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**DESIGNERS SECTION**  
**EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,**  
**PROFESSIONAL ENGINEERS, DESIGNERS, AND LAND SURVEYORS**  
**Room 121A, 1400 E. Washington Avenue, Madison**  
**Contact: Brittany Lewin 608-266-2112**  
**November 24, 2014**

*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 description of the actions of the Board.*

**AGENDA**

**12:00 P.M.**

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

**A. Adoption of Agenda (1-2)**

**B. Approval of Minutes-April 22, 2014 (3-6)**

**C. Administrative Matters**

- 1) Staff Updates

**D. Items Added After Preparation of Agenda:**

- 1) Introductions, Announcements and Recognition
- 2) Presentations of Petition(s) for Summary Suspension
- 3) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 4) Presentation of Final Decisions
- 5) Disciplinary Matters
- 6) Executive Director Matters
- 7) Education and Examination Matters
- 8) Credentialing Matters
- 9) Practice Matters
- 10) Legislation/Administrative Rule Matters
- 11) Liaison Report(s)
- 12) Informational Item(s)
- 13) Speaking Engagement(s), Travel, or Public Relation Request(s)

**E. Public Comments**

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. 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.)**

**F. DLSC Matters**

- 1) Case Status Report

**G. Application Reviews (7-8)**

- 1) Designer of Engineering Systems Permit Applicants for Licensure/Permit by Experience
  - a. Clark, Steven L.
  - b. Demers, Scott A.
  - c. Grant, Cynthia A.
  - d. Herda, Joseph M.
  - e. Huber, Gregory R.
  - f. James, Ian J.
  - g. Krueger, Kyle L.
  - h. Merkel, Donald
  - i. Mulder, Craig R.
  - j. Reince, Neal M.
  - k. Roberts, Ryan L.
  - l. Sevcik, Chad M.
  - m. Walla, Robert
  - n. Zomer, Douglas R.
- 2) Authorize Designer of Engineering Applicant to Take Examination
  - a. Braaten, Michael L.
  - b. Greenweller, Kevin
  - c. Rippenburg, Shane

**H. Deliberation of Items Received After Printing of the Agenda**

- 1) Disciplinary Matters
- 2) Education and Examination Matters
- 3) Credentialing Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petition(s) for Summary Suspensions
- 7) Petition(s) for Extension of Time
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Administrative Warnings
- 10) Proposed Decisions
- 11) Matters Relating to Costs
- 12) Motions
- 13) Petitions for Rehearing
- 14) Formal Complaints
- 15) Case Closings
- 16) Appearances from Requests Received or Renewed

**I. Consulting with Legal Counsel**

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

**J. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate**

**ADJOURNMENT**

**DESIGNERS SECTION  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MEETING MINUTES  
APRIL 22, 2014**

**PRESENT:** Thomas Gasperetti, James Mickowski, Steven Tweed (GoToMeeting)

**ABSENT:** Mark Cook

**STAFF:** Brittany Lewin, Executive Director; Karen Rude-Evans, Bureau Assistant

**CALL TO ORDER**

James Mickowski, Section Chair, called the meeting to order at 9:33 a.m. A quorum of three (3) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Steven Tweed moved, seconded by Thomas Gasperetti, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF OCTOBER 8, 2013**

**MOTION:** Thomas Gasperetti moved, seconded by Steven Tweed, to adopt the minutes of October 8, 2013 as written. Motion carried unanimously.

**ELECTION OF OFFICERS**

**SECTION CHAIR**

**NOMINATION:** James Mickowski nominated Steven Tweed for the Office of the Designers Section Chair. Nomination carried by unanimous consent.

Executive Director Brittany Lewin called for other nominations three (3) times.

Steven Tweed was elected as Designer Section Chair.

**VICE CHAIR AND SECRETARY**

**MOTION:** James Mickowski moved, seconded by Thomas Gasperetti, to keep the offices of Vice Chair and Secretary vacant at this time. Motion carried unanimously.

<b>2014 ELECTION RESULTS</b>	
<b>Designer Section Chair</b>	<b>Steven Tweed</b>
<b>Vice Chair</b>	<b>vacant</b>
<b>Secretary</b>	<b>vacant</b>

### **DELEGATION MOTIONS**

**MOTION:** Thomas Gasperetti moved, seconded by James Mickowski, that the Section delegates authority to the Chair (or order of succession) to sign documents on behalf of the Section. In order to carry out duties of the Section, the Chair has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair delegates the authority to the Executive Director to sign the name of the Chair (or order of succession) on documents as necessary. Motion carried unanimously.

**MOTION:** Thomas Gasperetti moved, seconded by James Mickowski, that, in order to facilitate the completion of assignments between meetings, the Section delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Section, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Section in accordance with the law. Motion carried unanimously.

**MOTION:** Steven Tweed moved, seconded by James Gasperetti, to recognize the Chair as the Credentialing Liaison and delegate authority to the Credentialing Liaison to address all issues related to credentialing matters. Motion carried unanimously.

### **CLOSED SESSION**

**MOTION:** James Mickowski moved, seconded by Thomas Gasperetti, 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.). James Mickowski read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Thomas Gasperetti-yes; James Mickowski-yes; Steven Tweed-yes. Motion carried unanimously.

Open Session recessed at 9:52 a.m.

## APPLICATION REVIEWS

**MOTION:** James Gasperetti moved, seconded by Thomas Mickowski, to approve the following applicants for licensure/permit by experience:

- a. Denman, Andrew J.
- b. Doemel, Mishawn F.
- c. Froemming, Steven F.
- d. Geist II, Wayne E.
- e. Hale, Robert W.
- f. Hubbard, Daniel P.
- g. Nicholas, Kevin P.
- h. Schwab, Michael E.
- i. Wagner, Robert J.
- j. Walkter, Jeffrey B
- k. Zimmer, Scott R.

Motion carried unanimously.

**MOTION:** James Mickowski moved, seconded by Thomas Gasperetti, to authorize the following applicants to take the examination:

- a. Coppernoll, Joshua C.
- b. Roberts, David E.
- c. White, Daniel

Motion carried unanimously.

**MOTION:** James Mickowski moved, seconded by Thomas Gasperetti, to approve the following reinstatement applications:

- a. Palmer, Mark
- b. Rodenschmit, Michael P.

Motion carried unanimously.

**MOTION:** James Mickowski, seconded by Thomas Gasperetti, to recognize the exam score of Justin E. Monk and to approve the license based on his examination score. Motion carried unanimously.

## RECONVENE TO OPEN SESSION

**MOTION:** Steven Tweed moved, seconded by Thomas Gasperetti, to reconvene to Open Session. Motion carried unanimously.

Open session reconvened at 11:33 a.m.

**REAFFIRM ALL VOTES MADE IN CLOSED SESSION**

**MOTION:** James Mickowski moved, seconded by Thomas Gasperetti, to reaffirm all votes made in closed session. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Thomas Gasperetti moved, seconded by James Mickowski, to adjourn the meeting. Motion carried unanimously.

The Section meeting adjourned at 11:35 a.m.