



MINNESOTA BOARD OF
ARCHITECTURE ■ ENGINEERING ■ LAND SURVEYING
LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

JUNE 26 2018

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Nirmal Jain, PE, Board Chair

SUBJECT: **JUNE 26, 2018 BOARD MEETING MINUTES**
Golden Rule Building, Suite 295 (Second Floor)
10:30 – 12:00 PM

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

1) QUORUM CALL

Nirmal Jain, PE, Chair
Meg Parsons, Architect, Vice Chair
Robert Gunderson, LA, Secretary
Paul Vogel, LS, Treasurer
Dennis Martenson, PE, Immediate Past Chair
Dave Blume, PE
Rachel Dwyer, PM (ABSENT)
Eric Friske, JD, PM (ABSENT)
Terry Groshong, Architect,
Darcy Hield, CID

Wayne Hilbert, Architect (ABSENT)
David Krech, PE
William Kuretsky, MME, JD, PM (ABSENT)
Daniel Murphy, PE
Marjorie Pitz, LA
Keith Rapp, PG
Claudia Reichert, CID
Jody Rooney, PM (ABSENT)
David Stenseth, CPA, PM
Robert Whitmyer, PSS

Others Attending:

Christopher Kaisershot, Assistant Attorney General
Doreen Frost, Executive Director
Andrea Barker, Assistant Executive Director
Matt Kaehler, Investigator
Leama Sather, Board Staff

GUESTS:

None

2) INTRODUCTIONS

3) READING AND APPROVAL OF MAY 17, 2018 BOARD MEETING MINUTES

MSP: To approve the May 17, 2018 Board meeting minutes.

4) COMPLAINT COMMITTEE REPORT (K. Rapp, Committee Chair)

A) The Complaint Committee requested a closed session.

MSP: To close the meeting to review disciplinary matters

5) CLOSED SESSION

A) Disciplinary Matters

i) The Board discussed a proposed Order. The matter was sent back to the Complaint Committee for action.

MSP: To open the meeting.

- 6) RULES COMMITTEE REPORT (D. Stenseth, Committee Chair)
 - A) Rules on succession were discussed and carried over.
 - B) Rules of Professional Conduct were discussed and carried over.
 - C) Rules on Direct registration for exams were discussed; Andrea Barker will draft the SONAR.

- 7) CREDENTIALING COMMITTEE REPORT (D. Blume, Committee Chair)
 - A) Continuing Education Audits update:
 - i) 114 CE audits were sent
 - ii) 66 were received back
 - iii) 35 have been approved
 - iv) 4 were referred to staff
 - v) 27 are still outstanding
 - B) Continuing education exemptions
 - i) R. Koehn:

MSP: To approve the request for exception of the Continuing Education requirement for the current renewal.
 - ii) K. Huitt:

MSP: To approve the request for exception of the Continuing Education requirement for the current renewal.
 - iii) T. Smith:

MSP: To approve the request for exception of the Continuing Education requirement for the current renewal.

- 8) ALACID SECTION REPORT (M. Parsons, Section Chair)
 - A) Landscape Architect rules on experience - Discussed.

MSP: To accept the Section's recommendation to leave the rule as it stands.

- A) National Council of Architecture Regulation Boards (NCARB) Resolutions were reviewed and discussed.
MSP: To accept the Section’s recommendation to accept the resolutions and to carry the Board’s position on the resolutions with the freedom to participate in the dialogue at the NCARB 2018 Annual meeting and take into consideration the discussions and any amendments to the resolution before casting the vote on behalf of the Board.
 - B) Council of Landscape Architectural Registration Boards (CLARB) Bylaw Changes were reviewed and discussed. Staff will inquire about remote access to the 2018 CLARB Annual Meeting being held in Canada.
 - C) Direct registration for Architect examinees - discussed.
 - D) 2018 American Society of Landscape Architects (ASLA) – CLARB Licensure summit report given by R. Gunderson and D. Frost.
- 9) ELSGEO SECTION REPORT (P. Vogel, Acting Section Chair)
- A) Decoupling was discussed.
 - B) Authorization for Attendance
MSP: To authorize one (1) Board member to attend the ASBOG 2018 Annual Meeting and Fall COE Workshop.
- 10) EXECUTIVE COMMITTEE REPORT (N. Jain, Chair)
- A) Retroactivity in Disciplinary actions
MSP: To pursue research to allow enforcement action after a license has lapsed or expired.
 - B) Board Member Orientation was discussed and carried over.
- 11) TREASURER’S REPORT (P. Vogel, Treasurer)
- A) Budget and Revenue Reports - reviewed and discussed.
- 12) EXECUTIVE DIRECTOR REPORT (D. Frost, Executive Director)
- A) Open appointments – Discussed.

