

# TEXAS BOARD OF ARCHITECTURAL EXAMINERS

## Board Meeting Agenda

The Centennial Towers

TBAE/TSBPA Board Room, Suite 370

505 E. Huntland Drive

Austin, Texas

Tuesday, November 16, 2021

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  
Fernando Trevino  
Debra Dockery
  
2. **Introduction of New Board Member** (*Information*)  
**Lauren Taylor, Public Member**  
(*Appointed term: Aug 6, 2021 – Jan 31, 2027*)

Debra Dockery
  
3. **Approval of August 26, 2021 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 4<sup>th</sup> Quarter FY 2021 Expenditures/Revenues
  - C. Report on the Annual Financial Report (AFR)
  - D. Strategic Plan FY 2023-2027
  - E. Remote Board Meeting Attendance
  
5. **Trend Analysis Presentation on Agency Performance and Operations** (*Information*)

Julie Hildebrand
  
6. **Board Member Learning and Envisioning** (*Information*)  
*Information Technology/Information Security Divisions*

Dale Dornfeld  
Julio Martinez
  
7. **Committee Appointments** (*Action*)

Debra Dockery

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8. **Consideration of Proposed Amendments for Adoption** (*Action*) Lance Brenton  
Proposed amendments to 22 Tex. Admin. Code §3.191 relating to the experience requirements for landscape architectural registration by examination, incorporating Directives from the Regulatory Compliance Division of the Office of the Governor
9. **Enforcement Cases** (*Action*) Lance Brenton  
**Review and possibly adopt ED’s recommendation in the following enforcement cases:**  
**A. Registrant/Non-Registrant Cases:**  
Case No. 166-21A DePasquale, Peter John Arch #26788  
Case No. 043-20N McKinney, James Non-Registrant  
Case No. 178-20A Shin, Chong Ho Arch #22313  
**B. Continuing Education Cases:**  
Case No. 207-21A Peck, Erick Karl Arch #25205  
Case No. 183-21A Toldan, Joe Clark Arch #9107
- The Board may meet in closed session pursuant to TEX. GOV’T CODE ANN. §551.071(1) to confer with legal counsel.*
10. **Reports on National Regulatory Boards and Board Member and Staff Committee Service** (*Information*) Debra Dockery
11. **Report on Conferences and Meetings** (*Information*) Debra Dockery  
A. 2021 LRGV-AIA Conference – Sep 10-12  
B. CLARB Annual Meeting – Sep 22-24  
C. FARB: 2021 FARB Regulatory Law Seminar – Sep 30-Oct 3  
D. TxA Annual Conference & Expo – Oct 7-9  
E. CIDQ Annual Delegates Meeting – Nov 12-13
12. **Board Member Comments/Future Agenda Items** (*Information*) Debra Dockery

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### 13. Upcoming Board Meetings *(Information)*

Debra Dockery

Thursday, February 24, 2022

Thursday, May 26, 2022

Thursday, August 25, 2022

Thursday, November 17, 2022

### 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**

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

## BIO

Lauren Taylor, M.S., CRC

Lauren is a recent graduate of the UNT Master's level Rehabilitation Counseling program. She is currently employed by UNT ENGAGE as a Senior Program Project Coordinator where she works with Neurodivergent students to adjust to and navigate college. Lauren is also a Leader for the non-profit To Be Like Me, a program run by people of all disabilities designed to educate today's youth and communities about disabilities.

Lauren was born with Muscular Dystrophy and has been a full-time power chair user since the age of 3. Along side her service dog Buchanan from Canine Companions, Lauren is an all-around advocate for people with disabilities and specifically educates people about the importance of Universal Design and Service Dogs. In 2019, Lauren was crowned Ms. Wheelchair Texas, an advocacy title that allowed her to travel the state of Texas to educate on and advocate for her platform of Universal Design. Lauren was appointed to the Texas Board of Architectural Examiners this year and will be serving as the disabilities representative to ensure accessibility everywhere.

**TEXAS BOARD OF ARCHITECTURAL EXAMINERS**  
**Minutes of August 26, 2021 Board Meeting**  
Centennial Building, 505 E. Huntland Dr., Ste. 350  
Austin, TX 78752  
10:00 a.m. until completion of business

<b>AGENDA ITEMS</b>	<b>DESCRIPTIONS</b>
<b>1A. Call to Order</b>	Ms. Dockery called the meeting to order at 10:00 a.m.
<b>1B. Roll Call</b>	Mr. Trevino called the roll.  <u>Present Board Members</u> Debra Dockery                      Chair, Architect Member Rosa Salazar                      Vice-Chair, Registered Interior Designer Fernando Trevino                Secretary/Treasurer, Public Member Chase Bearden                    Public Member Jennifer Walker                  Architect Member Joyce Smith                        Public Member Darren James                      Architect Member Tim Bargainer                     Landscape Architect Member
<b>1C. Excused and Unexcused Absences</b>	Robert (Bob) Wetmore, Architect Member  A MOTION WAS MADE AND SECONDED (Bearden/Bargainer) TO APPROVE THE EXCUSED ABSENCE OF BOB WETMORE. THE MOTION PASSED UNANIMOUSLY.
<b>1D. Determination of a Quorum</b>	A quorum was present.
<b>1E. Recognition of Guests</b>	Ms. Dockery acknowledged the following members of TBAE staff and guests in the audience: Julie Hildebrand, Executive Director; Lance Brenton, General Counsel (via teleconference); Dale Dornfeld, IT Manager; and Jeri Morey, architect from Corpus Christi. Glenn Garry joined the meeting for his presentation on communications.
<b>1F. Chair’s Opening Remarks</b>	Ms. Dockery welcomed the audience and the Board to the quarterly meeting of the Texas Board of Architectural Examiners. Ms. Dockery stated that because this was an August meeting, the Board would be approving a budget and considering the performance of both the agency and the executive director for the previous fiscal year. She stated that despite the upheaval over the last year and a half, the agency had a good year overall.  Ms. Dockery continued by sharing her thoughts on a recent article about a Texas A&M professor who coined the term “The Great Resignation,” which

	<p>he used to describe the mass exodus of folks from either their jobs or the work force entirely because they do not feel appreciated or they do not feel they are doing significant work. With that in mind, Ms. Dockery took the opportunity to let the staff know that the Board appreciated their service and their commitment to the agency. She emphasized the Board’s awareness of how well the employees perform and how efficiently the agency operates in striving to protect the health, safety, and welfare of the citizens of Texas. She requested that the Executive Director pass along her comments to the staff, so they would know that they are appreciated and that the Board knows they are doing significant work at the agency.</p> <p>She also expressed her appreciation to her fellow board members. She emphasized that it was a distinct pleasure to serve with a group that was so congenial and cohesive. She noted that the Board members volunteer their time and she hoped that they found their service as rewarding as she did. She thanked the board members for their service.</p>
<p><b>1G. Public Comments</b></p>	<p>Jeri Morey provided a public comment. First, she requested a change to the minutes from the June Board meeting regarding her comments to the Board about a program being presented at the Lower Rio Grande Valley conference. Ms. Morey clarified that, at the time of her prior comments to the Board, the program had been submitted to the organizers for inclusion in the conference, but not yet accepted (as indicated in the draft minutes). Ms. Morey then confirmed that, prior to the August Board meeting, the program recently had been accepted for inclusion in the conference.</p> <p>Additionally, to follow up on her comments about performance-based design at the previous Board meeting, Ms. Morey submitted a document for the Board’s review, entitled “<i>Why Architects Need to Learn Performance Based Design.</i>”</p>
<p><b>2. Approval of June 22, 2021 Board Meeting Minutes</b></p>	<p>Ms. Dockery noted that Ms. Morey’s requested correction to the minutes was located in the Board materials on page 6 at 1G. Ms. Dockery suggested that the minutes be corrected to say that she notified the Board of a “possible presentation” rather than an “upcoming presentation.”</p> <p>A MOTION WAS MADE AND SECONDED (Smith/Salazar) TO APPROVE THE AMENDED JUNE 22, 2021 BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY.</p>
<p><b>3. Executive Director’s Report</b> <b>A.</b> Summary of Executive Accomplishments <b>B.</b></p>	<p>Ms. Dockery invited Ms. Hildebrand to deliver the Executive Director’s report.</p> <p>Ms. Hildebrand discussed the information contained in her report on pages 15-18 of the Board materials. She referred the Board to those materials as a supplement to her verbal presentation.</p>

<p>Operating Budget/Scholarship Fund: Presentation on 3<sup>rd</sup> Quarter Fiscal Year 2021 Expenditures/Revenue</p>	<p>Ms. Hildebrand directed the Board to the 3<sup>rd</sup> quarter budget on page 19. Ms. Hildebrand noted that this document was included within the Board materials for the June meeting, and that she did not have anything to add from that previous discussion.</p> <p>Ms. Hildebrand referred the Board to page 20 and provided an update on the scholarship fund. She noted that the scholarships were discussed at the previous meeting, specifically the relatively low participation in the scholarship by architect examinees. Following the Board’s direction to consider what could be done to increase participation, Ms. Hildebrand discussed the issue with staff, and her recommendation was to increase the maximum income for eligibility from \$55,000 to \$65,000. Additionally, she said the application process had been streamlined to allow the applicant to certify income eligibility rather than being required to send in tax information. Ms. Hildebrand also noted that an article would be placed in the upcoming newsletter encouraging examinees to apply.</p> <p>Regarding the scholarship, Ms. Salazar asked whether it was a reimbursement of cost and when an examinee was eligible to apply. Ms. Hildebrand confirmed that the scholarship was a reimbursement of the exam cost and stated that an examinee could apply after the examinee had passed exams costing in excess of \$500 in total.</p>
<p><b>4. Approval of the FY22 Operating Budget</b></p>	<p>Ms. Hildebrand referred the Board to the proposed draft of the FY 2021 budget on page 21 and presented a summary of the budget and her line-item projections for the fiscal year.</p> <p>Regarding Ms. Hildebrand’s discussion of possible retirements in the fiscal year and how that could impact salaries and wages, Mr. James asked whether state agencies had experienced difficulties filling vacancies, as has been observed in the private sector.</p> <p>Ms. Hildebrand acknowledged those difficulties, but expressed that, with the agency’s self-directed status and her ability to come back to the Board for adjustment of the budget, she was hopeful that she had the tools to respond to market conditions, if necessary.</p> <p>Ms. Hildebrand also discussed the budget item for professional fees and services. She said the agency had spent less than the budgeted amount for 2021, but since she expected an increase in case work at SOAH, she opted to keep the budgeted amount static. She also noted that the unit cost of those services would be going up, due in part to the loss of Jim Sealy, the agency’s prior expert.</p> <p>Ms. Salazar asked how the agency identified potential expert witnesses.</p>



