



STATE OF WISCONSIN

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Governor Scott Walker Secretary Dave Ross

**PROFESSIONAL ENGINEERS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, AND LAND SURVEYORS**

Room 121C, 1400 E. Washington Avenue, Madison

Contact: Angela Hellenbrand (608) 261-5406

October 10, 2013

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

8:30 a.m.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-4)**
- B. Approval of Minutes – August 29, 2013 (5-10)**
- C. Administrative Matters**
 - 1) Electronic Newsletter **(11-12)**
- D. Legislative/Administrative Rule Matters – Discussion and Consideration**
 - 1) A-E 13 Comity Update **(13-14)**
 - 2) A-E 4 Update **(15-24)**
- E. Education and Examination Matters – Discussion and Consideration**
 - 1) Automatic Approval vs. Manual Approval for FE/FS exam **(25-26)**
 - 2) A-E Continuing Education Committee results and review **(27-30)**
 - 3) RCEP and NCEES Website update for Continuing Education **(31-32)**
- F. Disciplinary Matters – Discussion and Consideration**
 - 1) Reporting of disciplinary actions to NCEES Enforcement Exchange **(33-34)**
- G. Class 1 Hearings**
 - 1) **10:00 A.M. APPEARANCE:** Santosh Bhalekar – Denial of License **(65-88)**

H. Credentialing Matters – Discussion and Consideration

- 1) Comity Forms Review **(37-38)**

I. Informational Items – Discussion and Consideration

- 1) Use of NCEES Enforcement Exchange **(39-40)**
- 2) Report on NCEES Annual Meeting by Joe Eberle **(41-42)**
- 3) Appoint delegate and alternate delegate for 2014 NCEES Meetings **(43-44)**

J. Speaking Engagement(s), Travel, or Public Relation Request(s) – Discussion and Consideration

- 1) Firm Registration – Newsletter Article Opportunity – American Council of Engineering Companies of Wisconsin **(45-46)**

K. Items Added After Preparation of Agenda

- 1) Introductions, Announcements and Recognition
- 2) Presentations of Petition(s) for Summary Suspension
- 3) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 4) Presentation of Final Decisions
- 5) Disciplinary Matters
- 6) Executive Director Matters
- 7) Education and Examination Matters
- 8) Credentialing Matters
- 9) Class 1 Hearing(s)
- 10) Practice Matters
- 11) Legislation/Administrative Rule Matters
- 12) Liaison Report(s)
- 13) Informational Item(s)
- 14) Speaking Engagement(s), Travel or Public Relation Request(s)

L. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider licensure or certification of individuals (s. 19.85(1)(a), Stats.); to 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.)

M. Monitoring Matters – Discussion and Consideration

- 1) W. Gray Hodge, P.E. – Requesting Removal of All License Limitations **(47-62)**

N. DLSC Matters – Discussion and Consideration

- 1) Case Status Report **(63-64)**
- 2) Case Closings

O. Deliberation of Class 1 Hearings

- 1) Santosh Bhalekar **(65-88)**

P. Application Review – Discussion and Consideration

Q. Deliberation of Items Received After Preparation of Agenda

- 1) Disciplinary Matters
- 2) Education and Examination Matters
- 3) Credentialing Matters
- 4) Class 1 Hearings
- 5) Monitoring Matters
- 6) Professional Assistance Procedure (PAP) Matters
- 7) Petition(s) for Summary Suspension
- 8) Petition(s) for Extension of Time
- 9) Proposed Stipulations, Final Decisions and Orders
- 10) Administrative Warnings
- 11) Proposed Decisions
- 12) Matters Relating to Costs
- 13) Petitions for Rehearing
- 14) Formal Complaints
- 15) Case Closings
- 16) Appearances from Requests Received or Renewed

R. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

ADJOURNMENT

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

PRESENT: Steven Hook, Joe Eberle, Mark Mayer, and Chuck Kopplin

STAFF: Angela Hellenbrand, Executive Director; Joshua Archiquette, Bureau Assistant; and other Department Staff

Chuck Kopplin, Board Chair, called the meeting to order at 8:30 a.m. A quorum of four (4) was confirmed.

ADOPTION OF AGENDA

MOTION: Steven Hook moved, seconded by Mark Mayer, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Joe Eberle moved, seconded by Steven Hook, to approve the minutes of April 25, 2013 as published. Motion carried unanimously.

EDUCATION AND EXAM MATTERS

MOTION: Joe Eberle moved, seconded by Steven Hook, to accept providers and or courses approved by the Registered Continuing Education Program (RCEP) for meeting the continuing education requirements of AE-13. Staff is directed to notify RCEP that the Engineer Section has approved them as a program provider evaluator and request that RCEP update their website regarding the continuing education requirements for engineers in the State of Wisconsin. Motion carried unanimously.

