

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

BOARD OF REGISTRATION FOR ARCHITECT, ENGINEERS AND LAND SURVEYORS

CONDENSED MINUTES OF THE MEETING HELD **NOVEMBER 9-10TH, 2022**

Date:	November 9-10 th , 2022
Time:	9am – 4:30pm
Location:	UAA, EIB Rm 413 - 2900 Spirit Drive, Anchorage
Attending:	In person: Bob Bell, Catherine Fritz, Jeffrey Garness, Elizabeth Johnston, Loren Lemman, Jake Maxwell, Sara Neal, Sterling Strait, Edward Leonetti (Day 2-Nov 10) Remote: Brent Cole, Randall Rozier, Edward Leonetti (Day 1 – Nov 9)
Absent:	Fred Wallis
Division Staff:	In person: Sara Neal / Remote: Heather Noe, Sara Chambers, Marilyn Zimmerman, Allison Osborne, Erika Prieksat, Patrick Kase
Public:	In person: Michael Schoder / Remote: Barbara Cash, Roy Wayne, Lauren Earley, Matt Barusch, Larry Cash, Marci Merola, Charles Bettisworth, Dana Nunn, David Parish, Mary Knopf, Chris Miller, Rory Bryant, Katherine McCrea, Claire Roundtree, Jack Warner

1. Call to Order - 9:04am/ Roll Call: Catherine Fritz, Bob Bell, Jeff Garness, Elizabeth Johnston, Loren Lemman, Ed Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait, Brent Cole joined at 9:43am	
2. Mission Statement – 9:05am	
3. Virtual Meeting Code of Conduct – 9:06am	
4. Review / Amend / Approve Agenda – 9:07am	
Motion:	On a Motion duly made by Elizabeth Johnston to approve the agenda as amended by adding agenda items 8C, 11 D and E, and 19C., seconded by Jeff Garness and approved unanimously, it was: <i>RESOLVED to approve the amended agenda</i>
5. Review / Approve Minutes – 9:10am	
Brief Discussion:	Leman suggested to add the actual roll call and adjournment times to the minutes as well as changing 12pm to noon to avoid any confusion
A. August 16-17 th , 2022 meeting minutes	
Motion:	On a Motion duly made by Bob Bell, seconded by Loren Lemman and approved unanimously, it was: <i>RESOLVED to approve the August 16-17th, 2022, meeting minutes</i>
B. October 5 th , 2022 meeting minutes	
Motion:	On a Motion duly made by Bob Bell, seconded by Sterling Strait and approved unanimously, it was: <i>RESOLVED to approve the October 5, 2022, meeting minutes</i>
6. 2022 Strategic Plan – 9:20am	
Brief Discussion:	It was decided to prioritize the open action items at the end of this meeting
7. Ethics Reporting – 9:25am	

Brief Discussion:	Johnston, Maxwell, and Fritz attended the NCEES annual business meeting where Johnston was elected chair for the Exam Policies and Procedures Committee. Garness has spoken to other engineers regarding ADEC's 18 AAC 72 regulation change and Fritz gave an update at the AIA state conference about the Interior Designers, both board members clarified that they were not speaking on behalf of the board.	
8. Investigative Report - Patrick Kase – 9:30am		
Brief Discussion:	Kase presented the Investigative Report for the dates 8/16-10/26/2022. Board members asked if Kase could look into a transcription service for phone conversations that are included for cases they are required to review	
A. Meeting with Investigative Advisory Committee	During the meeting, Kase indicated that he is reviewing closed cases that did not result in a license action to decide what information can be shared with the board for learning and outreach purposes. Kase sent the last Disciplinary Matrix from 2009 to Johnston to use to create a new one for the board to use for disciplinary actions. Neal will reach out to other boards through the national organizations' forums to get examples of what other jurisdictions use for disciplinary matrices	
B. Possibility of getting redacted investigative cases	Kase indicated during the Investigative Advisory Committee meeting that it is a possibility, but it will take time to go through both electronic cases and the old cases on paper and decide which information needs to be redacted.	
C. Lapsed Certificate of Authorizations	Neal asked for the board's guidance in how to handle firms who let their Certificate of Authorization lapse, but their person in responsible charge has renewed their personal professional license. It implies that the firm is practicing without a license. Johnston pointed out that in other jurisdictions this results in a license action.	
Action Items: Investigative Liaison Committee	Review current policies and regulations regarding late renewals and discuss possible action to take for late renewals for COAs and Individuals	
9. Old Business (per action item list) – 10:00am		
A. Update ABET equivalency chart in board policies RE: Architectural Engineering - Strait	Strait recommends making an ABET Architectural Engineering degree an equivalent degree to an ABET Civil degree in the board policies as long as it has at least 18 credits in 300 and 400 level classes that are focused on civil engineering.	
Motion:	On a Motion duly made by Sterling Strait to update the Board Policies and Historical Information C (1)(a)(1) table to include an ABET B.S. Architectural Engineering degree as equivalent to an ABET B.S. Civil Engineering degree and to update the head note to include that 18 credit hours have to be in 300 level or greater coursework., seconded by Elizabeth Johnston and approved via roll call vote, it was: <i>RESOLVED to update C(1)(a)(1) in the Board Policies and Historical Information</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Absent for vote</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-N</i>	<i>Strait-Y</i>	
Action Items: Sara Neal	Update Table C 1 a 1 in Board Policies and Historical information	
B. Method for bill sponsor - Neal	Neal talked the board through the steps required to find a legislative sponsor for the proposed statute changes. Leman shared the following three options for finding a sponsor: 1) Governor sponsored (deadline was 5/30/2022); 2) Legislator sponsor or 3)Legislative Committee Sponsor.	

