

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – March 23, 2018**

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**CALL TO ORDER**

The meeting was held at 215 Centennial Mall South, 5<sup>th</sup> Floor Conference Room, Lincoln, Nebraska. Chair Kester called the meeting to order at 8:30 a.m. and noted the location of the Public Meeting Statutes. Notice of the meeting was published in the Lincoln Journal Star in compliance with the Open Meetings Act.

**Member Roll Call:** Krista Kester, Chair; Jennifer Klein, Vice-Chair; Jan Bostelman; Mark Champion; Brian Kelly; Randy Peters; Daniel Thiele. Absent: Lenora Isom, Secretary. Isom arrived at 8:39 a.m.

**Staff Present:** Jon Wilbeck, Executive Director (ED); Lindy Rauscher, Compliance Officer (CO); Sandra Weaver, Business Manager; Jean Lais, Administrative Assistant; Molly Mayhew, Public Information Officer (PIO).

**PUBLIC PRESENT**

Jeanne McClure, Executive Director, American Council of Engineering (ACEC/Nebraska) – *No public comment.*

**The following appeared before the Board:**

Rich Lombardi, Legislative Liaison, American Communications Group, Inc.  
Bobby Bishop, Architect

**A. CONSENT AGENDA**

**February 2, 2018 Meeting Minutes**

***Action: Approval of Consent Agenda***

Motion by Bostelman, second by Klein to approve the consent agenda. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Kelly, Kester. Voting No: None. Absent: Isom.

Isom arrived at the meeting at 8:39 a.m.

**B. MEETING REPORTS**

***Ad Hoc Committee Reports***

**Legislative**

Legislative Liaison Lombardi reported the 105<sup>th</sup> Legislative session is in the last 10 days and final stages of budget consideration. A summary of legislative bills of interest to the Board was distributed. LB299, introduced by Senator Laura Ebke, advanced to Select File after a compromise amendment was added. The bill would adopt the Occupational Board Reform Act and changes procedures for rules and regulations. The legislative standing committees would review the state's occupational licensing boards on a five-year cycle in an effort to reduce undue restrictions. Lombardi announced additional amendments making significant changes to LB299 were agreed upon during the morning of March 23. ED Wilbeck will email the draft highlighting the changes made to LB299 by the latest amendment to all Board members.

**Continuing Education Ad Hoc**

The Continuing Education Ad Hoc Committee submitted an early draft of a preface to the CE Guidelines to the Board. ED Wilbeck reported the Committee met on February 14. It was concluded that if a particular continuing education topic was specified as a particular "capability" in the NSPE Engineering Body of Knowledge, the Board would likely accept it. NSPE's Engineering Body of Knowledge broadly organizes engineering capabilities in three categories: basic/foundational, technical, and professional practice. Discussions at the NCARB Regional Summit Meeting also indicated professional practice hours were acceptable continuing education for architects in other U.S. jurisdictions. However, the committee recommends limiting professional practice CE activities, as opposed to basic/foundational or technical CE activities. A limit on professional practice CE activities would require modifications to the Board's rules and regulations. The specific percentage or maximum amount of professional practice activities allowed has not been recommended by the committee to the Board, and feedback on a limit of professional practice CE

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activities allowed will be gathered from the licensure community. ED Wilbeck reported wanting to use both NCARB's health, safety and welfare category realignment with AXP and ARE 5.0 with the committee's work on professional practice CE activities to begin drafting some proposed rules.

**LB1025 Ad Hoc**

ED Wilbeck reported a hearing on LB1025 was held on February 13, 2018. Introduced by Senator Wayne, LB1025 would create the Building Codes Advisory Committee to make recommendations to the Legislature on whether to update the state building code when a new edition is published. The state building code would be a "default" code, applicable in any county, city, or village that does not adopt a local building or construction code. Funding for the Committee would be provided through the budget of the Board of Engineers and Architects. ED Wilbeck testified at the hearing in a neutral position but noted funding should not be restricted to the architects, professional engineers, and firms offering architectural and engineering services since the Board's cash fund is created from their fees. Senator Wayne made a statement during closing that it does not appear LB1025 will make it out of committee, but he would likely conduct a study on this topic during the summer.

**Software Ad Hoc**

Klein requested to defer the Software Ad Hoc Committee report until the Board discussed the discontinuation of the software engineering exam under new business in the agenda.

**Other Meeting Reports**

Bostelman updated the Board on her work with the Radon Resistant New Construction Task Force. Meetings were held in January and February of 2018. The Committee is getting closer to creating agreeable language to submit a recommendation to the Governor, and the Department of Health and Human Services Committee and Urban Affairs Committee of the Nebraska legislature.

**C. OLD BUSINESS**

**Database conversion update**

ED Wilbeck reported progress in development and testing of the new database. Staff has been meeting weekly with developers at the Office of the Chief Information Officer (OCIO).

