



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

**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO:** All Board Members  
Stephen Melchionne, Assistant Attorney General

**FROM:** Melisa Rodriguez, PE, Board Chair

**SUBJECT:** **MARCH 19, 2025, BOARD MEETING MINUTES**  
Golden Rule Building, STE 295  
**11:00 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 | Gerald Jones, PM                       |
| Erica Larson, CID, Secretary  | Laura Kamin-Lyndgaard, LA              |
| Jason Amberg, LA, Treasurer   | Denise Kazmierczak, PE – <b>Absent</b> |
| Paul Brandt, PSS              | Lori Marco, PM                         |
| Alexa Choles, CID             | David Martini, PE                      |
| Christian Faste, PM           | Daniel McAninch, LS                    |
| Sally Grans Korsh, FAIA       | Timothy Meyer, Architect, CID          |
| Marcus Hampton, LS            | Jean Otto, PM                          |
| Daniel Hunter, PG             | Andrew Portis, Architect               |
| Shajive Jeganathan, PM        |  |

**OTHERS:**

Stephen Melchionne, Assistant Attorney General  
Christie Vereide, Licensing Supervisor  
Holly Salmela, Investigator  
Brenna Boytim, Complaint Specialist  
Matthew Linngren, OAS-I

**GUESTS:**

Keith Rapp, Association of State Boards of Geology (ASBOG)  
Kate Van Etta-Olson

- 2) INTRODUCTIONS
- 3) READING AND APPROVAL OF BOARD MEETING MINUTES
  - A) Approval of the January 30, 2025, Board meeting minutes  
**MSP: To approve the January 30, 2025, meeting minutes**
  - B) Approval of the March 3, 2025, Special Board meeting minutes  
**MSP: To approve the March 3, 2025, meeting minutes**
- 4) COMPLAINT COMMITTEE REPORT (J. Amberg, Committee Chair)
  - A) The Complaint Committee requests a closed session  
**MP: To request a closed session**
  - B) Closed Session  
**MP: To open the session**
  - C) Disciplinary Matters
    - i) In the matter of Hal Linn Henderson, a Stipulation and Consent Order was issued.
    - ii) In the matter of Daren Mark Laberee, a Stipulation and Consent Order was issued.**MSP: To accept the Complaint Committee report**
- 5) INVESTIGATOR'S REPORT (H. Salmela, Investigator)
  - A) Staff have 104 open files.  
**MSP: To accept the Investigator's Report**
- 6) RULES COMMITTEE REPORT (S. Grans Korsh, Committee Chair)
  - A) Statute Change Process Update – Discussed.
  - B) Possible Rule Changes Update – Discussed.  
**MSP: To accept the Rules Committee report**
- 7) CREDENTIALING COMMITTEE REPORT (A. Johnson, Committee Chair)
  - A) CE Audit Debrief – Discussed.
  - B) Reinitiating Outreach Activities – Discussed.
  - C) Seat availability for Fundamentals of Geology (FG) Exam – Discussed.
  - D) Qualifying Land Surveying Courses – Discussed.  
**MSP: To accept the Credentialing Committee report**
- 8) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (T. Meyer, Section Chair)
  - A) Report from NCARB Regional Summit, February 28, 2025 – March 1, 2025, Philadelphia, PA – Discussed.

- B) 2025 NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ – Request for authorization to attend – Discussed.

**MP: To authorize up to five (5) Board members and the Executive Director to attend**

- C) Request for Comments: Updates to the AXP – Discussed.
- D) Draft NCARB Resolutions Ahead of June Annual Meeting Vote – Discussed.
- E) NAAB Call for Public Comment on Proposed Revisions to 2020 Procedures for Accreditation – Discussed.
- F) Proposed CIDQ Bylaw Changes (FYI Only)
- G) Strategic Planning Session – Discussed.