C. Create new policy for 36.010(j) - Staff approval - Fritz / Neal	Fritz and Neal are still working on this and will have it done by the February 2023 board meeting.
Action Items: Catherine Fritz, Sara Neal	New Policy for 36.010(j).
D. Digital signatures review - Johnston	Johnston has been receiving feedback and will write up an FAQ for this topic as well as provide instructions. The main concern surrounds 12 AAC 36.185 "(f) An electronic image of a signature may be used on the seal if the registrant or the owner of the documents retains an original copy of the documents, accessible for later reference, that has either (1) an original hand signature over the seal; or (2) software in place that will automatically remove or modify the electronic image of the signature if the document is modified" and whether it applies to plans sent to clients as opposed to just the archived copies. Rozier offered to help Johnston with this project.
Action Items: Elizabeth Johnston, Randall Rozier	Digital Signatures FAQ and How-To - possible regulation project 12AAC 36.185 (7)(f)
E. CE Audit Update	Neal updated the board on the status of the CE audit. Neal also asked for guidance from board on a registrant who is trying to renew his lapsed license (12/31/2019) who had been selected for the audit in 2019. If required to comply with that audit, the four year file retention requirement would be nearing an end. The board decided to have him submit the previous 2 years upon renewing for review.
F. ID Working Group - Fritz i. ASID Report ii. AIA Report	Fritz referred the board to the two memos submitted on the ID Working Group. The ID's would like to have a bill drafted to be introduced in the spring of 2023. The architects would like to collaborate in the writing of the bill. The next group meeting will be spent working on the definitions of practice.
10. Break – 10:30am	
11. New Business – 10:45am	
A. AS 08.01.64 - Military education for temporary licensure - Neal	Neal informed the board of statute 08.01.064, which follows the temporary military and military spouse statute 08.01.063, that states the board must accept equivalent military education, certification and training when applying under 08.01.063
B. AKLS Exam - Increasing frequency - Neal / Jack Warner w/Test, Inc.	Jack Warner was unable to call in and this item was rescheduled for Nov. 10 th .
C. 12AAC 36.040 - Simplified Application for Reexamination - Regulation Project - Johnston	The current regulation includes the requirements for registering for the PE and the PS when they were pen and paper exams and offered only in April and October of each year. Johnston proposed to start a regulation project to update the language to reflect the year-round CBTs for most of the PEs and the PS. It was also suggested to possibly allow for PE and PS applicants to go straight to NCEES to sit for their respective exams right out of college. Johnston also proposes to allow for applicants to not have to come back to the board to get permission to retake an exam.

Motion:	On a Motion duly made by Elizabeth Johnston to start a regulation project to modify 12 AAC 36.040 to reflect the NCEES testing scheduling practices., seconded by Jake Maxwell and approved unanimously, it was: <i>RESOLVED to start a regulation project to modify 12 AAC 36.040 RESOLVED to update C(1)(a)(1) in the Board Policies and Historical Information</i>	
Action Items: Elizabeth Johnston, Ed Leonetti, Randall	Regulation project to modify 12AAC36.040 to reflect the NCEES testing scheduling practices	
D. 2019 Regulation Project - regulations Dept. of Law withdrew from project	After the Department of Law (DOL) reviewed the November 2019 regulation project, they flagged the regulations listed below as ones that needed the board to review the wording for clarity. The project as a whole is assigned a number by the DOL. The regulations that have been flagged can stay under the same project number, be revised by the board, go back out for public notice and go back to the DOL to move through the process. If done this way, nothing else can join the revised flagged regulations. However, if pulled from the project, the flagged regulations can be revised, added to other upcoming regulation changes, public noticed, and then move through the DOL process under a different project number.	
i. 12 AAC 36.067 - Date of Experience	DOL's opinion is that this regulation needs to be clearer so that it is able to be understood by anyone who reads the regulation	
Motion:	On a Motion duly made Elizabeth Johnston to start a regulation project on 12AAC 36.067 Date of Experience to comply with the Department of Law's request to make the language more understandable., seconded by Sterling Strait and approved via roll call vote, it was: <i>RESOLVED to start regulation project to change 12 AAC 36.067</i>	
Recorded Votes:	<i>Bell – N</i>	<i>Cole – Absent for vote</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
Motion:	On a Motion duly made by Loren Leman, to remove 12 AAC 36.067 and replace it to read, "An engineer examination applicant who meets the requirements of 12 AAC 36.063 (c)(1) or a land surveyor examination applicant who meets the requirements of 12AAC 36.065 (b) may project up to three months of experience as defined in 12 AAC 36.990 (18) and (22) from the time of application to the date of the examination" seconded by Bob Bell and approved roll call vote it was: <i>RESOLVED to repeal 12 AAC 36.067 and replace it as proposed</i>	
Recorded Votes:	<i>Bell – N</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-N</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	

