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**VIRTUAL/TELECONFERENCE**  
**PROFESSIONAL LAND SURVEYORS 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**  
**October 3, 2024**

*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 July 18, 2024 (4-6)**
- C. Introductions, Announcements and Recognition
- D. Reminders: Conflicts of Interest, Scheduling Concerns
- E. Administrative Matters**
  - 1) Department, Staff and Section Updates
  - 2) Board Members – Term Expiration Dates
    - a. Fedderly, Daniel – 7/1/2013
    - b. Martin, Christina C. – 7/1/2019
    - c. Myers, Dennis – 7/1/2025
    - d. Vaughn, Nathan A. – 7/1/2028
- F. Legislative and Policy Matters – Discussion and Consideration
- G. Administrative Rule Matters – Discussion and Consideration (7-11)**
  - 1) Discussion of A-E 6, Education Requirements (7-10)
  - 2) Pending or Possible Rulemaking Project (11)
- H. National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration
- I. NCEES Divisional Exam – Discussion and Consideration

**J. Speaking Engagements, Travel, or Public Relation Requests, and Reports**

- 1) Travel Report: NCEES Annual Meeting, August 14-17, 2024, Chicago, IL – Nathan Vaughn

**K. Discussion and Consideration of 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) Public Health Emergencies
- 14) Informational Items
- 15) Disciplinary Matters
- 16) Presentations of Petitions for Summary Suspension
- 17) Petitions for Designation of Hearing Examiner
- 18) Presentation of Stipulations, Final Decisions and Orders
- 19) Presentation of Stipulations and Interim Orders
- 20) Presentation of Proposed Final Decision and Orders
- 21) Presentation of Interim Orders
- 22) Petitions for Re-Hearing
- 23) Petitions for Assessments
- 24) Petitions to Vacate Orders
- 25) Requests for Disciplinary Proceeding Presentations
- 26) Motions
- 27) Petitions
- 28) Appearances from Requests Received or Renewed
- 29) Speaking Engagement(s), Travel, or Public Relation Request(s), 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 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

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: 2025 – Date To Be Determined**

*Board Member Training: November 15*

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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://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  
PROFESSIONAL LAND SURVEYORS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS,  
AND REGISTERED INTERIOR DESIGNERS  
JULY 18, 2024**

**PRESENT:** Daniel Fedderly, Christina Martin, Dennis Myers, Nathan Vaughn

**STAFF:** Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jake Pelegrin, Administrative Rules Coordinator; Ashley Sarnosky, Board Administration Specialist; and other Department Staff

**CALL TO ORDER**

Daniel Fedderly, Chairperson, called the meeting to order at 9:02 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 MARCH 14, 2024**

**Amendments to the Minutes**

- Update heading to correct meeting date to March 14, 2024.

**MOTION:** Christina Martin moved, seconded by Nathan Vaughn, to approve the Minutes of March 14, 2024, as amended. Motion carried unanimously.

**ADMINISTRATIVE RULE MATTERS**

**Discussion of Preliminary Rule Draft for A-E 6, Relating to Education Requirements**

**MOTION:** Christina Martin moved, seconded by Nathan Vaughn, to authorize Nathan Vaughn to work with DSPPS staff on preliminary rule drafting for rule A-E 6 relating to Education Requirements. Motion carried unanimously.

## CLOSED SESSION

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

The Section convened into Closed Session at 10:51 a.m.

*Dennis Myers was excused at 10:51 a.m.*

*Dennis Myers arrived at 10:55 a.m.*

## DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

### Stipulations

#### **21 LSR 001– Daniel Birrenkott**

**MOTION:** Nathan Vaughn moved, seconded by Dennis Myers, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Daniel Birrenkott, DLSC Case Number 21 LSR 001. 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 10:59 a.m.

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

**MOTION:** Nathan Vaughn 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 Nathan Vaughn, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:00 a.m.

DRAFT


**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> 9/20/24 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
<b>3) Name of Board, Committee, Council, Sections:</b> Land Surveyors Section			
<b>4) Meeting Date:</b> 10/3/24	<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 6, Education Requirements 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: -Charts/visuals for current land surveyor education requirements -A-E Rules Chart			
<b>11)</b> <i>Jake Pelegrin</i>		<b>Authorization</b> 9/20/24	
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	
<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.			


**Associates Degree: 443.06 (2) (bm)**

Do you have 60 semester credits in land surveying curriculum or in a related field?

**Yes**                      **No**  You must acquire the missing credits




Do you have 12 semester credits in land surveying?

**Yes**                      **No**  You must acquire the missing credits




Are at least 8 of the 12 credits in courses concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.<sup>i</sup>

**Yes**                      **No**  You must acquire the missing credits



Are 4 or less of the required 12 credits in courses related to professional land surveying such as “engineering surveying,” “municipal surveying,” “route surveying,” “highway surveying,” “topographic surveying,” “geodetic surveying,” “photogrammetry,” “cartography,” “construction surveying,” “air photo interpretation,” “artillery surveying,” “geographic information systems,” “land information systems” and “remote sensing systems.”

**Yes**                      **No**  You must acquire additional credits concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.



