



**VIRTUAL/TELECONFERENCE
PROFESSIONAL ENGINEER SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
Virtual, 4822 Madison Yards Way, Madison
Contact: Will Johnson (608) 266-2112
September 17, 2025**

The following agenda describes the issues that the Section 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 Section.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-4)**
- B. Approval of Minutes of June 18, 2025 (5-6)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters**
 - 1. Department, Staff and Section Updates
 - 2. Elections of Officers, Liaison Appointments and Alternates, Delegation of Authorities
 - 3. Section 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. – 7/1/2027
- F. Legislative and Policy Matters – Discussion and Consideration
- G. Credentialing Matters – Discussion and Consideration
- H. Administrative Rule Matters – Discussion and Consideration (7-13)**
 - 1. Discussion of Rule Drafting for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization **(8-12)**
 - 2. Pending and Possible Rulemaking Items **(13)**

I. Registered Interior Designer Scope of Practice - Discussion (14-19)

J. National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration

1. Travel Report: NCEES Annual Meeting, August 20-23, 2025, in New Orleans, LA (Linck, Scholl, Johnson)

K. 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

L. 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.).

M. Deliberation on DLSC Matters

1. **Proposed Stipulations, Final Decisions and Orders**
 - a. 24 ENG 0013 – Kevin J. Parish **(20-25)**
 - b. 24 ENG 0072 – Thomas R. Boehnen Jr. and Echelon Structures LLC **(26-31)**

2. **Administrative Warnings**
 - a. 24 ENG 0064 – T.T.W. **(32-33)**
 - b. 24 ENG 0019 – J.S.B. **(34-35)**
 - c. 25 ENG 0001 – D.B.K. **(36-38)**
 - d. 25 ENG 0017 – J.H.J., J.H.A. **(39-41)**
3. **Case Closings**
 - a. 23 ENG 001 – C.K.C., T.L., R.E.C. **(42-46)**

N. 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

O. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

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

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

ADJOURNMENT

NEXT MEETING: DECEMBER 10, 2025

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 virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the

commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
PROFESSIONAL ENGINEER SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS AND REGISTERED
INTERIOR DESIGNERS
MEETING MINUTES
JUNE 18, 2025**

PRESENT: Steven Hook, Karl Linck, Colleen Scholl

ABSENT: Kristine Cotharn

STAFF: Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jake Pelegrin, Administrative Rule Coordinator; Tracy Drinkwater, Board Administration Specialist and other Department staff

CALL TO ORDER

Karl Linck, Chairperson, called the meeting to order at 9:02 a.m. A quorum was confirmed with three (3) members present.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES OF MARCH 19, 2025

MOTION: Colleen Scholl moved, seconded by Steven Hook, to approve the Minutes of March 19, 2025, as published. Motion carried unanimously.

**NATIONAL COUNCIL OF EXAMINERS FOR ENGINEERING AND SURVEYING
(NCEES) MATTERS**

Consider Attendance: NCEES Annual Meeting, August 20-23, 2025, in New Orleans, LA

MOTION: Steven Hook moved, seconded by Colleen Scholl, to designate Karl Linck, Colleen Scholl and Will Johnson, to attend the NCEES Annual Meeting on August 20-23, 2025, in New Orleans, LA. 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.). Karl Linck, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Steven Hook-yes; Karl Linck-yes; and Colleen Scholl-yes. Motion carried unanimously.

The Section convened into Closed Session at 9:39 a.m.

DELIBERATION ON DLSC MATTERS

Proposed Stipulation and Final Decision and Order

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 the following cases:

1. 23 ENG 017 – Afsar Hasan
2. 24 ENG 0028 – Randy C. Douglas

Motion carried unanimously.

Administrative Warnings

MOTION: Steven Hook moved, seconded by Colleen Scholl, to issue an Administrative Warning in the following DLSC Cases:

1. 24 ENG 0065 – W.G.H.
2. 24 ENG 0070 – P.N. and M.C.E.
3. 25 ENG 0002 – W.K.
4. 25 ENG 0004 – M.M.B.

Motion carried unanimously.

RECONVENE TO OPEN SESSION

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

Open Session reconvened at 9:45 a.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Colleen Scholl moved, seconded by Steven Hook, 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.)

ADJOURNMENT

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

The meeting adjourned at 9:46 a.m.

