

**KANSAS STATE BOARD OF TECHNICAL PROFESSIONS
ACTION AGENDA
JOHN LILAK, CHAIR**

September 8, 2023

10:00 A.M.

Kansas Board of Technical Professions Board meetings follow the Kansas Open Meetings Act (KOMA). The meeting was called to order at 10:00 a.m. The meeting adjourned at 12:00p.m. for lunch. The meeting reconvened at 12:32p.m.

Members present were:

Brenee King, Public Member
William Haverkamp, P.S.
John Lilak, P.S.
Carisa McMullen, L.A.
Kimberly Kramer, P.E
Doug Louis, P.G.
Trudy Falkner, Arch.
Jennifer Taylor, P.E.
Larry Graham, P.E., P.S.
Jack Poole, P.E.

Not present:

Joseph Johnson, Arch.
Wendy Ornelas, Arch.

Others present were:

Will Skepnek, Asst. Attorney General
Jessica Pierce, PSA
Larry Karns, Executive Director
Erin Thompson, Admin Specialist
Barb Jordan, Admin Specialist
Robert Hutchison, Deputy Att. General
Matt Miller, CLARB
Zachary Druga, CLARB
Nicole Turner, Asst. Attorney General

I. MINUTES

A. Full Board

1. Approval of minutes from July 7, 2023 meeting and the July 11, 2023 and August 23, 2023 Strategic Planning Committee meetings.

By motion of Dr. Kramer, seconded by Mr. Haverkamp, the board voted to approve the minutes as presented.

2. Publish Minutes

By motion of Mr. Poole, seconded by Dr. Kramer, the board voted to publish the minutes.

II. ADDITIONS OR ADJUSTMENTS TO THE AGENDA

III. REVIEW AND APPROVAL OF CONSENT AGENDA

- A. Possible review of items removed from consent agenda

By motion of Mr. Poole, seconded by Mr. Graham, the board voted to approve the agenda as presented.

IV. PUBLIC COMMENTS – 10:30 AM

By motion of Mr. Poole, seconded by Mr. Haverkamp, Public Comments closed at 10:49a.m.

V. EXECUTIVE SESSION

At 10:50 a.m., by motion of Dr. Kramer, seconded by Mr. Haverkamp, the Board recessed into executive session for twenty minutes to discuss personnel matters of non-elected individuals. The open meeting resumed at 11:10a.m.

At 11:10 a.m., by motion of Mr. Poole, seconded by Mr. Graham, the Board recessed into executive session for five additional minutes to discuss personnel matters of non-elected individuals. The open meeting resumed at 11:15a.m.

By motion of Mr. Graham, seconded by Ms. Faulkner, the Board instructed Mr. Karns to reclassify staff as appropriate with a salary increase not to exceed 15%.

At 11:18 a.m., by motion of Dr. Kramer, seconded by Mr. Haverkamp, the Board recessed into executive session for twenty-two minutes to discuss personnel matters of non-elected individuals. The open meeting resumed at 11:40a.m.

At 11:40 a.m., by motion of Mr. Poole, seconded by Mr. Graham, the Board recessed into executive session for twenty minutes to discuss personnel matters of non-elected individuals. The open meeting resumed at 12:00p.m.

By motion of Mr. Haverkamp, seconded by Ms. Faulkner, the Board voted to adjourn 12:00p.m. for lunch.

The meeting reconvened at 12:32p.m.

VI. REVIEW OF INQUIRIES/COMPLAINTS & ATTORNEY REPORTS

A. Complaint Committee Report – Chair Johnson

1. Report of Case Files with Final Action Taken by the Committee
2. Receipt of Complaint Committee Report

In lieu of Mr. Johnson, Mr. Graham reported that the committee met on September 7, 2023. Mr. Graham reported that the committee reviewed two SPOs and dismissed two cases. By motion of Mr. Haverkamp, seconded by Mr. Graham, the Board voted to accept the report.

B. Attorney Report – Nicole Turner, General Counsel

Ms. Turner reported that she has been appointed General Counsel for KSBTP. Ms. Turner reported that she is reviewing legal implications of social media use. She will report back. Ms. Turner will be scheduling a KORA/KOMA refresher for the Board at the December 2023 meeting.

VII. COMMITTEE AND ADMINISTRATIVE REPORTS

A. ARCH/LA/PG Committee – Chair Ornelas

1. Report of Committee Actions
2. Discussion of Committee Items
3. Receipt of Committee Report

In lieu of Ms. Ornelas, Ms. McMullen reported that the committee reviewed two applications. They marked one application incomplete and approved the other. The meeting met from 9:00a.m. to 9:20a.m. The Committee heard association reports. By motion of Mr. Poole, seconded by Mr. Haverkamp, the Board voted to accept the report.

