



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

BOARD MEMORANDUM

NOVEMBER 19, 2020

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Meg Parsons, FAIA, Board Chair

SUBJECT: **NOVEMBER 19, 2020 BOARD MEETING MINUTES**
Via Webex
9:50 AM

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

1) QUORUM CALL – All present

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
Wayne Hilbert, Architect
Scott Holm, M.Ed., CBO, PM
Denise Kazmierczak, PE

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

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

GUESTS: Gary Thaden

OTHERS: Doreen Johnson, Executive Director, Kay Weiss, Assistance Executive Director,
Susan Lick, Office Administrative Specialist Intermediate

- 3) INTRODUCTIONS
- 4) READING AND APPROVAL OF OCTOBER 1, 2020 BOARD MEETING MINUTES (**ENCL. 4**)
MSP: To approve the October 1, 2020 Board meeting minutes.
Roll Call: All members voted to approve with yes.
- 5) COMPLAINT COMMITTEE REPORT (W. Hilbert, Committee Chair)
No Meeting Held
- 6) CLOSED SESSION – **No Meeting Held**
- 7) RULES COMMITTEE REPORT (D. Blume, Committee Chair)
 - A) No Meeting Held.
- 8) CREDENTIALING COMMITTEE REPORT (R. Dwyer, Committee Chair)
 - A) No Meeting Held.
- 9) ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER “ALACID”
SECTION REPORT (Scott Robinson, Section Chair)
 - A) No Meeting Held.
- 10) ENGINEER/LAND SURVEYOR/GEOSCIENCE “ELSGEO” SECTION REPORT
(D. Kazmierczak, Section Chair)
 - A) No Meeting Held.
- 11) EXECUTIVE COMMITTEE REPORT (M. Parsons, Chair)
 - A) Meeting Minutes (**ENCL. 11A**)
 - B) Report on meeting of November 19, 2020
MSP: To accept the Executive Committee Report.
Roll Call: All members voted to accept with yes.
- 12) TREASURER’S REPORT (K. Rapp, Treasurer)
 - A) Budget and Revenue Reports (**ENCL. 12A**) (**ENCL.12B**)
MSP: To accept the Treasurer’s Report.
Roll Call: All members voted to accept with yes.

13) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)

A) Open Appointments – **Made announcement the Governor requests large robust pool of applicants**

B) Staffing Update- **staff still working under COVID Peacetime Pandemic agreement; Staff Investigator hired and starting December 9th.**

MSP: To accept the Executive Director’s Report.

Roll Call: All members voted to accept with yes.

14) UNFINISHED BUSINESS

15) NEW BUSINESS

A) AELS Biennial Report 2018-2020 (**ENCL. 15A**) – **Discussed.**

B) AELS 2021 Calendar of Board Meeting Dates (**ENCL.15B**)

MSP: To accept the Proposed Calendar for 2021 Board meeting dates.

Roll Call: All members voted to accept with yes.

C) FEE Change Summary FY21-22 Report (**ENCL.15C**)

D) Request for Continuing Education Exemption (**ENCL.15D**) – **Discussion.**

MSP: To deny the Request for Continuing Education Exemption.

Roll Call: 17 members voted yes to deny. 4 members voted no to deny.

E) ASBOG Annual Meeting – Report by Keith Rapp – **Discussed.**

F) CIDQ Annual Meeting – Report by Claudia Reichert (**ENCL.15F**) – **Discussed.**

G) New Licensee Report (**ENCL.15G**)

MSP: To accept the New License Report.

Roll Call: All members voted to accept with yes.

H) AELSLAGID Outreach – Professional Engineer (**ENCL.15H**) – **Discussed.**

I) AELSLAGID Outreach – Professional Geologist (**ENCL.15I**) – **Discussed.**

16) PUBLIC COMMENT

17) ADJOURN

MSP: To adjourn the meeting at 11:08

Roll Call: all members voted to accept with yes.

Next Meeting: January 26, 2021.

cc: Professional Societies and Interested Parties



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BOARD MEMORANDUM

NOVEMBER 19, 2020

TO: EXECUTIVE COMMITTEE
Margaret Parsons, FAIA, Chair
Paul Vogel, LS, Vice Chair
Dave Blume, PE, Secretary
Keith Rapp, PG, Treasurer

FROM: Margaret Parsons, FAIA, Chair

SUBJECT: November 19, 2020 EXECUTIVE COMMITTEE MEETING MINUTES
Via Webex
Time: 8:30 am

- 1) Call to Order- **Roll Call – Meg Parsons Present, Paul Vogel Present, Keith Rapp Present, Dave Blume Present**
- 2) Under Open Meeting Law 13D.02 and due to COVID-19 and the Peacetime Pandemic Order, it is neither practical nor prudent to all Board members to be physically present at the meeting. The public is still able to participate.
- 3) APPROVAL OF **OCTOBER 1, 2020 EXECUTIVE COMMITTEE MTG MINUTES (ENCL. 2)**
MSP: To approve the October 1, 2020 Committee Meeting minutes.
Roll Call – all 4 members voted yes.
- 4) UNFINISHED BUSINESS
 - A) Reduction of fees **(ENCL.4A) - Discussed**
 - B) Legislative Audit - **Discussed**
 - C) Internal Controls (D. Johnson)-**Discussed**
- 5) NEW BUSINESS
 - A) Audit Finding Resolution **(ENCL.5A) - Discussed**
 - B) Fee Change Summary Report **(ENCL.5B) – Discussed**
 - C) **Virginia Carlson vs AELSLAGID Board – Discussed**
- 6) **ADJOURN – MSP: To adjourn the meeting at 8:54 am.**
Roll Call – all 4 members voted yes.