



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

BOARD MEMORANDUM

JULY 11, 2017

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Dennis Martenson, PE, Board Chair

SUBJECT: **JULY 11, 2017 BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Suite 295 (Second Floor)
8:00 AM

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

1) QUORUM CALL

Dennis Martenson, PE, Chair
Terry Groshong, Architect, Vice Chair
Robert Gunderson, LA, Secretary
Nirmal Jain, PE, Treasurer
Dave Blume, PE
Rachel Dwyer, PM
Eric Friske, JD, PM
Darcy Hield, CID
Wayne Hilbert, Architect
David Krech, PE
William Kuretsky, MME, JD, PM - **ABSENT**
Robin Mathews, LS
Daniel Murphy, PE
Meg Parsons, Architect
Marjorie Pitz, LA
Keith Rapp, PG
Claudia Reichert, CID
Jody Rooney, PM
David Stenseth, CPA, PM
Paul Vogel, LS - **ABSENT**
Robert Whitmyer, PSS

OTHERS:

Christopher Kaisershot, Assistant Attorney General
Doreen Frost, Executive Director
Andrea Barker, Assistant Executive Director
Kay Weiss, Communications Specialist
Leama Sather, OASI
Connor Jahnke, Student Worker

GUESTS:

None

2) INTRODUCTIONS

A) Welcome to new Board members:

- i) Dave Blume, PE
- ii) Rachel Dwyer, Public Member
- iii) Eric Friske, JD, Public Member
- iv) Claudia Reichert, CID
- v) Jody Rooney, Public Member
- vi) David Stenseth, CPA, Public Member
- vii) Robert Whitmyer, PSS

3) BOARD ORIENTATION

- A) PowerPoint presentation covering policies and expectations of the Board
(distributed at meeting)

4) SECTION BREAK

- A) ELSGEO Section met in Suite 295
- B) ALACID Section met in Suite 160

5) ELSGEO SECTION REPORT (K. Rapp, Acting Section Chair)

- A) Authorization for Attendance to the ASBOG Annual Meeting and COE Workshop
MP: To authorize one (1) Board member and one (1) Board staff to attend the ASBOG Annual Meeting and COE Workshop.

- B) 2017 NCEES Summary of Motions

MP: To carry the Board's position on the resolutions with the freedom to participate in the dialogue at the 2017 NCEES Annual Meeting and take into consideration the discussions and any amendments to the resolutions before casting the vote on behalf of the Board.

MSP: To accept the ELSGEO Section report.

6) ALACID SECTION REPORT (M. Parsons, Section Chair)

- A) 2017 NCARB Annual Meeting Report (FYI)

- B) Authorization for Attendance to the CLARB Annual Meeting

MP: To authorize up to three (3) Board members and one (1) Board staff to attend the 2017 CLARB Annual Meeting.

- C) Authorization for Attendance to the CIDQ Annual Meeting
MP: To authorize up to three (3) Board members and one (1) Board staff to attend the 2017 CIDQ Annual Meeting.
- D) Authorization for Attendance to the NCARB Annual Educators Symposium
MP: To authorize Terry Groshong, Architect, to attend the 2017 NCARB Annual Educators Symposium.
- E) CLARB Model Law Language – carried over to next meeting.

MSP: To accept the ALACID Section report.

- 7) READING AND APPROVAL OF MAY 11, 2017 BOARD MEETING MINUTES
MSP: To approve the May 11, 2017 Board meeting minutes.

- 8) COMPLAINT COMMITTEE REPORT (R. Mathews, Committee Chair)
 - A) The Complaint Committee requested a closed session.**MSP: To close the meeting to review disciplinary matters.**

- 9) CLOSED SESSION

- A) Disciplinary Matters
 - i) In the Matter of Lewis Ng, Professional Engineer License #16929, the Board issued a Stipulation and Order.
 - ii) In the Matter of Beth Anderson, Professional Engineer License #18774, the Board issued a Stipulation and Order.
 - iii) In the Matter of Kerry Moore, Professional Engineer License #48663, the Board issued a Stipulation and Order.

MSP: To open the meeting.

- 10) RULES COMMITTEE REPORT (D. Hield, Committee Chair)
 - A) No meeting held.

- 11) CREDENTIALING COMMITTEE REPORT (D. Krech, Committee Chair)
 - A) No meeting held.

- 12) EXECUTIVE COMMITTEE REPORT (D. Martenson, Chair)
 - A) The SONAR for the Board's rule package is ready to send to the Governor's office.

- B) Reviewed the new Complaint Resolution Process document.
MSP: To accept the Executive Committee's Report.

13) TREASURER'S REPORT (N. Jain, Treasurer)

- A) Budget and Revenue Reports - discussed.
MSP: To accept the Treasurer's Report.

14) EXECUTIVE DIRECTOR REPORT (D. Frost, Executive Director)

- A) Expense Reports – Overview of guidelines and expectations.
- B) Open Appointments – Welcome to new Board members.
- C) Staffing update – The Board Investigator, Lynette Dufresne, has accepted a position with the Department of Health.
MSP: To accept the Executive Director's Report.

15) UNFINISHED BUSINESS

- A) Strategic Planning - Kay Weiss, Board Communications Specialist, presented a hand out and answered questions on the status of the Strategic Plan **(distributed at meeting)**

16) NEW BUSINESS

- A) Authorization of one (1) additional Board member to attend to the NCEES Annual Meeting
MSP: To ratify attendance of one (1) additional Board member to attend the 2017 NCEES annual meeting.
- B) Newsletter - Request for Board members to submit articles for the next publication and for new Board members to submit their photos and bios.
- C) Lisa Hanni, LS, Board Emeritus, awarded 2017 NCEES Distinguished Service Award (FYI)
- D) New Licensee Report
MSP: To approve the New Licensee Report.

17) PUBLIC COMMENT

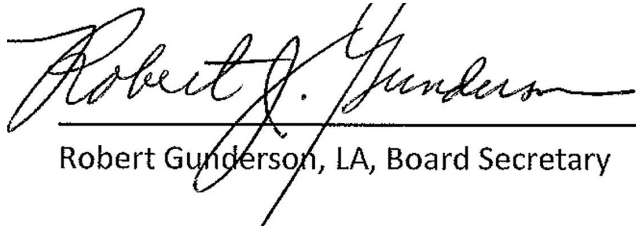
None

18)ADJOURN

MSP: To adjourn at 11:58 am

cc: Professional Societies and Interested Parties

Approval:



Robert G. Gunderson

Robert Gunderson, LA, Board Secretary