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**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  
December 10, 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 (1-3)**

**B. Approval of Minutes of October 17, 2025 (4-5)**

**C. Reminders: Conflicts of Interest, Scheduling Concerns**

**D. Introductions, Announcements and Recognition**

**1. Introductions**

- a. David Kuchenbecker, Engineer Member (Succeeds: Karl Linck)
- b. John Liegeois, Engineer Member (Succeeds: Kristine Cotharn)

**2. Recognitions**

- a. Karl Linck, Engineer Member (Replaced: 9/12/2025)
- b. Kristine Cotharn, Engineer Member (Replaced: 9/12/2025)

**E. Administrative Matters**

- 1. Department, Staff and Section Updates
- 2. Section Members – Term Expiration Dates
  - a. Hook, Steven J. – 7/1/2014
  - b. Kuchenbecker, David G. – 7/1/2029
  - c. Liegeois, John J. – 7/1/2027
  - d. Scholl, Colleen M. – 7/1/2027

**F. Administrative Rule Matters – Discussion and Consideration (6-9)**

- 1. Discussion of Rule Drafting for A-E 2, 3, 4, 5, 8, and 14 Relating to Certificates of Authorization **(7-8)**
- 2. Pending and Possible Rulemaking Items **(9)**

- G. National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration (10)**
1. Consider Attendance: NCEES Central Zone Meeting – May 14-16, 2026 – Columbus, Ohio
  2. Consider Attendance: NCEES Annual Meeting – August 18-21, 2026 – Henderson, Nevada
- H. Credentialing Matters – Discussion and Consideration**
- I. Legislative and Policy Matters – Discussion and Consideration**
- J. 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

**K. 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.).**

- L. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**
1. **Proposed Stipulations, Final Decisions and Orders**
    - a. 24 ENG 003 – Ryan D. Quam and Quam Engineering (11-17)

- b. 25 ENG 0007 – Josh G. Petersen, Christina B. Preszler, and Paul R. Mordorski  
(18-25)

M. 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

N. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

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

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

**ADJOURNMENT**

**NEXT MEETING: MARCH 31, 2026**

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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  
OCTOBER 17, 2025**

**PRESENT:** Kristine Cotharn (*arrived at 9:04 a.m.*), Steven Hook, Karl Linck, Colleen Scholl

**STAFF:** Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jake Pelegrin, Administrative Rule Coordinator; Brenda Taylor, Board Services Supervisor and other Department staff

**CALL TO ORDER**

Karl Linck, Chairperson, called the meeting to order at 9:03 a.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

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

*Kristine Cotharn arrived at 9:04 a.m.*

**APPROVAL OF MINUTES OF SEPTEMBER 17, 2025**

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to approve the Minutes of September 17, 2025, as published. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Steven Hook moved, seconded by Kristine Cotharn, 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: Kristine Cotharn-yes; Steven Hook-yes; Karl Linck-yes; and Colleen Scholl-yes. Motion carried unanimously.

The Section convened into Closed Session at 9:10 a.m.

**CREDENTIALING MATTERS**

**Application Reviews**

***A.D.B. – Professional Engineer License (IA-658237)***

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to issue a three-option letter for the Professional Engineer License application (IA-658237). Motion carried unanimously.

***K.B.P. – Professional Engineer License (IA-671365)***

**MOTION:** Steven Hook moved, seconded by Karl Linck, to set over the Professional Engineer License application (IA-671365) to the next meeting of the Section. Motion carried unanimously.

**Education Review**

***E.A.P. – Professional Engineer License (IA-588929)***

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to find that the evidence of education submitted for Professional Engineer application IA-588929 is not sufficient to establish compliance with the requirements in Wis. Stat. § 443.04(1m) and Wis. Admin. Code § A-E 4.026. Motion carried unanimously.

**MONITORING MATTERS**

***Shane Peterson – Requesting Full Licensure***

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to deny the request of Shane Peterson for Full Licensure. **Reason for Denial:** Failure to demonstrate continuous and successful compliance under the terms of the Board Order (8/17/2023). 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 9:51 a.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

**MOTION:** Karl Linck 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:** Colleen Scholl moved, seconded by Karl Linck, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:52 a.m.