	<p>Ms. Hildebrand stated that Jack Stamps and Lance Brenton had spent time on this search over the past year, which included reviewing expert reports that had been submitted to the Board pursuant to complaints, as well as outside research.</p> <p>Ms. Smith asked if someone was interested in serving as an expert but had worked on the other side, would they be able to serve? Ms. Hildebrand believes that it would be decided on a case-by-case basis.</p> <p>A MOTION WAS MADE AND SECONDED (James/Bargainer) TO APPROVE THE 2022 PROPOSED OPERATING BUDGET. THE MOTION PASSED UNANIMOUSLY.</p>
<p><b>5. Board Member Learning and Envisioning</b> Communications, Website and Newsletter</p>	<p>Mr. Garry presented information to the Board regarding TBAE Communications, including roles, responsibilities, and plans for the future, as summarized on pages 23-36 in the Board materials.</p> <p>Mr. James noted that there had been approximately 12,000 communications impressions since 2008. He asked whether those numbers were uniform across years, or whether there is a lot of variance. He also suggested Instagram as a suitable platform for communicating with the younger generation and suggested expanded use of infographics in the newsletter, since the professions are a graphic business.</p> <p>Mr. Garry thanked Mr. James for his suggestions and said the number of impressions tends to fluctuate from year to year. Certainly, there were fewer impressions over the last year due to COVID. He also said there tends to be a small drop during the legislative session, when he generally avoids traveling so as to be available as a resource for legislative work.</p> <p>Mr. Garry provided the Board with a demonstration of the planned changes to the agency website. Additionally, Ms. Hildebrand discussed the process staff has used to review the existing website and plan for improvement.</p> <p>Generally, the Board expressed support for the planned changes. Ms. Salazar said the new website seemed to be user-friendly and intuitive.</p> <p>Mr. Bargainer asked when the new website would be rolled out.</p> <p>Mr. Garry said he expected that would occur within the year, hopefully within a few months.</p> <p>Ms. Salazar asked how Mr. Garry organizes his visits and presentations to various schools around the state.</p> <p>Mr. Garry noted that these visits can be initiated in various ways. For example, when NCARB comes to Texas for school visits, they will usually visit multiple schools during one trip and invite Board staff to join those</p>

	<p>visits. Other visits are initiated upon request of the school, or if there is a strong relationship, can take place on an annual basis.</p> <p>The Board thanked Mr. Garry for his presentation.</p>
<p><b>6. Approval of Rule Review and Readoption of Board Rules</b> 1.21, 1.22, 1.211, 1.212, 1.213, 3.21, and 3.22 (Action)</p>	<p>Mr. Brenton referred to the Board materials for this agenda item beginning on page 37. He summarized those materials, provided staff's recommendation, and invited any questions or comments from the Board.</p> <p>A MOTION WAS MADE AND SECONDED (Bearden/Smith) TO READOPT 22 TEX. ADMIN. CODE §§ 1.21, 1.22, 1.211, 1.212, 1.213, 3.21, and 3.22 , AS AUTHORIZED UNDER TEXAS GOVERNMENT CODE §2001.039(c). THE MOTION PASSED UNANIMOUSLY.</p>
<p><b>7. Consideration of Draft Amendments for Proposal</b> Draft Amendments to 3.191 relating to the experience requirement for landscape architectural registration by examination, incorporating directives from the Regulatory Compliance Division of the Office of the Governor</p>	<p>Mr. Brenton referred to the Board materials for this agenda item beginning on page 53. He summarized those materials, provided staff's recommendation, and invited any questions or comments from the Board.</p> <p>A MOTION WAS MADE AND SECONDED (Bearden/Bargainer) TO APPROVE DRAFT AMENDMENTS TO 22 TEX. ADMIN. CODE §3.191 FOR PROPOSAL AND PUBLICATION IN THE TEXAS REGISTER, WITH AUTHORITY FOR THE GENERAL COUNSEL TO MAKE EDITORIAL CHANGES AS NECESSARY TO CLARIFY RULE AND BOARD INTENT AND TO COMPLY WITH THE FORMATTING REQUIREMENTS OF THE TEXAS REGISTER.</p> <p>Mr. James questioned whether 35 hours x 52 weeks accommodates vacation time and how that is accounted for?</p> <p>Ms. Dockery stated that, because the requirement was stated in hours rather than years, it shouldn't make too much of a difference. She also noted that the proposed requirement is slightly less than what architects are required to complete under the AXP.</p> <p>Mr. Bargainer stated that he had discussed the proposed hour requirement with staff and supported the proposal.</p> <p>Ms. Dockery called for the vote. THE MOTION PASSED UNANIMOUSLY.</p>
<p><b>8. Enforcement Cases Review and possibly adopt ED's recommendation in the following cases</b></p> <p><b>8A. Registrant/Non-Registrant Cases</b></p>	<p>Ms. Dockery stated that there were two enforcement cases, which are both continuing education cases. She stated that the Board would consider the cases together.</p> <p>Mr. Brenton directed the Board to the written materials for the cases beginning on page 59 of the Board materials and asked whether there were any recusals. There were none. He explained that it was staff's recommendation for the Board to enter an order in each case that adopts the findings of fact, conclusions of law, and recommended administrative</p>

	<p>penalty, as set forth in the respective Notice of Violation for the following cases:</p> <p><b>Contros, Christina Marie (#159-21A)</b>  <b>Kelsey, Rachel Rae (#137-21I)</b></p> <p>A MOTION WAS MADE AND SECONDED (Bearden/Smith) TO ACCEPT STAFF’S RECOMMENDATIONS IN THE ABOVE-REFERENCED CONTINUING EDUCATION CASES. THE MOTION PASSED UNANIMOUSLY.</p>
	<p><b>The Board took a break at 11:18 a.m. and reconvened at 11:30 a.m.</b></p>
<p><b>9. Executive Director Annual Performance Evaluation</b></p> <p><b>A.</b> Report on findings based upon performance evaluation</p> <p><b>B.</b> Consider and possibly act upon any personnel action that may be proposed by the Board.</p>	<p>Ms. Dockery stated that the Board would review the Executive Director’s performance for the past year.</p> <p>Ms. Dockery announced that the Board would meet in closed session pursuant to Tex. Gov’t Code 551.074 to confer on personnel matters. The executive session began at 11:30 a.m.</p> <p>At 12:02, the Board convened in open meeting. Ms. Dockery indicated that there was no final action, decision or vote on any matter discussed during the executive session. A certified agenda of the executive session will be maintained.</p> <p>A MOTION WAS MADE AND SECONDED (Bearden/Smith) TO GIVE THE EXECUTIVE DIRECTOR A SIX PERCENT (6%) INCREASE IN SALARY.</p> <p>Mr. Bearden supported his motion by noting the extraordinary circumstances over the last year in light of the recent move to a new office and facing the challenges of COVID-19. He said this was a raise the Board might not consider every year, but it was deserved in light of those challenges.</p> <p>THE MOTION PASSED UNANIMOUSLY.</p> <p>Ms. Dockery outlined the Board’s performance goals for the executive director over the next year, including 1) continued documentation of succession planning with an emphasis on transitional retention and institutional knowledge, as well as managing the hybrid work program; 2) monitoring regulatory agencies for issues that could impact our agency’s performance; and 3) taking a longer view at strategic plans, specifically regarding operational issues of the agency and how technology could impact regulation.</p> <p>Ms. Dockery said the Board is so pleased with Ms. Hildebrand’s performance and stated the Board is so blessed to have her and Board members expressed their agreement.</p>

**10.  
Resolution Honoring  
Corbett “Chase”  
Bearden**

Ms. Dockery said the next agenda item was a resolution in honor of Chase Bearden and his service to the agency. Ms. Dockery began by recalling that, during her own orientation, Mr. Bearden took time out of his own schedule to join her for lunch, which really impressed her and made her feel so welcome. She noted Mr. Bearden’s wise input as a Board member, especially his calming influence during the engineer litigation. Additionally, she recalled legislators complimenting Mr. Bearden on the effectiveness of his testimony during Sunset hearings, even as he noted accessibility shortcomings in the Capitol building and individual offices. She suggested that this testimony provided an example that contributed to preserving the regulation of registered interior designers in Texas. She also praised Mr. Bearden for his contributions in the Board’s transition to a new executive director. Ms. Dockery noted Mr. Bearden had been a great advocate for all persons to be able to participate in the built environment and noted the awards and recognitions Mr. Bearden had received for that work. She said the agency had benefitted from his service and that she was a better person to have known him and would miss his outstanding support, positive influence and generally kind demeanor he brings to the world. Ms. Dockery concluded her comments by stating that the Board would miss him and she hoped to cross paths again.

Mr. Bearden stated that it had been a great experience and he had worked with many agencies but in his opinion TBAE was the most well-run agency with the best people working in it. He said that although he was leaving the Board, he lives in Austin and to please let him know if he was ever needed.

Ms. Salazar added that Chase Bearden was a superstar in the interior design world. She said she had known of Chase since before she was on the Board, that he was very well-respected, and she thanked him for everything he had done.

Ms. Hildebrand thanked Mr. Bearden for his dedication and read a letter of appreciation from the staff.

Ms. Dockery read the official Proclamation into the record:

**BE IT KNOWN THAT CORBETT “CHASE” BEARDEN** Has distinguished himself by his long years of dedicated service to all the people who live, work, and play in the built environment of the State of Texas; and

**WHEREAS,** Mr. Bearden is a native Texan, hailing from the city of Harlingen in Cameron County; and

**WHEREAS,** Mr. Bearden graduated Concordia University with a bachelor’s degree in Business; and

	<p><b>WHEREAS</b>, Mr. Bearden has been a guest lecturer in the Texas State University Therapeutic Recreation Department and a Member of the Rehabilitation Council of Texas; and</p> <p><b>WHEREAS</b>, Mr. Bearden has volunteered as a coach for local nurses and therapists on providing treatment, teaching life skills, and working with patients who suffer spinal cord injuries; and</p> <p><b>WHEREAS</b>, Mr. Bearden was appointed by Governor Rick Perry in 2009 as a Member of the Texas Board of Architectural Examiners and subsequently served the people of Texas in several important Board roles, including as Secretary-Treasurer and Vice-Chair, and as a Member of the Executive Committee, Executive Director Performance Review Committee, and Legislative Review Committee; and</p> <p><b>WHEREAS</b>, Mr. Bearden served on the Credentials and Policy Advisory Committees of the National Council of Architectural Registration Boards; and</p> <p><b>WHEREAS</b>, Mr. Bearden has played an invaluable role not only in the elimination of architectural barriers to ensure that all Texans have equal access to the built environment, but also in the protection of the public health, safety, and welfare both within and without the Lone Star State; now, therefore, be it</p> <p><b>RESOLVED</b> that the Texas Board of Architectural Examiners, in Formal Meeting assembled this 26<sup>th</sup> day of August, 2021, does publicly acknowledge its appreciation of outstanding service to the state of Texas and have voted unanimously for this RESOLUTION OF APPRECIATION To Corbett “Chase” Bearden, and have caused a copy of this Resolution to be included within the minutes of this Board.”</p> <p>Ms. Dockery called for a vote on the Proclamation.</p> <p>A MOTION WAS MADE AND SECONDED (James/Walker) to APPROVE THE PROCLAMATION. THE MOTION PASSED UNANIMOUSLY.</p> <p>Ms. Dockery announced that the Board would be receiving a new board member in November – Lauren Taylor from Denton, Texas.</p> <p>Mr. Bearden said he had reached out to Ms. Taylor and offered any assistance she might need.</p>
<p><b>11. Approval of the Proposed 2022 Board Meeting Dates</b></p>	<p>Ms. Dockery read the proposed dates and stated that the Board would vote on the following meeting dates for next year:</p> <p>Thursday, February 24, 2022; Thursday, May 26, 2022;</p>