ii. 12 AAC 36.068(b) - Landscape Architect by Exam	The regulation for experience does not make sense. If 24 months of responsible charge experience is required then how can 24 months of the experience be subprofessional or professional? Leonetti said this will change when CLARB's uniform standards are implemented into this regulation.	
iii. 12 AAC 36.069(b) - Standards for Registration as a Landscape Architect	The definition of public welfare needs to be more objective. DOL made the suggestion to use CLARB's definition. Leonetti will address this when the regulation changes are proposed that will incorporate CLARB's uniform standard.	
iv. 12 AAC 36.990(47) - Mentoring Program	The definition states "develop responsible charge." Responsible charge cannot be developed. The suggestion is to add the word experience so it reads "develop responsible charge experience."	
Motion:	On a Motion duly made Elizabeth Johnston to start a regulation project to change 12AAC 36.990 (47) in response made to comments by the Department of Law, seconded by Sterling Strait and approved unanimously via roll call vote, it was: <i>RESOLVED to start a regulations project to add 12 AAC 36.990 (47)</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Absent for vote</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
Motion:	On a Motion duly made Elizabeth Johnston to approve the regulation change to add 12AAC 36.990 (47) to read (47) "mentoring program" in which a corresponding licensee reviews a mentee's work on a regular basis to ensure that the work meets the standard of care of that discipline and confirms that the mentee is developing experience and responsible charge experience", seconded by Sterling Strait and approved unanimously via roll call vote, it was: <i>RESOLVED to add 12 AAC 36.990 (47)</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Absent for vote</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
12. Public Comment – 11:30am		
Brief Discussion	Michael Schoder attended the meeting in person to share his concerns about the waning numbers of professionally registered land surveyors and offered the following solutions: outreach to high school students, get involved with surveying societies, and mentoring. Chris Miller joined via phone and suggested the term "responsible charge experience" when used in conjunction with exam applicants.	
13. Lunch - Noon		
11. New Business (Continued)		

E. Foreign Credentials	Neal shared a few examples of foreign applicants having difficulty complying with AELS's regulations due to having foreign transcripts. Fritz asked if an ad hoc committee could work on the regulation issues that seem to be causing a barrier to licensure. Rozier will work with Fritz on this issue.	
Action Items: Catherine Fritz, Randall Rozier	Review AELS regulations to remove any unnecessary barrier to licensure for applicants with foreign transcripts	
14. Regulation Projects – 1:00pm		
A. 12 AAC 36.068 - Landscape Architect by Exam - Leonetti	Leonetti and Neal met with CLARB and ASLA regarding the uniform standards. Venable, CLARB's legal consultant, reviewed AELS's regulation and made suggestions as to how to incorporate the uniform standards. ASLA was generally in support of the changes; however they are wondering if three years instead of two years of experience would be better.	
B. 12 AAC 36.105(h) and (i) - Structural Engineer by Comity - Strait	Strait wanted to confirm with the board that he is not just changing 12AAC36.105 and instead is changing SE regulations in a few different areas of the regulations. The minutes from the August meeting confirmed that it is a regulation project to cover the topic of structural engineering. He is proposing to pull the SEs out of 12 AAC 36.105 and 36.063 and make it its own section of regulation. Strait would then add the definition of Progressive Structural Experience to 36.063 instead of 36.990. He asked the board if SEs should be treated as a branch of engineering or as its own separate license. Fritz suggested reaching out to Colin Maynard to see why it was originally included as a branch of engineering. Strait also asked if he should add Professional Structural Engineer throughout the statutes and regulations.	
Action Items: Sterling Strait	Regulation Project - Structural Engineering - Consult Colin Maynard regarding SE being its own license. Sterling Strait	
C. 12 AAC 36.107 - Land Surveyor by Comity - adding requirement of PS	Maxwell and Bell reviewed 12AAC 36.107 (3) and 12AAC 36.100 and are proposing a language change to include the requirement for the NCEES PS exam.	
Motion:	On a motion duly made by Bob Bell to amend 12 AAC 36.107(a)(3) by removing "state land surveyor" and having it refer to 36.100(d) and to amend 12 AAC 36.100(d) by removing "Unless an applicant is registered by comity under AS 08.48.191(c);" seconded by Jake Maxwell and approved unanimously via roll call vote, it was: <i>RESOLVED to amend 12 AAC 36.107(a)(3) and 12 AAC 36.100(d)</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
D. 12 AAC 36.063 and .990 - Revise mentoring program language and definition - Johnston / Strait / Garness	The proposed language would allow for an applicant to gain both experience under a supervisor who is licensed as well as going through the mentoring system instead of either or. An applicant would not need to gain all four years of their experience in the mentoring program.	
Motion:	On a Motion duly made by Elizabeth Johnston to approve the regulation change allowing for experience to be gained by combining experience gained under a supervisor and/or in the mentoring program in 12 AAC 36.063 (c) and (j) for public notice., seconded by Sterling Strait and approved unanimously via roll call vote, it was: <i>RESOLVED to change 12 AAC 36.063(c) and (j)</i>	

12 AAC 36.063(c):

(c) The minimum work experience required for registration must include

(1) two years of responsible charge experience or **the equivalent experience gained through a [SUCCESSFUL COMPLETION OF A FOUR-YEAR RESPONSIBLE CHARGE]** mentoring system, as defined in 12 AAC 36.990 and this section. To receive full credit for responsible charge experience, an applicant must gain responsible charge experience while under the responsible control of a professional engineer registered in the United States in the branch of engineering for which the applicant has applied. 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;

(2) [RESPONSIBLE CHARGE] experience **gained under (j) of this section** [OR SUCCESSFUL COMPLETION OF FOUR YEARS OF RESPONSIBLE CHARGE OBTAINED WITHIN A MENTORING SYSTEM] will be considered for credit only if it is gained after the applicant has completed education or work experience or both that are equivalent to the requirements to be eligible for the fundamentals of engineering examination.

