



THE MINNESOTA BOARD OF ARCHITECTURE, ENGINEERING, LAND SURVEYING,
LANDSCAPE ARCHITECTURE, GEOSCIENCE AND INTERIOR DESIGN

BOARD MEMORANDUM

April 24, 2015

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Carl Peterson, CPA, PM, Board Chair

SUBJECT: **APRIL 24, 2015 BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Ste 295 (2nd floor)
10:25 AM

The Board held its regularly scheduled meeting on the above-mentioned date, time and location.

- 1) A) QUORUM CALL
Carl Peterson, CPA, PM, Chair
Mary Deeg, CID, Vice Chair
David Landecker, LS Secretary
Vacant, Treasurer
Lyn Berglund, CID
Tanya Digiovanni, CAP-OM, PM
Dave Fisher, CBO, PM
Terry Groshong, Architect
Jim Grube, PE
Robert Gunderson, LA
Wayne Hilbert, Architect
Nirmal Jain, PE
David Krech, PE (**Absent**)
William Kuretsky, BS, MME, JD, PM
Dennis Martenson, PE
Robin Mathews, LS
Paul May, Architect (**Absent**)
Peter Miller, PSS
Daniel Murphy, PE
Marjorie Pitz, LA
Keith Rapp, PG
John Swanson, Deputy State Fire Marshal, PM

OTHERS:

Christopher Kaisershot, Assistant Attorney General
Doreen Frost, Executive Director
Andrea Barker, Assistant Executive Director, Rules Coordinator
Lynette DuFresne, Investigator
Laurie Nistl, Board Staff
Kay Weiss, Board Staff
Sara Datko, Board of Accountancy Staff

GUESTS:

- Charlie Petersen, Senior Management Consultant at Minnesota Management and Budget (MMB).
- Lisa Hanni, Former Board Member
- Bruce Johnson, Former Board Member

- 2) INTRODUCTIONS
A) Introductions of members, staff and guests.
B) Welcome to the two new Board members: Robin Mathews, LS, and Keith Rapp, PG.
C) Recognition of Outgoing Board Members: Lisa Hanni, LS, and Bruce Johnson, PG.
- 3) READING AND APPROVAL OF FEBRUARY 6, 2015 BOARD MEETING MINUTES
MSP: To approve the February 6, 2015 Board meeting minutes.
- 4) CREDENTIALING COMMITTEE REPORT (J. GRUBE, Committee Chair)
A) No meeting was held.

- 5) RULES COMMITTEE REPORT (W. KURETSKY, Committee Chair)
 - A) No meeting was held.

- 6) ALACID SECTION REPORT (W. HILBERT, Section Chair)
 - A) Potential Rule Changes for Consideration were discussed and moved forward.
 - B) Seven Continuing Education Audit files were reviewed and completed.
 - C) NCARB Regional Meeting Report by the attendees.
 - D) NCARB Draft Resolutions were discussed as well as the Board's Letter of Response to the draft resolutions.
 - E) Streamlined IDP and Broadly Experience Foreign Architects (BEFA) resolutions – will be adopted by NCARB.
 - F) CLARB New Exam Eligibility Standard discussed.
 - G) Proposed change in a future Rule Package: MN Rule 1800.0120 – to change the discipline reporting period from within 10 days to 60 days.

- 7) ELSGEO SECTION REPORT (D. MURPHY, Section Chair)
 - A) 2015 NCEES Annual Meeting, August 19-22, 2015. Authorization of attendance.
MP: To authorize the attendance of up to eight Board members and the Executive Director.
 - B) Transition of PS Exam to Computer-Based Testing was discussed.
 - C) LS Exam Writing Workshop - an additional workshop is planned for 2015.
 - D) NCEES Emeritus Status Request for Lisa Hanni.
MP: To grant the request for NCEES emeritus status for Lisa Hanni.
 - E) Potential Rule Changes for Consideration were discussed. Sections one and three were modified and approved. Section two was carried over to the next meeting.

- 8) EXECUTIVE COMMITTEE REPORT (C. PETERSON, Committee Chair)
 - A) Elections Process – the Executive Committee elections will be held at the next Board meeting. Please complete and submit the Board Member Interest Questionnaire.
 - B) IP 360 IT Security Evaluation was discussed.

- 9) TREASURER'S REPORT (D. FROST, Executive Director, reported)
 - A) Budget and revenue reports – discussed.

- 10) EXECUTIVE DIRECTOR REPORT (D. FROST, Executive Director)
 - A) Legislative Session Update
 - B) Staffing update – introductions and welcome to new staff:
 - Kay Weiss, Communications Specialist, works for the Board of Accountancy with an interagency agreement with the Board of AELSLAGID; and
 - Sara Datko, Complaint Specialist for the Board of Accountancy.
 - C) Expense Reports need to be submitted by June 30, 2015 for Fiscal Year 2015.
 - D) The licensing surcharge expires June 30, 2015.

- 11) UNFINISHED BUSINESS
 - A) Rules:
 - 1) Next Steps in the Rule writing process explained.
 - 2) Revisor's Draft for Approval:
MSP: To approve and adopt the Revisor's Draft.
 - 3) SONAR Draft for Approval:

MSP: To approve and adopt the SONAR Draft.

- 4) Authorizing Resolution: To allow the Executive Director to publish the Rules in the State Register and go forward with the process.

MSP: To approve the Authorizing Resolution.

12) NEW BUSINESS

- A) New licensee report (FYI)
- B) Fiscal Note for HF 288 “Professional Engineering License” (FYI Only)
- C) US Supreme Court Decision regarding North Carolina State Board of Dental Examiners v. Federal Trade Commission – discussed.
- D) Board Elections and Board Member Interest Questionnaire – previously discussed in Executive Committee Report (see above).
- E) Outreach Report (All FYI only)
 - 1) Bob Gunderson: January 21, 2015, presentation to 20 L.A.R.E. exam candidates at AIA Minnesota
 - 2) MN Society of Professional Surveyors Annual Meeting, February 12, 2015:
 - “State Board Update and the Complaint Process” presentation by Doreen Frost, Lisa Hanni, and David Landecker; and,
 - “Ethics” presentation by Lynette Dufresne, Lisa Hanni and David Landecker.
 - 3) Nirmal Jain: March 26, 2015, St. Cloud State University, presentation to Engineering Students, “An overview of what to expect during the FE Exam”.
 - 4) Dennis Martenson and Doreen Frost: April 28, 2015, Minnesota Society of Professional Engineers Annual Meeting, presentation on updates and issues of interest to professional engineers.

13) PUBLIC COMMENT

- A) None

14) COMPLAINT COMMITTEE REPORT (D. KRECH, Committee Chair)

- A) No Report

15) CLOSED SESSION

- A) Petition for Variance
 - 1) The Board denied a *Petition for Variance from Board Rules*.

16) STRATEGIC PLANNING INITIATIVE - Discussion facilitated by Charlie Petersen, Senior Management Consultant at Minnesota Management and Budget (MMB).

- A) Strategic Planning agenda (**ATTACH. 16A**)
- B) Proposed Mission Statement, Proposed Value Statement and Board Goals (**ATTACH. 16B**)

16) ADJOURN: **MSP: to Adjourn** - 1:05 p.m.