



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

BOARD MEMORANDUM

MARCH 21, 2024

TO: All Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Melisa Rodriguez, PE, Board Chair

SUBJECT: **MARCH 21, 2024, BOARD MEETING MINUTES**
Golden Rule Building, STE 120
11:04 AM

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

- 1) **QUORUM CALL**
- | | |
|-------------------------------|-------------------------------|
| Melisa Rodriguez, PE, Chair | Alan Johnson, PE |
| Daniel Kelsey, PE, Vice Chair | Denise Kazmierczak, PE |
| Erica Larson, CID, Secretary | Daniel McAninch, LS |
| Jason Amberg, LA, Treasurer | Timothy Meyer, Architect, CID |
| Paul Brandt, PSS | Meg Parsons, FAIA |
| Rachel Dwyer, PM | Claudia Reichert, CID |
| Christian Faste, PM | Graham Sones, LA |
| Eric Friske, JD, PM | David Stenseth, CPA, PM |
| Sally Grans Korsh, FAIA | Travis Thul, D. Eng., PE |
| Daniel Hunter, PG | Paul Vogel, LS |

OTHERS:

Doreen Johnson, Executive Director
Kay Weiss, Assistant Executive Director
Holly Salmela, Investigator
Cheyenne Thao-Lee, Licensing Specialist

GUESTS:

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

Board Mission:

The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design regulates the professions and enforces the statutes and rules in order to protect the health, safety and welfare of the public.

We ensure that individuals meet the education, examination and experience standards for licensure or certification, and maintain their records in good standing.

We take disciplinary action against those who violate the statutes, rules and standards governing the practice of the professions.

2) INTRODUCTIONS

3) READING AND APPROVAL OF JANUARY 30, 2024, BOARD MEETING MINUTES
MSP: To approve the January 30, 2024, meeting minutes

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

A) The Complaint Committee requests a closed session

MSP: To request a closed Session

B) Closed Session

MSP: To open the session

C) Disciplinary Matters

i) In the matter of Paul Richard Henderson, a Stipulation and Consent Order was issued.

ii) In the matter of Glen A. Mullenbach, a Stipulation and Consent Order was issued.

iii) In the matter of Lucas Lee Olson, a Stipulation and Consent Order was issued.

iv) In the matter of Paul D. Ringdahl, a Stipulation and Consent Order was issued.

v) In the matter of Dustin Tomoson, a Settlement Agreement and Cease and Desist Order was issued.

MSP: To accept the Complaint Committee report

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

A) Board bill is dead this session; the committee will reconvene on an approach to the 2025 legislative session.

B) Discussed HF3606 and companion SF3633–

MF: To ask Board members to contact their societies

MSP: To accept the Rules Committee report

- 6) CREDENTIALING COMMITTEE REPORT (A. Johnson, Committee Chair)
 A) CE Audit Process – Discussed.
MSP: To accept the Credentialing Committee report
- 7) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (C. Reichert, Section Chair)
 A) NCARB Annual Business Meeting, June 13-15, Chicago, IL –
MP: To authorize two professional members, 1 public member, and 1 qualifying new Board member and the ED or AED
 B) NCARB Regional Meeting –Discussed Resolution 24H and that Minnesota would be separated from the eastern/plain states, when Minnesota population and architects in Minnesota have more practice/clients to the east than west.
MF: To request that the Board write a letter to NCARB Board to request reconsideration of the region map
MSP: To accept the ALACID Section report
- 8) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT (D. Kazmierczak, Section Chair)
 A) Well Association Bill – Discussed problems and negative impacts of bill. Unlikely it will be heard this session.
 B) NCEES Annual Meeting Proposed Bylaw Changes – Discussed.
 C) 2024 NCEES Annual Meeting, August 14-17, 2024, Chicago – Authorization to Attend
MP: To authorize up to 6 Board members and the ED to attend
 D) NCEES Emeritus Status for Paul Vogel, LS
MP: To approve Paul Vogel, LS, for Emeritus Status
MSP: To accept the report
- 9) EXECUTIVE COMMITTEE REPORT (M. Rodriguez, Chair)
 A) Update on internal controls
 B) Who doing the audit on collections
 C) Reviewed Docket report
 D) Reviewed the Legislative bills discussed on the meeting
 E) Discussed May elections
MSP: To accept the Executive Committee report
- 10) TREASURER’S REPORT (J. Amberg, Treasurer)
 A) Budget and Revenue Reports
MSP: To accept the Treasurer’s report

- 11) EXECUTIVE DIRECTOR REPORT (D. Johnson, Executive Director)
- A) Staffing update – Two new OASI staff, one recently started (Cheyenne) with another (Colleen) joining next week
 - B) Open appointments – Architect, Professional Engineer, Landscape Architect, Land Surveyor and Public Member openings exist.
 - C) Legislative Testimony – The ED testified on behalf of the Board met with Legislators with assistance from P. Brandt

MSP: To accept the Executive Director’s report

- 12) INVESTIGATOR’S REPORT (H. Salmela, Investigator)
- A) Complaint Committee met last month.
 - B) Staff have 55 case files in process.

MSP: To accept the Investigator’s report

- 13) UNFINISHED BUSINESS

- A) Legislative Update (S. Grans Korsch) — Discussed. Will look for more society support for the bill and put it before the Legislature again in the next session.

- 14) NEW BUSINESS

- A) CE Exemption Requests
 - i) Licensee 59734

MSP: To approve exemption from 2022-2024 CE reporting period (for 2024-2026 renewal)

- B) Legislative Bill HF3606 and companion SF3633
 - i) HF3606 Bill Text
 - ii) Fiscal Note
 - iii) Board’s Legislative One-Sheet on Pre-Existing Renewal Notifications – Discussed the ramifications of these bills. Board members may choose to contact their societies in their role as members of those societies.
- C) May Elections: Officer and Committees Interest Questionnaire – The forms are due April 15.
- D) 2024-2026 Renewals – Renewals open soon. Staff will contact licensed members about testing the system.
- E) New Licensee Report

MSP: To accept the New License report

- F) NCARB Annual Business Meeting, June 13-15, Chicago, IL –

MSP: To approve an additional up to 3 members to attend

15) PUBLIC COMMENT

16) ADJOURN

MSP: To adjourn at 12:41 PM

Next Meeting: May 8, 2024