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**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  
February 24, 2022**

*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**

**8:30 A.M.**

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

- A. Adoption of Agenda (1-3)**
- B. Approval of Minutes of December 2, 2021 (4-5)**
- C. Reminders: Conflicts of Interest, Scheduling Concerns
- D. Introductions, Announcements and Recognition
- E. Administrative Matters**
  - 1) Department, Staff and Board Updates
  - 2) Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities **(6-13)**
  - 3) Board Members – Term Expiration Dates
    - a. Cotharn, Kristine A. – 7/1/2021
    - b. Hook, Steven J. – 7/1/2014
    - c. Linck, Karl L. – 7/1/2025
    - d. Scholl, Colleen M. – 7/1/2023
- F. Administrative Rule Matters – Discussion and Consideration**
  - 1) Pending or Possible Rulemaking Projects **(14-15)**
- G. Credentialing Matters – Discussion and Consideration**
  - 1) Licenses Issued Since Last Meeting **(16)**
  - 2) Licensure Application Denials
- H. Discussion and Consideration of Items Added After Preparation of Agenda:
  - 1) Introductions, Announcements and Recognition

- 2) Administrative Matters
- 3) Election of Officers
- 4) Appointment of Liaisons and Alternates
- 5) Delegation of Authorities
- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Legislative and Policy Matters
- 10) 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

I. 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.).**

**J. Credentialing Matters**

- 1) Ahmad Anbari – Professional Engineer Applicant **(17-63)**

**K. Deliberation on DLSC Matters**

- 1) Proposed Stipulations, Final Decisions and Orders**
  - a. 19 ENG 003 – Walter Vernon **(64-71)**
  - b. 20 ENG 001 – Peter Hilger **(72-77)**
- 2) Administrative Warnings**
  - a. 19 ENG 013 – S.L. **(78-80)**
- 3) Monitoring Matters**
  - a. Conor F. Nelan – Requesting Full Licensure **(81-94)**

L. 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

M. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

N. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate

O. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING: APRIL 13, 2022**

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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  
PROFESSIONAL ENGINEER SECTION  
OF THE EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND SURVEYORS  
MEETING MINUTES  
DECEMBER 2, 2021**

**PRESENT:** Kristine Cotharn (*excused at 9:56 a.m.*), Steven Hook, Karl Linck, Colleen Scholl

**STAFF:** Adam Barr, Executive Director; Jon Derenne, Legal Counsel; Megan Glaeser, Bureau Assistant.; and other Department staff

**CALL TO ORDER**

Kristine Cotharn, Chairperson, called the meeting to order at 8:32 a.m. A quorum was confirmed with four (4) members present.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES OF OCTOBER 6, 2021**

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to approve the Minutes of October 6, 2021 as published. Motion carried unanimously.

**QUALIFICATIONS FOR OBTAINING REGISTRATION AS A PROFESSIONAL ENGINEER**

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to express support for the sunsetting of the two-year Associate Degree program alone as an option to meet the education requirement for registration as a Professional Engineer. Motion carried unanimously.

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to express support for specifically identifying that the four-year ABET/ETAC Engineering Technology Program is satisfactory to meet the education requirement, and six years of experience is satisfactory to meet the experience requirement for registration as a Professional Engineer. Motion carried unanimously.

*(Kristine Cotharn was excused at 9:56 a.m. Vice Chairperson Steven Hook assumed Chairperson responsibilities in her absence.)*

**CLOSED SESSION**

**MOTION:** Colleen Scholl moved, seconded by Karl Linck, 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 Hook, Vice

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

The Section convened into Closed Session at 10:08 a.m.

## **DELIBERATION ON DLSC MATTERS**

### **Administrative Warnings**

**MOTION:** Colleen Scholl moved, seconded by Karl Linck, to issue an Administrative Warning in the matter of the following DLSC Cases:

1. 20 ENG 008 – K.G.
2. 20 ENG 010 – F.R.
3. 21 ENG 012 – S.W.

Motion carried unanimously.

### **Case Closings**

#### ***21 ENG 007 – D.E.C.***

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to close DLSC Case Number 21 ENG 007, against D.E.C., for No Violation. Motion carried unanimously.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Colleen Scholl moved, seconded by Karl Link, to reconvene in Open Session. Motion carried unanimously.

Open Session reconvened at 10:15 a.m.

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

**MOTION:** Colleen Scholl moved, seconded by Karl Linck, 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.)*

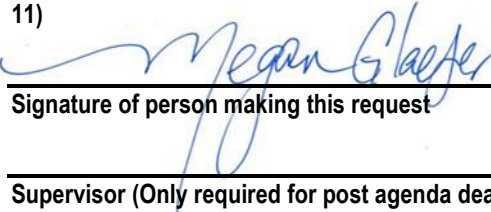
## **ADJOURNMENT**

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

The meeting adjourned at 10:17 a.m.

