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**VIRTUAL/TELECONFERENCE  
ARCHITECT SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS, AND  
PROFESSIONAL LAND SURVEYORS  
Virtual, 4822 Madison Yards Way, Madison  
Contact: Adam Barr (608) 266-2112  
April 14, 2021**

*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 November 30, 2020 (4-6)**
- C. Introductions, Announcements and Recognition
- D. Reminders: Conflicts of Interest, Scheduling Concerns
- E. Administrative Matters**
  - 1) Department, Staff and Board Updates
  - 2) Annual Policy Review **(7)**
  - 3) Election of Officers, Appointment of Liaisons, Delegation of Authorities **(8-14)**
  - 4) Board Member – Term Expiration Dates
    - a. Douglas, Gregory A. – 7/1/2023
    - b. Gersich, A. James – 7/1/2015
    - c. Wagner, Steven L. – 7/1/2021
- F. Legislative and Policy Matters – Discussion and Consideration
- G. Administrative Rule Matters – Discussion and Consideration**
  - 1) Pending or Possible Rulemaking Projects
- H. Credentialing Matters – Discussion and Consideration**
  - 1) Licenses Granted Since Last Meeting **(15-17)**
- I. 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) Administrative Rule Matters
- 11) Liaison Reports
- 12) Board Liaison Training and Appointment of Mentors
- 13) Informational Items
- 14) Division of Legal Services and Compliance (DLSC) 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 Proposed Final Decisions and Orders
- 19) Presentation of Interim Orders
- 20) Petitions for Re-Hearing
- 21) Petitions for Assessments
- 22) Petitions to Vacate Orders
- 23) Requests for Disciplinary Proceeding Presentations
- 24) Motions
- 25) Petitions
- 26) Appearances from Requests Received or Renewed
- 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports

J. 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.).**

**K. Credentialing Matters**

- 1) **Application Review**
  - a. Jonathan Sandvick **(18-19)**

**L. Deliberation on DLSC Matters**

- 1) **Proposed Stipulations, Final Decisions and Orders**
  - a. 18 ARC 002 – Phillip C. Pecord **(20-26)**
  - b. 18 ARC 014 – Chet. A. Wesenberg **(27-32)**
  - c. 18 ARC 021 – Hamidreza Noughani Moghaddam **(33-38)**
- 2) **Administrative Warnings**
  - a. 19 ARC 001 – C.E.W., D.C.J., A.G.L. **(39-41)**
  - b. 20 ARC 004 – P.P.L. **(42-44)**
- 3) **Case Closings**
  - a. 19 ARC 010 – W.C.I. **(45-47)**

M. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs
- 14) Case Closings
- 15) Board Liaison Training
- 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: OCTOBER 6, 2021**

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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. Requests for interpreter services for the deaf or hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer, 608-266-2112, or the Meeting Staff at 608-266-5439.

**VIRTUAL/TELECONFERENCE  
ARCHITECT SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS  
PROFESSIONAL ENGINEERS, DESIGNERS AND  
PROFESSIONAL LAND SURVEYORS  
MEETING MINUTES  
NOVEMBER 30, 2020**

**PRESENT:** Gregory Douglas, James Gersich, Steven Wagner

**STAFF:** Valerie Payne, Executive Director; Jameson Whitney, Board Legal Counsel; Dale Kleven, Administrative Rules Coordinator; Megan Glaeser, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Steven Wagner, Chairperson, called the meeting to order at 12:00 p.m. A quorum was confirmed with three (3) members present.

**ADOPTION OF AGENDA**

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF OCTOBER 7, 2020**

**Amendments to the Minutes:**

- Page 5 of the Minutes: Under “Closed Session” correct the motion as follows:
  - Add a comma after “James Gersich moved”
  - Add insert “Douglas” after “Gregory”
  - Correct the spelling of “Steven” in the second sentence of the motion text
- Page 6 of the Minutes: Under “Voting on Items Considered or Deliberated on in Closed Session” insert the following text immediately below the motion affirming closed session motions/voting: “(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)”

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to approve the Minutes from October 7, 2020 as amended. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** James Gersich moved, seconded by Gregory Douglas, 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.). Steven Wagner, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call

Vote: Gregory Douglas-yes; James Gersich-yes; and Steven Wagner-yes.  
Motion carried unanimously.

