

AELS Board Meeting - Day 1 - November 12, 2020

Nov 12, 2020 9:00 AM - Nov 12, 2020 5:00 PM AKST

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State Board of Registration for Architects, Engineers, and Land Surveyors

	Appointed	Reappointed	Expires
Jennifer Anderson <i>Civil Engineer</i>	03/01/2018		03/01/2022
Robert (Bob) Bell <i>Land Surveyor</i>	03/01/2020		03/01/2024
Catherine Fritz - Secretary <i>Architect</i>	03/01/2016	03/01/2020	03/01/2024
Jeff Garness <i>Engineer Other Than Those Listed</i>	03/01/2020		03/01/2024
Elizabeth Johnston – Vice-Chair <i>Electrical/Mechanical Engineer</i>	03/01/2017		03/01/2021
John Kerr – Chair <i>Land Surveyor</i>	03/01/2013	03/01/2017	03/01/2021
Jeff Koonce <i>Architect</i>	03/01/2013	03/01/2017	03/01/2021
Loren Leman <i>Civil Engineer</i>	03/01/2020		03/01/2024
Luanne Urfer <i>Landscape Architect</i>	07/01/2013	07/07/2017	03/01/2021
Fred Wallis <i>Mining Engineer</i>	03/01/2016	03/01/2020	03/01/2024
Vacant <i>Public Member</i>			03/01/2022

State of Alaska
Board of Registration for Architects,
Engineers, and Land Surveyors

MISSION STATEMENT

The board adopts regulations to carry out its mission to protect the public health, safety, and welfare through the regulation of the practice of architecture, engineering, land surveying, and landscape architecture by:

- **ensuring that those entering these practices meet minimum standards of competency, and maintain such standards during their practice;**
- **requiring licensure to practice in the State of Alaska; and**
- **enforcing both the licensure and competency requirements in a fair and uniform manner.**



Alaska Division of Corporations, Business and Professional Licensing

Virtual Meeting Code of Conduct

I understand that by participating in any virtual board meeting or event hosted by the Division of Corporations, Business and professional Licensing, **I am agreeing to the following code of conduct:**

Expected Behavior

- Because CBPL and its boards value a diversity of views and opinions, all board members, invited guests, members of the public, and division staff will be treated with respect.
- Be considerate, respectful, and collaborative with fellow participants.
- Demonstrate understanding that the board is following a business agenda and may reasonably change it to ensure meeting efficiency. Unless invited ahead of time to address the board, the chair may recognize members of the public to speak for a limited time during the public comment period.
- Recognize the chair has the authority to manage the meeting, and staff may intercede to assist, if needed.
- All participants are also subject to the laws applicable in the United States and Alaska.

Unacceptable Behavior

- Harassment, intimidation, stalking or discrimination in any form is considered unacceptable behavior and is prohibited.
- Physical, verbal or non-verbal abuse or threat of violence toward of any board member, invited guest, member of the public, division staff, or any other meeting guest/participant is prohibited.
- Disruption of any CBPL board meeting or hosted online session is prohibited.
- Examples of unacceptable behavior include:
 - Comments related to gender, gender identity or expression, age, sexual orientation, disability, physical appearance, body size, race, religion, national origin, political affiliation;
 - Inappropriate use of nudity and/or sexual images in presentations;
 - Use of music, noise, or background conversations as a disruption. While this may happen briefly or incidentally, prolonged or repeated incidents are prohibited.
 - Shouting, badgering, or continued talking over the speaker who has been recognized by the chair.

If you or anyone else in the meeting is in immediate danger or threat of danger at any time, please contact local law enforcement by calling 911. All other reports should be made to a member of the senior management team.

Consequences

If the director of the division determines that a person has violated any part of this code of conduct, CBPL management in its sole discretion may take any of the following actions:

- Issue a verbal or written warning;
- Expel a participant from the meeting;
- Suspend attendance at a future meeting – both virtual and in-person;
- Prohibit attendance at any future CBPL event – both virtual and in-person;
- Report conduct to an appropriate state entity/organization;
- Report conduct to local law enforcement.



ALASKA STATE BOARD OF REGISTRATION FOR
ARCHITECTS, ENGINEERS, AND LAND SURVEYORS
TENTATIVE AGENDA

NOVEMBER 12, 2020 (DAY 1)

Board Members:

John Kerr

*Land Surveyor
(Chair)*

Zoom: <https://zoom.us/j/93248776340>

Teleconference: 253-215-8782

Meeting ID: 932 4877 6340

Elizabeth Johnston
*Electrical/Mechanical
Engineer (Vice Chair)*

Meeting Details

Meeting Start Time: 9:00 a.m.

Meeting Start Date: 11/12/2020

Meeting End Time: 5:00 p.m.

Meeting End Date: 11/12/2020

Meeting Location: Virtual Teleconference

Catherine Fritz
Architect (Secretary)

Jennifer Anderson
Civil Engineer

Robert (Bob) Bell
Land Surveyor

Jeffrey Garness
*Civil/Environmental
Engineer*

Agenda

Agenda Item # 1 - 9:00 a.m. Roll Call/Call to Order

Agenda Item # 2 - 9:02 a.m. Mission Statement

Agenda Item # 3 - 9:03 a.m. Virtual Meeting Code of Conduct

Agenda Item # 4 - 9:10 a.m. Review/Amend/Approve Agenda

Agenda Item # 5 – 9:15 a.m. Review/Approve Minutes from August 13-14, 2020 Meeting

Agenda Item # 6 – 9:20 a.m. Ethics Reporting

Agenda Item # 7 – 9:25 a.m. Licensing Examiner’s Report

Agenda Item # 8 – 9:30 a.m. Correspondence Received

A. Continuing Education Audit Letters

Jeffrey Koonce
Architect

Loren Leman
Civil Engineer

Luanne Urfer
Landscape Architect

Fred Wallis
Mining Engineer

Vacant
Public Member

Board Staff:

Rebecca Powers
*Executive
Administrator*

Sara Neal
Licensing Examiner

**Upcoming
Meetings:**

February 2021

Agenda Item # 9 – 9:45 a.m. Correspondence Sent

- A. Condominium Plats Cert
- B. Arctic Engineering – Instructor Qualifications
- C. NCEES FE/FS Requirements
- D. Career Counseling: Barrier Crimes
- E. Clarify the Scope of Home Inspections

Agenda Item # 10 - 10:00 a.m. Military Spouse Support Working Session

- Jim Dodson with the Fairbanks Economic Development Corporation, along with Lt. Gen. Krumm with the Alaska Command Center

Agenda Item # 11 – 11:00 a.m. Division Update

Agenda Item #12 – 12:00 p.m. Lunch

Agenda Item # 13 – 1:00 p.m. Reconvene/Roll Call

Agenda Item # 14 – 1:05 p.m. Application Review

Agenda Item # 15 – 4:00 p.m. Investigative Report with Inv. Ryan Gill

- A. Board Report
- B. Executive Session

Agenda Item #16 – 4:30 p.m. Public Comment

Agenda Item #17 – 5:00 p.m. Recess for the Day



ALASKA STATE BOARD OF REGISTRATION FOR
ARCHITECTS, ENGINEERS, AND LAND SURVEYORS
TENTATIVE AGENDA

NOVEMBER 13, 2020 (DAY 2)

Zoom: <https://zoom.us/j/96771084261>

Teleconference: 253-215-8782

Meeting ID: 967 7108 4261

Board Members:

John Kerr

*Land Surveyor
(Chair)*

Elizabeth Johnston
*Electrical/Mechanical
Engineer (Vice Chair)*

Catherine Fritz
Architect (Secretary)

Jennifer Anderson
Civil Engineer

Robert (Bob) Bell
Land Surveyor

Jeffrey Garness
*Civil/Environmental
Engineer*

Jeffrey Koonce
Architect

Loren Leman
Civil Engineer

Luanne Urfer
Landscape Architect

Fred Wallis
Mining Engineer

Vacant
Public member

Meeting Details

Meeting Start Time: 8:30 a.m.

Meeting Start Date: 11/13/2020

Meeting End Time: 5:00 p.m.

Meeting End Date: 11/13/2020

Meeting Location: Virtual Teleconference

Agenda

Agenda Item # 1 – 8:30 a.m. Reconvene Meeting/Roll Call

Agenda Item # 2 – 8:35 a.m. Application Review – Special Requests

Agenda Item # 3 – 10:00 a.m. National Organization Reports and Updates

A. CLARB

B. NCARB

i. Remote Testing

C. NCEES

i. UAF Fairbanks Testing Center – Pearson VUE

Agenda Item # 4 – 10:30 a.m. Old Business

A. Continuing Education Audits – Guidance

Board Staff:

Rebecca Powers
*Executive
Administrator*

Sara Neal
Licensing Examiner

**Upcoming
Meetings:**

February 2021

B. Rimkus COA – DOL Response

C. Committees

i. Investigative Advisory Committee

ii. Licensure Mobility

iii. Guidance Manual

iv. Legislative Liaison

v. Emeritus Status

vi. Budget Committee

vii. Continuing Education

D. To-Do list

Agenda Item # 5 – 11:15 a.m. New Business

A. CE Exemption Request

i. Kean

Agenda Item # 6 – 12:00 p.m. Lunch

Agenda Item #7 – 1:00 p.m. Reconvene/Roll Call

Agenda Item # 8 – 1:05 p.m. Statute and Regulation Working Session

A. SE by Comity Regulations

B. Working Draft

Agenda Item # 9 – 4:45 p.m. Read Applications Into the Record

Agenda Item # 10 – 4:50 p.m. Board Member Comments

Agenda Item # 11 – 5:00 p.m. Adjourn Meeting

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEERS AND LAND
SURVEYORS

MINUTES OF THE MEETING
August 13-14, 2020

These are DRAFT minutes prepared by staff of the Division of Corporations, Business and Professional Licensing. They have not been reviewed or approved by the Board.

By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Registration for Architects, Engineers and Land Surveyors was held virtually on August 13-14, 2020.

1. Call to Order/Roll Call

The meeting was called to order at 9:05 a.m.

Board members present, constituting a quorum:

Jennifer Anderson, PE, Civil Engineer, Environmental Engineer

Robert (Bob) Bell, PS, Land Surveyor, Civil Engineer

Catherine Fritz, Architect

Jeffrey Garness, PE Civil Engineer, Environmental Engineer

Elizabeth Johnston, PE, Electrical Engineer, Fire Protection Engineer (Vice Chair)

John Kerr, PS, Land Surveyor (Chair)

Jeff Koonce, Architect

Loren Leman, PE, Civil Engineer

Luanne Urfer, Landscape Architect

Board members absent:

Eric Milliken, Public Member

Fred Wallace, PE, Mining Engineer

Attending from the Division of Corporations, Business, and Professional Licensing were:

Rebecca Powers, Executive Administrator

Sara Neal, Licensing Examiner

Ryan Gill, Investigator

2. Mission Statement

The Chair read the Board's mission statement into the record:

The Board adopts regulations to carry out its mission to protect the public health, safety, and welfare through the regulation of the practice of architecture, engineering, land surveying and landscape architecture by:

- *Ensuring that those entering these practices meet minimum standards of competency, and maintain such standards during their practice;*
- *Requiring licensure to practice in the State of Alaska;*

- *Enforcing both the licensure and competency requirements in a fair and uniform manner.*

3. Discussion of Virtual Meeting Protocol – Tips

Powers and Kerr began the discussion about meeting protocol and tips. The first tip is to make sure your microphones are muted when not speaking. If you forget to mute yourself, staff will mute for you. To keep the noise to a minimum, there is a function to raise your hand if you need to speak. If we are in a lively discussion and multiple people feel strongly about speaking about the same topic, it might be good to utilize that feature. If you need a bathroom break, turn off your video and mute yourself while away. Board members should take breaks when you need to, and we will have formal breaks. This will be our primary meeting room probably for a number of meetings and so we need to get reasonably comfortable and competent operating it, so I would say if anybody who has zoom questions or if you see someone struggling with something and you have a tip on how to resolve it, then let us pause the meeting for just a second, if we can, and learn how to overcome this technical hurdle; there will be technical problems. That is just the nature of zoom and computers and everyone has to be patient and wait a little longer for people to respond. Fritz asked if the chat function can be used. Powers let everyone know the chats are posted publicly. Johnston let the board know she utilizes hotkeys to toggle things on and off.

4. Review/Approve Agenda

The board reviewed the meeting agenda. Johnston noted lunch on day one is three hours long and needs to be corrected. She also noted the public comment time, which is set for 2:45 p.m. The agenda may flex quite a bit during the meeting due to running a full two-day meeting using new technologies for the board.

On a Motion duly made by Loren Leman, seconded by Bob Bell and approved unanimously, it was RESOLVED to table the agenda until everyone has a chance to review the updated version.

5. Review/Approve Minutes from February 12-13, 2020 Meeting

On a Motion duly made by Jeff Koonce, seconded by Elizabeth Johnston and approved unanimously, it was RESOLVED to approve the February 12-13, 2020 meeting minutes.

6. Review/Approve Minutes from May 15, 2020 Teleconference

Leman would like the opening statement to reflect the board meeting was “held virtually” rather than “virtually held.” The board member list needs to also reflect the discipline of engineering for the three new board members. The board members will provide Powers with the position or title they would like to have reflected in future agendas and minutes.

On a Motion duly made by Jeff Koonce, seconded by Elizabeth Kerr and approved unanimously, it was RESOLVED to approve the May 15, 2020 meeting minutes.

7. Ethics Reporting

Fritz attended the annual meeting for NCARB, but it was virtual so there were no financial implications. Johnston attended all the virtual sessions for NCEES, which did not cost the state anything. Garness would like to be briefed on what should be brought up during ethics reporting. Kerr stated reporting should happen if there is any money provided to you from external entities in matters that relate to or influence board activity. Johnston stated that it could also be personal benefit, or the perception, anytime you are acting on behalf of the Board outside of a board meeting or representing yourself as a member of the board. It is typically disclosed during ethics reporting regardless of financial compensation because you are

holding the public's trust in that role at that time. Powers stated that information about ethics reporting for board members can be found in the resources folder in OnBoard.

8. Review/Approve Agenda

Neal and Powers noted that the agenda was tabled and needs to be voted on.

On a Motion duly made by Bob Bell, seconded by Loren Leman and approved unanimously, it was RESOLVED to remove the agenda from the table.

On a Motion duly made by Bob Bell, seconded by Loren Leman and approved unanimously, it was RESOLVED to approve the agenda as amended.

9. Licensing Examiner's Report

Neal walked through the Licensing Examiner's Report noting that there will be 56 applications by comity and 22 applications by exam reviewed during this meeting. Compared to the August 2019 meeting, the only big difference in the number of applications being reviewed were of civil and mechanical by exam applicants. Neal also noted that between April 1 and June 30 we had three architects and 33 engineers issued licenses. For firms, we had four corporations and five LLC's. 84 firms and 357 individuals renewed their licenses late. With the instatement of a \$50 late fee, we collected approximately \$22,050 for late fees. 182 licensees retired their licenses. The exam results are lower than last year due to the cancellation of exams, but since Pearson testing centers are beginning to open up, the numbers have started picking back up. Fritz asked if there was data in terms of many licensees retired their registrations, along with their discipline, compared to the last renewal cycle. Neal will have that information available for the November board meeting. Johnston stated that information would be helpful to use during public outreach events.

10. Correspondence Received

- a) Axsom - Waiver Request – Johnston informed the board that our statues do not allow the board to consider a waiver to the NCEES 16-hour exam if they are licensed in another state. There is an active project on this topic and the board encourages the applicant to apply again when the path becomes available. We cannot take exemption exceptions for special circumstances, but the board is trying to fix it. Kerr would like to speak with the regulations specialist to see where we are on current regulations project before drafting a response.
- b) Bishop - Progressive Structural Experience – Forest Bishop wrote the Board to ask if the 2 years of Progressive Structural Experience can be done through mentoring as his supervisor is not SE. Kerr explained that the mentoring program was designed for applicants by exam to have their experience reviewed by a PE when they do not have a supervising PE in the discipline for which they are applying at their place of employment. Kerr does not see why this person could not gain his experience under an SE. Johnston pointed out that mentorship is only designed for an initial application. Kerr said he would like to review the regulations and come back to this. Johnston said that (j) under 12 AAC 36.063 that talks about mentoring applies to the whole regulation as it would cover SE by exam as well. Bishop had also asked about whether two years under an SE would be accepted in which case the answer would be "Yes." Neal interjected with the fact that it was not an actual SE but a PE who had passed his PE- Civil/Structural exam. The question is now who gets to sign off on progressive structural experience which is not defined in statutes so it goes over to different documents to define it. Fritz said that if that is the case then no, this person cannot sign off on progressive structural experience as he is not a licensed SE to which Kerr agreed. Neal then asked if Bishop did not have the option of gaining progressive structural experience under a PE

Civil can he gain experience under the mentorship of a licensed SE who is not his supervisor. Kerr said that based on what Johnston stated about regulation 12 AAC 36.063 he can gain experience under the mentorship of a licensed SE. Johnston suggested putting this under FAQ's.

- c) Brodie - Chugach Electric – Johnston noted that this was discussed at the February 2020 meeting. To summarize, if you are having work done and you are an industrial exemption corporation or entities such as an electric utility, your employees doing work for you do not have to be licensed. But if you are doing work for the public, then you have to be licensed and if a consultant is doing work for you may have to be licensed. The fact that they are doing work for someone who has industrial exemption does not give the consultant an exemption. If they want to have some design work done by consultants, does it have to be stamped? Johnston will draft a response.

Kerr stated that he would like a binder/folder created that includes correspondence organized by topic.

- d) Churchill - AIA Provider – Mr. Churchill is an architect who took the arctic engineering course, which does not qualify for health, safety, and welfare continuing education credits. Fritz summarized the letter by stating that Mr. Churchill is asking that the course be qualified for HSW through the AIA continuing education system, however, there are a few problems with that. First, the arctic engineering courses are required for licensure. AIA has a counting system for its members that is a nice way to keep track of continuing education. You do not have to be an AIA member to be an architect licensed in Alaska, or most anywhere. Our regulations specifically allow a professional or a university level course to qualify for continuing education, so he's getting his CE credits for the state of Alaska. Further, he can submit the course himself that he took as a self-study to the AIA continuing education system for easy tracking. AIA will add it to his transcript for his own convenience at no cost. The question is, does the board want to require the University of Alaska and other providers to have control of our courses to be a registered provider with the AIA continuing education system. Fritz does not think that is the role of the board. There are a variety of ways to account for continuing education as the board will see when they start the discussions. Mr. Churchill could contact the three universities that offer the arctic engineering courses and encourage them to sign up for the AIA system. Basically, it is Mr. Churchill's responsibility to track his continuing education credits. Garness agreed that the board does not have any jurisdictional authority over this. Fritz stated that the board could request to become an AIA continuing education provider and sponsor courses, but that is not something the board wishes to pursue, as it is not something necessary for an architect to work. Fritz will draft a response.
- e) Glashan - Significant Structure - Glashan is simply commenting that the definition of significant structure does not address tall retaining walls, which is correct. Kerr states that we may need to contact someone and find out if there is a consensus that this is in fact an issue. Anderson stated that we probably do need to provide more specificity. It sounds like Glashan is uncomfortable dealing with structures that are tall or maybe those are the expectations clients have of him. The board should go back to the definition and make modifications. Leman, who is a civil engineer, could do that type of design, but he would not because he is not experienced in that sufficiently, so he would purposefully avoid it. There are civil engineers who are not structural engineers who Leman believes would be competent to do that type of design, so the board needs to be careful. The board should be careful not to disallow a civil engineer from being able to do that type of design if they are otherwise qualified. Kerr stated that he agrees, and Bell concurs as well. Bell stated that professional judgment comes into play, so if the engineer is looking at that wall and is unsure, then they need to get somebody that could be the structural engineer. If the engineer is

comfortable, then there's no reason why a civil engineer could not do it, which is currently the way it is now. Bell stated that he does not have any personal knowledge of those occasions where it went wrong when somebody designed a wall they were not capable of doing. Kerr stated that public outreach would be nice to reach out to licensees about this issue, reminding people that these are issues and not to practice outside of their area of expertise. Johnston stated that the definition of significant structure that the board adopted specifically came from the structural engineering licensure coalition. The board was trying to use the same language as others as much as possible. Kerr asked Anderson if she agreed that this can be handled through outreach without modifying the regulation language. Anderson feels like there is more to the story in the letter and the board is missing some details, but she does agree that everyone should be practicing in areas where they have experience and are comfortable to do so. Fritz stated there may be a situation where a retaining wall becomes a significant structure by nature of what it is doing or retaining, so it may not be in the board's best interest to actually define that as significant because in some ways, it may already be. Kerr will draft a response.

- f) Kurt - Arctic Engineering – The University of Washington would like to offer the Arctic Engineering course via zoom. Kerr stated the request was limited to the upcoming academic year, but ultimately this could be something that happens full time pending the trial run. Johnston says UAF offers the zoom option, so she does not see why the board should limit this method of delivery behind this year – it is the curriculum we care about. Powers will draft a response.
- g) Ullgren - Five Year Limit for Exams – Kerr does not think this is currently an issue, as they have not reached the end of their exam period. When that time period comes up, it is reasonable to probably extend the period based on Pearson test centers. Johnston heard examinees have the opportunity to defer or refund and they could choose anytime within the next year for their deferment, but she did not hear anything specifically about the five-year completion period. Powers will respond.

Break at 10:45

Kerr let the board know if they come back from break early, there is a continuing education audit guidance document that can be reviewed before starting the audit portion of the meeting.

11. CE Audit Review - Process Review & Begin Audits

Kerr let the board know that 6% of the applicants are audited and they are required to reply. The last audit was waived, so this is the first one in four years. The purpose of the continuing education program is to maintain a continuing level of competency and standards for professional architects, engineers, land surveyors, and landscape architects to promote the public health, safety, and welfare within this state. The form is provided to document their continuing education if they have not met the requirements of course they are not eligible for licensure. While looking at a sample audit, Kerr noted the description of the activity tells the individual what they need or what is acceptable. Someone can be exempt from the CE requirements if they meet the criteria on the first page, which needs to be checked first to make sure they are not exempt. While looking at courses that seem suspect, the first thing Kerr would do before investigating the courses would be to look at the number of credits they have, with the requirement being 24. If the licensee is far in excess of that, then Kerr suggests subtracting the questionable courses right off the bat.

Johnston noted the first thing the regulations state about CE's is the subject matter must address the public health, safety and welfare, which automatically excludes a lot of non-technical content. The regulations also state that the CE's must be in the area of the registrant's registration or discipline. If it is

not in their discipline, then it has to be relevant to their practice of profession (architecture, engineering land surveying, or landscape architecture) and may include technical, ethical, or managerial content. Documentation also must state how the content is presented and who the sponsoring organization is.

The board reviewed the CE criteria, which can be found in Article 5 of the Statutes and Regulations. As long as the requirements are met, the audit can be approved.

Lunch

12. Continue Audit Review

Kerr appreciates everyone working through the audits. It is tedious, but it makes the board stronger to have a common understanding. Fritz recommends referring an audit to another board member for review if they know the registrant or have questionable topics. Kerr suggests board members communicate and work together, but as they become more comfortable they are more than welcome to work independently. The goal is to treat everyone fairly.

13. Public Comment

Chris Miller, Mechanical Engineer and President of Design Alaska – Miller stated that he was not aware of today's meeting and that he is a faithful follower of the AELS board, as it impacts 50 people that work for him. He also did not see the minutes from the May meeting. He understands there have been some changes and things happen. He does not have a specific comment, other than he wants to be involved. Kerr appreciates Miller reaching out and affirms that there have been some changes to staff and work world. We have a number of new members, so we are not intentionally changing our processes to keep the public in the dark and we will strive to make those notifications more obvious and transparent. Miller noted that he did see the May minutes, but not much business transacted because it was mostly reviewing applications. He did not notice much discussion. Kerr noted the May meeting was abbreviated in light of COVID. Power stated that she does not post items to the website herself, that they go to the publications team and they post them as quickly as possible. There are some holes that will be worked through to ensure the proper documents are posted before board meetings. Miller stated that as a member of the of the constituency of this board the list served work just fine. Powers stated that she will learn how to utilize the listserv feature for future meetings. Miller would like to review content for this meeting to participate. Powers will email it to him. Kerr thanked Miller for his comment and appreciates feedback from the public. The board will add a public comment period to the agenda for 1:30 on August 14.

14. Recess for the Day

15. Reconvene Meeting/Roll Call

The meeting was called to order at 8:40 a.m.

Board members present, constituting a quorum:

Jennifer Anderson, PE, Civil Engineer, Environmental Engineer

Board members present, constituting a quorum:

Jennifer Anderson, PE, Civil Engineer, Environmental Engineer

Robert (Bob) Bell, PS, Land Surveyor, Civil Engineer

Catherine Fritz, Architect

Jeffrey Garness, PE Civil Engineer, Environmental Engineer

Elizabeth Johnston, PE, Electrical Engineer, Fire Protection Engineer (Vice Chair)

John Kerr, PS, Land Surveyor (Chair)

Jeff Koonce, Architect
Loren Leman, PE, Civil Engineer
Luanne Urfer, Landscape Architect
Fred Wallace, PE, Mining Engineer

Board members absent:
Eric Milliken, Public Member

Attending from the Division of Corporations, Business, and Professional Licensing were:

Rebecca Powers, Executive Administrator
Sara Neal, Licensing Examiner
Ryan Gill, Investigator
Amber Whaley, Investigator

16. CE Audit Review Continued/Begin Application Review

AELS staff reviewed the application review process with the board members. The board began reviewing ninety-two applications for registration.

17. National Organization Reports & Updates

Due to time constraints, the board will review the national organization reports and updates located in the board packet on their own time.

Lunch -

18. Application Review Continued

The board returned to review applications for the remainder of the afternoon.

19. Public Comment

Chris Miller joined for public comment. Miller appreciated being given the opportunity to speak yesterday, as well as receiving the board packet for the meeting. There were 170 pages of material and he did not have much time to get through them. He had a very difficult time understanding what the topics were and would like to see more effort in organizing the board packet. Miller stated that he is very concerned about the lack of testing in Fairbanks. He is a major employer in the community and there needs to be a way to test people locally. If there is oversight on the part of going to computer based testing, it needs to be fixed. He understands with some specialty things that travel may be required for testing, but for the bread and butter of what builds Alaska. It needs to be more available than that. There is one place in Anchorage that can do it, and Miller would say that is true of Juneau as well; and that is how it has been for many years. Miller hopes to get a clear response at some point on the strategy to resolve this. As far as industrial exemption, there have been heated topics within his office regarding this. In general trends of professionals, they would not mind bringing the utility people into the fold so that they are part of the professional world. Miller does support the board's efforts to clean up the audit process, as it is very confusing. He has about 20 professionals in his office that all deal with the requirements and they understand that this is a people business and he understands some of the discussions that could be going around is the technical content. It needs to allow people the ability to educate them and meet their needs. The board should be clear on what is acceptable. Miller stated that we are halfway to the next renewal already and he has already got quite a few credits logged, but he has four licenses to maintain so he has a bigger burden than most to manage his continuing education and choose wisely. Miller will be looking

forward to being able to receive information in advance of board meetings so he can be prepared and contribute.

Kerr and Leman stated that the audits were not done in December, but rather in June. It is not the intention for that to be the schedule going forward. Miller stated that he does not understand the process, but when everyone turns their administrative responses in, he would think it would be a fairly fast thing to select the audience.

20. Investigative Report

Amber Whaley and Ryan Gill joined the meeting. Whaley introduced herself as the senior investigator. From this point on, however, Ryan Gill will serve as the assigned investigator for the AELS Board, as John Savage has retired. Gill went over the investigative report which outlines what investigations are open and closed from the last period. This report includes cases dating back to February and there are 21 open investigations. The report is broken down by discipline – architects, engineers, land surveyors, and then sub disciplines. 27 cases have been closed since the last board report, again, broken down into specialties. Many cases are unlicensed practice or violation of a likening regulation, which could be a broad spectrum of violations. Gill opened the floor for questions. Kerr appreciates the brief description of the violation of licensing regulation and unlicensed practice activity. Johnston has a question about the granularity of the categories. She would like clarification about how the engineers are listed on the report. Gill stated that some of the records are getting more and more specific and better maintained as we go, but some of them are generally categorized as engineer, where it could have been an electrical engineer or any type you can think of. As documentation and the database is fine-tuned, it's going to be more and more specific as the meetings go along. There will be different subcategories of engineers. Johnston stated that she would appreciate the breakdown to monitor large increases or patterns in certain professions, which could help determine which professions need more outreach. Gill stated that at the next meeting, the board will see more specifics and a better breakdown of exactly which professions are being affected. Johnston asked Gill how the workload is. Our board is one of those few that has a dedicated investigator, for which the board is grateful. She asked Gill if he feels like he has sufficient time to complete his caseload, and asked if there is anything he needs from the board. Gill stated that he does not need anything at this time. He is getting more and more familiar with the statutes and regulations as they apply to each profession, but he is also transitioning from his previous position, which was an investigator for managing probation, so he still has that workload as well. He estimates 85% to 90% of his day is attributed to the AELS board. Bell would like clarification about the difference between license application problem or violation of licensing regulations, as they are relatively generic. Gill stated that he is restricted to what the database drop down menu allows and those options can be adjusted as we go if it needs to be more specific. Gill stated that in the future, there will be a page dedicated to probation reports if there are any licensees that are on probation that are under the governance of this board. He also let the new board members know that when an investigation is ongoing, unless they are the reviewing board member, he will not disclose where the investigation is at. Kerr asked Gill if he knew approximately how many people are on probation that need to be monitoring. Gill stated that in the last 15 or so years, there has not been anybody placed on a consent agreement or probation of any kind in the AELS board. Leman expressed his concern that there should be punishments that are stronger than a letter. Johnston stated that the board has the power to revoke, suspend, or impose monetary fines that is within regulations. While disciplinary actions tend to be fairly benign, there are other options, they are just barely exercised. Whaley reminded the board that they have the authority to invoke disciplinary action against a licensee and that varies from several different things, from issuing probation, a civil fine, revocation, suspension, or anything like that. Fritz stated that she recalls a few consent agreements over the years and how the board moves forward from here is important.

a) Executive Session

On a Motion duly made by Elizabeth Johnston and passed unanimously, it was RESOLVED to go into Executive Session for the purposes of investigator board member training, with Neal and Powers remaining in the session.

21. Continue Application Review

The board reviewed applications of special consideration.

22. New Business

- a) Discussion on Lack of In-Person Testing Options for Fairbanks Test Takers (Johnston)
Johnston spoke of a past applicant, Blake Burley, who is a mechanical engineer and was under special consideration for his experience. After the mail ballot where he was approved, he went to sign up for his test and was informed by the test center that the PE exam will no longer be offered in Fairbanks because the exam is going to computer based testing. It is an issue with Pearson VUE who said that the computer based exam is not one that they can just offer and it was not their problem. Powers reached out to NCEES, who expressed that the Fairbanks test center has never offered the exams, so this is the first time we have heard of a problem. Johnston feels this is the first of a coming wave that will be complaining, especially in the era of COVID. It is being expected that all of our licensees will be traveling for testing. As a fellow licensee and an electrical engineer, Johnston does not feel this is acceptable. The state pays NCEES a great deal of money to administer the test, and if they are not able to rectify their relationship with Pearson VUE, and Pearson VUE is not willing to reach out to testing centers in Fairbanks, then we need to be informing them of our displeasure. Johnston thinks there should be an official letter to go to NCEES and Pearson VUE stating that there is a need for the Alaska licensees to have computer based testing available. They also need to be aware of the opening hours of the testing centers. If a testing center is only open for 6 hours, but a licensee is taking an 8-hour exam, then this is an issue. Powers stated that she reached out to NCEES and they agree that as computer based testing increases, it is something they may consider. Fritz stated that if we are going to be trying to get Pearson VUE to identify more sites, that it is across the State of Alaska rather than just Fairbanks. Johnston thinks it would be beneficial to include testing locations on our website.

- b) Foreign Credential Evaluation Services (Johnston)
Johnston stated that on the AELS website, there is a list of acceptable credential evaluation services, which includes the NCEES credential evaluation service. Before the November 2019 board meeting, the board looked at the list of services and asked each of them to confirm whether they reviewed foreign credentials against ABET education standards and did an equivalency comparison with varied results. Johnston said the board requested to move all that information from the website and have them go to NCEES for engineering credential evaluation, because that at least is evaluated against the NCEES model education standard, which is roughly in alignment with ABET. ABET itself no longer offers foreign credential evaluation services because they are trying to sell their own accreditation out for universities. They no longer help you convert – they want your University to go through a better accreditation process. The two points Johnston seeks to make are: 1. We still have not removed that information from our website and, 2. We have an applicant who turned in a foreign credential evaluation that was not from one of our official website sources, so she is having to reject them. Johnston thinks it is time to fix this by removing that information from the website, referring them just to NCEES credential evaluation service. Johnston would like the board to make a motion to have all references removed from the AELS website.

On a Motion duly made by Elizabeth Johnston, seconded by Jeff Koonce and passed unanimously, it was RESOLVED to remove reference to foreign credential evaluation services for engineers other than the NCEES credential evaluation service.

23. Complete Application Review

The board continued reviewing applications.

The board scheduled the next board meeting for November 12-13, 2020, which will be held virtually.

