

1  
2 **These draft minutes were prepared by the staff of the Division of Corporations, 1 Business and**  
3 **Professional Licensing. They have not been reviewed or approved 2 by the Board.**  
4

5  
6 **STATE OF ALASKA**  
7

8 **DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**  
9 **DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING**  
10 **BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS & LAND**  
11 **SURVEYORS**  
12

13 **Minutes of Meeting**  
14 **August 4-5, 2016**  
15

16 By authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, Article 6, the  
17 Board of Registration for Architects, Engineers and Land Surveyors held a meeting February  
18 10-11, 2016 in Juneau, AK.  
19

20 **Thursday August 4, 2016**  
21

22 **Agenda Item 1 – Call to Order and Roll Call**  
23

24 11:00 a.m. The Chair called the meeting to order. Roll call, all present except Eric Eriksen and  
25 Fred Wallis who were excused by the Chair. Maynard and Hackenmiller are attending via  
26 teleconference.  
27

28 Members present and constituting a quorum of the Board:  
29

- 30 • Brian Hanson, Civil Engineer, Mining Engineer, Chair
- 31 • Dave Hale, Land Surveyor, vice Chair
- 32 • Jeffrey Koonce, Architect, Secretary
- 33 • Colin Maynard, PE, SE, (via teleconference)
- 34 • Catherine Fritz, Architect
- 35 • John Kerr, Land Surveyor
- 36 • Kathleen Schedler, Mechanical Engineer
- 37 • Luanne Urfer, Landscape Architect  
38

39 Representing the Division of Corporations, Business and Professional Licensing were:  
40

- 41 • Janey Hovenden, Director
- 42 • Sara Chambers, Operations Manager
- 43 • John Savage Investigator
- 44 • Vernon Jones, Executive Administrator.
- 45 • Sarena Hackenmiller, Licensing Examiner. (via teleconference)  
46

47 Members of the Public present for portions of the meeting:  
48

- 49 • Gavin Wells, representing himself

- 1           • Peter Giessel, PE, SE representing himself  
2

3 The following members of the public attended via telephone for portions of the meeting.  
4

- 5           • Chris Miller, representing Design Alaska  
6           • Laura Hoey, representing TDX Global  
7           • Chris Woodruff, representing TDX Global  
8

9 **Agenda item 2 - review and approve agenda.**

10  
11 There were a couple of agenda changes. Jones posted an updated agenda prior to departing  
12 Juneau. The financial report was moved to the afternoon.  
13

14 **On a motion duly made by Koonce, Seconded by Kerr and passed unanimously it was**  
15 **RESOLVED to accept the agenda as amended.**  
16

17 **Agenda item 3 - ethics reporting.**

18  
19 Several members reported having attended Annual or Zone meetings of NCEES or NCARB  
20 which were funded by those organizations. Ethics gift forms will be submitted by those.  
21

22 Hanson, Wallis, Fritz, Hale and Kerr will be attending the NCEES Annual meeting later this  
23 month and will submit the ethics forms at the next meeting.  
24

25 Several members reported having attended committee meetings of various organizations.  
26

27 Note: Committee meetings are fully funded by the respective National organization and the  
28 individuals are representing their profession not the Board or State.  
29

30 **Agenda item 4 – review and approve the May 2016 minutes.**

31  
32 Jones received several minor grammatical changes.  
33

34 **On a motion duly made by Koonce, seconded by Hale and passed unanimously it was**  
35 **RESOLVED to approve the May 2016 minutes as amended.**  
36

37 The next item is the financial report then lunch. We're going to skip ahead to regulation update.  
38

39 **Agenda item 13 – Regulation update.**

40  
41 Item A. 12 AAC 36.185 (g) and (h).  
42

43 Jones: Those were effective June 18<sup>th</sup>. He notes that he is getting a lot of calls wanting to  
44 know if the information can just be on the first page. He tells them that it needs to be on each  
45 page they stamp. There were a couple of question about the COA number.  
46

47 Item B. Changes to 12 AAC 36.063, Engineering Education and Work Experience  
48 Requirements, 12 AAC 36.108 Application for Registration as a Structural Engineer, 12 AAC  
49 36.180 Seals, 12 AAC 36.185 Use of Seals and 12 AAC 36.990 Definitions.  
50

1 Jones reports that these are at Law being reviewed.

2  
3 Item C. Changes to 12 AAC 36.050 Application Deadlines were filed and will be effective  
4 August 7, 2016

5  
6 **Agenda Item 14 – Correspondence received since May 2016.**

7  
8 Item A. CLARB – Luanne reported on a teleconference she attended re CLARB’s survey of the  
9 exam successes among their applicants. The findings were that the earlier after college  
10 examinees that took the exam the better they did. And they are seeing an uptick in the number  
11 of applicants that are getting licensed.

12  
13 Item B. NCARB – Koonce reported on the Regional summit in Savannah that he and Sarena  
14 attended.