The Section convened into Closed Session at 12:12 p.m.

## **CREDENTIALING MATTERS**

### **Application Review**

#### ***Novus Architects, Inc.***

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to table the Architectural Corporation application of Novus Architects, Inc. until the next meeting, and refer the matter of Thomas Smith's unreported out of state discipline back to DLSC for further investigation. Motion carried unanimously.

## **DELIBERATION ON DLSC MATTERS**

### **Proposed Stipulations, Final Decisions and Orders**

#### ***18 ARC 002 – Phillip C. Pecord***

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to reject the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Phillip C. Pecord, DLSC Case Number 18 ARC 002, and refer the matter back to DLSC for further review. Motion carried unanimously.

#### ***18 ARC 013 – Steve J. Shulfer, Bradley S. Koning, Sketchworks Architecture, LLC***

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Steve J. Shulfer, Bradley S. Koning, and Sketchworks Architecture, LLC, DLSC Case Number 18 ARC 013. Motion carried unanimously.

### **Case Closings**

#### ***18 ARC 006 – B.D.G.***

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to close DLSC Case Number 18 ARC 006, against B.D.G., for Prosecutorial Discretion (P2). Motion carried unanimously.

## **DELIBERATION ON MATTERS RELATING TO ORDERS FIXING COSTS**

### ***Paul C. Grimes (DHA Case Number SPS 18-0056/DLSC Case Number 17 ARC 019)***

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Paul C.

Grimes, Respondent – DHA Case Number SPS 18-0056/DLSC Case Number 17 ARC 019. Motion carried unanimously.

**RECONVENE TO OPEN SESSION**

**MOTION:** James Gersich moved, seconded by Gregory Douglas, to reconvene into Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 12:57 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED IN CLOSED SESSION**

**MOTION:** James Gersich moved, seconded by Gregory Douglas, 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:** James Gersich moved, seconded by Gregory Douglas, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 12:58 p.m.

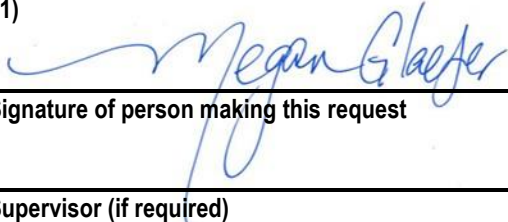
**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b> Kimberly Wood, Program Assistant Supervisor-Adv.		<b>2) Date When Request Submitted:</b> 12/29/2020 <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>	
<b>3) Name of Board, Committee, Council, Sections:</b> All Boards			
<b>4) Meeting Date:</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> Annual Policy Review	
<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> Please be advised of the following Annual Policy Review items: <ol style="list-style-type: none"> <li>1. <b>Attendance/Quorum:</b> Thank you for your service and for your commitment to meeting attendance. If you cannot attend a meeting or if you have scheduling conflicts impacting your attendance, please let us know ASAP. Timely notification is appreciated as quorum is required for our Boards, Sections and Councils to meet pursuant to Open Meetings Law.</li> <li>2. <b>Walking Quorum:</b> Please refrain from discussing Board/Section/Council business with other members outside of legally noticed meetings so to avoid walking quorum issues pursuant to Open Meetings Law.</li> <li>3. <b>Agenda Deadlines:</b> Please communicate agenda topics to your Executive Director before the agenda submission deadline which is 8 business days prior to a meeting.</li> <li>4. <b>Travel Voucher and Per Diem Submissions:</b> Please submit all Per Diem and Reimbursement claims to DSPS within 30 days of the close of each month in which expenses are incurred.</li> <li>5. <b>Lodging Accommodations/Hotel Cancellation Policy:</b> Lodging accommodations are available to eligible members. Standard eligibility: member must leave home before 6:00 a.m. to attend a meeting by the indicated start time.                         <ul style="list-style-type: none"> <li>• If a member cannot attend a meeting it is their responsibility to cancel their reservation within the applicable cancellation timeframe. If a meeting is changed to occur remotely or is cancelled or rescheduled DSPS staff will cancel or modify reservations as appropriate.</li> </ul> </li> <li>6. <b>Inclement Weather Policy:</b> In the event of inclement weather the agency may change a meeting from an in-person venue to one that is executed remotely.</li> </ol>			
<b>11) Authorization</b>			
<i>Kimberly Wood</i>		12/29/2020	
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			
<b>Directions for including supporting documents:</b> <ol style="list-style-type: none"> <li>1. This form should be attached to any documents submitted to the agenda.</li> <li>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.</li> <li>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.</li> </ol>			

