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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**  
**May 28, 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 record of the actions of the Section.*

**AGENDA**

**9:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of February 26, 2025 (4-7)**
- 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. Administrative Rule Matters – Discussion and Consideration (8-9)**
  - 1) Discussion of A-E 6, Education Requirements
  - 2) Pending or Possible Rulemaking Project
- G. Speaking Engagements, Travel, or Public Relation Requests, and Reports (10)**
  - 1) Consider Attendance: NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA
- H. National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration (11)**
  - 1) Changes to PS Exam Structure – Discussion
- I. Wisconsin Jurisdictional Surveying Exam – Discussion (12)**

J. Legislative and Policy Matters – Discussion and Consideration

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: AUGUST 27, 2025**

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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 the 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 LAND SURVEYORS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS,  
AND REGISTERED INTERIOR DESIGNERS  
FEBRUARY 26, 2025**

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

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

**CALL TO ORDER**

Daniel Fedderly, Chairperson, called the meeting to order at 9:01 a.m. A quorum was confirmed with four (4) members present.

**ADOPTION OF AGENDA**

**MOTION:** Nathan Vaughn moved, seconded by Dennis Myers, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF OCTOBER 3, 2024**

**MOTION:** Christina Martin moved, seconded by Nathan Vaughn, to approve the Minutes of October 3, 2024, as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**Election of Officers**

*Slate of Officers*

**NOMINATION:** Dennis Myers nominated the 2024 slate of officers to continue in 2025. All officers accepted their nominations.

Will Johnson, Executive Director, called for nominations three (3) times.

The Slate of Officers was elected by unanimous voice vote.

<b>2025 ELECTION RESULTS</b>	
<b>Chairperson</b>	Daniel Fedderly
<b>Vice Chairperson</b>	Christina Martin
<b>Secretary</b>	Dennis Myers

**Appointment of Liaisons and Alternates**

<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison</b>	Nathan Vaughn <i>Alternate: Daniel Fedderly</i>
<b>Continuing Education Liaison</b>	Christina Martin <i>Alternate: Nathan Vaughn</i>
<b>Monitoring Liaison</b>	Christina Martin <i>Alternate: Dennis Myers</i>
<b>Professional Assistance Procedure (PAP) Liaison</b>	Christina Martin <i>Alternate: Dennis Myers</i>
<b>Travel Authorization Liaison</b>	Christina Martin <i>Alternate: Nathan Vaughn</i>
<b>A-E Rules Committee</b>	Daniel Fedderly <i>Alternate: Christina Martin</i>
<b>Screening Panel</b>	Christina Martin, Daniel Fedderly <i>Alternate: Nathan Vaughn</i>

**Delegation of Authorities**

**Delegation to Department Attorneys to Approve Prior Discipline**

**MOTION:** Dennis Myers moved, seconded by Nathan Vaughn, to delegate authority to Department Attorneys to approve an applicant’s prior professional discipline which resulted in a forfeiture/fine/other monetary penalty, remedial education, and/or reprimand, that is 10 years old or older, and the previously disciplined credential is currently in good standing. Motion carried unanimously.

**Delegation to Department Monitor**

**MOTION:** Christina Martin moved, seconded by Nathan Vaughn, to delegate authority to the Department Monitor as outlined below:

1. to grant reinstatement of licensure if education and/or costs are the sole condition of the order and the credential holder has submitted the required proof of completion for approved courses and paid the costs.
2. to suspend the license if the credential holder has not completed Board ordered education and/or paid costs and forfeitures within the time specified by the Board order. The Department Monitor may remove the suspension and issue an order when proof of completion and/or payment has been received.

3. to suspend the license (or remove stay of suspension) if a credential holder fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if credential holder ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
4. to grant or deny approval when a credential holder proposes treatment providers, mentors, and supervisors unless the Order specifically requires full-Board or Board designee approval.
5. to grant a maximum of one 90-day extension, if warranted and requested in writing by a credential holder, to complete Board ordered continuing, disciplinary, or remedial education.
6. to grant a maximum of one 90-day extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by a credential holder.
7. to grant a maximum of one 90-day extension, if warranted and requested in writing by a credential holder, to complete a Board ordered evaluation or exam.

