



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

BOARD MEMORANDUM

May 13, 2021

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Meg Parsons, FAIA, Board Chair

SUBJECT: **MAY 13, 2021 BOARD MEETING MINUTES**
Via WebEx
10:00 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, M.Ed, 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
Rachel Dwyer, PM	Erica Larson, CID	David Stenseth, CPA, PM- <i>Absent</i>
Eric Friske, JD, PM	Jami Neiber, PM	Robert Whitmyer, PSS

OTHERS: Doreen Johnson, Executive Director; Stephen Melchionne, Assistant Attorney General; Kay Weiss, Assistant Executive Director; Megan Berg, OAS-I

GUESTS: None

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

- 3) INTRODUCTIONS
 - A) Recognition of Board Members

- 4) READING AND APPROVAL OF MARCH 17, 2021 BOARD MEETING MINUTES

MSP: To approve the March 17, 2021 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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

- 5) COMPLAINT COMMITTEE REPORT (K. Rapp, Committee Chair) – The Complaint Committee requests a closed session to deal with enforcement matters. **Wayne Hilbert recused himself from voting on the Orders.**

MSP: To close the meeting to review disciplinary matters

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

MSP: To reopen the meeting

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

The Board issued a Stipulation and Order in the Matter of Thomas Everson.

The Board issued Stipulation and Consent Orders in the Matters of Benjamin Delwiche.

The Board issued Stipulation and Consent Orders in the Matters of Kyle Koterba.

MP: To approve and adopt the 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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

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 (S. Robinson, Section Chair)

A) NCARB Annual Meeting June 24-26, 2021

MSP: To authorize the attendance of Meg Parsons and Kay Weiss.

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

MP: To accept the ALACID Section 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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

9) ENGINEER/LAND SURVEYOR/GEOSCIENCE “ELSGEO” SECTION REPORT
(D. Kazmierczak, Section Chair)

A) NCEES Annual Meeting August 19-20, 2021, New Orleans

MSP: To approve two Board members and Kay Weiss to attend

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

MP: To accept the ELSGEO Section 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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

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

A) No meeting held

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

A) Budget and Revenue Reports

B) FY22 SWIDC/SSB Statement B7E2022 B7E

C) Proposed Budget – SF 1831

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

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

- A) Staffing Update on open positions – Sue Lick was approved to return to work part time. Open OAS-I position announcement pending.
- B) Open Appointments - Contacted by Governor’s office. Board’s appointments estimated to be announced June 2021.

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

13) UNFINISHED BUSINESS

14) NEW BUSINESS

- A) Virginia M. Carlson vs MN Board AELSLAGID
 - (1) 3/30/21 Board’s Reply Memorandum Supporting Dismissal—FYI only
 - (2) 4/5/21 Order Granting Motion to Dismiss—FYI only

B) Election of Executive Committee

Chair: Paul Vogel, LS

Dave Blume, PE (withdrew prior to vote)

Nominations were opened, and there were no additional nominations.

MSP: To elect Paul Vogel, LS, Board Chair by acclamation.

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

Vice Chair: Dave Blume, PE

Nominations were opened, and there were no additional nominations.

MSP: To elect Dave Blume, PE, Board Vice Chair by acclamation.

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

Secretary: Keith Rapp, PG

Nominations were opened, and there were no additional nominations.

MSP: To elect Keith Rapp, PG, Board Secretary by acclamation.

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

Treasurer: Denise Kazmierczak, PE

Melisa Rodriguez, PE

Nominations were opened, and there were no additional nominations.

Denise Kazmierczak, PE, was elected Board Treasurer by ballot vote.

- C) NCEES Associate Status—Discussed granting Kay Weiss, Assistant Executive Director and Dillon Lang, Investigator, associate status with NCEES.

MSP: To approve NCEES Associate Status for Kay Weiss and Dillon Lang

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	Graham Sones: Yes
Daniel Barr: Yes	Erica Larson: Yes	Robert Whitmyer: Yes
Rachel Dwyer: Yes	Jami Neiber: Yes	

15) PUBLIC COMMENT

A) None

16) ADJOURN

MPS: To adjourn the meeting at 11:46 a.m.

Roll call vote:

Meg Parsons: Yes
Paul Vogel: Yes
Dave Blume: Yes
Keith Rapp: Yes
Nirmal Jain: Yes
Daniel Barr: Yes
Rachel Dwyer: Yes

Eric Friske: Yes
Wayne Hilbert: Yes
Scott Holm: Yes
Denise Kazmierczak: Yes
Daniel Kelsey: Yes
Erica Larson: Yes
Jami Neiber: Yes

Tari Rayala: Yes
Claudia Reichert: Yes
Scott Robinson: Yes
Melisa Rodriguez: Yes
Graham Sones: Yes
Robert Whitmyer: Yes

Next Meeting: July 20, 2021 at 10:00 a.m.



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

BOARD MEMORANDUM

MAY 13, 2021

TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER SECTION

Scott Robinson, LA, Chair

Meg Parsons, FAIA, Architect

Eric Friske, JD, PM

Tari Rayala, Architect

Wayne Hilbert, Architect

Claudia Reichert, CID

Scott Holm, M.Ed., CBO, PM

Graham Sones, LA

Erica Larson, CID

David Stenseth, CPA, PM

FROM: Scott Robinson, LA, Chair

SUBJECT: MAY 13, 2021 ALACID SECTION MEETING MINUTES

Via Webex

9:00 AM

1) **ROLL CALL/ CALL TO ORDER**

Scott Robinson

Meg Parsons

Eric Friske

Tari Rayala - **Absent**

Wayne Hilbert

Claudia Reichert - **Absent**

Scott Holm

Graham Sones

Erica Larson

David Stenseth - **Absent**

- 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 THE MARCH 12, 2020, SECTION MEETING MINUTES
MSP: To approve the March 12, 2020, Section meeting minutes.
Roll call vote:
Scott Robinson: Yes Erica Larson: Yes
Eric Friske: Yes Meg Parsons: Yes
Wayne Hilbert: Yes Graham Sones: Yes
Scott Holm: Yes
- 4) UNFINISHED BUSINESS
A) Trends in the professions represented by this Section that may affect the Board's mission. – **Discussed**
- 5) NEW BUSINESS
A) NCARB March 2021 JEDI Panel (Meg Parsons) – **Discussed**
B) Nano Learning Units – **Discussed associations considering offering and Board statutes on CE.**
C) Professional Licensure Stats **(FYI only)**
D) Alliance for Responsible Professional Licensing (ARPL)/
Oxford Economics Report – **Discussed**
i) Executive Summary
ii) Key Findings
iii) Full Report
E) State Out-of-State Travel Guidelines – **Reminder of current restrictions/requirements related to state travel.**
F) NCARB 2021 Resolutions – **Discussed**
i) Resolutions Document
ii) Resolution Feedback
G) LAAB Accreditation Standards Review – **LAAB review group is requesting comment on draft Standards by May 28, 2021.**
H) CLARB Uniform Standard Development Sessions – **CLARB providing member board feedback session in May on Uniform Standard development. Link to signup provided.**
- 6) ADJOURNED – 9:40 AM