



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

BOARD MEMORANDUM

August 6, 2015

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Mary Deeg, CID, Board Chair

SUBJECT: **AUGUST 6, 2015 BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Ste 295 (2nd floor)
10:30 AM

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

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

OTHERS:

Christopher Kaisershott, Assistant Attorney General
Doreen Frost, Executive Director
Andrea Barker, Assistant Executive Director
Lynette DuFresne, Investigator
Laurie Nistl, OASI
Kay Weiss, Communications Specialist

GUESTS:

Charlie Petersen, Senior Management Consultant, Minnesota Management and Budget
Randall Bradley
Diane Helgren-Bradley

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF JUNE 25, 2015 BOARD MEETING MINUTES
MSP: To approve the June 25, 2015 Board meeting minutes.
- 4) CREDENTIALING COMMITTEE REPORT (N. JAIN, Committee Chair)
A) No meeting held.
- 5) RULES COMMITTEE REPORT (P. MAY, Committee Chair)
A) No meeting held.

- 6) ALACID SECTION REPORT (J. SWANSON, Section Chair)
 - A) CLARB proposed changes to the by-laws were discussed.
 - B) 2015 CIDQ Council of Delegates Annual Meeting, November 12-14, 2015. Authorization of attendance.
MP: To authorize the attendance of three Board members.
 - C) Canadian Mutual Recognition Agreement was discussed.
 - D) NCARB Intern Development Program (IDP) Experience Portfolio Documentation Method was discussed. Comments will be drafted and sent to NCARB.

- 7) ELSGEO SECTION REPORT (D. MURPHY reported)
 - A) Motions to be presented at the 2015 NCEES Annual Meeting were discussed.
 - B) Potential Rule Changes for Soil Science Education were discussed and carried over.
 - C) Potential Rule Changes for Progressive Engineering Experience were discussed and carried over.
 - D) ASBOG 2015 Fall Council of Examiners (COE) Workshop and Annual Meeting, November 11-14, 2015. Authorization of attendance.
MP: To authorize the attendance of one Board member.

- 8) EXECUTIVE COMMITTEE REPORT (M. DEEG, Committee Chair)
 - A) The committee met on July 20, 2015, for personnel issues.
 - B) Anticipate more variance requests to be coming before the Board.
 - C) Information and Telecommunications Account Interagency Agreement was discussed.

- 9) TREASURER'S REPORT (P. MILLER, TREASURER)
 - A) Budget and revenue reports – FY2015 – Discussed.
 - B) Budget and revenue reports – FY2016 – Discussed.

- 10) EXECUTIVE DIRECTOR REPORT (D. FROST, Executive Director)
 - A) Board Open appointments in January, 2016, are for an Architect, Certified Interior Designer, Land Surveyor, Professional Engineer, and Landscape Architect.
 - B) Fiscal Year 2016 IT Rates – Discussed.
 - C) Staffing Update.

- 11) UNFINISHED BUSINESS
 - A) Rules Update
 - 1) Summary of Comments Received – Discussed.
MSP: To correct the acronyms referring to the Certified Interior Design exam that were incorrectly modified in the proposed rules.
 - 2) Authorizing Resolution – Discussed.
MSP: To adopt the Resolution.

- 12) COMPLAINT COMMITTEE REPORT (T. GROSHONG, Committee Chair)
 - A) The Complaint Committee requested a closed session to deal with disciplinary matters.

- 13) CLOSED SESSION
 - A) Continuing Education Exemption Request

- 1) Applicant #1: Medical Request
MSP: To approve the request for exemption from the continuing education requirement for the 2014-2016 license renewal.
Lyn Berglund recused herself from the discussion and vote.

B) Disciplinary Matters

- 1) In the matter of Bruce Knutson, Architect License #11789, the Board issued a *Stipulation and Order*.
Dan Murphy recused himself from the discussion and vote.
- 2) In the matter of William N. Long, Jr., Architect License #16921, the Board issued a *Stipulation and Order*.
- 3) In the matter of Mark W. Schumacher, Professional Engineer License #13654, the Board issued an *Order for Revocation of PE License*.
- 4) In the matter of John Bieniek, Professional Engineer License #23084, the Board issued a *Stipulation and Order*.
- 5) In the matter of Paul Berend Schultz, Professional Engineer License #22470, the Board issued an *Order for Revocation of PE License*.

14) NEW BUSINESS

- A) New licensee report (FYI)

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

- A) Strategic Planning agenda (**ATTACH. 15A**)

16) PUBLIC COMMENT

- A) None

17) ADJOURN: **MSP: to Adjourn.** Next meeting: Friday, October 9, 2015.