15  
16 Note: Maynard asks that the mic be turned up as he can’t hear much of the conversation.

17  
18 Koonce continues his report. There was a small discussion on the agreement NCARB recently  
19 signed with Australia and New Zealand. It is similar to the one they have with Canada. It won’t  
20 affect us in that applicants from those countries have a path to licensure, they can apply by  
21 comity.

22  
23 Item C. Hanson reports on the happenings in NCEES. He mentions that NCEES has  
24 requested we invite one of their staff to attend one of our meetings. He adds that zone officers  
25 are being assigned but he doesn’t know if he would be assigned to our board or another one.

26  
27 There was a short discussion about the recent awarding of the first Surveying program awards.

28  
29 Maynard adds that it would be great to have someone representing NCEES because that would  
30 highlight all the services they provide that aren’t usually discussed in our meetings.

31  
32 Jones is tasked with responding to NCEES and requesting someone attend.

33  
34 Item D. Jones explains that it was a survey done by one of the other Boards on surveying  
35 education requirements.

36  
37 There was a short discussion on the FE/FS regulation change from last meeting that was  
38 approved for public notice. Jones checked with Jun after the meeting and found that it hasn’t  
39 been noticed yet as he is working on projects with a short time frame (fee changes for upcoming  
40 renewals).

41  
42  
43 Item E. Was a letter from the Governor thanking John Christensen for his service on the board.

44  
45 Item F. Is a request from Mr. Burgee regarding a consent agreement he signed. He is asking  
46 for relief of his fine. After discussion it was decided to give Mr. Bergee until November 4, 2016  
47 to pay the fine.

48  
49 Chair outlines the afternoon session while waiting for the motion.

50  
51 Maynard advises he won’t be back after lunch because he can’t hear most of what is being said

1 and therefore can't contribute anything.

2

3 12:00 p.m. recessed for lunch.

4

5 1:15 p.m. on record. Roll Call all present except Eriksen, Maynard and Wallis.

6

7 **Agenda item 7 – Public Comment**

8

9 Gavin Wells is applying for licensure by comity and his application was found incomplete  
10 pending evaluation of his professional degree at the last meeting. He feels his work experience  
11 is applicable. He tendered a letter outlining his education and work experience (note – the letter  
12 is in his applicant file for review during executive session) and won't go into the detail of the  
13 letter. He is hoping for a favorable review and just wanted to introduce himself.

14

15 Jones advises that the letter and his file are here for review.

16

17 Chris Woodruff is the General Manager of TDX Global Engineering. They are s subsidiary of  
18 TDX Global based in Anchorage. He is calling from the Seattle office and they have offices in  
19 New Jersey as well. They are a new business and want to use the word "Engineering" in their  
20 name. They design, manufacture and install electrical switch gear. They do software  
21 engineering for programmable controllers. They would like to use "Engineering" in their name  
22 and have invested a considerable amount of time and money into TDX Global Engineering and  
23 would like to continue with the name. They are not doing engineering such as structural or  
24 electrical they are engineering doing programing for their systems.

25

26 Chair shares some of the history of this request with the Board. He asks Mr. Woodruff if there  
27 any engineers on their staff.

28

29 Mr. Woodruff replies that they have someone who has an electrical engineering degree but he is  
30 not a PE.

31

32 Chair asks if when they say switch gear are they talking electrical engineering or software  
33 design.

34

35 Mr. Woodruff answers that they are electrical components we are primarily a re-seller of  
36 components that they obtain from other companies such as Square D or SEL. We install them  
37 in our applications primarily diesel generators but we're not designing any electrical components  
38 or anything like that we're primarily taking other systems and installing them.

39

40 Chair adds an agenda item to 17 to talk about this specifically and when is it ok to use  
41 engineering in a name. We generally do not allow that at all. There are a few companies out  
42 there that have slipped through the cracks and have been licensed for a long time, when I say  
43 licensed I mean business licensed for a long time.

44

45 Fritz asks why they want to use the word engineering in their title

46

47 Mr. Woodruff responds that they felt it was appropriate for the software engineering that they do  
48 for these systems.

49

50 Chair asks if they are aware that NCEES does offer a software engineering test to become  
51 licensed as software engineers. He adds that Alaska doesn't offer a license in that discipline yet

