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

BOARD MEMORANDUM **JULY 14, 2026**

TO: **EXECUTIVE COMMITTEE**
Daniel Kelsey, PE, Chair
Jason Amberg, LA, Vice Chair
Alexa Choles, CID, Secretary
Alan Johnson, PE, Treasurer

FROM: Daniel Kelsey, PE, Chair

SUBJECT: **JULY 14, 2026, EXECUTIVE COMMITTEE MEETING MINUTES**
Golden Rule Building, STE 295
8:15 AM

1) CALL TO ORDER/ROLL CALL
Daniel Kelsey, PE, Chair
Jason Amberg, LA, Vice Chair
Alexa Choles, CID, Secretary
Alan Johnson, Treasurer

OTHERS:
Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

2) APPROVAL OF MAY 12, 2026, MEETING MINUTES
MSP: To approve the May 12, 2026, minutes.

3) NEW BUSINESS
A) Executive Director Report (K. Van Etta-Olson, Executive Director)
1) Annual Certification of Internal Controls – Discussed.
MSP: To approve the Internal Controls Annual Certification
2) Renewals – 85% of licensees have renewed; reminder postcards have been sent to the remainder.
3) Board Appointments – Awaiting notice from the Governor's Office.

4) Licensing System Replacement – The RFP has been published and is open until July 28.
5) Office Lease – Discussed.
6) NCARB Annual Meeting – Discussed.
7) ASLA Presentation – Discussed.
8) 2027 Board meeting dates – Tentative Board meeting dates for 2027 have been established on the second Wednesday of odd-numbered months. A final calendar will be presented for approval at the September meeting.
9) NCEES/UK Mutual Recognition Agreement – Discussed.
   MSP: To authorize the Board Chair and Executive Director to participate in the NCEES-funded fact-finding trip to the UK in October.

4) ADJOURN
   The meeting adjourned at 8:40 AM.

MINNESOTA BOARD OF
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BOARD MEMORANDUM **JULY 14, 2026**

TO: **ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION**

Paul Brandt, PSS, Section Chair
Marcus Hampton, LS
Daniel Hunter, PG
Alan Johnson, PE
Daniel Kelsey, PE
Carolee Lindsey, PM
David Martini, PE
Melisa Rodriguez, PE
VACANT, LS
VACANT, PE
VACANT, PM

FROM: Paul Brandt, PSS, Section Chair

SUBJECT: **JULY 14, 2026, ELSGEO SECTION MEETING MINUTES**
Golden Rule Building, STE 295
9:01 AM

1) CALL TO ORDER/ROLL CALL
Paul Brandt, PSS, Section Chair
Marcus Hampton, LS
Daniel Hunter, PG
Alan Johnson, PE
Daniel Kelsey, PE
Carolee Lindsey, PM
David Martini, PE
Melisa Rodriguez, PE ***– Absent***

OTHERS:
Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

GUESTS:
John Krapek, American Council of Engineering Companies of MN (ACEC MN)
Phil Raines, MN Society of Professional Surveyors (MSPS)

2) APPROVAL OF THE MAY 12, 2026, MEETING MINUTES

MSP: To approve the May 12, 2026, minutes. (Carolee Lindsey abstained from voting.)

3) NEW BUSINESS

A) Updates to the Professions – Discussed.

B) NCEES Zone Meeting Review / Annual Meeting Preview – Discussed.

C) ASBOG Admin Workshop/Annual Meeting/Field Trip/COE Workshop, October 27-31, 2026, Hershey, PA – Request for authorization to attend

MSP: To authorize one (1) Board member and the Executive Director to attend.

D) Geology Exam Results (Spring 2026) – Discussed.

