



**VIRTUAL/TELECONFERENCE MEETING
REGISTERED INTERIOR DESIGNER 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
June 17, 2026**

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

1:00 P.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-2)**
- B. Approval of Minutes of March 26, 2026 (3-6)**
- C. Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition**
 - 1) Introduction
 - a. Patti K. Epstein, Public Member (Succeeds: Uselmann)
 - 2) Recognition
 - a. Jennifer L. Delaney, Public Member (Resigned: 3/2026)
- E. Administrative Matters – Discussion and Consideration**
 - 1) Department, Staff and Board Updates
 - 2) Section Members – Term Expiration Dates
 - a. Destree, Melissa M. – 7/1/2025
 - b. Epstein, Patti K. – 7/1/2028
 - c. Stroebel, Robin – 7/1/2026
 - d. Szeklinski, Genevieve – 7/1/2028
- F. Administrative Rule Matters – Discussion and Consideration (7-8)**
 - 1) Pending and Possible Rulemaking Projects
- G. Legislation and Policy Matters – Discussion and Consideration
- H. 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) Public Health Emergencies
- 11) Administrative Rule Matters
- 12) Liaison Reports
- 13) Board Liaison Training and Appointment of Mentors
- 14) Informational Items
- 15) Division of Legal Services and Compliance (DLSC) 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 Proposed Final Decisions 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 Engagements, Travel, or Public Relation Requests, and Reports

I. Public Comments

ADJOURNMENT

NEXT MEETING: OCTOBER 6, 2026

 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 MEETING
REGISTERED INTERIOR DESIGNER SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
MEETING MINUTES
MARCH 26, 2026**

PRESENT: Melissa Destree, Robin Stroebel, Genevieve Szeklinski

ABSENT: Jennifer Delaney

STAFF: Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jacob Pelegrin, Administrative Rule Coordinator; Ashley Sarnosky, Board Administration Specialist; and other Department staff

CALL TO ORDER

Genevieve Szeklinski, Chairperson, called the meeting to order at 1:04 p.m. A quorum was confirmed with three (3) members present.

ADOPTION OF AGENDA

MOTION: Robin Stroebel moved, seconded by Genevieve Szeklinski, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 9, 2025

MOTION: Robin Stroebel moved, seconded by Genevieve Szeklinski, to approve the Minutes from December 9, 2025, as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

Chairperson

NOMINATION: Robin Stroebel nominated Genevieve Szeklinski for the Office of Chairperson. Genevieve Szeklinski accepted the nomination.

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

Genevieve Szeklinski was elected as Chairperson by unanimous voice vote.

Vice Chairperson

NOMINATION: Melissa Destree nominated Robin Stroebel for the Office of Vice Chairperson. Robin Stroebel accepted the nomination.

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

Robin Stroebel was elected as Vice Chairperson by unanimous voice vote.

Secretary

NOMINATION: Genevieve Szeklinski nominated Jennifer Delaney for the Office of Secretary.

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

Jennifer Delaney was elected as Secretary by unanimous voice/ vote.

2026 ELECTION RESULTS	
Chairperson	Genevieve Szeklinski
Vice Chairperson	Robin Stroebel
Secretary	Jennifer Delaney

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Robin Stroebel <i>Alternate: Genevieve Szeklinski</i>
Education and Examination Liaison(s)	Genevieve Szeklinski <i>Alternate: Melissa Destree</i>
Monitoring Liaison(s)	Jennifer Delaney <i>Alternate: Genevieve Szeklinski</i>
Professional Assistance Procedure (PAP) Liaison(s)	Jennifer Delaney <i>Alternate: Genevieve Szeklinski</i>
Legislative Liaison(s)	Melissa Destree <i>Alternate: Robin Stroebel</i>
Website Liaison(s)	Melissa Destree <i>Alternate: Jennifer Delaney</i>
Travel Authorization Liaison(s)	Genevieve Szeklinski <i>Alternate: Jennifer Delaney</i>
A-E Rules Committee Designee (Professional Member) (A-E Examining Board Appoints Public Members)	Genevieve Szeklinski <i>Alternate: Robin Stroebel</i>

Screening Panel	Robin Stroebel <i>Alternate: Jennifer Delaney</i>
------------------------	--

Delegation of Authorities

Pre-Screening Delegation of Authority When Credential Holder Has Failed to Respond to Allegations in Intake Complaint

MOTION: Genevieve Szeklinski moved, seconded by Robin Stroebel, to delegate pre-screening decision making authority to the DSPS screening attorney for opening cases where the credential holder has failed to respond to allegations contained in the complaint when requested by intake (case will be opened on failure to respond and the merits of the complaint). Motion carried unanimously.

