

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE

121 South Fruit Street
Concord, N.H. 03301-2412
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PETER D. DANLES
Executive Director

JUN 05 '18 AM 10:27 DGS
MELISSA VAN SICKLE
Director of Finance



June 4, 2018

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification, Division of Technical Professions to renew our membership with the National Council of Architectural Registration Boards (NCARB), vendor code 177818, Washington, D.C., in the amount of \$12,000 from July 1, 2018 through June 30, 2019, effective upon Governor and Council approval. The Office of Professional Licensure and Certification, Division of Technical Professions is a 125% agency funded entirely by examination and licensing fees. 100% general funds.

Funds to support this request are available in the following account in State FY 2019:

01-21-21-212010-2405 DIVISION OF TECHNICAL PROFESSIONS

026 – 500251 ORGANIZATIONAL DUES	<u>FY 2019</u>
	12,000.00

EXPLANATION

The Office of Professional Licensure and Certification, Division of Technical Professions, will be continuing its membership with the National Council of Architectural Registration Boards (NCARB) commencing July 1, 2018 through June 30, 2019. Our present contract expires June 30, 2017.

Respectfully submitted,

Handwritten signature of Melissa Van Sickle in cursive.

Melissa Van Sickle
Director of Finance

Listed below are answers to questions which may be of assistance for The Governor and Council in considering the approval of organization dues and membership submissions:

1. How long has this organization been in existence and how long has this agency been a member of this organization? NCARB has been in existence since 1919 and the Board of Architects has been a member since approximately 1956.
2. Is there any other organization which provides the same or similar benefits which your agency belongs to? No
3. How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member? Fifty states and four additional jurisdictions are members of NCARB. The OPLC is the only NH state agency that is a member of NCARB.
4. How is the dues structure established? NCARB charges states a standard membership fee based on population and other criteria.
5. What benefit does the state receive from participating in membership? Membership in NCARB is required in order to obtain access to the National Architectural Registration examinations. The State also receives updated information on the major areas of Architectural practice.
6. Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail: No training materials are included, only the examinations regarding professional standards are included in the membership
7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain: Membership in NCARB is required in order to obtain access to the National Architectural licensing examinations. Passage of these exams is required for licensure in NH.
8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips. There is one trip per year for a Board member to attend the national conference and two regional New England based trips per year to vote on behalf of the NH Board.
9. Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization). The members of the Board of Architects are voting members of NCARB. The staff of the OPLC Technical Division interfaces with NCARB regarding administration of examinations.
10. Explain in detail any negative impact to the State if the OPLC did not belong to this organization. If the State does not belong to NCARB the State will be unable to administer examinations for licensure of Architects. If the Board does not have access to the national exams, the Board will be unable to carry out the legislatively mandated examinations for Architects required pursuant to RSA 310-A: 38, III, and 310-A: 43.

NCARB
National Council of Architectural Registration Boards
1801 K Street NW, Suite 700K
Washington, DC 20006
202/783-6500
202/783-0290 FAX

INVOICE

Date: 29 May 2018
Invoice No: 010423

Bobbie Carter
NH Joint Board of Licensure
And Certification Board of Architects
Anna Philbrook Building
121 South Fruit Street
Concord, NH 03301

ANNUAL NCARB MEMBERSHIP DUES

Membership Dues
for the period from 1 July 2018 to 30 June 2019 \$6,500.00

ANNUAL NEW ENGLAND CONFERENCE REGION I DUES

For active membership dues and for the services of the New England Conference Region I for
the period from 1 July 2018 to 30 June 2019 \$5,500.00

TOTAL DUES: \$12,000.00

Membership dues support your board's public health, safety and welfare mission by providing you access to the full services of the National Council of Architectural Registration Boards such as development and delivery of the Architect Registration Examination, administration of the Architectural Experience Program, architect/licensure candidate record development and transmittal process, access to the disciplinary database, funding the development of an integrated database, up to two board members and the Member Board Executive to attend the Annual Business Meeting, Member Board Executive Workshop, etc.

Account No. 45000

*Please make checks payable to NCARB, Mail to NCARB Attn: Accounting, 1801 K St. N.W., Suite 700 Washington, DC 20006.
All payments must be paid in US funds.*

PLEASE RETURN INVOICE COPY WITH PAYMENT.