



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

BOARD MEMORANDUM

MARCH 22, 2018

TO: All Board Members
Christopher Kaisershot, Assistant Attorney General

FROM: Dennis Martenson, PE, Board Chair

SUBJECT: **MARCH 22, 2018 BOARD MEETING MINUTES**
GOLDEN RULE BUILDING, Suite 295 (Second Floor)
10:30 – 12:15 PM

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 **(ABSENT)**

Darcy Hield, CID

Wayne Hilbert, Architect

David Krech, PE **(ABSENT)**

William Kuretsky, MME, JD, PM **(ABSENT)**

Daniel Murphy, PE

Meg Parsons, Architect

Marjorie Pitz, LA

Keith Rapp, PG

Claudia Reichert, CID

Jody Rooney, PM **(ABSENT)**

David Stenseth, CPA, PM **(ABSENT)**

Paul Vogel, LS

Robert Whitmyer, PSS

Others Present:

Doreen Frost, Executive Director

Andrea Barker, Assistant Executive Director

Matt Kaehler, Investigator

Kay Weiss, Communications Specialist

Leama Sather, Board Staff

GUESTS:

None

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF FEBRUARY 2, 2018 BOARD MEETING MINUTES
MSP: To approve the February 2, 2018 Board meeting minutes.
- 4) COMPLAINT COMMITTEE REPORT (K. Rapp, Committee Chair)
 - A) The Complaint Committee met on March 26, 2018.
 - B) There are no orders to present.
- 5) CLOSED SESSION
 - A) The Credentialing Committee requests a Closed Session
MSP: To close the meeting to address a Continuing Education Exemption request which includes medical records.
 - i) Continuing Education Exemption Request
MP: To approve the Continuing Education Exemption Request based on extenuating circumstances.
 - B) Request to reopen the meeting
MSP: To open the meeting.
- 6) RULES COMMITTEE REPORT (D. Hield, Committee Chair)
 - A) Discussion on ALJ comments and will discuss further at the next meeting.
 - B) Rules on Succession in the Rules of Professional Conduct – discussed and carried over
- 7) CREDENTIALING COMMITTEE REPORT (D. Blume, Acting Committee Chair)
 - A) Equity among paths to licensure – discussion on being aware of the differences and nuances in the paths to licensure of the different professions
 - B) Discussed the upcoming renewals
 - C) Continuing Education Audit was discussed and will be carried over
- 8) ALACID SECTION REPORT (M. Parsons, Section Chair)

- A) NCARB/CLARB New Member Board Orientation Report by Meg Parsons, Architect, and Rachel Dwyer, Public member – discussed.
 - B) NCARB 2018 Regional Summit Report by Terry Groshong and Wayne Hilbert – discussed. Wayne Hilbert, Architect, was elected Regional Vice-Chair.
 - C) Direct Registration of Architects
MP: To recommend to the Rules committee to pursue adding direct registration for the ARE to a future rules package.
 - D) Authorizing Resolution: Delegation of Authority for Architecture License
MP: To Adopt the Delegation of Authority – Architect by Comity Authorizing Resolution.
 - E) Landscape Architect Experience and Education rules were discussed and carried over.
 - F) Council for Landscape Architects (CLARB) Leadership election process is changing – discussed and carried over.
- 9) ELSGEO SECTION REPORT (P. Vogel, Section Chair)
- A) Geoscience rules and the related ALJ comments –carried over.
 - B) Test Inc. contract expiration was discussed.
 - C) American Institute for Professional Geologists (AIPG) letter regarding a potential new classification of geologist - reviewed and discussed.
 - D) Direct Registration of the Fundamentals of Engineering (FE) Exam
MP: To recommend to the Rules committee to add direct registration for the Fundamentals of Engineering (FE) examination to a future rules package.
 - E) Authorization for Attendance to the 2018 National Council of Examiners of Engineers and Surveyors (NCEES) Annual meeting

MP: To authorize attendance for up to five (5) Board members to attend the 2018 NCEES Annual meeting.

- F) Authorization for Attendance of an additional Board member to attend the 2018 NCEES Central Zone meeting

MP: To authorize attendance for one (1) additional Board member to attend the 2018 NCEES Central Zone meeting.

10) EXECUTIVE COMMITTEE REPORT (D. Martenson, Chair)

- A) Discussion on decoupled P.E. jurisdictions, will discuss at the next ELSGEO section meeting
- B) Department of Revenue Audit on Collections was reviewed and discussed.
- C) At the May 17, 2018 Board meeting, Brian Hanson, PE, NCEES Western Zone Vice President will be visiting.
- D) Revisiting CLARB's Public Welfare Presentation - carried over
- E) Senate File 2694 and fiscal note were reviewed and discussed
- F) Discussed the travel issues with the CLARB Annual meeting in Ontario, Canada.

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

- A) Budget and Revenue Reports - reviewed and discussed
- B) Overview of Rules Costs - reviewed and discussed

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

- A) Welcome to Matt Kaehler
- B) Outreach with renewals – discussed the enclosure that will be sent with renewed license cards.

