

**KANSAS STATE BOARD OF TECHNICAL PROFESSIONS
ACTION AGENDA
MAURICE BOWERSOX, CHAIR**

APRIL 20, 2018

10:00 A.M.

The meeting was called to order by Chair Bowersox at 10:00 am.

Members present were:

Maurice Bowersox, P.E.

Steve Brosemer, P.S.

Larry Graham, P.E., P.S.

Edward Halloran, Public Member

Fredrick Laurino, Public Member

Vincent Mancini, Architect

Carisa McMullen, Landscape Architect

Eric Wimmer, Architect

Members absent were:

William Haverkamp, P.S.

Richard Hayter, P.E.

Joseph Johnson, Architect

Others present were:

Tom Luedke, Litigation Counsel for the Board

Shelby Lopez, Executive Director

Sarah Easter, Assistant Director

I. MINUTES

By motion of Mr. Graham, seconded by Mr. Wimmer the Board voted to approve the minutes of the February 9, 2018 meeting.

II. ADDITIONS OR ADJUSTMENTS TO THE AGENDA

There were no additions or adjustments to the agenda.

III. REVIEW AND APPROVAL OF CONSENT AGENDA

Ms. McMullen requested removal of consent agenda item Ballot 18-135. Maurice amends the consent agenda by removing Ballot 18-135 and adding it to the action agenda after public comments.

By motion of Mr. Graham, seconded by Mr. Brosemer, the Board voted to approve the consent agenda as amended.

IV. PUBLIC COMMENTS – 10:15 AM

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There were no public comments.

V. DISCUSSION OF BALLOT 18-135

Ms. McMullen reports a licensee on this ballot (Skinner) contacted her regarding license cancellation and the possibility of reinstatement. Ms. Lopez and Ms. Easter reviewed the procedure for notice of cancellation due to non-renewal and the Application for Reinstatement. No further discussion.

VI. EXECUTIVE SESSION (IF NEEDED)

In order to protect the privacy of the non-elected personnel involved, I move that the Board recess into executive session to discuss such individual employee's performance. The Board will reconvene the open meeting in the same location in 15 minutes at 10:30 a.m.

Beginning Time of Recess: 10:15 a.m.

Motion Made By: Bob Henthorne

Motion Seconded By: Larry graham

Motion Carried/Defeated: Carried

VII. ATTORNEY REPORT

Mr. Luedke reported that he has been selected as a finalist for a judicial candidate for Shawnee County. A decision will be made by the end of the month.

VIII. REVIEW OF INQUIRIES/COMPLAINTS & ATTORNEY REPORTS

Mr. Henthorne reported the Committee reviewed 18 cases, eight were closed without action and one was closed with a signed SACO and payment. The Committee directed Mr. Luedke to prepare SACOs in five cases and appoint investigators in three cases. By motion of Mr. Graham, seconded by Mr. Wimmer the Board voted to accept the Committee Report.

IX. COMMITTEE AND ADMINISTRATIVE REPORTS

A. ARCH/LA/PG Committee – Chair McMullen

Ms. McMullen reported the Committee approved four applications and reviewed progress on revisions to K.A.R. 66-9-7, 66-10-1 and 66-10-3. Mr. Henthorne is no longer on the ASBOG executive committee. CLARB is working with an outside consultant to conduct surveys and interviews to identify barriers to the licensure process. The NCARB regional summit was held in Wichita in March. By motion of Mr. Graham, seconded by Mr. Brosemer the Board voted to accept the Committee Report.

B. PE/PS Committee – Chair Erickson

Mr. Erickson reported the Committee reviewed 12 applications, nine were approved, two were denied and one was tabled. The Committee also discussed revisions to the Kansas Minimum Standards for Boundary Surveys and Minimum Standards for Mortgage Title Inspections and the request for an attorney general opinion regarding the requirement for Land Surveyors to have their seals notarized. By motion of Mr. Graham, seconded by Mr. Henthorne the Board voted to accept the Committee Report.

C. Audit Review Committee – Chair Mancini

No report.

D. Continuing Education Task Force – Chair Hayter

In Chair Hayter's absence, Mr. Mancini presented the updated draft of revised Continuing Education Guidelines for discussion.

E. Administrative Report

1. Administrative Update

2. Budget Update

Ms. Lopez gave the administrative and budget report. Arin Alley has replaced Brian Sevy as Administrative Specialist. The Board's ending cash balance as of March 31, 2018 is \$1,730,579.98.

X. CORRESPONDENCE

A. There was none.

XI. UNFINISHED BUSINESS

A. Request for Attorney General Opinion

By motion of Mr. Graham, seconded by Mr. Henthorne, the Board directed Mr. Luedke to draft correspondence to the Kansas Society of Land Surveyors for review at the July 2018 Board meeting.

B. Emeritus Board Member Designation

By motion of Mr. Henthorne, seconded by Mr. Graham, the Board voted to adopt the Emeritus board member policy.

XII. NEW BUSINESS

A. Affidavit of Responsibility for New Responsible Principal

By motion of Mr. Graham, seconded by Mr. Brosemer, the Board voted to approve the revised Affidavit of Responsibility for the Responsible Principal Change Form

B. NCARB Annual Meeting Funded Delegates

By motion of Mr. Wimmer, seconded by Mr. Graham the Board voted to approve Mr. Mancini and Mr. Bowersox as funded delegates to the NCARB Annual Business Meeting in Detroit, MI, June 28 – 30, 2018; Mr. Laurino will be funded as a public member, Ms. Lopez will be funded as MBE and Mr. Mancini will serve as the Board's voting delegate.

C. NCEES Annual Meeting Funded Delegates

By motion of Mr. Brosemer, seconded by Mr. Wimmer, the Board voted to approve Mr. Graham, Mr. Haverkamp and Ms. Lopez as funded delegates to the NCEES Annual Business Meeting in Scottsdale, August 15 – 18, 2018.

D. Executive Order 18-04 Policy Regarding Sexual Harassment

By motion of Mr. Graham, seconded by Ms. McMullen, the Board voted to approve the KSBTP Professional Conduct Policy.

E. Executive Order 18-06 Open Records Policy and Transparency Regarding Use of E-Mail

This item was tabled.

F. Upcoming board meeting dates:

1. July 19 and 20, 2018 – Topeka, KS, Certificate Ceremony, Kansas State Capitol

A. **ADJOURN**

By motion of Mr. Henthorne, seconded by Mr. Graham, the Board voted to adjourn at 1:45 p.m.