



**VIRTUAL/TELECONFERENCE
PROFESSIONAL ENGINEER 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
March 26, 2021**

The following agenda describes the issues that the Board 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 Board.

AGENDA

12:00 P.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of October 7, 2020 (4-5)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters**
 - 1) Department, Staff and Board Updates
 - 2) Annual Policy Review **(6)**
 - 3) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities **(7-14)**
 - 4) Board Members – Term Expiration Dates
 - a. Cotharn, Kristine A. – 7/1/2021
 - b. Hook, Steven J. – 7/1/2014
 - c. Linck, Karl L. – 7/1/2021
 - d. Scholl, Colleen M. – 7/1/2023
- F. Administrative Rule Matters – Discussion and Consideration (15-16)**
 - 1) Pending or Possible Rulemaking Projects
 - a. Chapters A-E 4 and 13
- G. Credentialing Matters – Discussion and Consideration**
 - 1) Licenses Issued Since Last Meeting **(17-23)**
 - 2) NCEES PE Structural Exam **(24-34)**

H. Speaking Engagements, Travel, or Public Relation Requests, and Reports – Discussion and Consideration

- 1) NCEES 2021 Central Zone Interim Meeting – Virtual – April 29, 2021 **(35)**

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) Scott Appleby – Reference and Reciprocity Review **(36-83)**

L. Deliberation on DLSC Matters

- 1) **Proposed Stipulations, Final Decisions and Orders**
 - a. 18 ENG 022 – William J. Zastrow **(84-90)**
- 2) **Administrative Warnings**
 - a. 19 ENG 020 – J.P.H. **(91-92)**
 - b. 19 ENG 025 – T.D.H. **(93-94)**
 - c. 20 ENG 011 – T.I. **(95-96)**

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 Orders
- 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: APRIL 14, 2021

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
PROFESSIONAL ENGINEER SECTION
OF THE EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND SURVEYORS
MEETING MINUTES
OCTOBER 7, 2020**

PRESENT: Kristine Cotharn, Steven Hook, Karl Linck, Colleen Scholl

STAFF: Valerie Payne, Executive Director; Jameson Whitney, Board Legal Counsel; Dale Kleven, Administrative Rule Coordinator; Kimberly Wood, Program Assistant Supervisor-Adv.; and other Department staff

CALL TO ORDER

Kristine Cotharn, Chairperson, called the meeting to order at 1:03 p.m. A quorum was confirmed with four (4) members present.

ADOPTION OF AGENDA

Amendments to the Agenda:

- REMOVE: Item “L: Credentialing Matters; 1: NCEES PE Structural Exam

MOTION: Steven Hook moved, seconded by Karl Linck, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF JULY 23, 2020

MOTION: Colleen Scholl moved, seconded by Steven Hook, to approve the Minutes of July 23, 2020 as published. Motion carried unanimously.

CLOSED SESSION

MOTION: Steven Hook moved, seconded by Colleen Scholl, 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.). Kristine Cotharn, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Kristine Cotharn-yes; Steven Hook-yes; Karl Linck-yes; and Colleen Scholl-yes. Motion carried unanimously.

The Section convened into Closed Session at 1:20 p.m.

DLSC MATTERS

Stipulations, Final Decisions and Orders

19 ENG 005 – Douglas A. Smelker

MOTION: Steven Hook moved, seconded by Karl Linck, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Douglas A. Smelker, DLSC Case Number 19 ENG 005. Motion carried unanimously.

RECONVENE TO OPEN SESSION

MOTION: Steven Hook moved, seconded by Colleen Scholl, to reconvene in Open Session. Motion carried unanimously.

Open Session reconvened at 1:28 p.m.

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

MOTION: Karl Linck moved, seconded by Colleen Scholl, 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: Colleen Scholl moved, seconded by Steven Hook, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:33 p.m.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Kimberly Wood, Program Assistant Supervisor-Adv.		2) Date When Request Submitted: 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>	
3) Name of Board, Committee, Council, Sections: All Boards			
4) Meeting Date:	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Annual Policy Review	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <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: Please be advised of the following Annual Policy Review items: <ol style="list-style-type: none"> 1. Attendance/Quorum: 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. 2. Walking Quorum: 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. 3. Agenda Deadlines: Please communicate agenda topics to your Executive Director before the agenda submission deadline which is 8 business days prior to a meeting. 4. Travel Voucher and Per Diem Submissions: Please submit all Per Diem and Reimbursement claims to DSPS within 30 days of the close of each month in which expenses are incurred. 5. Lodging Accommodations/Hotel Cancellation Policy: 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"> • 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. 6. Inclement Weather Policy: In the event of inclement weather the agency may change a meeting from an in-person venue to one that is executed remotely. 			
11) Authorization			
<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			
Directions for including supporting documents: <ol style="list-style-type: none"> 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

1) Name and Title of Person Submitting the Request: Megan Glaeser, Bureau Assistant		2) Date When Request Submitted: 16 February 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>	
3) Name of Board, Committee, Council, Sections: Professional Engineer Section			
4) Meeting Date: 25 February 2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Matters 1) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <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: 1) The Section 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)			
11) Authorization			
Megan Glaeser		16 February 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			
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.			