- B) Renewals – approximately 12,201 have renewed to date or requested retired status. Notification of lapsed licenses are to go out beginning of July 2018.
 - C) Biennial report – Discussed.
 - D) Board Member Orientation reviewed at the Executive Committee meeting and the Chair will assign mentors to new Board members.
- 13) UNFINISHED BUSINESS
- A) Strategic Planning Update
 - i) Invitations will be sent out to CEOs of the related professional societies to meet with the Board and discuss licensure.
 - ii) Matt Kaehler will start traveling to speak on behalf of the Board on enforcement and licensure.
- 14) NEW BUSINESS
- A) Adoption of Rules
 - i) Revisor’s Draft – reviewed and discussed
 - ii) Resolution Adoption Rules
 - MSP: To approve the Resolution to Adopt the Rules.**
 - B) NCEES Engineering Education award - Discussed.
 - C) Upcoming meetings – Discussed.
 - i) Note that the October meeting is changed to October 9, 2018.
 - ii) An additional meeting is scheduled for September 13, 2018. NOTE: The June 26, 2018 Board agenda stated that the new meeting was to be held on September 11, 2018. Since the printing of that agenda, the date was moved to September 13, 2018 as noted above.
 - D) New Licensee Report
 - MSP: To approve the New Licensee Report.**

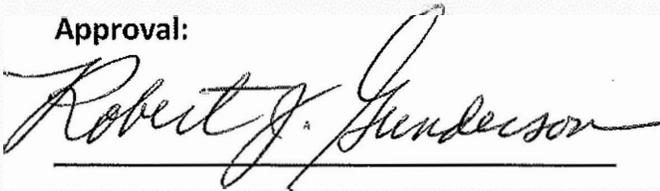
15) PUBLIC COMMENT

A) NONE

16) ADJOURN

MSP: To adjourn, 12:07PM

Approval:

 20180809

Robert Gunderson, LA, Board Secretary

cc: Professional Societies and Interested Parties



MINNESOTA BOARD OF
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LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

JUNE 26, 2018

TO: EXECUTIVE COMMITTEE

Nirmal Jain, PE, Chair
Meg Parsons, Architect, Vice Chair
Robert Gunderson, LA, Secretary
Paul Vogel, LS, Treasurer
Dennis Martenson, PE, Immediate Past Chair

FROM: Nirmal Jain, PE, Chair

SUBJECT: JUNE 26, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

Golden Rule Building, Board Office, Ste. 160
7:30 – 8:05 AM

1) Call to Order

A) Others Attending:

i) Doreen Frost, Executive Director

2) APPROVAL OF MAY 17, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

MSP: To approve the May 17, 2018 Committee minutes.

3) UNFINISHED BUSINESS

A) Internal Controls

Required Internal Controls report is due on July 31, 2018. The full Board will meet with Internal Controls Director in August.

B) Strategic Plan - Continuation of Strategic Plan implementation methods

Board Member Exit Interview Form (carried over from last meeting) – Will be carried over to next meeting to allow Dennis Martenson time to present his comments. Committee needs to determine course of action.

4) NEW BUSINESS

A) Interagency Agreement for Executive Director

MSP: To approve Inter-Agency Request for State Employee Services agreement, as written.

B) Recommendation from the Complaint committee to pursue discipline retroactively beyond end of license cycle.

Discussion on this public interest protection issue. Motion to have Executive Committee bring issue to full Board for discussion and approval.

MSP: To bring to full Board for discussion and approval.

C) Article: *The Fed Can't Save Jobs From AI and Robots* (FYI)

D) Article: *License to kill competition* (FYI)

E) Article: *How to rig an economy* (FYI)

F) Information Technology Budget (**ATTCH. 4F - distributed at meeting**)

IT budget for year 2018 and projections for fiscal year 2019 – Discussed.

5) ADJOURN

MSP: To adjourn 8:05 a.m.

Next meeting scheduled: August 9, 2018



MINNESOTA BOARD OF
ARCHITECTURE ■ ENGINEERING ■ LAND SURVEYING
LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

June 26, 2018

TO: CREDENTIALING COMMITTEE

Dave Blume, PE, Chair

Meg Parsons, Architect

Rachel Dwyer, PM (**ABSENT**)

Marjorie Pitz, LA

Bill Kuretsky, MME, JD, PM (**ABSENT**)

Claudia Reichert, CID

FROM: Dave Blume, PE, Chair

SUBJECT: JUNE 26, 2018 CREDENTIALING COMMITTEE MEETING MINUTES

Golden Rule Building, Board Office, Ste: 160

8:00 AM – 9:02 AM

- 1) CALL TO ORDER
- 2) APPROVAL OF MARCH 22, 2018 CREDENTIALING COMMITTEE MEETING MINUTES
MSP: To approve the March 22, 2018 Credentialing Committee Meeting minutes.

