

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

In the Matter of

**STIPULATION AND  
CONSENT ORDER**

Pamela Bakken Anderson  
Architect License No. 21241  
Certified Interior Designer Certificate No.C00998

Board File No. 2023-0063

**STIPULATION**

Pamela Anderson (“Respondent”) and the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design’s Complaint Committee stipulate that, subject to Board’s review and discretionary approval, the Board may issue a consent order that imposes the following sanctions:

A. Respondent’s Architect license, No. 21241, is CENSURED and REPRIMANDED pursuant to Minn. Stat. § 326.111 (2022).

B. Certified Interior Designer certificate, No. C00998, is CENSURED and REPRIMANDED pursuant to Minn. Stat. § 326.111 (2022).

C. Respondent shall pay to the Board a civil penalty of One Thousand Dollars (\$1,000). Respondent shall submit the civil penalty by check to the Board within sixty (60) days of the Board’s approval of this Stipulation and Consent Order.

D. Respondent shall complete 2 professional development hours related to professional ethics, and provide proof of completion of the hours to the Board, within 60 days of the Board's approval of this stipulation and Consent Order. These professional development hours are not to count toward the continuing education hours required by statute and rule for license or certificate renewal.

E. Respondent shall comply with all statutes and rules within the Board's jurisdiction. See Minn. Stat. §§ 326.02–.15 (2022) and Minn. R. chs. 1800 & 1805 (2023).

F. Respondent shall report in writing within ten days any and all violations of this stipulation and consent order to the Board's Executive Director.

Respondent and the Committee enter into this stipulation based on the following findings of fact, conclusions of law, and other stipulated provisions:

#### **Findings of Fact**

1. The Board issued Respondent an Architect license on March 5, 1991.
2. The Board issued Respondent a Certified Interior Designer certificate on January 11, 1995.
3. Respondent renewed her Architect license and Certified Interior Designer certificate on June 30, 2022. At that time, Respondent affirmed that she earned twenty-four Professional Development Hours (PDH) and that two hours were dedicated to ethics as required by Minnesota Statute §326.107, subd. 1(c) (2022).
4. Respondent was notified on March 3, 2023, that she was selected for review as part of the Board's continuing education audit.
5. In the same letter, the Board notified Respondent that as part of the audit, she must submit supporting documentation for a minimum of twenty-four professional development hours, of which two must be dedicated to ethics, that were earned during the 2020-2022 biennium period as affirmed with her renewal.
6. Respondent submitted her professional development hours and documentation on March 26, 2023, via email.

7. During the review of Respondent's continuing education documentation, it was found that one ethics hour was earned outside of the 2020-2022 biennium period. This made Respondent short both one of the required two ethics hours and one hour of the required total twenty-four hours.

8. Respondent used the one ethic hour taken outside the 2020-2022 biennium period that she reported with her audit to remedy the deficiencies. The one ethics hour cannot be used for the next reporting period.

9. Respondent submitted false information with her renewal when she affirmed that everything was affirmed that she earned the professional development hours and that two (2) hours were dedicated to ethics during the 2020-2022 biennium period.

#### **Conclusion of Law**

1. The Board has authority to license and regulate Architects and Certified Interior Designers and to take disciplinary action as appropriate. Minn. Stat. ch. 326.111 (2022).

2. Respondent violated Minn. Stat. § 326.107, subd. 1(a) and (c) (2022), and Minn. R. 1805.0200, subps. 2 and 4(C), 1805.0900 (2023).

3. Respondent is subject to discipline pursuant to Minn. Stat. § 326.111, subd. 4(a)(1), (2), (5), and (8) (2022).

4. This stipulation and consent order is in the public interest.

#### **Other Stipulated Provisions**

1. This stipulation and consent order must be approved by the Board to become effective.

2. Respondent agrees that the Committee may move the Board *ex parte*, with or without advance notice to the Respondent, to approve this stipulation and consent order. Respondent understands that the Board may either approve the stipulation and consent order or not approve it. This stipulation and the files, records, and proceedings associated with this matter may be reviewed by the Board in its consideration of the Committee's motion.