Engineer Section
2020 Election Results, Liaison Appointments, And Delegated
Authorities

2020 ELECTION RESULTS	
Chairperson	Kristine Cotharn
Vice Chairperson	Steven Hook
Secretary	Karl Linck

2020 LIAISON APPOINTMENTS	
Credentialing Liaison(s)	Steven Hook <i>Alternate: Karl Linck</i>
Continuing Education Liaison(s)	Karl Linck <i>Alternate: Kristine Cotharn</i>
Monitoring and Professional Assistance Procedure (PAP) Liaison	Kristine Cotharn <i>Alternate: Karl Linck</i>
Legislative Liaison(s)	Karl Linck <i>Alternate: Kristine Cotharn</i>
Travel Liaison	Colleen Scholl <i>Alternate: Steven Hook</i>
Rules Committee	Steven Hook <i>Alternate: Karl Linck</i>
Screening Panel	Colleen Scholl, Steven Hook <i>Alternate: Kristine Cotharn</i>

Delegation of Authorities

Document Signature Delegations

MOTION: Steven Hook moved, seconded by Karl Linck, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to sign documents on behalf of the Section in order to carry out its duties. Motion carried unanimously.

MOTION: Karl Linck moved, seconded by Steven Hook, in order to carry out duties of the Section, the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board 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 board member as necessary. Motion carried unanimously.

Delegated Authority for Urgent Matters

MOTION: Steven Hook moved, seconded by Karl Linck, 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 board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

Delegation to Chief Legal Counsel Due to of Loss of Quorum

MOTION: Karl Linck moved, seconded by Steven Hook, to delegate the review of disciplinary cases to the Department’s Chief Legal Counsel due to lack of/loss of quorum. Motion carried unanimously.

Monitoring Delegations

MOTION: Steven Hook moved, seconded by Karl Linck, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” as presented in the February 27, 2020 agenda materials. Motion carried unanimously.

Credentialing Authority Delegations

Delegation of Authority to Credentialing Liaison

MOTION: Karl Linck moved, seconded by Steven Hook, 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. Motion carried unanimously.

Delegation of Authority to DSPS When Credentialing Criteria is Met

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

Legislative Liaison Delegation

MOTION: Steven Hook moved, seconded by Karl Linck, to delegate authority to the Legislative Liaisons to speak on behalf of the Section regarding legislative matters. Motion carried unanimously.

Travel Delegation

MOTION: Steven Hook moved, seconded by Karl Linck, to delegate authority to the Travel Liaison to approve any board 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. ~~2nd 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. 3rd 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 professional engineering.

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 professional engineering.

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 professional engineering.

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 professional engineering 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.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dale Kleven Administrative Rules Coordinator		2) Date When Request Submitted: 2/15/21 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting																
3) Name of Board, Committee, Council, Sections: Professional Engineer Section																		
4) Meeting Date: 2/25/21	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 Projects a. Chapters A-E 4 and 13																
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:															
10) Describe the issue and action that should be addressed: <div style="height: 40px;"></div>																		
11) <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;"></td> <td style="width: 40%; text-align: center;">Authorization</td> <td style="width: 30%;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"><i>Dale Kleven</i></td> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;"><i>February 15, 2021</i></td> </tr> <tr> <td style="border-bottom: 1px solid black;">Signature of person making this request</td> <td style="border-bottom: 1px solid black;"></td> <td 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 style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</td> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">Date</td> </tr> </table>					Authorization		<i>Dale Kleven</i>		<i>February 15, 2021</i>	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
	Authorization																	
<i>Dale Kleven</i>		<i>February 15, 2021</i>																
Signature of person making this request		Date																
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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.																		

Pending or Possible Rulemaking Projects

The following is a summary of comments concerning chs. A-E 4 and 13, which have been provided by Karl Linck in his capacity as liaison to DSPS staff for developing the report required under s. 227.29, Stats. The Section is asked to review these comments and, if appropriate, recommend updates to chs. A-E 4 and 13.

