



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

BOARD MEMORANDUM

February 22, 2022

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Melisa Rodriguez, PE, Chair	Daniel Kelsey, PE
Daniel Baar, LS	Jami Neiber, PM
Paul Brandt, PSS	Keith Rapp, PG
Rachel Dwyer, PM	Travis Thul, PE
Nirmal Jain, PE	Paul Vogel, LS
Denise Kazmierczak, PE	

FROM: Melisa Rodriguez, PE, Chair

SUBJECT: FEBRUARY 22, 2022 ELSGEO SECTION MEETING MINUTES
Webex
9:30 AM

- 1) ROLL CALL/CALL TO ORDER
- | | |
|---------------------------------|----------------------------------|
| Melisa Rodriguez, PE, Chair | Daniel Kelsey, PE |
| Daniel Baar, LS | Jami Neiber, PM |
| Paul Brandt, PSS | Keith Rapp, PG |
| Rachel Dwyer, PM | Travis Thul, PE |
| Nirmal Jain, PE – Absent | Paul Vogel, LS |
| Denise Kazmierczak, PE | – joined the meeting in progress |

OTHERS:

Doreen Johnson, Executive Director
Kay Weiss, Assistant Executive Director
Christie Vereide, OAS-I

GUESTS: None

- 2) The Section met under Open Meeting Law 13D.015. An ELSGEO Section member was present at 85 East 7th Place, St. Paul, MN for the duration of the meeting. The public was able to participate.

3) APPROVAL OF THE SEPTEMBER 2, 2021, SECTION MEETING MINUTES
MSP: To approve the September 2, 2021, ELSGEO Section Meeting Minutes

Roll call vote:

Melisa Rodriguez: Yes

Rachel Dwyer: Yes

Jami Neiber: Yes

Daniel Baar: Yes

Denise Kazmierczak: Yes

Keith Rapp: Yes

Paul Brandt: Yes

Daniel Kelsey: Abstain

Travis Thul: Yes

4) UNFINISHED BUSINESS

A) Trends in the professions represented by this Section that may affect the Board's mission.

5) NEW BUSINESS

A) Soil Science rule changes related to exam administration changes – allows for year-round testing of the FSS exam and direct registration for the FSS exam with the exam administrator.

i) 1800.3930 PROCEDURES.

Subpart 1. Request for admission to the fundamentals examination.

A. Admission to Fundamentals of Soil Sciences (FSS) examination.

For admission to the FSS examination, an applicant shall apply directly to the Council of Soil Science (CSSE) and follow the procedures outlined by CSSE.

B. Request for certification as a soil scientist-in-training. An applicant shall submit an application for certification as a soil scientist-in-training following passage of the FSS examination as a Minnesota exam candidate and completion of the education requirement under part 1800.3910, Subpart 5(B). Payment of the application fee in Minnesota Statutes, section 326.105, must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs and verification of passing the FSS examination must be submitted before the applicant may be certified as a soil scientist-in-training.

C. Admission to Fundamentals of Geology (FG) examination. An applicant shall submit an application for admission to the FG examination as described in part 1800.3920, subpart 2. The application must be postmarked not later than 60 days prior to the date set for the FG examination and accompanied by payment of the fee in Minnesota Statutes, section 326.105. For applicants who have not yet graduated, an unofficial transcript of grades from all institutions attended showing the applicant's name, the name of the college or university, and the number of credits completed must accompany the application. An official transcript of grades showing the degree awarded and date of graduation

for all undergraduate and graduate degree programs must be submitted before the applicant may be certified as a geologist-in-training. For applicants who have graduated, an official transcript of grades showing the degree awarded and date of graduation must accompany the application.

*Subp. 2. **Request for admission to professional examination.** An applicant shall submit an application for admission to the professional geoscience examination in the geoscience discipline in which the applicant is seeking licensure as explained in part 1800.3920, subpart 3. The application must be accompanied by payment of the fee in Minnesota Statutes, section 326.105.*

*Subp. 3. **Professional examination administration and application deadline.** An applicant may not sit for the professional examination until an application has been submitted, the board has determined that the applicant has met the qualifications to take the examination, and the applicant has been notified of the applicant's eligibility.*

The professional examination shall be administered at a time and place determined by the examination delivery vendor to those applicants determined by the board to meet the requirements for admission to the examination.

The deadline for application for an examination that is administered on a specific date and time shall be 60 days prior to the date set for the examination. Applications and supporting documentation must be postmarked on or before the deadline to be considered on time.

For an examination that is administered on multiple dates and times within an examination window, an application may be submitted at any time.

The board, if necessary, shall forward notification of the applicant's eligibility to the examination delivery vendor. Following the board's determination that an applicant is eligible to sit for an examination, the applicant shall independently contact the examination delivery vendor to schedule the time and place for the examination at an approved test site.