1 but some states do license software engineers. He asks if there are any other questions or if  
2 Mr. Woodruff has anything else to add.  
3  
4 Mr. Woodruff asks that they get an answer soon so they can move forward.  
5  
6 Chair asks for his phone number in case there are additional questions.  
7  
8 Mr. Woodruff responds its 907-602-1012.  
9  
10 Laura Hoey (also with TDX) asks if someone on staff has a software license would that have  
11 any bearing.  
12  
13 Jones responds that if they had a licensed software engineer on staff they would have to obtain  
14 a Certificate of Authorization from the Board to practice software engineering and designate that  
15 engineer as the engineer in responsible charge.  
16  
17 Chair adds that a licensed electrical engineer would be ok.  
18  
19 Chris Miller thanks the Board for the notification on the Corporate Authorization to practice  
20 changes. They have implemented them and are following the regulation so thank you for good  
21 communication. One of the other topics on your agenda today was GIS as it relates to  
22 surveying. There are some things that are border line but his surveyor's feel that it's pretty clear  
23 that who owns what and where is the line of licensed surveying. The other stuff is unlicensed  
24 stuff that could use licensed surveyors or GIS specialists. They don't feel there is a problem  
25 because no one they are aware of is using GIS as a legal document. We don't feel there is an  
26 issue but of course if you are hearing other problems or complaints we'd be happy to  
27 (unintelligible). They appreciated the handout about surveying education by state. All their  
28 surveyors have bachelor's degrees just like the survey says. It's encouraging to see that many  
29 of the other jurisdictions require bachelors. They got another comment from ADEC about  
30 mechanical engineers working on water distribution systems inside utilidors. We feel that we  
31 are clear that mechanical engineers are working within the scope of AELS and within their  
32 experience and are not treading anywhere, we are careful of the issue and keep discussing it  
33 but ADEC just want to see civil engineers if it has water in it. But we feel we are clear but  
34 recently their response has been just make sure you're working within the AELS Board and  
35 we're comfortable with that. He noted that the board had adopted the structural engineer  
36 regulations as published many months ago and we were hoping for some edits to those  
37 documents. We understand from the meeting minutes that you decided to enact now and edit  
38 later. I would be the first to encourage you to edit to just require 4 years of principle experience  
39 before you can take the SE exam. He doesn't like the separation that SE's are held to a  
40 different education and experience requirement than all the other engineers. It's a difficult exam  
41 and if you pass the exam and work for 4 years that should be cleaner and will work will within  
42 our industry. He encourages the Board to start a regulation project and he volunteers to help.  
43 He adds that they are already having problems with misunderstandings with clients about  
44 structural engineering. He is getting requests for structural engineers for stuff that is clearly  
45 within the civil engineering scope, minor structures that civil engineers have been doing for  
46 many years so I assume you are going to reopen the grandfathering because now there may  
47 civil engineer that are being shut out of work. I haven't seen anything about when the  
48 grandfather thing will be open, I would encourage that it be open to anybody who has a PE as of  
49 the date of adoption. Specifically we have some people in our office that have become PE's  
50 since the grandfather rights way back and give them the opportunity to also become SE's.  
51 Otherwise they're kind of caught between the two. Please try to help smooth over this change

1 of requirements as much as possible for the industry. I'll give one specific example and it's a  
2 Coast Guard contract that's just some minor structures, they said it must be a structural  
3 engineer licensed in Alaska and we had to work hard to find a... for a minor structure so we had  
4 to go outside and work hard to find a person to do that work. So wanted to let you know it's  
5 already causing some ramifications but we'll keep work with it. So that's all I have, just wanted  
6 to give my public testimony today and if you need any help feel free to reach out.

7  
8 Jones advises that the changes have been adopted by the Board and are in the review process  
9 but haven't become effective yet so things have not changed yet but having said that a client  
10 can require whatever they want.

11  
12 Mr. Miller acknowledges that and says that their attempts to educate clients have fallen on deaf  
13 ears. So maybe you will assist us at the time it becomes a regulation educating clients on  
14 what's SE's are required for and what civil engineers can continue to practice.

15  
16 Jones responds you can refer people to me anytime you want, you've got my number.

17  
18 Chair what Vern was saying is that even though it's minor structural they can require a structural  
19 engineer if they want. Maybe they want that higher level of expertise or whatever.

## 20 21 **Agenda Item 8 – Investigative Report and Training.**

22  
23 John Savage gives his report on the investigative report. He mentions that the new regulation  
24 requiring the professional's company contact information on the drawings will be a big help to  
25 investigations. He also feels it is bringing to light to some individuals the requirement for a  
26 company to have a COA. He adds that he is getting more complaints regarding one discipline  
27 stamping the whole project. He gets this from the various Fire Marshall and Building Official's  
28 offices who are calling almost daily. He thanks Vern for all his help over the years and notes  
29 that this has been the smoothest running board out of the 44 different programs. He hopes the  
30 Board will be involved in the process of choosing his replacement.

31  
32 Chair returns to item 14 f and asks for the motion.

33  
34 **On a motion duly made by Fritz, seconded by Koonce it was RESOLVED to extend**  
35 **payment of the imposition of civil fine to Immanuel Bergee case number 2015-000957 and**  
36 **2015-000958 to November 4, 2016. Motion passed unanimously.**

37  
38 There was some discussion on the date which Fritz explained was based on the date we are  
39 considering his request.