3. If approved by the Board, this stipulation and consent order shall be classified as public data. Minn. Stat. § 13.41, subd. 5 (2022). The Board will post a copy of this order on its website. The Board will also send a summary to the national discipline data bank pertaining to the practice of architecture and certified interior designers.

4. If the Board does not approve this stipulation and consent order, then the matter remains unresolved and the Committee may either seek to negotiate a revised stipulation and consent order with Respondent to present to the Board or issue an order commencing a contested-case hearing before an Administrative Law Judge at the Office of Administrative Hearings. See Minn. Stat. §§ 14.57–.62, 214.10, subd. 2 (2022) (describing administrative hearing process).

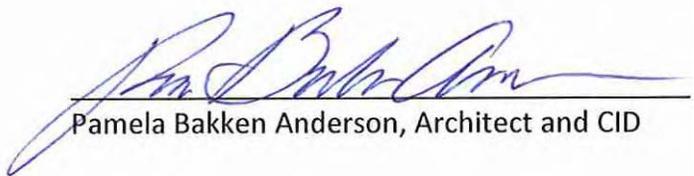
5. Respondent agrees that if this case comes before the Board again after it reviews and discusses this stipulation and consent order, Respondent waives any claim that the Board was prejudiced by its review and discussion of this stipulation and consent order and any records relating to it.

6. Respondent acknowledges that they were advised by the Committee of their right to a contested-case hearing in this matter before an Administrative Law Judge, to file exceptions and make argument to the Board after the hearing, and to seek judicial review from any adverse decision rendered by the Board. Respondent hereby expressly waives those rights. Respondent

was further advised by the committee of their right to be represented by counsel and that they knowingly waive that right.

7. Respondent has read, understands, and agrees to this stipulation and has voluntarily signed it. It is expressly understood that this stipulation contains the entire agreement between the parties, there being no other agreement of any kind, verbal or otherwise. If approved by the Board, a copy of the final stipulation and consent order shall be served personally or by first class mail on Respondent. The Board's order shall be effective when it is signed by the Chair of the Board or the Chair's designee.

8. Pursuant to Minn. Stat. § 16D.13 (2022), any civil penalty imposed by this stipulation and consent order shall begin to accrue simple interest in accordance with that section thirty days after the civil penalty is due. Pursuant to Minn. Stat. § 16D.17 (2022), thirty days after any civil penalty imposed by this stipulation and consent order is due, the Board may file and enforce any unpaid portion of the civil penalty as a judgment against Respondent in district court without further notice or additional proceedings.

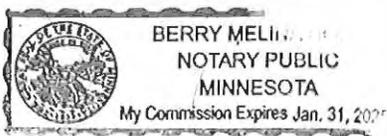
  
Pamela Bakken Anderson, Architect and CID

STATE OF MINNESOTA

COUNTY OF HENNEPIN

This instrument was acknowledged before me on \_\_\_\_\_ by Pamela Anderson.

(stamp)



  
(Signature of notary officer)

My commission expires: JAN. 31, 2025

COMPLAINT COMMITTEE

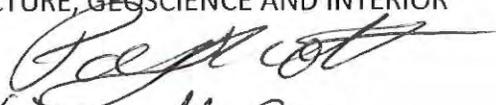
  
\_\_\_\_\_  
ERIC FRISKE, JD  
Chair

Dated: January 30, 2024

CONSENT ORDER

Upon consideration of this stipulation and consent order, and based upon all the files, records, and proceedings herein, all terms of the stipulation and consent order are approved. Accordingly, the Board hereby ADOPTS the stipulation and issues the ORDER described above.

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

  
Paul Brandt P.S.S.

Dated: 1-30-2024

\_\_\_\_\_  
MELISA RODRIGUEZ, PE  
Board Chair