

# STATE OF ALASKA

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

## ALASKA STATE BOARD OF REGISTRATION FOR ARCHITECTS, ENGINEEERS, AND LAND SURVEYORS

### MINUTES OF THE QUARTERLY BOARD MEETING HELD AUGUST 5, 2025

Location: Remote meeting held via ZOOM.

The meeting was called to order by Chair Edward Leonetti at 9:05 AM.

#### Board members present, constituting a quorum:

Edward Leonetti, Landscape Architect (*Chair*)  
Sterling Strait, Civil Engineer, Structural Engineer (*Vice-Chair*)  
Colin Maynard, Civil Engineer, Structural Engineer (*Secretary*)  
Paul Baril, Architect  
John Barry, Mining Engineer  
Samson Shepherd, Mechanical Engineer  
Jeffrey Garness, Environmental Engineer  
Bradford Rinckey, Land Surveyor

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

Joseph Bonnell, Executive Administrator  
Kelly Johnson, Licensing Examiner  
Patrick Kase, Investigator  
Billy Homesteaad, Investigator

#### Agenda Item 2: Mission Statement/Virtual Meeting Notice

#### Agenda Item 3: Ethics Disclosures

Colin Maynard has been appointed chair of the NCEES Committee on Uniform Procedures and Legislative Guidelines, and as such will be attending the annual NCEES Conference.

#### Agenda Item 4: Board Member Opening Remarks

Various board members expressed that they were looking forward to the discussions during the meeting. Colin Maynard and Brad Rinckey expressed disappointment that the board has gone such a long time without all the seats being filled.

#### Agenda Item 5: Review/Approve Agenda

The following amendments were proposed:

1. Add to New Business section request for board guidance on engineer providing field design work and a section for use of improper seals,
2. Add the ADEC working group to the Committee Reports section,

1  
2       **On a Motion duly made by Colin Maynard, seconded by Jeff Garness and approved unanimously, it**  
3       **was**  
4       **RESOLVED to approve the agenda as amended.**  
5

6       **Agenda Item 6: Consent Agenda**  
7

8       **On a Motion duly made by Colin Maynard, seconded by Sterling Strait and approved unanimously, it**  
9       **was RESOLVED to approve the consent agenda as presented.**  
10

11       **Agenda Item 7: Investigative Section Report**  
12

13       Investigative Report

14       Investigator Patrick Kase presented the investigative report.

15       Patrick also noted that he had provided training for investigative reviews to new board member, Samson  
16       Shepherd.

17  
18       Investigator Billy Homestead presented the Probation Report, a new report for the board.  
19

20       **Agenda Item 8: Committee and Working Group Reports**  
21

22       Investigative Advisory Committee

23       Edward Leonetti reported that this committee has not met however Division Deputy Director Glenn Savors had  
24       written up recommended language previously for the board to consider for the regulation project regarding  
25       barrier crimes. The language would be referred back to the committee for review.  
26

27       Decoupling Committee

28       Sterling Strait asked Board Staff Joseph Bonnell to provide the report. During the meeting John Barry provided  
29       some guidance from the NCEES website. John also had reviewed the Nevada state website for their language  
30       regarding the FE waiver, noting that although the education requirements were waived for taking the FE, they  
31       had to be completed prior to taking the PE. Sterling explained that the change decoupling would have regarding  
32       reviewing applications was the board would no longer provide approvals to sit for exams but approve  
33       registration once the applicant has successfully met the criteria which would include passing the PE. Sterling  
34       recommended the committee review the matter further and rework the proposed language to be clearer.  
35

36       ADEC Working Group

37       Jeff Garness recommended that the working group remain open until the board sees when the new ADEC  
38       regulations come into effect, noting that the proposed regulations do address the supervisory issue regarding  
39       installation of septic systems. However there remain some other issues regarding the review of plans submitted  
40       by registered engineers that the AELS board may want to address at a later date. The Board Chair decided that  
41       they will come back to the topic of extending the working group in the November meeting since the group would  
42       still be active until then.  
43

44       **Agenda Item 9: Division of Corporations, Business, and Professional Licensing Updates**  
45

46       Quarterly Division Report

47       Board Staff Joseph Bonnell provided an update on the second quarter division report noting that due to the  
48       earlier schedule of this board meeting, the report was not ready; it will be included in the November meeting.  
49       Staff then provided an update on the travel waiver request sent in to the Division for travel to the NCEES annual

conference, which was denied. A separate waiver request from the SCRA bill was forwarded to the Department of Law.