12 AAC 36.063(j):

(j) To meet the mentoring requirements of this section, an applicant must complete four years of quarterly face-to-face meetings with a professional engineer registered in the United States and registered in the same discipline that the applicant is applying for. **One quarter of responsible charge experience will be credited for every two quarters completed of a documented mentoring program.** An applicant shall

- (1) prepare a report for each meeting on a form provided by the department, which includes
 - (A) a description of what topics were covered during the meeting;
 - (B) a statement indicating whether or not it was responsible charge work and if the work was performed according to industry standards;
 - (C) the professional engineer's seal and signature; and
- (2) submit as a part of the final report a statement from the professional engineer, who served as the mentor, recommending the applicant for registration.

12 AAC 36.067 is repealed and replaced with:

12 AAC 36.067. Date of experience. An engineer examination applicant who meets the requirements of 12 AAC 36.063 (c)(1) or a land surveyor examination applicant who meets the requirements of 12AAC 36.065 (b) may project up to three months of experience as defined in 12 AAC 36.990 (18) and (22) from the time of application to the date of the examination. (Eff. 9/30/78, Register 67; am 11/13/99, Register 152; am __ / __ / ____, Register _____)

Authority: AS 08.48.101

12 AAC 36.100. Content of Examinations.

(d) [UNLESS AND APPLICANT IS REGISTERED BY COMITY UNDER AS 08.48.191(C),]

An applicant for registration as a land surveyor must pass the professional land surveyor examination, that includes

- (1) the NCEES Principles and Practices of Surveying; and
- (2) repealed 3/16/96;
- (3) a state examination covering laws, procedures, and practices concerning land surveying in Alaska.

12 AAC 36.107. Land Surveyor Registration by comity.

(a) Under AS 08.48.191(c), the board will, in its discretion, issue a land surveyor registration, without examination, to an applicant who

- (1) Documents education, experience, and passage of examinations that meet the requirements of (b) of this section;
- (2) Documents work experience that satisfies the requirements of (c) of this section; and
- (3) Has passed the [STATE LAND SURVEYOR] examination identified in 12 AAC 36.100(d)[3]

(b) An applicant for land surveyor registration by comity must submit verification of current registration to practice of land surveying in another licensing jurisdiction which was passed upon education, experience, and examination requirements that, in the opinion of the board, were at least comparable to the requirements of AS 08.48 and this chapter at the time the applicant's out of state registration was issued. [

(c) An applicant for land surveyor registration by comity

- (1) Must have at least 36 months of responsible charge experience verified by a registered land surveyor who has supervised the applicant; or
- (2) Must, if the applicant is registered and has been practicing land surveying for five years or more, provide two current letters of reference from registered land surveyors.

12 AAC 36.920. BOARD BYLAWS. The board will conduct its meetings and activities under the bylaws established by the board in the pamphlet entitled "Bylaws," **as currently enacted and** [DATED MAY 2014} adopted by reference.

Authority: AS 08.48.101

Editor's note: The pamphlet entitled "Bylaws" adopted by reference in 12 AAC 36.920 may be obtained from the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, State Board of Registration for Architects, Engineers, and Land Surveyors, State Office Building, 9th Floor, 333 Willoughby Avenue, Juneau, Alaska 99801; phone (907) 465-1676.

12 AAC 36.990(a) is amended by adding a new paragraph to read:

(47) "mentoring program" in which a corresponding licensee reviews a mentee's work on a regular basis to ensure that the work meets the standard of care of that discipline and confirms that the mentee is developing experience and responsible charge experience.

Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Absent for vote</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
E. 12 AAC 36.920 - By-Laws - Making it not date specific - Guidance Manual Committee	Rozier shared with the board the changes the Guidance Manual Committee proposed to take the specific date out of the regulation so changes can be made to the bylaws without having to change the regulation each time.	
Motion:	On a Motion duly made by Elizabeth Johnston to approve regulation change as proposed by the Guidance Manual committee to modify 12 AAC 36.920 to take out the date specific language., seconded by Jeff Garness and approved unanimously, it was: <i>RESOLVED to change 12 AAC 36.920.</i>	
F. Regulation project to revise term "Responsible Charge" in regulation - Legislative Liaison Committee	The board reviewed the definition that the Legislative Liaison Committee is proposing for the definition of responsible charge. It was suggested to change the term to responsible charge experience or progressive experience with increasing responsibility for applicants for registration. Leman clarified that the current definition for responsible charge is for registered individuals not examination applicants. And he further referred board members to a memo from the ad hoc subcommittee for suggested changes to responsible charge. For some comity applicants responsible charge experience might be referred to as responsible control.	
Action Items: Legislative Liaison Committee	Review definition for Responsible Charge and bring it in regulation change format to the February 2023 board meeting	
15. Licensing Examiner's Report – Noe – 2:00pm		
16. Break – 2:15pm		
17. Application Review Questions		
A. John Hudock	John Hudock submitted an application for electrical engineer by comity but has passed the PE Architectural Engineering Exam. 12 AAC 36.105(b)(1) states that an applicant must have passed the NCEES PE exam in the discipline in which they are applying. Alaska does not offer a license in the discipline of architectural engineering. Hudock referred to the May 2019 AELS board minutes where the board discusses looking into adding architectural engineering as a discipline. He stated that his main goal for coming to the board during this meeting was to ask it to reconsider this issue.	
Motion:	On a Motion duly made Sterling Strait to accept John Hudock's PE Architectural Engineering Exam so his Electrical Engineer comity application can move forward, seconded by Loren Leman and voted on via roll call it was: <i>RESOLVED to not accept John Hudock's PE Architectural Exam.</i>	
Recorded Votes:	<i>Bell – N</i>	<i>Cole – Absent for vote</i>
<i>Fritz-N</i>	<i>Garness-N</i>	<i>Johnston-N</i>
<i>Leman-Y</i>	<i>Leonetti-N</i>	<i>Maxwell-N</i>
<i>Rozier-N</i>	<i>Strait-N</i>	
B. Henrik Dahl	Henrik Dahl's credential evaluation by NCEES was found 6 credits short of a bachelor's degree. Because he did not have an equivalent ABET degree, his application needed to	