Chapter A-E 4: Professional Engineer Registration

A-E 4.025 Application for certification as an engineer-in-training

Engineers require either a two year or a four year degree in order to obtain licensure. However, part (b) of this section refers to 443.05 which allows in 443.05(b) an EIT to obtain a certificate without any degree. It should also be noted that 443.05 uses incorrect terminology by referring to approved schools or colleges. Programs are ABET/EAC accredited, not the school or college.

A-E 4.026 Application for registration as a profession engineer

This section becomes very confusing as to the status of a 4-year ABET/ETAC accredited program. WI approves a 4-year ABET/EAC program plus 4 years engineering experience and a 2-year ABET/ETAC program with 6 years experience. Isn't a 4-year ABET/ETAC program with 4 years experience equivalent to a 2-year ABET/ETAC program with 6 years experience? There are only 9 states in the US that currently do not accept an ETAC accredited engineering degree for licensure. As long as WI accepts the 2-year degree option, it seems that the 4-year ETAC should be considered equivalent to the 4- year EAC programs. NSPE currently lists WI as accepting an ETAC degree due to the 2-year option.

The inconsistent language and problems within 4.025 & 4.026 listed above could cause substantial economic disadvantage for a person seeking engineering licensure but turned down due to lack of proper approved program of study. Cost to correct issue due to misunderstanding of language could be overwhelming and make licensure not possible for some individuals.

A-E 4.07 (b) Principles and Practice Examination

NCEES actually offers 16 different Principles and Practice exams. The structural is the only one that is a two day versus one day exam. Seems like the proper wording would be something more in line with: "The required principles and practices of engineering examination is any one the offered NCEES Principle and Practices exams completed in entirety. Exam should reflect applicant's area of practice." Seems like some leftover wording from when WI had a different structure in exams where people selected questions within their area of expertise versus taking an exam within their area of expertise.

Chapter A-E 13: Continuing Education for Professional Engineers

A-E 13.03 (2)(a)

These paragraphs specifically call out ABET/EAC coursework as being college credit used for continuing education. However, it is allowable to graduate from an ABET/ETAC program for licensure under the two year option. Seems like for the purposes of continuing education ABET/EAC or ETAC courses should be allowed since they are both allowed for original licensure. Plus, many of the courses within an ETAC program may be significantly the same as a corresponding EAC course.

If an existing professional engineer who graduated from a two year ABET/ETAC program wishes to complete their 4 year degree under a ABET/ETAC program and wishes to use those same courses for continuing education, they would not be allowed to do so.

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Erin Doyle – LPPA – DPCP		2) Date When Request Submitted: 03/16/2021 <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>	
3) Name of Board, Committee, Council, Sections: Engineer Section			
4) Meeting Date: 03/26/2021	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Licenses granted since last meeting 10.07.2020	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session		8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: Licenses granted since last meeting 10.07.2020			
11) Signature of person making this request Erin Doyle		Authorization	Date 03/16/2021
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.			

Date of Meeting: February 25, 2021 Engineer Licenses Issued Since October 7, 2020

<i>P. E. Name</i>	<i>License Number</i>	<i>Exam</i>	<i>Reciprocity</i>	<i>Reinstatement</i>
Rodger Lease	47994-6		X	
Troy Dye	47995-6		X	
Patrick Sullivan	47996-6	X		
Sara Soleau	47997-6		X	
Jon Arleth	47998-6		X	
James Zess	47999-6		X	
Christopher Price	48000-6		X	
Paul Castellano	48001-6		X	
Steven Bryan	48002-6		X	
David Hasselbrook	48003-6		X	
Jacquelyn Mulholland	48004-6	X		
James Horne	48005-6	X		
Omar Shaban	48006-6	X		
Paul Castellano	48007-6		X	
Ross Goessl	48008-6	X		
Mott Girouard	48009-6		X	
John Krudwig	48010-6		X	
John Gantner	48011-6		X	
Christopher D'Angelo	48012-6		X	
Matthew Senn	48013-6		X	
Peter Hutley	48014-6		X	
Rob Haaland	48015-6		X	
Benjamin Skelton	48016-6		X	
Bruce Pachikara	48017-6		X	
Stacey Smith	48018-6		X	
Brandon Reynolds	48019-6		X	
John Scherer	48020-6	X		
Brett Roberts	48021-6		X	
Kenneth Volock	48022-6		X	
Payden Johnson	48023-6		X	
Junshan Liu	48024-6		X	
Lukus Hertzog	48025-6		X	
Wesley Davis	48026-6		X	
Christopher Kurkjian	48027-6		X	
Joshua LaBlanc	48028-6		X	
Jason White	48029-6		X	
John Matzke	48030-6		X	
James Harrell	48031-6		X	
Nicholas Buerger	48032-6	X		
Sarah Beam	48033-6	X		
Steven Kikkert	48034-6	X		
Dustin Lilya	48035-6		X	
Kyle Peschel	48036-6		X	
Matthew Russell	48037-6		X	

