

**Kansas State Board of Technical Professions Board Meeting  
Robert Henthorne, Chair**



**BOARD ACTION MINUTES February 17, 2017**

The meeting was called to order at 10:05 a.m. by Chair Henthorne.

Members present were:

Steve Brosemer, P.S.  
Forrest Erickson, P.E.  
Larry Graham, P.E., P.S.  
Edward Halloran, Public Member  
William Haverkamp, P.S.  
Richard Hayter, P.E.  
Robert Henthorne, P.G.  
David Hoffman, Architect  
Joseph Johnson, Architect  
Carisa McMullen, Landscape Architect  
Vincent Mancini, Architect  
Eric Wimmer, Architect, Public Member

Members absent were:

Maurice Bowersox, P.E

Others present were:

Mark Bennett, Attorney for the Board  
Shelby Lopez, Executive Director  
Tammy Matchett, Public Service Administrator

**I. INTRODUCTIONS**

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Joel Albizo, CEO of CLARB was introduced by Ms. Lopez. Board members introduced themselves.

**II. MINUTES**

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By motion of Mr. Graham, seconded by Mr. Johnson, the Board voted to approve the Minutes of the December 16, 2016 meeting.

### **III. ADDITIONS OR ADJUSTMENTS TO THE AGENDA**

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There were no additions or adjustments to the agenda.

### **IV. REVIEW AND APPROVAL OF CONSENT AGENDA**

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By motion of Mr. Graham, seconded by Mr. Wimmer the Board voted to approve the Consent Agenda.

### **V. PUBLIC COMMENTS – 10:15 AM**

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There are no requests for public comments.

### **VI. EXECUTIVE SESSION**

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There was no Executive Session held.

### **VII. ATTORNEY REPORT**

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Ms. Andaya was not present.

### **VIII. REVIEW OF INQUIRIES/COMPLAINTS & ATTORNEY REPORTS**

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- A. Complaint Files – Report from Complaint Committee – Chair Brosemer
  - 1. Report of Case Files with final action taken by the committee
  - 2. Receipt of Complaint Committee Report
  - 3. Legal Matters/Correspondence

Mr. Brosemer reported that the Committee closed eight cases and accepted \$5,666.66 in payment of fines and expenses. The Committee dealt with all of the existing cases according to the Rules and Regulations. By motion of Mr. Hoffman, seconded by Mr. Johnson the Board voted to receive and file the Complaint Committee Report.

### **IX. COMMITTEE AND ADMINISTRATIVE REPORTS**

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- A. ARCH/LA/PG Committee – Chair Mancini
  - 1. Report of Committee Actions

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

Mr. Mancini reported that there were no applications to review. The committee is still working on revisions to K.A.R. 66-9-7, 66-10-1 and 66-10-3. Joel Albizo provided an update on CLARB activities, NCARB will be releasing ARE cut scores in the next few months, ASBOG will hold it's Council of Examiners workshop in Flagstaff in April. By motion of Mr. Mancini, seconded by Mr. Graham the Board voted to receive and file the Committee's report. (See minutes of ARCH/LA/PG Committee.)

- B. PE/PS Committee – Chair Graham
  1. Report of Committee Actions
  2. Discussion of Committee Items
  3. Receipt of Committee Report

Mr. Graham reported that the Committee approved seven PE applications by comity, four PE Exam retakes and two KSS exam retakes. By motion of Mr. Graham, seconded by Mr. Brosemer the Board voted to receive and file the Committee's report. (See minutes of PE/PS Committee.)

- C. Other Committee Reports
  1. Legislative Committee – Chair Hoffman

No report was provided.

- D. Administrative Report
  1. Administrative and Budget Update

Ms. Lopez provided the administrative report and reminded board members that they will be receiving an email regarding the State of Substantial Interest that is required to be completed.

## **X. CORRESPONDENCE**

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- A. Email from Amec Foster Wheeler regarding business entity designating more than one responsible charge

The Board engaged in discussion regarding a business entity designating more than one responsible charge. A committee was assigned to revise the Application for Certificate of Application for Business Entity. Mr. Henthorne, Mr. Graham, Mr. Erickson and Mr. Mancini will be members of the Committee.

## **XI. UNFINISHED BUSINESS**

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- A. Discussion on delegation of authority of Board to Complaint Committee and hearing panels

The Board engaged in discussion regarding authority of the Complaint Committee and hearing panels. By motion of Mr. Graham, seconded by Mr. Brosemer the Board voted to delegate to the Complaint Committee

full authority to enter into settlement agreements and consent orders and resolve the matter prior to a hearing in whatever manner it deems appropriate, within Kansas State Board of Technical Professions Statutes, Rules and Regulations. My motion of Mr. Havekamp, seconded by Mr. Graham the Board voted to delegate to a hearing panel, appointed by the Board Chair, the full authority to arrive at a final administrative determination on the complaint before them.

## **XII. NEW BUSINESS**

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### **A. Publishing Final Orders on KSBTP Website**

By motion of Mr. Brosemer, seconded by Mr. Johnson the Board voted to discontinue the electronic newsletter and provide current news on the KSBTP website supported by bulleted quarterly email reminders to check the website. Final Orders will be published on a separate tab of the website.

### **B. NCEES Associate Member**

By motion of Mr. Graham, seconded by Mr. Wimmer the Board voted to nominate Ms. Lopez as an associate member of NCEES.

### **C. Policy/Procedures Review**

#### **a. KSBTP Board Member Technology Acquisition and Use Policy**

By motion of Mr. Graham, seconded by Mr. Mancini the Board voted to approve the Board Member Technology Acquisition and Use Policy

### **D. Upcoming board meeting dates:**

1. April 27 and 28, 2017
2. July 13 and 14, 2017 – Licensure Ceremony – Topeka KS

## **XIII. ADJOURN**

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The Board adjourned at 12:44 p.m.

Prepared by:

Attest by:

Shelby Lopez  
Executive Director

Eric Wimmer  
Secretary for the Board