Pre-Screening Delegation of Authority for Closing Cases

MOTION: Robin Stroebel moved, seconded by Genevieve Szeklinski, to delegate pre-screening decision making authority to the DSPS screening attorney for closing cases where the only violation is that the credential holder was disciplined in another state for practice without a valid certificate of authorization as long as the credential holder holds a valid certificate of authorization in Wisconsin. Motion carried unanimously.

Pre-Screening Delegation of Authority for Opening Cases Practice Without Valid Authorization

MOTION: Genevieve Szeklinski moved, seconded by Melissa Destree, to delegate pre-screening decision making authority to the DSPS screening attorney for opening cases where the only violation is that the credential holder was disciplined in another state for practice without a valid certificate of authorization and the credential holder also lacks a valid certificate of authorization in Wisconsin. Motion carried unanimously.

Pre-Screening Delegation of Authority for Opening Cases Based on Discipline in Another State

MOTION: Robin Stroebel moved, seconded by Melissa Destree, to delegate pre-screening decision making authority to the DSPS screening attorney for opening cases based on discipline in another state (other than the aforementioned exceptions regarding valid COAs). Motion carried unanimously.

Delegation of Authority for Predetermination Decisions

MOTION: Robin Stroebel moved, seconded by Genevieve Szeklinski, to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f). For matters where the Department Attorney has indicated underlying convictions may result in a denial, the Credentialing Liaison(s) can act on

behalf of the Section in regard to any denial due to predetermination decisions. Motion carried unanimously.

Delegation of Chief Legal Counsel Due to Loss of Quorum

MOTION: Genevieve Szeklinski moved, seconded by Robin Stroebel, to delegate the review and authority to act on disciplinary cases to the Department's Chief Legal Counsel due to lack of/loss of quorum after two meetings. Motion carried unanimously.

Review and Approval of 2025 Delegations including new modifications

MOTION: Robin Stroebel moved, seconded by Melissa Destree, to reaffirm all delegation motions made in 2025, as reflected in the March 26, 2026 agenda materials, which were not otherwise modified or amended during the March 26, 2026 meeting. Motion carried unanimously.

ADJOURNMENT

MOTION: Genevieve Szeklinski moved, seconded by Robin Stroebel, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:04 p.m.

**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: 6/5/26 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: Interior Designers Section																							
4) Meeting Date: 6/17/26	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. 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: 10%;">11)</td> <td style="width: 50%; text-align: center;">Authorization</td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td></td> <td style="text-align: center;"><i>Jake Pelegrin</i></td> <td style="text-align: center;">6/5/26</td> <td></td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Signature of person making this request</td> <td colspan="2" style="border-top: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Supervisor (if required)</td> <td colspan="2" style="border-top: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</td> <td colspan="2" style="border-top: 1px solid black; text-align: right;">Date</td> </tr> </table>				11)	Authorization				<i>Jake Pelegrin</i>	6/5/26		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)	Authorization																						
	<i>Jake Pelegrin</i>	6/5/26																					
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.																							

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
25-082	029-25	11/5/2027	A-E 2, 3, 4, 5, 8, and 14	Certificates of Authorization. Clarifying and adding detail to the statutory requirements for certificates of authorization.	LRB preparing rule for publication.	LRB has tentatively agreed that the rule will be published and effective July 1 st , 2026. This could be delayed.
	078-25	5/24/2028	A-E 6	Examination Requirements. Considering updating Land Surveyor examination requirements.	Rule drafting.	Section and rules committee approves the preliminary rule draft.
	029-26	11/11/2028	A-E 3 and 12	Architects Continuing Education. Considering adding required subject matter to architects' continuing education.	Rule drafting.	Section and rules committee approves the preliminary rule draft.