



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

BOARD MEMORANDUM

MAY 14, 2025

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Daniel Kelsey, PE, Acting Chair

SUBJECT: **MAY 14, 2025, BOARD MEETING MINUTES**
Golden Rule Building, STE 295
10:15 AM

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

1) **QUORUM CALL**

Melisa Rodriguez, PE, Chair – Absent	Alan Johnson, PE
Daniel Kelsey, PE, Vice Chair, Acting Chair	Gerald Jones, PM
Erica Larson, CID, Secretary – Absent	Laura Kamin-Lyndgaard, LA
Jason Amberg, LA, Treasurer – Absent	Denise Kazmierczak, PE
Paul Brandt, PSS	Lori Marco, PM
Alexa Choles, CID	David Martini, PE
Christian Faste, PM	Daniel McAninch, LS – Absent
Sally Grans Korsh, FAIA	Timothy Meyer, Architect, CID
Marcus Hampton, LS	Jean Otto, PM
Daniel Hunter, PG	Andrew Portis, Architect
Shajive Jeganathan, PM	

OTHERS:

Stephen Melchionne, Assistant Attorney General
Kate Van Etta-Olson, Executive Director
Holly Salmela, Investigator
Leama Sather, State Program Administrator
Brenna Boytim, Complaint Specialist
Matthew Linngren, OASI

GUESTS:

Sheri Hansen, AIA Minnesota

Philip E. Raines, Minnesota Society of Professional Surveyors (MSPS)

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF BOARD MEETING MINUTES
 - A) Approval of the March 19, 2025, Board meeting minutes
MSP: To approve the March 19, 2025, meeting minutes
- 4) COMPLAINT COMMITTEE REPORT (D. Hunter, Acting Chair)
 - A) The Complaint Committee requests a closed session
MP: To request a closed session
 - B) Closed Session
MP: To open the session
 - C) Disciplinary Matters
 - i) In the matter of Eugene Lee Bryant, a Stipulation and Consent Order was issued.
 - ii) In the matter of Carl Kyle Gauley, a Stipulation and Consent Order was issued.
 - iii) In the matter of Pavan Kumar Sundaresh Manepalli, a Stipulation and Consent Order was issued.
 - iv) In the matter of Alan Wesley Hancock, a Stipulation and Consent Order was issued.**MSP: To accept the Complaint Committee report**
- 5) INVESTIGATOR'S REPORT (H. Salmela, Investigator)

Staff have 98 open files.

MSP: To accept the Investigator's Report
- 6) RULES COMMITTEE REPORT (S. Grans Korsh, Committee Chair)
 - A) Statute Change Process Update – Discussed
 - B) Possible Rule Changes Update – Discussed.
 - C) Legislative Action – Discussed.**MSP: To accept the Rules Committee report**

- 7) CREDENTIALING COMMITTEE REPORT (A. Johnson, Committee Chair)
 - A) CE Audit Process – Discussed.
 - B) Qualifying Courses for Land Surveyors – Discussed.
 - C) Outreach Presentations – Discussed**MSP: To accept the Credentialing Committee report**

- 8) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (T. Meyer, Section Chair)
 - A) 2025 NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ
MSP: to designate Andrew Portis as voting delegate and Timothy Meyer as alternate
 - B) CLARB Annual Meeting, September 17-20, 2025, Lexington, KY
MP: To authorize up to two (2) Board members and the Executive Director to attend
MSP: to designate Laura Kamin-Lyndgaard as voting delegate and Jason Amberg as alternate
 - C) CIDQ Proposed By-Law Changes – Discussed.
 - D) Ensuring Compliance for Pre-design and Pre-manufacturing – Discussed.**MSP: To accept the ALACID Section report**

- 9) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT (D. Kazmierczak, Section Chair)
 - A) 2025 NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA
MP: To authorize up to an additional two Board members to attend
 - B) ASBOG Admin Workshop, Annual Meeting, Field Trip and COE Workshop, October 14-17, 2025, Salt Lake City, UT
MP: To authorize one Board member to attend
 - C) MNLS Exam Results – Spring 2025 – Discussed.
 - D) Geology Exam Results Summary – Spring 2025 – Discussed.
 - E) Ensuring Compliance for Pre-design and Pre-manufacturing – Discussed.**MSP: To accept the ELSGEO Section report**

- 10) EXECUTIVE COMMITTEE REPORT (D. Kelsey, Vice Chair)
No report.