**D. NEW BUSINESS**

**NCARB Regional Summit Meeting Recap**

Champion, Kelly, and ED Wilbeck attended the NCARB Regional Summit Meeting in Wichita, KS, on March 9-10. ED Wilbeck attended the Member Board Executive (MBE) Workshop held March 8 in conjunction with the Summit Meeting. MBEs discussed the pros and cons of continuing education and its role in preventing public harm. ED Wilbeck reported the focus was on challenges and opportunities facing state licensing boards with current deregulation efforts. There were no contested nominations for regional directors. Officer and director elections will be held at the NCARB Annual Business Meeting in June. NCARB is urging MBEs to volunteer for NCARB committees since there are several MBE committee positions that need to be filled.

The FY18 Regional Leadership Committee was charged with reviewing the Region 6 white paper, *Understanding the Benefits and Positive Impacts of Regional Membership*. The paper was unanimously endorsed at its meeting on August 25-26, 2017, in Wichita, KS. An April 2017 letter from the Arizona Board of Technical Registration had expressed concerns with regional membership requirements and asked for an evaluation of the regional dues structure and use of the funds collected.

NCARB discussion drafts of resolutions to be considered at the Annual Business Meeting were provided. Since the annual meeting is in June, Chair Kester asked members to review the resolutions so the Board could determine its position at the Board's April or May 2018 meetings.

#### **Candidates for NCEES President-Elect**

Voting requests and information were received for NCEES President-Elect candidates, Dean Ringle, Ohio; Nirmal Jain, Minnesota; and Kevin Nelson, North Dakota. The Board will discuss candidates at their April meeting to give voting delegates direction on how to vote.

#### **Discontinuation of software engineering PE exam after April 2019**

ED Wilbeck announced the notification from NCEES that the Software Engineering PE exam would be discontinued. Since the original offering in April 2013, there have been 81 candidates requesting to sit for the exam. Only 19 candidates are registered for the April 2018 administration. At its January 2018 meeting, the Committee on Examination Policy and Procedure (EPP) recommended discontinuing the Software Engineering PE exam as soon as possible. At its February 2018 meeting, the NCEES Board of Directors adopted the recommendation from the EPP and directed discontinuation of the exam to occur subsequent to the April 2019 exam administration.

Klein reported the Board's Software Ad Hoc Committee would no longer push forward since the discontinuation of the software engineering PE exam eliminates the need for the Committee.

#### **Potential Operational Planning topics**

ED Wilbeck presented a draft of suggested topics for the Board's Operational Planning Meeting. Chair Kester asked members to continue brainstorming for needed discussion topics.

Peters will check to see if the large conference room in the Prem S. Paul Research Center at Whittier School can be reserved on Monday, April 30, 2018, for an Operational Planning meeting.

#### **Emeritus Board member renewals**

##### ***Action***

Motion by Bostelman, second by Isom to renew the Emeritus Board Member status of Fred Choobineh, Albert Hamersky, Roger Helgoth, Lori Krejci, Thomas Laging, and Dale Sall. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

#### **Emeritus Board member designation**

##### ***Action***

Motion by Isom, second by Champion to designate Michael Konzett as an Emeritus Board Member. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

#### **Konzett appreciation dinner invitation**

An appreciation dinner will be held on April 12, 2018, for Michael Konzett, in honor of his 15 years of service as a member of the Board of Engineers and Architects and dedication to the State of Nebraska. Attendees will pay their own expenses.

#### **Appointment of funded delegates for NCEES Annual Meeting**

Selection of funded delegates was deferred to the April meeting since the deadline for submittal is May 25, 2018. In accordance with NCEES policy, the Council will fund the meeting registration, travel, and lodging expenses of three voting delegates from each member board to attend the annual meeting. NCEES will also fund all members and member board administrators who have never attended an NCEES annual meeting and were appointed or hired by their boards since August 15, 2016. To receive this funding, delegates and first-time attendees will be required to attend the business sessions on Thursday, August 16 and Friday, August 17. The first-time attendee must attend the First-Time Attendee Luncheon at 11:45 a.m. on Wednesday, August 15.

### **Appointment of funded delegates for NCARB Annual Meeting**

As part of the Council's ongoing commitment to encourage Member Board participation in collaborative discussions, the Board of Directors has committed funds in the budget for each Member Board to send up to four representatives to the Annual Business Meeting on June 28-30, 2018, in Detroit, MI. Funded representatives may include:

- Two funded delegates – member may serve on any position of the Board
- One public/consumer member
- One member board executive

#### **Action**

Motion by Champion, second by Isom to appoint Champion and Isom as the funded delegates, and the new public member and ED Wilbeck as funded attendees for the 2018 NCEES Annual Meeting. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

### **Jurisdictions recognized by the Board**

ED Wilbeck stated the jurisdictions recognized by the Board are not clear. Board staff believes that architectural and engineering firms interested in pursuing work in Nebraska will want to know which jurisdictions are recognized by the Board in order to comply with Board Rule 5.6.2.2.1. A suggestion was made to include this topic for discussion at the Operational Planning Meeting.

