



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

BOARD MEMORANDUM

NOVEMBER 30, 2023

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Melisa Rodriguez, PE, Board Chair

SUBJECT: **NOVEMBER 30, 2023, BOARD MEETING MINUTES**
Golden Rule Building, STE 120
11:00 AM

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

1) **QUORUM CALL**

Melisa Rodriguez, PE, Chair
Daniel Kelsey, PE, Vice Chair
Erica Larson, CID, Secretary
Jason Amberg, LA, Treasurer
Paul Brandt, PSS
Daniel Cermak, PM
Rachel Dwyer, PM - **Absent**
Christian Faste, PM
Eric Friske, JD, PM
Sally Grans Korsh, FAIA
Daniel Hunter, PG

Alan Johnson, PE
Denise Kazmierczak, PE
Daniel McAninch, LS - **Absent**
Timothy Meyer, Architect, CID
Meg Parsons, FAIA
Claudia Reichert, CID
Graham Sones, LA
David Stenseth, CPA, PM
Travis Thul, D. Eng., PE - **Absent**
Paul Vogel, LS

OTHERS:

Doreen Johnson, Executive Director
Kay Weiss, Assistant Executive Director
Stephen Melchionne, Assistant Attorney General
Holly Salmela, Investigator
Brenna Boytim, OAS-I
Rena Edwards, OAS-I

Guests:

Daniel Baar, LS

Sheri Hansen, AIA Minnesota

Philip E. Raines, Minnesota Society of Professional Surveyors (MSPS)

Dustin Kilness

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF SEPTEMBER 13, 2023, BOARD MEETING MINUTES
MSP: To approve the September 13, 2023, Board Meeting Minutes

- 4) COMPLAINT COMMITTEE REPORT (E. Friske, Committee Chair)

- A) **MSP: The Complaint Committee requests a closed session**

- B) **MSP: Reopened the meeting**

The Board issued the following orders:

1. In the matter of Susannah Duly, the Board issued a Settlement Agreement and Cease and Desist Order.
2. In the matter of Paul D. Jaunich, the Board issued a Stipulation and Consent Order.
3. In the matter of Nicholas Christopher Jackson, the Board issued a Stipulation and Consent Order.
4. In the matter of Eames Richard Gilmore, the Board issued a Stipulation and Consent Order.
5. In the matter of Ben Matthew Erickson, the Board issued a Stipulation and Consent Order.
6. In the matter of John Patrick Kozal, the Board issued a Stipulation and Consent Order.

MSP: To accept the Complaint Committee Report

- 5) RULES COMMITTEE REPORT (S. Grans Korsh, Committee Chair)

- A) Committee requests that the members send an email to the professional societies requesting letters of support for the Board's proposed Statute changes. – Discussed.

- B) S. Grans Korsh reported on the meeting with Senator Murphy.

MSP: To accept the Rules Committee Report

- 6) CREDENTIALING COMMITTEE REPORT (A. Johnson, Committee Chair)

- A) No meeting was held.

- 7) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (C. Reichert, Section Chair)
- A) C. Reichert shared J. Amberg and G. Sones report on the CLARB Annual Meeting.
 - B) C. Reichert reported on the CIDQ Annual Meeting.
 - C) NCARB “Opening Up the Pathway to Licensure” listening session December 6, 2023, from 3:00 p.m. – 4:30 p.m. and December 8, 2023, from noon to 1:30 p.m. – Discussed.
 - D) Request for authorization for five Board members and the Executive Director to attend the NCARB Regional Summit and MBE Workshop, February 29, 2024-March 2, 2024, Savannah, GA
- MF: To approve up to five Board members and the Executive Director to attend**

MSP: To accept the ALACID Section Report

- 8) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT (D. Kazmierczak, Section Chair)
- A) Well Association Proposal to Change Board Statutes, Section 326.02, Subd. 5 – Discussed. The Section is not in support of the Well Association’s Bill and will continue to have it discussed at the next Executive and Board meetings. Comments and concerns are to be forwarded to the Executive Director by January 5, 2024.
 - B) Request for NCEES Emeritus Status for Daniel Baar, LS. (P. Vogel)
- MP: To approve Daniel Baar for NCEES Emeritus Status**
- C) 2024 NCEES Central Zone Meeting, April 25-27, 2024, Des Moines, IA – Request for authorization to attend.
- MSP: To authorize up to six Board members and the Executive Director to attend**
- D) ASBOG 2023 Annual Meeting – D. Hunter and D. Johnson reported.
 - E) PE Exam Decoupling – The Section recommended that PE exam decoupling be forwarded to the Rules Committee for consideration in a new rules package.

MSP: To accept the ELSGEO Section Report

- 9) EXECUTIVE COMMITTEE REPORT (M. Rodriguez, Chair)
- A) Internal Controls – Discussed.
 - B) Department of Revenue Audit – Discussed.
 - C) Board’s Legislative package – Discussed.