**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> 2 April 2021  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> Architect Section			
<b>4) Meeting Date:</b>  14 April 2021	<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> Administrative Matters 1) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities	
<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>  1) The Board should conduct Election Officers: Chairperson, Vice Chairperson & Secretary 2) The newly elected Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate 3) The Board should review and then consider its existing delegated authorities and any proposals for modification of delegations. a. Credentialing Delegations (Questions: Sarah Norberg) b. Monitoring Delegations (Questions: Amy Mayo) c. Pre-Screening Delegations (Questions: Renee Parton)			
<b>11) Authorization</b>			
		2 April 2021	
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.			



**ARCHITECT SECTION**

**2020 ELECTION RESULTS, LIAISON APPOINTMENTS AND DELEGATED  
AUTHORITIES**

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Steven Wagner
<b>Vice Chairperson</b>	Gregory Douglas
<b>Secretary</b>	James Gersich
<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing and Continuing Education Liaison</b>	Steven Wagner
<b>Monitoring Liaison</b>	Gregory Douglas
<b>DLSC Liaison</b>	Gregory Douglas
<b>Legislative Liaison</b>	Steven Wagner
<b>Travel Liaison</b>	Steven Wagner
<b>Renewal Notice Liaison</b>	James Gersich
<b>A-E Joint Board Rules Committee</b>	Steven Wagner
<b>Screening Panel</b>	Gregory Douglas, James Gersich <i>Alternate: Steven Wagner</i>

**Delegation Motions**

***DLSC Screening Delegation***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to DLSC attorney to screen complaints when Section members are conflicted out. Motion carried unanimously.

***Document Signature Delegations***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) to sign documents on behalf of the Section in order to carry out its duties. Motion carried unanimously.

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) has the ability to delegate signature authority for purposes of facilitating the completion of assignments during or between meetings. The members of the Section hereby delegate to the Executive Director or DPD Division Administrator, the authority to sign on behalf of a section member as necessary. Motion carried unanimously.

*Delegated Authority for Urgent Matters*

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, that in order to facilitate the completion of urgent matters between meetings, the Section delegates its authority to the Chairperson (or, in the absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

*Monitoring Delegations*

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” as presented. Motion carried unanimously.

*Credentialing Authority Delegations*

**Delegation of Authority to Credentialing Liaison**

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between DSPS and the Section and to act on behalf of the Section in regard to credentialing applications or questions presented to them except that potential denial decisions shall be referred to the full Section for final determination. Motion carried unanimously.

**Delegation of Authority to DSPS When Credentialing Criteria is Met**

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate credentialing authority to DSPS to act upon applications that meet all credentialing statutory and regulatory requirements without Section or Section liaison review. Motion carried unanimously.

*Delegated Authority for Application Denial Reviews*

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, that the Department’s Attorney Supervisors, DLSC Administrator, or their designee are authorized to serve as the Section’s designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a

credential. Motion carried unanimously.

***Voluntary Surrenders***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender pursuant to Wis. Stat. § 440.19 for a credential holder who has a pending complaint or disciplinary matter. Motion carried unanimously.

***Education, Continuing Education and/or Examination Delegation(s)***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the Education, Continuing Education and/or Examination Liaison(s) to address all issues related to education, continuing education, and examinations. Motion carried unanimously.

***Authorization for DSPS to Provide Section Member Contact Information to National Regulatory Related Bodies***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to authorize DSPS staff to provide national regulatory related bodies with all Section member contact information that DSPS retains on file. Motion carried unanimously.

***Optional Renewal Notice Insert Delegation***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert to designate the Chairperson (or in the absence of the Chairperson, the highest-ranking officer or longest serving section member in that succession) to provide a brief statement or link relating to section-related business within the license renewal notice at the Section's or Section designee's request. Motion carried unanimously.

