



**VIRTUAL/TELECONFERENCE MEETING
RULES COMMITTEE
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
October 9, 2024**

The following agenda describes the issues that the Committee 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 Committee.

AGENDA

10:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-2)

B. Approval of Minutes of June 20, 2024 (3-4)

C. Administrative Matters

1. Department, Staff and Committee Updates
2. Committee Membership
 - a. Committee Members:
 1. Cotharn, Kristine A. – Prof. Engineer Section
 2. Douglas, Gregory – Architect Section
 3. Fedderly, Daniel J. – Prof. Land Surveyor Section
 4. Hook, Steven J. – Public Member
 5. Myers, Dennis – Public Member
 6. Sina, Christopher – Landscape Architect Section
 7. Stroebel, Robin – Registered Interior Designer Section
 8. Uselmann, Corissa – Public Member
 - b. Alternate Members
 1. Destree, Melissa – Registered Interior Designer Section Alternate
 2. Gersich, James – Architect Section Alternate
 3. Linck, Karl L. – Prof. Engineer Section Alternate
 4. Martin, Christina C. – Prof. Land Surveyor Section Alternate
 5. Tweed, Steven – Designer Section Alternate

D. Legislation and Policy Matters – Discussion and Consideration

E. Administrative Rule Matters – Discussion and Consideration (5)

1. Discussion of current A-E rules in progress
2. Pending or Possible Rulemaking Project (6)

F. Public Comments

ADJOURNMENT

NEXT DATE: To Be Determined (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://dps.wi.gov>. 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 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
A-E RULES COMMITTEE
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
MEETING MINUTES
JUNE 20, 2024**

PRESENT: Daniel Fedderly, James Gersich, Karl Linck, Dennis Myers, Robin Stroebel, Corissa Uselmann

EXCUSED: Kristine Cotharn, Gregory Douglas, Steven Hook, Christopher Sina, Steven Tweed

STAFF: Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jacob Pelegrin, Administrative Rule Coordinator; Dialah Azam, Board Administration Specialist; and other Department Staff

(Melissa Destree and Laura Schade Stroik were present at the meeting but did not attend as voting members.)

CALL TO ORDER

Daniel Fedderly, Chairperson, called the meeting to order at 10:01 a.m. A quorum was confirmed with six (6) members present.

ADOPTION OF AGENDA

MOTION: James Gersich moved, seconded by Dennis Myers, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 10, 2024

MOTION: Robin Stroebel moved, seconded by Dennis Myers, to adopt the Minutes from April 10, 2024, as published. Motion carried unanimously.

ADMINISTRATIVE RULE MATTERS

Discussion of Clearinghouse comments and public hearing comments for rule A-E 8, Relating to Supervision

MOTION: James Gersich moved, seconded by Dennis Myers, to accept all Clearinghouse comments for rule A-E 8. Motion carried unanimously.

MOTION: James Gersich moved, seconded by Robin Stroebel, to authorize the Chair of the A-E Rules Committee (or in absence of the Chair, the longest serving committee member in that succession) to approve the Final Rule Draft and Report to the Legislature for rule A-E 8 for submittal to the Governor's Office and Legislature. Motion carried unanimously.

Consideration of Adoption Order for A-E 1 to 15 relating to Registered Interior Designers

MOTION: Dennis Myers moved, seconded by Robin Stroebel, to recommend that the A-E joint board approve the adoption order for rule A-E 1 to 15, related to Registered Interior Designers. Motion carried unanimously.

ADJOURNMENT

MOTION: James Gersich moved, seconded by Corissa Uselmann, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:30 a.m.

DRAFT

**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: 9/26/24 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: A-E Rules Committee															
4) Meeting Date: 10/9/24	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 current A-E rules in progress 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: -AE Rules Chart															
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; border-bottom: 1px solid black;">11) <i>Jake Pelegrin</i></td> <td style="width: 40%; border-bottom: 1px solid black; text-align: center;">Authorization</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: right;">10/9/24</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td colspan="2" style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Supervisor (if required)</td> <td colspan="2" style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date</td> </tr> </table>				11) <i>Jake Pelegrin</i>	Authorization	10/9/24	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		
11) <i>Jake Pelegrin</i>	Authorization	10/9/24													
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.															

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.	The Final Rule Draft has been submitted to the Legislature.	The Legislature will take up the rule draft at the beginning of 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.	The Final Rule Draft has been submitted to the Legislature.	The Legislature will take up the rule draft at the beginning of 2025.
CR 24-001	028-23	11/1/2025	A-E 1 to 15	Registered Interior Designers. The objective of the proposed rules is to implement the statutory changes from 2021 Wisconsin Act 195 to allow for the licensure, discipline, and practice of Registered Interior Designers.	Rule effective 8/1/2024.	Rule effective 8/1/2024.
	101-23	05/20/2026	A-E 6	Education. Clarification of Land Surveyor education requirements.	Rule drafting.	Board approval of Preliminary Rule Draft.