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

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DRAFT MINUTES OF MEETING

MAY 16-17, 2002

Draft

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*These draft minutes were prepared by the staff of the
Division of Occupational Licensing.
They have not been reviewed or approved by the Board.*

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By authority of AS 08.01.070 (2) and in compliance with the provision of AS 44.62, Article 6, the Board of Registration for Architects, Engineers and Land Surveyors, (AELS) held a meeting at the University of Alaska, International Arctic Research Center (IARC), Rm. 401, 930 Koyukuk Dr. Fairbanks, AK 99775-7340.

Agenda Item 1 – Call to Order and Roll Call

Robert Miller, Chair, called the meeting to order at 9:20 a.m.

Members present and constituting a quorum of the Board were:

Robert Miller, Chairperson, Ph.D., Civil Engineer
Daphne Brown, Architect
Linda Cyra-Korsgaard, Landscape Architect, Temporary Board Member
Marcia Davis, Public Member
Kathleen Gardner, Vice-Chairperson, Mechanical Engineer
Donald J. Iverson, Electrical Engineer
Patrick Kalen, Land Surveyor
Scott McLane, Land Surveyor
Patricia Peirsol, Architect
Ernie Siemoneit, Secretary, Mining Engineer

Absent were:

Lance Mearig, Civil Engineer (excused)

Representing the Division of Occupational Licensing:

Nancy Hemenway, Executive Administrator
Susan Frederick, Licensing Examiner
Liz Long, Licensing Examiner

Joining a portion of the meeting, in person, on May 16, 2002 were:

8. 1:15 p.m.	Public Comment	Chair/Board
9. 2:15 p.m.	Arctic Engineering Course Review	Gardner to Chair
10. 3:00 p.m.	Application Reviews (Executive Session –until completed)	Chair/Board
4:00 p.m.	RECESS UNTIL 8:00 a.m. May 17, 2002	

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2 FRIDAY, May 17, 2002 Draft Agenda:

TIME	TOPIC	LEAD PERSON
11. 8:00 a.m.	Call to Order/Roll Call Executive Session to Complete Application Review -Continued, (if necessary)	Chair/Licensing Examiner/Board
12. 8:15 a.m.	Investigator's Report <ul style="list-style-type: none"> • Discussion Items • Building Officials' Manual 	Investigator/Board John Clark
13. 10:00 a.m.	Budget Summary Report – <ul style="list-style-type: none"> • Review Expenditures • Review 106.0 budget allocation plan 	Chair/Board
14. 10:30 a.m.	Teleconference with Director, Catherine Reardon <ul style="list-style-type: none"> • Budget, Legislation 	Director/Board
15. 11:00 a.m.	Old Business:	Chair/Board
	<ul style="list-style-type: none"> • Digital (Wet) Signatures (Jeff Garness –carried forward from February) 	Chair/Board
	<ul style="list-style-type: none"> • Autonomy 	Board
	<ul style="list-style-type: none"> • <u>Legislation (Brief Updates:</u> HB 227, Land Surveyor (Rep. Harris) Term Limits Continuing Education Specialty Contractors Any other legislation of interest 	Chair/Board Kalen
	<ul style="list-style-type: none"> • LARE Sites 	Cyra-Korsgaard
	<ul style="list-style-type: none"> • AKLS Workshop 	Kalen/McLane
12:00 noon	Lunch	
16. 1:00 p.m.	Old Business (Continued)	Chair/Board
17. 1:30p.m.	Goals and Objectives	Chair/Board
18. 2:15 p.m.	Proposed Regulation Changes	Chair/Board
	<ul style="list-style-type: none"> (a) Re-adopt Dept of Law revisions to Landscape Architect regulations: 12 AAC 36.069 instead of 12 AAC 36.990 (35) (b) Discussion and action on Engineering Disciplines (12 AAC 36.100) (c) Discussion on definition for “Environmental Engineering” (d) Continuing Education- Update on Land Surveyors 	Chair/Board Kalen/Board
19. 3:15 p.m.	New Business	Chair/Board

	<ul style="list-style-type: none"> • Board Elections/Officers • Building Codes (Discussion) • FE Waiver (Discussion) • Outgoing Board member emeritus status • CST (Construction Surveying Technology)-how to count construction surveying experience 	Chair/Board Brown Kalen/McLane
20. 3:30 p.m.	Read Applications into Record	Licensing Examiner
21. 4:00 p.m.	Board Member Reports <ul style="list-style-type: none"> • Subgroups • CLARB conference • WCARB Conference • Western Zone Conference • GIS/Photogrammetry (update) 	Chair/Board Cyra-Korsgaard Gardner Kalen Kalen
22. 4:30 p.m.	Review Calendar of Events/Confirm AELS Meeting Dates: (AELS: August 22-23, 2002, November 14-15, 2002)	Chair/Board
23. 4:45 p.m.	Housekeeping (Collect TA's and receipts, Sign Wall Certificates)	Board/Staff

1

2

3 The Chair asked for revisions to the agenda, and revisions were made as follows:

4 Items added under New Business:

5 • Kalen asked to take up Model law for Land Surveyors.

6

7 • Brown asked to take up NCARB Resolutions.

8

9 Other changes:

10

11 • John Clark, Investigator has several items to discuss with the Board that will be taken up
12 under Investigator.

13

14 **Agenda Item 3 – Ethics Report**

15

16 The Chair noted there were no ethics reports or disclosures by Board members.

17

18 **Agenda Item 4 – Review/Approve Minutes**

19

20 The Chair asked for any corrections or additions to the February 2002 AELS draft minutes.

21

22 Brown noted that on Page 21, there was a typo showing her as a “yea” and Davis as a “nay” and
23 that the vote should be reversed.

24

25 Peirsol noted that on Page 18, it should read “made during public testimony”.

26

27 Davis noted that the attendance roll should reflect herself present and Cyra-Korsgaard as present.

28

29 Cyra-Korsgaard asked to strike, on Page 3, Line 38, “Cyra-Korsgaard returned.”

1
2 **On a motion duly made by Kalen, seconded by Brown, and carried unanimously, it was**

3
4 **RESOLVED to approve the February 21-22, 2002 AELS Board meeting**
5 **minutes, as corrected.**

6
7 The Chair noted that there were no objections and the minutes were approved as corrected.

8
9 **Agenda Item 5 – Correspondence**

10
11 The Chair brought up the following correspondence:

- 12
13 1. Nicola Metzger regarding the limiting use of titles. The Board held a short discussion about
14 the use of titles.

15
16 The Chair indicated he would respond that the Board accepts the common use of Engineer-in-
17 Training (EIT) but not the use of “engineer” or “professional engineer”.

- 18
19 2. Keven Kleweno, Alaska Department of Environmental Conservation (ADEC) dated March
20 28, 2002 regarding professional engineer signing and sealing engineering plans for water and
21 wastewater treatment.

22
23 Short discussion followed. The Chair and Siemoneit will draft a response to indicated an
24 engineer must practice within his/her area of expertise and cite the definition of “civil
25 engineering”.

- 26
27 3. Letter from Jeff Garness dated April 26, 2002, reference the Board’s calculation of an applicant’s
28 work experience for dual registration. Discussion followed. The Board decided not to respond since
29 Mr. Garness indicated he did not want a reply to his letter. The Board reviewed the specific
30 regulations that govern applications for the Professional Engineering (PE) examination and
31 concluded that the Board acted appropriately using their discretion in determining the amount of
32 responsible charge work applicable from civil engineering work that overlapped with the petroleum
33 engineering work experience.