3) UNFINISHED BUSINESS

A) Equity among paths to licensure - reviewed.

B) CE audit

i) Audits approved:

Benjamin Alkhas, PE

Lawrence R. Armstrong, Architect

Steven L. Blanchard, PE

Dave Blume, PE

Kyle R. Dominisse, PE

Aaron D. Entyre, PE

Stanley M. Fergusson, PE

Randal J. Fielding, Architect

Viren H. Gori, Architect
Heidi Y. Granke, CID
Mark G. Grebner, PE
Michael E. Hooyman, PE
Terry Groshong, Architect
Nathan Klopp, PE
James A. Lee, PE
Thomas P. Miller, PE
Scott A. Nesvold, PE
Thomas E. Nigon, PE
Meg Parsons, Architect
Gregory, S. Paulson, PE
Anthony J. Ramunno, PE
Keith Rapp, PG
George C. Ritchie, PE
Ryan J. Schuette, PE
Joseph R. Signorelli, Architect (in error, to be reviewed)
Paul Vogel, LS
Michael J. Wheeler, PE
John C. Workley, Architect

ii) Audits carried over:

Bonnie A. Adomshick, PE
Radoslav Barac, PE
Brian F. Bollig, PE
Alan D. Brown, PE
Orion T. Cannon, PE
Michael W. Custer, PE

James E. Doten, PG
Vincent P. Duet, Architect
Aaron D. Entyre, PE
Leslie J. Fernandez, PE Joseph
L. Fleisher, LS Timothy J.
Greenleaf, PE Joshua J. Guck,
PE
Darcy Heild, CID
Wayne Hilbert, Architect
Nirmal Jain, PE
Melanie A. Kiihn, Architect
Dennis Martenson, PE
Mark D. McCluggage, Architect
Daniel Murphy, PE
Ross W. Naylor, Architect
William J. Nugent, PE
Eric L. O'Neill, PE
Gina M. Pizzo, PE
Aaron C. Poot, PE
Dana P.V. Ralston, PSS
Bruce D. Rehwaldt, PE Stewart
J. Sijord, PE
Brian D. Smith, PE
Joshua J. Sprowls, PE
Joaquin Velez, PE
Charles E. Webb, Jr., LS Robert
Whitmyer, PSS
Clay H. Willis, PE

iii) Audits referred to staff:

Justin M. Ellrich, PE

Joan A. Floura, LA

W. Allen Marr, PE

Larry L. Scheidin, PE

Douglas A. Stahl, PE

Jennifer R. Svenes, PE

4) NEW BUSINESS

A) Continuing Education Exemption Request(s)

MSP: To close the meeting to address an exemption request that includes non-public data.

MSP: To reopen the meeting.

i) R. Koehn

MSP: To recommend to the Full Board approval of the Continuing Education Exemption Request.

ii) K. Huiett

MSP: To recommend to the Full Board approval of the Continuing Education Exemption Request.

iii) T. Smith

MSP: To recommend to the Full Board approval of the Continuing Education Exemption Request.

B) Outreach (All FYI)

i) Presentation on Professional Practice by Marjorie Pitz, LA, to approximately 13 students at the University of Minnesota, in the Professional Practice class, on March 20, 2018.

ii) Keith Rapp, PG and Doreen Frost, Executive Director, are invited to speak on Board updates at the Minnesota chapter of the American Institute of Professional Geologists (AIPGMN) on October 2, 2018.

5) ADJOURN

MSP: to adjourn: 9:02 AM



MINNESOTA BOARD OF
ARCHITECTURE ■ ENGINEERING ■ LAND SURVEYING
LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

June 26, 2018

TO: RULES COMMITTEE

David Stenseth, CPA, PM, Chair
Eric Friske, JD, PM (**ABSENT**)
Terry Groshong, Architect
Darcy Hield, CID

Dan Murphy, PE
Jody Rooney, PM (**ABSENT**)
Robert Whitmyer, PSS

FROM: David Stenseth, CPA, PM, Chair

SUBJECT: JUNE 26, 2018 RULES COMMITTEE MEETING MINUTES

Golden Rule Building, Suite 295
8:00 - 9:00 AM

1) CALL TO ORDER

A) Others Attending:

i) Andrea Barker, Assistant Executive Director

2) APPROVAL OF MARCH 22, 2018 RULES COMMITTEE MEETING MINUTES

MSP: To approve the March 22, 2018 Committee meeting minutes.

3) UNFINISHED BUSINESS

A) Rules on Succession

Discussion held. The Committee determined that there is not a need to create rules regarding succession. The Committee will continue to discuss whether rules are needed about site-specific adaptations of standard designs.