24. Read Applications into the Record

On a motion duly made by Catherine Fritz, seconded by Bob Bell and passed unanimously, it was RESOLVED to approve the following list of applicants for registration by comity and by examination with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
ROLF	ARMSTRONG	STRUCTURAL	Approved
DEBORAH	BACON	CIVIL	Approved
SHANE	BROWN	STRUCTURAL	Approved
JASON	CHANDLER	CIVIL	Approved
CARL	CHAPPELL	FIRE PROTECTION	Approved
LUKE	EDWARDS	ELECTRICAL	Approved
BRENDAN	ELKINS	CIVIL	Approved
DANIEL	FERRUFINO	CIVIL	Approved
DAVID	GOWERS	CIVIL	Approved
GERALD	HILL	ARCHITECTURE	Approved
ROBERT	HURTIG	ELECTRICAL	Approved
LEONARD	JOB	CIVIL	Approved
BRIAN	KERMODE	STRUCTURAL	Approved
Jashua	LEATHAM		Approved
TIMOTHY	LOUGHEED	ELECTRICAL	Approved
JOHNATHAN	MALLOY	CIVIL	Approved
GREGORY	MARTIN	MECHANICAL	Approved
RYAN	MOORE	CIVIL	Approved
THEODORE	MOWINSKI	MECHANICAL	Approved
MATTHEW	OTT	ELECTRICAL	Approved
NICHOLAS	PETRAGLIA	CHEMICAL	Approved
AIMEE	POSANKA	CIVIL	Approved
ADAM	RIDGE	CIVIL	Approved
DAVID	SAAREM	MECHANICAL	Approved
ROBERT	SCHEIBE	MECHANICAL	Approved
BENJAMIN	SCHLACHTER	CIVIL	Approved
WELLS	SQUIER	ARCHITECTURE	Approved

CHARLES	STEFFENSMEIER	CIVIL	Approved
STUART	STRINGER	STRUCTURAL	Approved
TIMOTHY	TENNIS	CIVIL	Approved
KHOI	TRAN	MECHANICAL	Approved
VINOD	VASUDEVAN	CIVIL	Approved
JOSHUA	WATSON	CIVIL	Approved
DANIEL	WORKMAN	ENVIRONMENTAL	Approved
SCOTT	WYSSLING	CIVIL	Approved

On a motion duly made by Catherine Fritz, seconded by Jeff Koonce and passed unanimously, it was **RESOLVED** to conditionally approve the following list of applicants for registration by comity and by examination with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
DOUGLAS	BONITO	FIRE PROTECTION	CONDITIONAL
ALAN	BROWN	ELECTRICAL	CONDITIONAL
Alan	Brown	Electrical	CONDITIONAL
CLAUDIA	CASTREJON	ELECTRICAL	CONDITIONAL
Claudia	Castrejon	Electrical	CONDITIONAL
A. PHILIP	CLARK	MECHANICAL	CONDITIONAL
P Amos	Clark	Mechanical	CONDITIONAL
ERIC	FROELICH	ARCHITECTURE	CONDITIONAL
Eric	Froelich	Architect	CONDITIONAL
BENJAMIN	GIBSON	CIVIL	CONDITIONAL
NATHAN	GREENE	ELECTRICAL	CONDITIONAL
CHAD	GRISMER	CIVIL	CONDITIONAL
SCOTT	HARDY	ELECTRICAL	CONDITIONAL
Scott	Hardy	Electrical	CONDITIONAL
RICHARD	HARVEY	FIRE PROTECTION	CONDITIONAL
ADAM	JENKINS	ELECTRICAL	CONDITIONAL
Adam	Jenkins	Electrical	CONDITIONAL
BREANNA	LAMBERT	CIVIL	CONDITIONAL
BRIAN	LINCOLN	CIVIL	CONDITIONAL
MATTHEW	LONGSINE	MECHANICAL	CONDITIONAL
Matthew	Longsine	Mechanical	CONDITIONAL
JOHN	MCDONALD	MECHANICAL	CONDITIONAL
John	McDonald	Mechanical	CONDITIONAL
JAMES	NEELEY	FIRE PROTECTION	CONDITIONAL
GARRETT	PROKOSCH	MECHANICAL	CONDITIONAL
JOSHUA	REISER	MECHANICAL	CONDITIONAL
Joshua	Reiser	Mechanical	CONDITIONAL
JARED	RIEDEL	MECHANICAL	CONDITIONAL

CHASS	RISING	ARCHITECTURE	CONDITIONAL
Chass	Rising	Architect	CONDITIONAL
DEVON	ROE	CIVIL	CONDITIONAL
ERIC	ROSENDALE	CIVIL	CONDITIONAL
AHARON	SHERRILL	CONTROL SYSTEMS	CONDITIONAL
ANDREW	SMITH	ARCHITECTURE	CONDITIONAL
Andrew	Smith	Architect	CONDITIONAL
ADAM	WYBORNY	ENVIRONMENTAL	CONDITIONAL
ADDISON	YANG	CIVIL	CONDITIONAL

On a motion duly made by Catherine Fritz, seconded by Jeff Koonce and passed unanimously, it was RESOLVED to find the following list of applicants for registration by comity and by examination incomplete with the stipulation that the information in the applicants' files will take precedence over the information in the minutes.

FIRST NAME	LAST NAME	TYPE OF LICENSE	AUG DECISION
FARSHAD	Ebadi	Electrical	Incomplete

25. Board Member Comments

Kerr appreciates everyone grinding through this challenging meeting. There was a lot of material covered and it was a new format and had new members. Leman said he was happy to work with everyone and will give the meeting some thought and provide feedback later. Anderson thanked everybody for participating the last two days. She feels like a lot was accomplished and it is really nice to get the new board up to speed on things. Koonce thanked Neal and Powers for their help in putting the meeting together, albeit tough trying to go from meeting in person to electronically, especially with the breakout rooms and other technology. Neal and Powers thanked the board for their grace and patience through this meeting. Fritz thanked everyone for a great meeting, and while it was difficult in many ways with the virtual format, she appreciated Neal and Powers for the preparation. She misses everyone and wishes the meeting was in person. Kerr thanked the new board members for their patience, as well as Neal and Powers for their efforts in putting the meeting together.

26. Adjourn Meeting

The AELS August 2020 board meeting adjourned at 5:04 p.m.

Respectfully submitted:

Rebecca Powers, Executive Administrator

Approved:

John B. Kerr, Chair
Alaska Board of Registration for Architects,
Engineers, and Land Surveyors

Date: _____

DRAFT

EXECUTIVE BRANCH ETHICS ACT

Responsibilities of Designated Ethics Supervisors for Boards and Commissions

Boards and commissions subject to the Ethics Act have designated ethics supervisors. The chair serves as the designated ethics supervisor for board or commission members and the executive director. The executive director is the designated ethics supervisor for staff. The designated ethics supervisor for a chair is the governor, who has delegated this responsibility to Guy Bell, Administrative Director of the Office of the Governor.

Designated ethics supervisors should refer to the [2019 Designated Ethics Supervisors Handbook](#) (503KB PDF), available from the state ethics attorney, regarding their responsibilities under the Ethics Act. Briefly, as designated ethics supervisor, you must --

1. Ensure that members and employees are provided copies of the guides, Ethics Information for Members of Boards and Commissions and Ethics Act Procedures for Boards and Commissions -- and keep a supply of disclosure forms.
 1. These guides, other educational materials, disclosure forms, statutes and regulations are available for review and copying on the [Department of Law ethics web site](#). If access to this page is not available, please contact the Attorney General's office at 269-5275.
2. Review all disclosures, investigate potential ethics violations, make determinations regarding conduct, and take action.
3. Keep member or employee disclosure statements (of potential violations, receipt of gifts, and interests in grants/contracts/leases/loans) on file in your office. Disclosure of a gift received from another government must be forwarded to the Office of the Governor.
4. Submit an ethics report to the Department of Law in April, July, October and January for the preceding quarter. You will receive a reminder. There is a sample report on the ethics web page.
 1. Mail, email or fax to Jennifer L. Williams, Paralegal, Department of Law, Opinions, Appeals & Ethics Section, 1031 W. 4th Avenue, Suite 200, Anchorage, AK, 99501, ethicsreporting@alaska.gov, fax no. 907-258-4978.

You may request ethics advice from your agency's Assistant Attorney General or from the State Ethics Attorney, Maria Bahr, at 269-5285 or maria.bahr@alaska.gov. Please direct questions about reporting procedures to Jennifer L. Williams at 269-5275 or jennifer.williams1@alaska.gov.

EXAMINERS REPORT- November 12th & 13th , 2020

THIS REPORT IS FOR July 1st – September 30th, 2020

APPLICATIONS TO BE REVIEWED:

FIELDS OF PRACTICE/DISCIPLINE	COMITY		EXAM		FIELDS OF PRACTICE/DISCIPLINE	COMITY		EXAM	
	2019	2020	2019	2020		2019	2020	2019	2020
AGRICULTURAL	0	0	0	0	METALURGICAL & MATERIALS	0	0	0	0
CHEMICAL	0	1	3	0	MINING & MINERAL	0	0	0	0
CIVIL	12	16	6	4	NAVAL ARCHITECTURE & MARINE	0	0	0	1
CONTROL SYSTEMS	1	0	2	0	NUCLEAR	0	0	0	0
ELECTRICAL	6	9	3	2	PETROLEUM	0	1	0	1
ENVIRONMENTAL	1	0	1	1	STRUCTURAL	2	2	1	0
FIRE PROTECTION	1	1	0	2	ARCHITECT	5	9	3	1
INDUSTRIAL	0	0	0	0	LANDSCAPE ARCHITECT	1	0	2	0
MECHANICAL	8	5	2	7	LAND SURVEYOR	1	1	2	2
TOTAL						38	45	25	21

REGISTRATIONS AND RENEWALS:

REGISTRATIONS	TOTAL	REGISTRATIONS	TOTAL
ARCHITECT	3	CORPORATIONS	6
LANDSCAPE ARCHITECT	0	LIMITED LIABILITY	4
LAND SURVEYOR	2	LIMITED PARTNERSHIP	0
ENGINEERS	48		

RENEWALS/REINSTATEMENTS/RETIRED	FIRM	INDIVIDUAL
RENEWALS RECEIVED BEFORE 12/31/2019	569	5861
RENEWALS RECEIVED ON/AFTER 01/01/2020	88	373
REINSTATEMENTS RECEIVED	N/A	3
RETIRED REGISTRATIONS-1/1/2020	N/A	182

EXAM RESULTS:

EXAM	PASS	FAIL	NO SHOW	EXAM	PASS	FAIL	NO SHOW	EXAM	PASS	FAIL	NO SHOW
FE	19	11	0	PE	4	1	0	AKLS	4	2	0
FS	2	0	0	PS	0	0	0	SE	0	0	0

LICENSE VERIFICATIONS:	54
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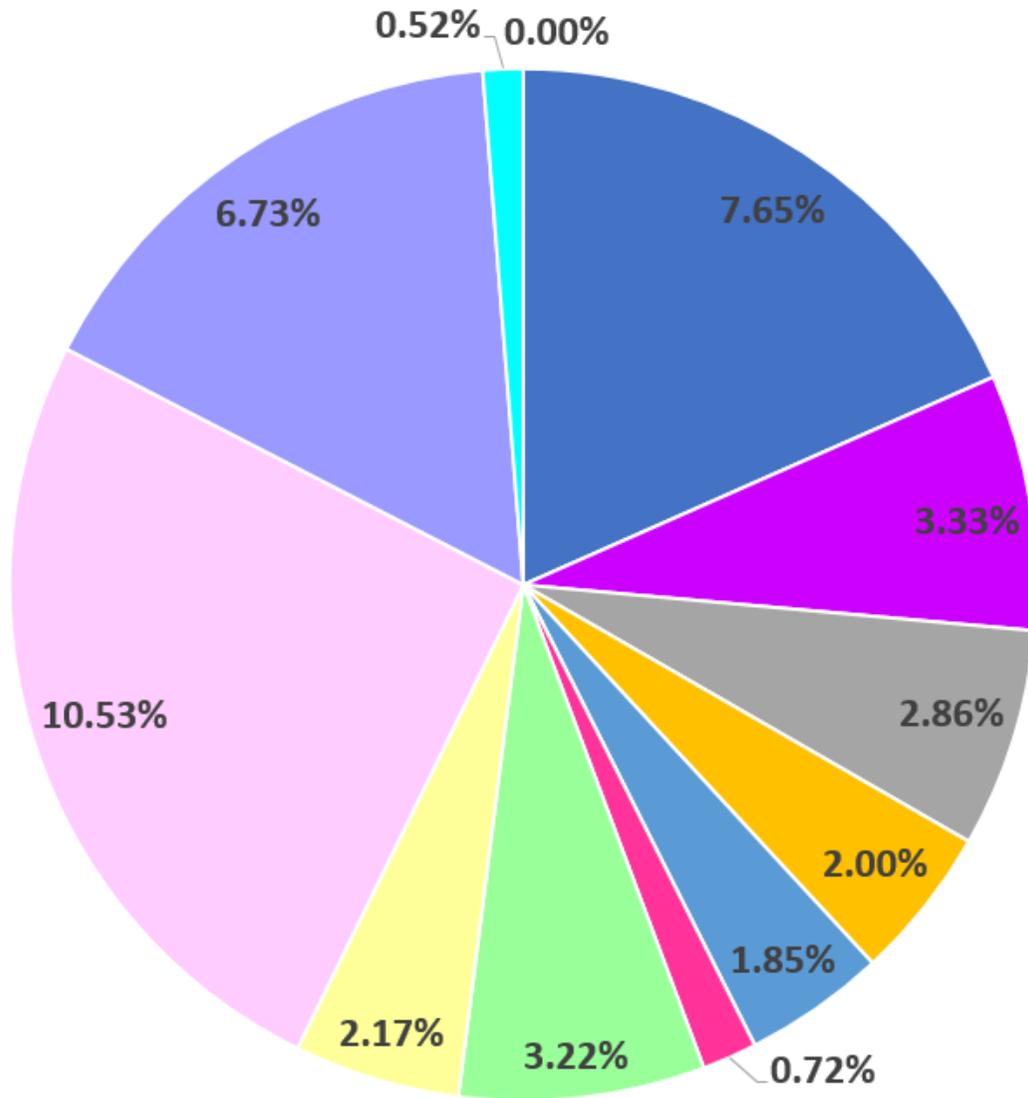
ADDITIONAL COMMENTS:

- Approximately \$23,050 collected in late renewal fees
- 2 applicants sat for parts of the LARE – Each passed 1 section and failed 1 section / NCEES added Regional Exam in January 2021

RETIRED LICENSES AS OF 10/30/2020

	Retired 12/31/2019- 10/30/2020	Active as of 10/30/2020	Percentage Retired
Architects	11	566	1.94%
Landscape Architect	1	49	2.04%
Land Surveyors	31	405	7.65%
Chemical Engineer	4	120	3.33%
Civil Engineer	83	2905	2.86%
Control Systems	1	50	2.00%
Electrical	13	701	1.85%
Environmental	1	139	0.72%
Mechanical	26	808	3.22%
Mining & Mineral	1	46	2.17%
Naval	2	19	10.53%
Petroleum	7	104	6.73%
Structural	2	381	0.52%
Other disciplines	0	57	0.00%
TOTAL	171	5735	2.98%

PERCENTAGE OF TOTAL ACTIVE REGISTRANTS BY DISCIPLINE WHO RETIRED



■ Land Surveyors

■ Chemical Engineer

■ Civil Engineer

■ Control Systems

■ Electrical

■ Environmental

■ Mechanical

■ Mining & Metallurgical Engineering

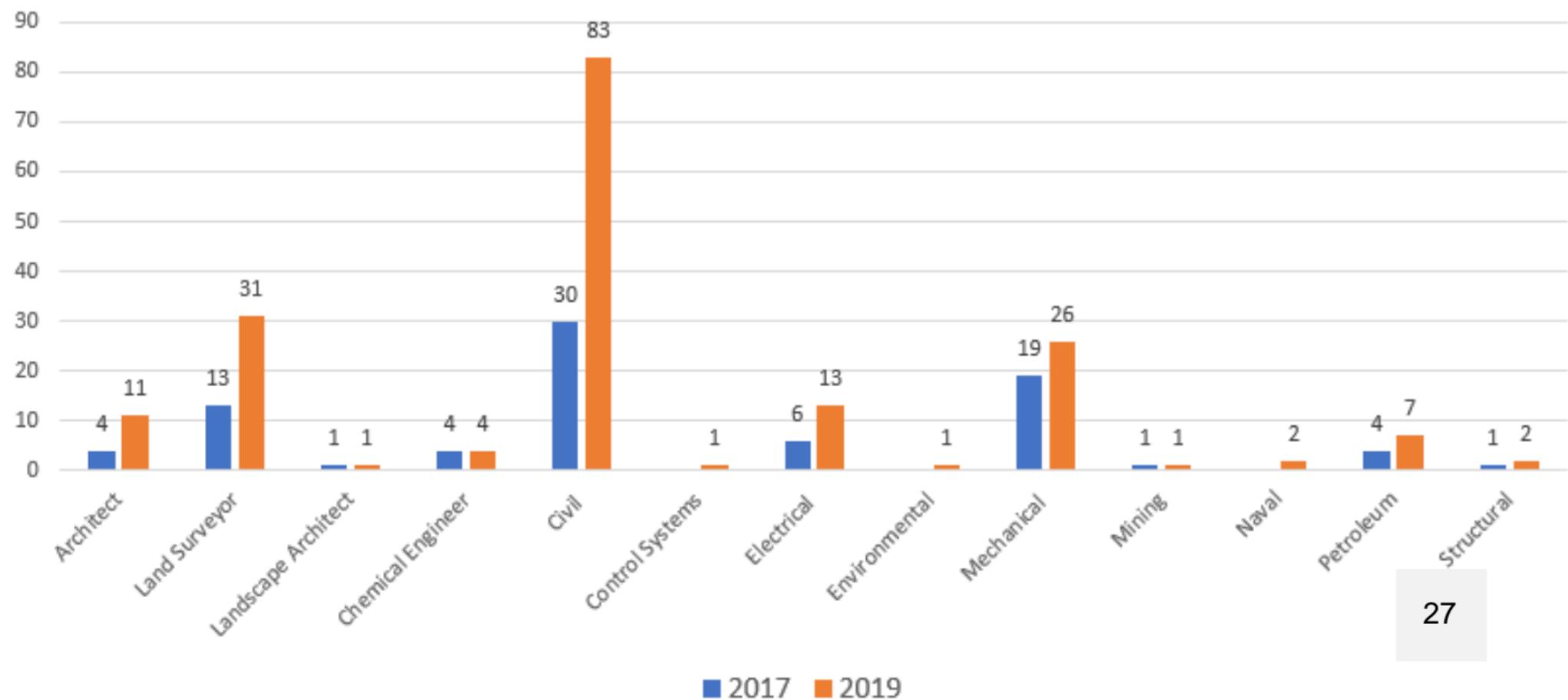
■ Naval

■ Petroleum

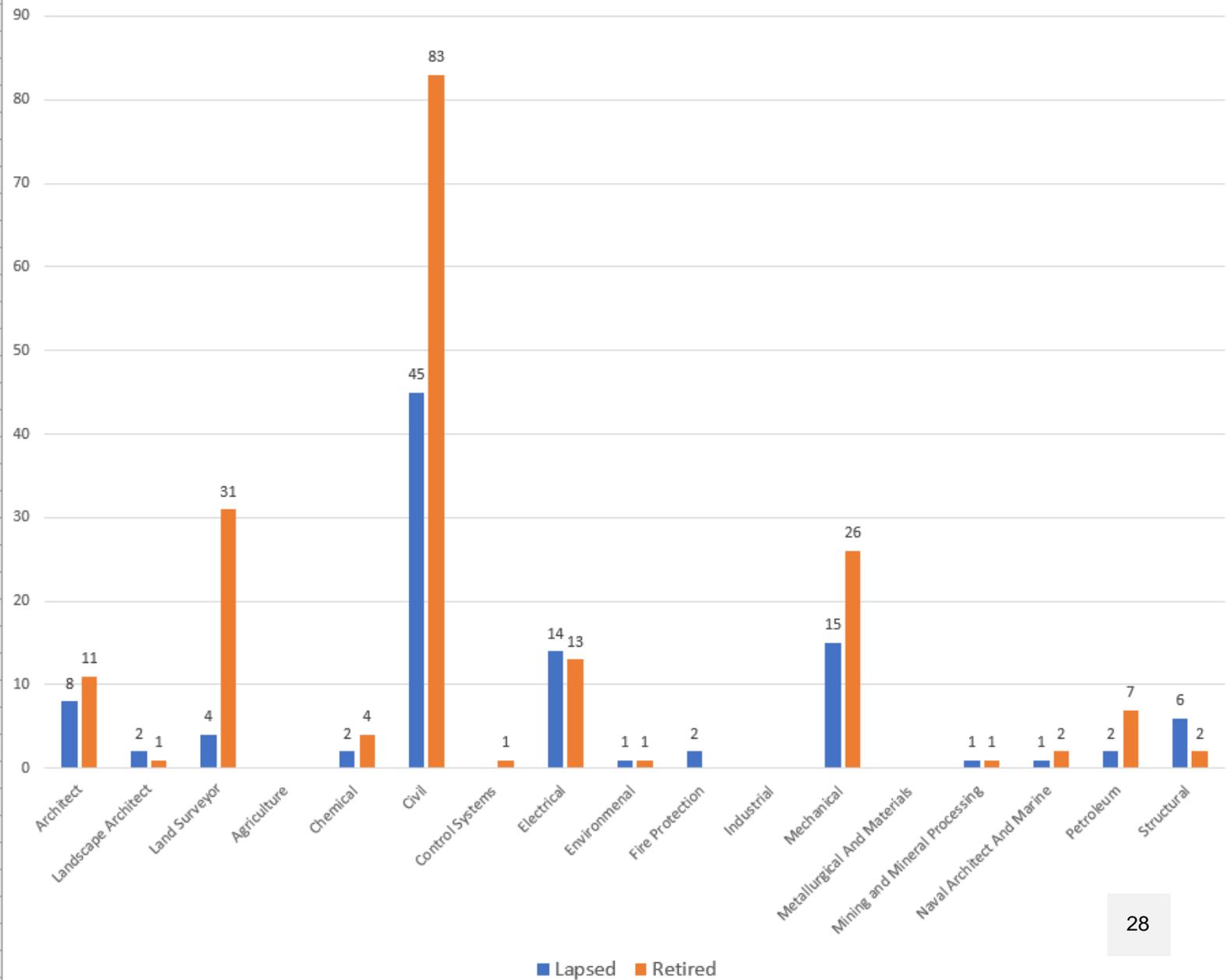
■ Structural

■ Other disciplines

Retired Licenses 2017 Compared to 2019



2019 Lapsed and Retired Licenses



**Patrick J. Church
P.O. Box 2080
Homer, Alaska 99603**

Re: Registration AELL 7614

STATE OF ALASKA

**Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
P.O. Box 1100806, Juneau, Alaska 99811-0806
(907) 465-2550**

Dear Sara Neal, Occupational License Examiner

Please find enclosed Certificate License Type: Registered Professional Land Surveyor which I am returning, and I have written 'VOIDED' and 'RELINQUISHED' and initialed.

In response to the audit for continuing education, reviewing my records, I can not find my records. I thought that I was in compliance when I signed it, but I am unable to find any verification of the CE units.

I have cared for my terminally ill wife, Shari, for several years, who died in February 2018. As yet, I have not even made provision for her ashes.

I continue to have several on going medical conditions.

I have had no business activity in the past 7 months. I have not surveyed this year, and do not plan to continue land surveying in the future. My Business Liability Insurance Policy has been cancelled. I am no longer in the business of surveying, and do not proclaim to be so.

Thank you for your courteous attention.

**Sincerely,
pjc
(7-07-2020)**

cc: Certificate State Board of Registration for Architects, Engineers, and Land Surveyors. Registered Land Surveyor Active. Marked VOIDED AND RELIINQUISHED

License #: AELL7614
Effective: 11/25/2019
Expires: 12/31/2021

State of Alaska

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing

State Board of Registration for Architects, Engineers, and Land Surveyors

Licensee: PATRICK J. CHURCH

License Type: Registered Professional Land Surveyor

Status: Active

*VOIDED
and
RELINQUISHED
PJC*

Commissioner: Julie Anderson

From: Gervelis, Gwen M (DNR) <gwen.gervelis@alaska.gov>
Sent: Wednesday, October 28, 2020 3:45 PM
To: John B. Kerr John.Kerr@survbase.com
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: RE: AS 34.08.090(b) Condominium Plats Cert

Hi John,

The Condominium Plat statutes have been frequently discussed in my office. There's more to change than just the one certification. If we are to open the statute, we should be prepared to address all of the deficiencies.

I will ask if DNR's executive management would be willing to forward this request to the Governor.

Thanks,
Gwen

From: John B. Kerr <John.Kerr@survbase.com>
Sent: Wednesday, October 28, 2020 12:30 PM
To: Gervelis, Gwen M (DNR) gwen.gervelis@alaska.gov
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: RE: AS 34.08.090(b) Condominium Plats Cert

Hi Gwen,

What's DNR's position on changing the language in AS 34.08.090(b) Condominium Plats Certs?

It's the Board's position (see May 2018 discussion in the 2018-07-20) that in order to sign this certification a PLS would also have to be a licensed mechanical engineer and structural engineer who observed the installation/construction. No individuals with such qualification are known to exist in Alaska. The Board doesn't believe that any single licensee is qualified to sign these certs.

It's an issue.

John Kerr, PLS
www.SurvBase.com, LLC

From: John B. Kerr
Sent: Monday, August 10, 2020 6:28 AM
To: Gwen Gervelis gwen.gervelis@alaska.gov
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: AS 34.08.090(b) Condominium Plats Cert

Hi Gwen,

We have more discussion on AS 34.08.090(b) Condominium Plats Certs as we've received more inquiry on surveyors making certifications that they most likely aren't qualified to certify (I don't know of any surveyors out there who have their structural and mechanical licenses too). Has there been any movement in DNR to change the language in this statute?

Rebecca Powers, Executive Administrator for the Board is cc'ed here as she'll be coordinating the response to these inquiries.

Thanks much,
John Kerr, PLS

From: [Edward Yarmak Jr](#)
To: [Board of AELS \(CED sponsored\)](#)
Subject: Arctic Engineering Instructor Qualifications
Date: Monday, October 26, 2020 6:43:38 PM

I am currently the Chair of the Executive Committee for ASCE's Cold Regions Engineering Division (CRED). CRED is the relatively new division in ASCE that has superseded the Technical Council on Cold Regions Engineering that many people may be familiar with. We generally sponsor an International Conference on Cold Regions Engineering every two years. In our current quest to update the strategic plan for CRED, we surveyed the ASCE members who listed Cold Regions Engineering as an interest on ASCE's Professional Interest Inventory (PII). We found that many of the needs of our members might readily be met by simply taking the Arctic Engineering course offered by the UA or UW organizations. That got us looking at the current offerings from UA and UW. We were very surprised to see that the course offering from UAF did not have a registered engineer or architect as the instructor.

I had a conversation with Colin Maynard who recently rotated off the AELS Board about instructor qualifications. I was told that while the AELS Board approves the courses, they do not approve the instructors. Colin told me about his father who was instrumental in establishing the Arctic Engineering requirement for registration in Alaska and the early thoughts that the instructors should have 25 years of experience. Twenty-five years of experience might be a requirement that is difficult to achieve for an instructor, but as a minimum, being registered in Alaska as an engineer or architect should not be too difficult.

This is not an attempt to disparage any current instructor's character or knowledge of the subjects in the Arctic Engineering coursework. We are concerned with how the instructor makes coursework relevant to the students who then need to apply it to actual projects. An engineer or architect registered in Alaska has the experience to make the coursework relevant.

Thank you,

Edward Yarmak, PE

Chair, ASCE CRED EXCOM

And also:
President
Arctic Foundations, Inc.
web: arcticfoundations.com
(Home office) 907-952-2832 (during COVID-19 crisis)



Mr. Yarmak,

Thank you for your interest in ensuring that applicants for AELS exams are properly educated.

As you are aware the Arctic requirement is from 12 AAC 36.110

12 AAC 36.110. ARCTIC REQUIREMENT. (a) An applicant for registration as an architect, engineer, or landscape architect must have successfully completed a board-approved university level course in arctic engineering or its equivalent.

The AELS Board reviews Arctic course content on an as-needed basis. In 2017 the Board requested information from course providers and reviewed that information. Information requested included:

1. Name of instructor or instructors. How long have they been teaching this class?
2. Are they licensed in Alaska and, if so, in which discipline?
3. Provide a short, one page maximum, resume detailing their arctic design experience.
4. Please provide the course description.
5. How many class hours are included in the entire class (i.e., #class sessions * hours per session)?
6. What text is used, if any? Please provide the Table of Contents.
7. Please provide a copy of the syllabus. If not included in the syllabus, please detail what subjects are covered.
8. To which of the disciplines covered by the Board do you believe the course is relevant?

The Board reviewed responses at the April 2017 meeting and determined course acceptability based on that information. There was no third party testimony speaking in support or against any of the courses. At the time of the response Dr. Paul Perreault, P.E. was listed as the instructor for CE603 Arctic Engineering.

Ongoing Board discussion on the topic included a January 2019 presentation by Dr. R. Perkins on the UAF Arctic Engineering Coursework followed by in-depth discussion on the topic. Minimum standards and general Northern design education was also discussed. Discussion of education required to competently design in Arctic conditions is a recurring Board topic.

The Board strives to ensure that Alaska's registrants are appropriately qualified and we appreciate your interest. Active engagement from the community is an important part of making the Board effective – thank you.

The AELS Board recognizes that licensure is a desirable attribute for instructors but is not necessarily indicative of the quality or applicability of the education provided. The Board will consider additional information if you have knowledge suggesting that a program is not delivering Arctic education relevant to actual projects.

Information about current instructors and concerns you have about gaps in course content will assist the Board in ensuring that our course approvals remain indicative of course validity.

Sincerely,

John Kerr, PLS

Alaska State Board of Registration for
Architects, Engineers, and Land Surveyors

Chair

Arctic Engineering Instructor – Relevant Background Information:

1. AELS Board Policies and Historical Info (Page 4);
2. The Feb-April 2017 Arctic course review (meeting minutes) including letter requesting info and submitted info;
3. The January 2019 Presentation by Dr. R. Perkins

Documents will be posted in the Resources folder for board member interest.

From: [Stef Goodenow](#)
To: [Powers, Rebecca J \(CED\)](#)
Subject: Re: FW: FS Exam Registration - Transcripts
Date: Thursday, November 5, 2020 2:52:37 AM

Stef replied

Hello Rebecca,

Okay, this has now been changed in the system. From this point forward, anyone that selects to take the FE or FS exams through the state of Alaska will automatically be marked as approved to do so.

Thank you,
Stef

--

Stef Goodenow
help@ncees.org

How would you rate my reply?

[Great](#) [Okay](#) [Not Good](#)

Rebecca Powers replied

Hi Stef,

I confirmed with our board chair and yes, the information is correct:

I can do this for you. So are you saying you no longer want the restriction of requiring the applicant to have an EAC/ABET degree? Essentially, this would mean anyone who selects the FE or FS exam through Alaska would be approved to test. I can remove that for you, I just wanted to clarify.

Thank you,

Rebecca Powers

Executive Administrator

Alaska State Board of Registration for
Architects, Engineers, and Land Surveyors

f 907.465.2974 www.professionallicense.alaska.gov

Stef replied

Hi Rebecca,

I can do this for you. So are you saying you no longer want the restriction of requiring the applicant to have an EAC/ABET degree? Essentially, this would mean anyone who selects the FE or FS exam through Alaska would be approved to test. I can remove that for you, I just wanted to clarify.

Let me know,
Stef

--

Stef Goodenow
help@ncees.org

Rebecca Powers sent a message

Good Morning,

As seen in the email chain below, Alaska needs to amend our FS model to Automatic. This is true for the FE exam, too, as we do not regulate who can function/practice below the professional level.

Thank you,

Rebecca Powers

Executive Administrator

Alaska State Board of Registration for

Architects, Engineers, and Land Surveyors

f 907.465.2974 www.professionallicense.alaska.gov

For information about Alaska's response to COVID-19, please visit coronavirus.alaska.gov.

From: John B. Kerr [mailto:John.Kerr@survbase.com]
Sent: Friday, October 23, 2020 11:20 AM
To: Timothy Miller <tMiller@ncees.org>
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>; Neal, Sara J (CED) <sara.neal@alaska.gov>
Subject: RE: FS Exam Registration - Transcripts

Thanks much Tim

John Kerr, PLS
[www.SurvBase](http://www.SurvBase.com), LLC
c. 907.529.5959

From: Timothy Miller <tMiller@ncees.org>
Sent: Friday, October 23, 2020 11:19 AM
To: John B. Kerr <John.Kerr@survbase.com>
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>; Neal, Sara J (CED) <sara.neal@alaska.gov>
Subject: RE: FS Exam Registration - Transcripts

Actually, the best way would be to email boardquestions@ncees.org. That's a specific address for our boards to use to submit a request in our help ticket system and it will get forwarded to the appropriate staff person.

It's probably a good idea to periodically reviewing all the Alaska board settings - Rebecca has access to those in our E3 system under the "Tools" tab and then selecting "Board Settings" from the drop-down list.

