

**PROFESSIONAL ENGINEER SECTION
OF THE EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND SURVEYORS
MEETING MINUTES
January 28, 2016**

PRESENT: Kristine Cotharn, Steven Hook and Mark Mayer
EXCUSED: Joseph Eberle
STAFF: Brittany Lewin, Executive Director; and Nifty Lynn Dio, Bureau Assistant; and other Department staff

CALL TO ORDER

Steven Hook, Vice Chair, called the meeting to order at 8:30 a.m. A quorum of three (3) members was confirmed.

ADOPTION OF AGENDA

MOTION: Kristine Cotharn moved, seconded by Mark Mayer, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Mark Mayer moved, seconded by Kristine Cotharn, to approve the minutes of December 17, 2015 as published. Motion carried unanimously.

ELECTION OF OFFICERS

Section Chair

NOMINATION: Steven Hook nominated Mark Mayer for the Office of Section Chair.

Brittany Lewin called for nominations three (3) times.

Mark Mayer was elected as Chair by unanimous consent.

Vice Chair

NOMINATION: Kristine Cotharn nominated Steven Hook for the Office of Vice Chair.

Brittany Lewin called for nominations three (3) times.

Steven Hook was elected as Vice Chair by unanimous consent.

Secretary

NOMINATION: Steven Hook nominated Kristine Cotharn for the Office of Secretary.

Brittany Lewin called for nominations three (3) times.

Kristine Cotharn was elected as Secretary by unanimous consent.

| 2016 ELECTION RESULTS | |
|-----------------------|------------------|
| Section Chair | Mark Mayer |
| Vice Chair | Steven Hook |
| Secretary | Kristine Cotharn |

LIAISON APPOINTMENTS

| 2016 LIAISON APPOINTMENTS | |
|---|------------------------------|
| Continuing Education Liaison | Mark Mayer, Kristine Cotharn |
| Rules Committee | Mark Mayer |
| Screening Panel | Mark Mayer, Kristine Cotharn |
| Credentialing Liaisons | Joseph Eberle |
| Monitoring and Professional Assistance Procedure (PAP) Liaison | Steven Hook |
| Travel Liaison | Mark Mayer |

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to affirm the Chair's appointment of liaisons for 2016. Motion carried unanimously.

DELEGATION MOTIONS

Delegated Authority for Urgent Matters

MOTION: Kristine Cotharn moved, seconded by Steven Hook, 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 to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Section in accordance with the law. Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Kristine Cotharn moved, seconded by Steven Hook, that the Section counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

Document Signature Delegation

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Section, by order of succession, to sign documents on behalf of the Section. In order to carry

out duties of the Section, the Chair, chief presiding officer, or longest serving member of the Section, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Section delegates the authority to Executive Director or designee to sign the name of any Section member on documents as necessary and appropriate. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to delegate credentialing authority to the credentialing liaison for those submitted applications that meet the criteria of Rule and Statute, potential denials will go to the full Section. Motion carried unanimously.

Monitoring Delegations

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to affirm the Chair's appointment of Steven Hook as the Monitoring Liaison, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor; document as presented. Motion carried unanimously.

Travel Delegation

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to delegate authority to approve any Section Member travel to the Travel Liaison. Motion carried unanimously.

CLOSED SESSION

MOTION: Kristine Cotharn moved, seconded by Steven Hook, 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.). Mark Mayer 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; Mark Mayer – yes. Motion carried unanimously.

The Section convened into closed session at 9:14 a.m.

RECONVENE TO OPEN SESSION

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

Open session reconvened at 9:48 a.m.

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

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to affirm all votes made in closed session. Motion carried unanimously.

CREDENTIALING MATTERS**Discipline Review***Wink Engineering, LLC*

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to approve the Certificate of Authorization application of Wink Engineering, LLC once all requirements are met. Motion carried unanimously.

Application Review

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to grant professional engineer registration for the following individuals once all requirements are met:

1. Beuning, Mark
2. Bingen, Zachary
3. Boelter, Brian
4. Boisvert, Korry
5. Bravo, Hector R.
6. Ciche, Jonathan B.
7. Clark, Timothy J.
8. Craig, Rachelle L.
9. Effinger, Justin
10. Ford, Daniel
11. Foster, Michael
12. Gallagher, James
13. Goodwin, Nicholas J.
14. Haas, Bryan
15. Heineck, Lindsey
16. Henderson, Colin
17. Joshi, Adhiraj
18. Kirst, Douglas
19. Koster, Jason A.
20. Kraus, Adam M.
21. Lancelle, Jessica
22. Lee, Benjamin O.
23. Marcum, Christopher
24. Matocky, Mathew
25. Mehta, Prathmesh
26. Mercier, Joshua
27. Misun, Mark
28. Nelson, Matthew R.
29. Nowak, David
30. Oberski, Nicholas
31. Ozimek, Timothy R.
32. Peterson, Brett A.
33. Phillips, Andrew
34. Quandt, Jacqueline
35. Rongstad, Tyler
36. Salami, Yunus

37. Scekcic, Lidija
38. Schmidt, David
39. Schweiger, Marc
40. Smith, Trevor M.
41. Smith, Trevor
42. Spaeth, Jeremy
43. Sparks, Jeremy
44. Stokdyk, Jeremiah
45. Stuckey, Paul
46. Vokes, Kari
47. Wagner, Kevin
48. Winters, Amanda
49. Wroblaski, Adam
50. Young, Kelly C.

Motion carried unanimously.

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to approve the application of Dimitros Panagiaris for EIT Certification once all requirements are met. Motion carried unanimously.

Reinstatement Request

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to grant the reinstatement of the Professional Engineer registration of Jayson Helsel, once all requirements are met. Motion carried unanimously.

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

15 ENG 003 – K.M.S.

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to issue an Administrative Warning in the matter of DLSC case number 15 ENG 003 – K.M.S. Motion carried unanimously.

Proposed Stipulations, Final Decisions and Orders

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to adopt the Findings of Fact, Conclusions of Law and Order in the matters of disciplinary proceedings against the following:

1. 15 ENG 015 – Peter Szesterniak
2. 15 ENG 022 – Victor Pipars
3. 15 ENG 026 – Veeraswami Naidu
4. 15 ENG 027 – James Mierke
5. 15 ENG 031 – Walter Lukitsch
6. 15 ENG 032 – Larry Londo
7. 15 ENG 034 – Donald Korbel
8. 15 ENG 036 – Fayiz Hadid
9. 15 ENG 037 – Kevin Gartley
10. 15 ENG 040 – Mark Donaldson

11. 15 ENG 041 – Ronald Demski
 12. 15 ENG 042 – Thomas Dega
 13. 15 ENG 043 – Richard Davies Jr.
 14. 15 ENG 045 – Brian Cooley
 15. 15 ENG 046 – John Christiansen
 16. 15 ENG 047 – Michael Carlson
 17. 15 ENG 049 – John Callan
 18. 15 ENG 051 – Russell Burnham
 19. 15 ENG 054 – Jeffrey Boldt
- Motion carried unanimously.

Case Closings

MOTION: Steven Hook moved, seconded by Kristine Cotharn, to close the following cases according to the recommendations by the Division of Legal Services and Compliance:

1. 15 ENG 007 – P.A.Y. for *Prosecutorial Discretion (P1)*
2. 15 ENG 023 – W.R.P. for *Prosecutorial Discretion (P1)*

Motion carried unanimously.

ADJOURNMENT

MOTION: Kristine Cotharn moved, seconded by Steven Hook, to adjourn the meeting.
Motion carried unanimously.

The meeting adjourned at 9:50 a.m.