**MP: To recommend to the Board that a strategic planning session be held in the near future separate from a Board meeting, with topics to include the direction of the Board, the role of artificial intelligence (AI) in the various professions, and other applicable topics.**

**MSP: To accept the ALACID Section report**

- 9) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT (D. Kelsey, Acting Section Chair)

- A) Rules Update – Discussed.
- B) Seat availability for Fundamentals of Geology (FG) Exam – Discussed.
- C) 2025 NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA – Request for authorization to attend – Discussed.

**MP: To authorize up to six (6) Board members, the Executive Director, and the Investigator or Complaint Specialist to attend**

**MSP: To accept the ELSGEO Section report**

- 10) EXECUTIVE COMMITTEE REPORT (M. Rodriguez, Chair)

- A) Internal Controls – Reviewed.
- B) Board agenda – Reviewed and discussed.
- C) Term limits for Executive Committee members – Discussed.

**MSP: To accept the Executive Committee report**

- 11) TREASURER’S REPORT (J. Amberg, Treasurer)

- A) FY25 Budget and Revenue Reports

**MSP: To accept the Treasurer’s report**

- 12) EXECUTIVE DIRECTOR’S REPORT

None.

- 13) UNFINISHED BUSINESS  
None.
- 14) NEW BUSINESS
- A) Variance Requests
- i) Klos (ENCL. 14Ai)  
**MSF: To deny the variance request of MN Rules 1800.1000 Subp. 1 and 1800.1200 Subp. 1(B) (2023)**  
**MSP: To approve the variance request of MN Rules 1800.1000 Subp. 1 and 1800.1200 Subp. 1(B) (2023)**
- B) CE Exemption requests  
None.
- C) Certification Questions in Online Renewal System and Ramifications of Allowing Licensees to Appear to Successfully Renew After Stating “Yes” to Unlicensed Practice or Previously Unreported Discipline – Discussed. The chair appointed an ad hoc advisory committee to consist of the Chair, Paul Brandt, Alexa Choles, Sally Grans Korsh, Laura Kamin-Lyndgaard, and Lori Marco.  
**MSP: To authorize Board staff to request a quote for changes to the Online Renewal System**
- D) Delegations of Authority for Executive Director  
**MSP: To approve the Delegations of Authority for Executive Director effective March 27, 2025**
- E) Board Member Committee Interest Questionnaire – Discussed.
- F) New Licensee Report  
**MSP: To accept the New Licensee report**
- 15) PUBLIC COMMENT  
None.
- 16) ADJOURN  
**MSP: To adjourn at 12:53 PM**



**MINNESOTA BOARD OF**  
ARCHITECTURE ▪ ENGINEERING ▪ LAND SURVEYING  
LANDSCAPE ARCHITECTURE ▪ GEOSCIENCE ▪ INTERIOR DESIGN

**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO: EXECUTIVE COMMITTEE**

Melisa Rodriguez, PE, Board Chair  
Daniel Kelsey, PE, Vice Chair  
Erica Larson, CID, Secretary  
Jason Amberg, LA, Treasurer

**FROM:** Melisa Rodriguez, PE, Board Chair

**SUBJECT: MARCH 19, 2025, EXECUTIVE COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 295  
**8:15 AM**

- 1) CALL TO ORDER  
Melisa Rodriguez, PE, Board Chair  
Daniel Kelsey, PE, Vice Chair  
Erica Larson, CID, Secretary  
Jason Amberg, LA, Treasurer

OTHERS:  
Matthew Linngren, OAS-I

GUESTS:  
Kate Van Etta-Olson

- 2) APPROVAL OF THE JANUARY 30, 2025, EXECUTIVE COMMITTEE MEETING MINUTES  
**MSP: To approve the January 30, 2025, meeting minutes**

- 3) UNFINISHED BUSINESS  
A) Internal Controls – Discussed.

- 4) NEW BUSINESS  
A) Board agenda – Reviewed and discussed.  
B) Term limits for Executive Committee members – Discussed.