MOTION: Joe Eberle moved, seconded by Mark Mayer, to request that DSPS Staff request RCEP and NCEES to update their websites and or records for the Continuing Education requirements for Professional Engineers for the State of Wisconsin. Motion carried unanimously.

MOTION: Joe Eberle moved, seconded by Mark Mayer, to have DSPS Staff draft a procedure for auditing of Continuing Education requirements for Professional Engineers for the next Engineers Section meeting. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE MATTERS

MOTION: Mark Mayer moved, seconded by Joe Eberle, to adopt the proposed text changes to A-E 13 Comity with the exception of the initial applicability clause. Motion carried unanimously.

MOTION: Mark Mayer moved, seconded by Steven Hook, that the Chair designate a member of the Engineers Section as the Engineers Section's representative to speak on behalf of the Section during any Legislative Hearings on A-E 13 Comity. Motion carried unanimously.

MOTION: Joe Eberle moved, seconded by Steven Hook, to designate the Chair or his designee to approve the proposed rule draft as amended for filing with the Governor's Office and Legislature. Motion carried unanimously.

INFORMATIONAL ITEMS

MOTION: Joe Eberle moved, seconded by Steven Hook, to request DSPS Staff research procedures and report at the next Engineers Section meeting the reporting of any disciplinary actions to NCEES Enforcement Exchange and to check the NCEES Enforcement Exchange for any Comity applicants. Motion carried unanimously.

CLOSED SESSION

MOTION: Mark Mayer moved, seconded by Steven Hook, to convene to closes session to deliberate on cases following hearing § 19.85 (1) (a), Stats.; consider closing disciplinary investigations with administrative warning § 19.85 (1)(b), Stats., and 440.205, Stats., to consider individual histories or disciplinary data § 19.85(1) (f), Stats.; and, to confer with legal counsel § 19.85 (1) (g), Stats.). Chuck Kopplin, Chair; read the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Chuck Kopplin – yes; Steven Hook – yes; Joe Eberle – yes; and Mark Mayer – yes. Motion carried unanimously.

The Board convened to Closed Session at 10:55 a.m.

RECONVENE TO OPEN SESSION

MOTION: Steven Hook moved, seconded by Joe Eberle, to reconvene to open session. Motion carried unanimously.

The Board reconvened into Open Session at 11:34 a.m.

ADMINISTRATIVE WARNINGS

MOTION: Steven Hook moved, seconded by Mark Mayer, to issue and administrative warning in the matter of case number 12 ENG 003 (S.H.). Motion carried unanimously.

CASE CLOSINGS

MOTION: Mark Mayer moved, seconded by Steven Hook, to close case 12 ENG 007 (T.J.S.) for Lack of Jurisdiction (L2). Motion carried unanimously.

CLASS 1 HEARINGS

MOTION: Steven Hook moved, seconded by Joe Eberle, to grant Alexander J. Rexrode's request for Eligibility to take the Principles and Practice of Engineering Examination. Motion carried unanimously.

MOTION: Joe Eberle moved, seconded by Mark Mayer, to grant Adam G. Roder's request for Eligibility to take the Principles and Practice of Engineering Examination. Motion carried.

APPLICATION MATTERS

MOTION: Mark Mayer moved, seconded by Steven Hook, to grant Thomas D. Mitchell's request for renewal of license. Motion carried unanimously.

MOTION: Joe Eberle moved, seconded by Steven Hook, to act upon the applications as reviewed for today's meeting and noted in the application files and listed below. Motion carried unanimously.