34
35 Break at 10:10 a.m.

36 Reconvene at 10:23 a.m.

37
38 **Agenda Item 6 – Staff Reports**

39
40 The Executive Administrator briefly reviewed the administrator’s report and tasks assigned and
41 progress she has made on these items. She mentioned that prepared some statistical reports that
42 tracked the examinations given and numbers of registrants from prior years using figures from
43 annual reports or queries from the data base for information. She prepared a table that lists land
44 surveyor continuing education requirements of other jurisdictions. She attended several regional
45 meetings and spent time working with Cyra-Korsgaard, Miller, and the investigator on the
46 Building Officials Handbook. Staff turnover remains problematic for the AELS Board. There
47 are many reasons for turnover but one main reason has been identified as the low range of the
48 position. Licensing examiners seems to be an entry level for state government work, yet the

1 licensing examiner positions require high volume of work, and high attention to detail. Some
2 staff tend to move on to other agencies where there is more flexibility for salary range
3 progression for trained employees. Catherine Reardon, Director, Division of Occupational
4 Licensing has worked hard to address these issues but it has been difficult to address. The
5 Division of Occupational Licensing has requested reclassification of the licensing examiner
6 positions, which is in progress.

7
8 The Licensing Examiner's report lists 216 exams taken for FE, PE, FLS, PLS, and AKLS.
9

10 **Agenda Item 7 – Subgroups**

11 The Board broke into subgroups at 10:50 a.m.:

12 Building Officials (Peirsol, Brown, Cyra-Korsgaard , Siemoneit);

13 Canadian Reciprocity (Miller, Iverson, Gardner, Davis); and

14 Land Surveyor Model Law (McLane, Kalen).
15

16 The Board postponed work on the work experience subgroup to the August meeting.
17

18 APEY letter (Ross Dorwand) on Canadian Reciprocity. The Subgroup for Canadian reciprocity
19 will work with the Canadian professional organizations to address mutual areas of interest.
20

21 Break for lunch at 11:45 a.m.

22 Reconvene at 1:25 p.m.
23

24 **Agenda Item 9 – Public Comment**

25 The Chair recognized Bob Bosworth, Bob Perkins, and Bill Mendenhall as former board
26 members.
27

28 The Board took public comment on issues:

29 **Bob Perkins**, conceptually discussed the concept of developing a “professional degree” for
30 engineering. Under his proposal, the professional degree would be a post-baccalaureate degree
31 emphasizing engineering practice. Students could take the exam prior to obtaining all their
32 experience, but would not be eligible for registration until they have acquired 4 years work
33 experience. Dr. Perkins wanted to make the Board aware of this proposal, and if accepted would
34 require a minor regulation change.
35

36 1:35pm. Kalen returned from lunch and copying Board materials.
37

38 **Scott Sandlin**, AIA, Alaska commented on Architect by Comity. He stated that he felt the group
39 was back to ground zero after the Board voted not to adopt proposed regulations for Architect by
40 Comity at its February Board meeting. He expressed interest in working with the Board to
41 develop a solution for those architects who are unable to easily obtain NCARB Council
42 Certification, required by Alaska for Architect by Comity applicants. He thinks there was merit
43 in terms of public health, welfare and safety issues in accepting architects who live in Alaska
44 (working under a registered professional architect) rather than applicants who will never work in
45 Alaska, who live in a warm climate jurisdiction, yet can qualify for Alaskan registration by
46 virtue of council certification.
47

48 He provided a proposed table to the Chair but did not discuss the details of this table.

- 1
2 Bill Mendenhall, representing himself, discussed several suggestions and ideas:
3 1) His support for one license category for non-discipline specific discipline;
4 2) His recommendation to allow applicants to take the professional engineering (PE)
5 examination at any time during the process;
6 3) His support for Continuing Education for land surveyors;
7 4) His encouragement that the Board develop an arctic engineering examination as a stand alone
8 exam; and
9 5) He thinks applicants should have a timeframe that they must pass the examination (Note: the
10 limit is currently 5 times in 5 years).

11
12 **Randy Kinney**, Alaska Society of Professional Engineers (ASPE) provided written comments
13 to the Chair in response to the Board's decision at its February meeting that they would not
14 change the current system until the organizations had time to discuss the matter and report back
15 to the Board. He presented email comments to the Chair from ASPE members as feedback on
16 two issues: Dick Armstrong, opposed to non-discipline specific licensure, Ted Trueblood
17 reiterating his prior comments to not expand but stay current with national trends; Michael
18 Massin, supported keeping the current disciplines, urged not dilute designations, and to either
19 create more individual disciplines or lump all into one category; and Craig Bledsoe, reiterated
20 his earlier support for non-discipline specific engineering licensing.

21
22 Break at 2:45 p.m.

23 Reconvene at 2:55 p.m.
24

25 **Agenda Item 9 – Arctic Engineering**

26
27 The Chair brought up the next item on the agenda, Arctic Engineering. He turned the gavel over
28 to Gardner, Vice-Chair and recused himself from voting on this matter because he assists in
29 teaching a short course in Arctic Engineering.
30

31 Gardner opened up the discussed and noted that course materials were on a table for Board
32 members to review and asked if there were questions.
33

34 Cyra-Korsgaard indicated that she thought the Board should have comments from student
35 evaluations prior to voting on this.
36

37 Dr. Zarling said that students have given his CE 603 Arctic course, and the short course positive
38 evaluations.
39

40 The Executive Administrator explained that the courses are the same courses previously voted on
41 in 1999, except for a course that was added for web based arctic engineering. She noted that
42 some of the materials were proprietary in nature and that institutions do not share information.
43 No voting members have changed. Staff had one complaint from a student taking the web based
44 course and she suggested that those comments be directed to UAA so that the university could
45 make adjustments if necessary.
46

1 Iverson stated that one of the engineers in his firm took the web based course and found it
2 satisfactory. Some students may have difficulty if they are not computer savvy but that he was
3 comfortable with the course content.
4

5 **On a motion duly made by Kalen, seconded by Iverson, and adopted, it was**
6 **RESOLVED** to approve all of the current Board approved the list for another two years (7 total).
7

8 Miller was recused from voting. There were no objections and the motion passed.
9

10 The Board approved courses are:

- 11 1. University of Washington
12 Cold Regions Engineering Short Course
13 Debra Bryant
14
- 15 2. UAA Arctic Engineering- CE A603
16 Orson P. Smith, Ph.D., P.E., Associate Professor
17 Semester web based course
18
- 19 3. UAA Arctic Engineering Short Course
20 William G. Nelson, Ph.D., P.E.
21
- 22 4. UAA Northern Design Course
23 Ken Maynard
24
- 25 5. Oregon State University, Cold Regions Engineering Short Course
26 Ted Vinson, Ph.D., P.E.
27
- 28 6. UAF- Fairbanks Video Correspondence Course
29 Nada I. Raad, Video Coordinator
30
- 31 7. UAF Semester Course, CE 603
32 Robert Carlson, Ph.D., P.E.
33

34 **Agenda Item 10- Application Reviews**
35

36 The Board brought up the next item on the agenda, Application Reviews.

37 **On a motion duly made by Kalen, seconded by Gardner, and unanimously adopted,**
38 **it was**

39 **RESOLVED to go into executive session for the purpose of reviewing**
40 **applicant files at 3:15 p.m.**
41

42 The Board recessed at 5:12 p.m.

1 **Friday, May 17, 2002**

2 **Agenda Item 10 – Convvene/ Roll Call**

3
4 Robert Miller, Chair, called the meeting to order at 8:15 a.m.