- 5) ADJOURN  
**MSP: To adjourn at 8:42 AM**



**MINNESOTA BOARD OF**  
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LANDSCAPE ARCHITECTURE ■ GEOSCIENCE ■ INTERIOR DESIGN

**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER  
SECTION**

Timothy Meyer, Architect, CID,  
Section Chair  
Jason Amberg, LA  
Alexa Choles, CID  
Sally Grans Korsh, FAIA  
Shajive Jeganathan, PM

Gerald Jones, PM  
Laura Kamin-Lyndgaard, LA  
Erica Larson, CID  
Lori Marco, PM  
Andrew Portis, Architect

**FROM:** Timothy Meyer, Architect, CID, Section Chair

**SUBJECT: MARCH 19, 2025, ALACID SECTION MEETING MINUTES**  
Golden Rule Building, STE 230  
**9:03 AM**

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

Timothy Meyer, Architect, CID, Section Chair  
Jason Amberg, LA  
Alexa Choles, CID  
Sally Grans Korsh, FAIA  
Shajive Jeganathan, PM  
Gerald Jones, PM  
Laura Kamin-Lyndgaard, LA  
Erica Larson, CID  
Lori Marco, PM  
Andrew Portis, Architect

**OTHERS:**

Christie Vereide, Licensing Supervisor  
Melvin Brown, Licensing Specialist

**2) APPROVAL OF THE JANUARY 30, 2025, ALACID SECTION MEETING MINUTES**  
**MSP: To approve the January 30, 2025 meeting minutes**

- 3) UNFINISHED BUSINESS  
None.
- 4) NEW BUSINESS
- A) 2025 NCARB Regional Summit, February 28, 2025 – March 1, 2025, Philadelphia, PA (S. Grans Korsh, reporting) **(ATTACH. 4A)** – Discussed.
- B) 2025 NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ – Request for authorization to attend  
**MSP: To authorize up to five (5) Board members and the Executive Director to attend**
- C) Request for Comments: Updates to the AXP – Discussed.  
**MSP: To table discussion until full Board meeting.**
- D) Draft NCARB Resolutions Ahead of June Annual Meeting Vote – Discussed.
- E) NAAB Call for Public Comment on Proposed Revisions to 2020 Procedures for Accreditation – Discussed.
- F) Proposed CIDQ Bylaw Changes (FYI Only)
- G) Strategic Planning Session – Discussed.  
**MSP: To recommend to the Board that a strategic planning session be held in the near future separate from a Board meeting, with topics to include the direction of the Board, the role of artificial intelligence (AI) in the various professions, and other applicable topics.**
- 5) ADJOURN  
**MSP: To adjourn at 10:02 AM**





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**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION**

Denise Kazmierczak, PE, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	David Martini, PE
Christian Faste, PM	Daniel McAninch, LS
Marcus Hampton, LS	Jean Otto, PM
Daniel Hunter, PG	Melisa Rodriguez, PE
Alan Johnson, PE	

**FROM:** Daniel Kelsey, PE, Acting Section Chair

**SUBJECT: MARCH 19, 2025, ELSGEO SECTION MEETING MINUTES**

Golden Rule Building, STE 295

**9:00 AM**

1) ROLL CALL/CALL TO ORDER

Denise Kazmierczak, PE, Chair - **Absent**

Daniel Kelsey, PE – **Acting Chair**

Paul Brandt, PSS

Christian Faste, PM

Marcus Hampton, LS

Daniel Hunter, PG

Alan Johnson, PE

David Martini, PE

Daniel McAninch, LS

Jean Otto, PM

Melisa Rodriguez, PE

**OTHERS:**

Matthew Linngren, OAS-I

**GUESTS:**

Kate Van Etta-Olson

- 2) APPROVAL OF THE JANUARY 30, 2025, ELSGEO SECTION MEETING MINUTES  
**MSP: To approve the January 30, 2025, meeting minutes**
- 3) UNFINISHED BUSINESS
  - A) Rules Updates – Discussed.
- 4) NEW BUSINESS
  - A) Seat availability for Fundamentals of Geology (FG) Exam – Discussed.
  - B) 2025 NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA – Request for authorization to attend  
**MSP: To authorize up to six (6) Board members, the Executive Director, and the Investigator or Complaint Specialist to attend.**
- 5) ADJOURN  
**MSP: To adjourn at 9:39 AM**



