



DESIGNERS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, AND LAND SURVEYORS
Room 121A, 1400 E. Washington Avenue, Madison
Contact: Brittany Lewin 608-266-2112
October 6, 2015

The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Board.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda

B. Approval of Minutes- November 24, 2014 (4-6)

C. Administrative Matters

- 1) Staff Updates
- 2) Introductions, Announcements and Recognition
 - a) New Member: Ralf Kelm **(7-8)**

D. Election of Officers (9)

E. Appointment of Liaisons and Delegation of Authority (10)

F. Items Added After Preparation of Agenda:

- 1) Introductions, Announcements and Recognition
- 2) Election of Section Officers
- 3) Appointment of Section Liaisons and Delegated Authorities
- 4) Administrative Matters
- 5) Education and Examination Matters
- 6) Credentialing Matters
- 7) Practice Matters
- 8) Legislative/Administrative Rule Matters
- 9) Liaison Reports
- 10) Informational Items
- 11) Disciplinary Matters
- 12) Presentations of Petitions for Summary Suspension
- 13) Petitions for Designation of Hearing Examiner

- 14) Presentation of Proposed Stipulations, Final Decisions and Orders
- 15) Presentation of Proposed Final Decision and Orders
- 16) Presentation of Interim Orders
- 17) Petitions for Re-Hearing
- 18) Petitions for Assessments
- 19) Petitions to Vacate Orders
- 20) Requests for Disciplinary Proceeding Presentations
- 21) Motions
- 22) Petitions
- 23) Appearances from Requests Received or Renewed
- 24) Speaking Engagements, Travel, or Public Relation Requests

G. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)

H. Credentialing Matters

I. Application Reviews (11-12)

- 1) Designer of Engineering Systems Permit Applicants for Licensure/Permit by Experience
 - a) Gemske, Scott D. **(13-44)**
 - b) James, Ian J.
 - c) Miller, William
 - d) Runkel, Kim M.
 - e) Herrera, Abraham **(45-96)**
- 2) Authorize Designer of Engineering Applicant to Take Examination
 - a) Garven, Ryan S.
 - b) Gutierrez, Benjamin
 - c) Kuhn, Brian
 - d) Mancl, Tyler
 - e) Redford, Christopher
 - f) Wetzal, Chad D.

J. Deliberation of Items Received After Printing of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) Monitoring Matters
- 4) Professional Assistance Procedure (PAP) Matters
- 5) Petitions for Summary Suspensions
- 6) Petitions for Designation of Hearing Examiner
- 7) Proposed Stipulations, Final Decisions and Orders
- 8) Administrative Warnings
- 9) Proposed Final Decisions and Orders
- 10) Matters Relating to Costs/Orders Fixing Costs

- 11) Case Closings
- 12) Proposed Interim Orders
- 13) Petitions for Assessments and Evaluations
- 14) Petitions to Vacate Orders
- 15) Remedial Education Cases
- 16) Motions
- 17) Petitions for Rehearing
- 18) Appearances from Requests Received or Renewed

K. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

L. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

ADJOURNMENT

**DESIGNERS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS
MEETING MINUTES
November 24, 2014**

PRESENT: Mark Cook, Thomas Gasperetti (*via GoToMeeting*), Steven Tweed

STAFF: Brittany Lewin, Executive Director; Taylor Thompson, Bureau Assistant

CALL TO ORDER

Steven Tweed, Section Chair, called the meeting to order at 12:01 p.m. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Thomas Gasperetti moved, seconded by Mark Cook, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

Corrections:

- Correct Tom Gasperetti's name in Delegation Motions and correct James and Thomas's names in Application Reviews motion.

MOTION: Thomas Gasperetti moved, seconded by Mark Cook, to adopt the minutes of April 22, 2014 as corrected. Motion carried unanimously.

CLOSED SESSION

MOTION: Thomas Gasperetti moved, seconded by Mark Cook, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Steven Tweed read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Mark Cook-yes; Thomas Gasperetti-yes; Steven Tweed-yes. Motion carried unanimously.

Open Session recessed at 12:06 p.m.