5
6 Members present and constituting a quorum of the Board were:

7
8 Robert Miller, Chairperson, Ph.D., Civil Engineer
9 Daphne Brown, Architect
10 Linda Cyra-Korsgaard, Landscape Architect, Temporary Board Member
11 Marcia Davis, Public Member
12 Kathleen Gardner, Vice-Chairperson, Mechanical Engineer
13 Donald J. Iverson, Electrical Engineer
14 Patrick Kalen, Land Surveyor
15 Scott McLane, Land Surveyor
16 Patricia Peirsol, Architect
17 Ernie Siemoneit, Secretary, Mining Engineer

18
19 Excused was:

20 Lance Mearig, Civil Engineer

21
22 Representing the Division of Occupational Licensing:

23 Nancy Hemenway, Executive Administrator
24 Susan Frederick, Licensing Examiner
25 Liz Long, Licensing Examiner

26
27 Joining a portion of the meeting, in person, on May 17, 2002 were:

28 John R. Clark, Investigator
29 George Weaver, Investigator

30
31 Joining a portion of the meeting, by teleconference was:

32 Catherine Reardon, Director, Division of Occupational Licensing

33
34 The Chair asked if there were any concerns about files that needed to be addressed and there
35 were a number of files that still needed to be reviewed.

36
37 **Agenda Items 12 and 13 – Investigator Report and Investigator Discussion Items**

38
39 The Chair noted that John Clark and George Weaver were present.

40
41 Clark discussed the Investigator Report. He asked to get approval to issue a Cease and Desist
42 Order. He advised the Board that Brown had seen the plans and could not vote on the matter.
43 He briefly outlined the issue of plans submitted to the Fire Marshal. The individual was
44 unlicensed. The owner wanted a building designed and the unlicensed person acted as an
45 architect and an engineer. Clark asked for approval to issue a Cease and Desist Order to the
46 individual who was unlicensed and was practicing without an engineering license.

47
48 **On a motion duly made by Kalen, seconded by Iverson, and adopted, it was**

1
2 **RESOLVED to give approval to the Investigator to issue a Cease and Desist**
3 **Order to the party in this matter.**
4

5 The Chair asked if there were objections and there were none. He noted that the motion passed
6 and that Brown recused and did not vote, and Davis abstained. Mearig is excused.
7

8 Clark referred to:

9 Case # 104-96-4, Allegation that a registered land surveyor was incompetent (Opened
10 10/30/96), and
11

12 Case # 104-97-2, Allegation that a registered land surveyor did not set monuments as
13 described on the plat filed with the recorder's office. (Opened 5/19/97).
14

15 Clark advised the Board that the land surveyor, Noel Straiger, L 3337, 220 Smith Street, Sitka,
16 AK, 99835, was willing to surrender his license. Clark advised that this is the first surrender of
17 an AELS license since he's been the investigator with the board and that the surrender would
18 require the Board's approval.
19

20 Kalen recused himself as he has knowledge of the land surveyor in this matter.
21

22 **On a motion duly made by Iverson, seconded by McLane, and adopted, it was**
23

24 **RESOLVED to give approval to the Investigator to accept the surrender of**
25 **the land surveyor's license in reference to Case # 104-96-4 and #104-97-2.**
26

27 The Chair asked if there were any objections and there were none. The Chair noted the motion
28 passed, that Kalen was excused from voting, Davis was absent from the room and did not vote,
29 and Mearig is excused.
30

31 Clark brought up the next case, #0103-01-1, William Johnson:

32 William L. Johnson offered to provide engineering services to relocate a 500-ton dredge on
33 Chicken Creek, Chicken, Alaska, in exchange for \$25,000. Mr. Johnson used the signature
34 block, "William L. Johnson, Professional Engineer" and signed the offer. Johnson subsequently
35 provided the engineering services and the dredge was moved. Mr. Johnson was paid \$25,000 for
36 the engineering work. Mr. Johnson subsequently submitted a bill for an additional \$30,000 and
37 he signed this bill using the signature block, "Will Johnson, Professional Engineer".
38

39 Clark explained that the Attorney General's office arranged a stipulation to levy a civil penalty in
40 the amount of \$5,000 for providing engineering services while unlicensed to practice
41 engineering. Mr. Johnson has agreed to pay the civil penalty and the AELS Board would need to
42 adopt the stipulation to levy a civil penalty. He noted that this is the first civil the Board has
43 taken action under the provisions of AS 08.48.295.
44

45 **On a motion duly made by Kalen, seconded by Brown, and adopted, it was**
46

47 **RESOLVED to accept the stipulated order of a civil penalty in the amount of**
48 **\$5,000 for Mr. William Johnson.**

1
2 Miller advised that he reviewed this matter and recused himself from voting. He turned over the
3 gavel to the Vice-Chair, Gardner.

4
5 Short Discussion about the case details followed.

6
7 Kalen called for the question.

8
9 Gardner asked if there were any objections.

10
11 Peirsol objected.

12
13 Discussion followed.

14
15 Peirsol asked why the fine was imposed instead of a Cease and Desist Order.

16
17 Clark advised that the party had not responded to questions, that the engineering occurred, and
18 Johnson could not comply with licensure, that the violation was substantial in financial
19 remuneration, and that Mr. Johnson held no engineering license but signed his billings as a
20 "Professional Engineer".

21
22 Iverson indicated the distinction would be the individual's intent.

23
24 Kalen called for the question.

25
26 Gardner noted that the motion passed, with Kalen, Brown, McLane, Siemoneit, Iverson, Gardner
27 in favor, Peirsol was opposed, Miller was excused and did not vote, Davis abstained, and Mearig
28 was excused. There were no further objections and the motion passed.

29
30 Gardner returned the gavel to the Chair.

31
32 Brown asked that the disciplinary action be posted on our website and not just be nested in the
33 staff reports and that the Alaska Professional Design Council be advised of the Board's actions.

34
35 Clark brought up a matter that would require a change in Alaska Statutes:

36
37 AS 08.48.295 does not include "landscape architecture".

38
39 Short discussion followed. Cyra-Korsgaard indicated this was probably an oversight when the
40 enabling legislation was enacted.

41
42 Clark mentioned that the Board also wanted to make changes to the Specialty Contractor
43 provision in AS 08.48.331 (7) that currently reads:

44 a specialty contractor licensed under AS 08.18 while engaged in the business of
45 construction contracting or designing systems for work within the specialty to be
46 performed or supervised by the specialty contractor, or a contractor preparing shop or
47 field drawings for work that the specialty contractor has contracted to
48 perform.

1
2 The Board held a short discussion.

3
4 The Chair indicated that the Board wanted specialty contractors to be able to do their work but
5 that the investigator was finding that there were numerous incidents of public projects that did
6 not have electrical, mechanical engineering or an architect. This statutory exemption has created
7 a loophole where specialty contractors are doing some architecture or engineering work.

8
9 The Board asked that these suggested language change to the statutes for landscape
10 architecture and specialty contractor be put in as a legislative request in the AELS Annual
11 Report.

12
13 **On a motion duly made by Kalen, seconded by Iverson and adopted, it was**

14
15 **RESOLVED to go into Executive Session for the purposes of discussing an**
16 **individual applicant's file.**

17
18 The Board went into executive session at 9:10 a.m. and came out at 9:55 a.m. The Board took
19 no action on the applicant file.