Andrew Suesse	48038-6	X		
Jonathan Allen	48039-6	X		
Hubert Broughton	48040-6		X	
Cody Halbach	48041-6	X		
David Miller	48042-6	X		
Stacey Ceretti	48043-6		X	
Michael Baird	48044-6		X	
Tobin Booth	48045-6		X	
Joshua Cecil	48046-6		X	
Brian McElhatten	48047-6		X	
Robert Stachel	48048-6		X	
Adam Kovach	48049-6		X	
Ezkinazi Nessim	48050-6		X	
Joseph Smith	48051-6		X	
John Boyd	48052-6		X	
Kenneth Hightower	48053-6		X	
Kyle Nealon	48054-6		X	
Timothy Lee	48055-6		X	
Emily Wohlfarth	48056-6		X	
Katherine Shaft	48057-6		X	
Zenon Markewycz	48058-6		X	
Dave Saarem	48059-6		X	
Peter Chan	48060-6		X	
Eric Stovner	48061-6		X	
Christopher Johnson	48062-6		X	
Jeffrey Dettelbach	48063-6		X	
Freddie Malicoat	48064-6		X	
Taylor Noles	48065-6	X		
Issac Fuhr	48066-6		X	
Gregory Shreve	48067-6		X	
Joseph Iovinelli	48068-6		X	
Hayden Callahan	48069-6		X	
Richard Allen	48070-6		X	
James Manzer	48071-6		X	
Bryan MacLaren	48072-6		X	
Liane Ozmun	48073-6		X	
Michael D'Agostino	48074-6		X	
Chad Buccine	48075-6		X	
Jeffrey Rios	48076-6		X	
Todd Garing	48077-6		X	
Ethan Yen	48078-6	X		
Abdou Jaafar	48079-6		X	
Erik Staley	48080-6		X	
William Haswell	48081-6		X	
Craig Schaper	48082-6		X	
Douglas Brunot	48083-6		X	
Amie Sullivan	48084-6		X	
Kristin Gustafson	48085-6		X	
Jonathan Rumohr	48086-6		X	

Beth Engum	48087-6		X	
Jeffrey Kershner	48088-6		X	
Mark Makin	48089-6		X	
David Sparks	48090-6		X	
James Salter	48091-6		X	
Delchi Fafach	48092-6		X	
Jay Dorsey	48093-6	X		
Daniel Saxton	48094-6		X	
Jon Helt	48095-6	X		
James Lingo	48096-6		X	
David Flum	48097-6		X	
Michael Kohart	48098-6		X	
Douglas Yerkes	48099-6		X	
David Mace	48100-6		X	
Lucas Epp	48101-6		X	
Isaac Fedyniak	48102-6		X	
Mark Petschke	48103-6		X	
Tyler Enos	48104-6		X	
Douglas Murphy	48105-6		X	
John Oleksik	48106-6		X	
Michael Beach	48107-6		X	
Brandon Bell	48108-6		X	
Adam Ward	48109-6		X	
John Reints	48110-6		X	
Thomas Lewis II	48111-6		X	
Julie Bannan	48112-6		X	
James Roberts	48113-6		X	
Megan Stage	48114-6		X	
Larry Highley	48115-6		X	
Joshua Bullington	48116-6		X	
Larry Headla	48117-6		X	
William Holt	48118-6	X		
Brett Basquin	48119-6		X	
Jake Marin	48120-6		X	
Richard Vestal	48121-6		X	
Earl Zweifel	48122-6		X	
Steven Sabacky	48123-6		X	
Katherine Russell	48124-6		X	
Robert Duncan	48125-6		X	
Preston Hall	48126-6		X	
James Childs	48127-6		X	
Joseph Fallon IV	48128-6		X	
Daniel Brace	48129-6	X		
Eric Himmelwright	48130-6		X	
Phillip Jaminet	48131-6		X	
Andrea Manceaux	48132-6		X	
John Cole	48133-6		X	
James English	48134-6		X	
Joel Davis	48135-6		X	