#### Administrative Order No.358 Update

Board Staff Joseph Bonnell reported on the additional information that has been provided since the previous board meeting, specifically regarding staff restrictions on participation in regulation projects without first receiving a waiver. Staff may continue to provide technical support during meetings and take minutes, however research and assistance in writing proposed language is limited.

It was clarified that board members may continue to work on regulation projects without a waiver, however a waiver will be needed to move a project forward once the board has decided on the regulatory language.

#### Board Delegate Voting

A question had been brought up prior regarding whether board members who are traveling to annual conferences in a separate capacity from the board, and thus do not need a travel waiver, if they were able to vote on behalf of the board while at these conferences. The answer that was received from the Division was no, they would not be authorized to conduct any sort of business associated with the board while at these conferences as that would then mean they were there on State business.

10:07 AM Recessed for break.

10:24 AM Called to Order, all present.

#### **Agenda Item 10: National Organization Updates**

##### NCEES

Colin Maynard reported that the NCEES Annual Conference will be held in New Orleans on August 18-20<sup>th</sup> where former board member Elizabeth Beckett Johnston will become the organization's President. Colin noted that there are many motions up for vote at the conference and if anyone has any input to let board staff know and they will pass it on to him.

##### NCARB

Paul Baril presented for NCARB, noting that he had nothing to report due to the lack of travel authorization to be able to attend the NCARB Annual Conference in June. Board staff noted that a report from the conference is included in the board packet.

##### CLARB

Ed Leonetti provided the report for CLARB noting that there is material in the board packet regarding CLARB resolutions that will be voted on in the upcoming CLARB meetings. It was noted that Ed, as designated in a prior meeting by the board, will be able to vote on the resolutions at a remote meeting to be held in August.

#### **Agenda Item 11: Old Business**

##### CE Audit Update

Joseph Bonnell reported that letters have gone out for mandatory audits; those who have had license actions taken against them and as part of those actions are under a mandatory audit. It was noted that these audits are separate from the random audits done as part of the renewal process.

Staff may be reaching out to board members to assist in reviewing audit documentation on an as needed basis.

1 Letter to Governor Requesting Regulation Project Waiver

2  
3 Jeff Garness was asked to write a letter requesting a waiver from AO No. 358 for the regulation project the board  
4 had been working on up until the May board meeting. The letter had not yet been written however Jeff would  
5 work with board staff to complete the task. Since the regulation project covers a wide range of topics and  
6 regulations, the content of the letter needs to reflect this.

7  
8 The new AO, No. 360, which was released the day prior to this board meeting, was brought up as to how this  
9 may affect this project and how the board will meet the 25% regulatory reduction as introduced in this new AO.  
10 Board staff noted that further guidance was necessary and that this will be brought to the November board  
11 meeting.

12  
13 It was agreed that that without additional guidance regarding the new AO at this time, the letter should still be  
14 written.

15  
16 **Agenda Item 12: New Business**

17  
18 Registered Interior Designer Regulation

19 Joseph Bonnell reported that SB54 is still awaiting transmittal to the Governor for signing. The board has the  
20 option of waiting for the Governor's signature or moving ahead with a working group to begin discussion on  
21 regulations for Registered Interior Designers. Any waiver for the regulation project would need to wait until after  
22 the bill is signed and has taken effect.

23  
24 Colin Maynard noted that the bill's sponsor, Senator Claymon, is holding off on sending the bill until after the  
25 special legislative session.

26  
27 The Board Chair organized the Special Committee for Registered Interior Designer Regulation, with Ed Leonetti,  
28 Paul Baril and Colin Maynard as members. A vacant position on the committee would be for an interior designer  
29 once one has been appointed to the board.

30  
31 Engineer Intern and Engineer in Training Title Usage

32 Colin Maynard had been asked by a member of the public regarding the two titles and when they were able to  
33 use them. Colin's response was that the titles are not protected by regulation, in addition since the exam has  
34 been renamed from Engineer In Training Exam to the FE exam the titles or terms don't really exist anymore. The  
35 terms used for identifying the different license types issued by the board are however protected.

