

# ARCHITECTURE = ENGINEERING = LAND SURVEYING LANDSCAPE ARCHITECTURE = GEOSCIENCE = INTERIOR DESIGN

#### **BOARD MEMORANDUM**

**AUGUST 9, 2018** 

TO: All Board Members

Christopher Kaisershot, Assistant Attorney General

FROM: Nirmal Jain, PE, Board Chair

SUBJECT: August 9, 2018 BOARD MEETING MINUTES

Golden Rule Building, Suite 295 (Second Floor)

10:30 - 12:07 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
Daniel Baar, LS
Dave Blume, PE
Rachel Dwyer, PM
Eric Friske, JD, PM
Terry Groshong, Architect,

Darcy Hield, CID
Wayne Hilbert, Architect
Denise Kazmierczak, PE
Daniel Murphy, PE
Keith Rapp, PG
Claudia Reichert, CID
Scott Robinson, LA
David Stenseth, CPA, PM
Robert Whitmyer, PSS

#### **OTHERS ATTENDING:**

Christopher Kaisershot, Assistant Attorney General

Doreen Johnson, Executive Director

Matt Kaehler, Investigator

Leama Sather, Board Staff

Allison Desmond, Board Staff

Susan Lick, Board Staff

#### **GUESTS:**

Angelina Barnes, JD (MMD)

Josh Botnen (MMD)

#### 2) INTRODUCTIONS

- A) Welcome to new Board members
- 3) READING AND APPROVAL OF JUNE 26, 2018 BOARD MEETING MINUTES MSP: To approve the June 26, 2018 Board meeting minutes.
- 4) COMPLAINT COMMITTEE REPORT (K. Rapp, Committee Chair)
  - A) No orders to present.
- 5) RULES COMMITTEE REPORT (D. Stenseth, Committee Chair)
  - A) Draft Rules and SONAR for Direct Registration Discussed.

# MP: To accept the committee's recommendation to accept the Draft Rules and SONAR as written.

- 6) CREDENTIALING COMMITTEE REPORT (D. Blume, Committee Chair)
  - A) Welcomed new members
  - B) CE Audit update:
    - i) Audits sent 169
    - ii) Responses as of 7/31/18 14
    - iii) Passes 109 (73.6%)
    - iv) To be reviewed 14
    - v) Files opened -15 (10%)
  - Outstanding 21 CE Audit approved consent agenda
     MP: To accept the consent agenda to approve the listed audits.
  - D) CE Audit consent agenda to refer back to staffMP: To accept the consent agenda to refer the 12 listed audits back to

staff for additional information.

- E) Request for Continuing Education Exemption Requests
   MP: To accept the Committee's recommendation to approve 3
   exemption requests and to deny 2 exemption requests.
- 7) ALACID SECTION REPORT (M. Parsons, Section Chair)
  - A) NCARB Annual meeting report by Meg Parsons.
  - Age statistics of the professions Staff requested to send this to the
     Professional Societies.
  - C) Authorization for attendance of one (1) Board member and the Executive Director to the CIDQ Annual Meeting.
    - MP: To authorize one (1) Board member and the Executive Director to attend the 2018 CIDQ Annual Meeting.
  - D) Authorization for attendance of the Board Chair and Executive Director to the 2018 NCARB Board Chairs and Executives Summit.

