



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

**BOARD MEMORANDUM**

**AUGUST 13, 2025**

**TO: EXECUTIVE COMMITTEE**

Daniel Kelsey, PE, Chair  
Erica Larson, CID, Vice Chair  
Jason Amberg, LA, Secretary  
Timothy Meyer, AR/CID, Treasurer

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

**SUBJECT: AUGUST 13, 2025, EXECUTIVE COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 295  
**8:17 AM**

- 1) CALL TO ORDER  
Daniel Kelsey, PE, Chair  
Erica Larson, CID, Vice Chair  
Jason Amberg, LA, Secretary  
Timothy Meyer, AR/CID, Treasurer

**OTHERS:**

Kate Van Etta-Olson, Executive Director  
Matthew Linngren, OASI

- 2) APPROVAL OF EXECUTIVE COMMITTEE MEETING MINUTES
  - A) Approval of the March 19, 2025, Meeting Minutes
  - B) Approval of the May 29, 2025, Special Meeting Minutes**MSP: To approve the March 19 and May 29, 2025, meeting minutes**
- 3) UNFINISHED BUSINESS
  - A) Internal Controls Annual Certification  
**MSP: To approve the Internal Controls Annual Certification**

- 4) NEW BUSINESS
  - A) Executive Director Report (K. Van Etta-Olson, Executive Director)
    - i) Board meeting structure – Discussed.
    - ii) Budget updates – Discussed.
  
- 5) ADJOURN
  - The meeting was adjourned at 8:45 AM**



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

**BOARD MEMORANDUM**

**AUGUST 13, 2025**

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

Alexa Choles, CID, Section Chair  
Jason Amberg, LA  
Sally Grans Korsh, FAIA  
Shajive Jeganathan, PM  
Gerald Jones, PM

Laura Kamin-Lyndgaard, LA  
Erica Larson, CID  
Lori Marco, PM  
Timothy Meyer, Architect, CID  
Andrew Portis, Architect

**FROM:** Alexa Choles, CID, Section Chair

**SUBJECT: AUGUST 13, 2025, ALACID SECTION MEETING MINUTES**  
Golden Rule Building, STE 295  
**9:05 AM**

- 1) ROLL CALL/CALL TO ORDER  
Alexa Choles, CID, Section Chair  
Jason Amberg, LA  
Sally Grans Korsh, FAIA  
Shajive Jeganathan, PM – **Absent**  
Gerald Jones, PM  
Laura Kamin-Lyndgaard, LA  
Erica Larson, CID  
Lori Marco, PM  
Timothy Meyer, Architect, CID  
Andrew Portis, Architect

**OTHERS:**

Kate Van Etta-Olson, Executive Director  
Brenna Boytim, Complaint Specialist  
Carly Johnson, Student Worker  
Matthew Linngren, OASI  
Chyenenne Thao-Lee, Licensing Specialist

Cassandra Wellman, Licensing Specialist

GUESTS:

DJ Heinle, TKDA, AIA MN

Ann Voda, Miller Dunwiddie, AIA MN

Mary-Margaret Zindren, CAE, Executive Director, AIA MN

- 2) APPROVAL OF THE MAY 14, 2025, ALACID SECTION MEETING MINUTES  
**MSP: To approve the May 14, 2025, meeting minutes**
  
- 3) UNFINISHED BUSINESS
  - A) CLARB Annual Meeting, September 17-20, 2025, Lexington, KY
    - i) Discussion of proposed resolutions – Discussed.  
**MSP: To authorize delegates to vote on resolutions**
  
- 4) NEW BUSINESS
  - A) Presentation by Mary-Margaret Zindren, CAE, Executive Director of AIA MN, DJ Heinle of TKDA and AIA MN, and Ann Voda of Miller Dunwiddie and AIA MN regarding AIA Minnesota Policy on Alternative Paths to Architect Licensure (**HANDOUT 4A**)
  
  - B) Report on NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ – Alexa Choles, Sally Grans Korsh, Tim Meyer, Andrew Portis, and Kate Van Etta-Olson reported on the NCARB Annual Meeting.
  
  - C) Updates to the Professions – Tim Meyer shared information from the NCARB DEI Committee meeting.
  