20
21 Davis brought up another instance of a proposed statute change under AS 08.48.111 and AS
22 08.48.171. She mentioned that we require under AS 08.48.171 that applicants must be of "good
23 character and reputation" but that the Board does not have clear statutory authority to prevent a
24 comity applicant from gaining licensure in Alaska if they have had disciplinary action taken in
25 another jurisdiction.

26
27 Short discussion followed.

28
29 Brown was concerned that these changes might be considered "piling on" and wanted the
30 Executive Administrator to research other jurisdictions before we proceed.

31
32 Peirsol was concerned that we may capture some minor violators because some jurisdictions
33 have mandatory Continuing Education, and the individual registrant who has not complied with
34 the requirements for renewal, may be out of compliance. Alaska would not want to discipline
35 those applicants.

36
37 Clark indicated that the investigators are doing field work and the Board held discussions about
38 the types of activity and his interaction with the Building Officials.

39
40 Cyra-Korsgaard asked that we invite the Fairbanks Building Official to our next meeting in
41 Fairbanks in order to foster better relations between the building officials and the investigator.
42 The Board is currently working on developing the language for the Building Official's handbook
43 and it may be a good time to do outreach.

44
45 **Agenda Item 14 – Budget Summary**

46
47 The Chair brought up the Budget Summary and asked if there were any questions.

1 Brown was concerned about the reduction in the number of registrants and wondered if that
2 would have an overall bearing on the revenues.

3
4 Kalen wanted to discuss the AKLS workshop in terms of the budget amount.

5
6 Peirsol out at 10:17 a.m. and returned at 10:25 a.m.

7
8 The Chair indicated we could discuss the budget summary with the Director, Division of
9 Occupational Licensing.

10
11 **Agenda Item 14 – Director’s Comments**

12
13 The Chair announced that Catherine Reardon, Director, Occupational Licensing was next, and
14 that the Board would move to Agenda Item 14.

15
16 Catherine Reardon, Director, Division of Occupational Licensing, joined the meeting by
17 teleconference at 10:35 a.m.

18
19 Reardon advised that the home inspection bill did not pass the Legislature but is currently in the
20 Senate Rules Committee.

21
22 Brown asked if we could have the Assistant Attorney General, David Brower, participate at our
23 next meeting and Reardon responded we could. The Executive Administrator indicated that the
24 Gayle Horetski had offered to fill in for the attorney, but that Horetski’s schedule was pretty full
25 so the Chair and Executive Administrator decided the Board could compile a list of questions for
26 the attorney and present them after the meeting. Horetski had also discussed the Canadian
27 Reciprocity issue with the Executive Administrator prior to the meeting provided assistance.

28
29 Reardon discussed the level of support from the Department of Law, vacancies, priorities, and
30 staff reassignments.

31
32 The Chair mentioned that the Board may be interested in statutory changes on denial or
33 disciplinary actions of an applicant for licensure. Reardon briefly discussed the Medical Board
34 current language under AS 08.64.326(a), which reads:

35
36 a) “The board may impose a sanction if the board finds after a hearing that a licensee

- 37
38 (1) secured a license through deceit, fraud, or intentional misrepresentation;
39 (2) engaged in deceit, fraud, or intentional misrepresentation while providing professional
40 services or engaging in
41 professional activities;
42 (3) advertised professional services in a false or misleading manner;....”

43
44 She also read AS 08.64.326 (13):

45
46 (13) has had a license or certificate to practice medicine in another state or territory of the United
47 States, or a province or territory of Canada, denied, suspended, revoked, surrendered while under
48 investigation for an alleged violation, restricted, limited, conditioned, or placed on probation

1 unless the denial, suspension, revocation, or other action was caused by the failure of the licensee
2 to pay fees to that state, territory, or province.”

3
4 Davis referred to AS 08.48.171 that read “An applicant for registration as an architect, engineer,
5 land surveyor, or landscape architect must be of good character and reputation....”

6
7 Short discussion followed.

8
9 Reardon suggested that the Board could conceptually discuss this and get back to her with
10 suggested language changes.

11
12 Kalen asked about term limits for the Board members whose terms are expiring June 30, 2002
13 and he urged Reardon to express keeping that public member as long as possible.

14
15 The Chair noted that the Board has had a concern about Board members with regard to fractional
16 and partial appointments counting as a full term and that the proposed request for term limit
17 changes would address that concern. Currently Davis is the public member and she will not be
18 serving a full two terms, and Mearig is a Civil Engineer who has served two full terms.

19
20 Brown expressed that the Board would like to see the public member continue, and that if the
21 other position is filled promptly that he/she would be fully participating before the next wave of
22 members are appointed next summer. If a year lapses before the appointment is made then the
23 cycle begins again and those members won't serve a full four-year term.

24
25 Reardon explained the reappointment process. She mentioned that the professional societies
26 could lend their support for replacements to the AELS Board but that those individuals also need
27 to send a letter the Governor's office, Boards and Commissions expressing their interest. In
28 doing so, the Governor has sufficient guidance for considering appointees. Otherwise you may
29 have instances where the Alaska Professional Design Council endorses a potential appointee, but
30 the individual has not expressed interest in serving.

31
32 The Chair indicated that the Board wants the statute changed regarding AELS Board member
33 term limits but that no bill was introduced.

34
35 Kalen indicated that he was helping to spearhead the effort for the statute changes for term limits
36 and continuing education authority for the Board but his surgery limited his involvement and he
37 was not able to work with APDC and the Legislature the latter part of the Legislative Session.

38
39 Kalen brought up the AKLS workshop and advised that the Board had set the amount at \$8,000
40 but that the Executive Administrator indicated that we could not exceed \$5,000.

41
42 Reardon discussed the procurement cap on the small contractual amounts and indicated she
43 would check with the administrative manager to see if the Board members costs could be held
44 out from the overall cost of the workshop.

45
46 Reardon responded she would check to see if the Board members costs could be held out from
47 the overall cost of the workshop that but she thought all costs had to be considered under the
48 procurement guidelines.

1
2 Brown raised a concern that the AELS Board has in staff turnover and urged Reardon to work to
3 have all of the licensing examiners reclassified. Reardon responded that the Division of
4 Occupational Licensing has submitted the necessary paperwork and that she shares the Board's
5 concern.

6
7 Siemoneit asked about the Fairbanks office closing. Reardon indicated this may not be
8 permanent but she was not filling it during this fiscal year. The clerk transferred to Juneau and
9 with on-line renewal and application process, and most AELS actions require the paperwork be
10 received in Juneau, so it doesn't appear that this will affect AELS. It is possible that it may be
11 reopened in the future and she would discuss this with the Commissioner.

12
13 Brown asked about travel funding for the WCARB Region 6 meeting in 2003. That meeting will
14 be held in Anchorage in March and it would be nice if there were sufficient registration fees and
15 additional per diem to allow Board members to fully participate. We have been sending two
16 Board members to the WCARB meeting and instead of funding that travel, it could be diverted
17 to authority to send more participants to this local meeting.

18
19 The Chair said that it was possible but she'd have to look at the travel budget as a whole. If we
20 are talking about \$2,000 to \$4,000 in total that would probably work.

21
22 The Chair asked about on-line applications and beginning work on that process. Reardon asked
23 the Board to consider what it would like to have done and she raised some questions for the
24 Board to consider.

25
26 Would the Board require the initial application to be submitted by mail to have the
27 signature and oath (AS 08.48.201)?

28 Would they want people to be able to check online to see what had been received?

29 Would this require substantial staff time to for data entry to keep up with this system?

30 Did the Board want documents scanned into the system?
31

32 The Chair indicated the Board would discuss this and respond via the Executive Administrator.
33

34 The Chair asked if she would be able to join us in Anchorage at the August AELS Board
35 meeting, August 22-23, 2002, and Reardon responded she would plan on it. The teleconferenced
36 call with Reardon ended at 11: 23 a.m.