	<p>Thursday, August 25, 2022; Thursday, November 17, 2022</p> <p>A MOTION WAS MADE AND SECONDED (Bargainer/James) TO APPROVE THE PROPOSED 2022 BOARD MEETING DATES. THE MOTION PASSED UNANIMOUSLY.</p>
<p><b>12.</b> <b>Reports on National Regulatory Boards and Board Member and Staff Committee Service</b></p>	<p>Ms. Hildebrand stated that she would provide the Board with links to two previous events. The first was the opening session of the NCARB Licensing Advisor’s Summit Annual Business Meeting, which was presented by Alfred Vidaurri and represented a very informative look of everything that is at the forefront at NCARB. Second was the CLARB presentation at the regional meeting, which focused on potential changes at CLARB, including the experience and education requirements for landscape architects and what the justifications are for those requirements. She encouraged the Board members to listen to the presentations, which could be relevant to strategic planning in the future.</p> <p>Ms. Smith stated that she would be attending a virtual meeting the next day for the NCARB professional conduct committee. It is a small committee that meets monthly.</p> <p>Ms. Dockery stated she would be attending virtual training for the Certification Alternative Review team for NCARB.</p> <p>Ms. Hildebrand stated that she was returning to the Incidental Practice committee for NCARB.</p>
<p><b>13.</b> <b>Report on Conferences and Meetings</b> <b>A.</b> NCARB Annual Business Meeting – June 23-25 <b>B.</b> NCARB Licensing Advisory Committee – Aug 5-7 <b>C.</b> ASID Texas 2021 Celebrating Design Texas: Education, Expo &amp; Awards – Aug 12-13</p>	<p>Ms. Dockery stated she attended the NCARB Annual Business Meeting virtually along with Joyce Smith and Julie Hildebrand. She said it was a fine meeting and all the resolutions passed. Ms. Smith stated that she did not get to attend as many sessions as she would have liked due to the time difference between Texas and California.</p> <p>Ms. Hildebrand had reported on the Licensing Summit earlier in the meeting.</p> <p>Ms. Hildebrand reported that the staff travelled to Dallas for the ASID program. She said attendance was good, but she was sure some folks had cancelled due to rising numbers for COVID.</p>
<p><b>14.</b> <b>Report on Upcoming Conferences and Meetings</b> <b>A.</b> 2021 LRGV-AIA Conference – Sep. 10-12</p>	<p>Ms. Dockery reported that Jack Stamps would be attending the 2021 LRGV-AIA Conference.</p> <p>Ms. Hildebrand noted the CLARB annual meeting in Phoenix would be limited to two people, and that she would be attending with Mr. Bargainer. She would be making a presentation, and the attendees would also watch a video featuring Mr. Bearden discussing accessibility issues.</p>

<p><b>B.</b> CLARB Annual Meeting – Sep. 22-24  <b>C.</b> FARB: 2021 FARB Regulatory Law Seminar – Sep. 30-Oct. 3  <b>D.</b> TxA Annual Conference and Expo – Oct. 7-9</p>	<p>Ms. Hildebrand and Ms. Smith would be attending the FARB seminar in person. Ms. Hildebrand stated that FARB is a joint organization that includes memberships from many regulatory board associations such as NCARB and CLARB. As such, the program is for all regulatory boards.</p> <p>Ms. Dockery discussed the TxA conference and highlighted the convocation, which would be honoring newly registered architects from the previous two years. She said this was a moving ceremony and encouraged all to attend. She noted that that Mr. Garry and Mr. Stamps would be making a presentation and Mr. James would be making two presentations.</p>
<p><b>15.</b>  <b>Board Member Comments/Future Agenda Items</b></p>	<p>Ms. Dockery asked if the Board members had any comments or suggestions on future agenda items. No comments or suggestions were received.</p>
<p><b>16.</b>  <b>Upcoming Board Meeting</b></p>	<p>Ms. Dockery stated that the next Board meeting would be Tuesday, November 16<sup>th</sup> and was scheduled to be in person rather than virtual.</p>
<p><b>17.</b>  <b>Adjournment</b></p>	<p>THE MEETING ADJOURNED AT 12:31 PM.</p>

APPROVED BY THE BOARD:

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

## TBAE Staff Accomplishments: November 2021 Board Meeting

### August

- Meeting with Jennifer Briggs, Executive Vice President, Texas Society of Architects
- FARB Regulatory Law Seminar Design Team Meeting
- NCARB Licensing Advisors Summit – Julie and Registration – Miami, FL
- STG Design Presentation – Enforcement and Glenn
- Texas ASID Summer Conference Presentation – Registration – Dallas, TX
- CLARB Regional Meeting
- NCARB Incidental Practice Task Force Meeting
- TBAE Board Meeting
- FARB Forum Design Team Meeting
- COVID-19 Licensing Policy: Efficacy of Responses from Legislatures – Council of State Governments
- NCARB DEI Focus Group
- Emergency Work from Home – Hybrid Return to Office, 50% Cap
- Bi-Weekly Managers Meetings
- Bi-Weekly State of Texas Regulatory Executive Meetings

### September

- UT-Austin Architects and Landscape Architects Presentation – Enforcement and Registration – Austin, TX
- Lower Rio Grande Valley AIA Presentation – Enforcement – South Padre Island, TX
- FARB Forum Design Team Meeting
- NCARB Southern Conference Pre-BOD Meeting
- FARB Regulatory Law Seminar Design Team Meeting
- CLARB Annual Meeting w/ Increasing Access and Equity in Licensure – Julie – Phoenix, AZ
- Stephen F. Austin RID Presentation – Glenn – Nacogdoches, TX
- FARB Regulatory Law Seminar, Moderator – Julie – Nashville, TN
- Emergency Work from Home – Hybrid Return to Office, 60% Cap
- Bi-Weekly Managers Meetings
- Bi-Weekly State of Texas Regulatory Executive Meetings

### October

- Advanced Network Forensics: Threat Hunting, Analysis, and Incident Response – IS
- TxA Annual Meeting w/ Booth and Presentation – Enforcement, Registration and Glenn – San Antonio, TX
- New Employee – Sabrina Salazar, Human Resources
- FARB Forum Design Team Meeting
- New Board Member Orientation





- CLARB Leadership Advisory Council Meeting
- NCARB Incidental Practice Task Force Meeting
- Emergency Work from Home – Hybrid Return to Office, 75% Cap
- Bi-Weekly Managers Meetings
- Bi-Weekly State of Texas Regulatory Executive Meetings



November

- Highlighted in DIR State Strategic Plan
- CLARB Leadership Advisory Council Meeting
- FARB Forum Design Team Meeting
- CLARB Uniform Standard Analysis
- CIDQ Annual Conference – Rosa, Joyce, and Julie
- CLARB It's All Connected: HSW and DEI
- Board Meeting
- NCARB Incidental Practice Task Force Meeting
- Emergency Work from Home – Hybrid Return to Office, 75% Cap
- Bi-Weekly Managers Meetings
- Bi-Weekly State of Texas Regulatory Executive Meetings



December

- NCARB Committee Summit
- CLARB Board of Directors' Meeting – Reston, VA
- ASLA/CLARB Joint Legislative Meeting



January

- FARB Forum – Julie – Fort Worth, TX



February

- NCARB Incidental Practice Task Force Meeting



March

- NCARB Regional Summit
- CLARB Presentation Increasing DEI in Regulation of LA Practice – Julie



April

- CLARB Leadership Advisory Council Meeting

**Texas Board of Architectural Examiners  
Actual 2021 Budget**

	FY 2021 Amended Approved Budget	FY 2021 Rev./Exp. as of 8-31-21	FY 2021 Percentage Earned/Spent
<b>Revenues:</b>			
Licenses & Fees	\$ 2,883,411	\$ 2,946,645	102.19%
Business Registration Fees	\$ 153,665	\$ 161,798	105.29%
Late Fee Payments	\$ 155,577	\$ 155,157	99.73%
Other	\$ 3,989	\$ 5,297	132.78%
Interest	\$ 461	\$ 663	
<b>Potential Draw on Fund Balance</b>	<b>\$ 27,226</b>		
<b>Total Revenues</b>	<b>\$ 3,224,329</b>	<b>\$ 3,269,559</b>	<b>101.40%</b>
<b>Expenditures:</b>			
Salaries and Wages	\$ 1,688,262	\$ 1,680,362	99.53%
Payroll Related Costs	\$ 584,067	\$ 577,334	98.85%
Professional Fees & Services	\$ 30,000	\$ 14,683	48.94%
Travel			
Board Travel	\$ 12,000	\$ 4,274	35.62%
Staff Travel	\$ 10,000	\$ 6,294	62.94%
Office Supplies	\$ 9,000	\$ 5,323	59.14%
Postage	\$ 7,000	\$ 6,374	91.05%
Communication and Utilities	\$ 27,000	\$ 29,762	110.23%
Repairs and Maintenance	\$ 1,000	\$ 429	42.90%
SWCAP Payment with Office Rental	\$ 198,000	\$ 197,325	99.66%
Equipment Leases--Copiers	\$ 7,000	\$ 6,382	91.17%
Printing	\$ 6,000	\$ 6,670	111.17%
Operating Expenditures	\$ 28,000	\$ 20,454	73.05%
Registration Fees--Employee Training	\$ 10,000	\$ 8,502	85.02%
Membership Dues	\$ 21,000	\$ 15,160	72.19%
Payment to GR	\$ 510,000	\$ 510,000	100.00%
<b>IT Upgrades</b>	<b>\$ 48,000</b>	<b>\$ 45,898</b>	<b>95.62%</b>
<b>Information Security</b>	<b>\$ 28,000</b>	<b>\$ 27,129</b>	<b>96.89%</b>
<b>Total Expenditures</b>	<b>\$ 3,224,329</b>	<b>\$ 3,162,353</b>	<b>98.08%</b>
<b>Excess/ (Deficiency) of Rev over Exp.</b>	<b>-</b>	<b>\$ 107,206</b>	<b>3.32%</b>

<b>Funding for 8 months</b>	<b>\$ 2,149,338</b>
<b>Excess Fund Balance</b>	<b>\$ 1,036,257</b>
<b>Total Fund Balance</b>	<b>\$ 3,185,595</b>

Administrative Penalties Collected \$ 106,200.53

General Revenue Collected \$ -

**Texas Board of Architectural Examiners  
Fiscal Year 2021 Budget  
Scholarship Fund**

	FY 2021 Budget	FY 2021 Actual Sept. 1, 2020-- August 31, 2021
<b>Operating Fund Beginning Fund Balance:</b>	-	-
<b>Adjusted Beginning Balance</b>	-	-
<b>Scholarship Fund Beginning Balance</b>	\$ 78,974.29	
<b>Total Beginning Scholarship Fund Balance</b>	\$ 78,974.29	\$ 92,572.29
<b>Revenues:</b>		
Scholarship Fees + Interest Earned	-	\$ 25,570.13
<b>Total Revenues</b>	-	\$ 25,570.13
<b>Expenditures:</b>		
Operating Expenditures-Scholarship Payments		\$ 7,027.90
<b>Total Expenditures</b>		\$ 7,027.90
<b>Excess/(Deficiency) of Rev. over Exp.</b>	\$ 78,974.29	\$ 111,114.52
<b>Fund Balance</b>	<b>\$ 78,974.29</b>	<b>\$ 111,114.52</b>