4) ADJOURN

The meeting adjourned at 9:22 AM

MINNESOTA BOARD OF
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BOARD MEMORANDUM **JULY 14, 2026**

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

Andrew Portis, Architect, Section Chair	Shajive Jeganathan, PM
Jason Amberg, LA	Laura Kamin-Lyndgaard, LA
Alexa Choles, CID	Erica Larson, CID
Stacee Demmer, AR	Lori Marco, PM
Sally Grans Korsh, FAIA	Jean Otto, PM

FROM: Andrew Portis, Architect, Section Chair

SUBJECT: **JULY 14, 2026, ALACID SECTION MEETING MINUTES**
Golden Rule Building, STE 295
10:00 AM

1) CALL TO ORDER/ROLL CALL
Andrew Portis, Architect, Section Chair
Jason Amberg, LA
Alexa Choles, CID
Stacee Demmer, AR ***- Absent***
Sally Grans Korsh, FAIA
Shajive Jeganathan, PM
Laura Kamin-Lyndgaard, LA
Erica Larson, CID
Lori Marco, PM
Jean Otto, PM

OTHERS:
Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

GUESTS:
Sheri Hansen, AIA MN
John Krapek, American Council of Engineering Companies of MN (ACEC MN)

2) APPROVAL OF THE MAY 12, 2026, MEETING MINUTES
MSP: To approve the May 12, 2026, minutes.

3) NEW BUSINESS
   A) Updates to the Professions – Discussed.
   B) NCARB Annual Meeting Review – Discussed.
   C) CLARB Annual Meeting – Voting Delegate Authorization
      MSP: To designate Jason Amberg, LA as the voting delegate.
   D) NCARB Leadership Summit, October 9-10, 2026, Memphis, TN – Request for authorization to attend
      MSP: To authorize the Section Chair and the Executive Director to attend.
   E) CIDQ Annual Meeting, November 13-14, 2026, Atlanta, GA – Request for authorization to attend
      MSP: To authorize two (2) Board members and the Executive Director to attend.
   F) Board Strategic Planning Process – Discussed.

4) ADJOURN
The meeting adjourned at 10:39 AM.

MINNESOTA BOARD OF
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BOARD MEMORANDUM **JULY 14, 2026**

TO: Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Daniel Kelsey, PE, Chair

SUBJECT: **JULY 14, 2026, BOARD MEETING MINUTES**
Golden Rule Building, STE 295
11:00 AM

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

1) CALL TO ORDER/ROLL CALL/INTRODUCTIONS/SERVICE PLAQUE PRESENTATION

Daniel Kelsey, PE, Chair	Erica Larson, CID
Jason Amberg, LA, Vice Chair	Carolee Lindsey, PM
Alexa Choles, CID, Secretary	Lori Marco, PM
Alan Johnson, PE, Treasurer	David Martini, PE
Paul Brandt, PSS	Jean Otto, PM
Stacee Demmer, AR ***– Absent***	Andrew Portis, Architect
Sally Grans Korsh, FAIA	Melisa Rodriguez, PE ***– Absent***
Marcus Hampton, LS	VACANT, LS
Daniel Hunter, PG	VACANT, PE
Shajive Jeganathan, PM	VACANT, PM
Laura Kamin-Lyndgaard, LA	

OTHERS:
Kate Van Etta-Olson, Executive Director
Stephen Melchionne, Assistant Attorney General
Brenna Boytim, Investigator
Matthew Linngren, Administrative Specialist

GUESTS:
Christian Faste, MN Department of Labor and Industry
Sheri Hansen, AIA MN
Phil Raines, MN Society of Professional Surveyors (MSPS)

Chair Daniel Kelsey, PE, presented former Board member Christian Faste with a service plaque.

2) APPROVAL OF THE MAY 12, 2026, BOARD MEETING MINUTES
MSP: To approve the May 12, 2026, minutes. (Unanimous roll-call vote.)

3) COMPLAINT COMMITTEE REPORT (D. Hunter, Committee Chair)
A) The Complaint Committee requests a closed session
MP: To move into closed session to discuss disciplinary matters pursuant to Minnesota Statutes Section 13D.05, subd. 2. (Unanimous roll-call vote.)
B) Closed Session
MP: To go back into open session. (Unanimous roll-call vote.)
C) Disciplinary Matters
1) In the matter of Darwin L. Yasis, a Stipulation and Consent Order was issued.
2) In the matter of Peter Allen Tomfohrde, a Stipulation and Consent Order was issued.
3) In the matter of Mitchel K. Booth, a Settlement Agreement and Cease and Desist Order was issued.

MSP: To accept the Complaint Committee report. (Unanimous roll-call vote.)