37 38 **Agenda Item 15 & 16 – Old Business**

39 Electronic Signature:

40 The Chair brought up the letter from Jeff Garness, P.E. regarding wet seal when signing plans
41 and drawings. The issue is whether or not a signature is required on plans being submitted.
42
43

44 The Board discussed the issue and the requirement for a wet seal is to ensure that the registrant
45 is taking responsibility for the work. The Board decided that auto-cad system of signing or
46 providing a digital signature is not sufficient.
47

1 Iverson reiterated that digital signatures do not suffice but that he previously provided the Board
2 with information on “encrypted” signatures, which is a verifiable system to ensure that the
3 registrant is the person signing documents, and should suffice.
4

5 Peirsol stated she would do some research on “encrypted” signatures.
6

7 The Chair restated the Board’s view that at this time they consider that technology has advanced
8 and that “encrypted” signatures would probably suffice but a digital representation of a signature
9 was not sufficient to meet the requirements for signing and sealing documents.
10

11 The Chair indicated he would respond to Mr. Garness and that the Board would look into
12 encrypted and electronic signatures and we’ll put this on our August agenda.**
13

14 Break for lunch at 11: 40 p.m.

15 Reconvened at 1:15 p.m.
16

17 Autonomy

18 Gardner offered to be the point person on the Board for costs and other issues relating to
19 Autonomy.
20

21 Legislation

22 Kalen indicated that HB 227, regarding Land Surveyors did not pass the Legislature. He
23 indicated that he will be working on the definition for “land surveyor” as a result of work that
24 has happened nationally in terms of photogrammetry and GIS (See Goal 5). The Chair indicated
25 he would work on this with the land surveyor Board members.
26

27 Landscape Architect Registration Exam (LARE):

28 The Chair brought up the issue of the LARE sites. We currently are offering the exam in
29 Anchorage and Fairbanks for the June LARE but that the exam spans three days in June, and two
30 days in December and there are few applicants.
31

32 Brown proposed that we just offer the LARE in Anchorage. The Architect Registration Exam
33 (ARE) is offered only in Anchorage.
34

35 Cyra-Korsgaard agreed. She asked that it be posted to the website and to submit this change to
36 APDC, as well, so that applicants will be aware of the location the exam will be offered.
37

38 The Executive Administrator suggested that staff could post to the website that the LARE will be
39 offered in Anchorage and assess the number and location of any exam applicants. In this way, if
40 the only applicant was in Fairbanks or Juneau, a location change could be made to accommodate
41 the applicant. Otherwise, the default location would remain in Anchorage.
42

43 AKLS Workshop:

44 Kalen stated that the Board previously voted to hold a two-day AKLS workshop for \$8,000 but
45 the Division of Occupational Licensing indicates that they can’t spend over \$5,000.
46

1 The Chair indicated that the Board didn't realize the full extend of the constraints for this budget
2 item but that they supported the Land Surveyor Board members desire to hold a two-day
3 workshop.

4
5 **On a motion duly made by Kalen, seconded by McLane, and unanimously adopted,**
6 **it was**

7 **RESOLVED to set the budget for the AKLS workshop at \$8,000 with the**
8 **recognition that the procurement constraints limit the cost of the workshop to**
9 **\$5,000.**

10
11 The Board discussed possibilities including holding a two-day workshop in the fall when the
12 hotel costs are less, holding it before or after a Board meeting to cut Board member costs, adding
13 the workshop costs to the Test, Inc. contract, whether one or two workshops was necessary.

14
15 The Executive Administrator recollected that last year the issue of separating out Board member
16 costs had been discussed but the administrative manager had responded that the Board members
17 costs had to be included within the \$5,000 cap.

18
19 Kalen explained that there have been larger numbers of applicants taking the exam and he
20 thought that there would be a need for a fall exam in October 2002, and a workshop in
21 November 2002.

22
23 Siemoneit asked about the possibility of splitting the functions between cut score and grading to
24 two separate workshops and if a split in functionality might satisfy procurement caps.

25
26 Executive Administrator indicated she would check with Reardon to find out if the workshops
27 could be separated out by function.

28
29 Kalen suggested that there are sufficient numbers to offer the exam twice a year.

30
31 The Chair advised that offering the exam twice a year is more costly because they will have to
32 hold a workshop for the exam questions. The Chair advised that we don't want to have two
33 workshops every year with the associated costs of the workshops. He noted that be required but
34 the Board agreed to offer the AKLS exam twice this year (October) in conjunction with the
35 national land surveyor's exams. The Board can revisit this and make a determination next May
36 (2003) if we should hold continue to offer the AKLS exams twice a year.

37
38 Cyra-Korsgaard added that the Board needs to let the public know that this is not an every year
39 occurrence.

40
41 Kalen advised he would be meeting with the Alaska Society of Professional Land Surveyors
42 (ASPLS) later this week and he would advise them that the AKLS work

43
44 Break: 2:25 p.m.

45 Reconvene at 2:35 p.m.

46
47 The Chair asked to move Agenda Item 17 – Goals and Objectives to later in the afternoon to
48 work on regulations next.

1
2 **Agenda Item 18 – Proposed Regulation Changes**

3
4 The Chair brought up (a) Re-adopt the Department of Law revisions to Landscape Architect
5 regulations.

6
7 **On a motion duly made by Brown, seconded by Davis, and unanimously approved as**
8 **amended, it was**

9
10 **RESOLVED to re-adopt and relocate the proposed regulations changes for the**
11 **definition of “aspect of landscape architecture that the board has determined affects**
12 **the public health or safety” from 12 AAC 36.990 (35) to 12 AAC 36.069 as a**
13 **housekeeping measure proposed by the Department of Law.**

14
15 Brown advised that the Board needed to readopt the proposed regulation changes because the
16 Department of Law felt that this was necessary. The substance of the regulation is not before the
17 Board, just the technical change recommended by the Regulations Attorney.

18
19 Cyra-Korsgaard mentioned that “outdoor” was added to “planting plans” and to “play apparatus”
20 but that she didn’t object to the additions. She could not think of an instance when a landscape
21 architect would be involved in indoor structures.

22
23 Davis had a comment to pass on to the Regulations Attorney. She mentioned that AS 08.48.331
24 (a) set up the exemptions and that AS 08.48.331 (b) established that “...this chapter only applies
25 to a person who practices an aspect of landscape architecture that the board has determined
26 affects the public health or safety.” She thought while it probably made sense to set the
27 regulation out to 12 AAC 36.069, she recommended that it may be helpful to reference the
28 exemptions in AS 08.48.331 (a) and offered an amendment:

29
30 **On a amendment duly made by Davis, seconded by Brown, and unanimously approved, it**
31 **was**

32 **RESOLVED to with the following suggested change, after (b), add “and except as**
33 **exempted in AS 08.48.331 (a),”.**

34
35 Davis advised that the suggested amendment would offer clarity, however, if the Department of
36 Law disagreed, she suggested that the project should move forward without the amendment.

37
38 The Chair noted that there were no objections and the amendment was adopted, with the
39 understanding that we would pass the suggested change back to the Department of Law as a
40 comment. The Chair restated that it was the Board’s desire that the regulation project continue
41 to move forward and if the suggested change would hamper its progress, that the Board had no
42 objection to the technical edits.

43
44 The Chair asked if there were any objections to passing the comments to the Regulations
45 Attorney and there were none.

