

**KANSAS STATE BOARD OF TECHNICAL PROFESSIONS  
STRATEGIC PLANNING COMMITTEE  
Call-In Number: 1-785-414-8630  
Confirmation Code: 972881006**

**July 11, 2023**

**2:00 P.M.**

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Kansas Board of Technical Professions Board meetings follow the Kansas Open Meetings Act (KOMA). The meeting was called to order at 2:00 p.m.

**Members present were:**

Bill Haverkamp, P.S.  
Brenee King, Public Member  
Carisa McMullen, L.A  
Kimberly Kramer, P.E.  
Trudy Faulkner, Arch.

**Members not present**

Doug Louis, P.G.

**Others present were**

Larry Karns, Executive Director  
Jessica Pierce, PSA

**I. WELCOME**

The meeting was called to order at 2:00 p.m.

**II. MEETING MINUTES**

By motion of Ms. Faulkner, seconded by Mr. Haverkamp, the meeting minutes from the June 19, 2023 meeting were approved.

**III. AGENDA**

By motion of Ms. Faulkner, seconded by Ms. McMullen the committee voted to approve the agenda as modified

**IV. DETERMINATION OF GOALS FOR THE YEAR**

- a. **Continuing Education Article** – Dr. Kramer will have a draft article for the next strategic planning committee to review.
- b. **Fine Schedule** – Mr. Karns will work with Mr. Skepnek and the complaint committee to determine Board imposed previous fines and actions. Mr. Karns and his staff will research what other state board fines are.  
will create a proposed schedule to review all the K.A.R.'s by the September 2023 Board meeting. Mr. Karns will also find out what format the Sunset Review is to be presented in.
- c. **Uniform Standards for Landscape Architects** – This was added to the strategic planning committee spreadsheet and will be discussed at future meetings.
- d. The Committee reviewed the **Strategic Planning Committee spreadsheet** to identify goals for the year and added/updated as needed, see attached for more information.
  - i. Objective one Goal one: Establish consistencies in systems and processes for how complaints are tracked, investigated and reviewed.

1. Guidelines and documentation for how complaints are handled - Mr. Karns will discuss with Mr. Skepnek and begin the process of documenting how complainants are handled.
  2. Report templates - Strategic Planning Committee will reach out to the Complaint Committee to see if they'd be willing to take on this task.
  3. Fine schedule and guidance documents mitigating and aggravating factors for each level of fine. -The Strategic Planning Committee will work with the Complaint Committee (as well as Mr. Karns and Mr. Skenek) to create a fines schedule.
- ii. Goal one Objective two: More objective (less subjective) processes and procedures for reviewing applicants for licensure
    1. Identify opportunities for training of evaluation of foreign-educated applicants - Identify opportunities for training of evaluation of foreign-educated applicants
  - iii. Goal one Objective three: Keeping statutes, rules and regulations cohesive and updated on a regular basis
    1. Establish cycle /timing for each profession - Over half of our regulations have been revised since 2019. All regulations will be reviewed and justified for further application by 2025
    2. Determine lens by which the assessment will be conducted (to reduce friction, create greater access, etc.) - Mr. Karns and Mr. Skepnek will create a proposed schedule to review all the K.A.R.'s by the September 2023 Board meeting. Mr. Karns will also find out what format the Sunset Review is to be presented in.
    3. Explore adoption of Uniform Standards for Landscape Architects
  - iv. Goal two Objective one: Increase students and emerging professionals understanding of the licensure process and the value of licensure
    1. Engagement with program counselors/faculty advisors/Presentations at universities
      - a. Together with NCARB we have visited both KU and KSU's schools of architecture to meet with students and faculty. During these visits we discussed the licensing process and the value of licensure. - KSBTP will visit WSU and Pitt State as well as visit the Engineering Schools in Kansas. KSBTP staff will review what has been accomplished the last 2-3 years and create a schedule to be reviewed. Each discipline should have a schedule.
      - b. We attended two job fairs at the University of Kansas, one a general job fair and one specifically for architectural students and attended the LABASH event for architectural students at Kansas State University. - KSBTP will visit WSU and Pitt State as well as visit the Engineering Schools in Kansas. KSBTP staff will review what has been accomplished the last 2-3 years and create a schedule to be reviewed. Each discipline should have a schedule.
      - c. With the assistance of the Kansas Board of Education we were able to reach out and inform high school counselors about careers in the technical professions and the non-degree pathway to licensure as a professional surveyor. - KSBTP will visit WSU and Pitt State as well as visit the Engineering Schools in Kansas. KSBTP staff will review what has been

accomplished the last 2-3 years and create a schedule to be reviewed.  
Each discipline should have a schedule.