36  
37 There was no objection to this interpretation by any member of the board. It was suggested to put this in the  
38 Policies and Historical Information document. Samson Shepherd and Jeff Garness questioned whether this is  
39 extraneous since the use of terms within a business is not regulated by the board apart from the license titles  
40 themselves.

41  
42 Board staff noted that the website FAQs could be updated with the information if it is a common question.

43  
44 Colin Maynard was assigned to write up language that could go into the Procedures and Historical Information  
45 document which could then be promulgated to other parts of the website as needed.

46  
47 Board Vacancies

48 Joseph Bonnell presented the topic noting that it was a carryover from previous meetings as it is an ongoing  
49 issue. The board currently has three vacancies and pending the passage of SB54 will gain additional seats that  
50 will increase the vacancies and raise the threshold for a quorum.

1  
2 Request for Board Guidance on Engineers Providing "Field Design" Work

3 Joseph Bonnell presented an email that was received from a member of the public. Jeff Garness spoke to the  
4 topic noting that he knows the member of the public who submitted the email and that he has had  
5 conversations with him. Jeff's advice was that if you are doing designs as an engineer you would sign and seal  
6 them.

7  
8 Samson Shepherd provided the viewpoint as a self employed engineer his practice is to not stamp or sign  
9 something unless it is required; then if the installer installs the item differently than designed the engineer is not  
10 liable. John Barry also noted that in his practice that if the work does not require an engineer to design it there is  
11 no need to stamp the drawing due to an exemption.

12  
13 Colin Maynard and Jeff Garness both commented that not stamping a document would likely not limit the  
14 liability if a failure were to happen.

15  
16 Public Comment

17  
18 The Board took a break from the discussion to allow for public comment at 11:30 AM.

19  
20 Having no one provide public comment, the board continued the discussion.

21  
22 Agenda Item 12: New Business- Continued

23  
24 Ed Leonetti recapped that it appears the direction the board is going on the topic is that to sign and seal required  
25 documents however "field designs" does not need to be stamped although whether or not a document is  
26 stamped will likely have little bearing on liability.

27  
28 Jeff added that field design work typically includes verbal directions, however the design itself is under the  
29 direction of an engineer.

30  
31 Samson noted that in the board's Guidance Manual it does or does not state what needs to be signed and sealed  
32 only how to sign and seal when it is required.

33  
34 Sterling Strait added that the board defines how things are stamped and signed but not what, that comes from  
35 other sources such as the fire marshal, IBC or IMC for example. The board establishes what is a registered design  
36 professional who can sign and seal. Sterling noted that the board needs to back up its opinion.

37  
38 A straw poll was done to determine what the board position on this would be; the poll was inconclusive as the  
39 direction was not clear. The board decided to keep the response concise and focus on what regulations contain,  
40 noting that if it is required by regulation then to sign and seal, beyond that the board has no opinion.

41  
42 Improper Seals

43  
44 John Barry presented the topic, he has seen some improper seals used by some engineers that do not meet the  
45 defined criteria as outlined in regulation and if there is any communication the board may provide to correct  
46 this.

47  
48 It was noted that there are errors in the seal examples within the regulatory documents that do not follow the  
49 actual regulations. Staff and Jeff will look into this further to determine if it is an error in the document that was  
50 not updated from the last regulation change or if it was missed during the regulation change itself.

12:02 PM Recessed for lunch.

1:00 PM Called to Order, all present.

Sterling Strait asked to add an item to the agenda.

**On a Motion duly made by Sterling Strait, seconded by Colin Maynard and approved unanimously, it was RESOLVED to amend the agenda and add the topic of Documentation for CEs.**

Sterling inquired about the CE Log and Structured Report, which the board had worked on, to create a website containing the documents to conform to regulations 12 AAC 36. 540. This website and associated documents had been taken down by the Division's publication team without advising board staff until after it was done.

Board staff will inquire about having the documents restored on the regular Applications web page.

**Agenda Item 13: Applicant Review**

**Fayzul Kabir**

The applicant had originally been brought to the board for review during the May board meeting. There was a question regarding his work verification coming from the Dean of College of Engineering and Mines at University of Alaska Fairbanks as opposed to a direct supervisor. Once the decisions to ask for more information was provided to the applicant, it was discovered that another applicant with a similar work verifier had been approved in January by the board. The applicant is requesting the board to reconsider their decision for additional information considering these new details.

