



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

BOARD MEMORANDUM

June 24, 2020

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Meg Parsons, FAIA, Board Chair

SUBJECT: JUNE 24, 2020 BOARD MEETING MINUTES
Via Webex
9:05 AM

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
Paul Vogel, LS, Vice Chair
Dave Blume, PE Secretary
Keith Rapp, PG, Treasurer
Nirmal Jain, PE
Daniel Baar, LS
Rachel Dwyer, PM
Eric Friske, JD, PM
Robert Gunderson, LA
Wayne Hilbert, Architect
Scott Holm, M.Ed., CBO, PM

Denise Kazmierczak, PE
Erica Larson, CID
Daniel Murphy, PE
Jami Neiber, PM
Tari Rayala, Architect
Claudia Reichert, CID
Scott Robinson, LA
Melisa Rodriguez, PE
David Stenseth, CPA, PM
Robert Whitmyer, PSS

OTHERS ATTENDING:

Stephen Melchionne, Assistant Attorney General

Doreen Johnson, Executive Director

Kay Weiss, Assistant Executive Director

Sue Lick, Office Administrative Specialist, Intermediate

GUESTS:

2) INTRODUCTIONS

Chair announced welcome to new Board member, Erica Larson

3) READING AND APPROVAL OF MAY 6, 2020 BOARD MEETING MINUTES

Roll call – all voted yes to approve the May 2020 Board meeting minutes.

4) COMPLAINT COMMITTEE REPORT (W. Hilbert, Committee Chair)

A) The Complaint Committee requested a closed session.

Roll call – all voted yes to close the meeting to review disciplinary matters and for deliberations.

5) CLOSED SESSION

A) Disciplinary Matters

Roll call – all voted to reopen the meeting.

6) RULES COMMITTEE REPORT (D. Blume, Committee Chair)

A) No Meeting Held.

7) CREDENTIALING COMMITTEE REPORT (R. Dwyer, Committee Chair)

A) No Meeting Held.

8) ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER “ALACID”
SECTION REPORT (Scott Robinson, Section Chair)

- A) No Meeting Held.
- 9) ENGINEER/LAND SURVEYOR/GEOSCIENCE “ELSGEO” SECTION REPORT (D. Kazmierczak, Section Chair)

- A) No Meeting Held.

- 10) EXECUTIVE COMMITTEE REPORT (M. Parsons, Chair)

- A) Meeting Minutes.
- B) Committee Assignments.

Roll call – all voted yes to accept the Executive Committee report.

- 11) TREASURER’S REPORT (K. Rapp, Treasurer)

- A) Budget and Revenue Reports
- B) Statewide Indirect Cost Statement

Roll call – all voted yes to accept the Treasurer’s report.

- 12) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)

- A) Open appointments – Governors office in final selection process
- B) Thank you / acknowledgement to exiting Board members
- C) COVID 19 policies everchanging for Board staff operations
- D) Renewal status recap
- E) Legislative Audit recap

Roll call – all voted yes to accept the Executive Director’s report.

- 13) UNFINISHED BUSINESS

- A) NCARB Annual Meeting – discussed
- B) NCEES Annual Meeting – discussed**

- 14) NEW BUSINESS

- A) Requests for Continuing Education Exemptions:
 - i) Applicant #1 (**ENCL. 14Ai**)

Roll call – all voted yes to approve

ii) Applicant #2 (ENCL. 14Aii)

Roll call – all voted yes to deny

iii) Applicant #3 (ENCL. 14Aiii)

Roll call – all voted yes to approve

B) New Licensee Report

MSP: Roll call – all voted yes to accept the New Licensee report.

C) CLARB Leadership Nominations - discussed

PUBLIC COMMENT – none

i) ADJOURN – Roll Call

Roll call – all voted yes to adjourn the meeting at 10:42 AM

Next Meeting: August 5, 2020.

cc: Professional Societies and Interested Parties