



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

BOARD MEMORANDUM

August 18, 2016

TO: All Board Members  
Christopher Kaisershot, Assistant Attorney General

FROM: Peter Miller, PSS, Board Chair

SUBJECT: **August 18, 2016 BOARD MEETING MINUTES**  
GOLDEN RULE BUILDING, Suite 295 (2<sup>ND</sup> floor)  
**10:30 – 12:00 PM**

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

ENCL. 3

1) QUORUM CALL

Peter Miller, PSS, Chair  
Robert Gunderson, LA, Vice Chair  
Terry Groshong, Architect, Secretary  
Dennis Martenson, PE, Treasurer  
Mary Deeg, CID, Immediate Past Chair  
Tanya Digiovanni, CAP-OM, PM  
Dave Fisher, CBO, PM **(ABSENT)**  
Jim Grube, PE  
Darcy Hield, CID **(ABSENT)**  
Wayne Hillbert, Architect  
Nirmal Jain, PE  
David Krech, PE  
William Kuretsky, BS, MME, JD, PM  
Robin Mathews, LS  
Daniel Murphy, PE  
Margaret Parsons, Architect  
Carl Peterson, CPA, PM **(ABSENT)**  
Marjorie Pitz, LA  
Keith Rapp, PG  
John Swanson, Deputy State Fire Marshal, PM **(ABSENT)**  
Paul Vogel, LS

OTHERS:

Christopher Kaisershot, Assistant Attorney General  
Doreen Frost, Executive Director  
Andrea Barker, Assistant Executive Director  
Lynette DuFresne, Investigator  
Leama Sather, Board Staff

GUESTS:

NONE

2) INTRODUCTIONS

3) READING AND APPROVAL OF JUNE 30, 2016 MEETING MINUTES  
MSP: To approve the June 30, 2016 meeting minutes.

4) COMPLAINT COMMITTEE REPORT (J. GRUBE, COMMITTEE CHAIR)  
A) The Complaint Committee requests a closed session.

5) CLOSED SESSION

A) Disciplinary Matters

- 1) In the Matter of William L. Toney, Jr., the Board issued a *Stipulation and Order for Granting Application for Licensure by Comity*.

- 2) In the Matter of Martin S. Bonnell, PE license number 14010, the Board issued an *Order Vacating Revocation of License*.
  - 3) In the Matter of Willis L. Gillard, PE and LS license number 9587, The Board issued an *Order for Revocation of PE and LS License*.
- 6) JOINT RULES AND CREDENTIALING COMMITTEE REPORT (W. HILBERT, D. MURPHY, Committee Chairs)
    - A) Potential Rule Changes for Consideration - Rules of Professional Conduct were discussed and will continue to be discussed at the next meeting.
  - 7) ALACID SECTION REPORT (R. GUNDERSON, Committee Chair)
    - A) NCIDQ 2016 Annual Delegates Meeting, November 11-12, 2016.  
MP: To authorize two Board members to attend the NCIDQ 2016 Annual Delegates Meeting.
    - B) NCARB 2016 Member Board Chairs and Executives Summit, October 28- 29, 2016.  
MP: To authorize one Board member to attend the NCARB 2016 Member Board Chairs and Executives Summit.
    - C) Resolutions that were presented at the NCARB Annual meeting- Discussed.
    - D) Non-traditional Paths to Licensure for Architects - Discussed and carried over.
  - 8) ELSGEO SECTION REPORT (R. MATHEWS, Committee Chair)
    - A) Equivalent degree for FE exam – Discussed and carried over.
    - B) Proctoring of out of state exams – The Board's current policy of not proctoring out-of-state exams remains unchanged. The section will discuss again after the NCEES Annual meeting.
    - C) Land Surveying Rules – identifying categories of coursework qualifying for land surveying education – Discussed and carried over.
    - D) Resolutions to be voted on at upcoming NCEES Annual meeting.
      - 1) MP: To reject the Committee on Uniform Procedures and Legislative Guidelines (UPLG) Motion 12 proposed amendments to the *Model Law* and *Model Rules* with the freedom to participate in the dialogue at the NCEES 2016 Annual Meeting and take into consideration the discussions and any amendments to the resolution before casting the vote on behalf of the Board.
  - 9) EXECUTIVE COMMITTEE REPORT (P. MILLER, Chair)
    - A) Internal Controls – FYI.
    - B) Strategic Planning – To be approved for public dissemination at the next meeting. Please review the document and let staff know of any suggested edits. (Distributed at the meeting)
  - 10) TREASURER'S REPORT (D. MARTENSON, Treasurer)
    - A) Budget and Revenue Reports - FYI.
    - B) Entering legislative session soon and the Board should aware that there might be a need to have a couple Board Members available to testify.
  - 11) EXECUTIVE DIRECTOR REPORT (D. FROST, Executive Director)
    - A) Affirmative Action Plan – FYI.

- B) Request to be notified of any deceased licensees so we do not continue to send mailings.
- C) Continuing Education Audit will be conducted after the late renewals are processed.
- D) The Board is now on Twitter, Facebook, and LinkedIn. Please follow the Board through your social media sites.

12) UNFINISHED BUSINESS

- A) None

13) NEW BUSINESS

- A) Open Meeting Law – Lengthy discussion held regarding which meetings/parts of meeting can be closed.
- B) Variance Request:
  - 1) In the matter of Ethan Ambroziak  
MSP: To Deny Petition for Variance from Board Rule 1800.2500, Subpart 2a, item B (1) (Distributed at meeting)
- C) New Licensee Report  
MSP: To approve the New Licensee report.

14) PUBLIC COMMENT

- A) None

15) ADJOURN – MSP: to Adjourn (12:00pm)

**Next Meeting: Thursday, October 13, 2016**

cc: Professional Societies and Interested Parties

Approval:

  
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Terry Groshong, Architect, Board Secretary