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**TELECONFERENCE/VIRTUAL  
PROFESSIONAL LAND SURVEYOR SECTION  
Virtual, 4822 Madison Yards Way, Madison  
Contact: Christian Albouras (608) 266-2112  
July 9, 2020**

*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 record 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 April 2, 2020 (4-5)**

**C. Introductions, Announcements and Recognition**

1. Nathan Vaughn, Professional Land Surveyor Member (Will Replace: Bowden) – 7/1/2024

**D. Administrative Matters**

1. Department, Staff and Board Updates
2. Election of Officers, Appointment of Liaisons
3. Board Members – Term Expiration Dates

**E. Legislative and Policy Matters – Discussion and Consideration**

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

1. Status Update on CR 20-009 Relating to Professional Land Surveyor Licensure
2. Status Update on CR 19-153 Relating to Minimum Standards for Property Surveys
3. Pending and Possible Rulemaking Projects

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

1. Consideration of Attendance at 2020 Virtual NCEES Annual Meeting – August 27, 2020 **(7)**

**H. Deliberation on Items Added After Preparation of Agenda:**

1. Introductions, Announcements and Recognition
2. Election of Officers
3. Appointment of Liaison(s)
4. Delegation of Authorities
5. Administrative Matters
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. Disciplinary 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 Stipulations and Interim Orders
19. Presentation of Proposed Final Decision and Orders
20. Presentation of Interim Orders
21. Petitions for Re-Hearing
22. Petitions for Assessments
23. Petitions to Vacate Orders
24. Requests for Disciplinary Proceeding Presentations
25. Motions
26. Petitions
27. Appearances from Requests Received or Renewed
28. Speaking Engagement(s), Travel, or Public Relation Request(s), and Reports

I. 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.).**

J. Credentialing Matters

1. Application Review
  - a. Hough, Steven – ComityNCEES (**8-9**)

K. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Disciplinary Matters
3. Monitoring Matters
4. Professional Assistance Procedure (PAP) Matters
5. Petitions for Summary Suspensions
6. Petitions for Designation of Hearing Examiner
7. Stipulations, Final Decisions and Order
8. Stipulations and Interim Orders
9. Administrative Warnings
10. Review of Administrative Warnings
11. Proposed Final Decision and Orders
12. Matters Relating to Costs/Orders Fixing Costs
13. Case Closings
14. Board Liaison Training
15. Proposed Interim Orders
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

L. Consulting with Legal Counsel

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

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

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

**ADJOURNMENT**

**NEXT MEETING DATE: NOVEMBER 12, 2020**

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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 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. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer at 608-266-2112, or the Meeting Staff at 608-266-5439.

**TELECONFERENCE/VIRTUAL  
PROFESSIONAL LAND SURVEYORS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND  
SURVEYORS  
APRIL 2, 2020**

**PRESENT:** Bruce Bowden, Daniel Fedderly, Christina Martin, Dennis Myers

**STAFF:** Christian Albouras, Executive Director; Jameson Whitney, Legal Counsel; Jon Derenne, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Bruce Bowden, Chairperson, called the meeting to order at 9:00 a.m. A quorum was confirmed with four (4) members present.

**ADOPTION OF AGENDA**

**MOTION:** Dennis Myers moved, seconded by Christina Martin, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF JANUARY 9, 2020**

**MOTION:** Christina Martin moved, seconded by Dennis Myers, to approve the minutes of January 9, 2020 as published. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**Appointment of Liaisons**

**MOTION:** Dennis Myers moved, seconded by Daniel Fedderly, to allow a 10-day period to respond to credentialing matters. If a response is not received within 10 days from the credentialing liaison, the matter will be referred to the next full section meeting. Motion carried. Opposed: 1

**CLOSED SESSION**

**MOTION:** Dennis Myers moved seconded by Daniel Fedderly, 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.). Bruce Bowden, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Bruce Bowden-yes; Daniel Fedderly-yes; Christina Martin-yes; Dennis Myers-yes. Motion carried unanimously.

The Section convened into Closed Session at 9:58 a.m.

## CREENTIALING MATTERS

### Application Reviews

#### *John Abercrombie, William Henrichs, Jason Ness, Eric Rollston, Nathaniel Sandvig – Professional Land Surveyor Applicants*

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to approve the Professional Land Surveyor applications of John Abercrombie, William Henrichs, Jason Ness, Eric Rollston, Nathaniel Sandvig, once all requirements are met. Motion carried unanimously.

#### *Connor Christopherson – Professional Land Surveyor Applicant*

**MOTION:** Christina Martin moved, seconded by Dennis Myers, to approve the Professional Land Surveyor application of Connor Christopherson, once all requirements are met. Motion carried unanimously.

## DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

### Stipulations, Final Decisions and Orders

#### *18 LSR 003 – Matthew T. Mokanyk*

**MOTION:** Christina Martin moved, seconded by Dennis Myers, adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Matthew T. Mokanyk, DLSC Case Number 18 LSR 003. Motion carried unanimously.

## RECONVENE TO OPEN SESSION

**MOTION:** Dennis Myers moved, seconded by Christina Martin, to reconvene in Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 10:20 a.m.

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

**MOTION:** Dennis Myers moved, seconded by Christina Martin, 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:** Dennis Myers moved, seconded by Daniel Fedderly, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:24 a.m.

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Jon Derenne, Administrative Rules Coordinator		2) Date when request submitted: June 29, 2020 <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 Land Surveyor Section			
4) Meeting Date: July 9, 2020	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? 1) Status update on CR 20-009 relating to professional land surveyor licensure. 2) Status update on CR 19-153 relating to minimum standards for property surveys.	
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 <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <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			
<i>Jon Derenne</i>		June 29, 2020	
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.			

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Megan Glaeser, Bureau Assistant		<b>2) Date When Request Submitted:</b> June 25, 2020 <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> Professional Land Surveyor Section			
<b>4) Meeting Date:</b> July 9, 2020	<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> Speaking Engagements, Travel, or Public Relation Requests, and Reports: 1) Consideration of attendance at 2020 Virtual NCEES Annual Meeting, August 27, 2020	
<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> <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>  2020 NCEES Annual Meeting Due to conditions created by the coronavirus (COVID-19) pandemic, NCEES will be unable to conduct its traditional in-person annual meeting August 26-29 in Chicago. Plans are currently in development to conduct a virtual business session to address essential Council business and elections. More information will be available in the coming weeks. May 15, 2020; NCEES.org/news/			
<b>11) Authorization</b>			
Megan Glaeser <hr/> Signature of person making this request		June 25, 2020 <hr/> Date	
<hr/> Supervisor (if required)		<hr/> Date	
<hr/> Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
<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.			