***Legislative Liaison Delegation***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the Legislative Liaisons to speak on behalf of the Section regarding legislative matters. Motion carried unanimously.

***Travel Delegation***

**MOTION:** James Gersich moved, seconded by Matthew Wolfert, to delegate authority to the Travel Liaison to approve any section member travel. Motion carried unanimously.

## Roles and Authorities Delegated for Monitoring

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors (“Monitor”) to enforce Board/Section orders as explained below.

### ~~Current~~ Authorities Delegated to the Monitoring Liaison

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/disciplinary/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing/disciplinary/remedial education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant a maximum of one extension, if warranted and requested in writing by Respondent, to complete a Board/Section-ordered evaluation or exam.
- ~~7.~~8. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain ~~the signature of~~ written authorization from the Liaison to sign on their behalf.
- ~~8.~~9. Grant or deny a request to appear before the Board/Section in closed session.
- ~~9.~~10. Board Monitoring The Liaison may determine whether Respondent’s petition is eligible for consideration by the full Board/Section.
- ~~10.~~11. (*Except Pharmacy and Medical*) Accept Respondent’s written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.

~~11.12.~~ *(Except Pharmacy)* Grant Respondent's petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison. Orders that do not start at 49 screens will still follow the same standard schedule.

- a. ~~Initial Year 1:~~ 49 screens (including 1 hair test, if required by original order)
- b. ~~1st Reduction Year 2:~~ 36 screens (plus 1 hair test, if required by original order)
- c. ~~2<sup>nd</sup> Reduction Year 3:~~ 28 screens plus 1 hair test
- ~~d. Year 4: 28 screens plus 1 hair test~~
  
- e. ~~Year 5: 14 screens plus 1 hair test~~
- d. 3<sup>rd</sup> Reduction: 14 screens plus 1 hair test

~~12.13.~~ *(Dentistry only)* Ability to approve or deny all requests from a respondent.

~~13.14.~~ *(Except Nursing)* ~~Board Monitoring~~ The Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

### ~~Current~~ Authorities Delegated to the Department Monitor

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

1. Grant full reinstatement of licensure if education CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
2. Suspend the license if Respondent has not completed Board/Section-ordered education CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof of completion and/or payment have been received.
3. Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent 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.

### Authorities Delegated to Board Legal Counsel

Board Legal Counsel may take the following actions on behalf of the Board/Section:

1. Sign Monitoring orders that result from Board/Section meetings on behalf of the Board/Section Chair.

## **PROPOSED 2021 CREDENTIALING DELEGATION MOTIONS**

### ***Delegation of Authority to Credentialing Liaison***

**MOTION:** to delegate authority to the Credentialing Liaison(s) to serve as a liaison between the Department and the Section and to act on behalf of the Section in regard to credentialing applications or questions presented to them, including the signing of documents related to applications.

### ***Delegation of Authority to DSPS When Credentialing Criteria is Met***

**MOTION:** to delegate credentialing authority to the Department to act upon applications that meet all credentialing statutory and regulatory requirements without Section or Section liaison review.

### ***Delegation of Authority for Predetermination Reviews***

**MOTION:** to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f).

### ***Delegation of Authority for Conviction Reviews***

**MOTION:** to delegate authority to the Department Attorneys to review and approve applications with convictions which are not substantially related to the practice of architecture.

*Or, alternatively,*

**MOTION:** to delegate authority to Department Paralegals to review and approve applications with [optional: up to X] municipal/ordinance violations which are not substantially related to the practice of architecture.

**MOTION:** to delegate authority to Department Attorneys to review and approve applications with [optional: up to X] municipal/ordinance violations and misdemeanors [optional: each more than X years old and] which are not substantially related to the practice of architecture.

### ***Delegation to DSPS When Applicant's History Has Been Previously Reviewed***

**MOTION:** to delegate authority to Department staff to approve applications where criminal background checks have been approved for a previous architecture credential and there is no new conviction record.

### ***Delegation of Authority for Reciprocity Reviews***

**MOTION:** to delegate authority to the Department Attorneys to review and approve reciprocity applications in which the out of state license requirements are of a standard not lower than required by the Section.