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**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO: CREDENTIALING COMMITTEE**

Alan Johnson, PE, Committee Chair	Lori Marco, PM
Alexa Choles, CID	Daniel McAninch, LS
Gerald Jones, PM	Timothy Meyer, Architect, CID
Laura Kamin-Lyndgaard, LA	Jean Otto, PM

**FROM:** Alan Johnson, PE, Committee Chair

**SUBJECT: MARCH 19, 2025, CREDENTIALING COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 230  
**10:15 AM**

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

Alan Johnson, PE Committee Chair  
Alexa Choles, CID  
Gerald Jones, PM  
Laura Kamin-Lyndgaard, LA  
Lori Marco, PM  
Daniel McAninch, LS  
Timothy Meyer, Architect, CID  
Jean Otto, PM

**OTHERS:**

Christie Vereide, Licensing Supervisor  
Melvin Brown, Licensing Specialist

**2) APPROVAL OF THE JANUARY 30, 2025, CREDENTIALING COMMITTEE MEETING MINUTES**

**MSP: To approve the January 30, 2025, meeting minutes**

**3) UNFINISHED BUSINESS**

A) CE Audit Debrief – Continued discussion on the number of future audits and requirements for continuing education qualifications and reporting. Referred to staff for additional information.

B) Reinitiating Outreach Activities – Additional discussion regarding opportunities for outreach to various schools and organizations about the work of the Board.

4) NEW BUSINESS

A) Seat availability for Fundamentals of Geology (FG) Exam – Discussed.

B) Qualifying Land Surveying Courses – Discussed. Referred to staff.

5) ADJOURN

**MSP: To adjourn at 10:50 AM**



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**BOARD MEMORANDUM**

**MARCH 19, 2025**

**TO: RULES COMMITTEE**

Sally Grans Korsh, Architect, Chair	Shajive Jeganathan, PM
Paul Brandt, PSS	Denise Kazmierczak, PE
Christian Faste, PM	David Martini, PE
Marcus Hampton, LS	Andrew Portis, Architect

**FROM:** Sally Grans Korsh, Architect, Chair

**SUBJECT: MARCH 19, 2025, RULES COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 295  
**10:15 AM**

- 1) ROLL CALL/CALL TO ORDER  
Sally Grans Korsh, Architect, Chair  
Paul Brandt, PSS  
Christian Faste, PM  
Marcus Hampton, LS  
Shajive Jeganathan, PM  
Denise Kazmierczak, PE – **Absent**  
David Martini, PE  
Andrew Portis, Architect

**OTHERS:**

Melisa Rodriguez, PE  
Daniel Kelsey, PE  
Erica Larson, CID  
Jason Amberg, LA  
Matthew Linngren, OAS-I

**GUESTS:**

Kate Van Etta-Olson

- 2) APPROVAL OF JANUARY 30, 2025, RULES COMMITTEE MEETING MINUTES  
**MSP: To approve the January 30, 2025, meeting minutes**
- 3) UNFINISHED BUSINESS
  - A) Statute Change Process Update
    - i) [HF 266](#) – Discussed.
    - ii) [SF 1343](#) – Discussed.
    - iii) [HF 1074](#) – Discussed.
    - iv) [SF 96](#) – Discussed.
  - B) Possible Rule Changes Update – Discussed.
- 4) NEW BUSINESS  
None.
- 5) ADJOURN  
**MSP: To adjourn at 10:31 AM**