RECONVENE TO OPEN SESSION

MOTION: Mark Cook moved, seconded by Steven Tweed, to reconvene in Open Session at 1:30 p.m. Motion carried unanimously.

REAFFIRM ALL VOTES MADE IN CLOSED SESSION

MOTION: Mark Cook moved, seconded by Thomas Gasperetti, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

APPLICATION REVIEWS

MOTION: Mark Cook moved, seconded by Thomas Gasperetti, to approve the following applicants for permit by experience:

- a. Bortz, Timothy S.
- b. Clark, Steven L.
- c. Demers, Scott A.
- d. Grant, Cynthia A.
- e. Herda, Joseph M.
- f. Huber, Gregory R.
- g. Krueger, Kyle L.
- h. Merkel, Donald
- i. Mulder, Craig R.
- j. Reince, Neal M.
- k. Roberts, Ryan L.
- l. Sevcik, Chad M.
- m. Walla, Robert
- n. Zomer, Douglas R.

Motion carried unanimously.

MOTION: Mark Cook moved, seconded by Thomas Gasperetti, to deny the application of I.J.J. for Designer of Engineering Systems Permit by experience. **Reason for Denial:** Does not meet the experience requirements found in §443.07 (1)(b) needed for a permit as an Electrical Designer, in that his only documented experience is in low-voltage and communication systems. Motion carried unanimously.

MOTION: Mark Cook moved, seconded by Thomas Gasperetti, to authorize the following applicants to take the examination:

- a. Braaten, Michael L.
- b. Greenweller, Kevin
- c. Rippenburg, Shane

Motion carried unanimously.

ADJOURNMENT

MOTION: Thomas Gasperetti moved, seconded by Mark Cook, to adjourn the meeting.
Motion carried unanimously.

The Section meeting adjourned at 1:31 p.m.

DRAFT

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Nifty Lynn Dio, Bureau Assistant		2) Date When Request Submitted: 9/30/2015 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Designer Section			
4) Meeting Date: 10/06/2015	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? New Member: Ralf Kelm	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: n/a	
10) Describe the issue and action that should be addressed: Please welcome the new Section Member.			
11) Authorization			
Nifty Lynn Dio		9/30/15	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



SCOTT WALKER
OFFICE OF THE GOVERNOR
STATE OF WISCONSIN

P.O. Box 7863
MADISON, WI 53707

GOVERNOR'S APPOINTMENT

NAME: Mr. Ralf Kelm

MAILING ADDRESS: [REDACTED]
[REDACTED]

E-MAIL ADDRESS: [REDACTED]

RESIDES IN: Brookfield, WI

TELEPHONE: [REDACTED]
[REDACTED]

OCCUPATION: Electrical Engineer
Faith Technologies

APPOINTED TO: Examining Board of Architects, Landscape
Architects, Professional Engineers,
Designers and Land Surveyors
Designer Engineer

TERM: A term to expire July 1, 2018

SUCCEEDS: Mr. James F. Mickowski

SENATE CONFIRMATION: Required

DATE OF APPOINTMENT: September 16, 2015

DATE OF NOMINATION: September 16, 2015

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Nifty Lynn Dio – Bureau Assistant		2) Date When Request Submitted: 9/22/2015 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Designer Section			
4) Meeting Date: 10/06/2015	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Election of Officers	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The Section should conduct elections of Officers for 2015. Brittany Lewin will assist in the facilitation of Elections Existing Officers (2014) <ul style="list-style-type: none"> • Section Chair: Steven Tweed • Vice Chair: vacant • Secretary: vacant 			
11) Authorization			
Nifty Lynn Dio		9/22/2015	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

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3) Name of Board, Committee, Council, Sections: Designer Section			
4) Meeting Date: 10/06/2015	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Appointment of Liaisons and Delegated Authorities	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: First the Section Chair should appoint liaisons as follows: <ul style="list-style-type: none"> • Credentialing Liaison (2014 – Steven Tweed) The Section should then consider continuation or modification of previously delegated authority: <ul style="list-style-type: none"> • Delegate authority to the Credentialing Liaisons to address all issues related to credentialing 			
11) Authorization			
Nifty Lynn Dio		9/22/2015	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
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