Number of Scholarships Awarded

14

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

Applicants		New Registrants		Registrants (active)		The Rest
<b>104</b> Fiscal Year to Date	<b>+37 (67)</b> Year-over-Year	<b>86</b> FYTD	<b>+32 (54)</b> YOY	<b>19790</b> As of month ended	<b>+338 (19452)</b> YOY	A survey of the Registration Division's additional accomplishments and activities

By-examination applications received FYTD, by profession:

Architect:	38
RID:	5
LA:	5
<b>Subtotal:</b>	<b>48</b>

By-examination registrations issued FYTD, by profession:

Architect:	21
RID:	6
LA:	4
<b>Subtotal:</b>	<b>31</b>

### Architects

Resident:	8707
<u>Nonresident:</u>	<u>5303</u>
<b>Subtotal:</b>	<b>14010</b>

**351**

exam results received FYTD  
252 Arch | 0 RID | 99 LA

Reciprocal applications received FYTD, by profession:

Architect:	50
RID:	0
LA:	6
<b>Subtotal:</b>	<b>56</b>

Reciprocal registrations issued FYTD, by profession:

Architect:	52
RID:	0
LA:	3
<b>Subtotal:</b>	<b>55</b>

### RIDs

Resident:	3744
<u>Nonresident:</u>	<u>272</u>
<b>Subtotal:</b>	<b>4016</b>

**145**

Continuing Education audits conducted FYTD

**1**

referred to Investigations FYTD

## About this report

**FYTD:** Fiscal Year to Date. Compares current data to that of the beginning of the current fiscal year.

**YOY:** Year-over-Year. Compares current data to that of 12 months prior.

### Landscape Architects

Resident:	1237
<u>Nonresident:</u>	<u>527</u>
<b>Subtotal:</b>	<b>1764</b>

**0**

scholarship applications approved FYTD

### All registrants

Resident:	13688
<u>Nonresident:</u>	<u>6102</u>
<b>Total:</b>	<b>19790</b>

**12**

Certificates of Standing issued FYTD

Cases Opened		Cases Dismissed		Days to Investigate a Case		Cases Resolved (as of month ended)	
29	-11	18	-6	70	47	7	0
Fiscal Year to Date	Year-over-Year	FYTD	YOY	October, 2021	FY Average to Date	Warning(s) by Executive Director	Voluntary Surrender(s)
13 Case(s) referred to Legal		Dismissal details TDLR: 18 Other: 0* <small>*e.g. No evidence; not a violation.</small>		Context Typical target: 115-330 (2018-19) SDSI avg. actual: 110 (2018)		0 Disciplinary Action(s) by Board	4 *Notice(s) of Violation
						1 *Complaint(s) Filed at SOAH	0 *Informal Conference(s)

\*Matters are ongoing and not yet resolved

Customer Service		Newsletter		Employee Engagement		Contact volume (to front desk alone)	
22,915	1,234	85%	21,000+	439	419	405	77
Customers surveyed	Responses	Read at least half (2018)	Recipients	Most recent score (2020)	Avg. score since 2010	Calls (FYTD)	Emails (FYTD)
94% Customer satisfaction (2020)		"Disciplinary Actions" Most-read topic (2018)		Strengths: Strategic Workplace Supervision	Weaknesses: Pay Benefits Development	Avg. monthly calls FYTD: 405	Avg. monthly emails FYTD: 77

**TEXAS BOARD OF  
ARCHITECTURAL EXAMINERS**

**ANNUAL FINANCIAL REPORT**

**For The Year Ended August 31, 2021**

*Julie Hildebrand,  
Executive Director*



October 1, 2021

Honorable Greg Abbott, Governor  
Honorable Glenn Hegar, State Comptroller  
John McGeady, 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, 2021, 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,

A handwritten signature in blue ink that reads "Julie Hildebrand". The signature is fluid and cursive.

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, 2021

	General Funds (Exh A-1)	Governmental Funds Total	Capital Asset Adjustments	Long-Term Liability Adjustments	Statement of Net Position
<b>ASSETS</b>					
Current Assets:					
Cash and Temporary Investments					
Cash on Hand					-
Cash in Bank					-
Cash in State Treasury	177,822.04	177,822.04			177,822.04
Legislative Appropriations					-
Short-term Investments (Note 3)	3,278,068.15	3,278,068.15			3,278,068.15
Interest Receivable					-
Consumable Inventories					-
<b>Total Current Assets</b>	<b>\$ 3,455,890.19</b>	<b>\$ 3,455,890.19</b>			<b>3,455,890.19</b>
Noncurrent Assets:					
Capital Assets:					
Depreciable, Net			34,414.07		34,414.07
<b>Total Noncurrent Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,414.07</b>	<b>-</b>	<b>34,414.07</b>
<b>Total Assets</b>	<b>\$ 3,455,890.19</b>	<b>\$ 3,455,890.19</b>	<b>\$ 34,414.07</b>	<b>-</b>	<b>3,490,304.26</b>
<b>LIABILITIES AND FUND BALANCES</b>					
Current Liabilities:					
Payables from					
Accounts Payable	32,356.28	32,356.28			32,356.28
Payroll Payable	177,761.27	177,761.27			177,761.27
Due to Other Agencies					-
Deferred Revenue					-
Employees Compensable Leave				137,254.48	137,254.48
<b>Total Current Liabilities</b>	<b>\$ 210,117.55</b>	<b>\$ 210,117.55</b>	<b>-</b>	<b>137,254.48</b>	<b>315,015.75</b>
Noncurrent Liabilities:					
Interfund Payable					
Employees Compensable Leave				121,146.77	121,146.77
<b>Total Noncurrent Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>121,146.77</b>	<b>121,146.77</b>
<b>Total Liabilities</b>	<b>\$ 210,117.55</b>	<b>\$ 210,117.55</b>	<b>-</b>	<b>258,401.25</b>	<b>436,162.52</b>
Fund Financial Statement-Fund Balances					
Fund Balances (Deficits):					
Nonspendable for:					
Inventories	\$ -	-			-
Unassigned					-
Committed: 2315	3,245,772.64	3,245,772.64			3,245,772.64
Total fund balances	<b>\$ 3,245,772.64</b>	<b>\$ 3,245,772.64</b>			<b>3,245,772.64</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 3,455,890.19</b>	<b>\$ 3,455,890.19</b>			<b>3,455,890.19</b>
Net Position					
Invested in Capital Assets			34,414.07		34,414.07
Unrestricted				(258,401.25)	(258,401.25)
<b>Total Net Position</b>			<b>34,414.07</b>	<b>(258,401.25)</b>	<b>3,021,785.46</b>

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, 2021

	General Funds (Exh A-2)	Governmental Funds Total	Capital Asset Adjustments	Long-Term Liability Adjustments	Statement of Net Position
<b>REVENUES</b>					
Legislative Appropriations:					
Original Appropriations	\$ -	-			-
Additional Appropriations	-	-			-
Licenses, Fees & Permits	3,258,121.56	3,258,121.56			3,258,121.56
Interest and Investment Income	680.28	680.28			680.28
Sales of Goods and Services	4,475.00	4,475.00			4,475.00
Other	75,923.84	75,923.84			75,923.84
Total Revenues	<u>\$ 3,339,200.68</u>	<u>\$ 3,339,200.68</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,339,200.68</u>
<b>EXPENDITURES</b>					
Salaries and Wages	\$ 1,680,361.84	1,680,361.84			1,680,361.84
Payroll Related Costs	577,333.62	577,333.62			577,333.62
Professional Fees and Services	28,859.06	28,859.06			28,859.06
Travel	8,480.37	8,480.37			8,480.37
Materials and Supplies	56,236.10	56,236.10			56,236.10
Communication and Utilities	44,377.91	44,377.91			44,377.91
Repairs and Maintenance	429.00	429.00			429.00
Rentals & Leases	116,986.74	116,986.74			116,986.74
Printing and Reproduction	6,670.21	6,670.21			6,670.21
Claims and Judgements	-	-			-
Other Expenditures	221,056.65	221,056.65			221,056.65
Capital Outlay	-	-			-
Depreciation Expense	-	-	9,822.60		9,822.60
Total Expenditures/Expenses	<u>\$ 2,740,791.50</u>	<u>\$ 2,740,791.50</u>	<u>9,822.60</u>	<u>-</u>	<u>\$ 2,750,614.10</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 598,409.18</u>	<u>\$ 598,409.18</u>	<u>\$ (9,822.60)</u>	<u>-</u>	<u>\$ 588,586.58</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers Into TTSTC	3,275,547.33	3,275,547.33			3,275,547.33
Operating Transfers Out to USAS	(3,785,547.33)	(3,785,547.33)			(3,785,547.33)
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>\$ 88,409.18</u>	<u>\$ 88,409.18</u>	<u>(9,822.60)</u>	<u>-</u>	<u>\$ 78,586.58</u>
<b>Fund Financial Statement-Fund Balances</b>					
Fund Balances--Beginning, Sept. 1, 2020	\$ 3,157,363.46	\$ 3,157,363.46			\$ 3,157,363.46
Restatements					
Fund Balances, September 1, 2020, as Restated	<u>3,157,363.46</u>	<u>3,157,363.46</u>	<u>-</u>	<u>-</u>	<u>3,157,363.46</u>
Appropriations Lapsed					
Fund Balances--August 31, 2021	<u>\$ 3,245,772.64</u>	<u>\$ 3,245,772.64</u>			<u>\$ 3,235,950.04</u>
Change in Net Position		3,245,772.64	(9,822.60)	-	3,235,950.04
Net Position, Sept. 1, 2020			267,160.29	(226,503.96)	40,656.33
Net Position, August 31, 2021	32,295.51		<u>257,337.69</u>	<u>(226,503.96)</u>	<u>\$ 3,276,606.37</u>

**Notes  
To The  
Financial  
Statements**

## NOTES TO THE FINANCIAL STATEMENTS

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**—Not Required

**NOTE 2: CAPITAL ASSETS**—Prepared by the CPA

A summary of changes in General Fixed Assets for the year ended August 31, 2021, is presented below.

	<u>PRIMARY GOVERNMENT</u>				<u>Balance</u> <u>08/31/2</u>
	<u>Balance</u> <u>09/01/20</u>	<u>Adjustments</u>	<u>Additions</u>	<u>Deletions</u>	
<b>Governmental Activities:</b>					
Depreciable Assets					
Furniture and Equipment	81,568.83	10,211.60			91,780.43
Other Assets	492,862.32			(492,862.32)	00.00
Total depreciable assets at historical cost:	574,431.15	10,211.60		(492,862.32)	91,780.43
Less accumulated depreciation for:					
Furniture and Equipment	(47,203.40)	(340.36)	(9,822.60)		(47,203.40)
Other Assets	(270,700.50)			270,700.50	00.00
Total accumulated depreciation	(317,903.90)	(340.36)	(9,822.60)	270,700.50	(57,366.36)
Depreciable assets, net Governmental activities	256,527.25	9,871.24	(9,822.60)	(221,161.82)	34,414.07
Capital assets, net:	<u>\$ 256,527.25</u>	<u>9,871.24</u>	<u>(9,822.60)</u>	<u>(221,161.82)</u>	<u>\$34,414.07</u>

### NOTE 3: DEPOSITS, INVESTMENTS, & REPURCHASE AGREEMENTS

#### Deposits of Cash in Bank

As of August 31, 2021, the carrying amount of deposits was zero.