FOR REGISTRATION AS A PROFESSIONAL ENGINEER

By Comity

a. **Approved**

1. Smetters, Robert

16 Hr Exam (Passed both PE and FE exams)

a. **Approved**

1. Amini, Behazad
2. Melendez Melendez, William

FOR ENGINEER – IN – TRAINING CERTIFICATION

a. **Denied**

1. Bacha, Derrick D
2. El-Assy, Ali

FOR PRINCIPLES AND PRACTICE OF ENGINEERING EXAMINATION

a. Granted

1. Adamski, Eric
2. Akim, John J
3. Allen, Courtney G
4. Amini, Behnam
5. Anderson, Kenneth
6. Anderson, Travis
7. Arboldeda, Gladis
8. Balsiger, Lee
9. Bauer, Joseph D
10. Bennett, Nicholas
11. Berg, Jennifer L
12. Bergquist, Brian R
13. Bohler, Justin D
14. Boshek, Margaret
15. Bowe, Bradley J
16. Bretl, Matthew P
17. Breunig, Aaron R
18. Breunig, Daniel V
19. Brooks, Julie
20. Brose, Kenton
21. Burmesch, Thomas
22. Cao, Yinghong
23. Castle, Anthony
24. Chandrapati, Jyothsna
25. Cheong, Kok Foong
26. Clark, Jonathan
27. Cowan, Alexander
28. Deamico, Amanda
29. Derenne, Karla E
30. Deshasier, Alicia
31. Diehl, David L
32. Dorn, Joshua L
33. Ebel, Seth E
34. Ehster, Shane J
35. Eserkaln, Paul W
36. Farley, Michelle M
37. Fechhelm, Brooks
38. Fenske, Joshua J
39. Friberg, Jacob A
40. Fulton, Nicholas J
41. Gardner, Patrick W
42. Ghavi, Omkara
43. Giridhar, Vijaya P
44. Gleason, Kathleen
45. Grindle, Chad
46. Guider, Valerie
47. Guntaka, Ashok
48. Haas, John N
49. Hager, Brandan
50. Hansen, Jesse J
51. Heller Jr, John S
52. Hickman, Tristan L
53. Hilyard, Jonathan C
54. Hinehline, Craig S
55. Hofecker, Daniel M
56. Kuzay, Barry A
57. Lahti, Kai A
58. Lee, Moo Young
59. Leffingwell, Jason
60. Lohry, Matthew A
61. Loritz, Chad C
62. Maya, Julian M
63. McGaver, Michele
64. McGregor, David
65. McGuire, Ryan M
66. Meyer, Tera R
67. Meyer, Terry P
68. Mohammed,
Muthayab
69. Mosby, Elizabeth L
70. Muehrer, Michael R
71. Murphy, Lorraine L
72. Nelson, Austin A
73. Nemecek, Elizabeth A
74. Noll, Jacob
75. Olson, Jeffrey G
76. Parker, Robert R
77. Peterman, Michael
78. Pfaff, Neil J
79. Porter, Julie A
80. Raatz, Eric R
81. Radomski, Joshua J
82. Rudzinski, Ryan
83. Rue, Marcus C
84. Scharrer, Russell J
85. Schmidt, Brian R
86. Schoon, Erin
87. Schultz, Adam

88. Schumaker, Nathaniel
89. Severson, Philp B
90. Sharif, Najeeb
91. Sherstad, Darrin
92. Siker, Max
93. Sipiorski, Matthew
94. St. Louis, Laura
95. Stapel, Warren
96. Stieve, Anna L
97. Strait, Crystal
98. Tatzel, Scott M

99. Tronnes, Matthew
100. Vandenoever, Alicia
101. Vanduyne, Paul D
102. Walker, Christine
103. West, Jonathan D
104. Wiegand, Andrew
105. Wittrock, Jon M
106. Wodalski, Michael
107. Young, Marquis
108. Zibert, Robert A

b. Intent to Deny

1. Fathi, Atefeh

c. Denied

1. Bacha, Derrick D
2. Balge, Joseph
3. Bhalekar, Santosh
4. Baines, Brent S
5. Franzen, Maxwell J
6. Scharrer, Russell J

ADJOURNMENT

MOTION: Joseph Eberle moved, seconded by Mark Mayer, to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 11:45 a.m.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Angela Hellenbrand, Executive Director		2) Date When Request Submitted: 09/27/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: Engineers Section – AE Joint Board			
4) Meeting Date: 10, October 2013	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters Electronic Newsletter	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Shawn Leatherwood		2) Date When Request Submitted: September 27, 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Engineering Section of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, and Land Surveyors			
4) Meeting Date: October 10, 2013	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Update on A-E 13 Comity	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/>	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: The Board will receive a brief update on A-E 13 Comity.			
11) Authorization			
Shawn Leatherwood		September 27, 2013	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau 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 Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Shawn Leatherwood		2) Date When Request Submitted: August 27, 2013 Items will be considered late if submitted after 4:30 p.m. and less than: ■ 10 work days before the meeting for Medical Board ■ 08 work days before the meeting for all others	
3) Name of Board, Committee, Council, Sections: A-E Joint Board of Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors			
4) Meeting Date: October 9, 2013	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Adoption of Rulemaking Order of CR12-053 relating to requirements for registration as a professional engineer.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <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 Board will adopt the rulemaking order.			
11) Authorization Shawn Leatherwood Signature of person making this request		August 27, 2013 Date	
Supervisor (if required)		Date	
Bureau 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 Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

STATE OF WISCONSIN
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS AND LAND SURVEYORS

IN THE MATTER OF RULE-MAKING	:	ORDER OF THE
PROCEEDINGS BEFORE THE	:	EXAMINING BOARD OF
EXAMINING BOARD OF ARCHITECTS,	:	ARCHITECTS, LANDSCAPE
LANDSCAPE ARCHITECTS,	:	ARCHITECTS, PROFESSIONAL
PROFESSIONAL ENGINEERS,	:	ENGINEERS, DESIGNERS AND LAND
DESIGNERS AND LAND SURVEYORS	:	SURVEYORS ADOPTING RULES
	:	(CLEARINGHOUSE RULE 12-053)

ORDER

An order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors to repeal A-E 4.06 and 4.08 (7); to renumber A-E 4.07, 4.08 (8), 4.08, 4.09, and 4.08 (2) (b) to amend A-E 4.03 (2) (a) 4, 4.08 (2) (a) and (b) and 4.09 (1) (b); and to repeal and recreate A-E 4.05, to create A-E 4.09 (2) (am), 4.09 (2) (c) relating to requirements for registration as a professional engineer.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Sections 443.04, 443.09, 443.10, Stats.