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Jake Pelegrin Administrative Rules Coordinator		2) Date when request submitted: 9/3/25 <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: Engineers Section													
4) Meeting Date: 9/17/25	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters – Discussion and Consideration 1. Discussion of Rule Drafting for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization 2. Pending or possible rulemaking items											
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: -Rule draft and background materials -AE Rules Chart													
<table style="width: 100%; border: none;"> <tr> <td style="width: 40%; border: none;">11)</td> <td style="width: 60%; border: none; text-align: right;">Authorization</td> </tr> <tr> <td style="border: none;"><i>Jake Pelegrin</i></td> <td style="border: none; text-align: right;">9/3/25</td> </tr> </table> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;">Signature of person making this request</td> <td style="width: 30%; border: none; text-align: right;">Date</td> </tr> </table> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;">Supervisor (if required)</td> <td style="width: 30%; border: none; text-align: right;">Date</td> </tr> </table> <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%; border: none;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</td> <td style="width: 30%; border: none; text-align: right;">Date</td> </tr> </table>				11)	Authorization	<i>Jake Pelegrin</i>	9/3/25	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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<i>Jake Pelegrin</i>	9/3/25												
Signature of person making this request	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 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.													

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

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	EXAMINING BOARD OF
EXAMINING BOARD OF ARCHITECTS,	:	ARCHITECTS, LANDSCAPE
LANDSCAPE ARCHITECTS,	:	ARCHITECTS, PROFESSIONAL
PROFESSIONAL ENGINEERS,	:	ENGINEERS, DESIGNERS,
DESIGNERS, PROFESSIONAL	:	PROFESSIONAL LAND
LAND SURVEYORS, AND REGISTERED	:	SURVEYORS, AND
INTERIOR DESIGNERS	:	REGISTERED INTERIOR
	:	DESIGNERS
	:	ADOPTING RULES
	:	(CLEARINGHOUSE RULE)

PROPOSED ORDER

An order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers to **create** A-E 2.03 (5), relating to Certificates of Authorization.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Sections 443.08 (2) (a) 1. and 2., (b) 1. and 2., (c) 1. and 2., (d) 1. and 2., and 443.08 (3) (a) 1. to 4., Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), and 443.015 (2), Stats.

Explanation of agency authority:

Section 15.08 (5) (b), Stats., provides that an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.”

Section 227.11 (2) (a), Stats., provides that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation.”

Section 443.015 (2), Stats.: “Each section of the examining board may promulgate rules governing the professional conduct of individuals, firms, partnerships, and corporations registered, permitted, certified, or granted a certificate of authorization by that section.”

Related statute or rule:

Sections 443.08 (2) and (3), Stats.

Plain language analysis:

Chapter 443 of the Wisconsin Statutes regulates professional architects, engineers, designers, registered interior designers, and firms, partnerships, or corporations that employ them. One requirement is that for an architect, engineer, designer, or registered interior designer to provide those services acting as an officer, employee, or agent of a firm, the firm must be granted a certificate of authorization by the applicable section of the examining board. This certificate of authorization allows the officer, employee, or agent of the firm to provide those services on behalf of the firm. The certificate of authorization must contain the name and information of all employees of the firm who will be in responsible charge of architecture, engineering, design, or interior design services in the state. The certificate of authorization must be kept up to date by the firm. Currently, these requirements are in statute, but they are not present in the administrative code of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers.

The proposed rule creates a new provision under Wis. Admin. Code s. A-E 2.03, Branch Offices, which makes a general statement of the requirements for certificates of authorization. The proposed rule also states an exception to the requirement where an individual architect, engineer, designer, or registered interior designer whose firm is a sole proprietorship does not need a certificate of authorization. The sole proprietorship must be under the same name as the individual architect, engineer, designer, or registered interior designer.

Summary of, and comparison with, existing or proposed federal regulation: None.

Comparison with rules in adjacent states:

Illinois:

Rules of the Illinois Department of Financial and Professional Regulation require firm licensure for architects [68 Ill. Adm. Code 1150.80], professional engineers [68 Ill. Adm. Code 1380.290], structural engineers [68 Ill. Adm. Code 1480.200], and professional land surveyors [68 Ill. Adm. Code 1270.45]. The requirements for firm licensure are broadly similar to the requirements of Wisconsin’s certificates of authorization for firms, partnerships, or corporations. Illinois does not require firm licensure for registered interior designers.