#### Governmental Activities

<u>Cash in Bank – Carrying Value</u>	<u>\$ 00.00</u>
<u>Cash in Bank per AFR</u>	<u>\$ 00.00</u>

<u>Governmental Funds Current Assets Cash in Bank</u>	<u>\$ 00.00</u>
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Cash in Bank per AFR \$ 00.00

**Investments**

As of August 31, 2021, 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>\$ 3,278,068.15</u>	<u>\$ 3,278,068.15</u>
Totals	<u>\$ 3,278,068.15</u>	<u>\$ 3,278,068.15</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**—Prepared by the CPA

During the year ended August 31, 2021, the following changes occurred in liabilities.

Governmental Activities	<u>Balance 09/01/20</u>	<u>Additions</u>	<u>(Reductions)</u>	<u>Balance 08/31/21</u>	<u>Amounts Due Within One Year</u>
Compensable Leave	\$327,145.49	\$186,273.12	(\$255,017.36)	\$258,401.25	\$137,254.48
Total Governmental Activities	<u>\$327,145.49</u>	<u>\$186,273.12</u>	<u>(\$255,017.36)</u>	<u>\$258,401.25</u>	<u>\$137,254.48</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**—Not Applicable

**NOTE 7: CAPITAL LEASES**--Not Applicable

**NOTE 8: OPERATING LEASE OBLIGATIONS**-Not Applicable

**NOTE 8: OPERATING LEASES**

Included in the expenditures reported in the financial statements are the following amounts of rent paid or due under operating lease obligations:

<b>Fund Type</b>	<b>Amount</b>
Local Operating	\$ 112,763.70

Future minimum lease rental payments under noncancelable operating leases having an initial term in excess of one year are:

**Year Ended Aug. 31,**

2022 (Future Year 1)	\$138,376.41
2023 (Future Year 2)	\$142,560.04
2024 (Future Year 3)	\$146,798.70
2025 (Future Year 4)	\$151,209.63
2026 (Future Year 5)	\$155,752.67
2027-2030 (Future Years 6-10)	\$671,179.87
Total Minimum Future Lease Rental Payments	\$1,405,877.32

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**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, 2021, follows:

Total Operating Transfers	<u>Operating Transfers-In</u>	<u>Operating Transfers-Out</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	\$ 3,268,547.33	
<u>GAAP Fund 1010, Fund 2859</u>		
Agy 459, GAAP Fund 1010, Fund 1010		\$ 3,268,547.33
Agy 459, GAAP Fund 1010, Fund 3859		\$ 7,000.00
<u>GAAP Fund 1010, Fund 3859</u>		
Agy 459, GAAP Fund 1010, Fund 2859	\$ 7,000.00	
Total Transfers	<u>\$ 3,275,547.33</u>	<u>\$ 3,785,547.33</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**

Not Applicable

**NOTE 15: CONTINGENT LIABILITIES**

Not Applicable

**NOTE 16: SUBSEQUENT EVENTS**

Not Applicable

**NOTE 17: RISK MANAGEMENT**

Not Applicable

**NOTE 18: MANAGEMENT DISCUSSION AND ANALYSIS**

Not Applicable

**NOTE 19: THE FINANCIAL REPORTING ENTITY & JOINT VENTURE**

Not Applicable

**NOTE 20: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

Not Applicable

**NOTE 21:**

Not Applicable

**NOTE 22: DONOR-RESTRICTED ENDOWMENTS**

Not Applicable

**NOTE 23: SPECIAL OR EXTRAORDINARY ITEMS**

Not Applicable

**NOTE 24: DISAGGREGATION OF RECEIVABLE AND PAYABLE BALANCES**

Not 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, 2021

	Operating Fund GAAP Fund 1010 Agy Fund 1010	Local Fund TTSTC GAAP Fund 1010 Agy Fund 2859	Total
<b>ASSETS</b>			
Current Assets:			
Cash and Temporary Investments			
Cash on Hand			-
Cash in Bank			-
Cash in State Treasury	177,822.04		177,822.04
Legislative Appropriations			-
Short-term Investments (Note 3)		3,278,068.15	3,278,068.15
Interest Receivable			-
Consumable Inventories			-
Total Current Assets	<u>\$ 177,822.04</u>	<u>\$ 3,278,068.15</u>	<u>\$ 3,455,890.19</u>
Noncurrent Assets:			
Capital Assets:			
Non-Depreciable			
Depreciable			
Furniture and Equipment			-
Accumulated Depreciation			-
Other Assets			-
Accumulated Depreciation			-
Total Noncurrent Assets	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Assets	<u>\$ 177,822.04</u>	<u>\$ 3,278,068.15</u>	<u>\$ 3,455,890.19</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Current Liabilities:			
Payables from			
Accounts Payable	32,356.28		32,356.28
Payroll Payable	177,761.27		177,761.27
Due to Other Funds			
Deferred Revenue			-
Employees Compensable Leave			-
Total Current Liabilities	<u>\$ 210,117.55</u>	<u>\$ -</u>	<u>\$ 210,117.55</u>
Noncurrent Liabilities:			
Interfund Payable			
			-
Employees Compensable Leave			-
Total Noncurrent Liabilities	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Liabilities	<u>\$ 210,117.55</u>	<u>\$ -</u>	<u>\$ 210,117.55</u>
Fund Financial Statement-Fund Balances			
Fund Balances (Deficits):			
Nonspendable for:			
Inventories			-
Unassigned	60.77		60.77
Committed:	(32,356.28)	3,278,068.15	3,245,711.87
Total fund balances	<u>\$ (32,295.51)</u>	<u>\$ 3,278,068.15</u>	<u>\$ 3,245,772.64</u>
Total Liabilities and Fund Balance	<u>\$ 177,822.04</u>	<u>\$ 3,278,068.15</u>	<u>\$ 3,455,890.19</u>

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, 2021

	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	Total
<b>REVENUES</b>				
Legislative Appropriations:				
Original Appropriations				-
Additional Appropriations				-
Licenses, Fees & Permits		3,258,121.56		3,258,121.56
Interest Revenue		680.28		680.28
Sales of Goods and Services		4,475.00		4,475.00
Other		75,923.84		75,923.84
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 3,339,200.68</b>	<b>\$ -</b>	<b>\$ 3,339,200.68</b>
<b>EXPENDITURES</b>				
Salaries and Wages	1,680,361.84			1,680,361.84
Payroll Related Costs	577,333.62			577,333.62
Professional Fees and Services	28,859.06			28,859.06
Travel	8,480.37			8,480.37
Materials and Supplies	56,236.10			56,236.10
Communication and Utilities	44,377.91			44,377.91
Repairs and Maintenance	429.00			429.00
Rentals & Leases	116,986.74			116,986.74
Printing and Reproduction	6,670.21			6,670.21
Interest Expense	-			-
Other Expenditures	213,573.78	482.87	7,000.00	221,056.65
Capital Outlay	-			-
Depreciation Expense				-
<b>Total Expenditures/Expenses</b>	<b>\$ 2,733,308.63</b>	<b>\$ 482.87</b>	<b>\$ 7,000.00</b>	<b>\$ 2,740,791.50</b>
 Excess (deficiency) of revenues over expenditures	 \$ (2,733,308.63)	 \$ 3,338,717.81	 \$ (7,000.00)	 \$ 598,409.18
<b>OTHER FINANCING SOURCES (USES)</b>				
Operating Transfers In (into USAS)	3,268,547.33	-	7,000.00	3,275,547.33
Operating Transfers Out (from TTSTC)	(510,000.00)	(3,275,547.33)		(3,785,547.33)
<b>Total other financing sources and uses</b>	<b>\$ 2,758,547.33</b>	<b>\$ (3,275,547.33)</b>	<b>\$ 7,000.00</b>	<b>\$ (510,000.00)</b>
 Net change in fund balances/net assets	 \$ 25,238.70	 \$ 63,170.48	 \$ -	 \$ 88,409.18
<b>Fund Financial Statement-Fund Balances</b>				
Fund Balances--Beginning, Sept. 1, 2020	\$ (57,534.21)	\$ 3,214,897.67	\$ -	\$ 3,157,363.46
Restatements				-
Fund Balances, September 1, 2020, as Restated	(57,534.21)	3,214,897.67	-	3,157,363.46
 Appropriations Lapsed				-
Fund Balances--August 31, 2021	<b>\$ (32,295.51)</b>	<b>\$ 3,278,068.15</b>	<b>\$ -</b>	<b>\$ 3,245,772.64</b>

**BOARD OF ARCHITECTURAL EXAMINERS (459)**

Exhibit J-1 - Combining Statement of Changes in Assets and Liabilities - Agency Funds  
August 31, 2021

	Beginning Balance September 1, 2020	Additions	Deductions	Ending Balance August 31, 2021
<b>Child Support Employee Deduction Fund 0807</b>				
<b>ASSETS</b>				
Cash in State Treasury				\$ -
<b>Total Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LIABILITIES</b>				
Vouchers Payable				\$ -
Funds Held for Others				\$ -
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Suspense Fund 0900</b>				
<b>ASSETS</b>				
Cash in State Treasury				\$ -
<b>Total Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LIABILITIES</b>				
Funds Held for Others				\$ -
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Unappropriated Fund 0002</b>				
<b>ASSETS</b>				
Cash in State Treasury		\$ 137,379.53	\$ 137,379.53	\$ -
<b>Total Assets</b>	<b>\$ -</b>	<b>\$ 137,379.53</b>	<b>\$ 137,379.53</b>	<b>\$ -</b>
<b>LIABILITIES</b>				
Funds Held for Others		\$ 137,379.53	\$ 137,379.53	\$ -
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ 137,379.53</b>	<b>\$ 137,379.53</b>	<b>\$ -</b>
<b>Total</b>				
<b>ASSETS</b>				
Cash in State Treasury		\$ 137,379.53	\$ 137,379.53	\$ -
<b>Total Assets</b>	<b>\$ -</b>	<b>\$ 137,379.53</b>	<b>\$ 137,379.53</b>	<b>\$ -</b>
<b>LIABILITIES</b>				
Vouchers Payable				\$ -
Funds Held for Others		\$ 137,379.53	\$ 137,379.53	\$ -
<b>Total Liabilities</b>	<b>\$ -</b>	<b>\$ 137,379.53</b>	<b>\$ 137,379.53</b>	<b>\$ -</b>

## Strategic Plan Timeline

### **Mission**

*February 24, 2022 Board Meeting Workshop*

### **Goals and Action Plan**

*February 24, 2022 Board Meeting Workshop*

### **Redundancies and Impediments**

*February 24, 2022 Board Meeting Workshop*

### **Final Strategic Plan and Additional Sections**

*Staff – May 2022*

*Approved – May 26, 2022 Board Meeting, due June 2022*

- Budget Structure
- Performance Measure Definitions
- HUB Plan
- Agency Workforce Plan
- Report on Customer Service Survey – *February 1, 2022, due June 2022*

### **Budget**

*Presented - May 26, 2022 Board Meeting*

*Approved – August 25, 2022 Board Meeting*

# **Excerpt from the Board Training Manual**

*Pages 12 & 13*

## **Board Member Attendance at Board Meetings**

Regular attendance at meetings is essential for the smooth functioning of the board and administrative staff. You are responsible for notifying the Chair if you are unable to attend a Board meeting. Absence, even with prior notification, should be avoided. Please note that Board meeting minutes contain detailed records of Board member attendance to demonstrate compliance with quorum requirements and to record voting results.