Tim

Tim Miller, P.E.
Chief Officer of Examinations

NCEES
T: 800-250-3196 ext. 5483
www.ncees.org

From: John B. Kerr <John.Kerr@survbase.com>
Sent: Friday, October 23, 2020 3:10 PM
To: Timothy Miller <tmiller@ncees.org>
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>; Neal, Sara J (CED) <sara.neal@alaska.gov>
Subject: RE: FS Exam Registration - Transcripts

Thanks Tim,

Our FS approval model should be the Automatic model - we no longer regulate who can/can't take the FS exam.

Our MBA (Rebecca Powers) is cc'ed here and can contact Member Services.

Would it be appropriate to email Tracy Snyder and cc Lea Strickland and Cindy Flower or ??

Tracy Snyder, Manager of Client and Exam Administration Services, tsnyder@ncees.org

Lea Strickland, Exam Administration Coordinator II, lstrickland@ncees.org

Cindy Flower, Exam Administration Coordinator, cflower@ncees.org

Thanks,

John Kerr, PLS
www.SurvBase.com, LLC
c. 907.529.5959

From: Timothy Miller <tmiller@ncees.org>
Sent: Friday, October 23, 2020 11:04 AM
To: John B. Kerr <John.Kerr@survbase.com>
Subject: RE: FS Exam Registration - Transcripts

John,

I'm not aware of any board that requires this for the FS and not in Alaska, if you were referring specifically to that. Boards choose their approval model and the language that's shown on the website and work with our Member Services Department to keep things up to date in our system.

For FE and FS, there are three approval models that the boards choose from:

1. Automatic model, which means anyone who registers is automatically approved

and typically doesn't make an application with the board for intern status until they pass.

2. Manual model, which means the board has to approve them in our E3 system prior to them scheduling their exam appointment.
3. Semi-automatic education approval which means if the examinee enters a EAC/ETAC/ANSAC degree in their account (no transcript is required since usually they haven't graduated yet), they are automatically approved. If they a degree other than one of those, they move to the manual queue for the board to approve.

I notice in Alaska's board settings for the FS exam, you are set to the semi-automatic education approval model which is fine; however, it says they have to attest to having an degree from an EAC program. Without looking through your rules and regs, I would think that for the FS exam, you would allow ETAC or ANSAC. If that's the case, you should review it with your MBA and they should contact our Member Services group to revise.

Regards,
Tim Miller, P.E.
Chief Officer of Examinations

NCEES

T: 800-250-3196 ext. 5483

www.ncees.org

From: John B. Kerr <John.Kerr@survbase.com>

Sent: Friday, October 23, 2020 2:21 PM

To: Timothy Miller <tmiller@ncees.org>

Subject: FS Exam Registration - Transcripts

Hi Tim,

I'm told that the NCEES website shows a requirement for an official transcript for education verification when registering for the FS exam.

Is that correct?

If so, what's driving that requirement?

Thanks,
John Kerr, PLS
SurvBase, LLC
State of Alaska AELS Board Chair

From: [John B. Kerr](#)
To: [Powers, Rebecca J \(CED\)](#)
Cc: [Board of AELS \(CED sponsored\)](#)
Subject: Re: question with regard to application qualifications
Date: Friday, October 23, 2020 1:44:24 PM

I haven't seen any guidance related to disqualifying crimes. We've discussed a variety of convictions that applicants reported and none of them rose to the level of disqualifying the individual. Factors discussed included:

- Did the crime involve deceit?
- What was the severity of the crime?
- How long ago was the crime committed?
- Would the applicant be faced with on-the-job situations that provide the opportunity for parallel criminal activity?
- What is the applicants full criminal record? Was that record openly reported to the Board?
- Is there a pattern of repeated behavior?
- Is there evidence that the applicant reformed?

It's a Board call on a case-by-case basis.

The case below sounds like simple driving without insurance. If that is true, I can say with confidence that in the past 8 years the Board would not have denied this person licensure because of a single instance (even though there are two convictions, it sounds like one event) of driving without insurance and then trying to cover that up.

John Kerr
907.529.5959

On Oct 23, 2020, at 11:43 AM, Powers, Rebecca J (CED) <rebecca.powers@alaska.gov> wrote:

Hi John,

We received the email below asking if there are any barrier crimes for obtaining aboard approval. What do you think about the information in the original email? Do you know of any historical cases where the board has denied a license based on a criminal record similar to the one described below?

Thanks,
Rebecca

From: Gill, Ryan (CED)
Sent: Friday, October 23, 2020 11:37 AM
To: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: RE: question with regard to application qualifications

Rebecca,

It all depends on the Board and their specific application for a license. I know Guide's have certain stipulations based on the fact felons cannot carry a firearm. As far as I know, as long as they are properly disclosed most Board's consider the criminal history on a case by case basis. Hope that answers your question.

Ryan

From: Powers, Rebecca J (CED)
Sent: Friday, October 23, 2020 11:34 AM
To: Gill, Ryan (CED) <ryan.gill@alaska.gov>
Subject: FW: question with regard to application qualifications

Hi Ryan,

Do you know if there are any barrier crimes for obtaining a license? I would think it would be up to the discretion of the board.... Thoughts?

Thanks,
Rebecca

From: W J [<mailto:wjoyc@hotmail.com>]
Sent: Saturday, October 17, 2020 7:02 AM
To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Subject: question with regard to application qualifications

Good Morning,

I have a question with regard to the application process and board approval of an engineer receiving a PE stamp. The question is: are there any barrier crimes for obtaining the license? I have read all materials provided in the application process, professional ethics, standards of practice, and statutes referred in the registration process documents. I am doing research on if a person convicted of a misdemeanor fraud case would be denied a PE professional licensed for this crime; if convicted. I am involved in providing career counseling and would not want this person to proceed in the direction of obtaining a PE if this is not possible with two misdemeanor fraud cases on their record. The specifics of the case involves lacking car insurance and being involved in a car accident without current insurance coverage. The person received no

compensation of any sorts including any services/profits to fix damages incurred to his vehicles but the person whom struck him did as they were covered by insurance who is pursuing a criminal conviction for driving without insurance and presenting an expired insurance card. If this person would possibly not be accepted by the board --they will move on to medical school rather than pursue a PE stamp as they will be graduating from their masters in engineering this summer.

Please feel free to call me or email me if you have any questions. Thank you for your time, it is sincerely appreciate, I anticipate your quick response so I relay the information to encourage appropriate direction of their career.

-Wendi
907-444-5641

From: [Powers, Rebecca J \(CED\)](mailto:wpowers@ced.alaska.gov)
To: wjoyc@hotmail.com
Subject: FW: question with regard to application qualifications
Date: Wednesday, October 28, 2020 3:43:00 PM

Good Afternoon, Wendi,

I thought I had responded to your email, but am just now realizing I did not. I apologize for my delay.

I reached out to our board investigator and the board chair and both agreed that the board looks at these issues on a case-by-case basis. In the past, the board has discussed a variety of convictions that applicants reported and none of them rose to the level of disqualifying the individual. If the case below is a simple driving without insurance as it seems, then in the past, this person likely would not have been denied a license.

Please note, however, that I do not have the authority to guarantee that the application will be approved in the future. Just know that historically, I cannot find evidence that a license has been denied based on the information you gave me.

Please let me know if you have any further questions.

Respectfully,

Rebecca Powers

Executive Administrator
Alaska State Board of Registration for
Architects, Engineers, and Land Surveyors
f 907.465.2974 www.professionallicense.alaska.gov

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From: W J [<mailto:wjoyc@hotmail.com>]
Sent: Saturday, October 17, 2020 7:02 AM
To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Subject: question with regard to application qualifications

Good Morning,

I have a question with regard to the application process and board approval of an engineer receiving a PE stamp. The question is: are there any barrier crimes for obtaining the license? I have read all materials provided in the application process, professional ethics, standards of practice, and statutes referred in the registration process documents. I am doing research on if a person convicted of a misdemeanor fraud case would be denied a PE professional licensed for this crime; if convicted. I am

involved in providing career counseling and would not want this person to proceed in the direction of obtaining a PE if this is not possible with two misdemeanor fraud cases on their record. The specifics of the case involves lacking car insurance and being involved in a car accident without current insurance coverage. The person received no compensation of any sorts including any services/profits to fix damages incurred to his vehicles but the person whom struck him did as they were covered by insurance who is pursuing a criminal conviction for driving without insurance and presenting an expired insurance card. If this person would possibly not be accepted by the board --they will move on to medical school rather than pursue a PE stamp as they will be graduating from their masters in engineering this summer.

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-Wendi
907-444-5641

From: [Neal, Sara J \(CED\)](#)
To: [Powers, Rebecca J \(CED\)](#)
Subject: FW: Home Inspectors of Septic Systems
Date: Wednesday, November 4, 2020 5:17:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

From: Jeff Garness [mailto:Jeff@garnessengineering.com]
Sent: Tuesday, August 18, 2020 11:58 AM
To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Subject: RE: Home Inspectors of Septic Systems

First, I make a living doing septic system tests and my company has done thousands of them over the last 30 years, so I have a biased, but insightful, opinion.

As you know, the regulations regarding the field of practice are very broad, but don't get into specifics. In the Municipality of Anchorage, a septic system has to be tested by a professional engineer in order to receive a Certificate of Onsite Systems Approval (COSA) for a home sale. There is good reason for that.....all septic systems serving single-family homes and duplex within the MOA have to be designed by a professional engineer. Many of the drainfields we now test receive effluent from an Advanced Wastewater Treatment System because of the challenging site conditions. In short, within the Municipality of Anchorage testing must be done by a professional engineer.

I will argue that evaluation of a septic system for a home sale is more than running water into a drainfield and monitoring the amount of water absorbed. It takes knowledge of ADEC regulations, design experience (to determine if the system was properly sized and if regulatory separation distances are met), experience overseeing installations, and in some cases significant experience/training to properly assess the adequacy data and the viability of the septic system. A real estate agent, home seller, or home buyer typically would not have the ability to differentiate the significance/importance of having a Professional Engineer do the testing/evaluation versus a Home Inspector. As a result, they could equate a Home Inspector septic test on par with Professional Engineer septic system evaluation. This is problematic.

It is my understanding that Home Inspector contracts typically have a clause or clauses that significantly limits their liability. If this limitation of liability is exists, the public is at risk if the interpretation of the septic testing data is incorrect or if other deficiencies are not identified. In some cases a residential septic system replacement can cost more than \$35,000. In short, the consequence are not insignificant.

It is arguable that "testing" of the drainfield (introducing water into the drainfield and measuring the recovery) is a subset of an engineering evaluation and that requiring interpretation of the data by an engineer would be consistent with 12 AAC 36.190 (Testing Laboratory Reports).

That's my opinion.....Jeff

From: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Sent: Monday, August 17, 2020 4:05 PM
To: Jeff Garness <Jeff@garnessengineering.com>

Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>

Subject: FW: Home Inspectors of Septic Systems

Hi Jeff,

John Kerr has requested that you read through this email chain (from the bottom up).

The question is whether or not a septic adequacy test falls under the definition of the practice of civil engineering.

Statute: AS 08.48.341

(13) "practice of engineering" means professional service or creative work, the adequate performance of which requires the specialized knowledge of applied mathematics and sciences, dealing with the design of structures, machines, equipment, utilities systems, materials, processes, works, or projects, public or private; the teaching of advanced engineering courses in institutions of higher learning; the direction of or the performance of engineering surveys, consultation, investigation, evaluation, planning, and professional observation of construction of public and private structures, works, or projects and engineering review of drawings and specifications by regulatory agencies; "practice of engineering" may by regulation of the board include architectural building design of minor importance, but it does not include comprehensive architectural services;

Regulation: 12 AAC 36.990

(4) "civil engineering" means the branch of professional engineering that embraces studies and activities relating to research, design, and construction of fixed works, other than significant structures, for irrigation, drainage, waterpower, water supply and treatment, flood control, inland waterways, harbors, municipal improvements, railroads, highways, tunnels, airports and airways, sewerage, refuse disposal, foundations, structures, and bridges, and the organizational and economic aspects of these studies and activities;

Thank you for your help, Jeff.

Sara J. Neal

Licensing Examiner

Alaska State Board of Registration for
Architects, Engineers and Land Surveyors
907.465.2540

[Alaska AELS Board Website](#)

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From: John B. Kerr [<mailto:John.Kerr@survbase.com>]

Sent: Monday, August 17, 2020 3:50 PM

To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>

Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>

Subject: RE: Home Inspectors of Septic Systems

IF it's civil engineering then a home inspector can't legally do it.

AS 08.18.154 Limitation on Home Inspector's Activities.

A registration issued under AS [08.18.022](#) does not authorize the holder to perform an activity for which a

license is required under provisions of this title that are outside of this chapter.

I don't have the knowledge or experience to determine whether or not that's engineering.
I'd ask Jeff Garness if a septic adequacy test falls under the definition of the practice of civil engineering AS.08.48.341(13)

If it does, then it needs to be performed by a PE.

If it doesn't, then a person doesn't need a PE to do it.

Additionally:

There was extensive discussion on Home Inspections in the 11/1-2/2018 Meeting – there was supposed to be an AELS Board position letter developed as a result of that conversation – I don't have that letter – do you?

I'd like to digest that letter (if it exists) and Jeff's response before there's an AELS response – there are a lot of interested parties on this one.

Thanks

John Kerr, PLS
[www.SurvBase](http://www.SurvBase.com), LLC
c. 907.529.5959

From: Board of AELS (CED sponsored) <aelsboard@alaska.gov>

Sent: Monday, August 17, 2020 3:17 PM

To: John B. Kerr <John.Kerr@survbase.com>

Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>

Subject: RE: Home Inspectors of Septic Systems

Hi John,

I am getting questions regarding home inspections more and more. I understand that PE's can perform home inspections but not advertise that they offer this service. This registrant's question has to do with an adequacy test done on a septic system. He thinks that only an PE can perform that test and recently observed a home inspector performing one.

The Home Inspector licensing examiner, Jerry Hannasch, said there are no restrictions in their statutes and regulations that prevent a home inspector from performing this test and is asking if there are any statutes and regulations in AELS that say only an engineer can perform this test. I am not seeing anything, but also know that I have not been in a board meeting where anything regarding home inspectors was discussed.

All I could think of was the definitions of civil and environmental engineering in 12 AAC 36.990 but am not sure if these exclude a home inspector from being able to perform this test.

position control, and the organizational and economic aspects of these studies and activities;
(4) "civil engineering" means the branch of professional engineering that embraces studies and activities relating to research, design, and construction of fixed works, other than significant structures, for irrigation, drainage, waterpower, water supply and treatment, flood control, inland waterways, harbors, municipal improvements, railroads, highways, tunnels, airports and airways, sewerage, refuse disposal, foundations, structures, and bridges, and the organizational and economic aspects of these studies and activities;

implementation, and the organizational and economic aspects of these studies and activities;
(36) "environmental engineering" means the branch of professional engineering that embraces studies and activities relating to wastewater, storm water, potable water, and water resources; ambient air, emissions sources, and control strategies; solid, hazardous, and special waste; environmental assessments, remediation, and emergency response and applicable codes, standards, regulations, guidelines; and the organizational and economic aspects of these studies and activities;

I am not sure if this one below applies or not

12 AAC 36.190. TESTING LABORATORY REPORTS. Reports issued by testing laboratories shall be prepared by or under the supervision of a registered engineer and signed or sealed by him whenever such reports go beyond the tabulation of test data (compositions of material, breaking stress, etc.) by

- (1) interpreting the data to draw conclusions as to the characteristics of a civil engineering structure or parts of one;
- (2) expressing engineering judgment in the form of recommendations derived from the results of the test; or
- (3) performing design work in the preparation of plans, specifications and other instruments requiring registration as an engineer.

Please let me know if this is a question that I need to forward this question on to Jennifer Anderson.

Any guidance you have would be appreciated,

Sara J. Neal

Licensing Examiner

Alaska State Board of Registration for
Architects, Engineers and Land Surveyors
907.465.2540

[Alaska AELS Board Website](#)

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From: Home Inspectors (CED sponsored)
Sent: Friday, August 14, 2020 9:59 AM
To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Cc: WrangellMTS@yahoo.com
Subject: FW: Home Inspectors of Septic Systems

I couldn't find any restrictions in my Statutes or regulations; would you please address the concerning issue in the below message from Allen Minish PE PLS.


Jerry Hannasch
Licensing Examiner for [Electrical](#) and [Mechanical Administrators](#),
[Home Inspectors](#), [Underground Storage Tank Workers](#),
[Residential General Contractors & Residential Endorsement holders](#)

[Corporations](#), [Business](#) and [Professional](#) Licensing
P.O. Box 110806
Juneau AK 99811-0806
(907)465-8443

From: WrangellMTS@yahoo.com <WrangellMTS@yahoo.com>
Sent: Friday, August 14, 2020 9:42 AM
To: Home Inspectors (CED sponsored) <homeinspectors@alaska.gov>
Subject: Home Inspectors of Septic Systems

Hi there

I recent saw a Home Inspector conducting an adequacy test on a residential septic system. From my interpretation an adequacy test can only be performed by a Licensed Professional Engineer.

Is there some clause that allows a Home Inspector to do an adequacy test?

If there is could you please provide that to me? And if there is what is Home Inspectors methods of inspecting the adequacy of a septic system. From what I saw I was not impressed with what the individual was doing.

Thank you

Allen Minish PE PLS
Wrangell Mountain Technical Services
PO Box 118
Chitina, Alaska 99566
907-259-2280
A Veteran Owned Business

From: [Board of AELS \(CED sponsored\)](#)
To: WrangellMTS@yahoo.com
Cc: [Powers, Rebecca J \(CED\)](#)
Subject: RE: Home Inspectors of Septic Systems
Date: Monday, September 21, 2020 3:47:00 PM
Attachments: [image001.png](#)

Dear Allen,

The AELS Board has made a preliminary determination that assessing the adequacy of septic systems does fall under the practice of engineering per AS 38.241(13). There are a number of activities involved in assessing adequacy of septic systems, some of these activities are technical but determining if the design and function of the existing system is adequate under current conditions requires professional judgement involving applied mathematics and sciences. This is the practice of engineering.

As noted above, this is a preliminary determination. If you have information that will assist the full Board in making the final determination, please submit this to the AELS Board no later than October 12, 2020 so that it may be given appropriate consideration.

Thank you.

AELS Board

From: WrangellMTS@yahoo.com [mailto:WrangellMTS@yahoo.com]
Sent: Friday, September 11, 2020 6:14 PM
To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: RE: Home Inspectors of Septic Systems

Thank you for the status. I was wondering.

Allen Minish PE PLS
Wrangell Mountain Technical Services
PO Box 118
Chitina, Alaska 99566
907-259-2280
A Veteran Owned Business

From: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Sent: Friday, September 11, 2020 12:55 PM
To: WrangellMTS@yahoo.com
Cc: Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Subject: RE: Home Inspectors of Septic Systems

Hello, Allen,

As you have brought up a gray area between home inspection and services that require a professional engineer license, Board members are looking at the AELS Statutes and Regulations to decide a stance that can be defended by the AELS Statutes and Regulations.

I have not yet received a response from the Board members that are looking into this. I will let you know when I do as they might request that you write a formal request to be discussed by the whole Board at the November 12th and 13th board meeting.

Thank you for your patience as we continue looking into this matter,

Sara J. Neal
Licensing Examiner

Alaska State Board of Registration for
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907.465.2540
[Alaska AELS Board Website](#)

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From: WrangellMTS@yahoo.com [<mailto:WrangellMTS@yahoo.com>]

Sent: Tuesday, August 18, 2020 9:03 AM

To: Board of AELS (CED sponsored) <aelsboard@alaska.gov>; Home Inspectors (CED sponsored) <homeinspectors@alaska.gov>; Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>

Subject: RE: Home Inspectors of Septic Systems

Thank you

From what I see an adequacy test is checking the percolation of the leach field. Conducting a Percolation Test is done by a PE. So it would seem that the Adequacy Test be completed and certified by a PE.

Also per the Home Inspector Regulations visual examination not testing.

Sec. 08.18.171. Definitions

8) "home inspection" means a visual examination, performed in accordance with standards of practice adopted by the department, of the readily accessible parts of one or more of the following systems and components of a residence or intended residence:(A) heating and air-conditioning systems;(B) plumbing and electrical systems;(C) built-in

appliances;(D) roof, attic, and visible insulation; (E) walls, ceilings, floors, windows, and doors;(F) foundation and basement;(G) visible interior and exterior structures;(H) drainage to and from the residence;(I) other systems or components as specified by the department in regulations

Allen Minish PE PLS
Wrangell Mountain Technical Services
PO Box 118
Chitina, Alaska 99566
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From: Board of AELS (CED sponsored) <aelsboard@alaska.gov>
Sent: Tuesday, August 18, 2020 7:49 AM
To: Home Inspectors (CED sponsored) <homeinspectors@alaska.gov>; Powers, Rebecca J (CED) <rebecca.powers@alaska.gov>
Cc: WrangellMTS@yahoo.com
Subject: RE: Home Inspectors of Septic Systems

Hello Allen,

Thank you for your questions and concerns. I have asked a Board member to look into this matter as AELS does not have a specific regulation regarding an adequacy test but rather a definition of civil engineering that would apply to what is required to perform an adequacy test.

I should have a response to you by early next week.

Sara Neal

Licensing Examiner
[Board of Registration for](#)
[Architects, Engineers and Land Surveyors](#)

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aelsboard@alaska.gov

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P.O. Box 110806
Juneau AK 99811-0806
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Office of the Secretary of the Navy
1051 Navy Pentagon
Washington, DC 20350-1051

Office of the Secretary of the Army
101 Army Pentagon
Washington, DC 20310-0101

Office of the Secretary of the Air Force
1670 Air Force Pentagon
Washington, DC 20330-1670

FEB 23 2018

MEMORANDUM FOR THE NATIONAL GOVERNORS ASSOCIATION

SUBJECT: Consideration of Schools and Reciprocity of Professional Licensure for Military Families in Future Basing or Mission Alternatives

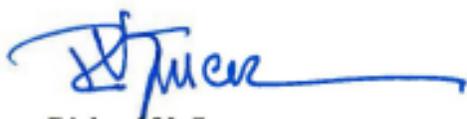
Thank you for your support of our men and women in the military. We are often asked what communities can do to support those who serve. While focus on the mission is always our priority, the factors military families cite most frequently as drawbacks to military service include military dependent's difficulty assimilating into local school systems following a duty station transfer, the quality of schools available for their children, and the ability of spouses to obtain jobs and sustain careers. With that in mind, we will encourage leadership to consider the quality of schools near bases and whether reciprocity of professional licenses is available for military families when evaluating future basing or mission alternatives.

Military families relocate frequently. The services endeavor to schedule transfers to minimize impact on the academic year, but this is not always possible. As a result, incoming students face difficulties transferring credits between school systems, adjusting to varied curriculum, and joining sports teams or clubs after the start of the school year. Exclusion from extra-curricular activities is particularly challenging for our military children, as they are critical to social development and self-esteem. Some school systems recognize this and accommodate military families during transfers. These schools should be commended and emulated.

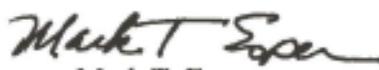
Facilitating military spouses in continuing their work in a new place of residence without delays or extra expense is also important. Spouses in professionally licensed fields such as medical, legal, engineering, education, accounting, or the cosmetic arts face challenges due to delays or cost of transferring licenses to a new state or jurisdiction. Eliminating or mitigating these barriers will improve quality of life for our military families, and ease the stress of transferring duty stations with consideration for long-term career implications.

We realize improving schools and changing laws or regulations regarding professional licensure will take time. Over the long term, however, leaders who want to make a difference for the military and our missions will make the most impact if we focus on what matters. Reciprocity on licensure and the quality of education matter.

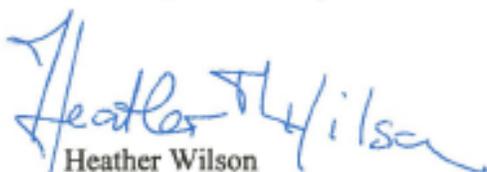
Thank you for your help and attention. We look forward to continuing to work with you and thank you again for your support of our men and women in the military.



Richard V. Spencer
Secretary of the Navy



Mark T. Esper
Secretary of the Army



Heather Wilson
Secretary of the Air Force

Eielson Air Force Base

F-35 Beddown and Operationalization

Two Squadrons
50+ Aircraft

Economic Impact (Past & Projected)

Construction

- Over \$500 Million in value from F-35 Beddown on Eielson AFB alone
- Additional construction off-base (housing & commercial) 2017-present
- Supported Contractors across community, region and state
- Continuing to stimulate both on- and off-base construction (particularly residential)

Population (Projected thru 2030*)

- **Direct** population growth of 3,250+
 - active duty personnel (1350+), civilians and consultants (120+) and dependents (1,780+)
- **Indirect** population growth of 2,415
- **Total Est. Population Growth of 5,670+***



Eielson AFB Economic Impact (FY 2018)

- Military Pay: \$177,174,228
- Civilian Pay: \$41,887,338
- Induced Pay: \$92,762,376
- Total Salaries: \$311,823,942

Total Impact: \$562.4 Million



Economic Impact of Joint Base Elmendorf-Richardson

Per the DoD Economic Impact
Analysis published August 2016:

Population

- **Direct Employment: Almost 42,000**
 - active duty personnel (10,800+),
civilians and consultants (~3,400)
and dependents (25,600+)
- **Indirect Jobs Created: Almost 57,000**

Expenditures

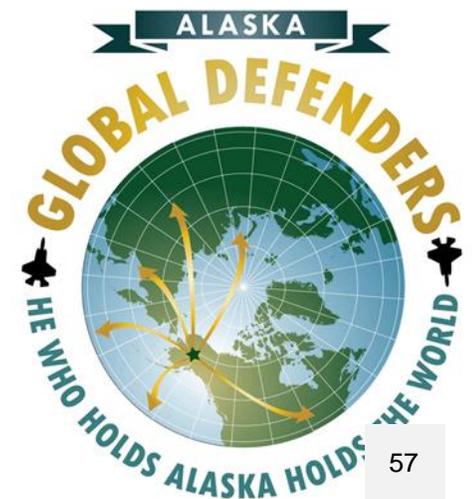
- Payroll: \$958,831,000
- Contracts & Purchases: \$323,293,000
- Value of Created Jobs: \$318,067,000



Total Annual Economic Impact:

- Annual Payroll: \$958,830,857
- Annual Expenditures: \$323,293,383
- Est. Annual \$ Indirect Jobs: \$318,069,990*
(*Average pay of Indirect Jobs: \$ 56,910)

GRAND TOTAL: \$1,600,194,230



Potential Alaska Missions

KC-46 Pegasus

Airframe and Mission Overview

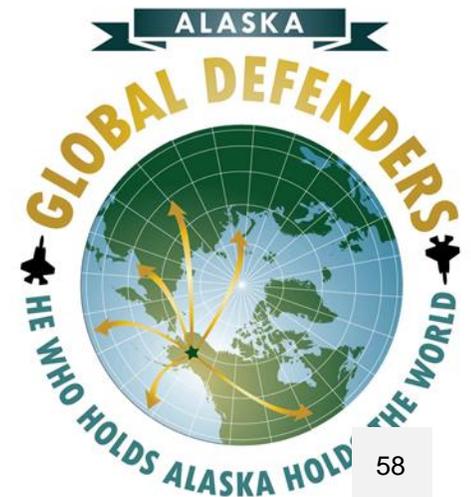
The KC-46 is the Air Force's next generation aerial refueling tanker and is intended to start replacing the Air Force's aging tanker fleet, which has been refueling aircraft for more than 50 years.

With more refueling capacity and enhanced capabilities, improved efficiency and increased capabilities for cargo and aeromedical evacuation, the KC-46 is designed to provide aerial refueling support to America's most advanced aerial platforms and will service the Air Force, Navy, Marine Corps as well as allied nation aircraft.



Future Basing

Today, Alaska is one of two locations (Guam) under final consideration for basing of the KC-46



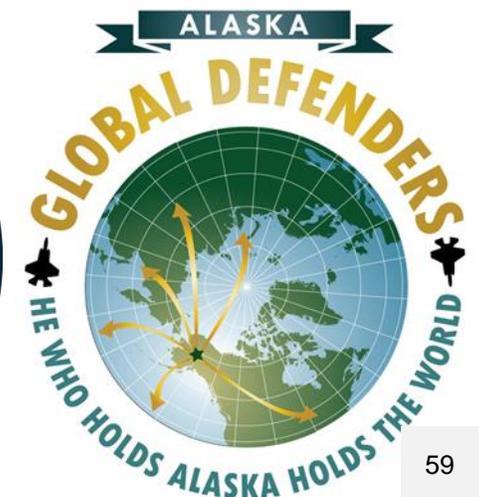
Potential Alaska Missions

U. S. Space Command

The U.S. Space Force (USSF) is a new branch of the Armed Forces. It was established on December 20, 2019 with enactment of the Fiscal Year 2020 National Defense Authorization Act and will be stood-up over the succeeding 18 months.

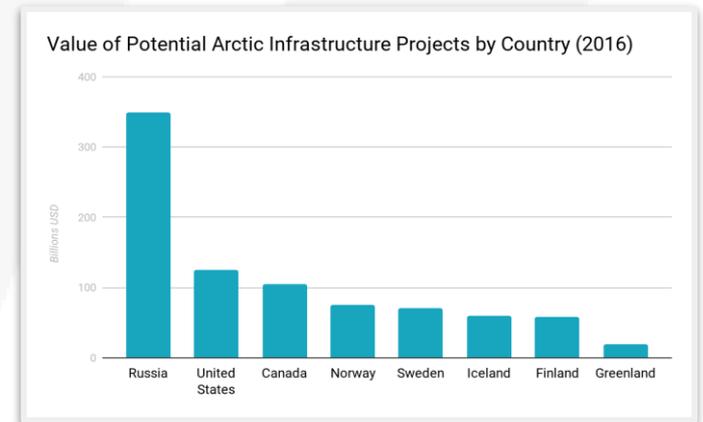
June 10, 2020, Governor Dunleavy and Mayor Berkowitz officially requested that Anchorage Alaska be considered to host Space Command Headquarters.

Alaska was recently notified it has successfully completed the first round of vetting and remains in contention.



\$1 Trillion Worth of Infrastructure?

- Total Arctic infrastructure needs approach **\$1 trillion**
 - Ports, airports, roads, bridges, railways, icebreakers, AIS stations, radar stations, fiber-optic cables, renewable energy, transmission lines, etc.
- Arctic Infrastructure Inventory (AII)
 - Launched by Guggenheim Investments in 2014
 - An authoritative and exhaustive database of infrastructure needs in the Arctic
 - Highlights the most pressing needs for the region as well as gaps and overlaps in infrastructure plans
 - Housed at the Wilson Center since 2019
 - Expected launch in September 2020



Source: Guggenheim Investments



**Arctic
Infrastructure
Inventory**

Military in Alaska's Economy

Here are a few points to know and understand:

- Nationally, 34% of military spouses work in an occupation requiring a state license
- There were almost 14,000 military spouses in Alaska in 2017 (over 11,000 active duty)
- Military spouses make up a bigger share of Alaska's workforce than any other state except Hawaii
- Spousal employment is especially high in health care and education, where Alaska faces critical shortages
- There are 30,000 DOD and Coast Guard personnel in Alaska, counting civilians and reserves. That's equal to 9% of the state workforce
- Defense spending in Alaska was 3.5 billion in 2018

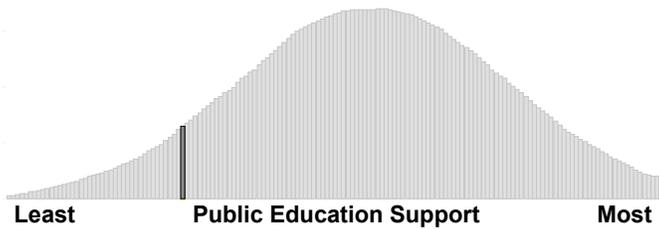
Support of Military Families – 2019

Eielson Air Force Base, Alaska

Public Education *

Key: ■ ≤ 33.3% < ■ < 66.7% ≤ ■ (Percentile)

Comparison of all 154 Air Force Installations



Academic Performance Criteria

Graduation Rate ■

Student Learning Rate ■

School Climate Criteria

Chronic Absenteeism Rate ■

Suspension Rate ■

Service Offering Criteria

Pre-Kindergarten Availability ■

Student to Counselor Ratio ■

Student to Mental Health Support Ratio ■

Student to Nurse Ratio ■

Student to Teacher Ratio ■

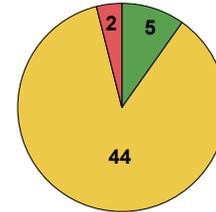
Data Source	Survey Time Period	Most Recent Website Update
Civil Rights Data Collection District and School Data	SY 2015 – 2016	August 2019
EDFacts Graduation Rates District and School Data	SY 2016 – 2017	August 2019
National Center for Education Statistics Common Core of Data	SY 2017 – 2018	July 2019
National Center for Education Statistics Common Core of Data Public Elementary/Secondary School	SY 2017 – 2018	July 2019
Center for Education Policy Analysis: Stanford Education Data Archive (SEDA)	SY 2008 – 2009 through SY 2015 – 2016	July 2019

* Public Education is compiled using 60% Academic Performance, 20% School Climate, and 20% Service Offering.