MSP: To accept the Executive Committee Report

- 10) TREASURER’S REPORT (J. Amberg, Treasurer)
 - A) Budget and Revenue Reports – Discussed.**MSP: To accept the Treasurer’s Report**

- 11) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)
 - A) Staffing Update - Discussed.
 - B) Open Appointments – Discussed.
 - C) Continuing Education Audits – Discussed.
 - D) Annual meetings: ASBOG and CIDQ were content rich.**MSP: To accept the Executive Director’s Report**

- 12) UNFINISHED BUSINESS
 - A) Proposed 2024 Board meeting calendar
MSP: To accept the proposed 2024 Board meeting calendar
 - B) 2023 Rules Package Update (K. Weiss) – The adopted rules were published in the State Register and will be effective December 4, 2023.

- 13) NEW BUSINESS
 - A) Variance Request
MSP: To approve the Variance Request
 - B) Licensee Report
MSP: To accept the Licensee Report
 - C) Request for authorization for six Board members and the Executive Director to attend the NCARB Regional Summit and MBE Workshop, February 29, 2024-March 2, 2024, Savannah, GA
MSP: To send up to six Board members and the Executive Director

- 14) PUBLIC COMMENT – NONE.

- 15) ADJOURN
MSP: To adjourn at 12:28 PM

Next Meeting: January 30, 2024.

See the Board’s website for the times and locations of all meetings.



MINNESOTA BOARD OF
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LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

BOARD MEMORANDUM

NOVEMBER 30, 2023

TO: EXECUTIVE COMMITTEE
Melisa Rodriguez, PE, Chair
Dan Kelsey, PE, Vice Chair
Erica Larson, CID, Secretary
Jason Amberg, LA, Treasurer

FROM: Melisa Rodriguez, PE, Chair

SUBJECT: NOVEMBER 30, 2023, EXECUTIVE COMMITTEE MEETING MINUTES
Golden Rule Building, Suite 295
8:15 AM

- 1) CALL TO ORDER – ROLL CALL
Melisa Rodriguez, PE, Chair
Dan Kelsey, PE, Vice Chair
Erica Larson, CID, Secretary – **Absent**
Jason Amberg, LA, Treasurer

OTHERS:
Doreen Johnson, Executive Director

GUESTS: None

- 2) APPROVAL of SEPTEMBER 13, 2023, EXECUTIVE COMMITTEE MEETING MINUTES
MSP: To approve the September 13, 2023, Executive Committee Meeting Minutes
- 3) UNFINISHED BUSINESS
 - A) Internal Controls – Discussed.
 - B) Staffing – Discussed.
 - C) Department of Revenue Audit – Discussed.

- 4) NEW BUSINESS
 - A) Meeting with Representative Zach Stephenson – Discussed.
 - B) Meeting with Senator Erin Murphy – Discussed.

- 5) ADJOURN
 - MSP to adjourn at 8:55 AM**

Next meeting: January 30, 2024



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

BOARD MEMORANDUM

NOVEMBER 30, 2023

TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER SECTION

Claudia Reichert, CID, Chair
Jason Amberg, LA
Daniel Cermak, PM
Eric Friske, JD, PM
Sally Grans Korsh, FAIA

Erica Larson, CID
Timothy Meyer, Architect, CID
Meg Parsons, FAIA
Graham Sones, LA
David Stenseth, CPA, PM

FROM: Claudia Reichert, CID, Chair

SUBJECT: NOVEMBER 30, 2023, ALACID SECTION MEETING MINUTES
Golden Rule Building, STE 120
9:00 AM

1) ROLL CALL/CALL TO ORDER

Claudia Reichert, CID, Chair
Jason Amberg, LA
Daniel Cermak, PM
Eric Friske, JD, PM - **Absent**
Sally Grans Korsh, FAIA

Erica Larson, CID
Timothy Meyer, Architect, CID
Meg Parsons, FAIA
Graham Sones, LA
David Stenseth, CPA, PM

OTHERS:

Kay Weiss, Assistant Executive Director
Renae Edwards, OAS-I

2) APPROVAL OF THE SEPTEMBER 13, 2023, ALACID SECTION MEETING MINUTES
MSP: To approve the September 13, 2023, ALACID Section meeting minutes

3) UNFINISHED BUSINESS – None.

