



**VIRTUAL/TELECONFERENCE
PROFESSIONAL ENGINEER SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, AND
PROFESSIONAL LAND SURVEYORS
Virtual, 4822 Madison Yards Way, Madison
Contact: Adam Barr (608) 266-2112
October 6, 2021**

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 record of the actions of the Board.

AGENDA

1:00 P.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of April 14, 2021 (4-6)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters**
 - 1) Department, Staff and Board Updates
 - 2) Board Members – Term Expiration Dates
 - a. Cotharn, Kristine A. – 7/1/2021
 - b. Hook, Steven J. – 7/1/2014
 - c. Linck, Karl L. – 7/1/2025
 - d. Scholl, Colleen M. – 7/1/2023
- F. Administrative Rule Matters – Discussion and Consideration (7-9)**
 - 1) Pending or Possible Rulemaking Projects
- G. Credentialing Matters – Discussion and Consideration (10)**
 - 1) Licenses Issued Since Last Meeting
 - 2) Licensure Application Denials
- H. Speaking Engagements, Travel, or Public Relation Requests, and Reports – Discussion and Consideration (11)**
 - 1) Travel Report: NCEES 2021 Annual Meeting – August 19-20, 2021

- I. Discussion and Consideration of Items Added After Preparation of Agenda:
- 1) Introductions, Announcements and Recognition
 - 2) Administrative Matters
 - 3) Election of Officers
 - 4) Appointment of Liaisons and Alternates
 - 5) Delegation of Authorities
 - 6) Education and Examination Matters
 - 7) Credentialing Matters
 - 8) Practice Matters
 - 9) Legislative and Policy Matters
 - 10) Administrative Rule Matters
 - 11) Liaison Reports
 - 12) Board Liaison Training and Appointment of Mentors
 - 13) Informational Items
 - 14) Division of Legal Services and Compliance (DLSC) Matters
 - 15) Presentations of Petitions for Summary Suspension
 - 16) Petitions for Designation of Hearing Examiner
 - 17) Presentation of Stipulations, Final Decisions and Orders
 - 18) Presentation of Proposed Final Decisions and Orders
 - 19) Presentation of Interim Orders
 - 20) Petitions for Re-Hearing
 - 21) Petitions for Assessments
 - 22) Petitions to Vacate Orders
 - 23) Requests for Disciplinary Proceeding Presentations
 - 24) Motions
 - 25) Petitions
 - 26) Appearances from Requests Received or Renewed
 - 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

J. Public Comments

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.).

K. Deliberation on DLSC Matters

- 1) Proposed Stipulations, Final Decisions and Orders**
 - a. 17 ENG 009 – Conor F. Nelan **(12-19)**
 - b. 19 ENG 004 – Dave R. Wall **(20-26)**
 - c. 19 ENG 024 – Ali Abolhassani, Storage Rack Engineering, Inc. **(27-33)**
 - d. 20 ENG 004 – Cushing Terrell **(34-39)**
- 2) Administrative Warnings**
 - a. 19 ENG 019 – M.L.D. **(40-41)**
 - b. 20 ENG 002 – V.M.C. **(42-43)**
 - c. 20 ENG 009 – J.A.L. **(44-45)**
 - d. 20 ENG 012 – H.W. **(46-47)**
 - e. 21 ENG 002 – J.E.W. **(48-50)**
 - f. 21 ENG 003 – H.A.D. **(51-52)**

3) Case Closings

a. 20 ENG 004 – R.A.A. **(53-56)**

L. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

M. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

O. Open Session Items Noticed Above Not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING: TO BE DETERMINED (2022)

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Requests for interpreter services for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE
PROFESSIONAL ENGINEER SECTION
OF THE EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND SURVEYORS
MEETING MINUTES
APRIL 14, 2021**

PRESENT: Kristine Cotharn, Steven Hook, Karl Linck, Colleen Scholl

STAFF: Adam Barr, Executive Director; Jon Derenne, Legal Counsel; Kevyn Radcliffe, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant.; and other Department staff

CALL TO ORDER

Kristine Cotharn, Chairperson, called the meeting to order at 1:02 p.m. A quorum was confirmed with four (4) members present.

ADOPTION OF AGENDA

MOTION: Colleen Scholl moved, seconded by Karl Linck, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF MARCH 26, 2021

MOTION: Steven Hook moved, seconded by Colleen Scholl, to approve the Minutes of March 26, 2021 as published. Motion carried unanimously.

SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATION REQUESTS, AND REPORTS

NCEES 2021 Annual Meeting

MOTION: Karl Linck moved, seconded by Steven Hook, to designate Colleen Scholl, as the Board's delegate, to attend the NCEES 2021 Annual Meeting on August 19-20, 2021 in New Orleans. Motion carried unanimously.

CLOSED SESSION

MOTION: Steven Hook moved, seconded by Colleen Scholl, 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.). Kristine Cotharn, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Kristine Cotharn-yes; Steven Hook-yes; Karl Linck-yes; and Colleen Scholl-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:26 p.m.

CREENTIALING MATTERS

Application Review

Frank Kastelic

MOTION: Steven Hook moved, seconded by Karl Linck, to approve the Professional Engineer Renewal application of Frank Kastelic, once all requirements are met. Motion carried unanimously.