Licensure Portability **

Key: ■ ≤ 1.5 < ■ < 4.0 ≤ ■ (Measure)

Licensure Portability in 50 States and DC



Accounting ■

Cosmetology ■

EMS ■

Engineering ■

Law ■

Nursing ■

Physical Therapy ■

Psychology ■

Teaching ■

Other Professions Named in Source Data ■

** Licensure Data Sources include State Laws, State Executive Orders, and State Supreme Court and Bar Association Rules

Areas Requiring Additional Support

PUBLIC EDUCATION

Student to Mental Health Support Ratio ■

PUBLIC EDUCATION

Graduation Rate ■

PUBLIC EDUCATION

Pre-Kindergarten Availability ■

LICENSURE LANGUAGE

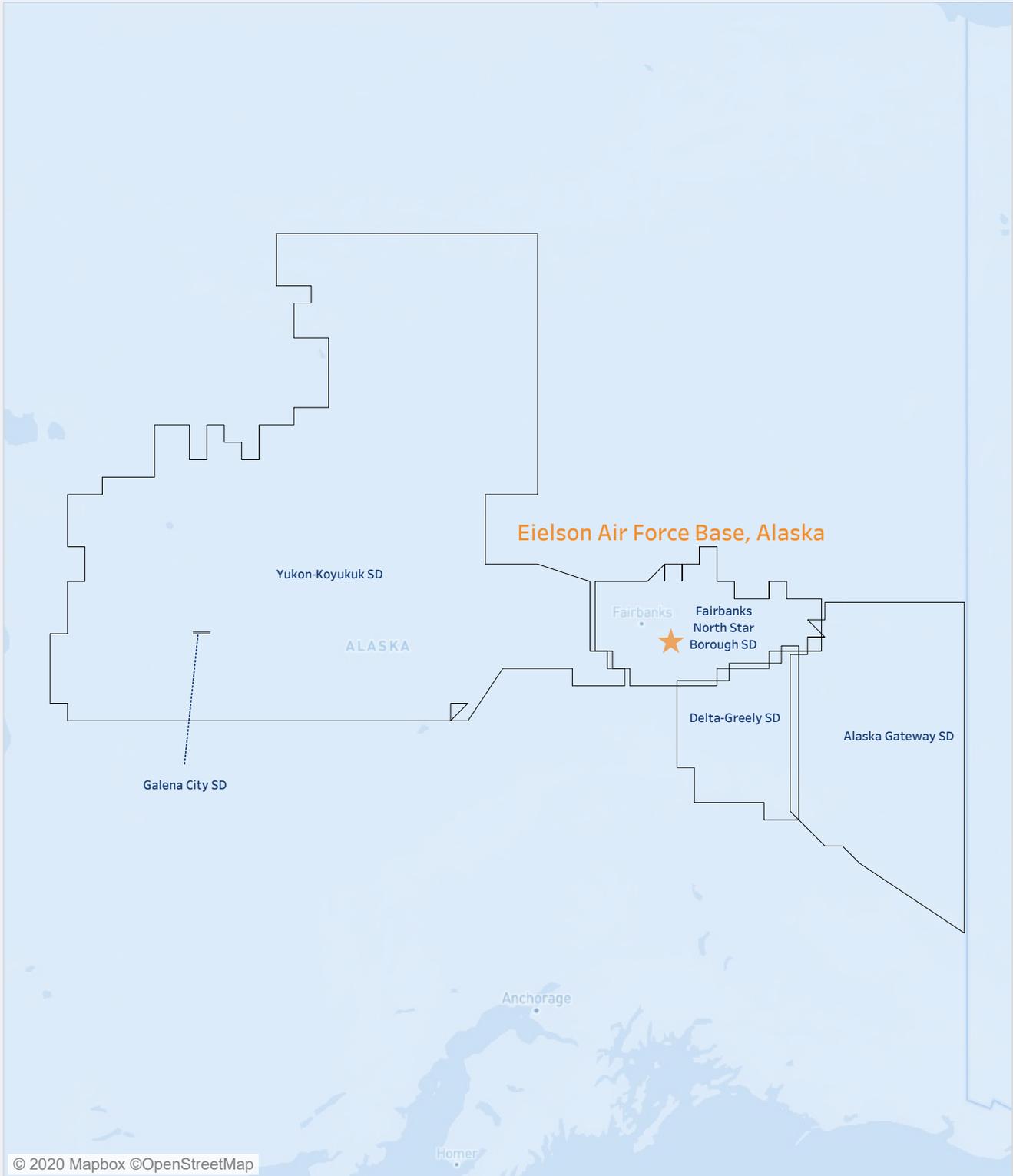
Temporary license w/substantial equivalency, Expedited application

PROFESSIONS

Accounting, Cosmetology, EMS, Engineering, Nursing, Physical Therapy, Psychology, Teaching

Eielson Air Force Base, Alaska

School Districts Map



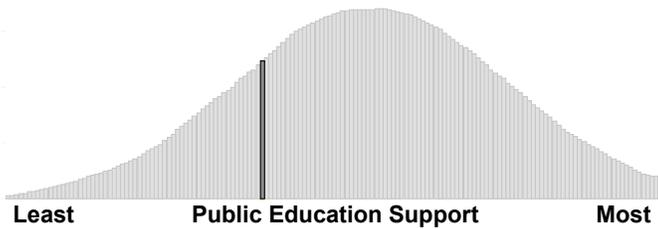
Support of Military Families – 2019

Joint Base Elmendorf-Richardson, Alaska

Public Education *

Key: ■ ≤ 33.3% < ■ < 66.7% ≤ ■ (Percentile)

Comparison of all 154 Air Force Installations



Academic Performance Criteria

Graduation Rate ■

Student Learning Rate ■

School Climate Criteria

Chronic Absenteeism Rate ■

Suspension Rate ■

Service Offering Criteria

Pre-Kindergarten Availability ■

Student to Counselor Ratio ■

Student to Mental Health Support Ratio ■

Student to Nurse Ratio ■

Student to Teacher Ratio ■

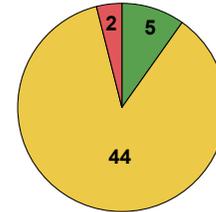
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Cosmetology ■

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Law ■

Nursing ■

Physical Therapy ■

Psychology ■

Teaching ■

Other Professions Named in Source Data ■

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Areas Requiring Additional Support

PUBLIC EDUCATION

Chronic Absenteeism Rate ■

PUBLIC EDUCATION

Graduation Rate ■

PUBLIC EDUCATION

Pre-Kindergarten Availability ■

LICENSURE LANGUAGE

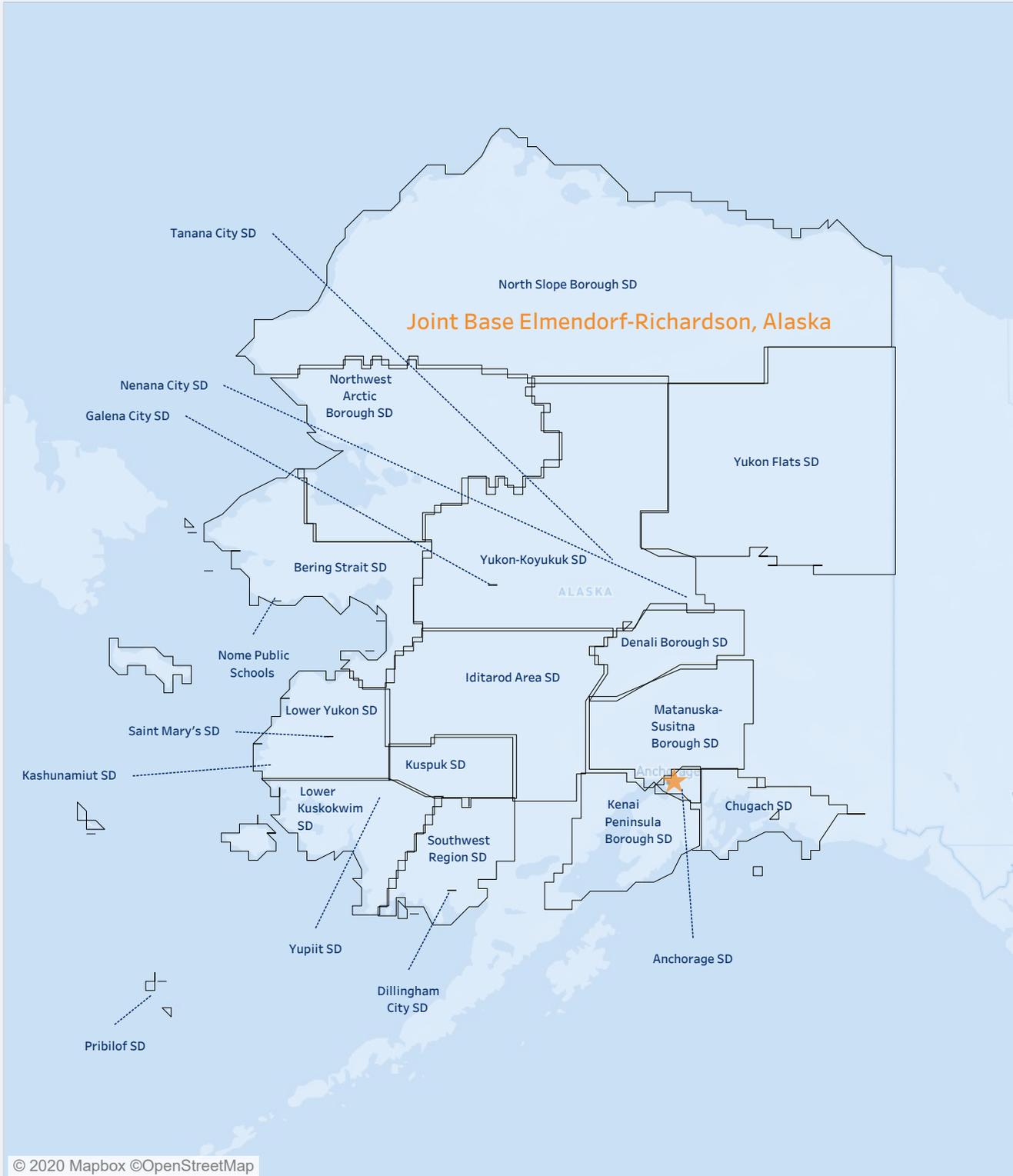
Temporary license w/substantial equivalency, Expedited application

PROFESSIONS

Accounting, Cosmetology, EMS, Engineering, Nursing, Physical Therapy, Psychology, Teaching

Joint Base Elmendorf-Richardson, Alaska

School Districts Map





SUPPORT OF MILITARY FAMILIES

Professional Licensure Portability Impacts on Military Families



OBJECTIVE

Local support for military members and families who reside on and around our installations is an important factor in total force readiness. The strategic importance of this initiative is to ensure locations where we place our military members and their families provide the capabilities necessary to enhance our military family readiness and improves member retention. The Department of the Air Force is dedicated to bringing awareness to, and mitigating, factors that negatively affect readiness and retention for military members and their families as they transition from one duty location to the next.

BACKGROUND

Military families report that the decision to continue military service is influenced by the ability of their spouses to sustain careers. To address this issue, the Secretaries of the Army, Navy and Air Force informed the National Governor’s Association that...

“Eliminating or mitigating these barriers will improve quality of life for our military families, and ease the stress of transferring duty stations with consideration for long-term career implications. We realize... changing laws or regulations regarding professional licensure will take time. Over the long term, however, leaders who want to make a difference for the military and our missions will make the most impact if we focus on what matters”

— February 23, 2018

In partnership with policy and industry experts, and key stakeholders, the Department of the Air Force developed an analytic framework using quantitative criteria. This methodology evaluates current state policies and programs intended to eliminate barriers to license portability for military spouses.

Occupations Reviewed:	
»» Accounting	»» Nursing
»» Cosmetology	»» Physical Therapy
»» Emergency Medical Service	»» Psychology
»» Engineering	»» Teaching
»» Law	»» Plus all other professions*

* This category included to measure any restrictions on other occupations not explicitly listed

FRAMEWORK

An assessment methodology for all 50 states and the District of Columbia that evaluates community support for military spouses in terms of licensure portability.

Professional Licensure Framework Criteria		
Category	Criteria	Source
Legislative Based Criteria (All Occupations Except Law)		
Compacts	Level of participation	State laws, compact organizations
	Level of accommodation afforded by compacts (ability to work)	
Military-Specific Rules	Temporary Licensing	State laws, executive orders
	Expedited Licensing	
	Endorsement of Licenses	
Other Barriers to License Accommodation	“Substantial equivalent requirements” language	State laws, executive orders
	“May accept” vs “shall accept”	
	Requirements beyond proof of home license (e.g., background materials, additional educational requirements)	
Law Criteria (Only Law)		
Military-Specific Rules	Temporary Licensing	State Supreme Court and Bar Association rules
	Length of time temporary licenses are valid	
Other Barriers to License Accommodation	Multistate Professional Responsibility Examination Score	State Supreme Court and Bar Association rules
	Has not failed new state’s bar exam previously	
	Additional educational and training requirements	
	Supervisory requirements	

Current as of July 2020



SUPPORT OF MILITARY FAMILIES

Public Education Impacts on Military Families



OBJECTIVE

Local support for military members and families who reside on and around our installations is an important factor in total force readiness. The strategic importance of this initiative is to ensure locations where we place our military members and their families provide the capabilities necessary to enhance our military family readiness and improves member retention. The Department of the Air Force is dedicated to bringing awareness to, and mitigating, factors that negatively affect readiness and retention for military members and their families as they transition from one duty location to the next.

BACKGROUND

Military families report that the decision to continue military service is influenced by public education opportunities for their children. To address this issue, the Secretaries of the Army, Navy and Air Force informed the National Governor’s Association that...

“Eliminating or mitigating these barriers will improve quality of life for our military families, and ease the stress of transferring duty stations with consideration for long-term career implications. We realize improving schools... will take time. Over the long term, however, leaders who want to make a difference for the military and our missions will make the most impact if we focus on what matters.”

— February 23, 2018

In partnership with policy and industry experts, and key stakeholders, the Department of the Air Force developed an analytic framework using quantitative criteria to assess public education. This methodology assesses the school districts’ support for the unique needs of military children within military housing areas surrounding an installation.

FRAMEWORK

Careful consideration used to reduce the impact of socioeconomic factors while selecting criteria, and all data was obtained from publicly available and reputable sources.

- **ACADEMIC PERFORMANCE:** The most important area, this measures student learning and successful program completion.

- **SCHOOL CLIMATE:** Captures whether the schools provide an environment supportive of academic learning
- **SERVICE OFFERINGS:** Includes programs and staff designed to ease transitions and provide emotional and academic support to students.

Public Education Framework Criteria		
Category	Aggregated & Normalized Criteria on District Level	Source Data
Academic Performance	Graduation Rates	■
	Students’ Average Annual Learning Rate	●
School Climate	Chronic Absenteeism Rate	◆
	Suspension Rate	◆
Service Offering	Availability of free and/or universal Pre-Kindergarten	◆
	Student to Counselor Ratio	◆
	Student to Mental Health Support Ratio	◆
	Student to Nurse Ratio	◆
	Student to Teacher Ratio (Certified and Not Certified)	◆

Note: The shapes in the source data columns above correspond to the sources below.

Source Data
■ U.S. DEPARTMENT OF EDUCATION: ED Facts Graduation Rates (District and School Level) (EDFacts is a U.S. Department of Education initiative to collect, analyze, and promote the use of high-quality, pre-kindergarten through grade 12 data.)
● STANFORD EDUCATION DATA ARCHIVE harnesses data from the U.S. Department of Education EDFacts data system and a number of other publicly available data files to aid scholars, policymakers, and educators. The information includes measures of academic opportunity and gaps based on socioeconomic status.
◆ U.S. DEPARTMENT OF EDUCATION: Civil Rights Data Collection (CRDC) (CRDC gathers information on student enrollment, education programs, and school services, broken down by race, sex, English proficiency, and disability. The data is collected biennially from every public school in the United States.)

Current as of July 2020



August 2020

Dear President Capozzi,

We the undersigned request the Alaska State Chamber of Commerce adopt the attached Position as one of its 2021 State Priorities, and advocate for it for the coming Legislative Session and beyond.

As you are aware, "Quality of Life" is becoming more and more a focus of military uniformed and civilian leadership, and evolving more and more into a major criteria in basing, mission allocation and force assignment decision-making. As a mark of this, we've recently been informed that official matrices are being created across the Services to allow for comparative ranking of communities and states on things like health care capacity, support infrastructure, education, etc. In short, it's becoming ever more critical that Alaska be mindful of its national standing on things impacting Quality of Life and take steps, wherever prudent and possible, to improve its relative position.

Today, though Alaska's license recognition regime is fairly moderate on a policy basis, a full 39 states offer more liberal recognition of military spouse professional licenses. Therefore, relatively, Alaska stands at a marked disadvantage vis a vis other jurisdictions on the Military Spousal Licensure Recognition & Reciprocity front. It is for this reason we the undersigned have, for several years now, been encouraging both the Administration & Legislature to take action relative to Alaska's professional licensing and, thereby, materially improve the State's competitive position regarding DoD basing, mission allocation and force assignment decisions.

Alaska has a great many things working in its favor when it come to the Military. It is our hope that, with your support regarding Military Spousal Licensure Recognition & Reciprocity, we may transform a current liability into one more positive attribute.

Regards,

A handwritten signature in blue ink, appearing to read "Jim Dodson".

Jim Dodson, President & CEO
Fairbanks Economic Development

A handwritten signature in blue ink, appearing to read "Bill Popp".

Bill Popp, President & CEO
Anchorage Economic Development

A handwritten signature in blue ink, appearing to read "Tim Dillon".

Tim Dillon, Executive Director
Kenai Peninsula Economic Development

A handwritten signature in blue ink, appearing to read "Robert Venables".

Robert Venables, Executive Director
Southeast Conference

Position: Military Spousal Licensure Recognition & Reciprocity

Support enhancement of Alaska’s professional licensing regime for greater recognition of military service members and their dependents, and improved portability of military spouse professional licenses.

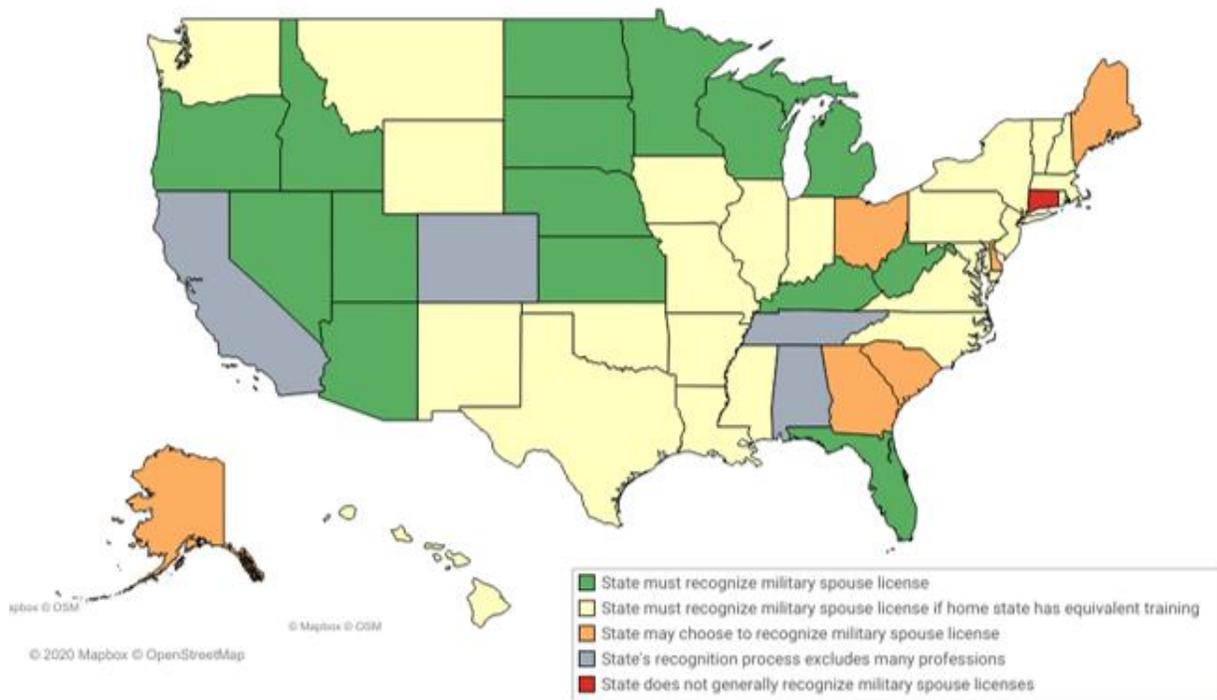
Justification:

In recent years, Service Member & Family “Quality of Life” has become more and more a focus of military leadership, and evolved more and more into a major criteria in Department of Defense basing, mission allocation and force assignment decisions. This is in reflection of internal reporting by military families that, in addition to impacting household sustainability and morale during immediate term of service, the decision to continue military service is influenced by the ability of military spouses to sustain their careers. To address this issue, the Secretaries of the Army, Navy and Air Force have informed individuals, communities and states across the civilian sector of their belief that eliminating or mitigating barriers to military spousal employment, including inter-jurisdictional recognition of professional licenses, is a critical step toward easing the stress of transferring duty stations and improving quality of life for military families.

Operationalizing this belief in policy, the Services are developing analytic frameworks and assessment methodologies to evaluate “level of community support” for military spouses across all 50 states and the District of Columbia in terms of licensure portability.

Today, with 39 states offering more liberal recognition of military spouse professional licenses, Alaska stands at a marked disadvantage vis a vis other jurisdictions on the Military Spousal Licensure Recognition & Reciprocity front.

Enhancement of Alaska’s professional licensing regime will improve the State’s competitive position regarding DoD basing, mission allocation and force assignment decisions. It is hoped this improvement will also increase the likelihood of retention or retraction of skilled, formerly-military or affiliated professionals in and to Alaska.





Military Spouse Licensure: State Best Practices and Strategies for Achieving Reciprocity

November 2019

The estimated cost of this report for the Department of Defense is approximately \$5,900.00. This includes \$ 0.0 in expenses and \$ 5,900.00 in DoD labor.

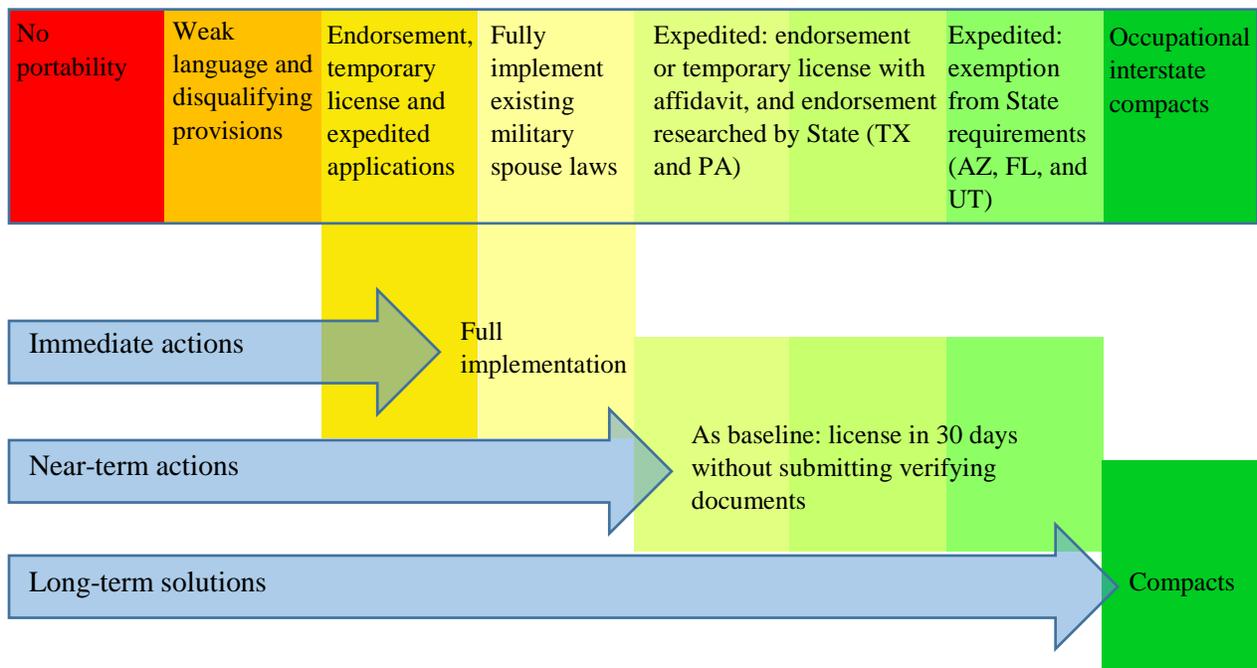
Executive Summary

Occupational licensure has been an enduring problem for military spouses. Obtaining a license in a new State can be both time consuming and expensive, and military spouses often cannot adequately anticipate how to prepare for licensure in a new State due to the unpredictable nature of military moves. The short duration of military assignments, coupled with lengthy relicensing processes, can discourage military spouses from seeking relicensure, causing them to quit an occupation or causing military families to leave the military.

From 2011 to 2016, the Department worked with all 50 States through common methods used by licensing boards to expedite the acceptance of a license from another State. Many States enacted some form of relief (39 States enacted laws for endorsement of a current license from another State, 42 States enacted laws for temporary licensure, and 31 States enacted laws for expedited application procedures); however, these methods proved insufficient to address the underlying concerns of military spouses.

Further changes to licensure to facilitate reciprocity in State licensure programs for military spouses will continue to take time to cover all occupations in all States. Complicating matters further, the term “reciprocity” is used differently among the States. The continuum of reciprocity related programs is represented graphically below. The continuum goes from red, representing little to no portability, to dark green, representing the DoD’s optimum state of full reciprocity.

Understanding that military spouses need assistance now, and that many States have already committed to a variety of approaches, the Department advocates that States should pursue multiple approaches to reciprocity simultaneously. Available alternatives can be categorized as being more immediately attainable, achievable within the near-term, or obtainable in the long-term:



The Department is committed to improving license portability for military spouses. The Secretary of Defense has established military spouse employment as a key aspect of supporting military families, and the Secretaries of the Military Departments have also expressed the importance of military spouse licensure by making it part of the consideration for future mission basing. How fast these actions and solutions can be approved and implemented is up to the States.

The Department encourages States to engage in immediate actions to fully implement military spouse licensure laws, near-term actions to at least attain a baseline of getting military spouses a license in 30 days based on minimal documentation, and long-term solutions for reciprocity through compacts. The Department intends to track an overall assessment of States based on commitment to these approaches for all occupations.

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Introduction

Occupational licensure is a topic of interest for States. The increase in national mobility and the need for qualified professionals in many occupations and in States highlights the need to improve the portability of occupational licenses. Many States are reviewing their licensing requirements and practices to reduce barriers of entry for occupations and interstate license transfer.

Military spouses are a cross-section of the American population, although a greater percentage of them are in licensed occupations than their civilian counterparts,¹ and they are significantly more mobile.² In many ways, they represent the “canary in the coal mine,” clearly demonstrating the importance of license portability in maintaining a career in a licensed occupation.

The Department has been working with States for several years to improve license portability for military spouses. The lessons learned from these efforts have contributed to a better understanding of what represents effective “reciprocity,” and what accommodations may be more compatible with State public safety oversight responsibilities.

This report chronicles the collaborative effort between the Department and States to alleviate licensure barriers, provides an analysis of policies that can eliminate delays and burdens, and provides a way ahead for the Department to work with States. Through their actions, States have shown that they continue to be interested in making improvements in licensure policy to assist military spouses. This report provides a pathway towards granting military spouses “reciprocity.”

¹ 34 percent of active duty spouses self-identified as needing a State issued license to work (2017 Survey of Active Duty (Active Component) Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-006, May 2018), compared to 30 percent of the civilian population (The Hamilton Project, Brookings Institute, https://www.hamiltonproject.org/charts/percent_of_occupations_requiring_a_license_by_state)

² “Military spouses are 10 times more likely to move across State lines than their civilian counterparts,” “Supporting Our Military Families: Best Practices for Streamlining Occupational Licensing Across State Lines,” U.S. Department of Treasury and U.S. Department of Defense, February 2012, page 7.

Demographic Review of Military Spouses

Military spouses represent about four-tenths of a percent of the general population. The Appendix A, Tables 1 through 4, provide comparisons of military spouses to the overall population of the State where they reside, and subsequent views of military spouses compared to their counterparts in the work force, requiring a license, and employed in two major occupations.

- Table 1 segregates military spouses into Active Component, Reserve Component, and total, and provides percentages for each of these categories compared to the general population. Alaska, Hawaii, and Virginia are the only States where military spouses represent at least one percent of the population over 18 years of age, and one percent of the State work force (Table 2).

Although the issue of employment is important to all military spouses, license portability is more of a concern to Active Component spouses. Reserve spouses are not generally subject to Military Service-directed Permanent Change of Station moves, which drive the need for Active Component spouses to relicense in a new State approximately every three years.

- Table 3 provides estimates of Active Component spouses who require a license to work and compares these numbers to the estimate of the overall workforce requiring licensing. Active Component spouses represent over one percent of the licensed workforce in seven States: Alaska, Colorado, Hawaii, Kansas, North Carolina, South Carolina, and Virginia.
- Table 4 provides estimates of Active Component spouses who are in the two most prominent occupational groups requiring State licenses: health care, which employs 19 percent of Active Component spouses in the workforce; and education, which employs 10 percent of Active Component spouses in the workforce. Comparison with the applicable workforce of the States shows for health care and education that Active Component spouses represent a marginally larger percentage.

Traditionally, States have had ongoing interest in the economic impact of the military presence in the State,³ and as an aspect of sustaining a positive relationship with the military community, States have included license portability as part of the accommodations made to support military families: *“From the beginning, I have believed in the ability of our State and its leaders to adequately sustain the move from Fort Monmouth. Lt. Governor Brown substantiated those beliefs today through his testimony about the State’s BRAC Action Plan to accommodate the population increase resulting from the BRAC decision through fortifying our education and transportation systems and infrastructure and streamlining occupational licensing requirements.”*⁴

³ Appendix B provides a review of DoD spending and the respective percentage of Gross Domestic Product (GDP) by State. Overall, DoD spending for fiscal year 2015 was \$408.7 Billion, with the highest spending in Virginia (\$53 Billion), California (\$49.3 Billion), Texas (\$37.9 Billion), Maryland (\$20.5 Billion), and Florida (\$17.6 Billion). Highest GDP percentages were in Virginia (11.2 percent), Hawaii (9.8 percent), Alaska (6.1 percent), Alabama (5.9 percent), District of Columbia (5.7 percent), and Maryland (5.7 percent). The average GDP percentage was 2.6 percent and the median State was New Hampshire (2.0 percent).

⁴ U.S. Congressman Elijah E. Cummings, Press Release, December 12, 2007.

Statement of the Problem

Although recognized by States as an important aspect of their ongoing relationship with the military community, occupational licensure has been an enduring problem for military spouses, as illustrated by the following statement made by a DoD witness at a congressional hearing in 2004:

“Barriers to the transfer and acceptance of certifications and licenses that occur when State rules differ can have a dramatic and negative effect on the financial well-being of military families. Military spouses routinely lose 6 to 9 months of income during a military move as they try to reinstate their careers. And, as with civilian families, military families depend more and more on two incomes. Differences in licensure requirements across States limit advancement or deter reentry into the work force at a new location. Removing these barriers, creating reciprocity in licensing requirements, and facilitating placement opportunities can help a military family’s financial stability, speed the assimilation of the family into its new location, and create a desirable new employee pool for a State (especially in education and health care).”⁵

This statement is still applicable. Input from military spouses about their difficulties regarding licensure can be summarized as follows:⁶

- Obtaining a license in a new State can be both time consuming and expensive; competency standards and methods of measuring competency vary from State-to-State. For example:
 - Verifying credentials can require requesting transcripts and descriptions of course work, certified copies of scores on tests, documentation for practicum hours, and certified copies of previously held licenses (to include paying associated transcript fees and postage).
 - State boards may require an applicant to take a licensing test or complete additional school coursework.
 - In occupations that have entry and master level licenses, military spouses may have to accept a license at a lower status than they had achieved in a previous State, requiring them to seek less productive employment at a lower salary.
- Military spouses who have maintained a successful career express frustration over having to justify their credibility and competency in the same manner as first-time applicants.

⁵ Department of Defense written testimony for the Joint Hearing Before the Subcommittee on Children and Families of the Committee On Health, Education, Labor, And Pensions, United States Senate, and the Subcommittee on Personnel of the Committee on Armed Services, United States Senate, One Hundred Eighth Congress, Second Session, on examining how States have responded to military families’ unique challenges during military deployments and what the federal government can do to support States in this important work, July 21, 2004.

⁶ “Report on Barriers to Portability of Occupational Licenses Between States” DoD and DHS Report to Congress, March 2018, pages 5-6.

- To alleviate potential hurdles, such as retesting and resubmitting source documents, military spouses may opt to maintain licenses in multiple States. Maintaining additional licenses can require renewal applications and fees, varying levels of continuing education credits, and generally additional unwarranted administrative burdens.