40  
41 Senior Investigator Kennedy arrives to provide training on the complaint and investigative  
42 process. He goes through the entire process from complaint to board action. A complaint must  
43 be made by an individual and we do not accept anonymous complaints. He explains that  
44 investigations are confidential and that the Board is the jury and how important it is that Board  
45 members not taint themselves by becoming involved in the investigation. Anytime someone  
46 contacts you about a complaint immediately stop them and refer them to Investigator Savage  
47 and let him know if they exposed anything about the potential case to you. Any members that  
48 have been contacted by the investigator (usually the investigative advisory committee) or that  
49 have become involved by other means must recuse themselves from voting on any board action  
50 concerning the case. The member of the investigative committee who advised the investigator  
51 can however, participate in the discussion in executive session.

1  
2 There was a question regarding being hesitant to report a colleague or employer and Mr.  
3 Kennedy pointed out that not reporting a violation is in its self a violation of 12 AAC 36.210  
4 Professional Conduct.

5  
6 Discussion returned to TDX Global Engineering. It was noted that while there are a few non  
7 engineering companies that have been allowed to continue the use of engineering in their name  
8 it was because they were an established business that had been in business for many years.  
9 Since this is a new company the Board moved to require them to get a COA which will require  
10 them to have a licensed electrical or controls engineer designated in responsible charge if they  
11 keep engineering in their company name.

12  
13 **On a motion duly made by Schedler, seconded by Hale and passed unanimously it was**  
14 **RESOLVED that for TDX Global to have Engineering in the company name they must**  
15 **have a Certificate of Authorization.**

16  
17 2:20 p.m. Break

18  
19 2:40 p.m. on Record.

20  
21 **Agenda item 15 – Correspondence Sent since May 2016.**

22  
23 Item A. Was the Chair's response to the Legislative Audit.

24  
25 Item B. Which no one has in their packet was an email string from a month or so ago between  
26 Vern and Lindy Irwin asking if she had any luck filling the Public Seat.

27  
28 **Agenda item 16 – Old Business**

29  
30 Chair asks why there is nothing in the packet.

31  
32 Item A was on trail design and we were just going to monitor.

33  
34 Item B was on the Arctic Course Evaluation. Nothing has been done on that yet.

35  
36 Item C there is no bill yet, we are looking for a sponsor to make the LA seat a permanent voting  
37 seat.

38  
39 Hanson and Jones explained to the board what item A was about.

40  
41 **Agenda item 6 – Financial Report.**

42  
43 Janey Hovenden, Director of Corporations, Business and Professional Licensing gives an  
44 update on the purchase of tablets or lap tops explaining that the Division asked for an  
45 inexpensive model that would provide just the basics needed for Board business and that there  
46 is push back from IT because they want devices that conform to all the State Security  
47 requirements that they would update and maintain.

48  
49 Chair asks when they might make a decision on which way to go.

50  
51 Janey responds that they approved a version at \$1300 per unit and we got them scaled down to

1 \$1000 per unit she needs to see if that fits our budget. She thinks we are getting very close to  
2 an acceptable solution.

3  
4 Board doesn't want to have to lug another lap top around.

5  
6 Sara Chambers, CBPL Operations Manager responds that the idea is for Staff to provide the  
7 devices at the meeting. There is no reason for Board Members to be lugging them around. She  
8 further explains that the board packet would be posted on a secure portal for viewing by Board  
9 Members prior to the meeting. She adds that all Board Members will soon have a State Email  
10 account.

11  
12 Catherine asks if the Board will be able to review the devices prior to purchase.

13  
14 Sara responds that Board input from all the board would be good. She adds that boards would  
15 share the devices so staff will have to be aware of meeting schedules so as not to schedule  
16 multiple board meeting at the same time.

17  
18 Discussion continued for a short period.

19  
20 Chair asks about the financial report.

21  
22 Janey: there is nothing new since third quarter.

23  
24 **On a motion duly made by Hale, seconded by Kerr and passed unanimously it was**  
25 **RESOLVED to go into Executive Session in accordance with AS 44.62.310 (c)(3) to review**  
26 **applicant files.**

27  
28 Jones remained in the room and at the invitation of the Board Chair Sara Chambers called in on  
29 the executive session line.

30  
31 3:15 p.m. in Executive Session.

32  
33 5:35 p.m. Recessed for the day.

34  
35  
36 **Friday August 5, 2016**

37  
38 8:00 a.m. On record, Roll Call all present except Eriksen, Hale, Maynard and Wallis.

39  
40 8:10 a.m. Hale arrived.

41  
42 **On a motion duly made by Kerr, seconded by Koonce and passed unanimously it was**  
43 **RESOLVED to go into Executive Session in accordance with AS 44.62.310 (c)(3) to review**  
44 **applicant files.**

45  
46 11:00 a.m. On record.

47  
48 Chair continues with new business – the DOT wetlands RFP. The discussion started about a  
49 letter proposal Kerr drafted for a Board response to DOT ensuring that the RFP require properly  
50 licensed surveyors in the RFP. It morphed into a long drawn out discussion about GIS and the  
51 use of the data it provides. Kerr points out that GIS is not the topic, the topic is the activity.