- 4) NEW BUSINESS
- A) CLARB Annual Meeting Annual Meeting Report (J. Amberg, G. Sones) - Discussed.
 - B) CIDQ Annual Meeting Report (C. Reichert, E. Larson, D. Johnson) – Discussed.
 - C) NCARB Regional Summit and MBE Workshop, February 29, 2024- March 2, 2024, Savannah, GA – Request for authorization to attend **MSP: To approved up to five Board members and the Executive Director to attend.**
 - D) NCARB Pathways to Practice Statement NCARB is willing to speak to the Board – Discussed.
- 5) ADJOURN
MSP: To adjourn at 9:45 AM

Next meeting: January 30, 2024



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BOARD MEMORANDUM

NOVEMBER 30, 2023

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Denise Kazmierczak, PE, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	Daniel McAninch, LS
Rachel Dwyer, PM	Melisa Rodriguez, PE
Christian Faste, PM	Travis Thul, PE
Daniel Hunter, PG	Paul Vogel, LS
Alan Johnson, PE	

FROM: Denise Kazmierczak, PE, Chair

SUBJECT: NOVEMBER 30, 2023, ELSGEO SECTION MEETING MINUTES
Golden Rule Building, STE 295
9:11 AM

1) ROLL CALL/CALL TO ORDER

Denise Kazmierczak, PE, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	Daniel McAninch, LS - Absent
Rachel Dwyer, PM - Absent	Melisa Rodriguez, PE
Christian Faste, PM	Travis Thul, PE - Absent
Daniel Hunter, PG	Paul Vogel, LS
Alan Johnson, PE	

OTHERS:

Doreen Johnson, Executive Director
Brenna Boytim, OAS-I

GUESTS:

Phil Raines, Minnesota Society of Professional Surveyors (MSPS)

2) **APPROVAL OF THE SEPTEMBER 13, 2023, ELSGEO SECTION MEETING MINUTES**
MSP: To approve the September 13, 2023, ELSGEO Section Meeting Minutes

- 3) UNFINISHED BUSINESS
 - A) Well Association Proposal to Change Board Statutes, Section 326.02, Subd. 5 – Discussed. The Section is not in support of the Well Association’s Bill and will continue to have it discussed at the next Executive and Board meetings. Comments and concerns are to be forwarded to the Executive Director by January 5, 2024.

- 4) NEW BUSINESS
 - A) Request for NCEES Emeritus Status for Daniel Baar, LS (P. Vogel)
MSP: To approve NCEES Emeritus Status for Daniel Baar, LS

 - B) 2024 NCEES Central Zone Meeting, April 25-27, 2024, Des Moines, IA – Request for authorization to attend
 - i) Funded Delegate Notification Memo
 - ii) Funded Delegate Summary**MSP: To authorize up to six Board members and the Executive Director to attend**

 - C) ASBOG 2023 Annual Meeting Report (D. Hunter, D. Johnson) – Discussed.
 - i) Exam Results Summary – Fall 2023 Geology (**ATTACH. 4Ci**)

 - D) PE Exam Decoupling
MSP: To send a recommendation on PE Exam Decoupling to the Rules Committee

- 5) ADJOURN
MSP: To adjourn at 9:48 AM

Next meeting: January 30, 2024



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MEMORANDUM

TO: Doreen Johnson, Executive Director
FROM: Brenna Boytim, OASI
DATE: Monday, November 20, 2023
RE: Exam Results Summary – Fall 2023 Geology

National Exams –results:

ASBOG Fundamentals of Geology (FG) Exam

October 6 and 9, 2023

Pass Rate: 92%

Total examinees: 13

ASBOG Practice of Geology (PG) Exam

October 6 and 9, 2023

Pass Rate: 66%

Total examinees: 6



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BOARD MEMORANDUM

NOVEMBER 30, 2023

TO: RULES COMMITTEE

Sally Grans Korsh, FAIA, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	Claudia Reichert, CID
Christian Faste, PM	David Stenseth, PM
Denise Kazmierczak, PE	Travis Thul, PhD, PE

FROM: Sally Grans Korsh, FAIA, Chair

SUBJECT: NOVEMBER 30, 2023, RULES COMMITTEE MEETING MINUTES

Golden Rule Building, STE 120
9:55 AM

1) INTRODUCTIONS/CALL TO ORDER

Sally Grans Korsh, FAIA, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	Claudia Reichert, CID
Christian Faste, PM	David Stenseth, PM
Denise Kazmierczak, PE	Travis Thul, PhD, PE - Absent

OTHERS:

Kay Weiss, Assistant Executive Director
Rena Edwards, OAS-I

GUESTS:

Sheri Hansen, AIA Minnesota
Philip E. Raines, Minnesota Society of Professional Surveyors (MSPS)
Dustin Kilness

2) APPROVAL of SEPTEMBER 13, 2023, RULES COMMITTEE MEETING MINUTES
MSP: To approve the September 13, 2023, Rules Committee meeting minutes

- 3) UNFINISHED BUSINESS
 - A) 2023 Rules Package Update (K. Weiss) – The adopted rules have been published in the State Register and will be effective on December 4, 2023.
 - B) Proposed Statute Changes
 - i) Report on Meeting with Senator Erin Murphy (S. Grans Korsh, D. Johnson) – Discussed.
 - ii) Status of other efforts – Discussed.
- 4) NEW BUSINESS
- 5) ADJOURN
MSP: to Adjourn at 10:17 am.

Next Meeting: January 30, 2024