	come before the full board. Statute and regulation gives leeway to the board to review his education for equivalency.
Motion:	On a Motion duly made Sterling Strait to approve Henrik Dahl's education equivalent to what is required for a comity license., seconded by Elizabeth Johnston and approved unanimously via roll call vote, it was: <i>RESOLVED to approve Henrik Dahl's education</i>
Recorded Votes:	<i>Bell – Y</i> <i>Cole – Absent for vote</i>
<i>Fritz-Y</i>	<i>Garness-Y</i> <i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i> <i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>
18. Correspondence – 3:30pm	
A. Incoming	i. Department of Law Memo RE: ADEC
B. Outgoing	<ul style="list-style-type: none"> i. Revised - MOA Policy - Fritz ii. ADEC - Wastewater Regulation - Garness iii. HB148 - Letter to registrants sent via Listserv - Maxwell iv. Paul Norvel - Changes in seal regulation - Fritz v. CE "Don't check the box" letter - CE Committee vi. Triennial Arctic (Cold Regions Design) Course Review - CE Committee <p>All institutions have submitted their course material for review, but the arctic courses have not yet been reviewed. Johnston is working on a checklist to use to review the courses.</p> <ul style="list-style-type: none"> vii. Public Comment responses from AELS on 2019 regulation project - Neal
19. Outreach Reports – 4:00pm	
A. AIA AELS Update	
B. National organization reports	<ul style="list-style-type: none"> i. NCEES ABM - Fritz / Johnson / Maxwell / Kase / Neal <p>Maxwell updated the board on the NCEES annual business meeting. He shared his concern regarding the upcoming change to the PS exam. It will go from one six hour exam to 4 modules which are six hours each. The length of each test is so that the item database can be built. Johnston shared that once the SE exam splits into 4 exams it will have a breadth component which will qualify it as a PE exam meaning the SE license would not have to be a post PE license</p> <ul style="list-style-type: none"> ii. CLARB ABM - Leonetti / Neal <p>Leonetti highlighted both CLARB's uniform standards and how they could possibly apply to the international profession of landscape architecture. He also asked the board to consider the CEU legacy regulation which would allow for an exemption for the CE requirement for those who have been licensed for more than 25 years. Neal stated that CLARB is also looking at uniform standards for continuing education.</p> <ul style="list-style-type: none"> iii. NCARB Chair / MBE Summit - Fritz / Neal

	Fritz shared that NCARB is looking to change the make-up of the board of directors and how people are elected onto the board.	
C. SEAAK November Meeting-Strait		
20. National Organizations: Issues and Announcements – 4:15pm		
A. CLARB		
B. NCARB		
C. NCEES		
21. Adding the Discipline of Architectural Engineering as a License Type – 4:20pm		
Brief Discussion:	Strait asked to add this to the agenda since there was time. Fritz shared that the reason why it was not made a license type when the other disciplines were added was because of the confusion it might cause given the title. Strait proposed researching what other branch of engineering the architectural engineering PE exam could qualify an applicant for instead of adding a new discipline as a license type	
Motion:	On a Motion duly made Elizabeth Johnston to start a regulation project on 12 AAC 36.180 and 990 to add the practice of architectural engineering, seconded by Loren Lemman and approved via roll call vote, it was: <i>RESOLVED to start a regulation project to add architectural engineering as a discipline.</i>	
Recorded Votes:	<i>Bell – N</i>	<i>Cole – Absent for vote</i>
<i>Fritz-N</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-N</i>	<i>Maxwell-Y</i>
<i>Rozier-N</i>	<i>Strait-Y</i>	
Action Items: Legislative Liaison Committee	Regulation project to add the discipline of architectural engineering to 12 AAC 36.180 and 36.990	
22. Recess for day – 4:40pm		
23. Reconvene – 9:00am – Roll Call: Catherine Fritz, Bob Bell, Jeff Garness, Elizabeth Johnston, Loren Lemman, Ed Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait, Brent Cole		
24. Division Update		
A. 4 th Qtr Update	Director Chambers shared the FY2022 4th Qtr report with the board	
B. Finding a statute sponsor	Fritz asked Chambers about finding a legislative committee sponsorship. Chambers said that if a committee sponsors a bill, the committee may move the bill along quickly. However, committees will not be assigned until mid-January. Board members or the board designee can start reaching out now to legislators in the interim.	