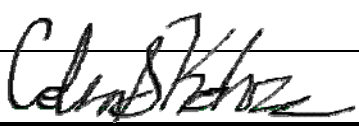
Brian Kester	48136-6		X	
Lisa Larson	48137-6		X	
Adam Sniff	48138-6		X	
Jared Hensley	48139-6		X	
Emily Jenkins	48140-6		X	
Billy Smith	48141-6		X	
Matthew Danowski	48142-6		X	
Lindsay Hausman	48143-6		X	
Michal Phillips	48144-6		X	
Nathaniel Landsperger	48145-6		X	
Robert Stacy	48146-6		X	
Ryan Marovich	48147-6		X	
Dustin Jones	48148-6		X	
Cory Abramowicz	48149-6		X	
Gregg Short	48150-6		X	
Alexander Andrews	48151-6		X	
Jedediah Khampane	48152-6	X		
Katie Westphal	48153-6		X	
Andrew Holtom	48154-6		X	
Benjamin Herold	48155-6		X	
Jacob Frey	48156-6	X		
Matthew Kubehl	48157-6	X		
Nicholas Lentz	48158-6	X		
Jay Mathes	48159-6	X		
Devin Oehldrich	48160-6	X		
Casey Peterson	48161-6	X		
Anne Rowley	48162-6	X		
Brian Skupien	48163-6	X		
Benjamin Stark	48164-6	X		
Joshua Szmergalski	48165-6	X		
Tysen Miller	48166-6		X	
Khaled Aboueid	48167-6		X	
Kevin Clements	48168-6		X	
Matthew Downey	48169-6		X	
Michael Stubbs	48170-6		X	
Michael Frank	48171-6		X	
William Polhemus	48172-6		X	
William Montgomery	48173-6		X	
David Greenwood	48174-6		X	
Jesse Dean	48175-6		X	
Thomas Woodworth	48176-6		X	
Tyler Greene	48177-6	X		
Dominic Crivello	48178-6	X		
William Paulchek	48179-6		X	
John Grotkin	48180-6		X	
Thayer Hendrickson	48181-6		X	
John DiDonato	40994-6			X
Richard Johnson	26429-6			X
Richard Revering	32444-6			X

Engineer in Training Name	License Number
Sydney Opdahl	1513660-500
Dong Chung	1513661-500
Vance Bart	1513662-500
Dillon Brazill	1513663-500
Ann Beyer	1513664-500
Joshua Scott	1513665-500
Zachary Johnson	1513666-500
Philip Helwig	1513667-500
Ryan Hale	1513668-500
Ryan Docter	1513669-500
Matthew Mohapp	1513670-500
Heather Halvorsen	1513671-500
Jacqueline Gulczynski	1513672-500
Logan Stevens	1513673-500
Vincent Christensen	1513674-500
Derek Sachs	1513675-500
Caitlyn Krueger	1513676-500
Macen Leonardi	1513677-500
Michael Rozmenoski	1513678-500
Anil Kumar Gona	1513679-500
Jacob Thoreson	1513680-500
Anthony Klemp	1513681-500
Virginia Lee	1513682-500
Trevor Brown	1513683-500
Samuel Broering	1513684-500
Andrew Goff	1513685-500
John Bracato	1513686-500
Trygve Gessner	1513687-500
Jordan Obert	1513688-500
Brian Kreckel	1513689-500
Yuan Chu	1513690-500
Alex Kushner	1513691-500
Connor Bach	1513692-500
William Borup	1513693-500
Holly Thomas	1513694-500
Alexander Adams	1513695-500
Geraldine Brooks	1513696-500
Daniel Fee	1513697-500
Bryce Hielsberg	1513698-500
Anthony Salituro	1513699-500
Joseph Wasserman	1513700-500
Alexander Lisak	1513701-500
Monica Vincent	1513702-500
Roonak Ghaderi	1513703-500
Michael Cooper	1513704-500
Thomas Shea	1513705-500
Megan Sopper	1513706-500
Mitchell Schroeder	1513707-500

Nicholas Becker	1513708-500
Sarah Peterson	1513709-500
Ole Hanson	1513710-500
Christine Boland-Prom	1513711-500
Curtis O'Neil	1513712-500
Faviola Mero	1513713-500
Bryce Statz	1513714-500
Kassera Hansen	1513715-500
Jacob Collins	1513716-500
Yashodhya Liyana Kankanamge	1513717-500
Michael Grimm	1513718-500
Jeffrey Strasser	1513719-500
Brandon Westra	1513720-500

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Colin Kohrs, Paralegal on behalf of Steven Hook Division of Professional Credential Processing		2) Date When Request Submitted: September 18, 2020 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: Professional Engineer Section of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, and Professional Land Surveyors			
4) Meeting Date: October 07, 2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Credentialing – NCEES PE Structural Exam	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <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: The board members need to decide whether the 16-hour NCEES PE Structural Exam is considered a Principles & Practices of Engineering Exam.			
11) 	Authorization		9/18/2020
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.			