### **2018 Travel and per diem authorization**

ED Wilbeck, Champion, Isom, and the new public member were authorized by the Board to attend the NCARB Annual meeting under the appointment of funded delegates in New Business.

## **E. APPLICATIONS**

### **Review of license renewal submittal – A-4246**

Bobby Bishop addressed the Board concerning disclosure information provided during renewal of his Nebraska architect license and provided continuing education documentation for the license renewal period. Mr. Bishop assured the Board his organization had changed processes to prevent further failures in disclosing disciplinary action.

#### **Administratively Approved**

### **Licensure of Professional Engineers by NCEES MLE Designation**

**Approved:** E-16986 Neil Paul Bartley, Mechanical; E-16981 Clinton Elmer Bell, Mechanical; E-17009 Adam Bogusch, Civil; E-16988 William Charles Bracken, Civil; E-16968 Bradley Pierce Dawson, Civil; E-16983 Jared Nathanael Fischer, Civil; E-16990 Keith Curtis Flanagan, Chemical; E-17012 Jared Sterling Flott, Mechanical; E-16971 Louis Patrick Funk, Civil; E-16984 Carlton Alexander Getz, Architectural; E-16972 Keith William Gillaspie, Mechanical; E-16973 Michael Paul Hahlbeck, Electrical; E-17011 Adam Richard Hall, Mechanical; E-17003 Freddie James Hampton, Electrical; E-16993 Benjamin James Hauser, Civil; E-16991 John Shelton Hobson, Structural; E-16992 Daniel William Holloway, Civil; E-16989 Christopher Paul Jones, Civil; E-17008 Mitchell Ryan Klein, Civil; E-16980 Larry Alton Lackey, Jr, Civil; E-17013 Jonathan Michael Lowry, Civil; E-16982 Matthew Alan McCalla, Mechanical; E-17002 Travis Vincent Michaud, Civil; E-16987 Allen Molitoris, Mechanical; E-17010 Kyle Jacob Nealon, Mechanical; E-17006 Kenneth L. Nigbur, Mechanical; E-16974 Ashutosh Patel, Civil; E-16985 Julian Seth Pearson, Civil; E-17000 Joel Wayne Putman, Mechanical; E-17001 Jasper Anders Hart Raven, Mechanical; E-16970 Melisa Ann Rodriguez, Fire Protection; E-17007 Joseph Anthony Ross, Electrical and Computer; E-17004 Vernon Duainne Rowe, Civil; E-16997 Robert David Satchell, Civil; E-16994 Richard Bruce Simms, Civil; E-16996 Nicholas Kern Steele, Civil; E-16995 Heather Thomas, Civil; E-17005 Michael Alan Tracey, Civil; E-16998 Alicia Yang, Civil; E-16950 Bradley Steven Young, Structural; E-16999 Perry Victor Young, Mechanical.

**Licensure of Architects by NCARB Certification**

**Approved:** A-4874 David Daniel Drennan; A-4873 Evan Joseph Fox; A-4879 Sarah Bethanie Less; A-4880 Christina Dianne Przygoda; A-4889 Stephen Jacob Pyrkosz; A-4884 Pamela Donnell Scott; A-4887 Eric Timothy Shephard; A-4881 Benjamin Andrew Smith; A-4886 Kristoffer Kenton Strain; A-4882 Michael James Turner; A-4888 Douglas David Wild.

**Temporary Permits**

**Approved:** T-581 Fabio Baldini, FL, Engineer; T-582 John Anton Brown, MO, Engineer; T-583 Vernon Duainne Rowe, TX, Engineer.

**Engineer Intern Enrollment**

**Approved:** Mohammed Sadegh Amrollahi, NE; Rachel Adele DeFusco, NE; Megan Renee Gren NE; Jared Christopher Heng, NE; Nicholas William Hoefs, NE; Elena Clare Hoff, NE; Dillon Christopher Parks, NE; Anthony Joseph Pospisil, NE; Elizabeth Noel Railsback, NE; Tyler Dane Rempe, NE; Erica Lynn Schneider, NE; Rami Mohammed Mohammed Ziara, NE.