# MP: To authorize Board Chair and Executive Director to the 2018 NCARB Board Chairs and Executives Summit.

- E) CLARB Virtual Vote for the Bylaws resolution, Robert Gunderson has registered to participate.
- F) Discussed trends in the profession.
- 8) ELSGEO SECTION REPORT (P. Vogel, Acting Section Chair)
  - A) Discussion held on the Executive Summary of the Sunset Advisory Commission's report of the Texas Board of Geoscientists.
  - B) Decoupling was discussed and carried over.
  - C) Discussed Age statistics of the professions.
  - D) Discussed the ASBOG resolutions on Bylaws.
- 9) TREASURER'S REPORT (P. Vogel, Treasurer)
  - A) Budget and Revenue Reports reviewed and discussed
- 10) EXECUTIVE COMMITTEE REPORT (N. Jain, Chair)
  - A) Discussion held on Internal Controls with special attention to the Bylaws.
  - B) Two of our dedicated public members, Jody Rooney and William Kuretsky, JD, have resigned from the Board.
  - C) Draft of potential Statute changes were discussed.
- 11) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)
  - A) Renewals 18,507 are renewed or changed status to Retired.
  - B) Outreach setting up meetings with the Societies and other organizations for support for the potential Statute changes and other topics.
  - C) Please encourage potential public members to apply.
  - D) The new Board Rules go into effect Monday, August 13, 2018.
- 12) UNFINISHED BUSINESS
  - A) NONE

#### 13) NEW BUSINESS

- A) Angelina Barnes, JD, and Josh Botnen, from the Minnesota Management and Budget (MMB) Internal Controls and Accountability (ICA) Unit, presentation (ATTACH. 14A distributed at meeting)
- B) 2019 Draft Meeting Calendar Discussed.
- C) CLARB: Four Occupational Deregulation trends Reviewed and discussed.
- D) New Licensee Report

MSP: To approve the New Licensee Report.

- E) Article: NASBA Commends Federal Legislation Filed to Protect State
  Licensing Boards From Antitrust Damages (FYI)
- F) Article: What's it like inside Minnesota's most secure computer room? (FYI Only)
- G) Added item: Decoupling
   MSP: To draft proposed decoupling rules language to be considered by the ELSGEO Section.
- 14) PUBLIC COMMENT
  - A) NONE
- 15) ADJOURN

MSP: To adjourn, 12:07 PM

Next Meeting: September 13, 2018.

Approval:

Robert Gunderson, LA, Board Secretary

cc: Professional Societies and Interested Parties



## ARCHITECTURE = ENGINEERING = LAND SURVEYING LANDSCAPE ARCHITECTURE = GEOSCIENCE = INTERIOR DESIGN

#### **BOARD MEMORANDUM**

**AUGUST 9, 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: AUGUST 9, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

Golden Rule Building, Board Office, Ste. 160

7:15 - 8:00 AM

- 1) CALL TO ORDER
  - A) Others Attending:
    - i) Doreen Johnson, Executive Director
- 2) APPROVAL OF JUNE 26, 2018 EXECUTIVE COMMITTEE MEETING MINUTES

MSP: To approve the June 26, 2018 Committee minutes

- 3) UNFINISHED BUSINESS
  - A) Internal Controls (D. Johnson)

Internal Controls Report process will be presented to the full Board at the August 9, 2018 meeting. Director Angelina Barnes, JD, and Josh Botnen, of Minnesota Management and Budget (MMB), will present.

B) Strategic Plan - Continuation of Strategic Plan implementation methods

Board Member Exit Interview Form Committee needs to determine course of action. Carried over to next meeting due to lack of time for discussion.

#### 4) NEW BUSINESS

A) Internal Operating Procedures - Reviewed and discussed.

Internal Operating Policies & Procedures, a Draft future operating document for the Board was presented. This document, which could take the place of Board Bylaws-or be in addition to-Board Bylaws, spells out Board duties and captures internal operating policies and procedures, in a comprehensive manner.

B) Bylaws – Discussed.

Comparison to the Draft <u>Internal Operating Policies & Procedures</u> document.

Carried over to next meeting for further discussion.

C) Draft of Potential Statute Changes - Discussed.

Chapter 326.13, PRACTICE EXEMPT & Chapter 326.14, CORPORATIONS AND PARTNERSHIPS AUTHORIZED was removed from the list of changes going forward.

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

D) Letter of Resignation – Discussed.

Two of our dedicated public members, Jody Rooney and William Kuretsky, JD, have resigned from the Board.

E) Article: NASBA Commends Federal Legislation Filed to Protect State Licensing
Boards From Antitrust Damages (FYI)

F) Article: What Sunsetting Is Good for (FYI)

5) ADJOURN

MP: To adjourn at 8:08 a.m.