2. Develop social media strategy
  - a. Working with NCEES: implemented geofencing social media campaign to promote technical professions and the value of licensure. - Highlights and photos from visits to schools
3. Use of social media for promoting newly licensed individuals
4. What opportunities exist for engagement with student chapters
  - a. With representative from NCARB met with architectural students and faculty at both KU and KSU to discuss licensure. Attended student job fairs for Architects at KU and Landscape Architects at KSU (LABASH)
- v. Goal two Objective three: Identify and develop strategic partnerships with the local professional societies to promote the value of licensure in the public interest
  1. Participation in local chapter events
    - a. Attended meetings of Kansas Professional societies including AIA, PSLs and KSPE. Continuing what has been done for forward momentum
  2. Delegate one meeting a year to focus on collaborative discussion with each professional society
    - a. We have invited each professional society to meet with the board. To date we have had PSLs, PSPE and AIA Kansas attend and meet with the board. The LA's and Geologists are scheduled to meet with us in July. Continuing what has been done for forward momentum
  3. Annual planning/update session with each chapter of each profession
    - a. The plan is to continue to invite these professional societies to meet with the board each year and for us to attend and have an information booth at their annual meetings. Continuing what has been done for forward momentum
  4. Identifying opportunities for strategic partnerships for mutual benefit
- vi. Goal two Objective four: Public understanding of the licensure process and value of licensure
  1. Press releases
  2. Articles
    - a. April 2023 article for the Licensure Exchange newsletter published by NCEES. The Strategic Planning Committee would like each committee to add an expert to the newsletter. Mr. Haverkamp agreed to write an article about licensed surveyor numbers and the need of more licensed surveyors.
  3. Modernizing and distributing the new BOB
  4. Public service announcements
  5. Infographic for "Did you know"
    - a. Links to videos promoting the professions and the value of licensure in our newsletter and our website.
  6. When you need an " "
  7. Social media
    - a. Working with NCEES: implemented geofencing social media campaign to promote technical professions and the value of licensure.

- vii. Goal three Objective one: Ensuring highly effective, informed and dedicated board members and staff by Improved orientation and training to better prepare new board members
  - 1. Application review procedures training
    - a. Continuing what has been done for forward momentum
  - 2. Explore multi-step orientation process
    - a. The board's attorney meets with new board members and all board members are provided with the Board's Orientation Manual. Identify what outside training is available. ICOR has a training that is available for state board members. Ms. McMullen will investigate.
  
- viii. Goal three Objective two: Provide ongoing training for staff and board members to promote continuous learning and increased capacity
  - 1. Board member attend national conventions
    - a. The MBE/MBA and Board Members attend national and regional meetings of the licensing councils and serve of various committees.
  - 2. Process documentation
    - a. Revised and updated Standard Procedures manual.
  - 3. Role-specific professional development
    - a. Identify any training that staff may wish to attend
  - 4. Board member specific training
    - a. Sensitivity training by KHRC and ethics training by Kansas Govt Ethics Commission. Laine and Jane provided legal training. - Identify legal training opportunities: Complaint Committee; Board Members
  
- ix. Goal three Objective three: Create opportunities for higher value-contributions for board members and staff.
  - 1. Review possible opportunities to grow administrative approval
    - a. Greater administrative approval for licensing landscape architects has been implemented
    - b.
  - 2. Refinement of board agenda to include time for strategic discussion on every agenda
    - a. The strategic plan has been and will continue to be added to the agenda of each board meeting.

## **V. SCHEDULE NEXT MEETING**

The Committee's next meeting is scheduled for August 23<sup>rd</sup>. The members tentatively scheduled meetings for October 18<sup>th</sup> at 12:00 p.m. and November 15<sup>th</sup> at 12:00 p.m.

## **VI. ADJOURNMENT**

The Committee adjourned at 3:06 p.m.