Motion carried unanimously.

### **Review and Approval of 2024 Delegations including new modifications**

**MOTION:** Nathan Vaughn moved, seconded by Christina Martin, to reaffirm all delegation motions made in 2024, as reflected in the February 26, 2025, agenda materials, which were not otherwise modified or amended during the February 26, 2025, meeting. Motion carried unanimously.

### **SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATION REQUESTS, AND REPORTS**

#### **Consider Attendance: NCEES Central Zone Meeting, May 15-17, 2025, Albuquerque, NM**

**MOTION:** Dennis Myers moved, seconded by Nathan Vaughn, to designate Christina Martin and Daniel Fedderly to attend the NCEES Central Zone Meeting, on May 15-17, 2025, in Albuquerque, NM. Motion carried unanimously.

### **CLOSED SESSION**

**MOTION:** Dennis Myers moved seconded by Christina Martin, 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; Dennis Myers-yes; and Nathan Vaughn-yes. Motion carried unanimously.

The Section convened into Closed Session at 9:41 a.m.

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

**Administrative Warnings**

***24 LSR 0004 – M.A.B.***

**MOTION:** Nathan Vaughn moved, seconded by Christina Martin, to issue an Administrative Warning in the matter of M.A.B., DLSC Case Number 24 LSR 0004. Motion carried unanimously.

**Case Closings**

***23 LSR 003 – R.W.L.***

**MOTION:** Christina Martin moved, seconded by Nathan Vaughn, to close DLSC Case Number 23 LSR 003 for Prosecutorial Discretion (P1), against R.W.L. 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 9:47 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:** Nathan Vaughn moved, seconded by Dennis Myers, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:48 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> 5/15/25 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> 5/28/25	<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 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: -A-E 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;">5/15/25</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)</td> </tr> <tr> <td colspan="3" style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>				11) <i>Jake Pelegrin</i>	Authorization	5/15/25	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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**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.	Adoption order submitted.	Rule effective 6/1/2025.
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.	Adoption order submitted.	Rule effective 6/1/2025.
	101-23	05/20/2026	A-E 6	<b>Education.</b> Clarification of Land Surveyor education requirements.	Preliminary rule drafting.	Board approval of preliminary rule draft.
	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.	Scope published.	Hold preliminary public hearing, or scope implementation.

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Will Johnson, Executive Director		<b>2) Date When Request Submitted:</b> 05/16/2025  Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
<b>3) Name of Board, Committee, Council, Sections:</b> Professional Land Surveyor Section			
<b>4) Meeting Date:</b>  05/28/2025	<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>Speaking Engagements, Travel, or Public Relation Requests, and Reports</b> 1) Consider Attendance: NCEES Annual Meeting, August 19-22, 2025, New Orleans, LA	
<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>	
<b>10) Describe the issue and action that should be addressed:</b>			
<b>11) Authorization</b>			
Will Johnson		05/16/2025	
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 Board Admin Specialist 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>  <b>Christina Martin, Section member</b>		<b>2) Date When Request Submitted: 05/16/2025</b>  Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
<b>3) Name of Board, Committee, Council, Sections:</b> <b>Professional Land Surveyor Section</b>			
<b>4) Meeting Date:</b>  <b>05/28/2025</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>  National Council of Examiners for Engineering and Surveying (NCEES) Matters – Discussion and Consideration  -Changes to PS Exam Structure – Discussion	
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Signature of person making this request		Date	
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**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  <b>Christina Martin, Section member</b>		<b>2) Date When Request Submitted: 05/16/2025</b>  Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
<b>3) Name of Board, Committee, Council, Sections:</b> <b>Professional Land Surveyor Section</b>			
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<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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Will Johnson		05/16/2025	
Signature of person making this request		Date	
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