Next meeting scheduled: September 13, 2018



## ARCHITECTURE = ENGINEERING = LAND SURVEYING LANDSCAPE ARCHITECTURE = GEOSCIENCE = INTERIOR DESIGN

#### **BOARD MEMORANDUM**

**AUGUST 9, 2018** 

TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER

SECTION

Meg Parsons, Architect, Chair

Eric Friske, JD, PM

Terry Groshong, Architect

Robert Gunderson, LA

Darcy Hield, CID

Wayne Hilbert, Architect Claudia Reichert, CID Scott Robinson, LA

David Stenseth, CPA, PM

**FROM:** Meg Parsons, Architect, Chair

SUBJECT: AUGUST 9, 2018 ALACID SECTION MEETING MINUTES

Golden Rule Building, Board Office, Suite: 160

9:25 AM - 10:20 AM

1) CALL TO ORDER

2) APPROVAL OF JUNE 26, 2018 SECTION MEETING MINUTES

MSP: To approve the June 26, 2018 Section meeting minutes.

- 3) UNFINISHED BUSINESS
  - A) Trends in the profession represented by the Section that may affect the Board's mission Discussed.
- 4) **NEW BUSINESS** 
  - A) NCARB 2018 Annual Business meeting report Reviewed and discussed.
  - B) Authorization for attendance of one (1) Board member and the Executive Director to the CIDQ Annual Meeting.
    - MSP: To recommend to the Board to authorize one (1) Board member and the Executive Director to attend the 2018 CIDQ Annual Meeting.
  - Authorization for attendance of the Board Chair and Executive Director to the
     2018 NCARB Board Chairs and Executives Summit.

# MSP: To recommend to the Board to authorize the Board Chair and Executive Director to attend the 2018 NCARB Board Chairs and Executives Summit.

- D) CLARB Bylaws Resolution Virtual Vote opportunity Discussed.
- E) NCARB Diversity Statement Reviewed and discussed.
- F) 2018 NCARB By the Numbers Minnesota (FYI Only)
- G) Licensee/Certificate Holder Statistics (FYI only)
- 5) ADJOURN



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#### **BOARD MEMORANDUM**

**AUGUST 9, 2018** 

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Paul Vogel, LS, Acting Chair

Daniel Baar, LS Dave Blume, PE Nirmal Jain, PE

D : 14 : 15

Denise Kazmierczak, PE

Dennis Martenson, PE

Dan Murphy, PE Keith Rapp, PG

Robert Whitmyer, PSS

FROM: Paul Vogel, LS, Acting Chair

SUBJECT: AUGUST 9, 2018 ELSGEO SECTION MEETING MINUTES

Golden Rule Building, Suite 295 (2nd floor)

9:25 - 10:21 AM

1) CALL TO ORDER

A) Others attending:

- i) Doreen Johnson, Executive Director
- ii) Matt Kaehler, Investigator
- iii) Leama Sather, Board Staff
- 2) APPROVAL OF JUNE 26, 2018 SECTION MEETING MINUTES

MSP: To approve the June 26, 2018 Section meeting minutes.

- 3) UNFINISHED BUSINESS
  - A) Trends in the professions represented by this Section that may affect the Board's mission.

Discussion held over the Executive Summary of the Sunset Advisory

Commission's report of the Texas Board of Geoscientists. (ATTACH. 3A – distributed at meeting)

- B) ASBOG proposed changes to Bylaws and Charter Discussed.
- C) Decoupling Discussed and carried over.

#### 4) NEW BUSINESS

- A) Licensee/Certificate Holder Statistics (FYI only) Reviewed and discussed. Staff requested to send this to related societies.
- B) ASBOG 3rd Quarter Committee Chair Teleconference Agenda for July 24, 2018 (FYI Only)
- C) NCEES Annual Meeting Engineering Forum (FYI Only)

#### 5) ADJOURN

MSP: To adjourn, 10:21 AM.