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: <b>Megan Glaeser, Bureau Assistant</b>		2) Date when request submitted: <b>15 February 2022</b> <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: <b>Professional Engineer Section</b>			
4) Meeting Date: <b>24 February 2022</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Administrative Matters</b> <ul style="list-style-type: none"> <li>• Election of Officers, Appointment of Liaisons and Alternates, Delegation of Authorities</li> </ul>	
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 applicable: <b>N/A</b>	
10) Describe the issue and action that should be addressed: <ol style="list-style-type: none"> <li>1) The Board, Council or Section should conduct Election Officers: Chairperson, Vice Chairperson &amp; Secretary</li> <li>2) The newly elected Chairperson should review and appoint/reappoint Liaisons and Alternates as appropriate</li> <li>3) The Board should review and then consider its existing delegated authorities including any modification of these delegations and any proposals for additional delegations.</li> </ol>			
11) 		Authorization	
Signature of person making this request		<b>15 February 2022</b> Date	
Supervisor (Only required for post agenda deadline items)		Date	
Executive Director signature (Indicates approval for post agenda deadline items)		Date	
Directions for including supporting documents: <ol style="list-style-type: none"> <li>1. This form should be saved with any other documents submitted to the <a href="#">Agenda Items</a> folders.</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>			

Engineer Section  
2021 Election Results, Liaison Appointments, And Delegated  
Authorities

<b>ELECTION RESULTS</b>	
<b>Chairperson</b>	Kristine Cotharn
<b>Vice Chairperson</b>	Steven Hook
<b>Secretary</b>	Karl Linck

**Appointment of Liaisons**

<b>LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison(s)</b>	Steven Hook <i>Alternate: Karl Linck</i>
<b>Continuing Education Liaison(s)</b>	Karl Linck <i>Alternate: Kristine Cotharn</i>
<b>Monitoring and Professional Assistance Procedure (PAP) Liaison(s)</b>	Colleen Scholl <i>Alternate: Karl Linck</i>
<b>Legislative Liaison(s)</b>	Karl Linck <i>Alternate: Kristine Cotharn</i>
<b>Travel Liaison(s)</b>	Colleen Scholl <i>Alternate: Steven Hook</i>
<b>A-E Rules Committee</b>	Kristine Cotharn <i>Alternate: Karl Linck</i>
<b>Screening Panel</b>	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:** Steven Hook moved, seconded by Colleen Scholl, 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:** Colleen Scholl moved, seconded by Steven Hook, 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 Lack/Loss of Quorum***

**MOTION:** Karl Linck moved, seconded by Colleen School, to delegate the review and authority to act on of disciplinary cases to the Department's Chief Legal Counsel due to lack of/loss of quorum after one scheduled meeting. Motion carried unanimously.

### ***Monitoring Delegations***

#### **Delegation of Authorities for Monitoring**

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to adopt the "Roles and Authorities Delegated for Monitoring" document as presented in the March 26, 2021 agenda materials on pages 12-13. Motion carried unanimously.



### **Delegation of Authorities for Legal Counsel to Sign Monitoring Orders**

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to delegate to Legal Counsel the authority to sign Monitoring orders that result from Section meetings on behalf of the Section Chairperson. Motion carried unanimously.

### ***Credentialing Authority Delegations***

#### **Delegation of Authority to Credentialing Liaison (Generic)**

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

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

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

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

**MOTION:** Steven Hook moved, seconded by Karl Linck, to delegate authority to the Department Attorneys to make decisions regarding predetermination applications pursuant to Wis. Stat. § 111.335(4)(f). Motion carried unanimously.

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

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

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

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, 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. Motion carried unanimously.

**Delegation of Authority for Reciprocity Reviews**

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

**Delegated Authority for Application Denial Reviews**

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, 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. Motion carried unanimously.

***Voluntary Surrenders***

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, 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.

***Continuing Education Liaison(s) Delegation***

**MOTION:** Colleen Scholl moved, seconded by Steven Hook, to delegate authority to the Continuing Education Liaison(s) to address all issues related to education, continuing education, and examinations. Motion carried unanimously.

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

**MOTION:** Karl Linck moved, seconded by Colleen Scholl, to authorize the Department staff to provide national regulatory related bodies with all Section member contact information that the Department retains on file. Motion carried unanimously.