NCEES PE STRUCTURAL EXAM

Question: Does the Section consider the 16-hour NCEES PE Structural Exam to be a Principles & Practices of Engineering Exam?

Background:

This question arose in the context of a reciprocity review for the state of UT, which accepts the PE or SE examination.¹

According to the NCEES website, [PE Structural Exam](#):

The PE 16-hour Structural exam tests for a minimum level of competency in structural engineering. This exam uses separate vertical and lateral components to test your ability to safely design buildings or bridges, especially in areas of high seismicity and high wind.

Per its *Manual of Policy and Position Statements*, NCEES considers the 16-hour Structural exam to be a Principles and Practices of Engineering exam. However, not all jurisdictions accept it as such. Examinees should check with their licensing board directly to determine whether the 16-hour Structural exam is accepted as part of that jurisdiction's licensure requirements.

Prepare for your exam by

- Reviewing the PE 16-hour Structural exam specifications and design standards
- Knowing how the PE 16-hour Structural exam is offered and knowing the pass requirements
- Reading the reference materials
- Understanding scoring and reporting
- Viewing the most up-to-date PE 16-hour Structural exam pass rates

Familiarize yourself with your state licensing board's unique registration procedures before registering for a PE 16-hour Structural exam. Special accommodations are available for examinees who meet certain eligibility criteria and sufficiently document their request.

The NCEES Manual of Policy & Position Statements is available at https://ncees.org/wp-content/uploads/Policy-manual-August-2019_web.pdf.

¹ The UT requirements for PE registration have been determined to be "of a standard not lower than" the WI requirements for applicants who have passed the FE and PE examination.

- To register as a UT PE, an applicant must:
 - o Have a bachelor's or master's (or, if before 1998, completed an Engineering Technology program);
 - o Have at least 4 years of supervised experience (though credit can be granted for doctorate and teaching experience);
 - o Pass the FE examination (unless an exception applies, e.g., qualifying individuals with doctorate degrees);
 - o Pass the PE examination **OR** the PE Structural exam
- To register as a UT Structural Engineer, an applicant must:
 - o Have a bachelor's or master's degree;
 - o Have at least 3 years of **licensed** professional engineering experience in structural engineering, supervised by a licensed Structural Engineer;
 - o Have passed the FE, SE, Structural I and II examinations.

From: Steven Hook
Sent: Thursday, September 17, 2020 4:32 PM
To: Boldt, Allison - DSPS
Subject: RE: [REDACTED] PE [REDACTED] Reciprocity

Thanks Allie!

Since [REDACTED] has met the requirements and has passed both the FE and PE exams, I'll approve him for credentialing via reciprocity.

Concerning the Principals and Practices exam and its comparison with the NCEES PE structural exam, I'd like to discuss it at our next section meeting. I agree that it is likely more challenging than the principals and practices exam, but I'd like to discuss why other states may not approve the exam, and whether the section agrees before we accept it under these circumstances. It will be an educational discussion since NCEES is a very familiar organization to our section members.

Also, I'd like to approve Utah for reciprocity like in other states, by requiring the FE and PE exams, since Utah's requirements appear to be of a standard not lower than Wisconsin's. But maybe you can reserve them for consideration of allowing the NCEES PE structural exam after the section agrees.

Thanks,

Steve

Steven J. Hook
Engineering Section, Credentialing Liaison
1017 S. 123rd Street
West Allis, WI 53214

From: Boldt, Allison - DSPS
Sent: Thursday, September 17, 2020 4:13 PM
To: Steven Hook
Subject: RE: [REDACTED], PE [REDACTED], Reciprocity

Hi Steve,

Thank you for the fast review and good question. NCEES does consider the Structural Exam to be a Principles & Practices exam similar to the PE exams for other disciplines. It seems like a longer exam than other disciplines (it's 16 hours, compared to, e.g., a 9-hour exam needed for the Environmental discipline). Also, according to the NCEES website,

"This exam uses separate vertical and lateral components to test your ability to safely design buildings or bridges, especially in areas of high seismicity and high wind. Per its [Manual of Policy and Position Statements](#), NCEES considers the 16-hour Structural exam to be a [Principles and Practices of Engineering exam](#). However, not all jurisdictions accept it as such. Examinees should check with their licensing board directly to determine whether the 16-hour Structural exam is accepted as part of that jurisdiction's licensure requirements."