46
47 **The proposed regulation change would read:**
48 12 AAC 36 is amended by adding a new section to read:

1
2 12 AAC 36.069. STANDARDS FOR REGISTRATION AS A LANDSCAPE
3 ARCHITECT. In accordance with AS 08.48. 331(b), and except as exempted in AS 08.48.331
4 (a), design or creative work involving any of the following constitutes the practice of an aspect
5 of landscape architecture that affects the public health or safety and thus requires registration as a
6 landscape architect:

- 7 (1) grading, clearing, or shaping of land;
8 (2) landscape irrigation;
9 (3) outdoor planting plans;
10 (4) outdoor play apparatus;
11 (5) outdoor structures. (Eff. ____/____/____, Register _____)

12 Authority: AS 08.48.101 AS 08.48.181 AS 08.48.331
13 AS 08.48.171 AS 08.48.191

14 Non-Discipline Specific Engineering Registration

15
16 The Chair brought up “non-discipline specific engineering registration” and asked for comments.

17
18 Iverson did not think there was much support for changing to a non-discipline specific
19 registration.

20
21 Brown favored adding “environmental engineering” to the disciplines we offer.

22
23 Gardner thought it was an uphill battle given the policy direction at the national level regarding
24 “splintering” (new engineering specialties) and exam costs brought up at the Western Zone
25 meeting.

26
27 Peirsol supported the concept of licensing more engineering disciplines.

28
29 Siemoneit mentioned that at the NCEES annual meeting in Buffalo they discussed “genetic
30 engineering” exams and that we should keep separate definitions for disciplines.

31
32 Cyra-Korsgaard asked if we should add “structural engineering” as a discipline.

33 Iverson thought “structural engineers” could work within the civil engineering discipline.

34
35 The Chair mentioned that the pass rate for “environmental engineering” NCEES exams was
36 substantially higher than other engineering disciplines (84%).

37
38 The Chair noted that there are differing opinions regarding a change to a “non-discipline specific
39 engineering registration and asked to have the item on the August 2002 agenda to continue to get
40 feedback from the societies and professional engineers.

41
42 Environmental Engineering:

Draft May 2002 Minutes Page

19 of 30

Last printed 06/17/02 8:21 AM

1 The Chair brought up adding one engineering discipline, “environmental engineering” to those
2 disciplines we offer for registration. He mentioned that he and the Executive Administrator
3 developed a draft definition for discussion purposes (in the Feb 02 packet) and asked members
4 for comments.

5
6 The Chair would like to circulate the definition and possibly post to the website to obtain more
7 feedback on adding “environmental engineering”.

8
9 Brown preferred starting a regulation project instead of posting on the website but thinks
10 “environmental engineering” could be added as a discipline.

11
12 Gardner supported adding “environmental engineering” as an engineering discipline.

13
14 Peirsol is opposed to sending out as a regulation project and is undecided on adding
15 “environmental engineering” as an engineering discipline.

16
17 Siemoneit supported but was concerned about crediting work experience since we don’t have
18 environmental engineers in Alaska for applicants to gain work experience.

19
20 Iverson would prefer to go to non-discipline specific than to add a discipline. Adding a
21 discipline seems to water down the disciplines.

22
23 Cyra-Korsgaard agreed with Iverson.

24
25 McLane agreed with Iverson.

26
27 Davis leans towards “non-discipline specific” licensure.

28
29 Kalen agreed with Iverson and thinks we’ve been too quick to develop regulations that are costly
30 to develop and public notice.

31
32 The Chair noted that the Board is pretty divided on this matter asked to have this on the August
33 agenda and could circulate the definition in the meantime.

34
35 Continuing Education for Land Surveyors

36
37 Kalen asked to table this because we need statutory authority to proceed.

38
39 The Chair asked to postpone putting this on the agenda until we have statutory authority to
40 proceed with continuing education for land surveyors.

41
42 **Agenda Item 19– New Business**

43
44 The Chair brought up the next item for discussion, Agenda Item –19, New Business, Elections.

45
46 AELS Board Elections:

1 **On a motion duly made by Kalen, seconded by Davis, and unanimously approved, it**
2 **was**
3 **RESOLVED to re-elect all of the current officers for an additional one year term.**

4
5 The Chair noted there were no objections and the motion carried. The Board officers are:

6
7 Robert Miller, Ph.D., P.E., Civil, Chair
8 Kathy Gardner, P.E., Mechanical, Vice-Chair
9 Ernie Siemoneit, P.E., Mining, Secretary

10
11
12 FE Waiver:

13
14 Davis noted that the discussion in the Canadian Reciprocity subgroup was to lower the FE
15 waiver from 20 years to 8 years if the applicant held an ABET accredited degree and 8 years of
16 experience.

17
18 Iverson explained that the subgroup is examining ways to make international reciprocity easier
19 and one way would be to waive the FE exam. One concern is that the existing language under 12
20 AAC 36.090 allows “professional” experience but not sub-professional experience while the first
21 few years of working experience may well be subprofessional work.

22
23 The Chair noted that the subgroup would continue work on the FE Waiver.

24
25 Emeritus Status:

26
27 The Chair brought up emeritus status for our two outgoing Board members. We have a request
28 from Mearig for emeritus status and would like to offer that status once his term has ended. It
29 would be nice to have him present at the meeting and I’d suggest that we put this on our agenda
30 for the August 2002 AELS meeting. In the meantime, I’d like to have the Executive
31 Administrator check with the NCEES to see if Emeritus status is permanent or if the Board
32 periodically must submit names and we’ll take this up at the next meeting or when the Boards
33 and Commissions have notified us that the Governor has appointed a replacement.

34
35 Construction Surveying Technology

36
37 Kalen advised that he attended the American Congress on Surveying & Mapping (ACSM)
38 meeting and the Western Zone (NCEES) and this technology is a way to recognize construction
39 surveying as recognized land surveying work experience.

40
41 The NCEES is in the process of adopting changes to the Model Law for Land Surveying. It is
42 covered in my written report for the Western Zone May 2002 meeting. What is being proposed
43 are substantial changes to the model law, a single license, single name (professional surveyor).
44 He noted he would bring further information on photogrammetry and GIS at the AELS August
45 2002 meeting under Old Business.**

46
47 **Agenda Item 20– Read Applications into Record**

1 **On a motion duly made by Kalen, seconded by Siemoneit, and unanimously**
 2 **approved, it was**

3
 4 **RESOLVED to approve the following list of applications for comity and**
 5 **examination as read, with the stipulation that the information in the**
 6 **applicant's file will take precedence over the information in the minutes:**
 7

NAME	DISCIPLINE	EXAM/COMITY	BOARD ACTION
1) Beveridge, David	PE – CIVIL	CO	Approved
2) Brena, Jeanette	PE – CIVIL	EX	Conditionally approved pending transcript
3) Cooley, Kevin	PE – Civil	CO	Conditionally approved Pending arctic
4) Elvestrom, Lynn	PLS	CO AKLS EXAM	Approved
5) Field, David	PE – CIVIL	CO	Approved
6) Forcht, Michael	PE – CIVIL	CO	Conditionally approved Pending arctic course
7) George, Earl	PE – ELECTRICAL	EX	Approved
8) Green, Craig	PE-MECHANICAL	EX	Approved
9) Hardy, Steven	PE – MECHANICAL	CO	Approved
10) Henegan, Nicholas	PE – CIVIL	CO	Conditionally approved Pending arctic course
11) Heiden III, William	PE – CIVIL	CO	Approved
12) Hough-Beck, Colie	LANDSCAPE ARCHITECT	CO	Approved
13) Ishii, William	PE-MECHANICAL	CO	Approved
14) Keller, Michael	FLS	EX	Approved
15) Keller, Michael	PLS/AKLS	EX	Approved
16) Kirkendoll, Bert	PE-ELECTRICAL	EX	Conditionally approved Pending arctic course
17) Lange, Dale	PE – ELECTRICAL	CO	Approved
18) Leshko, Brian	PE – CIVIL	CO	Conditionally approved Pending arctic course
19) Lowe, Barrie	PE-MECHANICAL	CO	Approved
20) Mccoy, Burrill	PE – CIVIL	EXAM (REINSTATE)	Approved
21) McMahon, Geoffrey	PE-MECHANICAL	CO	Conditionally approved Pending arctic and 3 additional references