“The chair of the Board may allow a Board member to participate remotely in a Board meeting through a videoconference call to accommodate the individual needs of a Board member. The Board member’s participation must comply with the Texas Open Meetings Act.”



# ANNUAL REPORT ON TRENDS: 2021



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

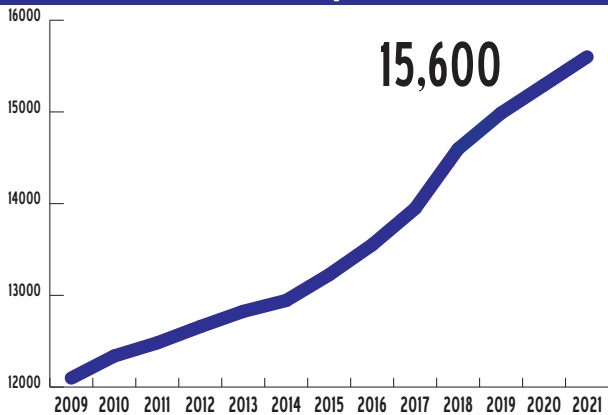
noteworthy trends, organized into color-coded groupings by broad topic. Content accented in blue touches on registration and licensing. Red content touches on enforcement-related topics. Finally, green content regards the agency's financial and administrative operations.

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. Be well and stay safe, this year and every year.

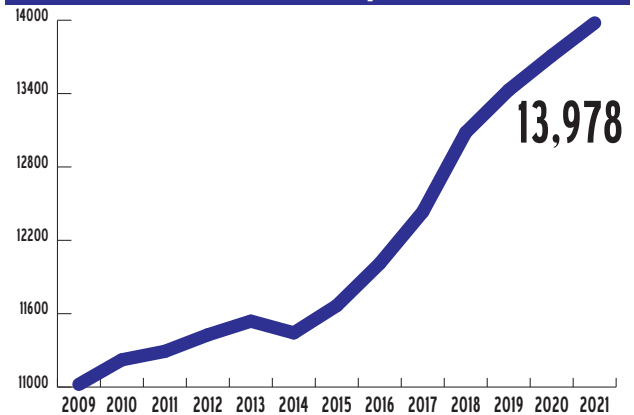
# Architect registrants

The healthy trendline for Texas Architects continues.

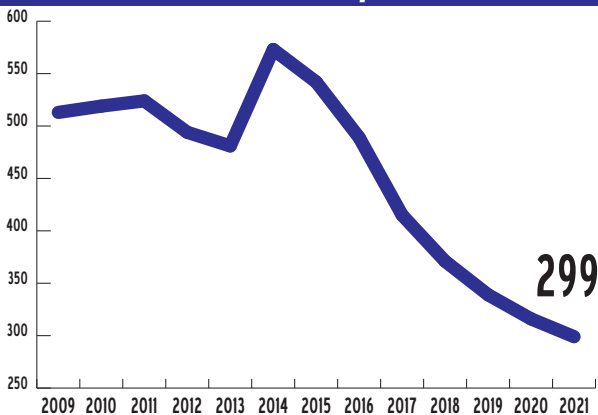
### All Architects by Fiscal Year



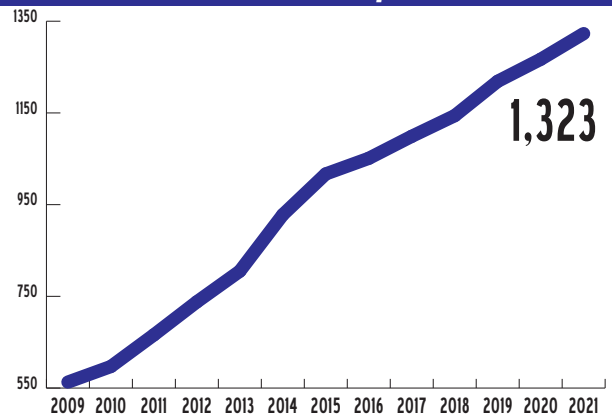
### Active Architects by Fiscal Year



### Inactive Architects by Fiscal Year



### Emeritus Architects by Fiscal Year

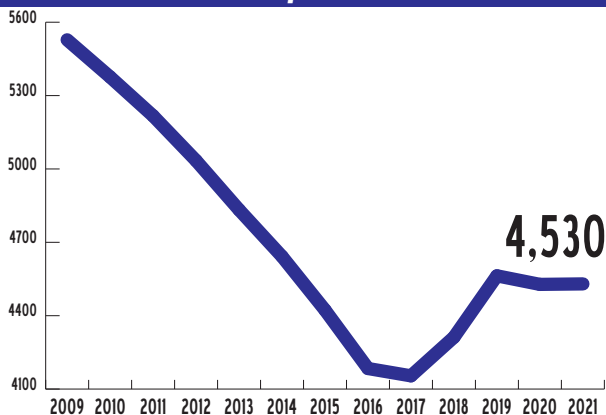


Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

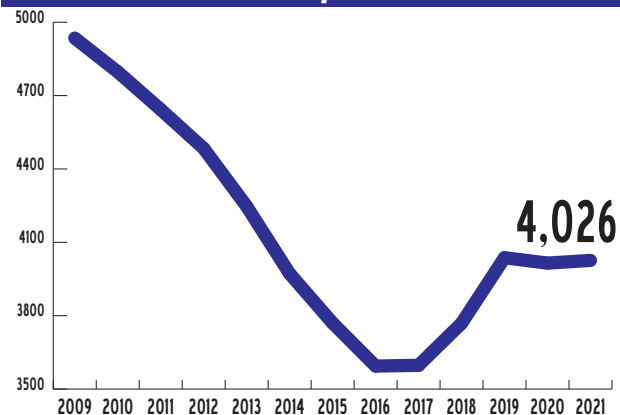
# RID registrants

An increase of two RID registrants from last year (all statuses).

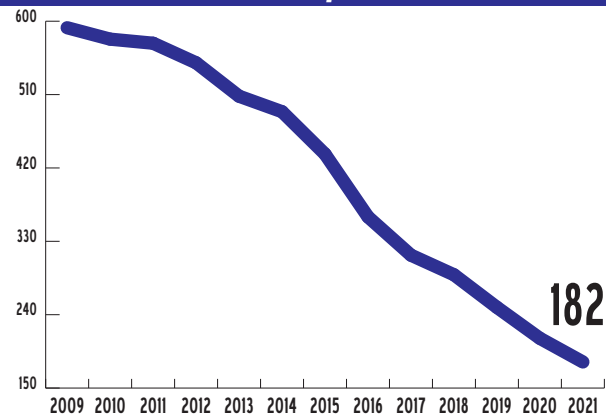
### All RIDs by Fiscal Year



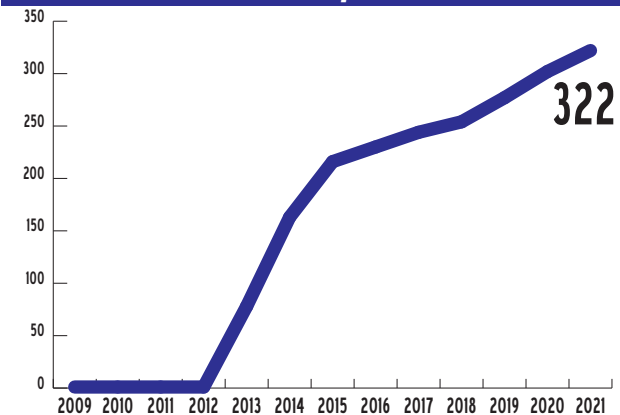
### Active RIDs by Fiscal Year



### Inactive RIDs by Fiscal Year



### Emeritus RIDs by Fiscal Year

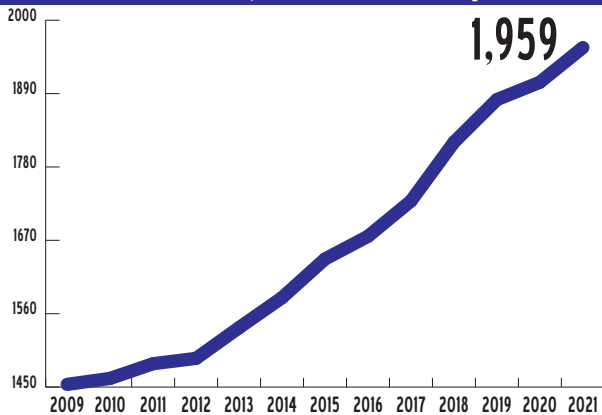


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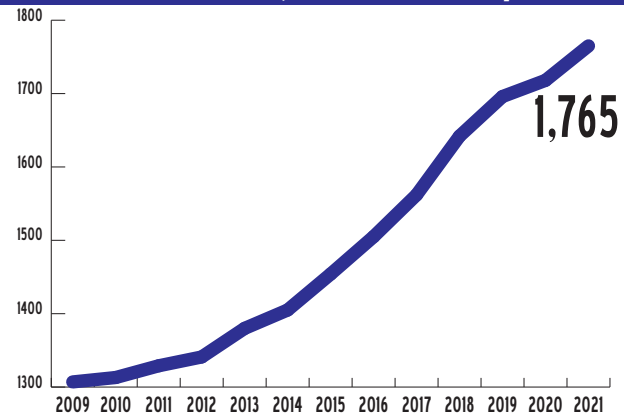
# Landscape architect registrants