- 11) TREASURER’S REPORT (J. Amberg, Treasurer)
 - A) FY25 Budget and Revenue Reports – Discussed.

- 12) EXECUTIVE DIRECTOR'S REPORT (K. Van Etta-Olson, Executive Director)
- A) Staffing Update – Discussed.
 - B) Budget Update – Discussed.
 - C) Request for Odyssey Funds for Technology Updates – Discussed.
- MSP: To accept the Executive Director's report**
- 13) UNFINISHED BUSINESS
- A) Certification Questions in Online Renewal System and Ramifications of Allowing Licensees to Appear to Successfully Renew After Stating "Yes" to Unlicensed Practice or Previously Unreported Discipline – Discussed.
 - B) Board Strategic Planning Session – Discussed.
- 14) NEW BUSINESS
- A) Variance Requests
 - i) Yusuf
MSP: To approve the variance request of MN Rules 1800.0400 Subp. 1a(D), 1800.2700 Subp. 1a, and 1800.2900 Subp. 1a and 2 (2023)
 - ii) Isaacson – S. Grans Korsh abstained from voting on this matter.
MSP: To approve the variance request of MN Rules 1800.1000 Subp. 5 (2023)
 - B) CE Exemption requests
None.
 - C) Single Exit Stairway Apartments Technical Advisory Group – Discussed.
 - D) Travel Arrangements and Board Member Expense Reports (L. Sather and M. Linngren, reporting)
 - i) Making Travel Arrangements – Discussed.
 - ii) Board Member Expense Reports – Discussed.
 - E) New Licensee Report
MSP: To accept the New Licensee report
 - F) Election of Executive Committee Officers
 - i) Chair
MSP: To elect Daniel Kelsey as chair by acclamation
 - ii) Vice Chair – Timothy Meyer removed his name for consideration.
MSP: To elect Erica Larson as vice chair by acclamation
 - iii) Secretary: Jason Amberg was elected by ballot
 - iv) Treasurer: Timothy Meyer was elected by ballot
- 15) PUBLIC COMMENT
- None.

- 16) ADJOURN
MSP: To adjourn at 12:40 PM



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

BOARD MEMORANDUM

MAY 14, 2025

**TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER
SECTION**

Timothy Meyer, Architect, CID,
Section Chair
Jason Amberg, LA
Alexa Choles, CID
Sally Grans Korsh, FAIA
Shajive Jeganathan, PM

Gerald Jones, PM
Laura Kamin-Lyndgaard, LA
Erica Larson, CID
Lori Marco, PM
Andrew Portis, Architect

FROM: Timothy Meyer, Architect, CID, Section Chair

SUBJECT: MAY 14, 2025, ALACID SECTION MEETING MINUTES
Golden Rule Building, STE 230
8:17 AM

- 1) ROLL CALL/CALL TO ORDER
Timothy Meyer, Architect, CID, Section Chair
Jason Amberg, LA – **Absent**
Alexa Choles, CID
Sally Grans Korsh, FAIA
Shajive Jeganathan, PM
Gerald Jones, PM
Laura Kamin-Lyndgaard, LA
Erica Larson, CID – **Absent**
Lori Marco, PM
Andrew Portis, Architect

OTHERS:

Kate Van Etta-Olson, Executive Director
Melvin Brown, Licensing Specialist

GUESTS:

Sheri Hansen, American Institute of Architects Minnesota (AIA MN)