**The education qualifies.**

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<sup>i</sup> Examples of qualifying courses are research of public and private records, principles of evidence and the interpretation of written documents used in boundary determination, the study of the legal elements of professional land surveying including those involving resurveys, boundary disputes, defective descriptions, riparian rights and adverse possession, the study of the professional and judicial functions of a professional land surveyor, the study of surveying methods for measuring distance and angular values, note keeping, computation and writing descriptions and the study of the Wisconsin Statutes and local ordinances relating to the preparation of subdivision maps and plats




**Bachelor's Degree: 443.06 (2) (am)**

Do you have a bachelor's degree in land surveying, civil engineering, or in a related field?

**Yes**                      **No**  You must acquire the degree




If in civil engineering or a related field, do you have 24 semester credits in land surveying?

**Yes**                      **No**  You must acquire the missing credits




Are at least 16 of the 24 credits in courses concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.<sup>i</sup>

**Yes**                      **No**  You must acquire the missing credits



Are 8 or less of the required 24 credits in courses related to professional land surveying such as “engineering surveying,” “municipal surveying,” “route surveying,” “highway surveying,” “topographic surveying,” “geodetic surveying,” “photogrammetry,” “cartography,” “construction surveying,” “air photo interpretation,” “artillery surveying,” “geographic information systems,” “land information systems” and “remote sensing systems.”

**Yes**                      **No**  You must acquire additional credits concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.



**The education qualifies.**

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<sup>i</sup> Examples of qualifying courses are research of public and private records, principles of evidence and the interpretation of written documents used in boundary determination, the study of the legal elements of professional land surveying including those involving resurveys, boundary disputes, defective descriptions, riparian rights and adverse possession, the study of the professional and judicial functions of a professional land surveyor, the study of surveying methods for measuring distance and angular values, note keeping, computation and writing descriptions and the study of the Wisconsin Statutes and local ordinances relating to the preparation of subdivision maps and plats

	Associate's Degree Path <a href="#">443.06 (2) (bm)</a>	Bachelor's Degree Path <a href="#">443.06 (2) (am)</a>
Statutory Requirements	<ul style="list-style-type: none"> <li>• Associate degree in a course in the practice of professional land surveying or a related field that has a duration of not less than 2 years and is approved by the professional land surveyor section.</li> <li>• Practice of professional land surveying for at least 4 years and has demonstrated practice of satisfactory character that indicates that the applicant is competent to engage in the practice of professional land surveying, if the applicant has passed an examination administered by the professional land surveyor section.</li> </ul>	<ul style="list-style-type: none"> <li>• Bachelor's degree in a course in the practice of professional land surveying or a related field that has a duration of not less than 4 years and is approved by the professional land surveyor section.</li> <li>• Practice of professional land surveying for at least 2 years and has demonstrated practice of satisfactory character that indicates that the applicant is competent to engage in the practice of professional land surveying, if the applicant has passed an examination administered by the professional land surveyor section.</li> </ul>
A-E Code Requirements	<p>To meet the educational requirements of s. <a href="#">443.06 (2) (bm)</a>, Stats., an applicant for licensure as a land surveyor shall have:</p> <ul style="list-style-type: none"> <li>• At least 60 semester credits in land surveying curriculum or in a related field as approved by the professional land surveyor section.</li> <li>• This includes no less than 12 semester credits in land surveying which shall be in the following categories of study: <ul style="list-style-type: none"> <li>-No less than 8 of the 12 credits may be in courses concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.<sup>1</sup></li> <li>-No more than 4 credits may be in courses related to professional land surveying.<sup>2</sup></li> </ul> </li> </ul>	<p>To meet the educational requirements of s. <a href="#">443.06 (2) (am)</a>, Stats., an applicant for licensure as a professional land surveyor shall have done either of the following:</p> <ul style="list-style-type: none"> <li>• Received a bachelor's degree in a course of study in professional land surveying from a college or university accredited by a regional accrediting agency approved by the state where the college or university is located.</li> <li>• Received a bachelor's degree in civil engineering from a college or university accredited by a regional accrediting agency approved by the state where the college or university is located. <ul style="list-style-type: none"> <li>-The curriculum shall include no less than 16 of 24 semester credits in courses concentrating on the legal principles of professional land surveying and the technical aspects of professional land surveying.<sup>1</sup></li> <li>-The applicant may be allowed to receive up to 8 credits in certain other courses relating to surveying.<sup>2</sup></li> </ul> </li> </ul>

<sup>1</sup> These courses shall include areas of study such as research of public and private records, principles of evidence and the interpretation of written documents used in boundary determination, the study of the legal elements of professional land surveying including those involving resurveys, boundary disputes, defective descriptions, riparian rights and adverse possession, the study of the professional and judicial functions of a professional land surveyor, the study of surveying methods for measuring distance and angular values, note keeping, computation and writing descriptions and the study of the Wisconsin statutes and local ordinances relating to the preparation of subdivision maps and plats, other land divisions and real property creation.

<sup>2</sup> These courses may include “engineering surveying,” “municipal surveying,” “route surveying,” “highway surveying,” “topographic surveying,” “geodetic surveying,” “photogrammetry,” “cartography,” “construction surveying,” “air photo interpretation,” “artillery surveying,” “geographic information systems,” “land information systems” and “remote sensing systems.”

**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>
CR 24-028	112-21	6/20/2024	A-E 2, 7, and 8	<b>Sealing and Signing of Documents.</b> 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	<b>Supervision.</b> 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	<b>Registered Interior Designers.</b> 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	<b>Education.</b> Clarification of Land Surveyor education requirements.	Rule drafting.	Board approval of Preliminary Rule Draft.