The short duration of a military spouse's stay in a State, coupled with lengthy relicensing requirements, can be sufficiently discouraging to prompt a military spouse to quit an occupation or cause a military family to leave the military. The former outcome can be costly for the military family and the latter circumstance can be costly for the Service, as well as for the military family. Neither outcome is satisfactory.

Initial Efforts to Expedite Relicensing (2011 – 2016)

From 2011 to 2016, the Defense-State Liaison Office (DSLO) worked with all 50 States through common methods used by licensing boards to expedite the acceptance of a license from another State:

- *Facilitating endorsement of a current license* from another jurisdiction as long as the requirements for licensure in that jurisdiction are substantially equivalent to those in the licensing State, and the applicant:
 - Has not committed any offenses that would be grounds for suspension or revocation of the license in the other jurisdiction, and is otherwise in good standing in that jurisdiction; and
 - Can demonstrate competency in the occupation through various methods as determined by the Board, such as having completed continuing education units, having had sufficient recent experience (in a full- or part-time, paid or volunteer position), or by working under supervision for a prescribed period.
- *Providing a temporary or provisional license* allowing the military spouse to practice while fulfilling requirements needed to qualify for endorsement in the licensing State, or awaiting verification of documentation supporting an endorsement. Temporary licenses should require minimum documentation, such as proof of holding a current license in good standing and marriage to an active duty Service member who is assigned to the State.
- *Expediting application procedures* so that:
 - The director overseeing licensing within the State has authority to approve license applications for the boards; and/or
 - The individual licensing boards have authority to approve a license based simply on an affidavit from the applicant that the information provided on the application is true and that verifying documentation has been requested.

Appendix C provides a list of the enacted laws supported by DSLO. The list shows the overall impact: 39 States enacted laws for endorsement, 42 States enacted laws for temporary licensure, and 31 States enacted laws for expedited application procedures. Twenty four States (48 percent) enacted laws supporting all three methods, 16 more States (32 percent) enacted laws supporting two of the three methods, and eight more States (16 percent) enacted laws or had existing laws supporting at least one method. These changes generally impacted occupations other than teachers and attorneys.⁷

Analysis of Results (2017)

DoD contracted with the Center for Research and Outreach (REACH) at the University of Minnesota, through the U.S. Department of Agriculture Cooperative Research, Education and Extension Service, to evaluate the outcome of 2011 – 2016 efforts. The Center for REACH conducted a 50-State review of the laws enacted and an assessment of the approach taken by six occupational boards⁸ in each State to implement these laws. Its State-by-State evaluation provides a basis for evaluating the impact of these laws.⁹

- “Legislation either featured ‘shall’ or ‘may’ language, which could directly impact the degree to which boards had discretion in implementing the enacted laws.
 - Thirty-five States chose to use ‘shall’ language in directing boards to establish rules; seven used ‘may’ to allow boards to modify their policies; and four used a combination of both terms.
 - As described by the Center for REACH, ‘Examples of the variability of language include legislation from Nebraska, which indicates occupational boards shall issue temporary licenses while legislation in Alaska indicates boards shall expedite the issuance of licenses, but may issue temporary licenses.’”¹⁰

⁷ Military spouse attorneys have received licensure relief from highest State courts and State bars through the intercession of the Military Spouse JD Network (MSJD Network), a private organization organized and managed by military spouse attorneys. The MSJD Network achieved admission for military spouse attorneys to the Idaho State bar without examination in April 2012 and have subsequently received similar accommodations in 35 other States. DSLO reengaged States, starting in 2016, to address impediments to certification for military spouse teachers. Certification for teachers has enough differences from other occupations that it required a different request of States. Instead of endorsement (which means something different for teachers), DSLO requested States provide maximum flexibility in accepting an existing standard certificate, and also the prerequisite requirements fulfilled to obtain that certificate, when using these to acquire a standard certificate in the new State. Since all States have temporary certificates for teachers, DSLO requested States follow the best practice of Iowa by establishing a special temporary certificate for military spouse teachers which could be valid for up to three years (average time of an assignment). Finally, DSLO requested States consider expedited application and adjudication processes. As of the end of 2019, 16 States provide flexibility, 24 States offer extended temporary licenses (at least a year), and 21 expedite applications (total of 35 States: 9 State covering all 3 options, 8 covering 2 of 3, and 18 covering 1 of 3).

⁸ Six occupations reviewed: cosmetology, dental hygiene, massage therapy, mental health counseling, occupational therapy, and real estate.

⁹ Lynne M. Borden, PhD, Et al, “Military Spouse Licensure Portability Examination,” Center for Research and Outreach, University of Minnesota, <https://reachmilitaryfamilies.umn.edu/research/document/13865>

¹⁰ “Report on Barriers to Portability of Occupational Licenses Between States,” DoD and DHS, page 10

- “Most States establish and enforce occupational licensing regulations entirely independently of other States, which means that standards can vary widely, even between States with similar population characteristics or within the same region.”¹¹
- “Half the States with laws impacting endorsements for military spouses include the terms ‘substantially equivalent’ to describe a license that qualifies for endorsement.
 - To effectively evaluate whether an applicant’s license is ‘substantially equivalent’ a board generally evaluates the coursework, test scores, and applicable practicum hours of the applicant, along with previously held licenses and work experience. This perpetuates the delays experienced by military spouses.
 - Additionally, the review of implementation shows that State boards within an occupation continue to have varying evaluation processes and standards for awarding an endorsement, which further complicates the expected application process for military spouses.”¹²
- University of Minnesota REACH Center researchers “found significant problems with communicating licensure processes even when supportive legislation was in place.” To address this issue, they recommended implementing professional development for practitioners at licensing authorities that work with military families. Compounding the issues of communication and process, researchers found a significant lack of data at occupational licensure boards regarding the licensing of military spouses. Improving data collection for this population could lead to identifying board members who are responsive to this group and any remaining barriers to licensure.¹³

Follow-up Actions (2018 – 2019)

In 2018, DSLO began approaching States to improve their implementation of existing licensing laws to ensure military spouses could quickly and easily apply the accommodations offered to expedite their licensing, which includes:

- Posting information on the board and/or regulatory authority website that provides clear instructions;
- Adapting applications that identify military spouses and recognize their accommodations; and
- Implementing training systems that keep customer service staff informed of procedures.

In February 2018, the Secretaries of the Military Departments encouraged Military Service leadership to consider the availability of military spouse licensure reciprocity when evaluating

¹¹ Amanda Winters, NGA, Rachael Stephens, NGA and Jennifer Schultz, NCSL, “Barriers to Work: Veterans and Military Spouses,” NCSL Website, July 17, 2018, <http://www.ncsl.org/research/labor-and-employment/barriers-to-work-veterans-and-military-spouses.aspx>

¹² “Report on Barriers to Portability of Occupational Licenses Between States,” DoD and DHS, page 11

¹³ Amanda Winters, NGA, Rachael Stephens, NGA and Jennifer Schultz, NCSL, “Barriers to Work: Veterans and Military Spouses,”

future basing or mission alternatives (letter to the National Governors Association (NGA) provided in Appendix D).

- The added emphasis from the Secretaries has increased the States’ desire to accommodate the license portability needs of military spouses. The response from the executive director of the NGA (also in Appendix D) makes clear that the States wish to continue to improve license portability for military spouses.
- As a result, several States have reconsidered their licensing requirements to enhance opportunities for military spouses to expedite receiving a license. The results of these efforts have been mixed (list of legislation at Appendix E).
- The Air Force has collaborated with DSLO and industry experts to develop an analytic framework and criteria, rooted in authoritative data, for evaluating current State licensure accommodations. The Army is assessing evidence-based metrics, data sources and other insights to develop a framework that could inform future basing, stationing or mission alternatives.
- The Office of the Secretary of Defense will continue to collaborate with the Secretaries of the Military Departments to determine the application and use of the information within their respective processes.

The Department of Labor (DOL) established an initiative in 2019 to highlight States implementation best practices, and to inform military spouses and employment service providers (in DoD and DOL) of the laws and level of implementation of the States.

- DOL established a website based on DoD licensing data to assist spouses (<https://veterans.gov/milspouses>) with understanding the laws of the States and to find the appropriate licensing board in the States for each occupation.
- DOL has also hosted webinars for military spouses, service providers, and State boards to improve access to licensing information.

DSLO pivoted in its approach after 2017 to also consider occupational license compacts as another alternative to improve portability for military spouses. Compacts establish common understanding of competency and its measurement within the occupation, and then seek to have States approve the compact through legislation.¹⁴

¹⁴ Concern is often expressed that interstate compacts for occupations either lower or raise the standards for the occupation. Compacts define the required qualifications for a practitioner in order to use the compact provisions for portability. States with lower standards than those included in the compact have the option to issue a “compact license” and also a “State-only license” to maintain the standards set in the State. States with higher qualifications can also maintain their standards, and practitioners in those States can use their license for portability as part of the compact. Qualifications in the compact are defined by an advisory group and drafting team composed of State policymakers, practitioners, State board members, and consumers to develop a balanced set of standards for portability. These standards are available for comment and review by all States prior to the draft being considered by States for approval. The advisory group and the drafting team understand that these standards must focus on protecting the public safety of consumers and must appeal to the vast majority of States in order to be positively considered during the legislative process.

- There are currently occupation-specific compacts for physicians, nurses, physical therapists, emergency medical technicians, psychologists, and audiologists/speech-language pathologists (ASLP), with an additional 10 - 15 occupations considering the process to establish a compact.¹⁵
- The nurse, physical therapist, and ASLP compacts feature licensing through a designated home State where the licensee maintains the license and the privilege to practice in all other member States without further licensing or registration.
- These compacts feature a commission and a central database to facilitate oversight of licensees.

A Working Definition of Reciprocity

Lessons learned through actions taken by States, along with the lessons from other initiatives, such as the National Conference of State Legislatures (NCSL)/National Governors Association (NGA)/Council of State Governments (CSG) Licensing Consortium,¹⁶ provide an opportunity to consider a working definition of reciprocity. This definition of reciprocity represents less of an absolute interpretation of the dictionary definition,¹⁷ and more of a description of a continuum of opportunities for military spouses to transfer an occupational license between States.

Graphically, these can be represented as follows, with “dark green” representing full reciprocity and “red” representing the licensing without a function for portability:

No portability	Weak language and disqualifying provisions	Endorsement, temporary license and expedited applications	Fully implement existing military spouse laws	Expedited: endorsement or temporary license with affidavit, and endorsement researched by State (TX and PA)	Expedited: exemption from State requirements (AZ, FL, and UT)	Occupational interstate compacts
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As baseline: license in 30 days without submitting verifying documents

¹⁵ Compacts are defined by national organizations that represent an occupation, to include associations of State licensing boards, associations of practitioners, and national credentialing bodies; along with representatives from States, to include State licensing boards, State associations of practitioners, and State legislators.

¹⁶ The Department of Labor sponsored the Occupational Licensing Policy Learning Consortium managed by the NGA Center for Best Practices, along with NCSL and CSG. The Consortium consists of 16 States that have committed to studying the barriers caused by licensure requirements that impede workers from entering the labor market in their States. Initial States in 2017 were Arkansas, Colorado, Connecticut, Delaware, Illinois, Indiana, Kentucky, Maryland, Nevada, Utah and Wisconsin. Idaho, Kentucky, New Hampshire, North Dakota and Vermont have been added in 2018. As part of the Consortium process, States considered the impact of licensure on vulnerable populations: individuals with criminal records, dislocated workers, immigrants, veterans and military spouses.

¹⁷ Definition of reciprocity: “mutual exchange; the relation or policy in commercial dealings between countries by corresponding advantages or privileges are granted by each country to the citizen of the other.” Dictionary.com, <https://www.dictionary.com/browse/reciprocity?s=t>

Compacts: As described above, compacts for nurses, physical therapists and ASLPs allow:

- A practitioner to work in multiple States without relicensing.
- Sustain the primary purpose of licensing, which is to oversee the practice of an occupation to maintain public safety.
- Define the authorities and responsibilities of home States and other States where the practitioner can work.
- Allow States (represented by practitioners, State boards, consumers and legislators) to define commonly agreed upon qualifications for practitioners within an occupation, authority to practice using telecommunications, penalties for violating a State's practice act, and authority to establish a commission to develop rules and oversee State compliance.

Since these compacts are defined by occupation and approved by States, they take time to enact; however, significant progress has been made on obtaining approval of existing compacts.

Methods Other Than Compacts – Exemption: Exempting military spouses from State requirements represents the next closest method to facilitate transfer between States with minimal administrative requirements:

- Arizona and Florida use an approach that allows a military spouse to use a current license in good standing, without submitting verifying documentation, to issue a State license to them. State boards perform the necessary verification of the standing of the current license to ensure there are no limitations, holds or pending investigations. These States also require the applicant to submit a fingerprint-based background check.
- Utah allows military spouses to use their existing license in good standing from another State to obtain employment in Utah. The Utah boards do not verify the license, but rather they have delegated this responsibility to the employer hiring the military spouse. Additionally, if the military spouse violates the Utah practice act for his or her occupation, the applicable board revokes the spouse's exemption from licensure requirements.
- Several States provide a three-year provisional certificate to teachers without requiring the teacher to fulfill State licensing requirements, based on the teacher holding a current certificate in good standing in another State (and verifying the standing of the current certification). Although no State has applied this approach to other occupations, a three-year temporary license would allow a military spouse to work the length of a normal military assignment with minimal relicensing.

 Exemption from Submitting Verifying Documents: Applying exemption from submitting verifying documents, either permanently or for a temporary period, represents a method to facilitate the transfer of a current license in good standing with limited initial administrative obstacles. This approach can take two formats:

- Texas allows military spouses to work within the State for three years on a current license in good standing in another State (without verifying documentation) by requiring the State boards to determine the standing of the license and the equivalency of license requirements for the license held in the other States. Similarly, Pennsylvania provides a permanent license to all applicants using a board evaluation of the practice requirements in another State to determine the substantial equivalency of an applicant.
- Hawaii, Kansas, Massachusetts, Montana, and Wisconsin, for example, have statute/policy that allow occupational boards to issue a license based upon submission of an application and an accompanying affidavit attesting to the accuracy of the application and a commitment to submitting verifying documentation by a prescribed date.
 - Of these five States, only Massachusetts and Wisconsin actually apply this approach for military spouses.
 - This approach could apply to both endorsement for a permanent license and towards obtaining a temporary license to allow the applicant time to furnish verification, and subsequently, to fulfill State requirements if needed.
 - Ideally, a temporary license should be provided until a permanent license is issued; however, a temporary license should last at least one year if additional requirements must be fulfilled to obtain a permanent license.

 Base Line – License in 30 Days with Minimal Documentation: Approaches that are more certain to allow the military spouse to obtain a license without having to fulfill State requirements are easier and more reliable for the military spouse over those that may not accept the current license from another State without the military spouse fulfilling additional requirements. Exemptions from State requirements are preferable over an exemption from only submitting verifying documentation with the application, either for a permanent or temporary license. With this said, all of these approaches can be beneficial, if they produce a baseline result of having the military spouse be able to receive a license in approximately 30 days without submitting verifying documentation outside of verifying the standing of the license and fulfilling a background check.

 Endorsement, Temporary Licensing and Expedited Processes: All other accommodations previously enacted by States can help facilitate portability and can support either exemption or temporary exemption approaches.

- Endorsement and temporary licensure have already been discussed in the context of exemptions.

- Expedited application can be applied to all processes, except to compacts and the Utah model of exemption.
- Kentucky and South Dakota have established 30-day limits on board adjudication (a prescribed approach to expediting application), although both States require a full application with verifying documents (adding potentially up to an additional 90 days for the spouses' application).
 - Applying temporary exemption through an affidavit to Kentucky and South Dakota would provide the desired outcome of an expedited approach; however, unless the Kentucky and South Dakota boards intend to accept the credentials of the military spouse, the applicant may be precluded from obtaining a license until specific requirements are met.
 - To avoid this circumstance, Kentucky HB 323 and South Dakota HB 1111 establish a higher bar for rejection and require the boards to justify to the State regulatory authority their decision to reject an application from a military spouse.

 **Eliminate Weak Language and Disqualifying Provisions:** In addition to these kinds of modifications, States are encouraged to review their military spouse licensing provisions to eliminate inhibiting language found in previous efforts.

- Provisions that are written as “boards may” have generally been ineffective in promulgating change, and generally “shall” statements have proven to be more reliable in requiring boards to change policies and practices. Arkansas 2019 bill, SB 564, takes an even more emphatic approach by establishing a requirement for boards to issue licenses automatically to military spouses without meeting Arkansas requirements, unless the board establishes approved policies within one year for expediting the issuance of a license by the least restrictive means.
- Other inhibiting language includes experience requirements difficult for military spouses to fulfill because of military assignments (overseas or at locations where they could not be employed in their occupation) and provisions that require the military spouse to be “supervised” as a condition of licensing (a prevalent limitation for military spouse attorneys).

The Way Forward

A 2018 study by the Federal Trade Commission, “Options to Enhance Occupational License Portability,” recognized there are two approaches to alleviating barriers to portability. Namely, mutual recognition, which relates to occupational compacts, and expedited licensure, which encompasses expedited exemption approaches.¹⁸

¹⁸ Karen A. Goldman, “Options to Enhance Occupational License Portability,” Federal Trade Commission, September 2018, <http://www.ftc.gov/policy/reports/policy-reports/commission-and-staff-reports>, pages 17 - 19

Considering that the Department has worked with States for over eight years, changing licensure to facilitate reciprocity for military spouses will continue to take time to cover all occupations in all States. Understanding that military spouses need assistance now, and that States have already committed to a variety of approaches, the Department advocates States should pursue multiple approaches to reciprocity simultaneously.

Available alternatives can be categorized as being more immediately attainable, achievable within the near-term and, finally, long-term solutions. The solutions that are the most relevant to full reciprocity are those that take longer to achieve.

Immediate Actions: State policies that are not adequately highlighted on websites become opaque to military spouses. Policies that are not implemented in applications and procedures, and reflected in staff training, become ineffective. States have committed in law to take care of military spouses in specific ways (regardless of the effectiveness of these policies).

- The first, and most immediately actionable initiative for States, should be to ensure military spouses receive the benefit of these policies.
- Secondly, DoD, in collaboration with DOL, is working to improve the accessibility of licensure provisions.
 - DoD is working with States to ensure there is sufficient oversight and policy by State administrators and legislators to require occupational boards to make their military license policy transparent and easily accessible to military spouses.
 - DOL is providing State regulatory authorities and occupational boards best practice materials from States that have done well in fulfilling this requirement, along with providing webinars and technical consultations for States.

Near-term Actions: States have established a variety of methods to assist military spouses so that they can get to work more quickly; however, as already stated, many of these methods have inherent conditions that preclude military spouses from achieving the desired outcome. There are policy options that can create either permanent or temporary exemptions, and experience has shown that States prefer to consider options that work with their current policies, rather than a single approach. DSLO intends to present options that can improve existing policies or replace their existing policies with a more effective approach, to include:

- Exemption from State requirements or having to provide verification documentation through the recognized best practices previously described.
- Expedited practices by limiting the time boards take to adjudicate applications, as well as other processes that can expedite receiving a license.
- Additionally, remove/replace language that does not promulgate change or that creates barriers (experience restrictions and supervision requirements).

As previously stated, the baseline for these approaches should be to issue the military spouse a license in 30 days without submitting verifying documentation. Exemptions from State requirements are preferable over an exemption from submitting verifying documentation, either for a permanent or temporary license, since an exemption from State requirements accepts the current license and shields the military spouse from potentially having to do additional course work or testing in order to qualify for the State license.

Long-Term Solutions: States have committed to using interstate compacts to resolve the interstate issue of license portability.

- DoD has assisted organizations representing occupations with obtaining State approval of their compacts where these compacts have benefit to the military. Currently, the enhanced Nurse Licensure Compact has been approved by 34 States, the Physical Therapy Compact by 26 States, and the Emergency Medical Services Compact by 18 States. These compacts cover approximately 40 percent of military spouses who need a license to work.
- Additionally, DoD has assisted the Association of State and Provincial Psychology Boards obtain approval of a compact in 13 States that authorizes tele-practice across State lines, which thereby can improve access to care for military families. DoD will start assisting the ASPL Compact in 2020.

DoD may also have an opportunity to assist organizations representing occupations develop additional compacts.

- Current provisions in H.R. 2500 (section 624) and S. 1790 (section 577) in the U.S. Congress will allow DoD to “enter into a cooperative agreement with the Council of State Governments to assist with funding of the development of interstate compacts on licensed occupations in order to alleviate the burden associated with relicensing in such an occupation by spouses of members of the armed forces in connection with a permanent change of duty station of members to another State.”
- Several occupations¹⁹ are interested in developing compacts to support license portability and have said they intend to include provisions for military spouses.
 - Currently they lack sufficient funding to start the compact process, which entails bringing together stakeholders to discuss what issues need to be resolved by the compact and a drafting team to write the compact to answer these needs.
 - Additionally, occupations generally need to establish a national database of practitioners to operationalize the compact portability policies.

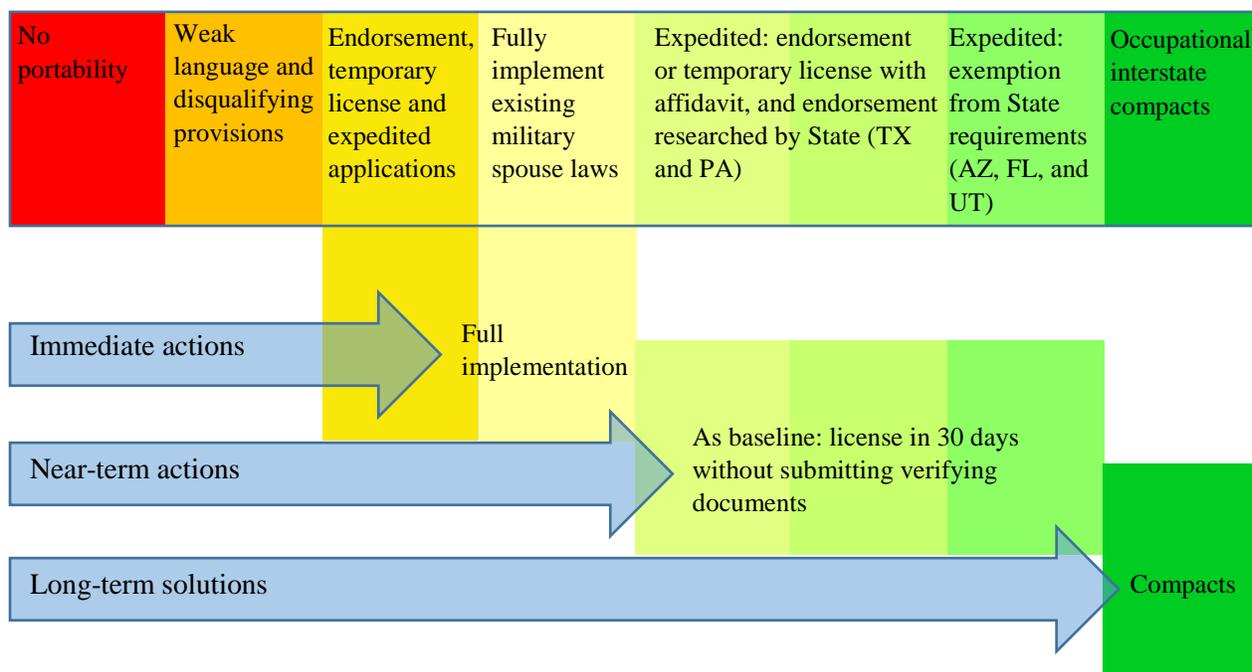
The Department advocates that initiatives to achieve immediately attainable actions, near-term actions, and long-term solutions be pursued simultaneously to gain as much flexibility for

¹⁹ Teaching, dental hygiene, occupational therapy, mental health counseling, pharmacy, physician’s assistance, and veterinary services are among the occupations that are attempting to pursue compacts.

military spouses in the near-term while preparing for substantially improved portability in the future. As a result, the Department anticipates the cumulative impact of these processes should represent a more significant impact. For example, if processes that implement statutory changes for military spouse licensure are in place, they will greatly enhance the impact of further changes to policies that allow military spouses to obtain a license in 30 days without submitting verifying documents.

Likewise, while these initiatives get military spouses to work more quickly, compacts can provide seamless reciprocity for military spouses in an occupation. Nurses, supported by the enhanced Nurse Licensure Compact in 34 States, can move from a compact State to another compact State without any relicensing. When nurses move to or from a non-compact State, then having “the 30-day, without submitting verification” approach can help get them to work faster. Consequently, engaging in State-only licensure reform simultaneously with approving interstate relationships through compacts provides for optimum access by military spouses.²⁰

Graphically, when paired with the continuum of reciprocity displayed earlier, the DoD approach appears as follows:



²⁰ Arizona has taken this approach for not only military spouses, but for the general population. Arizona has approved of existing occupational compacts (to support practitioners who do not wish to become a resident of the State) while extending exemption from Arizona’s licensing qualifications for all applicants who wish to become residents. To allow flexibility for military spouses, both the compact approach and the Arizona approach are available to military spouses so that they can benefit from compacts coming from a compact State and exemption if they’re not coming from a compact State or their occupation is not in a compact. Additionally, Utah has provided full exemption for military spouses as well as approved existing occupational compacts. The two approaches are supportive and not mutually exclusive.

Challenge for States

Almost all States have made special provisions for military spouses; however, many of these go unnoticed by boards and military spouses, and many of these do not alleviate the underlying issues that cost military spouses time and effort to get to work. This report provides an opportunity for States to reassess their approach to accommodating licensure for military spouses to determine if their programs have been effectively implemented, if what is implemented can get military spouses to work in 30 days without submitting verifying documents, and if the State has made any commitment to establishing reciprocity for military spouses. Only three States have used exemption from State criteria as a way of facilitating better reciprocity, and a growing number of States (at present 38 States) are using compacts to create reciprocity for military spouses, as well all other practitioners.

The Department is committed to improving license portability, and as already discussed, the Secretaries of the Military Departments have made the importance of military spouse licensure clear through their correspondence to the National Governors Association, which encouraged leadership to consider the availability of military spouse licensure reciprocity when evaluating future basing or mission alternatives. How fast these actions and solutions can be approved and implemented is up to the States.

The Department encourages States to simultaneously fulfill what can be done as far as immediate actions, near-term actions, and long-term solutions as described above. The Department intends to track an overall assessment of States based on commitment to these approaches for all occupations.

APPENDIX A, TABLE 1: POPULATION COMPARISONS

	State Population ²¹	Active Spouse Population ²²	%	Reserve Spouse Population ²³	%	Total Population	%
ALABAMA	3,798,031	8,538	0.22	8,611	0.23	17,149	0.45
ALASKA	553,622	11,154	2.01	2,729	0.49	13,883	2.51
ARIZONA	5,528,989	11,446	0.21	8,031	0.15	19,477	0.35
ARKANSAS	2,310,645	2,626	0.11	4,884	0.21	7,510	0.33
CALIFORNIA	30,567,090	75,814	0.25	24,439	0.08	100,253	0.33
COLORADO	4,430,329	22,061	0.50	7,898	0.18	29,959	0.68
CONNECTICUT	2,837,472	3,506	0.12	2,801	0.10	6,307	0.22
DC	763,555	1,742	0.23	561	0.07	2,303	0.30
DELAWARE	574,961	2,088	0.36	1,561	0.27	3,649	0.63
FLORIDA	17,070,244	40,405	0.24	18,828	0.11	59,233	0.35
GEORGIA	8,013,724	31,884	0.40	12,802	0.16	44,686	0.56
HAWAII	1,117,077	25,147	2.25	4,647	0.42	29,794	2.67
IDAHO	1,307,236	2,358	0.18	3,305	0.25	5,663	0.43
ILLINOIS	9,883,814	7,079	0.07	8,438	0.09	15,517	0.16
INDIANA	5,123,748	1,866	0.04	7,564	0.15	9,430	0.18
IOWA	2,425,378	747	0.03	4,217	0.17	4,964	0.20
KANSAS	2,205,544	11,675	0.53	5,367	0.24	17,042	0.77
KENTUCKY	3,459,573	8,589	0.25	5,494	0.16	14,083	0.41
LOUISIANA	3,564,062	8,917	0.25	6,260	0.18	15,177	0.43
MAINE	1,088,000	986	0.09	2,063	0.19	3,049	0.28
MARYLAND	4,702,570	19,025	0.40	8,173	0.17	27,198	0.58
MASSACHUSETTS	5,535,291	2,620	0.05	5,220	0.09	7,840	0.14
MICHIGAN	7,831,247	2,680	0.03	6,572	0.08	9,252	0.12
MINNESOTA	4,308,564	905	0.02	6,800	0.16	7,705	0.18
MISSISSIPPI	2,280,389	5,247	0.23	6,895	0.30	12,142	0.53
MISSOURI	4,749,622	7,436	0.16	8,781	0.18	16,217	0.34
MONTANA	832,871	1,883	0.23	2,033	0.24	3,916	0.47
NEBRASKA	1,452,427	3,990	0.27	3,141	0.22	7,131	0.49
NEVADA	2,345,395	7,283	0.31	3,388	0.14	10,671	0.45
NEW HAMPSHIRE	1,098,288	674	0.06	1,854	0.17	2,528	0.23

²¹ "Estimates of Resident Population Age 18 Years and Older for the States: July 1, 2018 (SCPRC-EST2018-18+POP-RES)," U.S. Census Bureau, Population Division, Release Date: December 2018

²² Active Component military spouses (Army, Navy, Marine Corps, Air Force and Coast Guard), by Zip Code of residence, aggregated by State, Source: Defense Eligibility Enrollment Reporting System, Data as of October 25, 2018

²³ Reserve spouses (Selective Reserve: Army Reserve, Navy Reserve, Marine Corps Reserve, Air Force Reserve, Coast Guard Reserve, Army National Guard and Air Force National Guard), by Zip Code of residence, aggregated by State, Source: Defense Eligibility Enrollment Reporting System matched to sponsors in Reserve Component Common Personnel Data System, Data as of January 8, 2019

	State Population	Active Spouse Population	%	Reserve Spouse Population	%	Total Population	%
NEW JERSEY	6,954,877	5,094	0.07	5,923	0.09	11,017	0.16
NEW MEXICO	1,613,275	6,917	0.43	2,318	0.14	9,235	0.57
NEW YORK	15,474,107	13,077	0.08	1,647	0.08	24,724	0.16
NORTH CAROLINA	8,082,975	52,982	0.66	11,484	0.14	64,466	0.80
NORTH DAKOTA	581,379	3,487	0.60	1,794	0.31	5,281	0.91
OHIO	9,096,117	6,221	0.07	11,159	0.12	17,380	0.19
OKLAHOMA	2,986,593	9,578	0.32	6,517	0.22	16,095	0.54
OREGON	3,317,146	1,655	0.05	4,048	0.12	5,703	0.17
PENNSYLVANIA	10,158,149	3,299	0.03	11,707	0.12	15,006	0.15
RHODE ISLAND	1,059,639	1,430	0.13	1,302	0.15	2,732	0.32
SOUTH CAROLINA	5,024,369	14,549	0.29	7,920	0.20	22,469	0.56
SOUTH DAKOTA	869,666	1,864	0.21	2,494	0.38	4,358	0.66
TENNESSEE	6,715,984	12,871	0.19	9,332	0.18	22,203	0.42
TEXAS	28,304,596	63,935	0.23	27,495	0.13	91,430	0.43
UTAH	3,101,833	3,176	0.10	6,536	0.29	9,712	0.44
VERMONT	623,657	168	0.03	1,291	0.25	1,459	0.29
VIRGINIA	8,470,020	69,691	0.82	16,601	0.25	86,292	1.30
WASHINGTON	7,405,743	33,124	0.45	9,897	0.17	43,021	0.73
WEST VIRGINIA	1,815,857	459	0.03	2,815	0.20	3,274	0.23
WISCONSIN	5,795,483	1,491	0.03	5,752	0.13	7,243	0.16
WYOMING	579,315	1,689	0.29	1,283	0.29	2,972	0.67
	253,768,092	637,128	0.25	352,672	0.14	989,800	0.39

**APPENDIX A, TABLE 2: EMPLOYMENT COMPARISON –
STATE WORKFORCE V. MILITARY SPOUSE WORKFORCE**

	State Workforce ²⁴	Active Spouse Workforce ²⁵	%	Reserve Spouse Workforce ²⁶	%	Total Spouse Workforce	%
ALABAMA	2,212,672	5,208	0.24	6,630	0.3	11,839	0.54
ALASKA	356,349	6,804	1.91	2,101	0.59	8,905	2.5
ARIZONA	3,400,870	6,982	0.21	6,184	0.18	13,166	0.39
ARKANSAS	1,346,590	1,602	0.12	3,761	0.28	5,363	0.4
CALIFORNIA	19,441,591	46,247	0.24	18,818	0.1	65,065	0.33
COLORADO	3,101,129	13,457	0.43	6,081	0.2	19,539	0.63
CONNECTICUT	1,909,333	2,139	0.11	2,157	0.11	4,295	0.22
DC	486,709	1,063	0.22	432	0.09	1,495	0.31
DELAWARE	405,221	1,274	0.31	1,202	0.3	2,476	0.61
FLORIDA	10,246,102	24,647	0.24	14,498	0.14	39,145	0.38
GEORGIA	5,152,449	19,449	0.38	9,858	0.19	29,307	0.57
HAWAII	686,178	15,340	2.24	3,578	0.52	18,918	2.76
IDAHO	853,478	1,438	0.17	2,545	0.3	3,983	0.47
ILLINOIS	6,488,104	4,318	0.07	6,497	0.1	10,815	0.17
INDIANA	3,402,196	1,138	0.03	5,824	0.17	6,963	0.2
IOWA	1,688,173	456	0.03	3,247	0.19	3,703	0.22
KANSAS	1,485,048	7,122	0.48	4,133	0.28	11,254	0.76
KENTUCKY	2,075,387	5,239	0.25	4,230	0.2	9,470	0.46
LOUISIANA	2,117,244	5,439	0.26	4,820	0.23	10,260	0.48
MAINE	705,416	601	0.09	1,589	0.23	2,190	0.31
MARYLAND	3,227,308	11,605	0.36	6,293	0.19	17,898	0.55

²⁴ Civilian labor force by State (for October 2018), seasonally adjusted, Bureau of Labor Statistics, Economic News Release, Table 1, December 21, 2018

²⁵ Estimates of working Active Component spouses have been calculated by multiplying the number of Active Component spouses identified as residing in each State in Table 1 by 61 percent, which is the percentage of Active Component spouses who self-identified as being in the workforce, either employed or unemployed, but not in the Armed Forces, in the 2017 Survey of Active Component Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-006, May 2018, response to question 22: “Employment status. Constructed from questions 22 – 25 to conform to the Bureau of Labor Statistics’ standards using Current Population Survey labor force items. Categories of responses: 1. Employed, 2. Unemployed, 3. Not in labor force, 4. Armed Forces.”

