sent to State Auditor's Office, but not yet published as of report date.

Enforcement: Complaints by source

Texas Government Code 472.104(a)(4) and (b)(5)(B). The number of complaints received from the public and the number of complaints initiated by agency staff.

	2015	2016	2017	2018	2019
Complaints from public	85	66	344	403	300
Staff complaints	58	65	73	70	62
TOTAL	143	131	417	473	362

Enforcement: Complaints dismissed and resolved by enforcement

Texas Government Code 472.104(a)(4) and (b)(5)(C). The number of complaints dismissed and the number of complaints resolved by enforcement action.

	2015	2016	2017	2018	2019
Complaints dismissed	87	65	321	422	267
Complaints resolved by enforcement	36	70	60	64	49
TOTAL	123	135	381	486	316

Enforcement: Actions by sanction type

Texas Government Code 472.104(a)(4) and (b)(5)(D). The number of enforcement actions by sanction type.

	2015	2016	2017	2018	2019
Revocation/Voluntary Surrender	1	1	0	1	0
Suspension	1	0	0	1	2
Admin. penalty	34	68	60	62	47
Cease/desist order	9	0	0	0	0
TOTAL	45	69	60	64	49

Enforcement: Voluntary compliance

Texas Government Code 472.104(a)(4) and (b)(5)(E). The number of enforcement cases closed through voluntary compliance.

	2015	2016	2017	2018	2019
Cases closed through voluntary compliance	33	34	80	99	55

Enforcement: Administrative penalties assessed/collected

Texas Government Code 472.104(a)(4) and (b)(5)(F). The amount of administrative penalties assessed and the rate of collection of assessed administrative penalties.

	2015	2016	2017	2018	2019
Assessed (\$)	147,100	123,450	104,600	137,900	100,100
Collected (\$)	46,264	131,314	85,162	82,080	94,362
Rate of collection	31%	106%	81%	60%	94%

Enforcement: Health/safety/welfare enforcement cases

Texas Government Code 472.104(a)(4) and (b)(5)(G). The number of enforcement cases that allege a threat to public health, safety, or welfare or a violation of professional standards of care and the disposition of those cases.

	2015	2016	2017	2018	2019
Revocation	0	1	0	1	0
Suspension	1	0	0	1	2
Admin. penalty	10	23	15	18	12
Cease/desist order	8	0	0	0	0
TOTAL	19	24	15	20	14

Enforcement: Complaint resolution time

Texas Government Code 472.104(a)(4) and (b)(5)(H). The average time to resolve a complaint.

	2015	2016	2017	2018	2019
Days to case resolution	151	163	68	66	75

Note: The data presented above were recalculated to be consistent with recommendations by a State Auditor's Office audit in 2018.

Licensing: Registrant counts

Texas Government Code 472.104(a)(4) and (b)(5)(I). The number of license holders or regulated persons broken down by type of license and license status, including inactive status or retired status.

	2015	2016	2017	2018	2019
Architects					
Active	11666	12011	12433	13082	13429
Inactive	542	489	415	371	339
Emeritus/Retired	1017	1051	1099	1144	1219
TOTAL	13225	13551	13947	14597	14987
	2015	2016	2017	2018	2019
RIDs					
Active	3770	3594	3597	3769	4037
Inactive	437	360	313	289	249
Emeritus/Retired	216	230	244	254	277
TOTAL	4423	4184	4154	4312	4563
	2015	2016	2017	2018	2019
Landscape Arch.					
Active	1454	1505	1562	1642	1696
Inactive	108	92	87	85	85
Emeritus/Retired	80	79	80	90	100
TOTAL	1642	1676	1729	1817	1881
	2015	2016	2017	2018	2019
Firms	1852	2254	2474	2829	3185

Licensing: Fee schedule

Texas Government Code 472.104(a)(3) and (b)(5)(J). The fee charged to issue and renew each type of license, certificate, permit, or other similar authorization issued by the agency.

* Designates a fee on which Resident Active and Inactive Architects will pay an additional \$3 to fund the statutorily-required Architectural Registration Exam Financial Assistance Fund, a program to partially reimburse examination costs.