Statutory authority:

Sections 227.11 (2) (a), 443.015 (2)

Explanation of agency authority:

Section 227.11 (2) (a), Stats., authorizes state agencies to promulgate rules interpreting the statutes they enforce or administer when deemed necessary to effectuate the purpose of those statutes. Section 443.015 (2), Stats., authorizes the Professional Engineer Section of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors (Joint Board) to promulgate rules governing the practice of professional engineering.

Related statute or rule:

No statutes or administrative rules beyond those referenced above are related to this proposed rule-making.

Plain language analysis:

This proposal is solely based on legislation that became effective on May 28, 2010. 2009 Wisconsin Act 350 amended the statutory requirements for registration as a professional engineer, which were then set forth in the now-former versions of ss. 443.04 and 443.09, Stats. As relevant to this proposal, Act 350 repealed former ss. 443.04 (1) (c) and (d), and (2), and 443.09 (6), Stats. Prior to Act 350's effective date, s. 443.04 (1), Stats., provided four alternative means for an applicant to satisfy the education and experience requirements for licensure as a professional engineer by examination, and s. 443.04 (2), Stats., allowed a failed examinant to obtain review of his or her examination by the appropriate section of the examining board. Act 350 recreated s. 443.04, Stats., which now provides for only two paths to professional engineer licensure by examination in new subsections (1m) and (2m). Act 350 also removed provisions within the former s. 443.09 (4), Stats., as necessitated by the statutory changes. The repeal of s. 443.09 (6), Stats., eliminated the examination review provision.

Summary of, and comparison with, existing or proposed federal regulation:

None.

Comparison with rules in adjacent states:

Illinois:

In Illinois, an applicant for licensure as a professional engineer by examination must graduate either from an approved 4-year engineering curriculum and have an additional 4 years or more of qualifying work experience; or graduate from a non-approved 4-year engineering or other related science curriculum and have an additional 8 years or more of qualifying work experience. 225 ILCS 325/10. Both types of applicants must also pass two 8-hour examinations, one on engineering fundamentals, and the other on engineering principles and practice. *Id.*

The statutes do not address examination review for applicants who fail the required licensure examinations.

<http://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1344&ChapterID=24>

With respect to the education and experience requirements for licensure as a professional engineer by examination, the Illinois Administrative Code merely restates the statutory provisions on the same. 68 Ill. Admin. Code 1380.230 (c). The Illinois rules specifically prohibit examination review by failed examnants, including the rescoring of an examination, but do allow for a retabulation of the numerical score. 68 Ill. Admin. Code 1380.260 (h).

<http://www.ilga.gov/commission/jcar/admincode/068/06801380sections.html>

Iowa:

The Iowa statutes (Iowa Code) require that applicants for licensure as a professional engineer graduate from a 4-year course in engineering in a school or college which, in the opinion of the Iowa Engineering and Land Surveying Examining Board, has properly prepared the applicant for

the first required examination, which covers engineering fundamentals. Section 542B.14 1.a. (1), Iowa Code. The applicant must also show a specific record of four years or more of practical engineering experience of a character satisfactory to the Board. Section 542B.14 1.c., Iowa Code. Entrance into the second required examination, engineering principles and practice, is contingent upon the applicant showing that he or she has the necessary work experience. Section 542B.14 1.d., Iowa Code.

Although failed examiners may request information from the Board concerning their examination grades and incorrectly answered questions, the statutes do not provide for a review of a failed examination by the Board. Section 542B.15, Iowa Code.

<http://search.legis.state.ia.us/nxt/gateway.dll?f=templates&fn=default.htm>

Referring to the requirements for licensure as a professional engineer set forth in s. 542B.14, Iowa Code, Iowa's administrative rules note that the Iowa Engineering and Land Surveying Examining Board will issue an initial license only upon an applicant's chronological satisfaction of those requirements. Section 193C—4.1, Iowa Admin. Code. The rule goes on to state that applicants who did not graduate from a nationally accredited engineering curriculum must, in addition to their 4-year degree, complete an extra year of practical experience prior to sitting for the engineering fundamentals examination. Section 193C—4.1(1) a. (1), Iowa Admin. Code. Finally, the rules provide that the applicant must successfully complete the engineering principles and practice examination, eligibility for which requires a record of 4 years of practical engineering work experience of a character satisfactory to the Board. Section 193C—4.1(3) a., Iowa Admin. Code.