²⁶ Estimates of working Reserve spouses have been calculated by multiplying the number of Reserve spouses identified as residing in each State in Table 1 by 77 percent, which is the percentage of Reserve spouses who self-identified as being in the workforce, either employed or unemployed, but not in the Armed Forces, in the 2017 Survey of Reserve Component Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-001, January 2018, response to question 74: “Employment status. Constructed from questions 74 – 77 to conform to the Bureau of Labor Statistics’ standards using Current Population Survey labor force items. Categories of responses: 1. Employed, 2. Unemployed, 3. Not in labor force, 4. Armed Forces.”

	State Workforce	Active Spouse Workforce	%	Reserve Spouse Workforce	%	Total Spouse Workforce	%
MASSACHUSETTS	3,832,804	1,598	0.04	4,019	0.1	5,618	0.15
MICHIGAN	4,891,985	1,635	0.03	5,060	0.1	6,695	0.14
MINNESOTA	3,095,093	552	0.02	5,236	0.17	5,788	0.19
MISSISSIPPI	1,286,545	3,201	0.25	5,309	0.41	8,510	0.66
MISSOURI	3,065,464	4,536	0.15	6,761	0.22	11,297	0.37
MONTANA	524,250	1,149	0.22	1,565	0.3	2,714	0.52
NEBRASKA	1,018,320	2,434	0.24	2,419	0.24	4,852	0.48
NEVADA	1,512,276	4,443	0.29	2,609	0.17	7,051	0.47
NEW HAMPSHIRE	762,411	411	0.05	1,428	0.19	1,839	0.24
NEW JERSEY	4,492,649	3,107	0.07	4,561	0.1	7,668	0.17
NEW MEXICO	943,172	4,219	0.45	1,785	0.19	6,004	0.64
NEW YORK	9,736,073	7,977	0.08	8,968	0.09	16,945	0.17
NORTH CAROLINA	4,992,207	32,319	0.65	8,843	0.18	41,162	0.82
NORTH DAKOTA	403,110	2,127	0.53	1,381	0.34	3,508	0.87
OHIO	5,770,527	3,795	0.07	8,592	0.15	12,387	0.21
OKLAHOMA	1,861,846	5,843	0.31	5,018	0.27	10,861	0.58
OREGON	2,111,671	1,010	0.05	3,117	0.15	4,127	0.2
PENNSYLVANIA	6,420,029	2,012	0.03	9,014	0.14	11,027	0.17
RHODE ISLAND	561,241	872	0.16	1,003	0.18	1,875	0.33
SOUTH CAROLINA	2,307,307	8,875	0.38	6,098	0.26	14,973	0.65
SOUTH DAKOTA	458,734	1,137	0.25	1,920	0.42	3,057	0.67
TENNESSEE	3,253,312	7,851	0.24	7,186	0.22	15,037	0.46
TEXAS	13,833,006	39,000	0.28	21,171	0.15	60,172	0.43
UTAH	1,584,648	1,937	0.12	5,033	0.32	6,970	0.44
VERMONT	346,058	102	0.03	994	0.29	1,097	0.32
VIRGINIA	4,353,411	42,512	0.98	12,783	0.29	55,294	1.27
WASHINGTON	3,781,532	20,206	0.53	7,621	0.2	27,826	0.74
WEST VIRGINIA	780,919	280	0.04	2,168	0.28	2,448	0.31
WISCONSIN	3,163,914	910	0.03	4,429	0.14	5,339	0.17
WYOMING	285,523	1,030	0.36	988	0.35	2,018	0.71
	162,217,584	337,678	0.21	271,557	0.17	609,235	0.38

APPENDIX A, TABLE 3: COMPARISON OF LICENSED WORKFORCE – STATE WORKFORCE V. ACTIVE COMPONENT SPOUSE WORKFORCE

	Licensed		
	State Workforce ²⁷	Active Spouse Workforce ²⁸	%
ALABAMA	462,448	1,771	0.44
ALASKA	90,869	2,313	2.85
ARIZONA	754,993	2,374	0.4
ARKANSAS	272,011	545	0.22
CALIFORNIA	4,024,409	15,724	0.45
COLORADO	533,394	4,575	1.04
CONNECTICUT	469,696	727	0.18
DC	95,882	361	0.33
DELAWARE	61,999	433	0.5
FLORIDA	2,940,631	8,380	0.35
GEORGIA	808,934	6,613	0.98
HAWAII	182,523	5,215	3.1
IDAHO	194,593	489	0.31
ILLINOIS	1,602,562	1,468	0.1
INDIANA	506,927	387	0.09
IOWA	560,473	155	0.03
KANSAS	221,272	2,421	1.19
KENTUCKY	576,958	1,781	0.34
LOUISIANA	472,145	1,849	0.44
MAINE	146,021	204	0.16
MARYLAND	555,097	3,946	0.86
MASSACHUSETTS	816,387	543	0.07
MICHIGAN	1,007,749	556	0.06
MINNESOTA	464,264	188	0.04
MISSISSIPPI	297,192	1,088	0.42
MISSOURI	652,944	1,542	0.26
MONTANA	111,665	391	0.4
NEBRASKA	250,507	828	0.35

²⁷ State workforce estimates based upon applying percentage of licensed workforce to workforce estimates for each State provided in Table 2 of this report. Percentage of licensed workforce for each State is from Morris M. Kleiner, “Reforming Occupational Licensing Policies,” The Hamilton Project, Brookings Institute, January 2015, Table 2.

²⁸ Estimate of licensed Active Component spouses based upon multiplying the number of working Active Component spouses identified in each State in Table 2 by 34 percent (the percentage of Active Component spouses who self-identified as needing a State issued license to work); 2017 Survey of Active Component Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-006, May 2018, response to question 38: “Regardless of your current employment status, does your occupation or career field require...a. A certification provided by an organization that sets standards for your occupation; b. A State issued license.”

	Licensed		
	State Workforce	Active Spouse Workforce	%
NEVADA	402,238	1,510	0.38
NEW HAMPSHIRE	95,543	140	0.15
NEW JERSEY	829,546	1,056	0.13
NEW MEXICO	207,480	1,435	0.69
NEW YORK	1,906,029	2,712	0.14
NORTH CAROLINA	945,646	10,988	1.16
NORTH DAKOTA	110,834	723	0.65
OHIO	972,086	1,290	0.13
OKLAHOMA	393,250	1,986	0.51
OREGON	477,836	343	0.07
PENNSYLVANIA	1,167,885	684	0.06
RHODE ISLAND	69,007	297	0.43
SOUTH CAROLINA	249,173	3,017	1.21
SOUTH DAKOTA	91,444	387	0.42
TENNESSEE	673,538	2,669	0.4
TEXAS	2,865,702	13,260	0.46
UTAH	335,739	659	0.2
VERMONT	51,258	35	0.07
VIRGINIA	651,865	14,454	2.22
WASHINGTON	971,916	6,870	0.71
WEST VIRGINIA	177,641	95	0.05
WISCONSIN	519,831	309	0.06
WYOMING	56,812	350	0.62
	30,865,817	132,140	0.43

APPENDIX A, TABLE 4: STATE WORKFORCE V. ACTIVE COMPONENT SPOUSES IN HEALTH CARE AND EDUCATION

	Health Care			Education		
	State Workforce ²⁹	Active Spouse Workforce ³⁰	%	State Workforce ³¹	Active Spouse Workforce ³²	%
ALABAMA	131,410	990	0.75	78,570	521	0.66
ALASKA	17,140	1,293	7.54	17,860	680	3.81
ARIZONA	160,350	1,327	0.83	107,760	698	0.65
ARKANSAS	79,770	304	0.38	53,530	160	0.30
CALIFORNIA	827,030	8,787	1.06	803,410	4,625	0.58
COLORADO	142,130	2,557	1.80	104,910	1,346	1.28
CONNECTICUT	103,500	406	0.39	93,050	214	0.23
DC	31,380	202	0.64	16,920	106	0.63
DELAWARE	31,000	242	0.78	18,460	127	0.69
FLORIDA	523,070	4,683	0.90	299,590	2,465	0.82
GEORGIA	242,940	3,695	1.52	217,340	1,945	0.89
HAWAII	31,050	2,915	9.39	29,980	1,534	5.12
IDAHO	37,650	273	0.73	33,930	144	0.42
ILLINOIS	349,020	820	0.24	293,190	432	0.15
INDIANA	193,410	216	0.11	123,200	114	0.09
IOWA	87,150	87	0.10	80,440	46	0.06

²⁹ State workforce estimates for health care are from the Bureau of Labor Statistics, Occupational Employment Statistics Data for May 2017, State file (state_M2017_dl.xlsx), using the data for the major occupational group 29-0000 (Healthcare Practitioners and Technical Occupations) for each State.

³⁰ Estimates of Active Component spouses working in health care have been calculated by multiplying the Active Component spouse workforce in each State (Table 2) by 19 percent, which represents the percentage of Active Component spouses who self-identified as working in health care/health services in the 2017 Survey of Active Component Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-006, May 2018, response to question 32: “In what career field is your current employment? 1. Health care/health services (e.g., nurse, dental hygienist, pharmacy technician, dentist, doctor, paramedic); 2 Information technology; 3 Education (e.g., teacher, teacher’s assistant); 4. Financial services; 5 Retail/customer service; 6. Recreation and hospitality; 7. Administrative services; 8. Child care/child development; 9. Animal services; 10. Skilled trades; 11. Communications and marketing; 12. Other occupations not listed above which require a State license; 13. Other occupations not listed above which do NOT require a State license.”

³¹ State workforce estimates for education are from the Bureau of Labor Statistics, Occupational Employment Statistics Data for May 2017, State file (state_M2017_dl.xlsx), using the data from occupational group 11-9032 (Education Administrators, Elementary and Secondary School) and selected data from the major occupational group 25-0000 (Education, Training, and Library Occupations) for each State. Occupational groups for education excluded postsecondary education, adult education, child care and library occupations. Occupational groups included are 25-2011, 25-2012, 25-2021, 25-2022, 25-2023, 25-2031, 25-2032, 25-2051, 25-2052, 25-2053, 25-2054, 25-3097, 25-3098 and 25-9041.

³² Estimates of Active Component spouses working in education have been calculated by multiplying the Active Component spouse workforce in each State (Table 2) by 10 percent, which represents the percentage of Active Component spouses who self-identified as working in education in the 2017 Survey of Active Component Spouses, Tabulations of Responses; Office of People Analytics Report No. 2018-006, May 2018, response to question 32 (see footnote 10 for detail).

	Health Care			Education		
	State Workforce	Active Spouse Workforce	%	State Workforce	Active Spouse Workforce	%
KANSAS	83,290	1,353	1.62	75,860	712	0.94
KENTUCKY	124,670	995	0.80	76,100	524	0.69
LOUISIANA	133,380	1,033	0.77	82,950	544	0.66
MAINE	40,770	114	0.28	30,770	60	0.20
MARYLAND	170,810	2,205	1.29	123,040	1,161	0.94
MASSACHUSETTS	242,720	304	0.13	172,010	160	0.09
MICHIGAN	279,080	311	0.11	170,470	163	0.10
MINNESOTA	182,500	105	0.06	117,190	55	0.05
MISSISSIPPI	77,830	608	0.78	61,540	320	0.52
MISSOURI	192,550	862	0.45	121,670	454	0.37
MONTANA	29,990	218	0.73	24,530	115	0.47
NEBRASKA	62,310	462	0.74	44,860	243	0.54
NEVADA	59,030	844	1.43	42,350	444	1.05
NEW HAMPSHIRE	39,180	78	0.20	36,470	41	0.11
NEW JERSEY	231,550	590	0.25	240,840	311	0.13
NEW MEXICO	46,490	802	1.72	39,300	422	1.07
NEW YORK	535,900	1,516	0.28	489,160	798	0.16
NORTH CAROLINA	264,860	6,141	2.32	190,360	3,232	1.70
NORTH DAKOTA	25,730	404	1.57	18,370	213	1.16
OHIO	359,670	721	0.20	251,230	379	0.15
OKLAHOMA	96,150	1,110	1.15	72,550	584	0.81
OREGON	97,450	192	0.20	76,550	101	0.13
PENNSYLVANIA	397,810	382	0.10	246,210	201	0.08
RHODE ISLAND	30,880	166	0.54	23,540	87	0.37
SOUTH CAROLINA	121,130	1,686	1.39	88,410	887	1.00
SOUTH DAKOTA	30,750	216	0.70	18,860	114	0.60
TENNESSEE	192,900	1,492	0.77	123,860	785	0.63
TEXAS	670,610	7,410	1.10	621,290	3,900	0.63
UTAH	68,820	368	0.53	62,510	194	0.31
VERMONT	19,320	19	0.10	20,150	10	0.05
VIRGINIA	208,090	8,077	3.88	186,210	4,251	2.28
WASHINGTON	163,410	3,839	2.35	138,990	2,021	1.45
WEST VIRGINIA	58,230	53	0.09	32,260	28	0.09
WISCONSIN	166,510	173	0.10	126,860	91	0.07
WYOMING	14,400	196	1.36	15,650	103	0.66
	8,506,770	73,843	0.87	6,635,110	38,865	0.59

APPENDIX B: VALUE OF DEFENSE SPENDING COMPARED TO STATE GDP³³

State	DoD Office of Economic Adjustment Study (FY 2015)			State-Commissioned Studies	
	Defense Spending FY 2015	% of State GDP	Defense Personnel (Active, Civilian, Guard/Res)	Year	Key Findings
Alabama	\$12.2 billion	5.9%	52,116	N/A	None Found
Alaska	\$3.3 billion	6.1%	27,764	N/A	None Found
Arizona	\$10.0 billion	3.4%	42,547	2008	<ul style="list-style-type: none"> ▪ \$9.1 billion in economic output ▪ 96,328 jobs created or supported ▪ Annual State and local tax revenue of \$401 million
Arkansas	\$1.4 billion	1.2%	20,229	N/A	None Found
California	\$49.3 billion	2.1%	269,540	N/A	None Found
Colorado	\$8.7 billion	2.8%	61,294	2015	<ul style="list-style-type: none"> ▪ \$27 billion in total State output from DoD expenditures ▪ 170,000 jobs, 5.2% of total ▪ \$11.6 billion in earnings, 7.5% of total
Connecticut	\$9.7 billion	3.8%	15,414	N/A	None Found
Delaware	\$676.8 million	1.0%	9,959	2011*	<ul style="list-style-type: none"> ▪ The Delaware National Guard paid costs of nearly \$67.5 million to employ 759 military personnel and civilian employees as well as \$24.2 million to the 2,462 Soldiers and Airmen on drill status. ▪ The DNG spent nearly \$33 million in construction
District of Columbia	\$6.8 billion	5.7%	25,550	N/A	None Found
Florida	\$17.6 billion	2.0%	126,292	2013	<ul style="list-style-type: none"> ▪ Total defense spending amounted to \$31.3 billion

³³ Jennifer Schultz, Military's Impact on State Economies Webpage, National Conference of State Legislatures Website, April 9, 2018: <http://www.ncsl.org/research/military-and-veterans-affairs/military-s-impact-on-state-economies.aspx>

					<ul style="list-style-type: none"> ▪ Defense spending was directly or indirectly responsible for \$73.4 billion, or 9.4% of Florida's 2011 Gross State Product ▪ Provided a total of 758,112 direct and indirect jobs.
Georgia	\$12.6 billion	2.6%	129,463	N/A	None Found
Hawaii	\$7.8 billion	9.8%	73,487	2012	<ul style="list-style-type: none"> ▪ Direct and indirect impacts exceeded \$14.7 billion ▪ Provided 102,000 jobs
Idaho	\$643.3 million	1.0%	10,436	N/A	None Found
Illinois	\$7.0 billion	0.9%	57,078	2014	<ul style="list-style-type: none"> ▪ \$13.3 billion in gross State product ▪ \$9.7 billion in earnings and retirement benefits ▪ Provided 150,000 jobs
Indiana	\$3.9 billion	1.2%	31,376	N/A	None Found
Iowa	\$1.4 billion	0.8%	12,969	N/A	None Found
Kansas	\$3.3 billion	2.3%	41,152	2009	<ul style="list-style-type: none"> ▪ \$7.7 billion per year in gross State product, 7% of total ▪ 169,560 jobs supported directly or indirectly (9.4% of total employment) ▪ \$393.6 million per year in city/county, region and State tax revenue
Kentucky	\$9.0 billion	4.7%	57,080	2016	<ul style="list-style-type: none"> ▪ Nearly \$12 billion in federal military spending ▪ With over 38,000 full-time employees, it is the largest employer in Kentucky. ▪ About 28,500 military retirees received \$637 million in retirement pay.
Louisiana	\$3.8 billion	1.5%	41,250	2013	<ul style="list-style-type: none"> ▪ \$8.7 billion in economic output ▪ 82,700 jobs tied to the military (4.35% of total employment) ▪ \$287 million in State and local tax revenue
Maine	\$2.6 billion	4.7%	11,794	N/A	None Found
Maryland	\$20.5 billion	5.7%	93,183	2015	<ul style="list-style-type: none"> ▪ 15 military installations supported 410,219 jobs

					<ul style="list-style-type: none"> Generates \$57.4 billion in total output and \$25.7 billion in total wages
Massachusetts	\$12.2 billion	2.6%	24,174	2015	<ul style="list-style-type: none"> Military installations total expenditures over \$8 billion in 2013 A total of 57,618 jobs supported directly or indirectly by the military's presence in Massachusetts. Total economic output of \$13.2 billion
Michigan	\$2.9 billion	0.6%	25,689	2016	<ul style="list-style-type: none"> Supported over 105,000 job throughout the State Added more than \$9 billion in Gross State Product Created nearly \$10 billion in personal income Activities supported nearly \$8 billion in personal expenditures
Minnesota	\$4.3 billion	1.3%	21,823	N/A	None Found
Mississippi	\$5.2 billion	4.9%	37,006	N/A	None Found
Missouri	\$10.6 billion	3.7%	43,020	2013	<ul style="list-style-type: none"> Created \$39.76 billion in total economic impact Added 275,350 direct and indirect jobs
Montana	\$519 million	1.1%	9,185	N/A	None Found
Nebraska	\$1.5 billion	1.3%	16,776	2015*	<ul style="list-style-type: none"> Nebraska Military Department employed 4,545.5 jobs with a total payroll of about \$150 million Received \$22 million in federal appropriations
Nevada	\$2.3 billion	1.6%	20,683	2014	<ul style="list-style-type: none"> The DoD budget in Nevada accounted for 53,000 jobs Increased economic output by \$28 billion Provided \$9 billion in increased personal earnings Created \$307 million in increased State taxes
New Hampshire	\$1.4 billion	2.0%	6,350	N/A	None Found
New Jersey	\$6.6 billion	1.2%	33,834	2013	<ul style="list-style-type: none"> \$4.8 billion in DoD military expenditures resulted in \$6.5 billion in gross State product

					<ul style="list-style-type: none"> Creation of 73,234 direct and indirect jobs
New Mexico	\$3.1 billion	3.4%	23,539	N/A	None Found
New York	\$9.1 billion	0.6%	61,765	2012	In Progress
North Carolina	\$9.8 billion	2.0%	144,881	2015	<ul style="list-style-type: none"> \$66 billion in gross State product, roughly 10% of the State's economy 578,000 direct and indirect jobs Provided for \$34 billion in personal income
North Dakota	\$747.2 million	1.4%	13,296	N/A	None Found
Ohio	\$6.9 billion	1.2%	60,224	N/A	None Found
Oklahoma	\$4.7 billion	2.6%	57,080	2011	<ul style="list-style-type: none"> \$9.6 billion in gross State product, 7% of Statewide total Supported 133,800 direct and indirect jobs Average military job paid \$41,742 compared to the State average of \$38,237
Oregon	\$1.3 billion	0.6%	13,356	N/A	None Found
Pennsylvania	\$12.7 billion	1.9%	57,919	N/A	None Found
Rhode Island	\$2.0 billion	3.5%	12,216	N/A	None Found
South Carolina	\$5.3 billion	2.7%	65,632	2012	<ul style="list-style-type: none"> \$15.7 billion in economic activity 138,161 jobs supported Since 2000, DoD has distributed over \$34 billion to defense contractors, accounting for 2% of gross State product each year
South Dakota	\$456.8 million	1.0%	9,257	N/A	None Found
Tennessee	\$2.4 billion	0.8%	71,441	N/A	None Found
Texas	\$37.9 billion	2.3%	218,523	2015 – 2016	<ul style="list-style-type: none"> \$136 billion in total economic impact More than 232,000 personnel at 15 military installations

					<ul style="list-style-type: none"> ▪ \$16.64 billion in total defense contract funds ▪ \$13.8 billion in DoD military expenditures
Utah	\$3.2 billion	2.2%	30,486	2014	In Progress (2014 HB 313)
Vermont	\$295.5 million	1.0%	4,931	N/A	None Found
Virginia	\$53.0 billion	11.2%	246,553	2014	<ul style="list-style-type: none"> ▪ Defense spending was \$59.6 billion or 13% of gross State product ▪ Military spending accounts for 44% of federal spending in Virginia
Washington	\$12.6 billion	2.9%	107,341	2010	<ul style="list-style-type: none"> ▪ \$7.9 billion in military installation expenditures and \$5.2 billion in contract spending ▪ \$12.2 billion in gross State product, 4% of total ▪ Supported 191,600 jobs
West Virginia	\$527 million	0.7%	10,204	N/A	None Found
Wisconsin	\$2.3 billion	0.8%	18,035	N/A	None Found
Wyoming	\$370 million	0.9%	7,171	N/A	None Found

APPENDIX C: ENACTED LAWS SUPPORTED BY DSLO (2011 – 2016)

Report out as of: 9/9/2016	SPOUSE LICENSURE PORTABILITY LEGISLATION RECAP										
	House			Senate			Governor	Enacted (X) Existing (E)			Overall
	Bill #	Status	Date Passed	Bill #	Status	Date Passed	Date signed	A	B	C	
ALABAMA	638	Passed	5/3/2012	638	Passed	5/16/2012	5/26/2012	X	X	X	
ALASKA	28	Passed	2/23/2011	28	Passed	4/11/2011	6/27/2011		X	X	
ARIZONA	1458	Passed	4/18/2011	1458	Passed	3/2/2011	4/25/2011	X			
ARKANSAS	1723	Passed	3/13/2015	1723	Passed	3/24/2015	4/1/2015	X	X	X	
	7	Passed	1/28/2013	7	Passed	1/16/2013	2/4/2013				
CALIFORNIA	186	Passed	5/1/2013	186	Passed	8/25/2014	9/27/2014	X	X	X	
COLORADO	1015	Passed	2/19/2015	1015	Passed	4/21/2015	5/8/2015	X	X	X	
	1059	Passed	3/20/2012	1059	Passed	4/26/2012	6/8/2012				
CONNECTICUT	Based on 2012 evaluation of existing statute with CT reg staff							E			
DELAWARE	296	Passed	5/15/2014	296	Passed	6/18/2014	7/21/2014	X	X		
	238	Passed	1/26/2012	238	Passed	5/2/2012	5/28/2012				
FLORIDA	941	Passed	3/1/2016	941	Passed	3/4/2016	4/14/2016	X	X		
	1319	Passed	5/2/2011	1228	Passed	5/5/2011	5/31/2011				
GEORGIA	821	Passed	2/11/2016	821	Passed	3/24/2016	4/26/2016	X	X	X	
	188	Passed	3/5/2013	188	Passed	3/26/2013	4/8/2013				
HAWAII	2257	Passed	3/6/2012	2257	Passed	4/10/2012	7/10/2012	X	X	X	
IDAHO	1068	Passed	3/25/2013	1068	Passed	3/7/2013	4/1/2013	X	X	X	
ILLINOIS	275	Passed	5/22/2012	275	Passed	4/26/2012	6/26/2012		X	X	
INDIANA	219	Passed	2/22/2016	219	Passed	2/1/2016	3/22/2016	X	X	X	
	1116	Passed	1/27/2012	1116	Passed	2/29/2012	3/14/2012				
IOWA											
KANSAS	225	Passed	3/17/2016	225	Passed	3/17/2016	3/31/2016	X	X	X	
	2154	Passed	5/14/2015	2154	Passed	5/26/2015	5/29/2015				
	2178	Passed	5/1/2011	2178	Passed	1/18/2012	2/14/2012				
KENTUCKY	301	Passed	2/15/2011	301	Passed	3/8/2011	3/17/2011	X	X	X	
LOUISIANA	1142	Passed	4/26/2016	1142	Passed	5/31/2016	6/9/2016	X	X	X	
	732	Passed	3/28/2012	732	Passed	5/2/2012	5/25/2012				
MAINE	1137	Passed	6/6/2013	1137	Passed	6/10/2013	6/21/2013	X	X	X	
MARYLAND	225	Passed	3/21/2013	273	Passed	4/6/2013	4/17/2013		X	X	
MASSACHUSETTS	4088	Passed	5/16/2012	2254	Passed	5/3/2012	5/31/2012	X	X	X	
MICHIGAN	4060	Passed	3/26/2015	4060	Passed	5/26/2015	6/10/2015		X		
	742	Passed	5/21/2014	742	Passed	5/27/2014	6/11/2014				
	741	Passed	5/21/2014	741	Passed	5/27/2014	6/11/2014				
MINNESOTA	2397	Passed	4/4/2014	2397	Passed	4/22/2014	5/16/2014		X	X	
	3172	Passed	5/16/2014	3172	Passed	5/16/2014	5/20/2014				
MISSISSIPPI	2419	Passed	2/7/2013	2419	Passed	2/7/2013	3/18/2013	X	X		
MISSOURI	136	Passed	3/2/2011	136	Passed	4/27/2011	7/14/2011		X		
MONTANA	94	Passed	1/18/2011	94	Passed	3/18/2011	4/1/2011	X	X	X	
NEBRASKA				88	Passed	4/24/2017	4/23/2017		X		
NEVADA	89	Passed	4/20/2015	89	Passed	5/22/2015	6/12/2015	X			
NEW HAMPSHIRE	234	Passed	3/13/2013	234	Passed	1/30/2014	6/16/2014	X			
NEW JERSEY	3427	Passed	1/6/2014	2544	Passed	11/18/2013	1/17/2014	X	X		
NEW MEXICO	180	Passed	3/4/2013	180	Passed	3/13/2013	3/26/2013	X		X	
NEW YORK	4394	Passed	5/23/2016	2947	Passed	6/2/2016	9/9/2016		X	X	
NORTH CAROLINA	799	Passed	6/6/2011	799	Passed	6/28/2012	7/24/2012	X	X		
NORTH DAKOTA	1246	Passed	2/21/2013	1246	Passed	4/2/2013	4/12/2013	X	X	X	
	1296	Passed	2/15/2013	1296	Passed	4/12/2013	4/19/2013				
OHIO	490	Passed	4/24/2012	490	Passed	5/23/2012	6/20/2012	X	X		
OKLAHOMA	1863	Passed	4/23/2012	1863	Passed	3/7/2012	5/8/2012	X	X	X	
	1275	Passed	3/14/2011	1275	Passed	4/18/2011	4/25/2011				
OREGON	1504	Passed	2/24/2016	1504	Passed	2/18/2016	3/3/2016	X	X		
	2037	Passed	4/22/2013	2037	Passed	6/3/2013	6/11/2013				
PENNSYLVANIA											

Report out as of: 9/9/2016	SPOUSE LICENSURE PORTABILITY LEGISLATION RECAP										
	House			Senate			Governor	Enacted (X)			Overall
	Bill #	Status	Date Passed	Bill #	Status	Date Passed	Date signed	A	B	C	
RHODE ISLAND	5712	Passed	6/5/2013	629	Passed	7/1/2013	7/15/2013	X	X	X	
SOUTH CAROLINA	417	Passed	5/24/2013	417	Passed	4/17/2013	6/7/2013	X	X	X	
	3710	Passed	4/27/2012	1107	Passed	4/24/2012	6/26/2012				
SOUTH DAKOTA	117	Passed	2/27/2013	117	Passed	2/4/2013	3/6/2013	X	X	X	
TENNESSEE	1275	Passed	3/14/2011	1275	Passed	4/18/2011	4/25/2011	X	X	X	
TEXAS	162	Passed	5/2/2013	162	Passed	4/2/2013	5/18/2013	X	X	X	
	1733	Passed	5/23/2011	1733	Passed	4/19/2011	6/17/2011				
UTAH	384	Passed	3/3/2011	384	Passed	3/9/2011	3/22/2011	X ³⁴			
VERMONT	681	Passed	3/18/2014	681	Passed	5/7/2014	6/9/2014	X	X	X	
VIRGINIA	405	Passed	2/8/2016	405	Passed	2/17/2016	2/26/2016	X	X	X	
	1247	Passed	2/11/2014	1247	Passed	2/27/2014	4/14/2014				
	937	Passed	2/8/2012	937	Passed	3/1/2012	4/4/2012				
	346	Passed	1/20/2012	346	Passed	2/28/2012	3/10/2012				
	543	Passed	2/7/2012	543	Passed	2/28/2012	4/10/2012				
WASHINGTON	5969	Passed	12/14/2011	5969	Passed	12/14/2011	12/20/2011	X	X	X	
WEST VIRGINIA	4151	Passed	2/17/2014	4151	Passed	3/4/2014	4/1/2014		X	X	
WISCONSIN	550	Passed	3/15/2012	550	Passed	3/13/2012	4/5/2012	X	X		
WYOMING	74	Passed	2/21/2013	74	Passed	1/18/2013	3/13/2013	X	X		
	132	Passed	2/1/2013	132	Passed	2/25/2013	3/13/2013				
TOTALS								39	42	31	

A = Modify license by endorsement to allow options that accommodate gaps in employment for military spouses with active licenses from another State

B = Provide temporary licenses to allow a military spouse with a current license to secure employment while completing state requirements or while awaiting verification for an endorsement

C = Expedite procedures for regulatory department or board approval to provide opportunity for spouses to obtain an endorsed or temporary license

Licensure Aggregate Totals

Total sponsors	99
Total bills	91
Signed by Governor	69

³⁴ Utah HB 384 created an exemption for military spouses to work in Utah in health related occupations using a current license in good standing from another State.

APPENDIX D: CORRESPONDENCE

Office of the Secretary of the Navy
1051 Navy Pentagon
Washington, DC 20350-1051

Office of the Secretary of the Army
101 Army Pentagon
Washington, DC 20310-0101

Office of the Secretary of the Air Force
1670 Air Force Pentagon
Washington, DC 20330-1670

FEB 23 2018

MEMORANDUM FOR THE NATIONAL GOVERNORS ASSOCIATION

SUBJECT: Consideration of Schools and Reciprocity of Professional Licensure for Military Families in Future Basing or Mission Alternatives

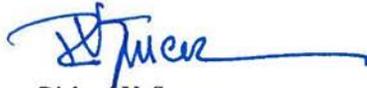
Thank you for your support of our men and women in the military. We are often asked what communities can do to support those who serve. While focus on the mission is always our priority, the factors military families cite most frequently as drawbacks to military service include military dependent's difficulty assimilating into local school systems following a duty station transfer, the quality of schools available for their children, and the ability of spouses to obtain jobs and sustain careers. With that in mind, we will encourage leadership to consider the quality of schools near bases and whether reciprocity of professional licenses is available for military families when evaluating future basing or mission alternatives.

Military families relocate frequently. The services endeavor to schedule transfers to minimize impact on the academic year, but this is not always possible. As a result, incoming students face difficulties transferring credits between school systems, adjusting to varied curriculum, and joining sports teams or clubs after the start of the school year. Exclusion from extra-curricular activities is particularly challenging for our military children, as they are critical to social development and self-esteem. Some school systems recognize this and accommodate military families during transfers. These schools should be commended and emulated.

