



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

BOARD MEMORANDUM

January 26, 2021

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Meg Parsons, FAIA, Board Chair

SUBJECT: **JANUARY 26, 2021 BOARD MEETING MINUTES**
Via WebEx
8:36 AM

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

1) **QUORUM CALL:**

Meg Parsons, FAIA, Chair	Wayne Hilbert, Architect	Tari Rayala, Architect
Paul Vogel, LS, Vice Chair	Scott Holm, MEd, CBO, PM	Claudia Reichert, CID
Dave Blume, PE Secretary	Nirmal Jain, PE	Scott Robinson, LA
Keith Rapp, PG, Treasurer	Denise Kazmierczak, PE	Melisa Rodriguez, PE
Daniel Baar, LS	Daniel Kelsey, PE	Graham Sones, LA - ABSENT
Rachel Dwyer, PM	Erica Larson, CID	David Stenseth, CPA, PM
Eric Friske, JD, PM	Jami Neiber, PM - ABSENT	Robert Whitmyer, PSS

GUESTS:

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

2) Under Open Meeting Law 13D.021 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. The Executive Director will be present at 85 East 7th Place, St. Paul, MN for the duration of the meeting.

- 3) INTRODUCTIONS
- 4) READING/APPROVAL OF NOVEMBER 19, 2020 BOARD MEETING MINUTES
MSP: To approve the November 19, 2020 Board Meeting minutes
 Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		
- 5) COMPLAINT COMMITTEE REPORT (W. Hilbert, Committee Chair) - The Complaint Committee requests a closed session. **Meg Parsons recused herself from the closed session.**
- 6) CLOSED SESSION
 - A) Disciplinary matters - Discussed.
- 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) Reduction of fees – Discussed. Will see about a bill getting carried next Legislative session.
 - B) Audit Finding Resolution – Discussed.
 - C) Internal Controls and Interagency agreements – Discussed.

MSP: To accept the Executive Committee Report

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

12) **TREASURER’S REPORT (K. Rapp, Treasurer)**

A) Budget and Revenue Reports – Discussed.

MSP: To accept the Treasurer’s Report

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

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

A) Staffing Update on open positions - Dillon Lange appointed as Staff Investigator. Discussed interagency agreements.

B) Open Appointments - Contacted by Governor’s office. Board’s appointments to be addressed in May 2021.

C) Introduction of House File #266 – Discussed.

D) Upcoming Participation with National Council of Engineers, Examiners & Surveyors Board President’s Assembly – Discussed.

E) Meeting with House Government Finance & Policy Committee Chair – The Executive Director was invited to present to the Committee in January.

MSP: To accept the Executive Director’s Report

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

14) NEW BUSINESS

- A) NCEES Zone Meeting Bulletin – Discussed.
- B) Final Calendar of Board Meeting Dates – Approved.
- C) Legislative Session: Budget – Discussed.
- D) New Licensee Report

MSP: To accept the New License Report

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

- E) Integrated Path for Architect Licensing – Discussed.

MSP: To indicate support and legislative authority for schools in the IPAL program in Minnesota.

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

15) PUBLIC COMMENT

- A) None.

16) ADJOURN

MPS: To adjourn the meeting at 10:56 am

Roll call vote:

Meg Parsons: Yes	Eric Friske: Yes	Tari Rayala: Yes
Paul Vogel: Yes	Wayne Hilbert: Yes	Claudia Reichert: Yes
Dave Blume: Yes	Scott Holm: Yes	Scott Robinson: Yes
Keith Rapp: Yes	Denise Kazmierczak: Yes	Melisa Rodriguez: Yes
Nirmal Jain: Yes	Daniel Kelsey: Yes	David Stenseth: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes		

Next Meeting: March 17, 2021



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BOARD MEMORANDUM

JANUARY 26, 2021

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: JANUARY 26, 2021 EXECUTIVE COMMITTEE MEETING MINUTES
Via Webex
Time: 8:36 am

- 1) CALL TO ORDER – ROLL CALL:
Margaret Parsons, FAIA, Chair
Paul Vogel, LS, Vice Chair
Dave Blume, PE, Secretary
Keith Rapp, PG, Treasurer
- 2) Under Open Meeting Law 13D.021 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. The Executive Director will be present at 85 East 7th Place, St. Paul, MN for the duration of the meeting.
- 3) APPROVAL OF NOVEMBER 19, 2020 EXECUTIVE COMM MTG MINUTES
MSP: To approve the November 19, 2020 Exec Committee Meeting minutes
Roll call vote: Meg Parsons: Yes; Paul Vogel: Yes; Keith Rapp: Yes; Dave Blume: Yes

4) UNFINISHED BUSINESS

- A) Reduction of fees – Discussed.
- B) Audit Finding Resolution (ENCL.4B) – Discussed.
- C) Internal Controls and Interagency agreements (D. Johnson) – Discussed.
- D) Staffing update on open positions

5) NEW BUSINESS

- A) Complaint Committee – Discussed upcoming vacancy.
- B) House Government Finance Policy Committee – Discussed.
- C) May Elections – Discussed.
- D) Staffing – Discussed Interagency Agreement.

6) ADJOURN

MSP: To adjourn the meeting at 8:56 am

Roll call vote: Meg Parsons: Yes; Paul Vogel: Yes; Keith Rapp: Yes; Dave Blume: Yes