1  
2 Kerr points out that the letter to DOT was intended to be educational and not trying to tell them  
3 how to do their business.  
4  
5 Chair asks if special education is required to get the data from the GIS tool. The answer was  
6 some of them do some don't. You can't say GIS is surveying or it isn't surveying.  
7  
8 Fritz points out that GIS is just a tool like AutoCAD. The use of AutoCAD does not make you an  
9 engineer. It's a tool used to design things, anyone can use it, and it's on the free market. When  
10 we're talking about the boundaries of what is land surveying and what is not land surveying we  
11 look to our Statutes and Regulations. She asks what other States are doing re GIS. Kerr and  
12 Hale will develop a presentation and bring it back to the Board for approval.  
13  
14 Kerr gives a short run down on other jurisdictions and NCEES Model Law.  
15  
16 It was pointed out during the discussion that the RFP required bidders to identify the  
17 professionals that would be doing the work. So it was decided that a letter to DOT was not  
18 needed.  
19  
20 Note: 17 b is an email from Nichole Kinsman to Jones asking what outreach activities and  
21 materials are presently available from AELS for use to inform and educate the GIS mapping and  
22 non-licensee communities. She had asked Kerr and Hale to do an educational presentation  
23 concerning placing this data in the proper special location and documentation of the data. They  
24 were cautioned that any Board position had to have the support and permission of the entire  
25 Board.  
26  
27 Kerr suggests that he and Hale develop a wetlands location memo for the Guidance Manual as  
28 a guide for muni's that are contracting this kind of work.  
29  
30 Fritz suggests that if NCEES sends someone to a future meeting we ask them to talk about  
31 NCEES's view of the relationship of GIS and surveying.  
32  
33 It was decided to skip lunch and continue on.  
34  
35 Schedler had some more comments on the discussion regarding state provided computers or  
36 tablets to conduct Board business. Point was that if the Board Packet and info was downloaded  
37 at home and then left there and provided at the meeting on a different device that any notes or  
38 comments would be left at home and not available at the meeting. It was also suggested that  
39 the Board needs internet access at these meetings. She feels that units shared among multiple  
40 people will not hold up, they will not travel well, computers were not meant to be used that way.  
41 She doesn't think that saying we opt out of using your device is the correct approach. She feels  
42 that the Division is not listening to what the Board needs to do its job and that what the Division  
43 is proposing is not going to meet those needs and how to convey that in a diplomatic non-  
44 confrontational way. She had problems getting on the web from home. Once on everything  
45 was scrambled and unreadable. Luanne had the same problem and moved from her Mac to a  
46 PC and it worked. Kathleen just tried again a day or so later and it worked.  
47  
48 Chair adds that there is another issue regarding this and that is travel. We are authorized two  
49 travel meetings a year which means that two meetings are going to be remote, we will be in  
50 Fairbanks, Healy, Anchorage and Juneau and connected by phone. So now we have to go  
51 through the logistics of getting a device to Healy, getting a device to Fairbanks, a device to

1 Juneau and several to Anchorage the morning of the meeting. So there is a logistics nightmare  
2 and its way cheaper to send a binder at that point. We won't have the files so I thinks it's like  
3 John said, they've given us the car but we don't have the driver license, the insurance or the  
4 gas or the tires, seatbelts but here you're going electronic but we don't have any of it figured out  
5 as to how you're going to actually do it.

6  
7 Fritz's concern is with Sarena being remote and the lack of internet access. Internet access is  
8 far more important than another device Sarena trying to run down something in a file and  
9 explain that to us when she could have put it on the secure site and we could have grabbed it.  
10 She mentions Colin dropping off because he couldn't hear anything.

11  
12 Jones commented that what Colin was experiencing is what he goes through every time he  
13 does the minutes because an individual will start off loud and then just fade away. So that  
14 wasn't totally the machine it was the people in the room.

15  
16 Urfer asks if we can get better recorders.

17  
18 Chair responds that you need to speak up more and not talk over each other, it's not the lack of  
19 technology.

20  
21 Fritz is not opposed to using her personal computer and thinks the State spending money on  
22 laptops won't help because of the logistics involved.

23  
24 Chair talks about using personal or employer devices being subject to discovery when the next  
25 law suit comes. When the subpoena comes they are taking my employers computer because I  
26 used it to conduct State business. So that is my concern. Until a couple years ago I never  
27 brought my laptop except to check email. Then we were using them to check grandfather files.

28  
29 All of the Board members echoed that concern no one wants their personal computer to be  
30 subject to discovery. The consensus was that the board needs to be issued devices to conduct  
31 business. Koonce said we should go back to paper until the State works this out.

32  
33 Jones interjects that there is no way the Division has the funds to purchase a laptop for every  
34 Board member. That's why they are talking about a dozen for Anchorage and a dozen for  
35 Juneau to be shared. The Board was successful going to the legislature for travel funds do it  
36 again for funds to purchase computers to be issued to a board member for use while on the  
37 Board.