The Iowa rules also state that the results of all professional engineer licensure examinations will be reported as pass or fail, but that failed examiners may obtain a converted score and a diagnostic report indicating areas of weakness, as available. Section 193C—4.1(8) g., Iowa Admin. Code. The rules otherwise do not address examination review.

<http://search.legis.state.ia.us/nxt/gateway.dll?f=templates&fn=default.htm>

Michigan:

To become licensed by examination as a professional engineer in Michigan, Michigan's statutes require an applicant to have at least a 4-year degree in engineering from an accredited program or its equivalent, as determined by the Board of Professional Engineers. Section 339.2005 (2) (b), MCL. The applicant must also have not less than 8 years of professional experience in engineering work acceptable to the Board. Section 339.2005 (2) (a), MCL. Not more than 6 years of education will count toward the experience requirement. *Id.* Upon the applicant's fulfillment of those requirements, the applicant must then pass both the engineering fundamentals and professional practice examinations, or show proof of equivalent qualification for practice acceptable to both the Department of Licensing and Regulatory Affairs and the Board of Professional Engineers. Section 339.2004 (2) (b), MCL.

The Michigan statutes do not address review of a failed examination for professional engineer licensure applicants.

[http://www.legislature.mi.gov/\(S\(20fedfyiyad30amdcuypsx45\)\)/mileg.aspx?page=MCLIndex&objectname=mcl-chap339](http://www.legislature.mi.gov/(S(20fedfyiyad30amdcuypsx45))/mileg.aspx?page=MCLIndex&objectname=mcl-chap339)

The Michigan administrative rules establish the standards used by the Board of Professional Engineers in determining the acceptability of bachelor's degrees for professional engineer licensure, and what will qualify as acceptable work experience. Sections 339.16021, 339.16022, Mich. Admin. Code. A bachelor's degree from an acceptable program will fulfill 4 of the 8 years' work experience requirement. Section 339.16021 (4), Mich. Admin. Code. Each advanced engineering degree, such as a master's or a doctorate, will count as 1 additional year of experience. Section 339.16021 (5), Mich. Admin. Code. The rules provide for an equivalency alternative to the engineering fundamentals examination for certain applicants, but otherwise do not address examination results or review. Section 339.16026, Mich. Admin. Code.

http://www7.dleg.state.mi.us/orr/Files/AdminCode/932_2009-032LR_AdminCode.pdf

Minnesota:

The Minnesota statutes regarding the licensure of professional engineers contain very few specific provisions, but delegate licensing authority to the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design. Section 326.10, subd. 1. (a), Minn. Stats. The Board's authority includes establishing the educational and experience requirements for professional engineer licensure by examination. Section 326.10, subd. 1. (a) (1), Minn. Stats. The Minnesota statutes do not address examination review.

<https://www.revisor.mn.gov/statutes/?id=326>

The Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design requires applicants for licensure as a professional engineer to pass two 8-hour written examinations, one on the fundamentals of engineering (FE) and the other on engineering principles and practice. Section 1800.2500 Subp. 1., Minn. Admin. Rules. The Board must waive the FE examination requirement for applicants with 20 or more years of qualifying engineering experience and a doctorate degree in either engineering or an equivalent field. Section 1800.2800, Minn. Admin. Rules. To qualify to take the FE, an applicant must have at least a 4-year degree in engineering from either an accredited curriculum or one non-accredited that includes the minimum number of engineering science and design credits required by an accredited curriculum. Section 1800.2500, Subp. 2., A., C., Minn. Admin. Rules. An applicant whose bachelor's degree was in a non-engineering program, but who has a master's degree in engineering, will also qualify to take the FE. Section 1800.2500, Subp. 2., D., Minn. Admin. Rules.

Eligibility for the principles and practice examination requires, beyond the educational component, a certain number of years' engineering work experience, depending on the type of degree held by the applicant. Section 1800.2500, Subp. 2a., B., Minn. Admin. Rules. A

graduate of a 4-year accredited engineering program must show at least 4 years of qualifying work experience; a graduate of a non-accredited 4-year engineering or a non-engineering curriculum must have had 6 years of experience; and an applicant with a master's degree or doctorate in engineering, but whose bachelor's degree was in a non-engineering program must have had 5 years' experience. Section 1800.2500, Subp. 2a., B. (1)-(3), Minn. Admin. Rules. Finally, an applicant with both a bachelor's and master's degrees in engineering need only have completed 3 years' experience. Section 1800.2500, Subp. 2a., B. (4), Minn. Admin. Rules.

The Minnesota rules do not provide for examination review, but under S. 1800.0900, Subp. 4, Minn. Admin. Rules, require a failed examinant to retake the examination.

<https://www.revisor.mn.gov/rules/?id=1800>

Summary of factual data and analytical methodologies:

No factual data was required for the rule-making in this proposal, as the changes were necessitated by statute. For that reason, no analysis was involved in the preparation of these proposed rules.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

These proposed rules will not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats.,

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis are attached.