***Optional Renewal Notice Insert Delegation***

**MOTION:** Colleen Scholl moved, seconded by Steven Hook 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(s) Delegation***

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to delegate authority to the Legislative Liaison(s) to speak on behalf of the Section regarding legislative matters. Motion carried unanimously.

***Travel Liaison(s) Delegation***

**MOTION:** Steven Hook moved, seconded by Colleen Scholl, to delegate authority to the Travel Liaison(s) 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.

### **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.
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 written authorization from the Liaison to sign on their behalf.
9. Grant or deny a request to appear before the Board/Section in closed session.
10. The Liaison may determine whether Respondent’s petition is eligible for consideration by the full Board/Section.
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.

12. 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: 49 screens (including 1 hair test, if required by original order)
  - b. 1st Reduction: 36 screens (plus 1 hair test, if required by original order)
  - c. 2nd Reduction: 28 screens plus 1 hair test
  - d. 3rd Reduction: 14 screens plus 1 hair test
13. (*Dentistry only*) Ability to approve or deny all requests from a respondent.
14. The Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

### **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 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 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.
- 4) **Grant or deny approval when Respondent proposes treatment providers [, mentors, supervisors, etc.] unless the Order specifically requires full-Board/Section or Board designee approval.**

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Dana Denny, Administrative Rules Coordinator		2) Date when request submitted: February 16, 2022 <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: February 24, 2022	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.	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i>  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  1. Engineer Section Rules Chart			
11) <span style="float: right;">Authorization</span>  <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"><i>Dana Denny</i></div> <div style="width: 35%; text-align: right;">February 16, 2022</div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Signature of person making this request</div> <div style="width: 35%; text-align: right;">Date</div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Supervisor (if required)</div> <div style="width: 35%; text-align: right;">Date</div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;">Executive Director signature (indicates approval to add post agenda deadline item to agenda)</div> <div style="width: 35%; text-align: right;">Date</div> </div>			
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 of the A-E Examining Board  
Rule Projects (updated 02/16/22)**

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter Affected	Relating clause/ Summary	Current Stage	Next Step
21-020	080-19	2/19/2022	A-E 2	General requirements and procedures. Amendments to ensure requirements are current with standards of practice and consistent with Statutes. Update to ensure compliance with 2017 Act 108.	Legislative Review. Final rule and Legislative report submitted to Legislature on 11/4/21. Senate forwarded rule to JCRAR on 12/9/21; Assemble forwarded rule to JCRAR on 12/29/21.	After Legislative Review is over, if there are no objections, we can adopt the rule.
21-019	082-19	2/19/2022	A-E 8	Professional Conduct Update to ensure compliance with 2017 Act 108.	Legislative Review. Final rule and Legislative report submitted to Legislature on 11/4/21. Senate forwarded rule to JCRAR on 12/9/21; Assemble forwarded rule to JCRAR on 12/29/21.	After Legislative Review is over, if there are no objections, we can adopt the rule.
	112-24	6/20/2024	A-E 4 and 13	Engineer in training credential. Provide more clarity as to the required education and review acceptable credentialing agencies for continuing education.	Published on 11/01/21. JCRAR requested a Preliminary Public Hearing on the Scope, which will be scheduled for April 12, 2022. Implementation is on hold until after the Public Hearing.	Public Hearing on 4/12/22.
	112-21	6/20/24	A-E 2, 7, and 8	Clarification on definitions of seal and stamps, requirements for electronic signatures, and clean up redundant words or sentences.	Scope implemented on 1/18/22. Currently drafting rule.	Chair will need to sign for implementation.

## 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> 02/09/2022 <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>
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**3) Name of Board, Committee, Council, Sections:**  
 Engineer Section

<b>4) Meeting Date:</b> 02/24/2022	<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>  Licenses granted since last meeting December 2 <sup>nd</sup> , 2021
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<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 (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>
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**10) Describe the issue and action that should be addressed: Licenses granted since last meeting 12.02.2021:**

PROFESSION NAME	METHOD DESCRIPTION	AUTHORITY NAME	COUNT
Engineer In Training(500)	Original Application - Never Licensed Before	Engineer Section	29
Engineer In Training(500)	OLAS-ENGINEER-IN-TRAINING	Engineer Section	2
Professional Engineer(6)	By Comity	Engineer Section	2
Professional Engineer(6)	By Comity - NCEES	Engineer Section	29
Professional Engineer(6)	Original Application - Never Licensed Before	Engineer Section	37
Professional Engineer(6)	OLAS-PE-COMITYNCEES	Engineer Section	120

<b>11) Signature of person making this request</b>	<b>Authorization</b>	<b>Date</b>
Erin Doyle		02/09/2022
<b>Supervisor (if required)</b>		<b>Date</b>

**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.