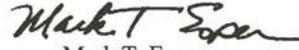
Facilitating military spouses in continuing their work in a new place of residence without delays or extra expense is also important. Spouses in professionally licensed fields such as medical, legal, engineering, education, accounting, or the cosmetic arts face challenges due to delays or cost of transferring licenses to a new state or jurisdiction. Eliminating or mitigating these barriers will improve quality of life for our military families, and ease the stress of transferring duty stations with consideration for long-term career implications.

We realize improving schools and changing laws or regulations regarding professional licensure will take time. Over the long term, however, leaders who want to make a difference for the military and our missions will make the most impact if we focus on what matters. Reciprocity on licensure and the quality of education matter.

Thank you for your help and attention. We look forward to continuing to work with you and thank you again for your support of our men and women in the military.



Richard V. Spencer
Secretary of the Navy



Mark T. Esper
Secretary of the Army



Heather Wilson
Secretary of the Air Force



Brian Sandoval
Governor of Nevada
Chair

Steve Bullock
Governor of Montana
Vice Chair

Scott D. Pattison
Executive Director and CEO

March 27, 2018

The Honorable Mark T. Esper
Secretary of the Army
101 Army Pentagon
Washington, DC 20310-0101

The Honorable Heather Wilson
Secretary of the Air Force
1670 Air Force Pentagon
Washington, DC 20330-1670

The Honorable Richard V. Spencer
Secretary of the Navy
1051 Navy Pentagon
Washington, DC 20350-1051

Dear Secretary Esper, Secretary Spencer and Secretary Wilson,

Thank you for your letter regarding efforts related to reciprocity of professional licenses for military families. As commanders-in-chief of their respective National Guards, governors are keenly interested in addressing the challenges military members and their families face daily.

The National Governors Association (NGA) Center for Best Practices, in partnership with the National Conference of State Legislatures and the Council on State Governments, is currently working on a project to assess state licensing policies and practices. This work is made possible through a grant from the U.S. Department of Labor’s Employment and Training Administration.

The three-year project will work to identify licensing criteria for 34 occupations across 55 states and territories to ensure that existing and new licensing requirements are not overly broad, burdensome or restrictive and do not create unnecessary barriers to labor market entry. We will also look to identify ways to improve the portability and reciprocity provisions for selected occupations across state lines. The goal is to enhance the portability of occupational licenses, which hopefully will address the concerns put forward in your February letter.

The project also focuses on reducing barriers and increasing portability for several target populations, including veterans and military spouses. We are preparing a report on state strategies to address licensing challenges for veterans and military spouses that will be released in the summer. The Department of Defense currently also participates on our panel of experts to help inform the work of this project. We encourage the Department to continue to proactively put forward data and recommendations and we look forward to continued collaboration with you on this project.

If you have any questions regarding these efforts, please reach out to NGA Legislative Director Mary Catherine Ott (mcott@nga.org ; 202.719.2867) for more information.

Sincerely,

Scott Pattison
Executive Director
National Governors Association

944 North Capitol Street NW, Suite 267, Washington, D.C. 20001-1512 WWW.NGA.ORG 202-624-5300

APPENDIX E: LAWS ENACTED IN 2019

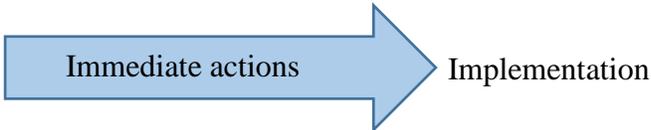
Licensure bills enacted in 2019 that were associated with an improvement in portability impacting military spouses:

- Arkansas SB 564: Establishes a requirement for boards to issue licenses automatically to military spouses without meeting Arkansas requirements, unless the board establishes approved policies within one year for expediting the issuance of a license by the least restrictive means (this could still require submission of a full application with verifying documents).
- Arizona HB 2569: Opens existing provisions for military spouses to all in-coming residents that accepts a current license in good standing from an applicant who has been licensed for at least a year. The law exempts military spouses from examinations that may be required by Arizona licensing boards. Requires background checks. The Arizona regulatory authority has said they will check with the issuing State on the standing of the license.
- Iowa HB 288: Establishes procedures for expedited license for military spouses who have a license in another State that is substantially equivalent, or to provide a provisional license if the board deems that the license is not substantially equivalent. This will likely require a full application with verifying documents.
- Idaho HB 248: Establishes expedited application for military spouses and establishes license by endorsement for military spouse applicants who have unrestricted licenses in good standing. Licensing boards promulgate policies to implement this rule (this may require full application with verifying documents).
- Illinois HB 1652: Requires boards to issue a license within 60 days of receiving a full application (including verifying documents) from a military spouse. Allows applicants to submit an application prior to arriving in the State.
- Kentucky HB 323: Requires boards to issue a license within 30 days of receiving a full application (including verifying documents) from a military spouse.
- Mississippi SB 2452: Requires boards to issue a license within 4 months of receiving a full application (including verifying documents), if the assignment to Mississippi is for 36 months or less.
- Nebraska LB 112: Eliminates need to pay licensing fees
- North Dakota SB 2306: Eliminates fees, revises the board criteria rejecting a license to be “substantial risk of harm to the public.” Requires boards to issue temporary or provisional license not to exceed two years. Requires issuance of a license in 30 days.
- Oklahoma SB 670: Allows for application prior to entering the State, directs boards to issue a temporary license if cannot qualify for a license (temporary to last until a permanent is issued). Temporary license issued on full application (including verifying documents).
- South Dakota HB 1111: Requires adjudication of license full applications within 30 days. Eliminates fees and previously authorized temporary license.

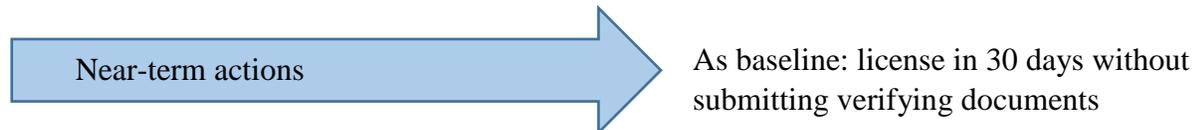
- Tennessee SB 384: Directs boards to allow military spouses to work within the State on a current license in good standing from another State for one year in order to obtain a Tennessee license.
- Texas SB 1200: Allows military spouses to work within the State for three years on a current license in good standing in another State (without verifying documentation) by requiring the State boards to determine the standing of the license and the equivalency of license requirements for the license held in the other States.

APPENDIX F: PROPOSED CRITERIA FOR EVALUATING LICENSURE

The Department intends to track progress being made by States to advance the three lines of effort described in this report. The Department will use a “stoplight” approach to highlight areas of concern and improvement. The following provides the basic criteria for each line of effort:



- Full: Licensing boards have policies and practices, staff training, revised forms and information posted on websites easily accessible by military spouses.
- Partial: Licensing boards have policies and practices, staff training, and revised forms, but have not made information easily accessible by military spouses.
- Insufficient: Little evidence of policies and practices, staff training, and revised forms. No evidence of information available for military spouses.



- At a minimum, boards issue a license in 30 days with a minimum of paperwork. States are encouraged to consider methods that allow for the maximum acceptance of the credentials through exemption from State requirements.
- States provide a combination of endorsement, temporary licensing and expedited application processing to minimize the time and paperwork required to obtain a license (but does not meet baseline criteria).
- States include weak language that does not direct boards, have language that disqualify or impede military spouses from obtaining a license, or apply military spouse licensing provisions to a limited number of occupations.
Note: States with these kinds of limitations in their laws are reduced to the next lower color (i.e. a State that would otherwise qualify for green because of the overall policy would be graded as yellow, and a State that would otherwise qualify for yellow would be rated red).



- Approved three or more compacts
- Approved one – two compacts
- Has not approved any compacts

X. Board Finances: How Do They Work?

The division is authorized revenues and expenditures in the budget adopted annually by the Alaska State Legislature. The division’s annual budget is published by the Office of Management and Budget; fiscal year 2016 is shown below as an example in Figure 1 as the *Final FY16 Operating as Passed*. Once the budget is signed into law, it goes into effect for the next fiscal year, which begins July 1. Any adjustments to the current year’s budget are adopted as incremental or decremental supplements by the legislature during Legislative Session.

FIGURE 1: FY16 CBPL OPERATING BUDGET (IN MILLIONS):

	Final FY2016 Operating as Passed (12605)
1000 Personal Services	7,249.6
2000 Travel	677.1
3000 Services	4,074.7
4000 Commodities	110.4
5000 Capital Outlay	137.4
7000 Grants, Benefits	0.0
8000 Miscellaneous	0.0
Totals	12,249.2

The division’s operating budget is annually around \$12 to \$13 million; however, we do not receive general funds from the legislature; we are granted authority to spend the funds collected through licensing fees. While individual licensing program revenues are segregated, the total spending authority ceiling is shared among all CBPL activities. The division as a whole cannot spend more than its appropriated amount.

This total includes all aspects of administration of all professional and business licensing programs, board activity, corporation registration, and investigation expenses.

Spending authority gives the green light to expend revenues collected through licensing fees up to the stated limit in each functional area (numbers on the left are the account code series):

1000 Personal Services: Payroll and benefits for division staff (licensing, investigations, administration)

2000 Travel: All travel expenses for board members, staff, and investigators

3000 Services/Contractual:	<p>Agreements with other agencies to perform services outside the division’s expertise, including Department of Law, Office of Administrative Hearings, fingerprinting by the Department of Public Safety, inspections by Department of Environmental Conservation</p> <p>Contracts with vendors to provide services outside the state’s purview, such as printer maintenance, professional testing, program-specific consulting, postage and mailing</p>
4000 Commodities/Supplies:	Consumable supplies, such as paper, pens, envelopes, and staples
5000 Equipment/Capital Outlay:	Major durable purchases, including computers, desks, and office equipment

These functional areas shown in the division budget are the same as board members receive in the Quarterly Schedules of Revenues and Expenditures for their licensing programs and in the division’s Annual Report to the Legislature, the summary of which is included in this report as Appendix D. (The entire report, including individual licensing program detail, is on the division web site at the link shown in Appendix F.) This consistency allows board members to compare how their expenditures fit within the division’s overall spending authority—including all expenses for professional licensing functions and investigations for 40+ programs, corporations and business licensing, and administrative support for each of these sections of the division.

Professional Licensing Fee-Setting Process

The division is tasked in statute (AS 08.01.050) with proper administration of licensing fees, revenues, and expenditures. The state’s professional licensing activities are funded wholly by “receipt supported services.” This means that by statute, all costs must be covered by licensing fees.

State law delegates the responsibility for fee-setting to the division, which in turn must consult with the board when proposing changes to that program’s fees. It requires the division to “annually review each fee level to determine whether the regulatory costs of each occupation are approximately equal to fee collections.” The annual review informs fee-setting for the biennial licensing period—a cycle that, by design, collects a program’s significant source of revenue only once every two years.

Because AS 08.01.065 requires the division to assess fees that approximate the cost of that particular licensing program, boards should not maintain too large a roll-forward surplus or carry too extreme a deficit. If a licensing program collects a higher fee amount than needed, those funds carry forward from

one fiscal year to the next. The surplus may provide a future benefit to the licensees by allowing fees to be maintained or lowered and for use to offset ongoing program-specific expenses. Conversely, if the amount collected is not adequate to cover expenses, that deficit carries forward as a liability for the next fiscal year. This often results in fee increases for the next renewal or—if the deficit is significant—the deficit can be amortized through incremental increases over multiple licensing periods. (Dept. of Law opinion, Milks, 2014)

Board and Commission Review of Fiscal Documentation

Your board's staff liaison will include documentation of the board's most current finances in materials available before each scheduled meeting. In your board meeting packet, you will receive:

- Quarterly Schedule of Revenue & Expenditure (i.e. the board's quarterly report)
- Breakout of direct program expenditures

The fourth quarter report will contain all year-end revenue and expense information, including the final annual indirect allocation, as well as additional fiscal back-up documentation.

Board meetings may happen more frequently than new reports are published, which may result in a meeting without updated financial information. Please keep that in mind as meetings are scheduled.

Report publication schedule:

1st Quarter (July-September) = Reports ready the 15th of November

2nd Quarter (October-December) = Reports ready at the end of January

3rd Quarter (January-March) = Reports ready at the end of April

4th Quarter (April-June) = Reports ready mid-October

Due to the statewide year-end financial close-out process, the raw data to produce final end-of-year reports is available to the department becomes available September 1. Reporting for the various agencies within the department then requires additional time, so a little "radio silence" between May and October is necessary. Once this data is final, though, final reports will be issued, followed shortly by each program's first-quarter report.

Around this time, the division also publishes its Annual Professional Licensing Report to the Legislature, which contains a breakout of legal and investigative expenses for the prior six years. This and other reports are always available online at <https://www.commerce.alaska.gov/web/cbpl/AnnualPerformanceReports.aspx>.

Final year-end reporting is complete for FY14; each board member will receive a copy via email from their staff liaison, and these documents will also be included in board packets for the first regular meeting following this report.

Direct Expenses

Direct expenses are incurred specifically on behalf of the licensing program in implementation of the administrative and investigative responsibilities enumerated in statute to the division and/or a board appointed by the Governor.

Personal services charges (account code 1000) include the salaries and benefits of division staff working directly on behalf of a program—typically a licensing examiner, records and licensing supervisor, and investigator. Some programs may also directly utilize the services of an office assistant, project assistant, regulations specialist, paralegal, or executive administrator. Many licensing programs share staff, so only the time actually worked on their activities is charged to that program’s code.

Travel expenses (2000) for board members, licensing staff, and investigators working in support of a specific licensing program are charged to that program. Travel through the state system requires adherence to the state travel policy, which is outlined in a separate document. Travel arranged directly through associations after obtaining pre-approval from the CBPL director will not reflect in a program’s 2000 line of expenses.

Contractual expenses (3000) include services provided by agencies outside the division. These costs predominantly represent advice provided by an attorney with the Department of Law in conjunction with board meetings, regulations, enforcement, or appeals of board decisions. They may also include appeal expenses incurred by the Office of Administrative Hearings and expenses for licensing examinations, facilities usage, expert witnesses, credit card fees, FedEx, and other similar contracts required to support the mission of the program.

Supplies (4000) and equipment (5000) used for a program are usually fairly minimal and may include binders for board books, folders and labels for licensing files, and other tangible resources requested by a specific employee to meet the needs of their program(s). Equipment and supply requests are reviewed by a supervisor and purchased by the department through processes required by the state’s procurement code.

Indirect Expenses

Indirect expenses are services and expenses that are not directly attributable to a singular program or profession. Within the Division of Corporations, Business & Professional Licensing (CBPL), costs meeting this criterion are charged to one administrative code, then allocated among the two revenue-generating units of the division: (1) Corporations and Business Licensing and (2) Professional Licensing.

CBPL’s indirect costs include:

- Salaries for CBPL division management, front desk staff, and certain employees performing services for multiple programs.

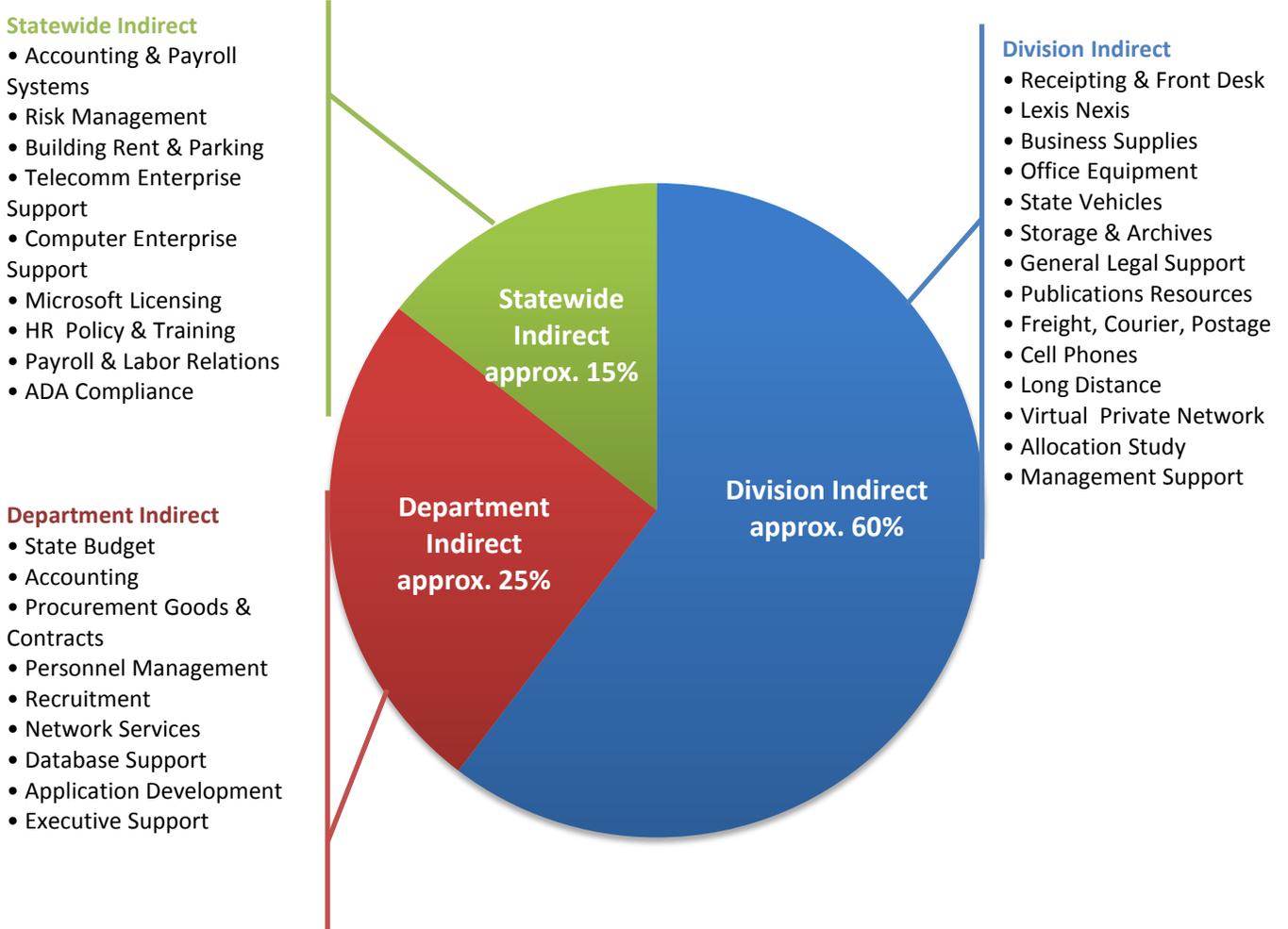
- Travel for management that is not directly chargeable to a singular program.
- Various services and commodities, such as the Lexis Nexis research database subscription, copies of statutes and regulations, records storage, purchase/lease and maintenance of printers and copiers, and other shared supplies and equipment.

It is more cost-effective for the division to share certain central resources with other agencies in the department and across the state. Department cost allocations, to which every department agency contributes, include services of the Commissioner's Office and the Division of Administrative Services (ASD). Costs are distributed equitably in accordance with a plan approved by the Office of Management and Budget and put into place in FY10.

Included in this indirect allocation are:

- Department-wide functional support areas, including fiscal oversight and accounting, network services and support, software programming and support, human resources, and procurement
- Statewide core costs for services that every state agency receives, including:
 - Department of Administration – Human Resources, Risk Management, AKSAS/AKPAY accounting systems, mail services, state-owned building rental, parking garages, Microsoft licenses, enterprise computer services, computer anti-virus protection, telecom support services, telecom PBX phones, pagers, and virtual private networks
 - Department of Labor – ADA management and compliance

FIGURE 2: BREAKDOWN OF INDIRECT ALLOCATION TO CBPL:



Indirect Expense Allocation Methodology

The division has strived to define and further refine its indirect allocation methodology since a Legislative Audit in FY11 revealed a deficiency in the indirect expenses carried by the Corporations and Business Licensing Unit. The legislature in FY12 provided \$3.4 million to recoup the indirect expenses overpaid by professional licensing programs. The division, in partnership with its sister Division of Administrative Services, undertook an exhaustive examination of all revenues and expenses for each of its professional licensing programs, ensuring each transaction was reconciled to the state accounting system. This project, sometimes referred to as the “10-year look-back,” provided boards and commissions with accurate documentation of accounting for their programs since 2001.

This effort did not make “whole” all programs that had been operating at a deficit; it only made correct the operating expenses over the last decade. Some programs converted their negative carry-forward

balances to surplus; some discovered that they were deeper in deficit than anticipated before the reconciliation. Regardless of the outcome of this massive effort in FY12, it paved the way for programs to receive transparent fiscal details—and for the division to be held accountable for its responsibility to accurately manage its fiscal affairs.

Another outflow of the project was to codify a reasonable, defensible, justifiable method of allocating indirect expenses to the division from the state and department levels—and then within the division across the work units and various licensing programs. From FY12-FY13, indirect expenses were allocated to the division according to level of effort, then distributed further to professional licensing programs by licensee count.

In FY14, from this position of strength, CBPL launched a deeper analysis of indirect costs. The result led to implementation of three new indirect allocation methodologies, as represented in Figure 4, below:

- 1) Allocating costs, both statewide and departmental, to agencies based on PCN, or position, count. It was determined that the division should be consistent with the statewide and department allocation methodology whenever possible. This methodology is based on percentage of time coded to each program; these percentages are driven by payroll reports for each position.

Examples of CBPL indirect expenses now allocated by PCN count are indicated by account code; a full explanation of each line of account code can be found on the Department of Administration's website.

Statewide (per federally approved cost allocation plans):

- 3805 IT/Non-Telecom
- 3806 IT/Telecom
- 3810 Human Resources
- 3811 Building Leases

Departmental:

- 3155 Software Maintenance
- 3979 Management/Consulting (support from the Division of Administrative Services and Commissioner's Office)

- 2) Allocation of CBPL personal services costs for administrative and accounting activity during high-volume renewal cycles. Following a review of CBPL administrative staff personal services, specifically the receipting staff & a portion of their supervisor's time, resulted in an updated allocation based on the number of transactions staff processed for each program in the department's receipting system.

This change resulted in the Business Licensing and Corporations programs paying a more accurate, higher percentage of the administrative staff's personal services costs due to the fact that there is a higher volume of business license and corporations transactions processed when compared to

professional licensing transactions. Professional Licensing programs were charged for 49.2% (\$193.9) of the personal services of CBPL administrative staff in FY14 vs. 84% (\$331.2) they would have been allocated if maintaining the allocation methodology used in FY13.

3) Allocation of ASD personal services costs for administrative and accounting activity during high-volume renewal cycles. The allocation for ASD revenue support staff that process CBPL's accounting transactions was similarly adjusted, now driven by the count of financial lines entered to the State Accounting System for each program.

FIGURE 4: INDIRECT ALLOCATION WITHIN CBPL



Looking forward, indirect expenses are expected to increase since Undesignated General Fund (UGF) allocations are being reduced to the DCCED Division of Administrative Services, Department of Administration, and other agencies providing services to CBPL. As positions are cut in other DCCED divisions, CBPL's percentage of costs allocated by PCN from the department to divisions will increase. As this dynamic will change year to year, division management will keep board members informed.

Board of Architects, Engineers, and Land Surveyors	FY 14	FY 15	Biennium	FY 16	FY 17	Biennium	FY 18	FY 19	Biennium	FY 20
Revenue										
Revenue from License Fees	\$ 1,983,134	\$ 309,524	\$ 2,292,658	\$ 1,312,092	\$ 201,239	\$ 1,513,331	\$ 909,305	\$ 161,305	\$ 1,070,610	\$ 932,985
Allowable Third Party Reimbursements	5,931	7,156	13,087	6,302	13,376	19,678	13,692	10,892	24,584	4,143
TOTAL REVENUE	\$ 1,989,065	\$ 316,680	\$ 2,305,745	\$ 1,318,394	\$ 214,615	\$ 1,533,009	\$ 922,997	\$ 172,197	\$ 1,095,194	\$ 937,128
Expenditures										
Non Investigation Expenditures										
1000 - Personal Services	199,309	197,526	396,835	230,912	151,062	381,974	179,399	201,499	380,898	173,287
2000 - Travel	53,408	42,799	96,207	35,307	32,347	67,654	29,385	26,313	55,698	15,812
3000 - Services	81,489	50,246	131,735	70,609	38,839	109,448	45,487	59,467	104,954	35,084
4000 - Commodities	2,054	1,075	3,129	1,221	631	1,852	499	27	526	30
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	336,260	291,646	627,906	338,049	222,879	560,928	254,770	287,306	542,076	224,213
Investigation Expenditures										
1000-Personal Services	88,526	86,329	174,855	94,056	136,643	230,699	110,690	121,182	231,872	71,024
2000 - Travel	-	-	-	-	-	-	-	-	-	-
3023 - Expert Witness	-	-	-	-	-	-	-	-	-	-
3088 - Inter-Agency Legal	6,324	3,873	10,197	-	-	-	-	-	-	-
3094 - Inter-Agency Hearing/Mediation	264	314	578	-	134	134	58	-	58	-
3000 - Services other	-	-	-	-	-	-	-	670	670	208
4000 - Commodities	-	-	-	-	-	-	-	-	-	-
Total Investigation Expenditures	95,114	90,516	185,630	94,056	136,777	230,833	110,748	121,852	232,600	71,232
Total Direct Expenditures	431,374	382,162	813,536	432,105	359,656	791,761	365,518	409,158	774,676	295,445
Indirect Expenditures										
Internal Administrative Costs	182,000	102,583	284,583	216,777	183,444	400,221	190,072	176,749	366,821	187,122
Departmental Costs	67,160	62,382	129,542	68,567	103,670	172,237	95,712	96,635	192,347	66,632
Statewide Costs	41,217	33,442	74,659	19,550	33,286	52,836	32,420	32,978	65,398	32,186
Total Indirect Expenditures	290,377	198,407	488,784	304,894	320,400	625,294	318,204	306,362	624,566	285,940
TOTAL EXPENDITURES	\$ 721,751	\$ 580,569	\$ 1,302,320	\$ 736,999	\$ 680,056	\$ 1,417,055	\$ 683,722	\$ 715,520	\$ 1,399,242	\$ 581,385
Cumulative Surplus (Deficit)										
Beginning Cumulative Surplus (Deficit)	\$ (259,965)	\$ 1,007,349		\$ 743,460	\$ 1,324,855		\$ 859,414	\$ 1,098,689		\$ 555,366
Annual Increase/(Decrease)	1,267,314	(263,889)		581,395	(465,441)		239,275	(543,323)		355,743
Ending Cumulative Surplus (Deficit)	\$ 1,007,349	\$ 743,460		\$ 1,324,855	\$ 859,414		\$ 1,098,689	555,366		911,109
										* No fee changes needed
Statistical Information										
Number of Licenses for Indirect calculation	6,735	7,347		8,785	7,847		8,152	7,331		7,488
Additional information:	<ul style="list-style-type: none"> • Fee analysis required if the cumulative is less than zero; fee analysis recommended when the cumulative is less than current year expenditures; no fee increases needed if cumulative is over the current year expenses * • Most recent fee change: Fee reduction FY18 • Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065. 									

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	AEL1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)					Grand Total
	1000 - Personal Services	2000 - Travel	3000 - Services	4000 - Commodities		
1011 - Regular Compensation	137,976.01					137,976.01
1014 - Overtime	374.24					374.24
1023 - Leave Taken	13,260.20					13,260.20
1028 - Alaska Supplemental Benefit	9,464.80					9,464.80
1029 - Public Employee's Retirement System Defined Benefits	19,538.43					19,538.43
1030 - Public Employee's Retirement System Defined Contribution	3,435.56					3,435.56
1034 - Public Employee's Retirement System Defined Cont Health Reim	2,712.04					2,712.04
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	861.80					861.80
1037 - Public Employee's Retirement Sys Defined Benefit Unfrnd Liab	7,358.69					7,358.69
1039 - Unemployment Insurance	484.45					484.45
1040 - Group Health Insurance	39,441.04					39,441.04
1041 - Basic Life and Travel	64.13					64.13
1042 - Worker's Compensation Insurance	1,217.19					1,217.19
1047 - Leave Cash In Employer Charge	3,368.60					3,368.60
1048 - Terminal Leave Employer Charge	2,049.85					2,049.85
1053 - Medicare Tax	2,136.80					2,136.80
1062 - GGU Business Leave Bank Contributions	248.71					248.71
1069 - SU Business Leave Bank Contributions	1.21					1.21
1077 - ASEA Legal Trust	151.49					151.49
1079 - ASEA Injury Leave Usage	9.44					9.44
1080 - SU Legal Trst	11.49					11.49
2000 - In-State Employee Airfare			960.46			960.46
2001 - In-State Employee Surface Transportation			103.84			103.84
2002 - In-State Employee Lodging		1,541.00				1,541.00
2003 - In-State Employee Meals and Incidentals		690.00				690.00
2005 - In-State Non-Employee Airfare		1,440.02				1,440.02
2006 - In-State Non-Employee Surface Transportation		349.60				349.60
2007 - In-State Non-Employee Lodging		2,008.00				2,008.00
2008 - In-State Non-Employee Meals and Incidentals		1,221.00				1,221.00
2009 - In-State Non-Employee Taxable Per Diem		750.30				750.30
2010 - In-State Non-Employee Non-Taxable Reimbursement		2,143.62				2,143.62
2012 - Out-State Employee Airfare		-				-
2013 - Out-State Employee Surface Transportation		71.20				71.20
2014 - Out-State Employee Lodging		490.29				490.29
2015 - Out-State Employee Meals and Incidentals		552.25				552.25
2020 - Out-State Non-Employee Meals and Incidentals		990.00				990.00
2022 - Out-State Non-Employee Non-Taxable Reimbursement		3,219.36				3,219.36
2970 - Travel Cost Transfer		(0.00)				(0.00)
3000 - Training/Conferences				975.00		975.00
3001 - Test Monitor/Proctor				-		-
3002 - Memberships			18,995.00			18,995.00
3035 - Long Distance			47.76			47.76
3036 - Local/Equipment Charges			7.38			7.38
3044 - Courier			28.40			28.40
3045 - Postage			179.75			179.75
3046 - Advertising			1,705.32			1,705.32
3057 - Structure, Infrastructure and Land - Rentals/Leases			39.54			39.54
3066 - Print/Copy/Graphics			3.00			3.00
3069 - Commission Sales			54.00			54.00
3085 - Inter-Agency Mail			10,567.66			10,567.66
3088 - Inter-Agency Legal			2,689.64			2,689.64
4002 - Business Supplies					29.95	29.95
1016 - Other Premium Pay	144.18					144.18
2017 - Out-State Non-Employee Airfare		(719.12)				(719.12)
Grand Total	244,310.35	15,811.82	35,292.45	29.95		295,444.57