	2015	2016	2017	2018	2019
Active resident renewal (\$)	305	105	*105	*105	*105
" 1-90 days late	357.50	157.50	*157.50	*157.50	*157.50
" 91+ days late	410	210	*210	*210	*210
Inactive resident renewal	25	25	*25	*25	*25
" 1-90 days late	37.50	37.50	*37.50	*37.50	*37.50
" 91+ days late	50	50	*50	*50	*50
Emeritus renewal (resident and nonresident)	10	10	10	10	10
" 1-90 days late	15	15	15	15	15
" 91+ days late	20	20	20	20	20
Active nonresident renewal	400	200	200	200	200
" 1-90 days late	500	300	300	300	300
" 91+ days late	600	400	400	400	400
Inactive nonresident renewal	125	125	125	125	125
" 1-90 days late	187.50	187.50	187.50	187.50	187.50
" 91+ days late	250	250	250	250	250
Initial registration, by examination, resident	355	155	155	155	155
Initial registration, by examination, nonresident	380	180	180	180	180
Initial registration, by reciprocity	400	200	200	200	200
Annual Business Registration/Renewal	45	45	45	45	45
" 1-90 days late renewal	67.50	67.50	67.50	67.50	67.50
" 91+ days late renewal	90	90	90	90	90

Licensing: Candidates for registration

Texas Government Code 472.104(a)(4). The number of examination candidates.

	2015	2016	2017	2018	2019
Architects	3399	3484	3513	3533	3561
RIDs	444	409	357	414	328
Landscape Architects	258	283	287	267	290
TOTAL	4101	4176	4157	4,214	4179

Licensing: License issuance time

Texas Government Code 472.104(b)(5)(K). The average time to issue a license.

	2015	2016	2017	2018	2019
Average time to issue a license (days)	1	1	1	1	1

Finance/Admin: Litigation expenses

Texas Government Code 472.104(b)(5)(L). Litigation costs, broken down by administrative hearings, judicial proceedings, and outside counsel costs.

	2015	2016	2017	2018	2019
Administrative Hearings	\$8,092	\$12,851	\$7,195	\$15,600	\$15,900
Judicial Proceedings	\$6,555	\$425	\$185	\$2,140	\$172
Outside Counsel	\$0	\$0	\$0	\$0	\$0
Total	\$14,647	\$13,277	\$7,380	\$17,740	\$16,072

Finance/Admin: Fund balance

Texas Government Code 472.104(b)(5)(M). Reserve fund balances.

	2015	2016	2017	2018	2019
Fund Balance	\$2,562,810	\$2,575,890	\$2,622,682	\$2,864,334	\$3,101,543

Finance/Admin: Rule changes

Texas Government Code 472.104(a)(5). A summary of all new rules repealed or adopted.

Fiscal Year 2019

No agency rules were amended or adopted in Fiscal Year 2019.

Fiscal Year 2018

Amendment of 22 Tex. Admin. Code §§ 5.5, 5.31, 5.32, 5.33, 5.35, 5.36, 5.37, 5.51, 5.52, 5.53, and 5.55 and repeal of 22 Tex. Admin. Code §§5.54, 5.201, 5.202, and 5.203. Effective January 1, 2018.

This rulemaking action implemented Senate Bill 1932 (85th Regular Session, 2017), which changed the educational and professional experience requirements for registration as a registered interior designer (RID). Prior to the enactment of SB 1932, the Board was authorized to adopt rules establishing the educational and professional experience standards required to become registered as an interior designer. However, under SB 1932, the legislature eliminated this rulemaking authority, and instead adopted a requirement that applicants meet the educational and professional experience standards for the NCIDQ examination. This exam is administered by the Council for Interior Design Qualification (CIDQ), and the eligibility requirements for the exam are set by that organization. Therefore, it was necessary for the Board to repeal the educational and professional experience requirements that were previously adopted by rule and substitute the educational and professional experience requirements required by CIDQ to sit for the NCIDQ examination. That was the primary purpose of this rulemaking action. Additionally, the Board amended its applications and testing procedures to accommodate the substantive changes to the eligibility requirements. Specifically, the following rules were adopted or repealed, as described:

Adopted §5.5 includes revised definitions which were necessary to implement the rule changes required by SB 1932.

Adopted §5.31 implemented the legislative directive contained in SB 1932 by requiring an applicant for registration to satisfy "the educational and professional experience eligibility requirements adopted by the Council for Interior Design Qualification (CIDQ) to sit for the NCIDQ examination." The adopted rule also includes a grandfathering provision to ensure the continued eligibility of any currently-approved applicant for examination.

Adopted §5.32 includes non-substantive amendments that update defined terms and provide for consistency with corresponding provisions in §5.31 and §5.51 regarding predecessors to the NCIDQ examination.

Adopted §5.33 outlines the process to be followed in filing an application for registration by examination. Under this provision, an applicant is required to satisfy the educational and professional experience requirements adopted by CIDQ to sit for the NCIDQ examination and be approved by