Since NCEES does consider the SE to be a PE exam, and in some ways the SE appears to exceed the requirements of other PE exams, I would recommend approving UT applicants who have passed the SE and/or PE examination (in addition to the FE). Please let me know if you agree with the recommendation, or how you would like to proceed. If you aren't sure another option could be to send this one to Karl.

Thanks again,

Allie Boldt | Attorney | DSPS Division of Professional Credential Processing

From: Steven Hook
Sent: Thursday, September 17, 2020 4:00 PM
To: Boldt, Allison - DSPS
Subject: RE: [REDACTED], PE 724906, [REDACTED]

Hi Allie,

I have a question about this one. Is the PE Structural exam the same as the PE exam? I'm a public member of the section, and I've been led to believe that an applicant declares a specialty exam when he/she takes the PE exam, so isn't this just the exam that an applicant takes who would declare structural as his/her area of expertise?

Steve

From: Boldt, Allison - DSPS
Sent: Thursday, September 17, 2020 3:26 PM
To: Steven Hook
Subject: FW: [REDACTED], PE [REDACTED], Reciprocity

Hello Steve,

Applicant [REDACTED] is applying for a WI PE credential via reciprocity. Applicant is currently licensed in UT as a Structural Engineer (Lic. # [REDACTED]; expires March 2021). Applicant was previously licensed as a UT Professional Engineer (Lic. # [REDACTED]; inactive). Applicant also holds PE licenses in OH (Lic. # [REDACTED], Expires 12/2021), PA (Lic. # [REDACTED]; expires 9/2021), TX (Lic. # [REDACTED]; expires 9/20). There is no reported prior discipline.

I compared the UT requirements for licensure for both the Professional Engineer & Structural Engineer credentials, and have attached a reciprocity worksheet.

- To register as a UT PE, an applicant must:
 - o Have a bachelor's or master's (or, if before 1998, completed an Engineering Technology program);
 - o Have at least 4 years of supervised experience (though credit can be granted for doctorate and teaching experience);

- Pass the FE examination (unless an exception applies, e.g., qualifying individuals with doctorate degrees);
- Pass the PE examination **OR** the [PE Structural exam](#)
- To register as a UT Structural Engineer, an applicant must:
 - Have a bachelor's or master's degree;
 - Have at least 3 years of **licensed** professional engineering experience in structural engineering, supervised by a licensed Structural Engineer;
 - Have passed the FE, SE, Structural I and II examinations.

I would recommend that the UT requirements for **both** the PE **and** Structural Engineer credentials are “of a standard **not lower than**” the WI requirements, for an applicants who has passed the FE examination and the PE OR SE, including this Applicant [REDACTED]

Please let me know if you agree with the recommendation or how you would like to proceed. If you have any questions or need any further info, please don't hesitate to reach out. Thank you,

Allie Boldt | Attorney | DSPS Division of Professional Credential Processing



NCEES
*advancing licensure for
engineers and surveyors*

PE Structural exam

The PE 16-hour Structural exam tests for a minimum level of competency in structural engineering. This exam uses separate vertical and lateral components to test your ability to safely design buildings or bridges, especially in areas of high seismicity and high wind.

Per its *Manual of Policy and Position Statements*, NCEES considers the 16-hour Structural exam to be a Principles and Practices of Engineering exam. However, not all jurisdictions accept it as such. Examinees should check with their licensing board directly to determine whether the 16-hour Structural exam is accepted as part of that jurisdiction's licensure requirements.

Prepare for your exam by

- Reviewing the PE 16-hour Structural exam specifications and design standards
- Knowing how the PE 16-hour Structural exam is offered and knowing the pass requirements
- Reading the reference materials
- Understanding scoring and reporting
- Viewing the most up-to-date PE 16-hour Structural exam pass rates

Familiarize yourself with your state licensing board's unique registration procedures before registering for a PE 16-hour Structural exam. Special accommodations are available for examinees who meet certain eligibility criteria and sufficiently document their request.

Specifications and design standards

Exam specifications and design standards are posted 6 months before the exam administration. Updates to April exams are posted in November, and updates to October exams are posted in May. The information below contains design standards for the October 2020 and April 2021 exams.