4) INVESTIGATOR'S REPORT (B. Boytim, Investigator)
Staff have 63 open files.
MSP: To accept the Investigator's report. (Unanimous roll-call vote.)

5) EXECUTIVE DIRECTOR'S REPORT (K. Van Etta-Olson, Executive Director)
A) Annual Certification of Internal Controls – Discussed.
MP: To approve the Internal Controls Annual Certification. (Unanimous roll-call vote.)
B) Renewals – 85% of licensees have renewed; reminder postcards have been sent to the remainder.
C) Board Appointments – Awaiting notice from the Governor's Office.
D) Licensing System Replacement – The RFP has been published and is open until July 28.

E) Office Lease – Discussed.
F) NCARB Annual Meeting – Discussed.
G) ASLA Presentation – Discussed.
H) 2027 Board meeting dates – Tentative Board meeting dates for 2027 have been established on the second Wednesday of odd-numbered months. A final calendar will be presented for approval at the September meeting.
I) NCEES/UK Mutual Recognition Agreement – Discussed.

MSP: To accept the Executive Director's report. (Unanimous roll-call vote.)

6) EXECUTIVE COMMITTEE REPORT (D. Kelsey, Chair)

A) New Licensee Report – Accepted with the Board's congratulations to the new licensees.
B) FY26 Budget and Revenue Report – Discussed.
C) NCEES/UK Mutual Recognition Agreement – Discussed.
MP: To authorize the Board Chair and Executive Director to participate in the NCEES-funded fact-finding trip to the UK in October. (Unanimous roll-call vote.)

MSP: To accept the Executive Committee report. (Unanimous roll-call vote.)

7) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (A. Portis, Section Chair)

The Section discussed the recent NCARB Annual Meeting in Minneapolis, the upcoming CLARB Annual Meeting in Calgary, the NCARB Leadership Summit in Memphis, and the CIDQ Annual Meeting in Atlanta, as well as a request for a strategic planning process to be implemented.

MP: To designate Jason Amberg, LA as the voting delegate for the CLARB Annual Meeting. (Unanimous roll-call vote.)

MP: To authorize the Section Chair and the Executive Director to attend the NCARB Leadership Summit, October 9-10, 2026, in Memphis, TN. (Unanimous roll-call vote.)

MP: To authorize two (2) Board members and the Executive Director to attend the CIDQ Annual Meeting, November 13-14, 2026, Atlanta, GA. (Unanimous roll-call vote.)

MSP: To accept the ALACID Section report. (Unanimous roll-call vote.)

8) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT (P. Brandt, Section Chair)

The Section discussed the recent NCEES Zone Meeting and upcoming NCEES Annual Meeting in Henderson, NV, the ASBOG Annual Meeting in Hershey, PA, and the recent Geology exam results.

MP: To authorize one (1) Board member and the Executive Director to attend the ASBOG Admin Workshop/Annual Meeting/Field Trip/COE Workshop, October 27-31, 2026, in Hershey, PA. (Unanimous roll-call vote.)
MSP: To accept the ELSGEO Section report. (Unanimous roll-call vote.)

9) CREDENTIALING COMMITTEE REPORT (L. Kamin-Lyndgaard, Committee Chair)
The Credentialing Committee met on July 8. They received reports on four (4) outreach presentations made by members of the Board and staff, reviewed 17 CPE audits, and further discussed potential multidisciplinary outreach efforts.
MP: To delegate authority to staff to complete the review of the remaining audits and bring any items needing further attention back to the Credentialing Committee. (Unanimous roll-call vote.)
MSP: To accept the Credentialing Committee report. (Unanimous roll-call vote.)

10) RULES COMMITTEE REPORT (D. Martini, Committee Chair)
The committee was scheduled to meet July 8 but no new updates from the Revisor's Office were available, so the meeting was canceled.

11) NEW BUSINESS
A) Variance Requests
None.
B) CE Exemption requests
By delegation of authority from the Board, the Executive Director approved approximately six (6) CE Exemption requests.

12) FY27 EXPENSE REPORTS (M. Linngren, Administrative Specialist) – Discussed.

13) PUBLIC COMMENT
None.

14) ADJOURN
The meeting adjourned at 11:59 AM.