22) Mcnearney, Mark	PE – CIVIL	CO	Approved
23) Marcaurele, Michael	PE – CIVIL	CO	Conditionally approved Pending arctic course
24) Millam, Jason	FE	EX	Approved
25) Metzgar, Nicola	PE – CIVIL	EX	Approved
26) Miller, Michael J.	PE – CIVIL	EX	Approved
27) Miller, Mitchel	PE – CIVIL	EX	Approved
28) Minuta, Joseph	ARCHITECT	CO	Conditionally approved Pending arctic course
29) Mixter, Thomas	PE – CIVIL	CO	Approved
30) Neighbors, James	PE-MECHANICAL	EX	Conditionally approved Pending arctic course
31) Perkins, Carl	PE – CIVIL	CO	Approved
32) Reiss, John	PE-ELECTRICAL	EX	Approved
33) Roberts, John	PE – CIVIL	CO	Conditionally approved Pending 5th reference
34) Robbins, Lee A.	PE – CIVIL	CO	Conditionally approved Pending arctic course and current license verification
35) Rodes, Nickolas	PE-MECHANICAL	CO	Incomplete pending 14 additional months of mech. And verify CA license
36) Sanders, Steven	PE – CIVIL	CO	Approved
37) Schindler, Theodore	PE- CIVIL	EX Reinstatement	Approved
38) Schulte, Luke	PE – CIVIL	EX	Approved
39) Seidl, Michael	PE – CIVIL	EX – FE WAIVER	Approved
40) Shkerich, Alex	LANDSCAPE ARCH	CO	Conditionally approved Pending arctic and current license in another jurisdiction
41) Spradling, Mark	FE	EX	Approved w/staff review
42) Spradling, Mark	PE – CHEMICAL	EX	Approved
43) Stchyrba, David	PE – CIVIL	CO	Conditionally Approved pending 11 mo. additional work experience under a

			U.S. registered engineer.
44) Stith, Leslie	PE – ELECTRICAL	CO	Approved
45) Thompson, Michael	PE – CIVIL	EX	Approved
46) Unga, Ronna	PE – CHEMICAL	CO	Approved
47) Valenote, Daniela	ARCHITECT	EXAM	Approved
48) Waldrop, Hugh	PE-MECHANICAL	CO	Conditionally approved Pending arctic course
49) Wavra, David	PE – CIVIL	EXAM FE – WAIVER	Approved
50) Westerman, David	PE – CIVIL	EXAM	Approved
51) Wright, James	FE	EXAM	Approved w/staff review

1
2 The Chair asked if there were any objections and there were none. The Chair brought up the
3 next item on the agenda.
4

5 **Agenda Item 17 – Goals and Objectives**

6
7 The Chair asked to keep the Goals and Objectives as reviewed at the November 2001 meeting
8 and to discuss them again at the August 2002 meeting. The Board goals and objectives as of the
9 November 2001 meeting are:

10 **Goal #1 – Increase Board’s work efficiency.**

11

Objectives	Lead Responsibility	Target Date
1) Establish an orientation program for new board members to assist in getting up to speed as quickly as possible. Provide Sample applicant files to new members.	Miller	Ongoing
2) Update and maintain goals and objectives.	Davis, & Ex. Adm.	Ongoing
3) Update and maintain clear record of board operating policies and procedures previously adopted by the Board. Date and track progress of all proposed changes to these policies and procedures.		
4) Automate AELS application and licensing process by: <ul style="list-style-type: none"> • Distributing and receiving applications electronically • Structuring database so that it minimizes manual data entry • Structuring database so that it can answer queries easily. 	Staff oversee and track	Ongoing
5) Pursue training for Board and staff.	Board and Staff	Ongoing

6)	Pursue strategic planning.	Brown and Ex. Adm.	Ongoing
7)	Provide letter of Board's intent and understanding relating to any proposed legislative changes; develop procedures for doing the same.	Board	Ongoing
8)	Establish subcommittee work at each meeting.	Chair	Ongoing

1

2 **Goal #2 – Increase Board's cost effectiveness.**

	Objectives	Lead Responsibility	Target Date
1)	All Board members or administrators who attend a regional or national professional function on behalf of board shall submit a written report to rest of board to share knowledge gained.	Attending Board member and/or Staff	Every board meeting; ongoing
2)	Examine financial feasibility of Board autonomy.	Gardner	2/2002
3)	Obtain and analyze board budget. annually and request audit of income or expenses as appropriate.	Mearig, & Ex. Administrator	Ongoing
4)	Develop regulations that cover "minor importance" overlap between Engineers, Architects professional practice.	Davis, Miller	Ongoing 2/2002

3

4 **Goal #3 – Ensure that all individuals practicing within state are either registered or fall**
5 **within appropriate exemptions to registration.**

	Objectives	Lead Responsibility	Target Date
1)	Determine what action, if any is necessary to encourage registration of University of Alaska architects, landscape architects, land surveyors and engineering faculty.	Miller	Ongoing
2)	Advertise AS 08.48.295 provision for civil penalty for unregistered and unauthorized practice.	Siemoneit ; Ex. Administrator	

6

7 **Goal #4 – Ensure all materials used to establish competency in the professions are**
8 **appropriate for use within Alaska.**

9

	Objectives	Lead Responsibility	Target Date
1)	Review Arctic Course.	Miller	5/2002
2)	Update AKLS Exam.	Kalen	Ongoing
3)	Audit National Standards for exams and certification.	Board and Ex. Administrator	Ongoing

10

11 **Goal #5 – Ensure that Alaska standards stay within the national norms, and its licensing**
12 **systems are fair and applied uniformly.**

13

	Lead Responsibility	Target Date

Objectives			
1)	Monitor and review latest federal regulations, state board decisions, and national organization policies relating to NAFTA.	Board and Ex. Administrator	Each board meeting; ongoing
2)	Obtain adequate funding to send “discipline specific” board members/ licensing examiner to National, and Zone meetings to ensure Alaska stays informed on national issues and can influence policy issues affecting their professions.	Board and Ex. Administrator	Ongoing

1

3)	Investigate drainage, soils analysis, and hydrographic surveying under the definition of land surveying.	Kalen and McLane	2/2002
4)	Investigate GIS and photogrammetry.	Kalen and McLane	2/2002
5)	Research CLARB council record.	Ex. Administrator, Mearig, Cyra-Korsgaard	Ongoing
6)	Stay current on all competency and regulatory issues of other jurisdictions		Ongoing

2

3

Goal #6 – Improve communications with applicants and licensed professionals.