25. Executive Session – 10:10am		
Present in room or virtual:	Board members - Bob Bell, Catherine Fritz, Brent Cole, Jeff Garness, Elizabeth Johnston, Loren Leman, Ed Leonetti, Jake Maxwell, Randall Rozier, Sterling Strait Staff – Sara Neal, Heather Noe, Marilyn Zimmerman Registrant – Kathryn McCrea	
Motion:	On a Motion duly made Jeff Garness for the Alaska Board of Registration for Architects, Engineers and Land Surveyors to enter executive session in accordance with AS 44.62.310 C. 2 and 3, and the Alaska constitutional right to privacy provisions for the purpose of reviewing case numbers 2022-000508, 2022-000410, 2022-000545, and 2022-000430., seconded by Elizabeth Johnston and approved unanimously, it was: <i>RESOLVED to enter Executive Session.</i>	
Motion:	On a Motion duly made Ed Leonetti having examined the voluntary surrender of the Professional Mechanical Engineer Registration in the matter of Michael Hauke, Professional Mechanical Engineer Registration #AELM12584, CASE #2022-000545, adopts the surrender in its entirety, effective immediately upon signature of this order in accordance with the approval by the board, seconded by Elizabeth Johnston and approved unanimously via roll call vote it was: <i>RESOLVED to adopt the voluntary surrender for Michael Hauke in its entirety</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Absent for vote</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
Motion:	On a Motion duly made Ed Leonetti having examined the consent agreement, move to adopt the decision and order in case # 2022-000410 in the matter of Rolland Doubleday Jr., Profession Electrical Engineer Registration #AELE10468 effective immediately upon signature of this order in accordance with the approval by the board, seconded by Elizabeth Johnston and approved unanimously via roll call it was: <i>RESOLVED to adopt the consent agreement, decision and order for Rolland Doubleday, Jr. in its entirety.</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	

Motion:	On a Motion duly made Ed Leonetti having examined the voluntary surrender in the matter of Ronald Drozdick, Professional Chemical Engineer Registration #AELH10576, Case #2022-000508 move to adopt the surrender in its entirety, effective immediately upon signature of this order in accordance with the approval of the board, seconded by Elizabeth Johnston and approved unanimously via roll call vote it was: <i>RESOLVED to adopt the voluntary surrender for Ronald Drozdick in its entirety</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
Motion:	On a Motion duly made by Loren Leman to reconsider the August 2022 board vote on the Investigative Memo in Case No. 2022-000430 for Katherine McCrea, Professional Civil Engineer Registration No. AELC9001, seconded by Elizabeth Johnston and approved via roll call vote it was: <i>RESOLVED to reconsider the August 2022 board decision on Katherine McCrea’s request for a CE exemption</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-N</i>	
Motion:	On a Motion duly made by Ed Leonetti, seconded by Bob Bell, after examining the Investigative Memo in Case No. 2022-000430 for Katherine McCrea, Professional Civil Engineer Registration No. AELC9001 move to approve her request for an exemption of her 2020-2021 CE audit	
Amendment:	An amendment was made by Leman, seconded by Leonetti, and approved via roll call vote, to send a non-disciplinary letter of advisement that includes praise for fulfilling her CE's and to confirm that she will not count her April 2022 PDH's earned toward her 24 hours required for the 2022-2023 registration period	
Recorded Votes for Amendment:	<i>Bell – N</i>	<i>Cole – N</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	

Motion and amendment	It was: <i>RESOLVED to approve Katherine McCrea's CE exemption and send a nondisciplinary letter.</i>	
Recorded Votes for Motion:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
26. Break 11:02am		
27. AKLS – Test Inc. Proposal (moved from 11/9) 11:15am		
Brief Discussion:	Jack Warner with Test Inc. explained the proposal for offering the AKLS twice a year. The workshop with subject matter experts would only meet once every two years to create four tests using both tested questions and untested questions to use for the next four test administrations	
Action Items: Bob Bell, Jake Maxwell, Sara Neal	Review Test Inc proposal and discuss logistics for offering the AKLS twice a year both here in AK and in other jurisdictions	
28. Review of Regulation Changes (Added into yesterday's agenda items – 36.067 & 36.100, 107)		
29. Public Comment – 11:30am – no one attended in person or called in.		
30. Lunch – Noon		
31. Committee Updates		
A. Guidance Manual Committee	i. ADEC Drinking Water – Record Drawings paragraph The board reviewed the Records Drawings paragraph on page 21 of the Guidance Manual and made the following change: Sentence 5 now reads "When record drawings are generated from information obtained from the contractor or others and may not be the product of inspections performed by the design professional..."	
Motion:	On a motion duly made by Sterling Strait to approve the proposed revisions to the Record Drawings paragraph put forth by the Guidance Manual Committee, seconded by Ed Leonetti and approved via roll call vote, it was: <i>RESOLVED to amend the Record Drawings paragraph in the Guidance Manual</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-N</i>	<i>Johnston-N</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
	ii. Guidance for Construction Drawings - Appendix A Rozier asked the board members to email Neal the discipline specific documents they believe are needed in Appendix A - Guidelines for Construction Drawings for the committee to review	