Iowa:

Iowa does not require firm licensure for architecture, engineering, land surveying, landscape architecture, design, or interior design firms.

Michigan:

The state of Michigan has a less formal requirement for firm licensure than those of Illinois and Wisconsin, but it does have requirements for architecture, professional engineering, or professional surveying firms [MCL 339.2010]. For a firm to practice those businesses in the state, at least two thirds of the principles of the firm must be licensed by the state in that practice. The firm must register with the state and attest to that fact. A non-licensed principal and the principal's firm may apply for approval to engage in that practice, subject to other rules of conduct. A firm must employ a person in responsible charge of the services offered at each place of business in the state, except at a field office which provides only a review of construction. The state of Michigan does not require firm licensure or any kind of registration for interior design firms.

Minnesota:

Minnesota has extensive requirements for “professional firms” that are set out in the Minnesota Statutes, chapter 319B (the Professional Firms Act). The chapter authorizes practitioners of certain licensed professions to elect to be “professional firms” under any one of three different forms of organization: corporations (either for-profit or nonprofit); limited liability companies; and limited liability partnerships. In order to practice a profession in any form other than sole proprietorship or general partnership, professionals must comply with the Professional Firms Act (unless the rules of the respective licensing board provide otherwise).

In order to operate as a “professional firm”, a Minnesota entity must first be formed under the chosen statute: the Minnesota Business Corporation Act, the Minnesota Nonprofit Corporation Act, the Minnesota Limited Liability Company Act, or the Minnesota Limited Liability Partnership Act. Then, the firm must file with the Secretary of State language stating:

- that the firm elects to be covered by the Minnesota Professional Firms Act.
- that the firm acknowledges that it is subject to those sections.
- specifying the profession or professions to be practiced by the firm.

Architecture, engineering, land surveying, landscape architecture, geoscience, and interior design firms in Minnesota have the option to register and act as a “professional firm”; however, they are not currently required to. Firms offering architecture, engineering, land surveying, landscape architecture, geoscience, and interior design services can legally operate without being registered as a “professional firm”, but can only be a sole proprietorship or general partnership. As a “professional firm”, the firm must file periodic reports with the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and comply with other provisions of the Professional Firms Act.

Summary of factual data and analytical methodologies:

The proposed rule was developed by the A-E Rules Committee and the A-E Examining Board conducting a review of the statutory requirements for certificates of authorization and determining where more clarification and specificity is needed in the board's code.

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

The proposed rules will be posted for a period of 14 days to solicit public comment on economic impact, including how the proposed rules may affect businesses, local government units, and individuals.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis will be attached upon completion.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted at Jennifer.Garrett@wisconsin.gov or (608) 266-2112.

Agency contact person:

Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, Wisconsin 53708; telephone 608-267-0989; email at DSPSAdminRules@wisconsin.gov.

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

Comments may be submitted to Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Division of Policy Development, 4822 Madison Yards Way, P.O. Box 8366, Madison, WI 53708-8366, or by email to DSPSAdminRules@wisconsin.gov. Comments must be received on or before the public hearing, held on a date to be determined, to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. A-E 2.03 (5) is created to read:

A-E 2.03 (5) CERTIFICATES OF AUTHORIZATION. No individual architect, professional engineer, designer, or registered interior designer may practice or offer to practice architecture, engineering, design, or interior design as a principal, officer, employee, or agent of a firm unless the firm has been issued a certificate of authorization under s. 443.08 (3) (a), Stats. This does not apply to an individual architect, professional engineer,

designer, or registered interior designer whose firm is a sole proprietorship. The sole proprietorship must be under the same name as the individual architect, professional engineer, designer, or registered interior designer.

SECTION 2. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

This Proposed Order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers is approved for submission to the Governor and the Legislature.