38  
39 Schedler is ready to just say forget it, I don't want to be on the Board. They are making it more  
40 difficult, you don't give me a computer you ask me to use my own computer it's just awful and all  
41 we are trying to do is just get the business of the State done. And we're doing it as volunteers  
42 with both hands tied behind my back and a blindfold.

43  
44 The conversation continued in this light for a while with the consensus that we go back to  
45 mailing board packets and paper files until this problem can be worked out.

46  
47 Fritz can visualize the possibility of doing meetings via video conference but the practicality falls  
48 short.

49  
50 The conversation was centered on application review. The scenario was reviewing one  
51 application at a time with it on the screen so all could see it which would take a long time to get

1 through all of them. Jones advised that other programs put the applications on the secure web  
2 as they became complete and once approved they could then be licensed and read into the  
3 record at the next meeting. He recommends the Board put their concerns in a letter to Sara.  
4

5 Fritz want's an opinion from Law on whether our personal computers would be subject to  
6 discovery. So I'm refusing to use my personal computer at the next meeting.  
7

8 Hiring someone to review applicant files was discussed and it was pointed out that we don't get  
9 any paper. Everything that comes in is scanned in and we get it electronically. Everything  
10 Sarena brings to the Board on paper she had to print.  
11

12 The Board will write a letter to the Division on this and also want a legal opinion on whether their  
13 personal devices are discoverable even with the use of a thumb drive. Chair will write the letter  
14 and send to Vern who will ask for comments from the members.  
15

### 16 **Agenda item 19 – Board Travel.**

17

18 Jones reads item A. re policy changes resulting in a discussion on travel and devices to  
19 accomplish the Boards business. Several members asked when their terms were up. Koonce  
20 hits on the phrase "Board packets will be phased out". He mentions the personal computer  
21 issue again.  
22

23 Kerr thinks that in addressing this that the first paragraph has the key, "to encourage the  
24 efficient use of resources to perform the official business of the state." And the key is  
25 "performing the official business of the state". If we can't effectively perform the official business  
26 of the state using these methods then this is not in harmony with the Governor's intent. He  
27 goes on to point out the diversity of each of the professions and the importance of meeting face  
28 to face because of this.  
29

30 Fritz suggests that application review only be done during the two face to face meetings. She  
31 feels there are some things we do that could be done remotely but not application review.  
32

33 There was a question whether having remote executive sessions in public spaces was really  
34 advisable.  
35

36 Chair adds if we are doing a call in meeting why would I drive down to the Atwood Building  
37 when I can sit in my office on speaker phone and close the door.  
38

39 Chair asks who else does electronic meetings.  
40

41 Sarena responds that Connie does and it's a small board with only 6 members and they do  
42 application review every Friday.  
43

44 The discussion turned to file review and Jones advised them that Sara had indicated to him that  
45 file review didn't have to be in Executive Session. He also informed them that if an individual  
46 wanted to address the board during review of their file they could allow that.  
47

48 Fritz suggested a special meeting to work out these issues and is afraid that if we just write a  
49 letter it may come off as confrontational with Sara when what we are really trying to do is  
50 problem solve. We are not trying to disagree with the need to be efficient and use the resources  
51 wisely. If we can get it done in a letter fine but I'm just afraid we will be just building a wall.

1  
2 Sarena offers that a letter could work if you tell her what you are doing and why this will work  
3 and why this doesn't work. She continues that Sara has a lot of pressure on her and many  
4 programs to look at and be sure to offer solutions.  
5

6 Koonce adds that we need to tell her we are going back to paper packets until the legal issue  
7 with personal devices is worked out.  
8

9 Discussion continued on how to make the remote meetings work and whether or not to request  
10 a face to face in November or save it for February or to ask for have the face to face in  
11 November and ask for a waiver for the next two.. One option offered by the Chair was to cancel  
12 the November meeting. The conversation went back to file review and whether or not it had to  
13 be in executive session and how much we rely on each other to get the total work load done  
14 during this review.  
15

16 Chair sums it up by saying electronic is here to stay and we need to figure out how to deal with  
17 it, whether we meet in person 4 times a year or 2 times a year. He thinks that eventually it will  
18 not be every meeting and we're going to have to figure out how to do it electronically. We  
19 already on the bus and we need to figure out what we need to do to accomplish our mission or  
20 get off the bus. The more we can do to help the Division. We have all this money we can't  
21 spend for travel, for tablets, for coffee or whatever... Jones interjects, that's what you need to  
22 talk to the legislature about...Chair continues, that's the mechanics of the way to fund but we  
23 also have to answer to why does this board get this and that board doesn't. There is nothing  
24 unique about our board that makes us more special than any other board. We need to help find  
25 solutions. I think the job Sarena is doing with the electronic packages is just awesome.  
26