- 2) APPROVAL OF THE MARCH 19, 2025, ALACID SECTION MEETING MINUTES
MSP: To approve the March 19, 2025, meeting minutes
- 3) UNFINISHED BUSINESS
None.
- 4) NEW BUSINESS
 - A) Updates to the Professions
None.
 - B) 2025 NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ
 - i) Update on list of attendees – Andrew Portis, Jean Otto, Sally Grans Korsh, Tim Meyer, Alexa Choles, and Kate Van Etta-Olson will be attending.
 - ii) Resolutions – Discussed.
MSP: To authorize delegates to vote on the proposed slate of resolutions
 - iii) Selection of voting delegate and alternate – Discussed.
MSP: to designate Andrew Portis as voting delegate and Timothy Meyer as alternate
 - iv) Informational calls on May 22 and 29 at 2:00 pm – Discussed.
 - v) Next Annual Meeting in Minneapolis, June 25-27, 2026 – Discussed.
 - vi) Timothy Meyer is now a member of NCARB’s DEI Committee.
 - C) CLARB Annual Meeting, September 17-20, 2025, Lexington, KY
 - i) Request for travel authorization – Discussed.
MSP: To authorize up to two (2) Board members and the Executive Director to attend
 - ii) Proposed resolutions – Discussed.
MSP: To authorize delegates to vote on the proposed slate of resolutions
 - iii) Selection of voting delegate and alternate – Discussed.
MSP: to designate Laura Kamin-Lyndgaard as voting delegate and Jason Amberg as alternate
 - iv) Informational Webinar on July 16, 2025, at 2:00 pm – Discussed.
 - v) CLARB Special Meeting on August 12, 2025, at 2:00 pm – Discussed.
 - D) CIDQ Proposed By-Law Changes – Discussed.
MSP: To authorize delegates to vote on proposed slate of resolutions
 - E) Single Exit Stairway Apartments Technical Advisory Group – Discussed.

F) Ensuring Compliance for Pre-design and Pre-manufacturing – Discussed.

5) ADJOURN

MSP: To adjourn at 9:01 AM



MINNESOTA BOARD OF
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BOARD MEMORANDUM

MAY 14, 2025

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Denise Kazmierczak, PE, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	David Martini, PE
Christian Faste, PM	Daniel McAninch, LS
Marcus Hampton, LS	Jean Otto, PM
Daniel Hunter, PG	Melisa Rodriguez, PE
Alan Johnson, PE	

FROM: Denise Kazmierczak, PE, Section Chair

SUBJECT: MAY 14, 2025, ELSGEO SECTION MEETING MINUTES

Golden Rule Building, STE 295

8:20 AM

- 1) ROLL CALL/CALL TO ORDER
- Denise Kazmierczak, PE, Chair
Paul Brandt, PSS
Christian Faste, PM
Marcus Hampton, LS
Daniel Hunter, PG
Alan Johnson, PE
Daniel Kelsey, PE
David Martini, PE
Daniel McAninch, LS – **Absent**
Jean Otto, PM
Melisa Rodriguez, PE – **Absent**

OTHERS:

Leama Sather, State Program Administrator
Brenna Boytim, Complaint Specialist
Matthew Linngren, OASI

- 2) APPROVAL OF THE MARCH 19, 2025, ELSGEO SECTION MEETING MINUTES
MSP: To approve the March 19, 2025, meeting minutes

- 3) UNFINISHED BUSINESS
 - A) Rules Updates – Discussed.
- 4) NEW BUSINESS
 - A) Updates to the Professions
 - i) Notice of Future Changes to NCEES Exams and Supporting Materials – FYI Only
 - B) 2025 NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA
 - i) Request for travel authorization for two additional funded delegates
MSP: To authorize up to an additional two Board members to attend
 - ii) Proposed By-Law Changes – Discussed.
 - C) ASBOG Admin Workshop, Annual Meeting, Field Trip and COE Workshop, October 14-17, 2025, Salt Lake City, UT – Request for travel authorization – Discussed.
MSP: To authorize one Board member to attend
 - D) MNLS Exam Results – Spring 2025 – Discussed.
 - E) Geology Exam Results Summary – Spring 2025 – Discussed.
 - F) Single Exit Stairway Apartments Technical Advisory Group – Discussed.
 - G) Ensuring Compliance for Pre-design and Pre-manufacturing – Discussed.
- 5) ADJOURN
MSP: To adjourn at 8:53 AM