FY 2020 CBPL COST ALLOCATIONS

Name	Task Code	Direct Revenues	3rd Party Reimbursement	Total Revenues	Direct Expense	Percentage of board licenses/total licensees:	Division cash receipt transactions % by Personal Services \$	Department certified transactions % by Fiscal Revenue \$	Indirect Expense (Total Non-PCN Allocated)	Percentage of program direct Personal Services:	Total Indirect Expenses	Total Expenses	2020 Annual Surplus (Deficit)
Acupuncture	ACU1	\$ 1,630	\$ -	\$ 1,630	\$ 5,232	\$ 3,042	\$ 190	\$ 484	\$ 3,716	1,581	\$ 5,297	\$ 10,529	\$ (8,899)
Architects, Engineer	AEL1	\$ 932,985	\$ 4,143	\$ 937,128	\$ 295,445	\$ 185,198	\$ 16,614	\$ 4,832	\$ 206,644	79,296	\$ 285,940	\$ 581,385	\$ 355,743
Athletic Trainers	ATH1	\$ 6,640	\$ -	\$ 6,640	\$ 2,787	\$ 1,336	\$ 139	\$ 674	\$ 2,149	860	\$ 3,009	\$ 5,796	\$ 844
Audiology and Speech Pathologists	AUD1	\$ 55,675	\$ -	\$ 55,675	\$ 21,140	\$ 17,164	\$ 3,464	\$ 1,457	\$ 22,085	6,643	\$ 28,728	\$ 49,868	\$ 5,807
Barbers & Hairdressers	BAH1	\$ 1,034,860	\$ -	\$ 1,034,860	\$ 400,515	\$ 184,506	\$ 37,450	\$ 3,899	\$ 225,855	114,194	\$ 340,049	\$ 740,564	\$ 294,296
Behavior Analysts	BEV1	\$ 9,490	\$ -	\$ 9,490	\$ 6,140	\$ 1,830	\$ 455	\$ 621	\$ 2,906	1,343	\$ 4,249	\$ 10,389	\$ (899)
Chiropractors	CHI1	\$ 24,395	\$ -	\$ 24,395	\$ 105,462	\$ 8,483	\$ 1,808	\$ 1,130	\$ 11,421	25,805	\$ 37,226	\$ 142,688	\$ (118,293)
Collection Agencies	COA1	\$ 83,015	\$ -	\$ 83,015	\$ 46,356	\$ 20,578	\$ 1,972	\$ 1,403	\$ 23,953	13,687	\$ 37,640	\$ 83,996	\$ (981)
Concert Promoters	CPR1	\$ 3,500	\$ -	\$ 3,500	\$ 2,119	\$ 420	\$ 76	\$ 436	\$ 932	682	\$ 1,614	\$ 3,733	\$ (233)
Construction Contractors	CON1	\$ 937,745	\$ -	\$ 937,745	\$ 583,443	\$ 220,171	\$ 22,341	\$ 5,591	\$ 248,103	97,148	\$ 345,251	\$ 928,694	\$ 9,051
Home Inspectors	HIN1	\$ 25,735	\$ -	\$ 25,735	\$ 8,886	\$ 2,745	\$ 291	\$ 1,089	\$ 4,125	2,874	\$ 6,999	\$ 15,885	\$ 9,850
Dental	DEN1	\$ 77,965	\$ -	\$ 77,965	\$ 299,500	\$ 57,800	\$ 5,057	\$ 1,901	\$ 64,758	73,209	\$ 137,967	\$ 437,467	\$ (359,502)
Dietitians/Nutritionists	DTN1	\$ 18,883	\$ -	\$ 18,883	\$ 4,690	\$ 8,112	\$ 1,302	\$ 1,872	\$ 11,286	1,460	\$ 12,746	\$ 17,436	\$ 1,447
Direct Entry Midwife	MID1	\$ 15,280	\$ -	\$ 15,280	\$ 32,549	\$ 1,261	\$ 227	\$ 539	\$ 2,027	5,977	\$ 8,004	\$ 40,553	\$ (25,273)
Dispensing Opticians	DOP1	\$ 10,875	\$ -	\$ 10,875	\$ 22,192	\$ 2,646	\$ 683	\$ 835	\$ 4,164	6,185	\$ 10,349	\$ 32,541	\$ (21,666)
Electrical Administrator	EAD1	\$ 152,546	\$ -	\$ 152,546	\$ 69,757	\$ 24,510	\$ 3,528	\$ 2,588	\$ 30,626	11,377	\$ 42,003	\$ 111,760	\$ 40,786
Euthanasia Services	EUT1	\$ 25	\$ -	\$ 25	\$ 3,662	\$ 272	\$ 13	\$ 312	\$ 597	1,101	\$ 1,698	\$ 5,360	\$ (5,335)
Geologists	GEO1	\$ 580	\$ -	\$ 580	\$ 3,117	\$ 223	\$ 126	\$ 286	\$ 635	997	\$ 1,632	\$ 4,749	\$ (4,169)
Guardians/Conservators	GCO1	\$ 1,918	\$ -	\$ 1,918	\$ 301	\$ 346	\$ 25	\$ 283	\$ 654	65	\$ 719	\$ 1,020	\$ 898
Guide-Outfitters	GUI1	\$ 1,061,930	\$ -	\$ 1,061,930	\$ 396,144	\$ 40,166	\$ 13,769	\$ 4,572	\$ 58,507	86,522	\$ 145,029	\$ 541,173	\$ 520,757
Marine Pilots	MAR1	\$ 21,550	\$ -	\$ 21,550	\$ 75,150	\$ 3,067	\$ 405	\$ 670	\$ 4,142	20,202	\$ 24,344	\$ 99,494	\$ (77,944)
Foreign Pleasure Craft	FPC1	\$ 64,700	\$ -	\$ 64,700	\$ 8,161	\$ -	\$ 202	\$ 201	\$ 403	2,641	\$ 3,044	\$ 11,205	\$ 53,495
Marital & Family Therapy	MFT1	\$ 19,505	\$ -	\$ 19,505	\$ 28,964	\$ 2,498	\$ 531	\$ 723	\$ 3,752	8,884	\$ 12,636	\$ 41,600	\$ (22,095)
Massage Therapists	MAS1	\$ 350,267	\$ 860	\$ 351,127	\$ 182,757	\$ 34,181	\$ 6,385	\$ 2,745	\$ 43,311	53,115	\$ 96,426	\$ 279,183	\$ 71,944
Mechanical Administrator	MEC1	\$ 110,650	\$ -	\$ 110,650	\$ 65,369	\$ 15,062	\$ 2,175	\$ 1,963	\$ 19,200	8,998	\$ 28,198	\$ 93,567	\$ 17,083
Medical	MED1	\$ 578,308	\$ -	\$ 578,308	\$ 817,337	\$ 242,405	\$ 29,270	\$ 5,249	\$ 276,924	222,270	\$ 499,194	\$ 1,316,531	\$ (738,223)
Mortuary Science	MOR1	\$ 2,480	\$ -	\$ 2,480	\$ 13,015	\$ 3,141	\$ 240	\$ 481	\$ 3,862	3,900	\$ 7,762	\$ 20,777	\$ (18,297)
Naturopaths	NAT1	\$ 89,440	\$ -	\$ 89,440	\$ 4,904	\$ 1,261	\$ 430	\$ 732	\$ 2,423	1,571	\$ 3,994	\$ 8,898	\$ 80,542
Nurse Aides	NUA1	\$ 393,370	\$ -	\$ 393,370	\$ 233,367	\$ 90,472	\$ 16,437	\$ 3,372	\$ 110,281	46,832	\$ 157,113	\$ 390,480	\$ 2,890
Nursing	NUR1	\$ 1,429,513	\$ 964	\$ 1,430,477	\$ 1,450,655	\$ 495,815	\$ 29,626	\$ 6,693	\$ 532,134	365,604	\$ 897,738	\$ 2,348,392	\$ (917,915)
Nursing Home Administrators	NHA1	\$ 3,420	\$ 275	\$ 3,695	\$ 10,973	\$ 1,484	\$ 253	\$ 368	\$ 2,105	2,849	\$ 4,954	\$ 15,927	\$ (12,232)
Optometry	OPT1	\$ 22,970	\$ -	\$ 22,970	\$ 46,179	\$ 6,356	\$ 607	\$ 595	\$ 7,558	13,683	\$ 21,241	\$ 67,420	\$ (44,450)
Pawnbrokers	PAW1	\$ 2,655	\$ -	\$ 2,655	\$ 1,475	\$ 668	\$ 76	\$ 446	\$ 1,190	433	\$ 1,623	\$ 3,098	\$ (443)
Pharmacy	PHA1	\$ 631,105	\$ -	\$ 631,105	\$ 310,277	\$ 146,764	\$ 23,555	\$ 2,684	\$ 173,003	83,439	\$ 256,442	\$ 566,719	\$ 64,386
Physical/Occupational Therapy	PHY1	\$ 373,380	\$ -	\$ 373,380	\$ 133,864	\$ 48,674	\$ 9,356	\$ 3,186	\$ 61,216	40,711	\$ 101,927	\$ 235,791	\$ 137,589
Prescription Drug Monitoring Program	PDMP	\$ 26,150	\$ -	\$ 26,150	\$ 48,294	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ 48,294	\$ (22,144)
Professional Counselors	PCO1	\$ 226,450	\$ 117	\$ 226,567	\$ 140,735	\$ 21,344	\$ 5,121	\$ 2,648	\$ 29,113	42,357	\$ 71,470	\$ 212,205	\$ 14,362
Psychology	PSY1	\$ 35,220	\$ -	\$ 35,220	\$ 88,556	\$ 7,964	\$ 2,137	\$ 1,417	\$ 11,518	25,723	\$ 37,241	\$ 125,797	\$ (90,577)
Public Accountancy	CPA1	\$ 763,235	\$ 1,465	\$ 764,700	\$ 195,371	\$ 44,346	\$ 6,701	\$ 2,007	\$ 53,054	58,375	\$ 111,429	\$ 306,800	\$ 457,900
Real Estate	REC1	\$ 618,451	\$ -	\$ 618,451	\$ 186,366	\$ 93,267	\$ 19,509	\$ 2,720	\$ 115,496	51,682	\$ 167,178	\$ 353,544	\$ 264,907
Real Estate Appraisers	APR1	\$ 80,550	\$ 2,559	\$ 83,109	\$ 178,777	\$ 8,533	\$ 2,503	\$ 1,455	\$ 12,491	44,358	\$ 56,849	\$ 235,626	\$ (152,517)
Social Workers	CSW1	\$ 73,905	\$ 274	\$ 74,179	\$ 108,651	\$ 23,966	\$ 2,769	\$ 3,104	\$ 29,839	31,446	\$ 61,285	\$ 169,936	\$ (95,757)
Storage Tank Workers	UST1	\$ 7,895	\$ -	\$ 7,895	\$ 7,231	\$ 1,731	\$ 683	\$ 812	\$ 3,226	2,329	\$ 5,555	\$ 12,786	\$ (4,891)
Veterinary	VET1	\$ 59,170	\$ 92	\$ 59,262	\$ 139,337	\$ 23,174	\$ 2,314	\$ 1,772	\$ 27,260	41,427	\$ 68,687	\$ 208,024	\$ (148,762)
No longer existent board/commission (ie Athletic)													
Totals All Boards		\$ 10,440,011	\$ 10,749	\$ 10,450,760	\$ 6,785,201	\$ 2,096,982	\$ 270,815	\$ 80,847	\$ 2,448,644	\$ 1,703,835	\$ 4,152,479	\$ 10,937,680	\$ (486,920)

ABL & Corporations	080801005	\$ 8,985,477	\$ -	\$ 8,985,477	\$ 1,251,835	\$ 21,645	\$ 252,194	\$ 6,085	\$ 279,924	\$ 110,734	\$ 390,658	\$ 1,642,493	
Total CBPL		\$ 20,868,724	\$ 11,145	\$ 20,879,869	\$ 8,796,692	\$ 2,118,627	\$ 523,009	\$ 86,932	\$ 2,728,568	\$ 1,814,569	\$ 4,543,137	\$ 13,339,829	

DIVISION INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Business Supplies	24,802		23,805	997
Office Equipment	70,516	**	65,719	4,797
State Vehicles	4,535		4,208	327
Storage and Archives	9,876		9,868	8
Legal Support	89,672		88,163	1,509
Central Mail Services Postage	33,379		28,787	4,592
Software Licensing and Maintenance	76,444	***	73,057	3,387
Division Administrative Expenses - all other	186,148		183,374	2,774
Division allocated by percentage of direct personal services:	495,372		476,981	18,391
Percentage of board licenses/total licensees:				
Division supervisors of receipting Personal Services 75%	318,329	****	289,900	28,429
Receipting Personal Services 40%	277,932	****	253,111	24,821
Investigations indirect Personal Services	310,130	*****	294,825	15,305
Division Administration Personal Services	535,411		498,829	36,582
Professional License Administration Personal Services	227,690		342,621	(114,931)
Division allocated by percentage of board licenses/total licensees:	1,669,492		1,679,286	(9,794)
Receipting transaction % by Personal Services:				
Division supervisors of receipting Personal Services 25%	106,110	****	54,944	51,166
Receipting Personal Services 60%	416,899	****	215,871	201,028
Division cash receipt transactions % by Personal Services \$	523,009		270,815	252,194
Total Division Indirect Expenses	2,687,873		2,427,082	260,791
DEPARTMENT INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Commissioner's Office	177,987		165,528	12,459
Administrative Services - Director's Office	60,077		55,872	4,205
Administrative Services - Human Resources	93,885		87,313	6,572
Administrative Services - Fiscal	88,357		82,172	6,185
Administrative Services - Budget	55,442		51,561	3,881
Administrative Services - Information Technology	84,492		78,578	5,914
Administrative Services - Information Technology - Network & Database	5,019		4,668	351
Administrative Services - Mail	10,298		9,577	721
Administrative Services - Facilities - Maintenance	-		-	-
Department allocated by percentage of direct personal services:	575,557		535,269	40,288
Percentage of board licenses/total licensees:				
Department administrative services support: Fiscal, IT, Procurement	449,135	*	417,696	31,439
Receipting transaction % by Personal Services:				
Department certified transactions % by Fiscal Revenue \$	86,932		80,847	6,085
Total DEPARTMENT INDIRECT EXPENSES	1,111,624	*****	1,033,812	77,812
STATEWIDE INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Accounting and Payroll Systems	20,226		18,810	1,416
State Owned Building Rental (Building Leases)	290,454	*****	270,123	20,332
State OIT Server Hosting & Storage	8,695	*****	8,086	609
State OIT SQL	21,109	*****	19,631	1,478
State Software Licensing	-	*****	-	-
Human Resources	69,481		64,617	4,864
IT Non-Telecommunications (Core Cost)	285,372	*****	265,396	19,976
IT Telecommunications	46,568	*****	43,308	3,260
Risk Management	1,735		1,613	121
Statewide allocated by percentage of direct personal services:	743,640		691,585	52,055
FY20 TOTALS BY METHODOLOGY				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:	1,814,569		1,703,835	110,734
Percentage of board licenses/total licensees:	2,118,627		2,096,982	21,645
Receipting transaction % by Personal Services:	609,941		351,662	258,279
Grand Total	4,543,137		4,152,479	390,122

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	AEL1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)		Grand Total
	1000 - Personal Services	3000 - Services	
1011 - Regular Compensation	27,471.65		27,471.65
1014 - Overtime	546.31		546.31
1023 - Leave Taken	3,254.78		3,254.78
1028 - Alaska Supplemental Benefit	1,650.41		1,650.41
1029 - Public Employee's Retirement System Defined Benefits	24.93		24.93
1030 - Public Employee's Retirement System Defined Contribution	1,651.75		1,651.75
1034 - Public Employee's Retirement System Defined Cont Health Reim	1,321.67		1,321.67
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	453.69		453.69
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	3,650.69		3,650.69
1039 - Unemployment Insurance	107.66		107.66
1040 - Group Health Insurance	5,269.38		5,269.38
1041 - Basic Life and Travel	12.86		12.86
1042 - Worker's Compensation Insurance	294.98		294.98
1047 - Leave Cash In Employer Charge	657.04		657.04
1048 - Terminal Leave Employer Charge	368.73		368.73
1053 - Medicare Tax	387.66		387.66
1077 - ASEA Legal Trust	33.22		33.22
1079 - ASEA Injury Leave Usage	12.82		12.82
1080 - SU Legal Trst	1.55		1.55
3002 - Memberships		10,500.00	10,500.00
3044 - Courier		85.52	85.52
3046 - Advertising		41.09	41.09
Grand Total	47,171.78	10,626.61	57,798.39

State Board of Registration for Architects, Engineers, and Land Surveyors

	Appointed	Reappointed	Expires
Jennifer Anderson <i>Civil Engineer</i>	03/01/2018		03/01/2022
Robert (Bob) Bell <i>Land Surveyor</i>	03/01/2020		03/01/2024
Catherine Fritz - Secretary <i>Architect</i>	03/01/2016	03/01/2020	03/01/2024
Jeff Garness <i>Engineer Other Than Those Listed</i>	03/01/2020		03/01/2024
Elizabeth Johnston – Vice-Chair <i>Electrical/Mechanical Engineer</i>	03/01/2017		03/01/2021
John Kerr – Chair <i>Land Surveyor</i>	03/01/2013	03/01/2017	03/01/2021
Jeff Koonce <i>Architect</i>	03/01/2013	03/01/2017	03/01/2021
Loren Leman <i>Civil Engineer</i>	03/01/2020		03/01/2024
Luanne Urfer <i>Landscape Architect</i>	07/01/2013	07/07/2017	03/01/2021
Fred Wallis <i>Mining Engineer</i>	03/01/2016	03/01/2020	03/01/2024
Vacant <i>Public Member</i>			03/01/2022

Joining a breakout room

1. The host will need to invite you to join the breakout room.
2. Click **Join**.
3. If you choose **Later**, you can join by clicking the **Breakout Rooms** option in your meeting controls.



4. Click **Join Breakout Room**.

You have been assigned to Breakout Room:

Breakout Room 2

A blue button with rounded corners and a white border, containing the text "Join Breakout Room".

You will have access to full [controls](#) similar to the meeting.

Asking for help

If you click **Ask for Help**, it will notify the meeting host that you need assistance and they will be asked to join your breakout room.

1. Click **Ask for Help** in the meeting controls.



2. Confirm that you would like assistance by clicking **Invite Host**.

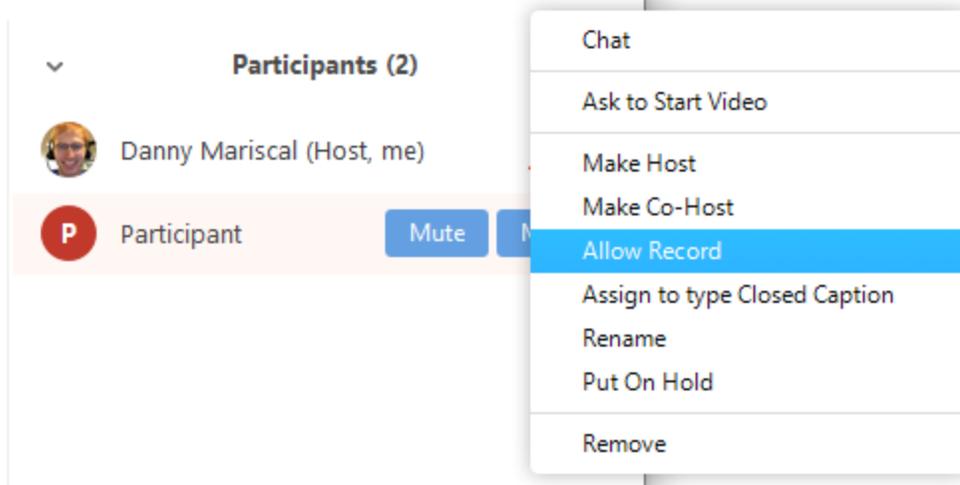
You can invite the host to this Breakout Room for assistance.

A blue button with rounded corners and a white border, containing the text "Invite Host".

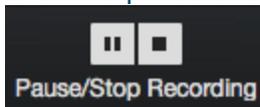
Recording while in a breakout room

1. Ask the host for permission to record. The host needs to [allow recording](#) before opening the breakout rooms. If the host has already opened the breakout rooms, they can join your

breakout room to [allow you to record](#).



2. Click **Record** in the meeting controls to start a local recording.
3. Click the pause or stop icon in the meeting controls to pause or stop the recording.



The recording can also be stopped or paused by clicking the indicator in the top left corner.



[Learn more about local recording.](#)

Leaving the breakout room

You can leave the breakout room and return to the main meeting session at any time, or you can leave the meeting entirely from the breakout room.

1. Click **Leave Breakout Room**.
2. Choose if you want to leave the breakout room or the entire meeting.
3. When the host ends the breakout rooms, you will be notified and given the option to return to the main room immediately, or in 60 seconds.

AELS Application Review Instructions & Policies

Overview

In keeping with current application review procedures, all applications for registration will be reviewed by two board members, in which at least one of the board members is registered in the profession for which the applicant is seeking registration. Additionally, the board will continue to vote on which applications are approved, conditionally approved, incomplete, or denied, and applications will be read into the record, as noted on the meeting agenda.

New Application Review Procedure

All applications for board review will be posted in OnBoard. Applications will be in the **AUG 2020 Applications** folder within the **RESOURCES** section of OnBoard. Checksheets are now provided electronically, and are located within the folder of your assigned applications. They have also been emailed to you.

Steps for Application Review & Submission of Board Action

- Log in to OnBoard: <https://auth.passageways.com>.
- Navigate to the **RESOURCES** section (represented by the file folder icon).
- Select the **NOV 2020 Applications** folder.
- Select the folder with your name.
- All applicant files are organized by license type and applicant name.
- **Reminder: Checksheets were emailed to you and are also located in your folder as a single document.**
- There is an arrow in the bottom right corner of the screen that will allow you to review the rest of your applications.

Board members may either:

- Initial and sign the checksheets electronically **OR** print checksheets and complete them by hand.
- Review the application and complete the checksheet accordingly.
- Once you've completed your review, confirm you've marked the Board Action and signed the checksheet.
- Send all signed checksheets to AELS staff at: aelsboard@alaska.gov.
- Repeat steps 8-12 for all applications assigned to you.

Application Review at Board Meetings

In an effort to minimize follow up on applications after board meetings, all applications that are determined to be INCOMPLETE by the two reviewing board members, or there is a difference of opinions between the reviewers, should be brought to Sara for clarification. If a discussion is still needed after consulting with Sara, the application will go before the full board during the Special Requests portion of the meeting.

Application Review Policies from “Board Policies and Historical Information” 08-4052

The following information is included here to remind board members of the Board’s application policies regarding review of work experience, education and examination.

Work Experience

1. If an applicant initially became registered in a jurisdiction that required less work experience than Alaska, passed an acceptable equivalent exam, and gained experience AFTER initial licensure that meets Alaska’s current minimum requirement, the board may consider approving the application by comity.
2. In order to meet Alaska's requirements, exam candidates may project their anticipated work experience up to the date of the exam (12 AAC 36.067). Computation of qualifying experience for admission to the examination as architect, engineer or land surveyor is up to the date of exam. However, the board may only project total work experience (sub-professional + professional). Responsible charge experience cannot be projected. All applicants must have the minimum months of responsible charge to be considered. The board may require that an applicant submit an updated employment verification or letter from present employer prior to the exam date.
3. Credit for engineer or land surveyor experience PRIOR to obtaining a degree shall be based on work experience verifications submitted and evaluated on a case-by-case basis. Education and work experience may not be accumulated concurrently. Note: A maximum of 12 months’ credit may be claimed for a calendar year (12 AAC 36.062(b), 12 AAC 36.063(e), 12 AAC 36.064(b), 12 AAC 36.065(f), 12 AAC 36.068(d)). *See Item **Education 2) & 3)** for additional information.*
4. Architect by comity applicants, if initial registration was obtained in another jurisdiction after January 1, 1990, must have completed the NCARB IDP (now NCARB AXP) program and submit NCARB verification (12 AAC 36.103). If initial registration was obtained in another jurisdiction on or before July 13, 2011, the applicant may submit two letters of reference verifying the applicant’s experience.
5. When an engineer applicant’s verifier is not registered in the same discipline for which the applicant is applying, the board will determine the amount of credit given for responsible charge experience gained under the responsible control of a professional engineer registered in the United States in another branch of engineering based on the comparability with the branch of engineering to which the applicant has applied. 12 AAC 36.063(c)(1). For Engineer by Comity applicants, our regulations state the verifier must be registered as a PE in the same branch of engineering, or a related branch of engineering approved by the board, OR been practicing in the branch for which the applicant has applied, if the verifier is registered in a non-discipline specific jurisdiction.
6. Other Work Experience Issues: Other verified work experience or questionable experience requires a full board review and the board may request the applicant provide more information.

Education

Architectural Exam Candidates

First time architectural registrants applying to take the exam for registration in Alaska shall have an NAAB degree or meet NCARB alternative education standards. Documentation of alternative standards shall be as recommended and accepted by NCARB (per the current NCARB Education standard publication) (12 AAC 36.060)

Engineering and/or land surveying exam candidates

1. The board shall follow the requirements for education credit as outlined in the regulations for FE (was formerly the EIT), PE (except as outlined in sub-paragraph 1 below), FS (was formerly the LSIT), and PS exam applicants, (12 AAC 36.062, 12 AAC 36.063, 12 AAC 36.064, 12 AAC 36.065)

The following alternate ABET accredited engineering degree programs will be considered equivalent to the full engineering education allowance for an ABET Accredited Degree Program in the licensed discipline as given in 12 AAC 36.063(3)(B) as long as the college transcripts shows a minimum of 18 hours of course work related to the desired license discipline. In addition, the work experience verification must show involvement in work of that discipline.

Discipline	ABET degree program	Alternate ABET engineering degree program
Agricultural (AG)	Agricultural Engineering	Civil Engineering
Chemical (EC)	Chemical Engineering	-
Civil (CE)	Civil Engineering	Construction Engineering, Geological Engineering, Mining Engineering
Control Sys (CS)	-	Architectural Engineering, Electrical Engineering, Mechanical Engineering
Electrical (EE)	Electrical Engineering	Architectural Engineering
Environmental (EV)	Environmental Engineering	Civil Engineering
Fire Protection (FP)	Fire Protection Engineering	Architectural Engineering, Electrical Engineering, Mechanical Engineering
Industrial (IN)	Industrial Engineering	-
Mechanical (ME)	Mechanical Engineering	Architectural Engineering
Metallurgical and Materials (MM)	Metallurgical Engineering	-
Mining and Mineral Processing (EM)	Mining & Mineral Processing Engineer	Civil Engineering, Geological Engineering
Naval Architecture and Marine (NM)	Naval Architecture & Marine Engineering	-
Nuclear (NU)	Nuclear Engineering	-
Petroleum (EP)	Petroleum Engineering	-
Structural (SE)	-	Architectural Engineering, Civil Engineering

2. If an applicant earned a degree over a period of more than the traditional four years, and the applicant was working at the same time, the board shall review the transcripts in comparison to work experience verifications and assign calendar years/months for education credits and work experience gained while in college. (12 AAC 36.063(e)). This is not required for architects.
3. If a person worked full time during the day and attended college at night and obtained a degree after six years, the board will not give the applicant any work experience credit beyond two years.
4. In 12 AAC 36.064 and .065, coursework in land surveying – no degree (minimum of two years credit hours), means 30 credit hours of core surveying courses and 30 credit hours of professional development courses

5. If a person applied for the Fundamentals of Land Surveying Examination before July 1, 2014 and meets 75% of the requirements of one of the Classifications listed under “12 AAC 36.064.(2)(A) – Table A of Education and Work Experience Requirements for Fundamentals of Land Surveying Examination” that person shall be considered in the system and shall be allowed to use “12 AAC 36.065.(2)(A) – Table A of Education and Work Experience Requirements for Professional Land Surveyors” for a period up to five years beyond July 1, 2014.

Examinations

1. All NCEES or NCARB exams are considered as acceptable to meet minimum qualifications for exam under 12 AAC 36.100 for architect, engineer and land surveyor.
2. EQUIVALENT exams:
 - a. Architects: NONE
 - b. Fundamentals of Engineering: NCEES and its equivalent (Alaska offered a state specific exam prior to April 1966 when Alaska began offering the NCEES national exam).
 - c. PE: NCEES and its equivalent (Alaska offered a state specific exam prior to April 1966 when Alaska began offering the NCEES national exam).
 - d. PS, 6 hours: NCEES or board approved other state exams. (Texas exam is NOT acceptable.)
 - e. Alaska Land Surveyor state specific exam (AKLS), 2 hours: NONE 08-4052 (Rev 03/21/13)
3. 12 AAC 36.105(d) is interpreted to mean a non-NCEES examination.
4. 12 AAC 36.105(b) is interpreted to mean that an engineer by comity must have passed the NCEES exam in the same discipline for which he/she is applying.
5. The exam referenced in 12 AAC 36.105(d)(1) must be in the same discipline for which the applicant is applying

Council Records

1. Applicants for architect registration by comity who were initially licensed after July 13, 2011 are required to submit a council record issued by the National Council of Architectural Registration Boards (NCARB) (12 AAC 36.103)
2. Intern architects who apply to sit for the Architect Registration Examination (ARE) in Alaska must submit a NCARB Council Record that includes verification of an NAAB degree or compliance with NCARB's education standard (per the current publication). (12 AAC 36.060)
3. Engineer applicants may submit a council record issued by the National Council of Examiners for Engineers and Surveyors (NCEES) to verify qualifications. (12 AAC 36.105)

Arctic Requirement

An applicant who has not successfully completed a Board-approved course in Arctic Engineering/ Northern Design, may be considered “conditionally approved” by the board. AELS staff will verify course completion prior to issuing a registration.

Jurisprudence Questionnaire

An applicant may be considered “conditionally approved” by the board, even though they have not completed the Jurisprudence Questionnaire (JQ). AELS staff will verify the applicant has passed the JQ prior to issuing a registration.

Frequently Asked Questions

1. This applicant has not paid all of their fees. Can I approve them?

The minimum that must be paid is the \$100 application fee. They can be conditionally approved.

2. I can't tell if they passed the jurisprudence questionnaire, but it's in their file.

Staff grades the questionnaires but doesn't always mark them. If the document is within the application, they have passed.

3. This PE exam applicant has 45/48 months of verified experience. The exam is in 4 months. Are they eligible? Can I approve them?

The Board can project general (sub-professional or professional) experience to the date of the exam. However, responsible charge cannot be projected. The applicant must have at least 24 months of responsible charge verified by a PE in their discipline at the time of Board review. In this case, the applicant would have 49 months of experience by the date of the exam and is eligible, as long as they've met the minimum requirement of 24 months responsible charge as well. *Computation of qualifying experience for admission to the examination as an architect, engineer, land surveyor, or landscape architect is up to the date of the examination. 12 AAC 36.067.*

4. The verifier of this applicant's responsible charge experience isn't in the same discipline, but it's closely related. How would I move forward?

a. **(PE) EXAMINEE:** *The board will determine the amount of credit given for responsible charge experience gained under the responsible control of a professional engineer registered in the United States in another branch of engineering based on the comparability with the branch of engineering to which the applicant has applied. 12 AAC 36.063(c)(1).*

b. **(PE) COMITY:** Our regulations state that the verifier for a comity applicant must be in the same discipline. The Board adopted regulations to allow "closely related" disciplines in February 2017.

5. This comity applicant doesn't meet our current regulations. Do they have a pathway to licensure in Alaska?

Review the regulations in place in Alaska at the time of the applicant's initial licensure in another state rather than the regulations in place now. For example – in older regulations in Alaska and other states, some registrants did not need to have a BS degree, and were allowed to seek registration by gaining more experience. This pathway does not exist today.

6. This application is only missing verification of their exams and/or licensure. Would the application be considered incomplete?

No, this would be found conditionally approved. Staff can verify exams and licensure based on direct contact with other member boards. Commonly, verifications from other states can take weeks or months to be processed, impeding on the deadline for applicants. Staff will add this missing requirement to the application and license the individual after the Board has considered them conditionally approved.

...The board will give conditional approval of an application for examination or for comity pending receipt of missing documents, payment of applicable fees for examination or registration, or other corrections to the application if...board has determined that any missing supporting documents and the correction of other deficiencies in the application do not require board discretion to review and approve. 12 AAC 36.010(d)(5).

7. This work experience verification or letters do not include a stamp. Is it acceptable?

Work experience verifications include an area in which the verifier adds their stamp. However, they can explain why they may not have a stamp. Usually it is because their profession does not require one, or that they have lost it, or moved and cannot find it. This area cannot be blank.

- a. **(PE) COMITY:** *If an engineer who provides a work experience verification under (b)(1) of this section or a reference letter under (b)(2) of this section does not possess a seal, the applicant must provide the board a statement from that engineer, (1) providing that engineer's registration number and branch of engineering; and (2) if that engineer is providing a reference letter, certifying that the registration of that engineer is current. 12 AAC 36.105 (g).*
 - b. **(ARCH) COMITY:** *If an architect who provides a work experience verification under (b)(2) of this section or a reference letter under (b)(3) of this section does not possess a seal, the applicant must provide the board a statement from that architect, (1) providing that architect's registration number; and (2) if that architect is providing a reference letter, certifying that the registration of that architect is current. 12 AAC 36.103 (d).*
8. **What are the conditions under which an applicant could waive the Fundamentals of Engineering (FE) Exam?**

There are two conditions: 1, they are licensed in Canada; or 2, they provide 20 years of verified professional work experience. 12 AAC 36.090. There are no waivers for the PE Exam, A.R.E., L.A.R.E., P.L.S., or F.S.



MEMORANDUM

DATE: October 26, 2020
 TO: Architects, Engineers, and Land Surveyors
 THRU: Greg Francois, Chief Investigator
 FROM: Ryan Gill, Investigator
 RE: Investigative Report for the November 12, 2020 Meeting

The following information was compiled as an investigative report to the Board for the period of August 15, 2020 thru October 26, 2020; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegal in Juneau, regarding continuing education audits and license action resulting from those matters are not covered in this report.

OPEN - 17

<u>Case Number</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Status Date</u>
ARCHITECT			
2020-000613	Falsified application	Investigation	07/22/20
ENGINEER			
2020-000985	Unlicensed practice or activity	Intake	10/26/20
2017-001125	Violation of licensing regulation	Complaint	10/26/17
2018-000797	Violation of licensing regulation	Complaint	07/17/18
2018-000834	Unlicensed practice or activity	Complaint	07/25/18
2018-000851	Unprofessional conduct	Complaint	07/31/18
2019-000435	Violation of licensing regulation	Complaint	05/03/19
2020-000410	Unprofessional conduct	Complaint	04/28/20
2020-000411	Unprofessional conduct	Complaint	04/28/20
2020-000445	Fraud or misrepresentation	Complaint	06/16/20

2020-000565	Fraud or misrepresentation	Complaint	06/22/20
2020-000840	Violation of licensing regulation	Complaint	10/07/20

LAND SURVEYOR

2019-000413	Violation of licensing regulation	Complaint	04/23/19
2020-000416	Violation of licensing regulation	Complaint	06/03/20
2020-000540	Unlicensed practice or activity	Complaint	07/22/20
2018-000999	Violation of licensing regulation	Investigation	08/30/18
2019-000440	License application problem	Investigation	10/23/20

Closed - 6

<u>Case #</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Closed</u>	<u>Closure</u>
ARCHITECT				
2020-000908	License application problem	Closed-Intake	10/05/20	Review Complete
2020-000936	License application problem	Closed-Intake	10/08/20	Review Complete
ENGINEER				
2020-000926	License application problem	Closed-Intake	10/07/20	Review Complete
2019-000444	Violation of licensing regulation	Closed-Investigation	09/28/20	Advisement Letter
LAND SURVEYOR				
2020-000665	Unprofessional conduct	Closed-Intake	09/10/20	Incomplete Complaint
2018-000703	Unprofessional conduct	Closed-Investigation	09/10/20	Advisement Letter

END OF REPORT