The board decided to stay the course and continue to request additional information, noting that the other applicant, while the verifier was the same, there were more details provided regarding their experience.

Sterling Strait requested that in the communication with applicant's verifier that we ask them to clarify what work was done and if they feel it is in full compliance with the board's definition of "responsible charge".

Board staff, Joseph Bonnell, noted that once the documentation is received the board ballot may be put in OnBoard for a review and vote. If there is still a question, the application will be forwarded to the full board review again.

**Stoyan Atanasov**

John Barry forwarded this applicant for full board review because the credentials evaluation was marked "not equivalent". There is only one class in question. The board noted that although the applicant has a foreign degree, they are licensed in another U.S. jurisdiction, namely Texas. In addition, the applicant has 54 engineering education credit hours while the requirement is only for 40 hours.

**On a Motion duly made by Colin Maynard, seconded by John Barry and approved unanimously, it was RESOLVED to approve the application.**

**Agenda Item 14: Licensing Examiner's Report**

Kelly Johnson presented the report.

*The License Examiner's Report is available in the board packet.*

**Agenda Item 15: Read Applicants into Record**

On a Motion duly made by Secretary Colin Maynard, seconded by Jeff Garness, it was unanimously RESOLVED to APPROVE the following list of applicants for registration by comity and 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	Month Decision
239770	Catelynn	Hettick	Fire Protection Engineer	Approved

On a Motion duly made by Secretary Colin Maynard, seconded by Jeff Garness, it was unanimously RESOLVED to CONDITIONALLY APPROVE the following list of applicants for registration by comity and 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	Month Decision
242151	Jared	Mackey	Civil Engineer	CA-Exam
242410	Monroe	Morris	Civil Engineer	CA-Exam
236433	Noah	Tsigonis	Civil Engineer	CA-Exam
228729	Rachel	Bruesch	Civil Engineer	CA-Exam
242245	Robert	Sanders	Civil Engineer	CA-Exam
240474	Russell	Buckholz	Civil Engineer	CA-Exam
240059	Stephen	Chase	Civil Engineer	CA-JQ & Exam
239937	Stephen	Erdman	Civil Engineer	CA-Exam
237998	Steven	McGee	Civil Engineer	CA-JQ & Exam
240913	Connor	Zietlow	Electrical Engineer	CA-Exam
241618	Magaly	Mendoza	Environmental Engineer	CA-Exam
240642	Collin	Pugh	Land Surveyor	CA-Exam & AKLS
203410	Sean	O'Neill	Land Surveyor	CA-Exam
241856	Bong	Chon	Mechanical Engineer	CA-3 Months WEV B4 Exam
242048	Nick	Vanderhart	Mechanical Engineer	CA-Exam

**Agenda Item 16: Review Action Item List**

Secretary Colin Maynard reviewed the action items with the board.  
*A copy of the Action Item List may be obtained from board staff.*

**Agenda Item 17: Board Calendar**

**Set Committee/Working Group Meeting Dates and Assignments**

The Board Chair reviewed the current committee assignments; adjustments were made to rosters and chairs.  
*Committee assignments and schedules are available on the AELS website Board Meetings page, under September 2025 – October 2025 Committee Meetings, or by contacting board staff.*

1  
2 Set Preliminary Dates for 2026 Quarterly Board Meetings  
3

4 The next regular board meetings are scheduled for November 4-5, 2025, and February 25-26, 2026.  
5

6 Agenda Item 18: Board Member Closing Comments  
7


8 Board members and staff expressed appreciation for everyone's work during the meeting and the timely  
9 reviewing of applications during the monthly online review process.  
10

11 Meeting adjourned at 2:32 PM.  
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13  
14

15 Respectfully submitted:  
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20  
21 \_\_\_\_\_  
22 Joseph Bonnell, Executive Administrator  
23

24 Approved:  
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26  
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28   
29 \_\_\_\_\_  
30 Edward Leoretti, PLA, Chair  
31 Alaska Board of Registration for Architects,  
32 Engineers, and Land Surveyors  
33  
34

35 Date: November 4, 2025  
36  
37