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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Jake Pelegrin Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 11/26/25 <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>																
<b>3) Name of Board, Committee, Council, Sections:</b> Engineers Section																		
<b>4) Meeting Date:</b> 12/10/25	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> <b>Administrative Rule Matters – Discussion and Consideration</b> 1. Discussion of A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization 2. Pending or possible rulemaking items																
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A																
<b>10) Describe the issue and action that should be addressed:</b> Attachments: -Clearinghouse Report -AE Rules Chart																		
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; border-bottom: 1px solid black; vertical-align: bottom;"> <b>11)</b>  <i>Jake Pelegrin</i> </td> <td style="width: 20%; border-bottom: 1px solid black; vertical-align: bottom; text-align: center;"> <b>Authorization</b> </td> <td style="width: 40%; border-bottom: 1px solid black; vertical-align: bottom; text-align: right;">                 11/26/25             </td> </tr> <tr> <td style="border-bottom: 1px solid black; vertical-align: bottom;"> <b>Signature of person making this request</b> </td> <td colspan="2" style="border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> <b>Date</b> </td> </tr> <tr> <td style="border-bottom: 1px solid black; vertical-align: bottom;"> <b>Supervisor (if required)</b> </td> <td colspan="2" style="border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> <b>Date</b> </td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black; vertical-align: bottom;"> <b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</b> </td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black; vertical-align: bottom; text-align: right;"> <b>Date</b> </td> </tr> </table>				<b>11)</b> <i>Jake Pelegrin</i>	<b>Authorization</b>	11/26/25	<b>Signature of person making this request</b>	<b>Date</b>		<b>Supervisor (if required)</b>	<b>Date</b>		<b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</b>			<b>Date</b>		
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<b>Directions for including supporting documents:</b> 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.																		



# Wisconsin Legislative Council

## RULES CLEARINGHOUSE

**Scott Grosz**  
Clearinghouse Director

**Margit Kelley**  
Clearinghouse Assistant Director

**Anne Sappenfield**  
Legislative Council Director

### CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

#### CLEARINGHOUSE RULE **25-082**

AN ORDER to create A-E 2.03 (5), relating to certificates of authorization.

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

10-31-2025 RECEIVED BY LEGISLATIVE COUNCIL.

11-17-2025 REPORT SENT TO AGENCY.

MSK:AG

**LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT**

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached YES ☐ NO ☒

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached YES ☐ NO ☒

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached YES ☐ NO ☒

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS  
[s. 227.15 (2) (e)]

Comment Attached YES ☐ NO ☒

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached YES ☐ NO ☒

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL  
REGULATIONS [s. 227.15 (2) (g)]

Comment Attached YES ☐ NO ☒

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

Comment Attached YES ☐ NO ☒



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

<b>Clearinghouse Rule Number</b>	<b>Scope #</b>	<b>Scope Expiration</b>	<b>Code Chapter</b>	<b>Relating clause/ Summary</b>	<b>Current Stage</b>	<b>Next Step</b>
25-082	029-25	11/5/2027	A-E 2, 3, 4, 5, 8, and 14	<b>Certificates of Authorization.</b> Clarifying and adding detail to the statutory requirements for certificates of authorization.	Clearinghouse Report received, there were no Clearinghouse comments.	Hold public hearing and discuss public comments.
	078-25	5/24/2028	A-E 6	<b>Examination Requirements.</b> Considering updating Land Surveyor examination requirements.	Scope published.	Hold preliminary public hearing if needed and scope implementation.
			A-E 3 and 12	<b>Architects Continuing Education.</b> Considering adding required subject matter to architects' continuing education.	Drafting scope statement.	Presentation of the scope statement to the section, rules committee, and full board.

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  <b>Will Johnson, Executive Director</b>		<b>2) Date When Request Submitted:</b> 12/03/25  <div style="border: 1px solid black; padding: 5px;">             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           </div>											
<b>3) Name of Board, Committee, Council, Sections:</b> <b>Professional Engineer Section</b>													
<b>4) Meeting Date:</b>  <b>12/10/2025</b>	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  <b>National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration</b>  Consider Attendance: NCEES Central Zone Meeting, May 14-16, 2026, in Columbus, Ohio  Consider Attendance: NCEES Annual Meeting, August 18-21, 2026, in Henderson, Nevada											
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>										
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