



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

BOARD MEMORANDUM

OCTOBER 13, 2016

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Peter Miller, PSS, Board Chair

SUBJECT: **OCTOBER 13, 2016 BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Suite 295 (Second floor)
10:30 – 12:00 PM

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

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
Jim Grube, PE
Darcy Hield, CID
Wayne Hillbert, Architect
Nirmal Jain, PE **(ABSENT)**
David Krech, PE
William Kuretsky, BS, MME, JD, PM **(ABSENT)**
Robin Mathews, LS
Daniel Murphy, PE
Margaret Parsons, Architect
Carl Peterson, CPA, PM
Marjorie Pitz, LA
Keith Rapp, PG
John Swanson, Deputy State Fire Marshal, PM
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:

Helen Digiovanni

2) INTRODUCTIONS

3) READING AND APPROVAL OF AUGUST 18, 2016 MEETING MINUTES

MSP: To approve the August 18, 2016 meeting minutes.

4) COMPLAINT COMMITTEE REPORT (J. GRUBE, Committee Chair)

A) The Complaint Committee requested a closed session.

- 5) CLOSED SESSION
 - A) Disciplinary Matters
 - 1) In the Matter of Willis L. Gilliard, the Board issued an *Order to Rescind Revocation of Professional Engineer License and Land Surveyor License No. 9587.*

- 6) RULES COMMITTEE REPORT (D. MURPHY, Committee Chair)
 - A) Completed discussions on proposed Rule changes and are ready for the materials to be submitted to the Office of the Revisor.

- 7) CREDENTIALING COMMITTEE REPORT (W. HILBERT, Committee Chair)
 - A) Viewed a power point outline for Board Members to use at future presentations.
 - B) Reviewed 72 of the 193 CE Audits. A few of them will need additional information submitted, the rest were approved.
 - C) Reported on outreach activities.

- 8) ALACID SECTION REPORT (R. GUNDERSON, Committee Chair)
 - A) Looking at NCARB's Alternative Paths to Licensure topic with respect to MN. The MN Board has started sharing data with NCARB for their database.
 - B) CLARB meeting report.
 - C) Discussed making the Practice Act language more clear at the upcoming NCIDQ meeting.
 - D) Discussed the upcoming NCIDQ and AIA meetings.

- 9) ELSGEO SECTION REPORT (R. MATHEWS, Committee Chair)
 - A) Nirmal Jain and Robin Mathews were announced as NCEES committee members at the Annual Meeting.
 - B) Request for Motion to allow the nomination of Lisa Hanni for the NCEES Distinguished Award. **(ATTACH. 9B-distributed at meeting)**
MP: To nominate Lisa Hanni for the NCEES Distinguished Award.
 - C) Discussed the events at the NCEES regarding the ULPG voting.
 - D) Reviewed Biennial Report.
 - E) Completed discussions on potential Rule changes.

- 10) EXECUTIVE COMMITTEE REPORT (P. MILLER, Chair)
 - A) Board expenses.
MP: To authorize that per diem and reimbursement procedures shall include speaking on behalf of the Board at approved events as an acceptable Board expense.
 - B) Reviewed lease renewal documentation.
 - C) Reviewed Strategic Plan Document.

- 11) TREASURER'S REPORT (D. MARTENSON, Treasurer)
 - A) Budget and Revenue Reports were reviewed.
- 12) EXECUTIVE DIRECTOR REPORT (D. FROST, Executive Director)
 - A) January starts the Legislative session. The Biennial Report will be shared with legislators.
 - B) Reported on the NCEES and CLARB annual meetings.
 - C) Reminder to Board Members that the Biennial Report can be shared with Societies.
- 13) UNFINISHED BUSINESS
 - A) Strategic Planning Sheets – Comments/Additions (**ATTACH. 13A – distributed at meeting**)
MP: To approve the Strategic Plan for public dissemination.
- 14) NEW BUSINESS
 - A) CE Audit – 193 letters sent with required responses by 10/31/16. Discussed.
 - B) 2017 Draft Meeting Calendar for approval.
MSP: To approve the 2017 Meeting Calendar.
 - C) Memo Regarding State Indemnification RE: Federal Antitrust Claims – conversation held with Chris Kaisershot, Board Attorney.
 - D) New Licensee Report.
MSP: To approve the New Licensee Report.
- 15) PUBLIC COMMENT
- 16) ADJOURN - MSP: to Adjourn (11:15 am)

Next Meeting: Thursday, December 1, 2016

cc: Professional Societies and Interested Parties

Approval:



Terry Groshong, Architect, Board Secretary