



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

BOARD MEMORANDUM

May 6, 2020

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Meg Parsons, FAIA, Board Chair

SUBJECT: **MAY 6, 2020 BOARD MEETING MINUTES**
Via Webex
10:30 pm

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

The Board Chair announced that, under Open Meeting Law 13D.02 and due to COVID-19 and the Peacetime Pandemic Order, it was neither practical nor prudent for all Board members to be physically present at the meeting. The public is still able to participate.

1) QUORUM CALL

Meg Parsons, FAIA, Chair	Scott Holm, M.Ed., CBO, PM
Paul Vogel, LS, Vice Chair	Denise Kazmierczak, PE
Dave Blume, PE, Secretary	Daniel Murphy, PE
Keith Rapp, PG, Treasurer	Jami Neiber, PM
Nirmal Jain, PE, Immediate Past Chair	Tari Rayala, Architect
Daniel Baar, LS	Claudia Reichert, CID
Rachel Dwyer, PM	Scott Robinson, LA
Eric Friske, JD, PM	Melisa Rodriguez, PE
Robert Gunderson, LA (Absent)	David Stenseth, CPA, PM
Wayne Hilbert, Architect	Robert Whitmyer, PSS (Absent)

OTHERS ATTENDING:

Christopher Kaisershot, Assistant Attorney General

Stephen Melchionne, Assistant Attorney General

Doreen Johnson, Executive Director

Kay Weiss, Assistant Executive Director

Peng Her, Investigator

Leama Sather, Office Administrative Specialist, Intermediate

Susan Lick, Office Administrative Specialist, Intermediate

Laurie Nistl, Office Administrative Specialist, Intermediate

GUESTS:

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF MARCH 12, 2020 BOARD MEETING MINUTES
MSP: To approve the March 12, 2020 Board meeting minutes.
Roll Call: All members voted to approve with yes.
- 4) COMPLAINT COMMITTEE REPORT (W. Hilbert, Committee Chair)
 - A) The Complaint Committee requested a closed session.
MSP: To close the meeting to review disciplinary matters
Roll Call: All members voted with yes.
- 5) CLOSED SESSION
 - A) Disciplinary Matters
MSP: To open the meeting.
Roll Call: all members voted with yes.
- 6) In the matter of In the matter of Eirik Magnuson, Unlicensed, the Board issued a Finding of Fact, Conclusion of Law, Order for Discipline for holding out as an

architect by calling himself a “Project Architect”. The Order states Mr. Magnuson shall pay a \$250.00 civil penalty.

- 7) RULES COMMITTEE REPORT (D. Blume, Committee Chair)
 - A) No meeting held.
- 8) CREDENTIALING COMMITTEE REPORT (C. Reichert, Committee Chair)
 - A) No meeting held.
- 9) ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER “ALACID” SECTION REPORT (D. Hield, Section Chair)
 - A) No meeting held.
- 10) ENGINEER/LAND SURVEYOR/GEOSCIENCE “ELSGEO” SECTION REPORT (D. Baar, Section Chair)
 - A) No meeting held.
- 11) EXECUTIVE COMMITTEE REPORT (M. Parsons, Chair)

No meeting held.
- 12) TREASURER’S REPORT (K. Rapp, Treasurer)
 - A) Budget and Revenue Reports - reviewed and discussed.
 - A) Statewide Indirect Cost Statement – reviewed and discussed.

MSP: to adopt the Treasurer’s Report.

Roll Call: All members voted with yes.
- 13) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)
 - A) Thank you to Chris Kaisershot, Assistant Attorney General, who will no longer be the attorney for the Board and welcome to Stephen Melchionne, who will now be assigned to the Board.
 - B) Thank you to everyone for participating in this Webex Board meeting. The June 24, 2020, meeting will also be through Webex.
 - C) Update on the COVID-19 pandemic situation and having the staff working remotely from home.

- D) Staffing update: Laurie Nistl, AELSLAGID Board staff will be retiring in June. Congratulations to Laurie Nistl.

MSP: to adopt the Executive Director’s Report.

Roll Call: All members voted with yes.

14) UNFINISHED BUSINESS

- A) NONE

15) NEW BUSINESS

- A) Requests for continuing Education Exemptions:

- i) Applicant #1 – **MSP: to accept the request for exemption.**

Roll Call: All members voted to approve with yes.

- ii) Applicant #2 – **MSP: to accept the request for exemption.**

Roll Call: All members voted to approve with yes.

- iii) Applicant #3 – **MSP: to deny the request for exemption.**

Roll Call: All members voted to approve with yes.

- iv) Applicant #4 – **MSP: to deny the request for exemption.**

Roll Call: All members voted to deny with yes.

- B) New Licensee Report - **MSP: to approve the New Licensee Report.**

Roll Call: All members voted to approve with yes.

- C) 2022 NCEES Joint Interim Zone Meeting in Oklahoma City (P. Vogel) -

Discussed. **MSP: to support a joint NCEES Central and Southern Zone meeting in 2022 in Oklahoma City. Roll Call: All members voted to approve with yes.**

- D) Notice of hearing about possible amendments to rules governing the Minnesota Residential Energy Code (FYI Only) – The hearing was canceled.

- E) MN Board of Electricity, Dual Notice of Intent to Adopt Rules (FYI Only)

F) Board Elections:

Chair: Meg Parsons, FAIA

Nominations were opened and requested three times. There were no nominations from the floor.

MSP: To elect Meg Parsons, FAIA, as Board Chair.

Vice Chair: Paul Vogel, LS

Nominations were opened and requested three times. There were no nominations from the floor.

MSP: To elect Paul Vogel, LS, as Board Vice Chair.

Secretary: Dave Blume, PE

Nominations were opened and requested three times. There were no nominations from the floor.

MSP: To elect Dave Blume, PE, as Board Secretary.

Treasurer: Keith Rapp, PG

Nominations were opened and requested three times. There were no nominations from the floor.

MSP: To elect Keith Rapp, PG, as Board Treasurer.

G) Outreach **(All FYI Only)**

i) Keith Rapp, PG, Virtual Zoom Video Conference with 25 University of Minnesota students on Professional Practice for Geoscientists on April 8, 2020.

ii) Meg Parsons, FAIA, presentation to approximately 60 attendees of the New Board Member Orientation at the NCARB Licensure Summit in Minneapolis, March 12-14, 2020.

H) Recognitions

- i) Congratulations to Nirmal Jain, PE, on receiving the University of Minnesota's 2020 President's Award for Outstanding Services.
- ii) Thank you and congratulations to Laurie Nistl, of the Board staff, on her retirement.
- l) Open Appointments – The Executive Director will be meeting with the Governor's staff on Board member appointments.

16) PUBLIC COMMENT

A) NONE

17) ADJOURN

MSP: To adjourn at 12:04pm

Roll Call: All members voted with yes.

Approval:

Dave Blume, PE, Board Secretary

cc: Professional Societies and Interested Parties