27 Koonce again brings up the point about discovery and personal devices.  
28

29 Fritz is hearing that there are a couple of critical issues, one, are these application confidential  
30 and need to be done in executive session and that requires a determination in writing on  
31 whether we have to be in executive session or not. The second thing is we are doing a lot of  
32 applications in a short amount of time and we rely on the different expertise of the other  
33 members of the board, how can we do that in a different manner and still keep the applications  
34 flowing and still serve the professions and get people through the licensing process that doesn't  
35 require us to meet 4 times a year?  
36

37 Schedler adds that the interaction we get from others in our discipline and those in other  
38 disciplines is invaluable to the process.  
39

40 The main meetings for exam approval is August for the October exam and February for the April  
41 exam.  
42

### 43 **Agenda item 18 – Special Committees** 44

45 Chair did a quick run through the various committees. No significant comments or item of  
46 interest. He cautions everyone again about talking to each other outside of meetings and about  
47 the correct way to handle a complaint.  
48

49 **On a motion duly made by Hale, seconded by Fritz and passed unanimously it was**  
50 **RESOLVED to suspend the Professional Land Surveying License AELL8684 of Earnest E.**  
51 **Schaaf for failure to complete the requirements listed under 12 AAC 36.540 record**

1 **keeping and review of records.**

2  
3 **On a motion duly made by Kerr Seconded by Hale and passed unanimously it was**  
4 **RESOLVED to fine Stewart Stovin AELA8861 in accordance with AS 08.48.291 Violations**  
5 **and Penalties and suspend the license of Stuart Stovin AELA8861 until he is in**  
6 **compliance with Alaska Statute and Regulations including 12 AAC 36.540.**

7  
8 **NOTE: These two motions were out of order and will be stricken from the record at the**  
9 **next meeting. Both cases were turned over to the Division paralegal for action.**

10  
11 The Board gave Fritz a short tutorial on how to get a regulation project started. Vern will send  
12 the Regulation FAQ sheet to all members after the next meeting.

13  
14 Back to 19 b. Jones reports travel has been approved for Maynard, Hale, Fritz, Wallis and Kerr.  
15 He has submitted a request for Urfer to attend the CLARB meeting but hasn't heard back yet.

16  
17 **Agenda item 20 – National Meeting Reports**

18  
19 Item A. Western Zone in Anchorage.

20  
21 Chair reports on the meeting. Meeting was good they went over a few of the things that will  
22 come up at National. He was elected Western Zone Vice President.

23  
24 Item B. NCARB Annual in Seattle. Koonce and had reported earlier in the meeting. Sarena  
25 reports on the workshops at the meeting.

26  
27 **Agenda item 22 – Licensing Examiner Report**

28  
29 Sarena went over the information she provided. Number of licenses issued and exam stats  
30 which she put on the thumb drive.

31  
32 **Agenda item 23 – Board Tasks**

33  
34 Chair goes over the tasks from last meeting and those assigned this meeting.

35  
36 **Agenda item 24 – Read Applications into the Record.**

37  
38 *The following subsequent terms and abbreviations will be understood to signify the following*  
39 *meanings:*

40 'FE': refers to the NCEES Fundamentals of Engineering Examination

41 'FS': refers to the Fundamentals of Surveying Examination

42 'PE': exam': refers to the NCEES Principals and Practice of Engineering Examination

43 'PS': exam: refers to the NCEES Principals and Practice of Surveying Examination

44 'AKLS': refers to the Alaska Land Surveyors Examination

45 The title of 'Professional' is understood to precede the designation of engineer,

1 surveyor, or architect.  
2 JQ refers to the Jurisprudence Questionnaire.  
3 'Arctic course' denotes a Board-approved arctic engineering course  
4 CA refers to conditionally approved

5  
6 **On a motion duly made by Hale, seconded by Schedler and passed unanimously**  
7 **it was RESOLVED to APPROVE the following list of applicants for registration by**  
8 **comity, examination and in additional branches of engineering with the**  
9 **stipulation that the information in the applicants' files will take precedence over**  
10 **the information in the minutes.**

EE	112735	AVERY, SEAN P.
EV	112040	BEARDEN, BRIAN
CE	113797	BECKER, BENJAMIN
ME	112981	BHARTIYA, HIMANSHU
NM	113939	BONE, JASON SCOTT
CE	112560	DARE, ANDREW
ME	109655	DIACONU, VLAD
CE	102593	GAZDICK, KIMBERLY N.
SE	113893	GUTOWSKY, JEFFREY
CE	112979	HARVIN, JENNIFER A.
CE	113282	HESS, JOSEPH
SE	113276	HIGGINS, PETER
CE	112603	KEATTS, THOMAS
CE	112045	LEWIS, BRIAN E
SE	112579	MAHURIN, SCOTT
A	104251	MALETZ, ANDREW
EP	112898	MASON, CLIFTON
A	104250	MORRISON, DAVID
SE	107369	SARI, ALI
CE	112564	SHANNON, DELMER
ME	113701	SIMMONS, CAROL
LS	107707	BROWN, IAIN
LS	107733	KHACHADOORIAN, REBEKAH
EE	112595	PEARSON, RONALD