- Friday morning breadth—vertical forces (PDF)
- Friday afternoon depth—vertical forces (PDF)
- Saturday morning breadth—lateral forces (PDF)
- Saturday afternoon depth—lateral forces (PDF)

Information and pass requirements

The PE Structural exam is a breadth-and-depth exam offered in two components on successive days. The 8-hour Vertical Forces (Gravity/Other) and Incidental Lateral component is offered only on a Friday. It focuses on gravity loads and lateral earth pressures.

The 8-hour Lateral Forces (Wind/Earthquake) component is offered only on a Saturday. It focuses on wind and earthquake loads.

The breadth modules are in the morning sessions. These modules contain questions covering a comprehensive range of structural engineering topics. All questions are multiple choice.

The depth modules are in the afternoon sessions. These modules focus on a single area of practice in structural engineering. You will choose either buildings or bridges. You must work the same topic area on both components. All questions are constructed response (essay).

You are not required to obtain acceptable results on both 8-hour components of the PE Structural exam in a single exam administration. You can sit for and obtain acceptable results on one component, and then sit for and obtain acceptable results on the second component at a later date. You must obtain acceptable results on both 8-hour components within a five year period in order to pass the PE Structural exam.

Exam fees

The cost to take the PE Structural exam varies from state to state (or foreign location). Depending on where you register, fees may be paid directly to NCEES, a state licensing board, or a designee of the board. Visit the [engineering licensure](#) section, and select your exam location for more information about your registration fees and payees. You may be prompted to contact your state licensing board (or foreign entity) directly.

Reference materials

The PE Structural exam is an open-book exam. You are allowed to bring bound reference materials to the exam, but the materials must remain bound during the exam. Loose paper may be bound with

- ring binders,
- brads,
- plastic snap binders,
- spiral-bound notebooks,
- and screw posts.

No staples are permitted. Sticky notes and flags are permitted only when they remain attached to bound pages. More information is available in the [NCEES Examinee Guide](#).

Scoring and reporting

The morning sections of both components are machine graded. A percentage of answer sheets are manually verified to ensure accuracy. The afternoon sections of both components contain constructed response (essay) items. These responses are graded by teams of subject-matter experts using an agreed upon solution and scoring plan. Each response is graded by two subject-matter experts. A third expert is used when needed.

PE Structural exams are generally released to the licensing boards 10-12 weeks after the exam. Depending on your state, you will be notified of your exam results either online through your [MyNCEES](#) account or via postal mail from your state licensing board.

You will receive a component result for the component(s) attempted. The result will reflect your performance on both the morning and afternoon sections. Your combined performance on both sections must demonstrate minimum competency.

If you do not attain acceptable results on a component, you will receive a diagnostic report for the morning and afternoon sections of that component. These diagnostic reports will indicate subject areas of relative strength and weakness.

Learn more about the [exam scoring process](#).

Pass rates

The PE Structural exam is currently offered in pencil-and-paper (P&P) format and available twice per year*. Pass rates are updated after results are released—typically in June for the April exams and in December for the October exams. The following pass rates reflect the percentage of examinees who attained acceptable results by component. To pass the PE Structural exam, acceptable results must be attained on both components.

Exam	First-time takers		Repeat takers		Format	Availability
	Volume	Pass rate	Volume	Pass rate		
Lateral Forces Bridges	20	40%	42	60%	P&P	Twice per year
Lateral Forces Buildings	240	33%	238	28%	P&P	Twice per year
Vertical Forces Bridges	30	43%	20	25%	P&P	Twice per year
Vertical Forces Buildings	290	42%	181	18%	P&P	Twice per year

*NCEES has successfully converted, or is in the process of converting, all exams to a [computer-based format](#).

Resources

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NCEES
*advancing licensure for
engineers and surveyors*

National Council of Examiners for Engineering and Surveying®

200 Verdae Boulevard


Greenville, SC 29607

800-250-3196

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NCEES is a national nonprofit organization dedicated to advancing professional licensure for engineers and surveyors. It develops, administers, and scores the examinations used for engineering and surveying licensure in the United States.

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Megan Glaeser, Bureau Assistant		2) Date when request submitted: 19 March 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>	
3) Name of Board, Committee, Council, Sections: Professional Engineer Section			
4) Meeting Date: 26 March 2021	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Speaking Engagements, Travel, or Public Relation Requests, and Reports NCEES 2021 Central Zone Interim Meeting – Virtual – April 29, 2021	
7) Place Item in: <input 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 type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Select a voting delegate to attend the NCEES 2021 Central Zone Interim Meeting			
11) Authorization			
Megan Glaeser <hr/> Signature of person making this request		19 March 2021 <hr/> Date	
<hr/> Supervisor (if required)		<hr/> Date	
<hr/> 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.			