  - D) CIDQ Annual Meeting, November 6-8, 2025, Denver, CO
    - i) Authorization to attend  
**MSP: To authorize up to two (2) Board members and the Executive Director to attend**
    - ii) Proposed By-Law Changes – Discussed.  
**MSP: To authorize delegates to vote on resolutions**
  
  - E) CLARB Leadership Advisory Council Election (FYI Only)
  
- 5) ADJOURN  
**The meeting adjourned at 10:05 AM**



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

**BOARD MEMORANDUM**

**AUGUST 13, 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:** Denise Kazmierczak, PE, Section Chair

**SUBJECT: AUGUST 13, 2025, ELSGEO SECTION MEETING MINUTES**  
Golden Rule Building, STE 100  
**9:06 AM**

- 1) ROLL CALL/CALL TO ORDER  
Denise Kazmierczak, PE, Chair  
Paul Brandt, PSS  
Christian Faste, PM  
Marcus Hampton, LS  
Daniel Hunter, PG  
Alan Johnson, PE  
Daniel Kelsey, PE  
David Martini, PE  
Daniel McAninch, LS  
Jean Otto, PM – **Absent**  
Melisa Rodriguez, PE – **Absent**

**OTHERS:**

Melvin Brown – Licensing Specialist  
Leama Sather, CPE Coordinator

- 2) APPROVAL OF THE MAY 14, 2025, ELSGEO SECTION MEETING MINUTES  
**MSP: To approve the May 14, 2025, meeting minutes**
  
- 3) UNFINISHED BUSINESS
  - A) Rules Updates – Discussed.
  
  - B) NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA
    - i) Proposed By-Law Changes – Discussed.  
**MSP: To authorize delegates to vote on the proposed by-law changes**
  
- 4) NEW BUSINESS
  - A) Updates to the Professions – Discussed the core classes required to sit for the exam and licensure, and their relation to MN statutes and rules.
  
  - B) Authorization for Paul Brandt to be involved in re-writing the FSS and PSS exams  
**MSP: To authorize Paul Brandt to be involved in re-writing the FSS and PSS exams**
  
- 5) ADJOURN  
**The meeting adjourned at 9:19 AM**



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

**BOARD MEMORANDUM**

**AUGUST 13, 2025**

**TO: CREDENTIALING COMMITTEE**

Alan Johnson, PE, Committee Chair	Laura Kamin-Lyndgaard, LA
Alexa Choles, CID	Denise Kazmierczak, PE
Shajive Jeganathan, PM	Daniel McAninch, LS
Gerald Jones, PM	Timothy Meyer, Architect, CID

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

**SUBJECT: AUGUST 13, 2025, CREDENTIALING COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 100  
**10:15 AM**

1) ROLL CALL/CALL TO ORDER

Alan Johnson, PE, Committee Chair  
Alexa Choles, CID  
Shajive Jeganathan, PM – **Absent**  
Gerald Jones, PM  
Laura Kamin-Lyndgaard, LA  
Denise Kazmierczak, PE  
Daniel McAninch, LS  
Timothy Meyer, Architect, CID

OTHERS:

Kate Van Etta-Olson, Executive Director  
Melvin Brown, Licensing Specialist

2) APPROVAL OF THE MAY 14, 2025, CREDENTIALING COMMITTEE MEETING MINUTES  
**MSP: To approve the May 14, 2025, meeting minutes**

3) UNFINISHED BUSINESS

A) Qualifying Courses for Land Surveyors – Discussed.

B) Motion to accept the slate of Outreach Presentations from May 14, 2025, meeting

**MSP: To accept the slate of Outreach Presentation Reports from May 14, 2025**

4) NEW BUSINESS

A) Outreach Presentations – Discussed the possibility of multidisciplinary presentations in the future.

5) ADJOURN

**The meeting adjourned at 10:31 AM**



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

**BOARD MEMORANDUM**

**AUGUST 13, 2025**

**TO: RULES COMMITTEE**

David Martini, PE, Chair  
Paul Brandt, PSS  
Christian Faste, PM  
Sally Grans Korsh, Architect

Marcus Hampton, LS  
Daniel Kelsey, PE  
Jean Otto, PM  
Andrew Portis, Architect

**FROM:** David Martini, PE, Chair

**SUBJECT: AUGUST 13, 2025, RULES COMMITTEE MEETING MINUTES**  
Golden Rule Building, STE 295  
**10:34 AM**

- 1) ROLL CALL/CALL TO ORDER  
David Martini, PE, Chair  
Paul Brandt, PSS  
Christian Faste, PM  
Sally Grans Korsh, Architect  
Marcus Hampton, LS  
Daniel Kelsey, PE  
Jean Otto, PM – **Absent**  
Andrew Portis, Architect

**OTHERS:**

Kate Van Etta-Olson, Executive Director  
Matthew Linggren, OASI

- 2) APPROVAL OF MAY 14, 2025, RULES COMMITTEE MEETING MINUTES  
**MSP: To approve the May 14, 2025, meeting minutes**
- 3) UNFINISHED BUSINESS  
A) Report on Legislation – Discussed.  
B) Possible Rule Changes Update – Discussed.