B. Investigative Advisory Committee	<p>i. Discipline Matrix - Johnston Johnston presented the old discipline matrix and proposed to update it to concur with current regulations and by using medium, mitigating, and aggravating categories</p>
Action Items: Investigative Advisory Committee	Review and update 2009 Discipline Matrix
C. Continuing Education Committee	<p>i. Arctic Course (Cold Regions Design) - Triannual review The committee will review the course material using a checklist and submit a letter to the chair for signature.</p> <p>ii. Regulation Project - Article V - CE Regulations The committee was not able to meet between the August and November board meeting. The proposed regulations will be ready for review during the February 2023 meeting. The board took a straw poll regarding the issue of a regulation that exempts registrants who have been licensed for more than 25 years from the CE requirements. Enough board members indicated they are in favor of it that Fritz asked the committee to consider it.</p> <p>iii. UAA - CE classes offered During the August 2022 meeting, it was suggested to call UAA instead of sending a letter.</p>
Action Items: Catherine Fritz	Call UAA Professional Development department to clarify qualifying CE credits.
D. Outreach Committee	<p>Maxwell updated the board on the progress of the newsletter content. The goal is to have it sent out before the end of the year.</p> <p>i. Logo / Template for Newsletter Claire Roundtree called into the board meeting at 1pm on November 10th and presented three options for an AELS logo. Most preferred option 1, but make it less AELS specific and add some Alaskana flair to it. Ms. Roundtree will send the revised logo to Strait. Any feedback on logos is due to Strait by November 17th.</p> <p>ii. Newsletter Content Once it is finalized, the board will need to vote on it in using a mail ballot in OnBoard</p> <p>iii. State Local Chapter - NCEES Surveyor Program - Fritz / Neal It is recommended to do board outreach in partnership with the local design professions' organizations.</p>
Action Items: Jake Maxwell	Outreach report on the UAA event on Nov 9 th
Action Items: Whole board	Email Strait with logo ideas due Nov 17 th .
E. Legislative Liaison Committee	<p>i. Statute Project Status – the board asked Loren Leman, as chair of the Legislative Liaison Committee, to lead the statute change process.</p>

Motion:	On a motion duly made by Sterling Strait to approve to not make changes to 08.48.331(D) , and seconded by Randall Rozier and approved via roll call vote it was: <i>RESOLVED to not make changes to 08.48.331 (D)</i>	
Recorded Votes:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-N</i>	<i>Garness-Y</i>	<i>Johnston-N</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-N</i>
<i>Rozier-Y</i>	<i>Strait-Y</i>	
Motion:	On a motion duly made by Loren Leman to advance the statute changes as proposed in this meeting to a legislator or a legislative committee for action during the 2023 legislative session, and seconded by Ed Leonetti	
Amendment:	amended by Elizabeth Johnston, seconded by Sterling Strait, to add on the definition for fire protection systems in 08.341 and approved via roll call vote	
Recorded Votes for Amendment:	<i>Bell – Y</i>	<i>Cole – Abstain</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Absent for vote</i>	<i>Strait-Y</i>	
Motion and amendment	It was: <i>RESOLVED to advance the proposed statute changes to a legislator or legislative committee to sponsor the bill.</i>	
Recorded Votes for Motion:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Absent for vote</i>	<i>Strait-Y</i>	
Motion:	On a motion duly made by Loren Leman to add the definition of a professional structural engineer to 08.48.341 and seconded by Ed Leonetti, and approved via roll call vote, it was: <i>RESOLVED to add the definition of a professional structural engineer to AS 08.48.341</i>	
Recorded Votes for Motion:	<i>Bell – Y</i>	<i>Cole – Y</i>
<i>Fritz-Y</i>	<i>Garness-Y</i>	<i>Johnston-Y</i>
<i>Leman-Y</i>	<i>Leonetti-Y</i>	<i>Maxwell-Y</i>
<i>Rozier-Absent for vote</i>	<i>Strait-Y</i>	
Action Items: Sara Neal	ii. Legislative program for Febuary meeting Travel request for the February board meeting.	

32. Read Applications into the Record – 3:45pm

Motion:

On a motion duly made by Ed Leonetti , seconded by Jake Maxwell 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

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	NOV DECISION
200057	CLARENCE	VINSON	ARCH	APPROVED
200910	MATTHEW	BAKER	CE	APPROVED
201071	PATRICK	BIRD	CE	APPROVED
198374	AARON	BOONSTRA	CE	APPROVED
188335	HENRICK	DAHL	CE	APPROVED
199842	HRANT	HARUTYUNYAN	CE	APPROVED
198932	JARED	JONES	CE	APPROVED
201065	SAMUEL	LAUBER	CE	APPROVED
189258	JINGJUAN (JANE)	LI	CE	APPROVED
199260	DANIEL	LIGHT	CE	APPROVED
200156	PRANEETH	LINGIREDDY	CE	APPROVED
200934	RAJENDRA	PRASAD	CE	APPROVED
199699	MORGAN	SANGER	CE	APPROVED
195439	DAVID	SCHAAD	CE	APPROVED
198926	WILLIAM	STREHLER	CE	APPROVED
198930	DEAN	WHITFIELD	CE	APPROVED
201166	TAYLOR	WINKEL	CE	APPROVED
197185	MARIE	CLARK	EC	APPROVED
196063	JAMES	BASQUETTE	EE	APPROVED
200252	RICHARD	BOWEN	EE	APPROVED
200997	AARON	LEACH	EE	APPROVED
199752	DAVID	OTO	EE	APPROVED
201306	WILLIAM	SULLIVAN	EE	APPROVED
199933	PIERS	WENDLANDT	EM	APPROVED
200561	YUANYUAN	ANDREN	EV	APPROVED
199622	NICHOLAS	WALDO	EV	APPROVED
198166	LUKE	RAMIREZ	ME	APPROVED
200977	MAXWELL	RYAN	NM	APPROVED
198806	JOSHUA	MERGENS	SE	APPROVED