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

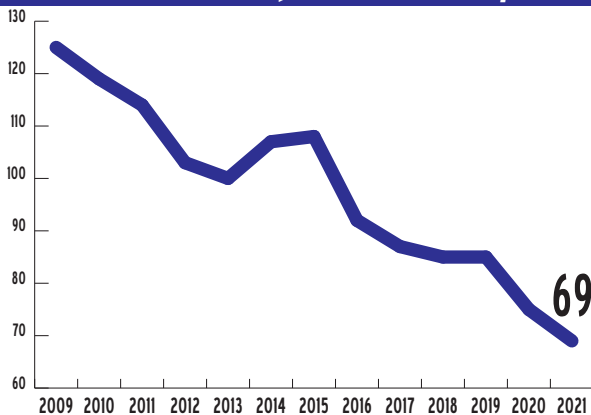
### All Landscape Architects by FY



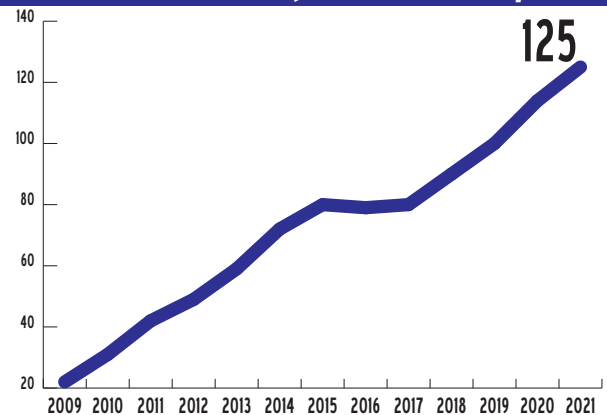
### Active Landscape Architects by FY



### Inactive Landscape Architects by FY



### Emeritus Landscape Architects by FY

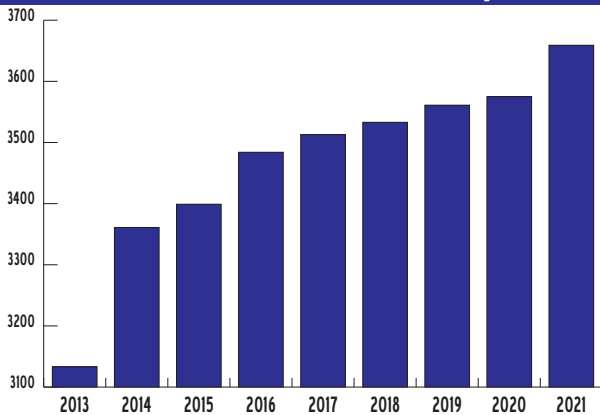


Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

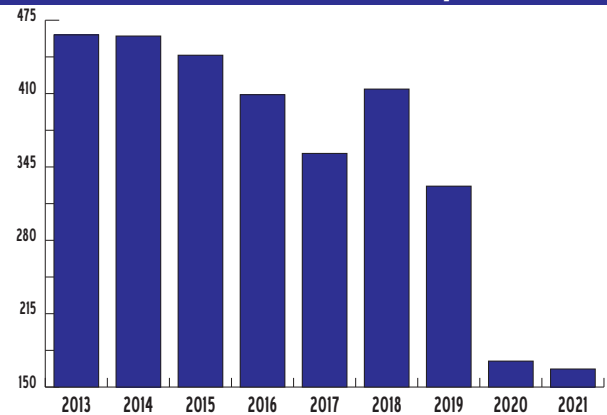
# Exam Candidates

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.

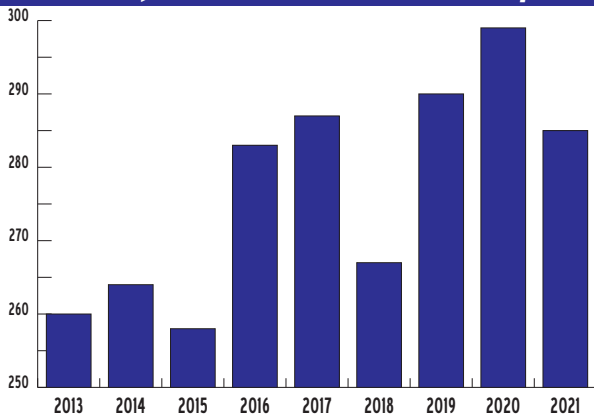
Architect exam candidates by FY



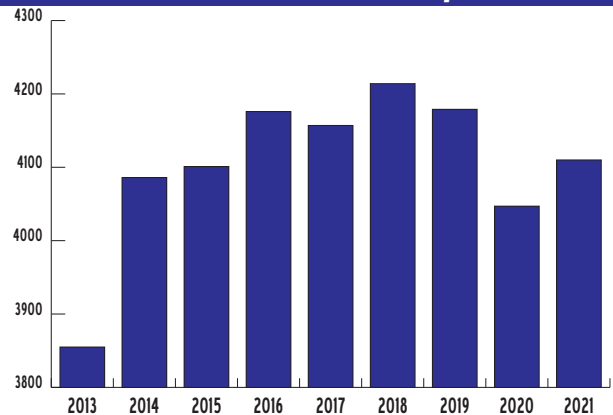
RID exam candidates by FY



Landscape Architect exam cand. by FY



All exam candidates by FY

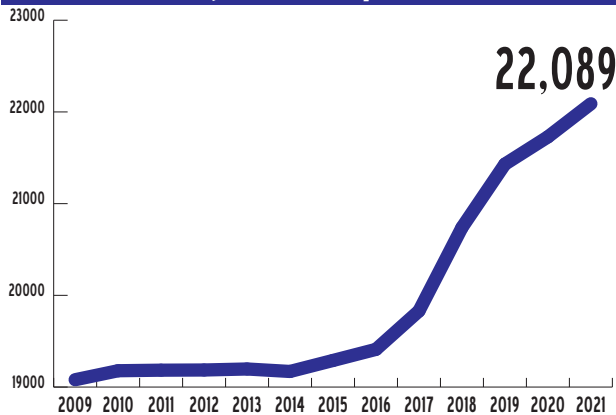


Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

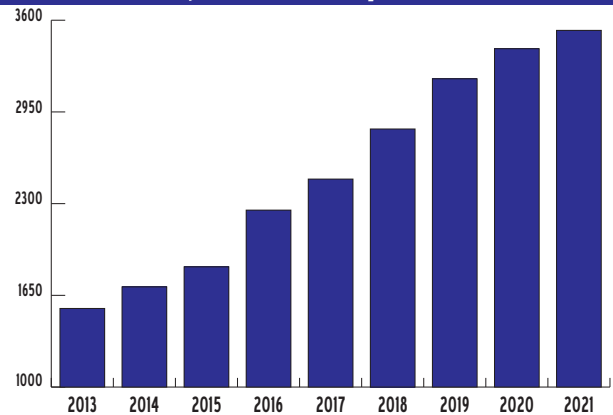
# Licensing odds & ends

Generally, the data indicate health in the professions we regulate.

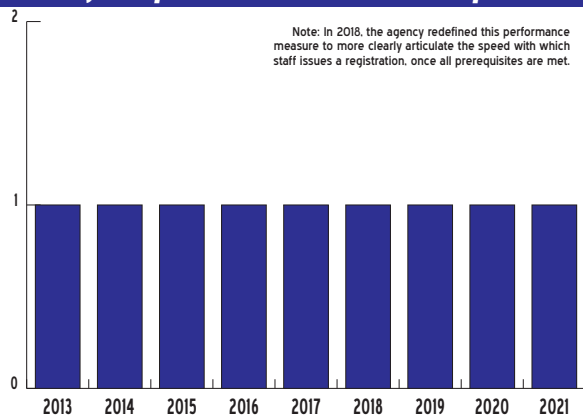
### Total Registrants by Fiscal Year



### Firm registrations by Fiscal Year



### Avg. days to issue a license by FY

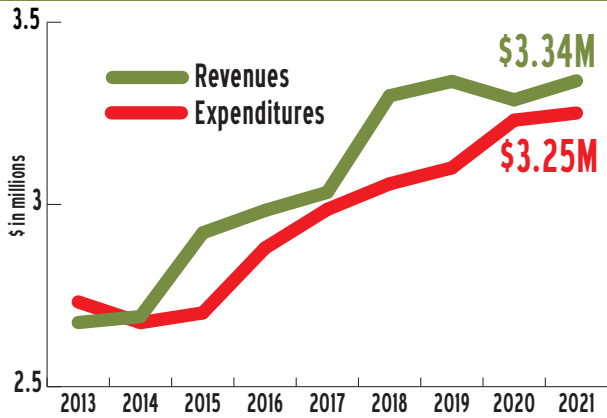


Data for the graphs on this page come from various agency sources. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

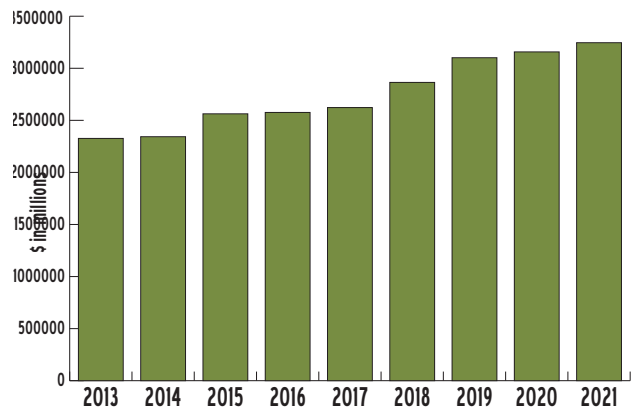
# Staffing, Finance, Administration

There are indications of a post-pandemic recovery in some metrics.

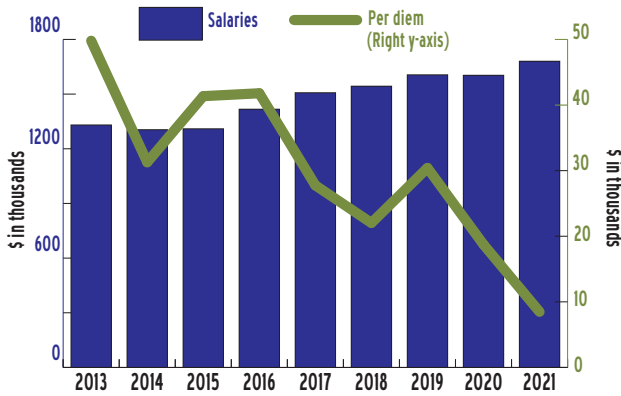
### Revenues and expenditures by FY



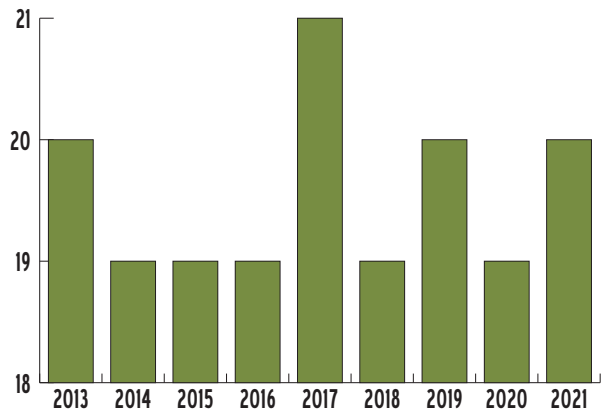
### Fund balance by Fiscal Year



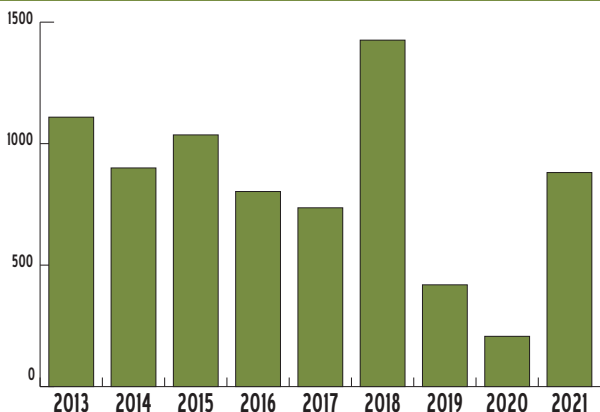
### Salaries and per diem by FY



### Full-time employees by FY



### Communications impressions by FY

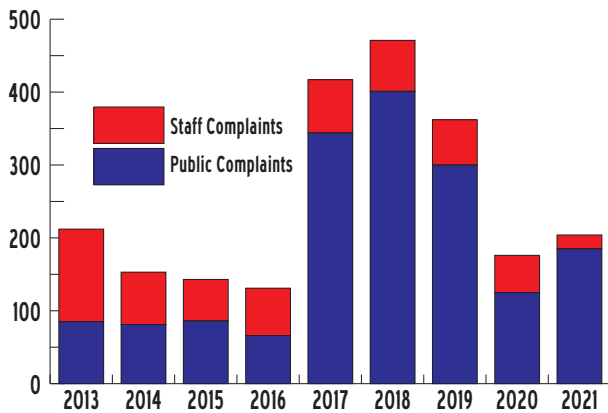


Data for the graphs on this page come from multiple agency sources. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.