4) NEW BUSINESS  
None.

5) ADJOURN  
**The meeting adjourned at 10:45 AM**



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

**BOARD MEMORANDUM**

**AUGUST 13, 2025**

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

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

**SUBJECT: AUGUST 13, 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
- |  |                                      |
|--|--------------------------------------|
| Daniel Kelsey, PE, Chair               | Alan Johnson, PE                     |
| Erica Larson, CID, Vice Chair          | Gerald Jones, PM                     |
| Jason Amberg, LA, Secretary            | Laura Kamin-Lyndgaard, LA            |
| Timothy Meyer, AR/CID, Treasurer       | Denise Kazmierczak, PE               |
| Paul Brandt, PSS                       | Lori Marco, PM                       |
| Alexa Choles, CID                      | David Martini, PE                    |
| Christian Faste, PM                    | Daniel McAninch, LS                  |
| Sally Grans Korsh, FAIA                | Jean Otto, PM – <b>Absent</b>        |
| Marcus Hampton, LS                     | Andrew Portis, Architect             |
| Daniel Hunter, PG                      | Melisa Rodriguez, PE – <b>Absent</b> |
| Shajive Jeganathan, PM – <b>Absent</b> |                                      |

**OTHERS:**

Kate Van Etta-Olson, Executive Director  
Stephen Melchionne, Assistant Attorney General  
Brenna Boytim, Complaint Specialist  
Carly Johnson, Student Worker  
Matthew Lingren, OASI  
Holly Salmela, Investigator  
Cheyenne Thao-Lee, Licensing Specialist  
Cassandra Wellman, Licensing Specialist

- 2) INTRODUCTIONS
  - A) Carly Johnson, Student Worker – Executive Director Kate Van Etta-Olson introduced the Board’s student worker, Carly Johnson, and gave an overview of the work she does for the Board.
  
- 3) READING AND APPROVAL OF BOARD MEETING MINUTES
  - A) Approval of the May 14, 2025, Board meeting minutes
  - B) Approval of the July 16, 2025, Special Board meeting minutes**MSP: To approve the May 14 and July 26, 2025, meeting minutes**
  
- 4) LICENSURE DENIAL REVIEW  
**MSP: To affirm the denial of the licensure application**

The Chair declared a 15-minute recess for lunch from 12:15 to 12:30 pm.

- 5) COMPLAINT COMMITTEE REPORT (D. Hunter, 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 Eric Richard Ding, a Stipulation and Consent Order was issued.
    - ii) In the matter of Paul S. Neuhaus, a Stipulation and Consent Order was issued.
    - iii) In the matter of Samantha Lynn Turnock Mendiola, a Stipulation and Consent Order was issued.
    - iv) In the matter of Patrick Thomas Corkle, a Stipulation and Consent Order was issued.
    - v) In the matter of Gregory David Bednar, a Stipulation and Consent Order was issued.
    - vi) In the matter of Tyler Joshua Kavanaugh, a Stipulation and Consent Order was issued.
    - vii) In the matter of Emily Rose Gross, a Stipulation and Consent Order was issued.
    - viii) In the matter of Amy Lue Sieben, a Stipulation and Consent Order was issued.
    - ix) In the matter of Amro Hamed Sallam, a Stipulation and Consent Order was issued.
    - x) In the matter of Michael James DeVere, a Stipulation and Consent Order was issued.
    - xi) In the matter of Jeffrey James McDowell, a Settlement Agreement and Cease and Desist Order was issued.
    - xii) In the matter of Shane Thomas Johnston, a Stipulation and Consent Order was issued.
    - xiii) In the matter of Roger Lee Hill, a Stipulation and Consent Order was issued.

