BOARD MEMORANDUM

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Mary Deeg, CID, Board Chair

SUBJECT: MAY 19, 2016 BOARD MEETING MINUTES
GOLDEN RULE BUILDING, Suite 295 (2nd floor)
10:30 AM

The Board held its regularly scheduled meeting on the above-mentioned date, time and location.
1) **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)
Tanya Digiovanni, CAP-OM, PM
Dave Fisher, CBO, PM (ABSENT)
Terry Groshong, Architect
Jim Grube, PE (ABSENT)
Darcy Hield, CID
Wayne Hilbert, Architect
Nirmal Jain, PE
David Krech, PE (ABSENT)
William Kuretsky, BS, MME, JD, PM
Robin Mathews, LS
Daniel Murphy, PE
Margaret Parsons, Architect
Marjorie Pitz, LA
Keith Rapp, PG
John Swanson, Deputy State Fire Marshal, PM (ABSENT)
Paul Vogel, LS

**OTHERS:**
Christopher Kaisershot, Asst. Attorney General
Doreen Frost, Executive Director
Andrea Barker, Assistant Executive Director
Lynette DuFresne, Board Investigator
Leama Sather, Board Staff

**GUESTS:**
Casey Redland

2) **WELCOME TO NEW BOARD MEMBER, DARCY HIELD, AND INTRODUCTIONS**

3) **READING AND APPROVAL OF APRIL 1, 2016 MEETING MINUTES**

**MSP:** To approve the April 1, 2016 meeting minutes.

4) **COMPLAINT COMMITTEE REPORT (T. GROSHONG, Committee Chair)**

5) **CLOSED SESSION**

   A) Continuing Education Exemption Requests

      i) Exemption Request #1

      **MSP:** To grant exemption from the continuing education requirement for renewal of license through 6/30/2018 based on serious illness during the biennium.
ii) Exemption Request #2
Bob Gunderson, and Dan Murphy recused themselves from the vote.
MSP: To deny the request for exemption from the continuing education request for renewal of license through 6/30/2018 based on insufficient evidence of extenuating circumstances preventing the licensee from obtaining the continuing education.

iii) Exemption Request #3
MSP: To grant exemption from the continuing education requirement for renewal of license through 6/30/2018 based on serious illness during the biennium.

iv) Exemption Request #4
MSP: To grant exemption from the continuing education requirement for renewal of license through 6/30/2018 based on active duty military service for more than 120 consecutive days in the biennium preventing the licensee from obtaining the continuing education.

B) Disciplinary Matters
i) In the matter of Erik J. Tomlinson, Professional Geologist License #46739, the Board issued an Order to Reinstated.

ii) In the matter of Robert Gerszewski, Architect License #45254, the Board issued a Stipulation and Order.

C) Petitions for Variance
i) Applicant #1: The Board denied a Petition for Variance from Board Rule: MN Rule 1800.1500, Subp. 3.
   Bob Gunderson recused himself from the vote.
   MSP: To deny a Petition for Variance based on lack of hardship or injustice.
   MSP: Previous motion amended to add that it is inconsistent with public interest.

6) CREDENTIALING COMMITTEE REPORT (N. JAIN, Committee Chair)
   A) Discussed outreach and the need for a Power Point presentation for general use. Board members will provide material and information to Board staff.

7) RULES COMMITTEE REPORT (M. PITZ, Committee Chair)
   A) The Committee will continue to discuss potential changes to the Rules of Professional Conduct.
8) ALACID SECTION REPORT (W. HILBERT for J. SWANSON, Committee Chair)
   A) Changes to the CID Rules were discussed. The modifications will be
      included in the next rule package.
   B) Discussed the Summary NCARB Resolutions for the Annual Meeting.
   C) Discussed the ARE 5.0 and the transition from the ARE 4.0.

9) ELSGEO SECTION REPORT (P. VOGEL for K. RAPP, Committee Chair)
   A) NCEES Central Zone Meeting Report
   B) Contract with Test Inc. has been signed.
   C) Discussions on potential rule changes relating to engineering and land
      surveying will continue at the next meeting.

10) EXECUTIVE COMMITTEE REPORT (M. DEEG, Chair)
    A) The Executive Committee will meet after the Board meeting.

11) TREASURER’S REPORT (P. MILLER, Treasurer)
    A) Budget and revenue reports — (FYI)

12) EXECUTIVE DIRECTOR REPORT (D. FROST, Executive Director)
    A) The COOP has been restructured and the Board staff is working diligently
       to update its plan.

13) UNFINISHED BUSINESS
    A) NONE

14) NEW BUSINESS
    A) Congratulations to Nirmal Jain, NCEES Assistant Central Zone Vice
       President.
    B) New Licensee Report
       MSP: To accept the New Licensee Report.

15) ELECTION OF EXECUTIVE COMMITTEE:
    Nominations may be made from the floor.
    On the Ballot:

    Chair:        Peter Miller
    Nominations were opened and requested three times. There were no
    nominations from the floor.
    MSP: To elect Peter Miller as Board Chair by acclimation.

    Vice Chair:   Robert Gunderson, Dennis Martenson
    Nominations were opened and requested three times. There were no
    nominations from the floor. Each candidate addressed the group.
    MSP: Robert Gunderson was elected Vice Chair.

    Secretary:    Terry Groshong, Dennis Martenson
    Nominations were opened and requested three times. There were no
    nominations from the floor. Each candidate addressed the group.
    MSP: Terry Groshong was elected Secretary.
Treasurer: Dennis Martenson
Nominations were opened and requested three times. There were no
nominations from the floor.
MSP: To elect Dennis Martenson as Treasurer by acclamation.

16) PUBLIC COMMENT
   A) NONE

17) ADJOURN (12:59PM)

   Next Meeting: June 30, 2016

   cc: Professional Societies and Interested Parties

Approval:

Terry Groshong, Architect, Board Secretary