Dated _____

Chairperson
A-E Rules Committee

Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter	Relating clause/ Summary	Current Stage	Next Step
CR 24-028	112-21	6/20/2024	A-E 2, 7, and 8	Sealing and Signing of Documents. Clarification on definitions of seal and stamps, requirements for electronic signatures, and clean up redundant words or sentences.	Rule effective 6/1/2025.	Rule effective 6/1/2025.
CR 24-044	071-22	2/22/2025	A-E 8	Supervision. Clarification on definitions of supervision to ensure requirements are current with standards of practice.	Rule effective 6/1/2025.	Rule effective 6/1/2025.
	101-23	05/20/2026	A-E 6	Education. Clarification of Land Surveyor education requirements.	Rule suspended, scope statement withdrawn.	None.
	029-25	11/5/2027	A-E 2, 3, 4, 5, 8, and 14	Certificates of Authorization. Clarifying and adding detail to the statutory requirements for certificates of authorization.	Rule drafting.	Discussion of rule draft with the sections, rules committee, and full board.
			A-E 6	Examination Requirements. Considering updating Land Surveyor examination requirements.	Presentation of the scope statement to the section.	Presentation of the scope statement to the rules committee and full board.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Will Johnson, Executive Director		2) Date When Request Submitted: 08/27/2025 Items will be considered late if submitted after 4:30 p.m. and less than: ▪ 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: Professional Engineer Section			
4) Meeting Date: 09/17/2025	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Registered Interior Designer Scope of Practice - Discussion	
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:			
11) Authorization <div style="display: flex; justify-content: space-between;"> <div> Will Johnson <hr/> Signature of person making this request </div> <div> 08/27/2025 <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div> <hr/> Supervisor (if required) </div> <div> <hr/> Date </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div> <hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </div> <div> <hr/> Date </div> </div>			
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2021 Wisconsin Act 195

443.01 (3c) (a)-(e)

443.01 (3c) **“Interior alteration or interior construction project”** means a project for an interior space or area within a proposed or existing building or structure, including construction, modification, renovation, rehabilitation, or historic preservation, that involves changing or altering any of the following:

- (a) The **design function or layout of rooms.**
- (b) The **state of permanent fixtures or equipment.**
- (c) The interior space or area if the change or alteration requires verification of the compliance of the interior space or area with a **building code, fire code, the federal Americans with Disabilities Act, or state or local regulations.**
- (d) **Interior furnishings.**
- (e) **Nonstructural elements** of the interior space or area.

“responsible supervision of construction”

2021 Wisconsin Act 195

443.01 (3c) (a)-(e)

(3c) “Interior alteration or interior construction project”

(a) The design function or layout of rooms.

(b) The state of permanent fixtures or equipment.

(c) The interior space or area if the change or alteration requires verification of the compliance of the interior space or area with a building code, fire code, the federal Americans with Disabilities Act, or state or local regulations.

(d) Interior furnishings.

(e) Nonstructural elements of the interior space or area.

“responsible supervision of construction”

2021 Wisconsin Act 195

Possible Remedies

Option 1

Clarify the definition
of Practice of Interior
Design.

443.01 (5m)

Option 2

Incorporate an
exception in the
terms of Supervision.

SPS 361.40 (1)

“responsible supervision of construction”

2021 Wisconsin Act 195

Option 1

... and
responsible
supervision of
construction
as defined in
443.01 (3c) (a)
- (e).

(5m) (a) “Practice of interior design” means the design of interior spaces as a part of an interior alteration or interior construction project in conformity with public health, safety, and welfare requirements, including the preparation of documents relating to building code descriptions, project egress plans that require no increase in the number of exits in the space affected, space planning, finish materials, furnishings, fixtures, and equipment and the preparation of documents, ~~and~~ interior technical submissions relating to interior construction. →

(b) “Practice of interior design” does not include any of the following:

1. Services that constitute the practice of architecture or the practice of professional engineering.
2. Altering or affecting the structural system of a building, including changing the building’s live or dead load on the structural system.

“responsible supervision of construction”

2021 Wisconsin Act 195

Option 2

...except that
Registered
Interior
Designers
may supervise
(interior)
construction
as defined in
443.01 (3c)
(a)-(e).

SPS 361.40 Supervision. (1) GENERAL. (a) Except as provided in par. (b), the proposed construction of a project within the scope of chs. SPS 361 to 366 shall be supervised by one or more Wisconsin registered architects or engineers, except that Wisconsin registered designers may supervise the installation of heating, ventilating and air conditioning systems, fire protection systems, and illumination systems. ➔ The person responsible for supervision shall also be responsible for the construction and installation being in substantial compliance with the approved plans and specifications. If the supervising architect, engineer, or designer is confronted with a nonconformance with the code during or at the end of construction, that party, together with the designing architect, engineer, or designer shall effect compliance or shall notify the department of the noncompliance.

(b) 1. A project does not require supervision by a Wisconsin registered architect or engineer, if the project qualifies under one of the following conditions:

a. The building contains less than 50,000 cubic feet total volume.

“responsible supervision of construction”