- xiv) In the matter of Tan Huu Nguyen, a Stipulation and Consent Order was issued.
- xv) In the matter of Randy M. Morton, a Stipulation and Consent Order was issued.
- xvi) In the matter of Travis W. Van Neste, a Stipulation and Consent Order was issued.
- xvii) In the matter of Kristofer Erik Ingvar Larsen, a Stipulation and Consent Order was issued.
- xviii) In the matter of Terry L. Freeman, a Stipulation and Consent Order was issued.
- xix) In the matter of Matthew Leonard Ledvina, a Settlement Agreement and Cease and Desist Order was issued.
- xx) In the matter of Joshua Richard Ekstrand, a Stipulation and Consent Order was issued.

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

- 6) INVESTIGATOR’S REPORT (B. Boytim, Complaint Specialist)  
Staff have 94 open files.

**MSP: To accept the Investigator’s Report**

- 7) EXECUTIVE COMMITTEE REPORT (D. Kelsey, Chair)
  - A) Committee Assignments – FYI Only
  - B) Internal Controls Annual Certification – Discussed.

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

- 8) TREASURER’S REPORT (T. Meyer, Treasurer)
  - A) FY25 Year-end Budget and Revenue Report
  - B) FY26 Budget and Revenue Report

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

- 9) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (A. Choles, Section Chair)
  - A) CLARB Annual Meeting, September 17-20, 2025, Lexington, KY – Discussed proposed resolutions and authorized delegates to vote on them.
  - B) Presentation by Mary-Margaret Zindren, CAE, Executive Director of AIA MN, DJ Heinle of TKDA and AIA MN, and Ann Voda of Miller Dunwiddie and AIA MN regarding AIA Minnesota Policy on Alternative Paths to Architect Licensure
  - C) Report on NCARB Annual Meeting, June 19-21, 2025, Scottsdale, AZ – Discussed the annual meeting and Board member appointments to various NCARB Committees.
  - D) Updates to the Professions – Discussed.
  - E) CIDQ Annual Meeting, November 6-8, 2025, Denver, CO

**MP: To authorize up to two (2) Board members and the Executive Director to attend**

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

10) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT

(D. Kazmierczak, Section Chair)

A) Rules Update – Discussed.

B) NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA Proposed By-Law Changes – Discussed by-law changes and authorized delegates to vote on them.

C) Authorization for Paul Brandt to be involved in re-writing the FSS and PSS exams

**MP: To authorize Paul Brandt to be involved in re-writing the FSS and PSS exams**

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

11) CREDENTIALING COMMITTEE REPORT (A. Johnson, Committee Chair)

A) Qualifying Courses for Land Surveyors – Discussed.

B) Outreach Presentations – Discussed.

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

12) RULES COMMITTEE REPORT (D. Martini, Committee Chair)

A) Report on Legislation – Discussed.

B) Possible Rule Changes Update – Discussed.

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

13) EXECUTIVE DIRECTOR'S REPORT (K. Van Etta-Olson, Executive Director)

A) Board meeting structure – Discussed.

B) Budget updates – Discussed.

C) Service on National Council Committees – The Executive Director encouraged members to be involved with the various national councils, and to inform Board staff if they are selected to serve on a committee.

D) Meetings with various stakeholders – The Executive Director reported on meetings with AIA MN, staff from Dunwoody, and Board members.

E) Licensing System and Website Updates – Staff are currently meeting with a business analyst regarding the existing licensing system and website as work progresses toward an eventual RFP for updated systems. Board members will be receiving a questionnaire regarding their use of the licensing/renewal system.

**MSP: To accept the Executive Director's report**

- 14) UNFINISHED BUSINESS
- A) Board Strategic Planning Session – Discussed.
  - B) Marohn v. Board of AELSLAGID (closed session)  
**MP: To request a closed session**  
**MP: To open the session**  
The Board met in closed session to discuss ongoing litigation.
- 15) NEW BUSINESS
- A) Variance Requests
    - i) Kerr  
**MSP: To approve the request**
    - ii) Menu  
**MSP: To approve the request**
    - iii) Holmberg - Board members Amberg, Grans Korsh, Hunter, Kamin-Lyndgaard, Larson and Marco recused themselves from the matter.  
**MSP: To approve the request**
    - iv) Applicant A (**HANDOUT 15Aiv**)  
**MSP: To approve the request**
  - B) CE Exemption requests  
None.
  - C) New Licensee Report  
**MSP: To accept the New Licensee report**
- 16) PUBLIC COMMENT  
None.
- 17) ADJOURN  
**The meeting adjourned at 1:58 PM**