Motion:

On a motion duly made by Ed Leonetti , seconded by Jake Maxwell 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

LICENSE #	FIRST NAME	LAST NAME	TYPE OF LICENSE	NOV DECISION
199965	RORY	BRYANT	CE	CONDITIONALLY APPROVED
180196	MARSHALL	CARMEN	CE	CONDITIONALLY APPROVED
200669	CHERYL	COURTRIGHT	CE	CONDITIONALLY APPROVED
200142	STEPHANIE	DOW	CE	CONDITIONALLY APPROVED
200671	PAUL	ECKMAN JR.	CE	CONDITIONALLY APPROVED
201061	JARED	KINNEY	CE	CONDITIONALLY APPROVED
200694	ERIC	PACKER	CE	CONDITIONALLY APPROVED
201373	LESLIE	PETRE	CE	CONDITIONALLY APPROVED
200867	THOMAS	POCHATKO	CE	CONDITIONALLY APPROVED
200395	JAMES	ROBINSON	CE	CONDITIONALLY APPROVED
200517	JOSEPH	SMILEY	CE	CONDITIONALLY APPROVED
198819	CONRAD	SMITH	CE	CONDITIONALLY APPROVED
170363	DAVE	STILES	CE	CONDITIONALLY APPROVED
200381	MICAH	WILLIAMS	CE	CONDITIONALLY APPROVED
201055	REBECCA	BUNDICK	EC	CONDITIONALLY APPROVED
194877	BEAU	COUNTS	EE	CONDITIONALLY APPROVED
201379	BENJAMIN	CURTISS	EE	CONDITIONALLY APPROVED
200969	PHILIP	DUPREE JR	EE	CONDITIONALLY APPROVED
200781	MICHAEL	FREEMAN	EE	CONDITIONALLY APPROVED
201313	JOHN	HOFMAN	EE	CONDITIONALLY APPROVED
201147	MATTHEW	KRUEGER	EE	CONDITIONALLY APPROVED
200103	CHRISTOPHER	LARSON	EE	CONDITIONALLY APPROVED
200338	LUCAS	SIFTAR	EE	CONDITIONALLY APPROVED
200960	HANNAH	DEENEY	EV	CONDITIONALLY APPROVED
199950	RAYMOND	ZIMMER	EV	CONDITIONALLY APPROVED
131102	AARON	BROWN	LS	CONDITIONALLY APPROVED
182497	JAMES	JANISSE	LS	CONDITIONALLY APPROVED
201138	CHASE	DELATUSH	ME	CONDITIONALLY APPROVED
201154	CHARLES	GOLDMEYER	ME	CONDITIONALLY APPROVED
201378	CORBYN	JAHN	ME	CONDITIONALLY APPROVED
200171	CHAN	LAM	ME	CONDITIONALLY APPROVED
189256	HAYDEN	MAXWELL	ME	CONDITIONALLY APPROVED
201316	KYLE	KAUZLARICH	SE	CONDITIONALLY APPROVED

33. Review of Action Items – 3:55pm	
Brief Discussion:	Changing the CE regulations is the highest priority to ensure they are changed by the next renewal
34. Upcoming Meeting Dates – 4:05pm	
<p>A. Nov 19 - WCARB Executive Committee, Santa Fe, NM - Fritz</p> <p>B. Jan 9-10 - NCEES MBA Meeting, Greenville, SC - Neal</p> <p>C. Feb 7-8 - AELS February Board meeting - Request to move dates The February meeting set for the 8-9th.</p> <p>D. Mar 2 - NCARB MBE Meeting - Honolulu, HI - Neal</p> <p>E. Mar 3-4 - NCARB Regional Summit - Honolulu, HI - Fritz / Rozier / Neal</p> <p>F. Apr 27-29 - NCEES Zone Conferences - Houston, TX Strait, Maxwell, Garness, and Fritz will be an alternate.</p> <p>G. May 2023 - AELS Board Meeting The May board meeting has been set for May 10-11th in Fairbanks.</p> <p>H. June 15-17 - NCARB Annual Business Meeting - Tampa, FL - Fritz and Neal will attend.</p> <p>I. Aug 2023 - AELS Board Meeting The August board meeting has been set for Aug 23-24th in Anchorage.</p> <p>J. Aug 15-18 - NCEES Annual Business Meeting - Boston, MA</p> <p>K. Sept 2023 - CLARB Annual Business Meeting</p>	
35. Board Member Comments – 4:15pm	
Brief Discussion:	Board members expressed thanks for the use of UAA's facilities. Bell asked the board to consider time-saving measures to see if the board could get its meeting down to one day.
Action Items: Sara Neal	Send a thank you note to UAA for the use of their building
Next Meeting:	February 8-9 th , 2023
Adjournment:	4:23pm

Respectfully submitted:

Sara J. Neal

Sara Neal, Executive Administrator

Approved:

Catherine Fritz

Catherine Fritz, Architect, Chair
Alaska Board of Registration for Architects,
Engineers, and Land Surveyors

Date: 2/22/2023