B) Rules of Professional Conduct

Committee members need to review the SONAR, paying particular attention to the Rule-by-Rule Analysis section, and bring comments to the next meeting.

4) NEW BUSINESS

A) Rule Changes needed for Direct Registration to NCARB for Architect Registration Examination

B) Rule Changes needed for Direct Registration for Fundamentals of Engineering exam

Andrea Barker will prepare the first draft of the SONAR for the Direct Registration rules for the Committee to review at its next meeting. The Committee members also need to review the rules and bring comments/changes to the next meeting.

5) ADJOURN



MINNESOTA BOARD OF
ARCHITECTURE ■ ENGINEERING ■ LAND SURVEYING
LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

JUNE 26, 2018

TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER SECTION

Meg Parsons, Architect, Chair

Darcy Hield, CID

Rachel Dwyer, PM (ABSENT)

Wayne Hilbert, Architect

Eric Friske, JD, PM (ABSENT)

Marjorie Pitz, LA

Terry Groshong, Architect

Claudia Reichert, CID

Robert Gunderson, LA

David Stenseth, CPA, PM

FROM: Meg Parsons, Architect, Chair

SUBJECT: JUNE 26, 2018 ALACID SECTION MEETING MINUTES

Golden Rule Building, Board Office, Suite: 160

9:15 AM – 10:15 AM

1) CALL TO ORDER

A) Others Present:

i) Doreen Frost, Executive Director

2) APPROVAL OF MAY 17, 2018 SECTION MEETING MINUTES

MSP: To approve the May 17, 2018 Section meeting minutes.

3) UNFINISHED BUSINESS

A) Trends in the professions represented by this Section that may affect the Board's mission – discussed.

B) Board Proactivity in a Deregulatory Climate -Discussed

C) Landscape Architect Rules

MSP: To recommend to the Board to leave the rule as it stands.

D) CLARB leadership election process change – Discussed.

4) NEW BUSINESS

A) CLARB and ASLA 2018 Licensure Summit report; Robert Gunderson, LA. And Doreen Frost, Executive Director (**ATTCH. 4A – distributed at meeting**)

B) NCARB Resolutions – reviewed and discussed.

MSP: To recommend to the full Board to accept the resolutions and to carry the Board’s position on the resolutions with the freedom to participate in the dialogue at the NCARB 2018 Annual meeting and take into consideration the discussions and any amendments to the resolution before casting the vote on behalf of the Board.

C) CLARB Resolutions - reviewed and discussed. Staff will inquire about remote access to the 2018 CLARB Annual Meeting to be held in Canada.

D) Direct registration for Architect examinees - Discussed.

5) ADJOURN



MINNESOTA BOARD OF
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BOARD MEMORANDUM

June 26, 2018

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION
Jody Rooney, PM (Chair)(**ABSENT**) Dennis Martenson, PE
Dave Blume, PE Dan Murphy, PE
Rachel Dwyer, PM (**ABSENT**) Keith Rapp, PG
Nirmal Jain, PE Paul Vogel, LS
David Krech, PE Robert Whitmyer, PSS

FROM: Jody Rooney, PM, Chair
Paul Vogel, LS, Acting Chair

SUBJECT: JUNE 26, 2018 ELSGEO SECTION MEETING MINUTES
Golden Rule Building, Suite 295 (2nd floor)
9:15 AM – 10:15 AM

- 1) CALL TO ORDER
 - A) Others Attending:
 - i) Andrea Barker, Assistant Executive Director
 - ii) Matt Kaehler, Investigator
- 2) APPROVAL OF MAY 17, 2018 SECTION MEETING MINUTES

MSP: To approve the May 17, 2018 Section meeting minutes.
- 3) UNFINISHED BUSINESS
 - A) Trends in the professionals represented by this Section that may affect the Board's mission.
 - i) Occupational Licensing: Dennis Martenson indicated that the Executive Committee received with its agenda three newspaper articles related to occupational licensure.
 - ii) Unlicensed Practice in Greater Minnesota: Discussion held regarding practice in areas of Minnesota that have not adopted the Building Code and do not require signed plans, specifications, or permits for non-exempt structures. Nirmal Jain will reach out to the Department of Labor and Industry.

B) Decoupling experience from PE exam: Discussion held. Carryover to next meeting.

4) NEW BUSINESS

A) Authorization for Attendance to the ASBOG Annual Meeting and COE Workshop
MSP: To recommend authorization for one Board member to attend the 2018 ASBOG Annual Meeting and COE Workshop.

B) ASBOG proposed changes to Bylaws and Charter – Carryover to next meeting

C) ASBOG State License Requirement Matrix (FYI)

D) PE Exam Summary (FYI)(**ATTACH 4D – distributed at meeting**)

5) ADJOURN