MINNESOTA BOARD OF
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BOARD MEMORANDUM

MAY 14, 2025

TO: CREDENTIALING COMMITTEE

Alan Johnson, PE, Committee Chair	Lori Marco, PM
Alexa Choles, CID	Daniel McAninch, LS
Gerald Jones, PM	Timothy Meyer, Architect, CID
Laura Kamin-Lyndgaard, LA	Jean Otto, PM

FROM: Alan Johnson, PE, Committee Chair

SUBJECT: MAY 14, 2025, CREDENTIALING COMMITTEE MEETING MINUTES
Golden Rule Building, STE 230
9:30 AM

1) ROLL CALL/CALL TO ORDER

Alan Johnson, PE, Committee Chair
Alexa Choles, CID
Gerald Jones, PM
Laura Kamin-Lyndgaard, LA
Lori Marco, PM
Daniel McAninch, LS – **Absent**
Timothy Meyer, Architect, CID
Jean Otto, PM

OTHERS:

Kate Van Etta-Olson, Executive Director
Melvin Brown, Licensing Specialist

2) APPROVAL OF THE MARCH 19, 2025, CREDENTIALING COMMITTEE MEETING MINUTES

MSP: To approve the March 19, 2025, meeting minutes

3) UNFINISHED BUSINESS

- A) CE Audit Process – Discussed.
- B) Qualifying Courses for Land Surveyors – Discussed.

4) NEW BUSINESS

- A) Outreach Presentations – Discussed.
 - i) Dunwoody College of Technology (AR) on April 8, 2025
 - ii) University of MN (AR) on April 9, 2025
 - iii) University of MN (LA) on April 29, 2025
 - iv) St. Cloud State University (LS) on April 30, 2025

5) ADJOURN

MSP: To adjourn at 9:57 AM



MINNESOTA BOARD OF
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BOARD MEMORANDUM

MAY 14, 2025

TO: RULES COMMITTEE

Sally Grans Korsh, Architect, Chair	Shajive Jeganathan, PM
Paul Brandt, PSS	Denise Kazmierczak, PE
Christian Faste, PM	David Martini, PE
Marcus Hampton, LS	Andrew Portis, Architect

FROM: Sally Grans Korsh, Architect, Chair

SUBJECT: MAY 14, 2025, RULES COMMITTEE MEETING MINUTES
Golden Rule Building, STE 295
9:30 AM

- 1) ROLL CALL/CALL TO ORDER
Sally Grans Korsh, Architect, Chair
Paul Brandt, PSS
Christian Faste, PM
Marcus Hampton, LS
Shajive Jeganathan, PM
Denise Kazmierczak, PE
David Martini, PE
Andrew Portis, Architect

OTHERS:

Leama Sather, State Program Administrator
Brenna Boytim, Complaint Specialist
Matthew Linngren, OASI

GUESTS:

Sheri Hansen, AIA Minnesota

- 2) **APPROVAL OF MARCH 19, 2025, RULES COMMITTEE MEETING MINUTES**
MSP: To approve the March 19, 2025, meeting minutes

- 3) UNFINISHED BUSINESS
 - A) Statute Change Process Update – Discussed.
 - B) Possible Rule Changes Update – Discussed.
- 4) NEW BUSINESS
 - A) Legislative Action – Discussed the role of the committee in educating members of the House and Senate about bills concerning the Board.
- 5) ADJOURN
 - MSP: To adjourn at 10:01 AM**