13) UNFINISHED BUSINESS

- A) Strategic Planning Update - discussed

14) NEW BUSINESS

- A) ALJ Report - Issued on March 16, 2018 and must be posted for 5 working days before the Board takes any action. Discussion will be held at May 17, 2018 Board meeting.
 - B) Board Elections process and Board Member Interest Questionnaire - reviewed and discussed
 - C) Social Media/eNews Signup – presentation and discussion on how to register for social media and eNews
 - D) New Licensee Report
MSP: To approve the New Licensee Report.
 - E) MN Surveyors Week, March 18-24, 2018 (FYI)
- 15) PUBLIC COMMENT
- A) NONE
- 16) ADJOURN
- MSP: To adjourn, 12:15 PM**

cc: Professional Societies and Interested Parties

Approval:


Robert Gundersen 17 MAY 2018
Robert Gundersen, LA, Board Secretary



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TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Paul Vogel, LS, Chair

Dan Murphy, PE

Dave Blume, PE

Keith Rapp, PG

Nirmal Jain, PE

Jody Rooney, PM (**Absent**)

David Krech, PE (**Absent**)

Robert Whitmyer, PSS

Bill Kuretsky, MME, JD, PM (**Absent**)

Dennis Martenson, PE

FROM: Paul Vogel, LS, Chair

SUBJECT: MARCH 22, 2018 ELSGEO SECTION MEETING MINUTES

Golden Rule Building, Suite 295 (2nd floor)

9:15 AM – 10:15 AM

1) CALL TO ORDER

A) Others Attending:

i) Andrea Barker, Assistant Executive Director

ii) Matt Kaehler, Investigator

iii) Leama Sather, Board Staff

2) APPROVAL OF FEBRUARY 2, 2018 SECTION MEETING MINUTES

MSP: To approve the February 2, 2018 Section meeting minutes.

3) UNFINISHED BUSINESS

A) Strategic Plan Update - discussed (**ATTACH. 3A – distributed at meeting**)

4) NEW BUSINESS

A) Authorization for attendance to the 2018 NCEES Annual Meeting

August 15 – 18, 2018, Scottsdale, AZ

MSP: To recommend to the Full Board to authorize up to five (5) Board members to attend the 2018 NCEES Annual Meeting.

B) Proposed NCEES Bylaws changes - discussed

C) Authorization for additional attendee to 2018 NCEES Central Zone Meeting

MSP: To recommend to the Full Board to authorize an additional Board member to attend the 2018 NCEES Central Zone Meeting.

D) Direct registration for FE exam

MSP: To recommend to the Board that the Rules Committee draft language on direct registration for the Fundamentals of Engineering Exam (FE) to include in the next rules package.

E) Test Inc. Contract – discussed

F) Geoscience Education and Experience Rules – carried over

G) Letter from Aaron Johnson, Executive Director of American Institute of Professional Geologists (AIPG)

MSP: To recommend to the Full Board that Keith Rapp, PG, assist staff in drafting a response.

H) Engineer Exam application summary (FYI Only)

I) Soils Exam application summary (FYI Only)

J) Proposal for National Disciplinary Database at ASBOG - discussed

5) ADJOURN

MSP: To adjourn, 10:25 AM.



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TO: EXECUTIVE COMMITTEE

Dennis Martenson, PE, Chair
Terry Groshong, Architect, Vice Chair
Robert Gunderson, LA, Secretary (ABSENT)
Nirmal Jain, PE, Treasurer

FROM: Dennis Martenson, PE, Chair

SUBJECT: MARCH 22, 2018 EXECUTIVE COMMITTEE MEETING MINUTES
Golden Rule Building, Board Office, Ste. 160
7:30 AM

- 1) Call to Order – 7:28 AM
 - A) Others Attending:
 - i) Doreen Frost, Board Executive Director
 - ii) Laurie Nistl, Board Staff
- 2) APPROVAL OF JANUARY 8, 2018 EXECUTIVE COMMITTEE MEETING MINUTES
MSP: To approve the January 8, 2018 Committee minutes.
- 3) UNFINISHED BUSINESS
 - A) Internal Controls – Discussed.
 - B) Strategic Planning – Will be discussed in other sections and committees.
 - C) Decoupled P.E. Jurisdictions – Discussed. Add to New Business at next ELSGEO Section meeting with same attachments.
- 4) NEW BUSINESS
 - A) Authorizing Resolution
MSP: To Adopt the Delegation of Authority – Architect by Comity Authorizing Resolution.
 - B) Department of Revenue Audit on Collections – Discussed.

- C) NCEES Leadership visit in May. Brian Hanson, PE, NCEES Western Zone Vice President, will be attending the May Board meetings.
- D) NCEES Annual Meeting Attendance. Dennis Martenson and Nirmal Jain, NCEES Officers, will be funded by NCEES. NCEES will fund the registration, travel and lodging expenses of three delegates from each board, and for members who are new since August 15, 2016 and are first time attendees. Recommend Section may send up to five attendees.
- E) ALJ Report – Issued on March 16, 2018 and must be posted for 5 working days before the Board takes any action. Discussion will be held at May 17, 2018 Board meeting.
- F) Revisiting CLARB’s Public Welfare Presentation – Discussed and carried over.
- G) Board Member Open Appointments - Discussed.
- H) S.F. 2694 and fiscal note – Discussed. **(ATTACH. 4H)**
- I) Renewals – License/Certificate renewals will open online April 9, 2018. Request to Board members to renew upon the opening to test the system.
- J) 2018 CLARB Annual meeting in Toronto, Canada. International travel issues discussed.

5) ADJOURN

MSP: To adjourn, 8:12 a.m.

Next Meeting: May 17, 2018