12  
13 **On a motion duly made by Hale, seconded by Schedler and passed unanimously**  
14 **it was RESOLVED to CONDITIONALLY APPROVE the following list of applicants**  
15 **for registration by comity, examination and in additional branches of engineering**  
16 **with the stipulation that the information in the applicants' files will take precedence**  
17 **over the information in the minutes.**

EP	111150	ALLELY, JOSHUA
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EE	113294	AUGDAHL, BRIAN
CE	113871	BASSI, RAVINDER
EC	113291	CHANDRAHASAN, PRASANTH
A	112586	COURT, BRIAN
ME	113298	DEFEO, DINO
CE	110508	HAVEKOST, MARK
CE	113968	JUNG, JULIA
SE	112976	KLEIN, RICHARD BUTLER
SE	112552	MOLL, BRIAN
SE	113785	PRESLEIGH, RANDALL L.
SE	113769	SCHMOLL, GUSTAVE
ME	113191	SEARLS, DAVID
CE	104198	SHEKAMARIZ, ALI
A	114294	SLICHTER, CHAD
CE	110735	TANGREN, RUSSELL
A	113772	THIEL, DAVID A. JR.
LA	110391	VARLEY, JEFF
EE	112591	WEIMER, MICHAEL A.
CE	112980	WELCHER, RICHARD
CE	113771	WILBUR, B. CHRISTOPHER
MN	112598	AMMANN, MITCHELL
CE	114159	AXELLARIS, LYLE
CE	114155	BARE, CHARITY
CE	113848	BROOKS, WILLIAM AUSTIN
CE	114176	CARLSON, SAM TUCKER
EE	113870	CHASE, AIMIE
ME	114172	DOUGHERTY, CHRISTIAN
EE	113867	DRAPEAUX, KYLE
EP	113949	DUNCAN, MICHAEL
CE	113296	GILLENWATER, JENNIFER
FP	109657	HAIL, PAUL
CE	113942	HOLM, MATTHEW B.
CE	114191	HOWELL, ERIN
CE	105211	IRVINE, BRANDON
EV	104283	JACKSON, ISAAC
ME	113336	KENNEDY, CAMERON
EE	107788	LEONELLI, JEFFREY
EE	113967	LORD, KHALIL
CE	113847	MAXIE, JEREMY
CE	113811	MCCOY, SHELLEY
CE	112036	MINER, JENNY
CE	113897	MORSE, DAVID AARON
CE	103906	MOXNESS, ANSON

CE	112596	RAMEY, KALEN E.
EV	112821	RHODES, WILLIAM J.
EE	114174	RIDER, BLAKE S.
CE	114006	SANTIAGO, VIVIAN F.
CE	105523	SATTERFIELD, KIMBERLY
ME	101685	STAMP, DAVID
CE	106446	STEPHAN, NATHAN
CE	107276	TURLETES, IRENE
CE	113852	VANDERMEER, MATTHEW
LS	114279	VER KUILEN, ADAM T.
CE	113962	WILHELM, KENNETH
LS	105377	BOSWELL, WILLIAM

1  
2 **On a motion duly made by Hale, seconded by Schedler and passed unanimously**  
3 **it was RESOLVED to find the following list of applicants for registration by**  
4 **comity, examination and in additional branches of engineering INCOMPLETE with**  
5 **the stipulation that the information in the applicant’s files will take precedence**  
6 **over the information in the minutes.**  
7

COM	A	111404	PROZERALIK, MARK
COM	EC	112821	ROBERTSON, IAN HARVEY
COM	A	110385	WELLS, GAVIN

8 **Agenda item 25 – Review Calendar of Events**  
9

10 Board meeting dates:  
11 November 3-4, 2016 Anchorage Kathleen is excused.  
12 February 8-9, 2017 Juneau  
13 May 4-5 2017 Anchorage  
14 August 3-4, 2017 Anchorage  
15  
16 National Meeting dates:  
17 NCEES Annual August 24-27, 2016 Indianapolis, IN  
18 CLARB Annual September 22-24, 2016 Philadelphia, PA  
19

20 **Agenda item 26 Board Member Comments**  
21

22 Everyone remarked on a good meeting, thanked Sarena for her work and said goodbye  
23 to Vern and thanked him for his service to the Board. The Chair presented him with a  
24 wall certificate.  
25



1 Vern acknowledged their kind words and said how much he had enjoyed working with  
2 the Board over the years. He pointed out that Sara has a lot on her plate beside this  
3 Board and if they can be constructive instead of confrontational they will make more  
4 progress.

5  
6 1:55 p.m. adjourned.  
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Respectfully submitted:

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Richard V. Jones, Executive Administrator

Approved:

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Brian Hanson, PE Chair  
Board of Registration for Architects,  
Engineers and Land Surveyors

Date: \_\_\_\_\_