Effect on small business:

Because the statutory changes that prompted this proposal took effect over two years ago, these proposed rules will not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats., beyond that which such businesses have already experienced and absorbed. The Department's Regulatory Review Coordinator may be contacted by email at Greg.Gasper@wisconsin.gov, or by calling (608) 266-8608.

Agency contact person:

Shawn Leatherwood, Paralegal, Department of Safety and Professional Services, Division of Board Services, 1400 East Washington Avenue, Room 117, P.O. Box 8935, Madison, Wisconsin 53708; telephone (608) 261-2385; email at Shancethea.leatherwood@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Shawn Leatherwood, Paralegal, Department of Safety and Professional Services, Division of Board Services, 1400 East Washington Avenue, Room 117, P.O. Box 8935, Madison, WI 53708-8935, or by email to Shancethea.leatherwood@wisconsin.gov . Comments must be received on or before January 31, 2013, at 9:30 a.m., to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. A-E 4.03(2) (a) 4 is amended to read:

A-E 4.03(2) (a) 4. Defining performance, specifications and functional requirements such as materials, energy balances and environmental considerations.

SECTION 2. A-E 4.05 is repealed and re-created to read:

A-E 4.05 Requirements for registration as a professional engineer. (1) FOUR YEAR COURSE OF STUDY. A four year course of study requires all of the following: (a) A bachelor of science degree (B.S.) in engineering from a school or college of engineering accredited by the engineering accreditation commission of the accreditation board for engineering and technology (EAC/ABET) in engineering of not less than 4 years, or a diploma of graduation in engineering of not less than 4 years deemed by the professional engineer section to be equivalent to a B. S. degree in engineering from an EAC/ABET accredited school or college of engineering.

(b) A specific record of 4 or more years of experience within the 10 years preceding the application in engineering work of a character satisfactory to the professional engineer section indicating that the applicant is competent to be placed in responsible charge of engineering work. Experience gained in obtaining a master's degree in engineering and experience gained in obtaining a Ph.D. in engineering or in an engineering related program shall each be deemed equivalent to one year of qualifying experience.

(c) Successful completion of the fundamentals of engineering examination and the principles and practice of engineering examination.

(d) If an engineering degree is from an educational institution located outside the United States or its territories, the applicant shall provide an official evaluation by a transcript evaluation service acceptable to the professional engineer section which compares the degree to an engineering education standard acceptable to the professional engineer section. The professional engineer section may approve the degree if it finds equivalence.

(2) TWO YEAR COURSE OF STUDY. A 2 year course of study requires all of the following: (a) An associate degree in engineering related course of study from a technical school or college accredited by the engineering technology accreditation commission of the accreditation board for engineering and technology (ETAC/ABET) in an engineering related course of study of not less

than 2 years. This shall be deemed equivalent to a degree from a technical school or college approved by the professional engineer section.

(b) A specific record of 6 or more years of experience within the 10 years preceding the application in engineering work of a character satisfactory to the professional engineer section indicating that the applicant is competent to be placed in responsible charge of engineering work.

(c) Successful completion of the fundamentals of engineering examination and the principles and practice of engineering examination.

(3) EXPERIENCE. To qualify as satisfactory experience in professional engineering for purposes of ss. 443.04(2m) (a) and (b), Stats., an applicant's experience must be obtained subsequent to completion of the educational requirements set forth in s. 443.04(1m), Stats. This requirement may be waived, in the sole discretion of the professional engineer section, for reasons it considers sufficient.

SECTION 3. A-E 4.06 is repealed.

SECTION 4. A-E 4.07 is renumbered A-E 4.06

SECTION 5. A-E 4.08(2) (a) and (b) are amended to read:

A-E 4.08 (2) REQUIREMENTS FOR ENTRANCE TO EXAMINATIONS.

(a) To be eligible to take the examination on fundamentals of engineering, the applicant shall:

1. Be of not less than senior standing in an accredited B.S. engineering program qualifying under s. A-E 4.05(1)(a); or

2. Have at least 4 years of engineering experience qualifying under s. A-E 4.03 or; Have successfully completed a program in an engineering related course of study qualifying under s. A-E 4.05(2)(a).

3. Have a combination of engineering experience qualifying under s. A-E 4.03 and education qualifying under s. A-E 4.05 totaling at least 4 years.

(b) To be eligible to take the examination on the principles and practices of engineering, the applicant shall have one of the following:

1. Have a B.S. degree from an accredited engineering program qualifying under s. A-E 4.05(1)(a), and at least 4 years of engineering experience qualifying under s. A-E 4.03; or

2. Have a degree from an educational institution located outside of the United States or its territories approved by the professional engineer section as qualifying under s. A-E 4.05(1)(d) and at least 4 years of engineering experience qualifying under s. A-E 4.03; or

23. Have at least 8 years of engineering experience qualifying under s. A-E 4.03; or Have an associate degree in an engineering related course of study from a technical school or college accredited by the engineering accreditation commission of the accreditation board for

engineering and technology (ETAC /ABET) and at least 6 years of engineering experience qualifying under s. A-E 4.03.