B. PE/PS Committee – Chair Taylor

1. Report of Committee Actions
2. Discussion of Committee Items
3. Receipt of Committee Report

Ms. Taylor reported that the Committee will reconvene after lunch. The Committee reviewed 42 applications. The committee discussed updates to the Fundamentals of Surveying and Professional Surveyor by Reciprocity applications. By motion of Mr. Poole, seconded by Mr. Graham, the Board voted to accept the report.

C. STRATEGIC PLANNING COMMITTEE REPORT

1. The Board is spending more time on acting proactively versus reactively.
2. Increased understanding and value of licensure and the board
3. Identify opportunities to increased engagement with legislators.
4. Approval of SPC Standard Operating Procedure
5. Bill Haverkamp Article
6. Dr. Kramer Article

Dr. Kramer reported that the committee has met a few times since the last Board meeting. Dr. Kramer reminded the Board that all members have access to the Strategic Planning information located in MyBoardPacket. Dr. Kramer reported that the committee has begun working on the above numbered items. Dr. Kramer shared an article written by Mr. Haverkamp regarding becoming an advocate for surveying. The article would be provided to licensees through the newsletter. Dr. Kramer provided a draft that she is creating in regards CEUs that will also be provided to licensees through the newsletter. Dr. Kramer's article will be worth a CEU. The articles will be completed and sent by December. By motion of Mr. Graham, seconded by Mr. Poole, the committee voted to accept the report.

D. Assistant Director Committee Report

Mr. Lilak reported that the A.D. Committee is comprised of Mr. Karns, Mr. Lilak, Ms. Faulkner, and Dr. Kramer. The committee has met four times since the last meeting. The committee hopes to have the job posted. By motion of Mr. Graham, seconded by Ms. Faulkner, the Board voted to update task one to 35%, task two to 25%, with the remainder reflecting 10% with the correction of task six to go from E to M for marginal. The Board instructed Mr. Karns to update page three of the job description to "Lead worker, etc." The Board instructed Mr. Karns to add ability to travel in state and out of state for travel

under Licenses, certificates, and registrations. By motion of Dr. Kramer, seconded by Mr. Poole, the board voted to break out the special knowledge/skills as preferred and required. By motion of Dr. Kramer, seconded by Ms. McMullen, the Board voted to accept the form as amended with a final review by the A.D. Committee. The Board delegates the authority to the committee to post the description once reviewed by the A.D. Committee.

E. Director's Report

Mr. Karns reported that K.A.R. 66-9-5 and 66-14-1 will be set for hearing at the December meeting. The regulations will be reviewed by the Joint Committee on Rules and Regulations on October 10, 2023. Mr. Karns will be meeting with KSU-Olathe next week regarding a surveying curriculum. The NCARB Annual meeting will be held June 13-15, 2024, in Chicago, IL. Dr. Kramer, Ms. McMullen, and Mr. Louis were reappointed.

VIII. CORRESPONDENCE

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

A. CLARB Uniform Standards Discussion (Matt and Zach)

Matt and Zach lead a discussion regarding the CLARB Uniform Standards.

B. K.A.R. 66-9-5 Discussion

By motion of Mr. Graham, seconded by Mr. Haverkamp, the board voted to pull the regulation. A hearing will not be held on K.A.R. 66-9-5 in December.

C. K.A.R. 66-14-1 Discussion

Mr. Karns reported that K.A.R. 66-14-1 is set for hearing in December 2023. It will be reviewed by the Joint Committee in October 2023. By motion of Mr. Poole, seconded by Dr. Kramer, the Board voted to pull the regulation and have the Strategic Planning Committee review Article 14 and bring it for review to the December 2023 meeting.

D. PS by Exam and FS Exam Application Form Updates

By motion of Mr. Haverkamp, seconded by Mr. Graham, the Board voted to table the forms until December 2023. Ms. McMullen abstained from the vote.

E. Confirm ASBOG Voting Delegate

By motion of Mr. Haverkamp, seconded by Mr. Graham, the Board delegated Mr. Louis as the ASBOG voting delegate.

F. Assign Hearing Panel

By motion of Mr. Graham, seconded by Ms. Faulkner, the Board voted to assign Mr. Haverkamp, Ms. Taylor, and Mr. Graham with Ms. Faulkner as an alternate.

G. Cytek Technologies

By motion of Ms. Taylor, seconded by Dr. Kramer, the Board instructed Mr. Karns to review options.

H. Kansas Reflector Surveying Article

[KDOT secretary looking for path out of Kansas' transportation industry labor shortage - Kansas Reflector](#)

I. Complaint Committee Appointment Discussion

J. December Meeting Date Discussion

By motion of Ms. Faulkner, seconded by Mr. Graham, the Board voted to move the December meetings to December 14-15, 2023.

XI. APPROVAL FOR ATTENDANCE AT EVENTS

XII. ADJOURN

By motion of Mr. Graham, seconded by Mr. Poole, the Board voted to adjourn at 2:29p.m.