DELIBERATION ON DLSC MATTERS

Stipulations, Final Decisions and Orders

19 ENG 006 – Mark A. Maederer

MOTION: Karl Linck moved, seconded by Steven Hook, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Mark A. Maederer, DLSC Case Number 19 ENG 006. Motion carried unanimously.

19 ENG 018 – A2H Inc.

MOTION: Karl Linck moved, seconded by Colleen Scholl, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against A2H Inc., DLSC Case Number 19 ENG 018. Motion carried unanimously.

Case Closings

MOTION: Colleen Scholl moved, seconded by Karl Linck, to issue an Administrative Warning in the matter of the following cases:

1. 19 ENG 006 – T.C.E.I. – No Violation
2. 19 ENG 018 – L.M. – Prosecutorial Discretion (P2)

Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Steven Hook moved, seconded by Karl Linck, to reconvene in Open Session. Motion carried unanimously.

Open Session reconvened at 1:49 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Steven Hook moved, seconded by Colleen Scholl, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

OPEN SESSION ITEMS NOTICED ABOVE NOT COMPLETED IN THE INITIAL OPEN

ADJOURNMENT

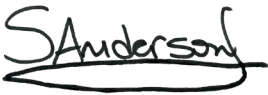
MOTION: Colleen Scholl moved, seconded by Steven Hook, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:51 p.m.

DRAFT

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Sofia Anderson – Administrative Rules Coordinator		2) Date when request submitted: 09/23/2021 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: Engineer Section of Architects, Landscape Architects, Professional Engineers, Designers, and Professional Land Surveyors Examining Board			
4) Meeting Date: October 6, 2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rules Matters – Discussion and Consideration 1. Pending and Possible Rulemaking Projects	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <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: Attachments: 1. October 2021 Engineer Section report.			
11) Authorization <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  <hr/> Signature of person making this request </div> <div style="text-align: right;"> 09/23/2021 <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 60%;"> <hr/> Supervisor (if required) </div> <div style="width: 30%;"> <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="width: 70%;"> <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </div> <div style="width: 25%;"> <hr/> Date </div> </div>			
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.			

**Engineer Section of the A-E Examining Board
Rule Projects (updated 09/29/21)**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause/ Summary	Current Stage	Next Step
21-020	080-19	2/19/2022	A-E 2	General requirements and procedures. Amendments to ensure requirements are current with standards of practice and consistent with Statutes. Update to ensure compliance with 2017 Act 108.	Signed final rule draft, legislative report, and EIA were sent to Governor's office on 9/20/21.	Once we receive the Governor's approval, the final rule draft and legislative report will be sent to the chief clerks of both houses of the Legislature.
21-019	082-19	2/19/2022	A-E 8	Professional Conduct Update to ensure compliance with 2017 Act 108.	Signed final rule draft, legislative report, and EIA were sent to Governor's office on 9/20/21.	Once we receive the Governor's approval, the final rule draft and legislative report will be sent to the chief clerks of both houses of the Legislature.
			A-E 4 and 13	Engineer in training credential. Provide more clarity as to the required education and review acceptable credentialing agencies for continuing education.	Scope was drafted and is ready to be presented at the October meeting.	If approved by the board at the October meeting, the Scope will be submitted to the Governor's office for approval.
			A-E 2, 7, and 8	Clarification on definitions of seal and stamps, requirements for electronic signatures, and clean up redundant words or sentences.	Scope was drafted and is ready to be presented at the October meeting.	If approved by the board at the October meeting, the Scope will be submitted to the Governor's office for approval.

Engineer Section of the A-E Examining Board

20-064	036-20	11/11/2022	A-E 1 to 13	Retired Credential Status. Establish retired credential status in compliance with 2019 Act 94.	Rule effective 6/1/2021	
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AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Erin Doyle – LPPA – DPCP	2) Date When Request Submitted: 09/23/2021 <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>
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3) Name of Board, Committee, Council, Sections:
 Engineer Section

4) Meeting Date: 10/06/2021	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Licenses granted since last meeting April 14 th 2021
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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:
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10) Describe the issue and action that should be addressed: Licenses granted since last meeting 04.14.2021:

PROFESSION NAME	METHOD DESCRIPTION	COUNT
Engineer In Training (500)	Original Application - Never Licensed Before	121
Professional Engineer (6)	By Comity	8
Professional Engineer (6)	By Comity - NCEES	48
Professional Engineer (6)	Original Application - Never Licensed Before	153
Professional Engineer (6)	OLAS-PE-COMITYNCEES	296

11) Signature of person making this request	Authorization	Date
Erin Doyle		09/23/2021
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

1) Name and title of person submitting the request: Megan Glaeser, Bureau Assistant		2) Date when request submitted: 19 March 2021 <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: Professional Engineer Section			
4) Meeting Date: 6 October 2021	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Speaking Engagements, Travel, or Public Relation Requests, and Reports Travel Report: NCEES 2021 Annual Meeting	
7) Place Item in: <input type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: NCEES 2021 Annual Meeting Travel Report from Colleen Scholl			
11) Authorization			
Megan Glaeser <hr/> Signature of person making this request		19 March 2021 <hr/> Date	
<hr/> Supervisor (if required)		<hr/> Date	
<hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
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