~~3. Have a combination of engineering experience qualifying under s. A-E 4.03 and education qualifying under s. A-E 4.05 totaling at least 8 years.~~

SECTION 6. A-E 4.08 (7) is repealed.

SECTION 7. A-E 4.08 (8) is renumbered A-E 4.08 (7).

SECTION 8. A-E 4.08 is renumbered A-E 4.07.

SECTION 9. A-E 4.09 is renumbered A-E 4.08.

SECTION 10. A-E 4.09(1) (b) is amended to read:

A-E 4.09(1) (b) References from at least 5 individuals having personal knowledge of the applicant's experience in professional engineering work, 3 or more of whom are registered professional engineers, one of whom is registered in Wisconsin and one of whom has served as supervisor in responsible charge of the applicant's engineering work.

SECTION 11. A-E 4.08(2)(b) is renumbered to A-E 4.08(2) (d).

SECTION 12. A-E 4.09 (2) (am) is created to read:

A-E 4.09 (2) (am) References from at least 5 individuals having personal knowledge of the applicant's engineering work 3 or more of the references shall be registered professional engineers and one of whom has served as supervisor in responsible charge of the applicant's engineering work.

SECTION 13. A-E 4.09 (2) (c) is created to read:

A-E 4.09 (2) (c) Verification of meeting the continuing education requirements set forth in A-E 13.09.

SECTION 14. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register, as prescribed by s. 227.22 (2) (intro.), Stats.

END OF TEXT OF RULE

Dated _____

Agency _____
Member, Examining Board of
Architects, Landscape Architects,
Profession Engineers, Land Surveyors and
Designers

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Angela Hellenbrand Executive Director		2) Date When Request Submitted: 24 September 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Engineer Section – A-E Joint Board			
4) Meeting Date: 10 October 2013	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Education & Examination Matters - Automatic Approval vs Manual Approval for FE/FS exam	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Has the Wisconsin Board made a decision regarding an automatic approval or manual approval process for the FE/FS examinees for CBT? Currently, the Board/PCS releases the exam results to the examinees. Will you continue to do that for all examinees, all exam types when we move to CBT? Or, would you like for NCEES to release the results for some or all exam types? Thank you, Pam Powell Director of Exam Administration Services NCEES T: 864-624-5456 F: 864-654-6966 ncees.org			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau 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 Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Angela Hellenbrand Executive Director		2) Date When Request Submitted: 24 September 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Engineer Section – A-E Joint Board			
4) Meeting Date: 10 October 2013	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Education & Examination Matters - AE CE Sub Committee	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Results from the 30 July 2013 Continuing Education Sub Committee Meeting for the A-E Joint Board.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau 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 Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			



August 30, 2013

Secretary Dave Ross
State of Wisconsin
Department of Safety and Professional Services
1400 E Washington Avenue
Madison, WI 53703

Re: Continuing Education for Professional Engineers

Dear Secretary Ross:

I wrote to you on April 8, 2013 requesting clarification regarding the State of Wisconsin's Continuing Education for Professional Engineers.

As I indicated in my earlier letter, I am currently serving as the Chairman of the Visiting Committee for the Department of Civil and Environmental Engineering at the University of Wisconsin-Madison (UW-CEE Visiting Committee). The mission statement for the UW-CEE Visiting Committee is, "The mission of the Civil & Environmental Engineering Department's Visiting Committee is to provide advice and assistance in shaping and supporting the strategic goals and objectives of the department." The Visiting Committee helps the Department to strengthen its learning, research, and outreach programs; improve its facilities; expand its base of support; and serve its alumni. Committee members actively participate in the continual assessment of the department's progress and the development of department / industry partnerships.

I believe the activities and efforts of the UW-CEE Visiting Committee constitute examples of Qualifying Activities as defined by Wisconsin Chapter A-E 13.04, Continuing Education for Professional Engineers. Therefore, in my earlier letter, I requested that members of the UW-CEE Visiting Committee be awarded four (4) Professional Development Hours (PDH's) for each of the semi-annual, in-person meetings that they attend.

I had asked that your department kindly review my suggestion to award four (4) PDH's to attending Professional Engineers for each of the semi-annual, in-person meetings. I also requested that your department please respond to my suggestion in writing so that your opinion could be shared with the other members of the UW-CEE Visiting Committee.

Letter to Secretary Dave Ross
August 30, 2013
Page 2

The next meeting of the Visiting Committee for the Department of Civil and Environmental Engineering at the University of Wisconsin-Madison is scheduled for Thursday, October 10, 2013. We would hope to have some input from your department by that time.