Objectives			Lead Responsibility	Target Date
1)	Structure databases so that applicants can access application via internet and answer queries easily (for application checklist).	Cyra-Korsgaard and staff		2/2002
2)	Update AELS Web Page, including postings of commonly asked questions (FAQs).	Licensing Examiner		Ongoing
3)	Update Goals and Objectives.	Davis		Ongoing
4)	Provide Experience Worksheet to Applicants to assist supervisors in documenting applicant’s work experience.	Mearig		2/2002

4

5

6

Goal #7 – Improve communication with public about Licensing Benefit and Problem

Resolution Process

Objectives			Lead Responsibility	Target Date
1)	Issue Public Service Notice with contact information for complaints.	Executive Administrator		Ongoing/Website
2)	Letter to BBB/Ombudsman re: contact for complaints.	Executive Administrator		11/2003
3)	Educate Public about Benefit of using Licensed Professionals (in Public Service Notices).	Mearig & Executive Administrator		Ongoing/Website

1
2 **Agenda Item 21 – Board Member Reports**

3 The Chair noted that there were written reports that covered the meetings members had attended.

4
5 Brown reported on NCARB resolutions. Only one resolution was very important to single out.
6 This resolution would recognize only architect or public board members to have the ability to
7 vote at the annual meeting. For some combined boards this isn't an issue because they only send
8 architect board members. However, Alaska may send an engineer or land surveyor board
9 member to these meetings and it is very important that we protect our vote. She will oppose this
10 resolution at the June NCARB annual meeting in Boston.

11 Cyra-Korsgaard reported on the Building Officials' Handbook Subgroup. She hopes to send out
12 the draft for comments at the next meeting and if anyone has comments on the handbook they
13 should submit them to her.

14
15 Miller reported on the Canadian Reciprocity Subgroup.

16
17 Cyra-Korsgaard reported on the CLARB two day regional conference. She commented that she
18 learned a great deal about the organization by attending. She will be putting in to serve as an
19 exam grader and hopes that experience will give her insight into the exam process (see written
20 report).

21
22 Brown made some comments on the education conference held in conjunction with the WCARB,
23 Region 6 meeting in Portland. She discussed the varying views between educator's viewpoint
24 that they teach students to think versus the practitioners expecting architectural graduates to be
25 able to step into the ability to practice. She noted that they are divergent viewpoints. She
26 mentioned the role of that the NCARB, Intern Development Program (IDP). It was developed to
27 help bridge this gap and provide mentoring and training for architects. She is the incoming
28 WCARB Region 6 Chair, elected at WCARB and will serve an additional year on the WCARB
29 Executive Committee.

30
31 Peirsol reported on the WCARB conference and discussed the (see written report).

32
33 Gardner reported on the Western Zone conference. She noted that Kalen was elected as Chair of
34 the Nominating Committee. She discussed the Engineer's Forum and (see written report).

35
36 Kalen indicated he serves on the NCEES Committee on Examinations for Professional Surveyors
37 (EPS). He reported on the Model Law for Surveyors, the NSPS Registration Boards Forum, and
38 the ACSM annual meeting (see written reports).

39
40 **Agenda Item 22 – Review Calendar of Events/Confirm Meeting Dates**

41
42 The Chair reviewed travel for the next year:

June 26-29, 2002	NCARB Annual Meeting	Boston, Mass.	Peirsol, Gardner, Miller, Brown (Ex. Comm)Ex. Adm.
August 7-10,2002	NCEES Annual Meeting	LaJolla, CA	Miller, Iverson, Kalen, Gardner, Ex. Adm.

September 20-22, 2002	CLARB Annual	New Orleans, LA	Cyra-Korsgaard and Executive Administrator
Feb 13-15, 2003	Presidents Assembly/MBA Forum	Girdwood, AK	Miller, Executive Administrator
Feb 27-Mar 1, 2003	WCARB Region 6	Anchorage	Brown, Peirsol, and Board (as permitted)
May 15-17, 2003	Western Zone meeting	Red Lodge, MT	Miller, McLane, Ex. Adm.
June 25-28, 2004	NCARB, Annual meeting	San Antonio, TX, Hilton Palacio del Rio	Peirsol; Brown, Ex. Adm.

The Chair brought up the next item on the agenda, the tentative schedule for the quarterly AELS 2002/2003 Board Meetings and noted location change for February 2003, and August 2003 meetings:

August 22-23, 2002	Anchorage
November 14-15, 2002	Anchorage
February 26-27, 2003	Anchorage
May 21-22, 2003	Fairbanks* tentative date (Wed/Thurs)
August 21-22, 2003	Juneau
November 13-14, 2003	Anchorage

Agenda Item 23 – Housekeeping and Review Task List

Board Member Comments:

The Chair asked for Board member comments:

Davis suggested that it would be nice if letters were written to employers of Board members thanking them for allowing employees to attend these meetings and the Chair agreed.

The Chair asked Executive Administrator to submit new officer’s names to the organizations.

The Chair asked for comments and many members thanked Susan Frederick for her work and wished her well.

The Board members signed wall certificates and submitted travel reports as required.

The Executive Administrator will compile task list from the minutes and send around to all Board Members.

Cyra-Korsgaard	Accept comments and circulate Building Officials Handbook
Davis	-
Gardner	Act as point person to collect information on Autonomy.

Miller (Chair)	Circulate “environmental engineering” definition to professional societies and Dr. Perkins.
	Work with Kalen on Specialty Contractor language for insertion in the Annual Report.
	Work with Siemoneit in writing responding to ADEC, Mr. Kleweno, P.E., in reference to Water and Wastewater Treatment reviews. Respond to Jeff Garness on “wet seal” or digitized signatures
	Research number of schools offering environmental engineering degrees.
	Work with Kalen to draft land surveyor HB 227 language.
	Respond to Metzger on use of titles.
Kalen	Work with Miller on Specialty Contractor language for insertion in the Annual Report, and on legislative request for term limits and continuing education statutory changes. Work with McLane on GIS/Photogrammetry Report for August 2002.
	Work with Miller to draft land surveyor HB 227 language.
McLane	Work with Kalen on GIS/Photogrammetry Report for August 2002.
Peirsol	Research “encrypted signatures”.
Siemoneit	Work with Miller in responding to ADEC, Mr. Kleweno, P.E., in reference to Water and Wastewater Treatment reviews.
Executive Administrator	Check with NCEES on emeritus status, permanent or periodic status? Work with Chair to draft letters thanking employers.
	Post disciplinary actions on website & pass on to APDC for newsletter.
	Work with Chair or Board members to send correspondence responses to Metzger, Kleweno, and Garness.
	Copy new model law definition for engineer & distribute to Board members.
	Request statute changes in Annual report for specialty contractors,
	Research with other states what they consider “piling on”.
	Add photogrammetry to August AELS agenda under Old Business.
	Post LARE site as Anchorage, and to contact staff for information on exam site location.
	Invite Fairbanks building officials to the May 2003 meeting.
	Check to make sure Anchorage office has current AELS Statute and Regulations booklets.
	Advise Catherine Reardon, Director, Division of Occupational Licensing what online reapplication data processing needs the board desires.
	Submit new Board officer’s names to the organizations.

Catherine Reardon, O.L. Director	Check to see if Board members costs could be removed from the overall costs of the AKLS workshop
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On a motion duly made by Kalen and seconded by Peirsol and unanimously approved, it was

RESOLVED to adjourn the meeting at 4:55 p.m.

There were no objections and the meeting was adjourned.

Respectfully submitted:

Nancy Hemenway, Executive Administrator
Approved:

Robert Miller, Chair, Ph.D., P.E.
Board of Registration for Architects,
Engineers, and Land Surveyors

Date: _____