The board or examination delivery vendor shall report to the applicant the results of each examination. In order to pass the examination, the applicant shall attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

*Subp. 4. **Examination windows.** The examination windows and the frequency in which an applicant may take the examination are determined by the applicable national testing agency.*

*Subp. ~~5~~**3. Validity of application.***

A. An applicant may take one examination for each application

approved by the board.

B- An applicant approved by the board for an examination administered on a specific date who fails to register, cancels, or fails to appear for the examination must submit a new application in order to take the examination on another date.

C. An applicant approved by the board for an examination administered continuously throughout the year, who does not take the examination within three years of the date of the application, must submit a new application in order to take the examination.

D. If an applicant fails an examination, the applicant must submit a new application in order to take the examination on another date.

ii) 1800.0400, Subp. 3

B. Applications for certification as an engineer-in-training or a soil scientist-in-training must be made on forms provided by the board and accompanied by the application fee as specified in Minnesota Statutes, section 326.105.

C. Applications for examination and certification as a geologist-in-training must be made on forms provided by the board, and accompanied by the application fee as specified in Minnesota Statutes, section 326.105.

iii) 1800.0500 Fees; Subpart 1. Requirements (last paragraph)

An application for certification as an engineer-in-training or soil scientist-in-training must be accompanied by an application fee as provided in Minnesota Statutes, section 326.105.

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes

Rachel Dwyer: Yes

Jami Neiber: Yes

Daniel Baar: Yes

Denise Kazmierczak: Yes

Keith Rapp: Yes

Paul Brandt: Yes

Daniel Kelsey: Yes

Travis Thul: Yes

B) Engineering rule changes cleaning up EIT procedures and some outdated items

i) 1800.0900 QUALIFICATION PROCEDURES.

*Subp. 4. **Reexamination.** An applicant who does not receive a passing grade in an examination may submit a new application for examination. The application must be accompanied by an application fee as required under Minnesota Statutes, section 326.105.*

*Subp. 5. **Date and place of examination.** A candidate who files an application for licensure by examination and is determined to be eligible for admission to the examination will be informed of the date and place of the examination in writing. Examinations shall be scheduled once the applicant's application is approved.*

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes	Rachel Dwyer: Yes	Jami Neiber: Yes
Daniel Baar: Yes	Denise Kazmierczak: Yes	Keith Rapp: Yes
Paul Brandt: Yes	Daniel Kelsey: Yes	Travis Thul: Yes

ii) 1800.2700 WRITTEN EXAMINATION.

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes	Rachel Dwyer: Yes	Jami Neiber: Yes
Daniel Baar: Yes	Denise Kazmierczak: Yes	Keith Rapp: Yes
Paul Brandt: Yes	Daniel Kelsey: Yes	Travis Thul: Yes

Paul Vogel joined the meeting.

iii) 1800.2900, Subp. 1a. Request for certification as an engineer-in-training.

An applicant shall submit an application for certification as an engineer-in-training following passage of the FE examination as a Minnesota exam candidate and completion of the education requirement under part 1800.2500, subpart 2a. Payment of the application fee in Minnesota Statutes, section 326.105, must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs and verification of passing the FE examination must be submitted before the applicant may be certified as an engineer-in-training.

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes	Denise Kazmierczak: Yes	Keith Rapp: Yes
Daniel Baar: Yes	Daniel Kelsey: Yes	Travis Thul: Yes
Paul Brandt: Yes	Jami Neiber: Yes	Paul Vogel: Yes
Rachel Dwyer: Yes		

iv) 1800.2900, Subp. 7

F. An applicant who passes the FE examination and does not provide the board with evidence of meeting the education requirements in 1800.2500 Subp. 2a within six months of the examination date must submit an engineer-in-training application in order to obtain an engineer-in-training certificate.

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes	Denise Kazmierczak: Yes	Keith Rapp: Yes
Daniel Baar: Yes	Daniel Kelsey: Yes	Travis Thul: Yes
Paul Brandt: Yes	Jami Neiber: Yes	Paul Vogel: Yes
Rachel Dwyer: Yes		

- C) Land Surveying rule change to specify MNLS exam, as the Board is not the administrator for the FS and PS exams:

*1800.3700, Subp. 3 MNLS **Reference materials**. The board shall advise the applicant, at the time of approval for admission to the MNLS examination, what equipment and materials will be permitted for use during the examination.*

MSP: To recommend the preceding rule changes to the Rules Committee

Roll call vote:

Melisa Rodriguez: Yes	Denise Kazmierczak: Yes	Keith Rapp: Yes
Daniel Baar: Yes	Daniel Kelsey: Yes	Travis Thul: Yes
Paul Brandt: Yes	Jami Neiber: Yes	Paul Vogel: Yes
Rachel Dwyer: Yes		

- D) Geology

- i) Rule change related to exam equipment 1800.3920 Subp5.
– Discussed. Decision on final language deferred.
- ii) Foreign Education – Discussed possibility of finding an education evaluation service.

- 6) ADJOURNED – 10:35 am