### ***Delegated Authority for Application Denial Reviews***

**MOTION:** to delegate authority to the Department's Attorney Supervisors to serve as the Section's designee for purposes of reviewing and acting on requests for hearing as a result of a denial of a credential.

## AGENDA REQUEST FORM

<b>1) Name and Title of Person Submitting the Request:</b>  Erin Doyle – LPPA – DPCP		<b>2) Date When Request Submitted:</b>  03/31/2021 <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> Architect Section			
<b>4) Meeting Date:</b> 04/14/2021	<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>  Application Review  Licenses granted since last meeting 11/30/2020	
<b>7) Place Item in:</b> <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session		<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <u>Fill out Board Appearance Request</u> ) <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>  Licenses granted since last meeting 11/30/2020			
<b>11) Signature of person making this request</b>  Erin Doyle		<b>Authorization</b>	<b>Date</b>  03/31/2021
<b>Supervisor (if required)</b>			<b>Date</b>
<b>Executive Director signature (indicates approval to add post agenda deadline item to agenda)</b>			<b>Date</b>
<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.			

Date of Meeting: April 14, 2021 Architect Licenses Issued Since November 30, 2020

<i>Architect. Name</i>	<i>License Number</i>	<i>Exam</i>	<i>Reciprocity</i>	<i>Reinstatement</i>
Gregory Dowell	13196-5		X	
James Flick	13197-5		X	
Paul Warnock	13198-5		X	
Ryan Freeland	13199-5	X		
Kevin Moore	13200-5	X		
Andrew Roehl	13201-5		X	
Peter Smith	13202-5		X	
Matthew Rodie	13203-5		X	
David Blood	13204-5		X	
Andrew Kowlyszyn	13205-5	X		
Aaron Jones	13206-5	X		
Kristina Wodash	13207-5		X	
Brent Schipper	13208-5		X	
Sara Rubenstein	13209-5		X	
Brian Koetter	13210-5		X	
Meaghan Martin	13211-5	X		
John Fox	13212-5	X		
James Pfeiffer	13213-5		X	
Matthew Bickel	13214-5		X	
Kristen Hood	13215-5	X		
Renauld Mitchell	13216-5		X	
Jennifer Camp	13217-5	X		
Shawn Lorg	13218-5		X	
Kathleen Taus	13219-5	X		
Justin Zumel	13220-5	X		
Melanie Baumhover	13221-5		X	
Jeffrey Winter	13222-5		X	
Sean O'Rourke	13223-5		X	
Christopher Krestel	13224-5		X	
Margo Duffy	13225-5		X	
Peter Graves	13226-5		X	
Roubing Xia	13227-5	X		
Patrick Gaither	13228-5		X	
Katie Krantz	13229-5		X	
David Nelson	13230-5		X	
Amanda Havel	13231-5	X		
Matthew Bedee	13232-5		X	
Todd Cooper	13233-5		X	
Ryan Fennell	13234-5		X	
Erika Fugelso	13235-5	X		
Eric Kom	13236-5		X	
Rachel Roussel	13237-5	X		
Nathan Vollmuth	13238-5		X	
Jacqueline Wolke	13239-5		X	



Jesse Miller	13240-5		X	
Andrezej Czech	13241-5	X		
David Tyler Thayer	13242-5		X	
Courtney Mitchell	13243-5		X	
Stephen Van Dyck	13244-5		X	
Daniel Filuk	13245-5		X	
Lowell Wynn	13246-5		X	
John Davis	13247-5		X	
Sean Pendleton	13248-5		X	
Kip Coleman	13249-5		X	
Erik Magnuson	13250-5	X		
Nicole Dryden	13251-5		X	
Colin Lamb	13252-5		X	
Sameer Kulkarni	13253-5		X	
Matthew Daubach	13254-5	X		
Wei Yu	13255-5		X	
Nathan Colkitt	13256-5		X	
Brian Quinn	13257-5		X	
Pablo Ruiz Otaolauruchi	13258-5	X		
Stephen Zito	13259-5		X	
Wesley Stabs	13260-5		X	
Jose Martinez	13261-5		X	
Scott Gossen	13262-5	X		
Glenn Anderson	9565-5			X

Total of licenses granted		19	48	1
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