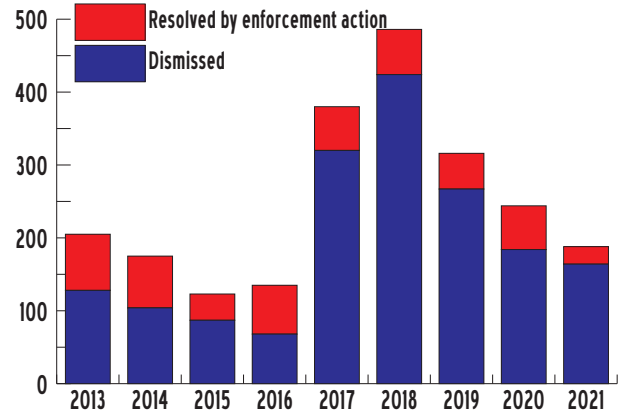
# Investigations and Enforcement

Note that Continuing Education audits were paused during the worst of the pandemic.

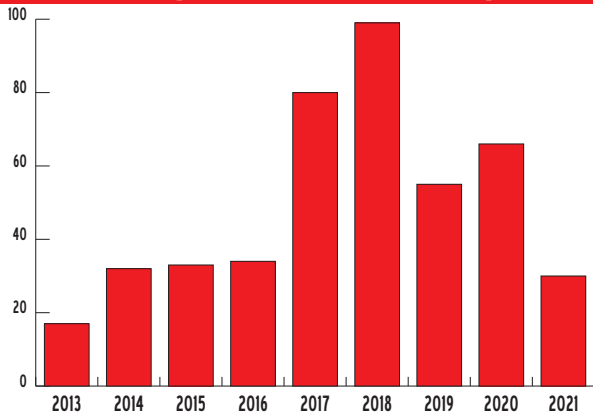
Complaints from the public/staff



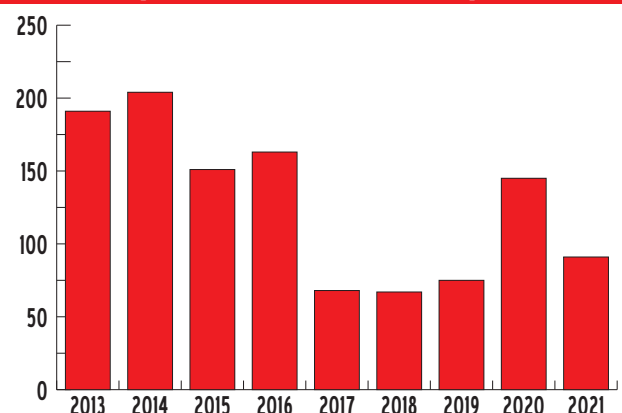
Cases Dismissed/Acted Upon



Voluntary compliance cases by FY



Days to case resolution by FY



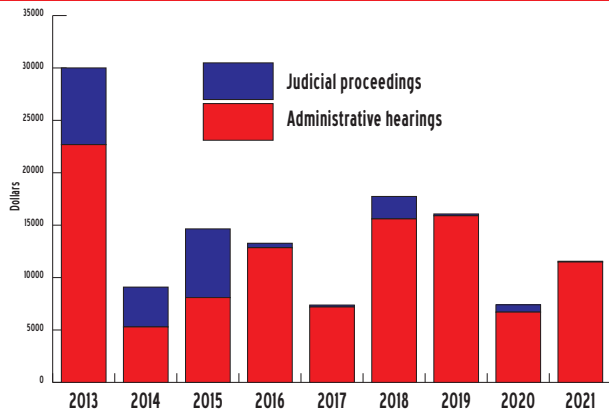
Data for the graphs above come from the agency's in-house database. These visuals are intended to provide an idea of recent trends at a glance, rather than in great detail.



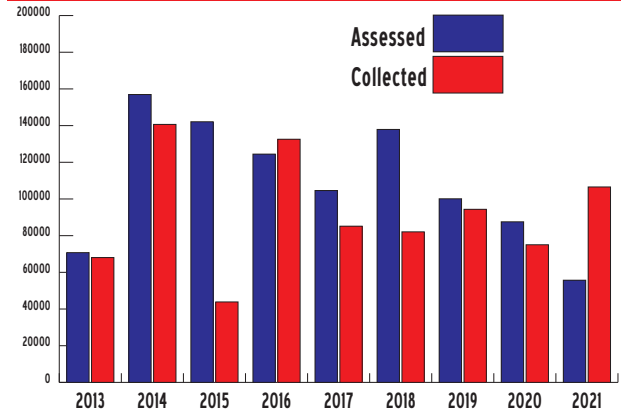
# Investigations and Enforcement

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

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 Tel: 512-305-9000  
 Fax: 512-305-8900  
[customerservice@tbae.texas.gov](mailto:customerservice@tbae.texas.gov)

Texas Board of Architectural Examiners

▶ Department of Information Technology

Dale Dornfeld | Information Technology Manager

- @ TBAE over 10yrs
- Degree from GMI Engineering and Management Institute
  - B.S. Electrical Engineering

Matthew Le | Software Developer

- @TBAE over 10yrs
- Degrees from Iowa State University
  - B.S. Aerospace Engineering
  - B.S. Physics



The IT department will administer the Information Technology operations for the agency.

Striving to maintain system availability, provide data accuracy, increase efficiency, and develop highly useful web sites and applications.

## Goals and Objectives

- ▶ The IT department will manage the information resource needs of the agency.
- ▶ Evaluate and implement solutions for the evolving computing needs of the agency.
- ▶ Provide a stable infrastructure for existing information technology systems.
- ▶ Increase the efficiency and productivity of Board operations with the use of information resources.



TBAE uses a website accessibility checker service (Siteimprove) provided by the Texas Department of Information Resources (DIR).

Siteimprove's service scans TBAE's public website, identifies on-page and technical accessibility issues and errors, and then offers recommendations to help us improve the site.

Siteimprove service checks for compliance with Section 508 guidelines. Section 508 is part of the US Rehabilitation Act, which requires US federal agencies to make their information and communications technology accessible to people with disabilities.

## Policies/Standards

- ▶ The Information Technology department implements web site accessibility policies and standards in accordance with [Texas Administrative Codes \(TAC\)](#) §206.50, §206.54, §213.10 through §213.17 and §213.21(b) - §213.21(f).
- ▶ The Information Technology department uses Web Content Accessibility Guidelines (WCAG 2.0) to consider improvements for our web sites as well as the Open Web Application Security Project (OWASP).

The Texas Department of Information Resources (DIR) provides oversight for Texas agencies that includes a Biennial Information Resources Deployment Review (IRDR) as required by Texas Government Code, Section 2054.0965/0967



- ▶ The IRDR is a process that provides guidance for Texas state agencies in fulfilling the Information Resource requirements of Texas
- ▶ Key areas covered are the agency's information resources environment, compliance with state standards, and alignment with state technology goals
- ▶ This biennial review helps TBAE to identify areas the agency should consider making IT advancements and improvements regarding our tools and resources in the future
- ▶ TBAE is working toward advancing our systems as defined in the Statewide Strategic Plan for Information Resource Management

2011:

Database app

Public web site

Secure payment web site

Database Reporting System



http://

https://



2021:

Database app, Secure Public web site (www.tbae.texas.gov)

2 Secure payment web sites (IND REG & BIZ REG)

2 Stand-Alone applications (for Accounting and Fingerprinting)

Database Reporting System



https://

https://



https://

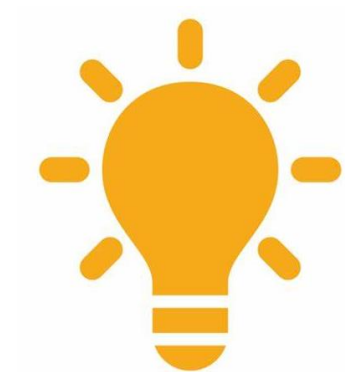
2 New Applications

# Web Site and Application Development

Information Technology providing staff with customized access to our database.

# New Website Features Developed

- ▶ Automated the sign-up process for Business Registration
- ▶ Created a self-service for registrants to retrieve their UserName and/or Reset their password
- ▶ Archive emails sent out by the system so registrants can retrieve their old emails (receipts, notices from TBAE, etc...) and re-send the old emails without having to call TBAE
- ▶ Created a private area for registrants to upload files (supporting documents, CE files, etc...) to TBAE. Much quicker than submitting by mail
- ▶ Scanning - created storage and retrieval system for files in electronic format that link to registrant accounts and/or enforcement cases so files are just a click away, instead of hunting them down in file cabinets
- ▶ Automated fingerprinting enrollment and reporting process





# Staff Support

- ▶ The Information Technology department works to resolve computer issues for staff, whether software or hardware related
- ▶ Work with the Information Security department to keep TBAE's computer hardware up to date, includes both staff computers and system servers
- ▶ Review new feature requests, discuss the possibilities and define suitable requirements that can be implemented, and then implement the new features on TBAE's web sites or applications
- ▶ Handle customer service calls when IT expertise is needed to help resolve an issue, usually user login or payment processing related
- ▶ Provide reports from the agency database, sometimes ad-hoc like for Public Information Requests (PIR), sometimes creating new reports on one of our web sites, sometimes for planned annual reporting like Performance Measures for the agency.

# Website Demos

<https://www.tbae.texas.gov>

<https://indreg.tbae.texas.gov>

<https://bizreg.tbae.texas.gov>

# Current Projects

- ▶ Support the Communications department project of producing a newly designed public web site for TBAE; as part of this project the IT department is working to move all public web site features involving interaction with TBAE's database from the current TBAE public web site to their corresponding secure payment web sites, things like Search for Individual, Search for Business, and Roster download features
- ▶ Update of TBAE's database software to a newer version to maintain security and allow for continued vendor support

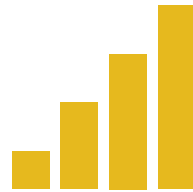
# Future Projects

- We are planning to revamp TBAE's secure payment web sites with newer version of software and to have a similar look and feel as the newly designed TBAE public web site
- We are considering the move of TBAE's system server virtual machines from TBAE owned hardware to a secure cloud environment
- Continue to implement new features and improvements to the current TBAE web sites and applications
- Keep TBAE's staff and system computer resources functioning and up to date

# Thank You - TBAE's IT Department



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