Thank you for your consideration.

Very truly yours,



Michael R. Duckett, P.E.
President
Mobile phone: 414-940-2139

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assistant		2) Date When Request Submitted: 10/01/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: Engineers Section – AE Joint Board			
4) Meeting Date: 10/10/13	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Disciplinary Items Reporting of Disciplinary actions to NCEES Enforcement Exchange	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	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:	
10) Describe the issue and action that should be addressed: <p style="margin-left: 40px;">MOTION: Joe Eberle moved, seconded by Steven Hook, to request DSPS Staff research procedures and report at the next Engineers Section meeting the reporting of any disciplinary actions to NCEES Enforcement Exchange and to check the NCEES Enforcement Exchange for any Comity applicants. Motion carried unanimously.</p>			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assistant		2) Date When Request Submitted: 10/01/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: Engineers Section – AE Joint Board			
4) Meeting Date: 10/10/13	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Information Item Use of NCEES Enforcement Exchange	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	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:	
10) Describe the issue and action that should be addressed: Discussion on the use of NCEES Enforcement Exchange			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

Name and Title of Person Submitting the Request: Beth Cramton, Paralegal for the Division of Legal Services and Compliance	Date When Request Submitted: September 30, 2013
Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before meeting for all other boards 	

Name of Board, Committee, Council:

Engineer Section of the Joint Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and Land Surveyors

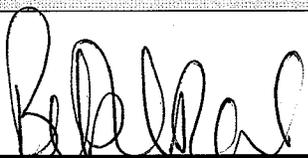
Board Meeting Date: October 10, 2013	Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How should the item be titled on the agenda page? Class I hearing in the matter of the application for the license of Santosh Bhalekar
--	---	--

Place Item in: <input type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input checked="" type="checkbox"/> Both	Is an appearance before the Board being scheduled? If yes, by whom? <input checked="" type="checkbox"/> Yes by Santosh Bhalekar (name) <input type="checkbox"/> No	Name of Case Advisor(s), if required:
---	--	--

Describe the issue and action the Board should address:

Was the Section's denial of licensure to Applicant based upon a mistake of fact or law, or was it arbitrary or capricious, under the facts of this matter?

Authorization:

	9/30/13
Signature of person making this request	Date

Supervisor signature (if required)	Date
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Executive Director signature (indicates approval to add late items to agenda)	Date
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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 Board's Executive Director.
3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assitant		2) Date When Request Submitted: 09/27/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: Engineers Section – AE Joint Board			
4) Meeting Date: 10, October 2013	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Credentialing Matters Comity Forms Review	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: The Board will review Comity forms			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assistant		2) Date When Request Submitted: 10/01/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: Engineers Section – AE Joint Board			
4) Meeting Date: 10/10/13	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Information Item Use of NCEES Enforcement Exchange	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	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:	
10) Describe the issue and action that should be addressed: Discussion on the use of NCEES Enforcement Exchange			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assistant		2) Date When Request Submitted: 8/29/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: A-E Joint Board			
4) Meeting Date: 10/9/13	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Travel Report form Joe Eberle: NCEES 2013 Annual meeting	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	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:	
10) Describe the issue and action that should be addressed: Joe Eberle will report to the Joint Board about the NCEES 2013 Annual Meeting			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joshua Archiquette, Bureau Assistant		2) Date When Request Submitted: 8/29/13 <small>Items will be considered late if submitted after 4:30 p.m. and less than 8 work days before the meeting.</small>	
3) Name of Board, Committee, Council, Sections: A-E Joint Board			
4) Meeting Date: 10/9/13	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Travel NCEES 2014 Delegate Nominations	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	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:	
10) Describe the issue and action that should be addressed: NCEES will now take two delegates a year			
11) Authorization			
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.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Angela Hellenbrand Executive Director		2) Date When Request Submitted: 24 September 2013 Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Engineer Section – A-E Joint Board			
4) Meeting Date: 10 October 2013	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Speaking Engagement(s), Travel, or Public Relation Request(s) - Firm Registration	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: From: Kelly Veit [mailto:kelly@acecwi.org] Subject: Proper Firm Registration - Newsletter Article Opportunity Joe, Based on the recent Examining Board minutes, we wanted to reach out and extend the opportunity to write an article to educate firms about the proper registration requirements to ensure compliance. The deadline for our October newsletter is right around the corner, this Friday, September 27. If this timing is too tight, we are happy to publish in an upcoming edition. Our submission deadline is typically a few business days prior to the first of the month. Please let me know if you are interested in writing an article for one of our upcoming newsletters. Thank you, Kelly Kelly Veit, IOM Communications Director American Council of Engineering Companies of Wisconsin (ACEC WI) 3 S. Pinckney St., Ste. 800 Madison, WI 53703 608-257-9223 www.acecwi.org			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau 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 Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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