**Certificates of Authorization**

**Approved:** CA3918 AJA Studio PC; CA3919 Velocitel LLC; CA3920 Golden Industrial Refrigeration; CA3921 Keystone Experts and Engineers LLC; CA3922 Thompson Electric Company; CA3923 ArSed Engineering Group LLC; CA3924 FB Design Engineering LLC; CA3925 Kelly & Stone Architects Inc; CA3926 RMA Architects Inc; CA3927 Steamboat Technical Services LLC; CA3928 Composite Designs Group Inc; CA3929 JEO Architecture Inc; CA3930 Pacific Engineering & Design PLLC; CA3931 Structural Modeling & Analysis LLC; CA3932 Noel R Griffith PC; CA3933 4 STEL Engineering Inc; CA3934 Valerio Dewalt Train Associates Inc; CA3935 Helix Architecture + Design; CA3936 Food Tech Inc; CA3937 The Ballinger Company; CA3938 Deeson-John Consulting LLC; CA3939 The ASSET Company PLLC; CA3940 Ideachem Inc; CA3941 O'Donnell & Naccarato Inc; CA3942 Spectrum Engineer Inc; CA3943 WRK Engineers Inc; CA3944 SportsPLAN Studio LLC; CA3945 Sukup Steel Structures LLC; CA3946 Advanced Geotechnical Solutions Inc; CA3947 NB&C Engineering Services LLC; CA3948 Method Design Studio; CA3949 Lawal Scott Erickson Architects Inc; CA3950 Mesa Associates Inc; CA3951 IPS Professional Engineers and Architects PC.

**Licensure/Examination**

**Licensure of Professional Engineers by Comity**

**Approved:** Tino Bretschneider, Civil, IL; Jonathan Heath Cole, Civil, CT; Barrett Cameron Crook, Civil, CA; Hayden James Fischer, Civil, TX; Mark Alan Freyenberger, Electrical and Computer, OH; Jon Michael Menough, Civil, AK; Ronald Anthony Nuessen, Civil, KS; Rasekh Rahim Zadeh, Civil, CA; Damian Albert Rottinghaus, Civil, KS; Frank Harrison Smith, Structural, KS; Luis Manuel Ulloa Chavarria, Civil, FL; Christopher Michael Wancata, Civil, OH; Michael Richard Witiw, Jr, Civil, WA.

**Deferred:** Christine Merie Richey, Civil, OR – Does not have four years of experience after an EAC/ABET accredited degree nor 15 years of licensed experience.

**Licensure of Professional Engineers by Experience**

**Approved:** Shrinival Balkrishna Bhide, Structural, IL; Michael William Gronewold, Civil, IL; Randy Robert Hochstein, Mechanical, MN; David Lawrence Hurst, Mechanical, IL; Kevin Martin McNeill, Civil, CO; Collins Okyere Yaw Ofori-Amanfo, Civil, WI; Daniel David Turner, Electrical, PA.

**No Action:** Jon Michael Menough, Environmental, AK – Not currently eligible for licensure in Nebraska; has not taken Environmental PE exam and does not have 15 years of licensed experience.

**Licensure by Reinstatement**

**Approved:** A-3077 John Patrick Dineen, Jr; E-10840 Jody Steven Robinson, Civil.

**ARE Exam Approvals**

**Approved:** Vincent Paul Del Greco, VA; Molly Jean Haas, NE; Nathaniel James Hitt, NE; Shane Alexander Labenz, NE; Cristele Pierre, CA; Andrew Keith Portis, NE; Gregory Joseph Schepler, NE; Michael Louis Seager, NE; Sean Michael Wehling, NE.

**PE/SE Exam Approvals**

**Approved:** Shane Patrick Campagna, NE, Structural VL; Steven John Jillson, NE, Environmental.

**Special Cases**

**Licensure of Professional Engineers by MLE**

**Approved:** Andres Rivera, Civil.

**Licensure of Professional Engineers by Comity**

**Approved:** Alejandro Portocarrero Velasco, Structural, TX.

**ARE Exam Approvals**

**Deferred:** Amanda Clair Kottas, NE. – Requesting an additional architect character reference to fulfill requirements of Rule 3.5.1.3.

**Action: Approval of Applications**

Motion by Klein, second by Thiele to approve applications as recommended by staff except to take no action on the application of Jon Menough for licensure as an environmental engineer and defer the application of Amanda Clair Kottas to sit for the ARE examinations. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

**F. COMPLIANCE**

**Information**

March 2018 Compliance Cases  
Summary of Open Cases

**Executive Session – Commenced at 11:09 a.m.**

**Action**

Motion by Bostelman, second by Isom to enter into executive session for discussion of compliance investigations and partner-agency processes not a matter of public information to prevent needless injury to the reputation of those involved. The limitation for going into executive session was restated by Chair Kester. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

**Active Cases: Summary & Documentation**

CO Rauscher provided no new updates for Case 17.20, Case 16.02, Case 17.17, and Case 17.19.

Cases 14.03 & 14.13, Case 17.13, Case 17.15, Case 17.23, Case 17.25, and Case 17.26 were discussed in executive session.

**Other Compliance Issues**

The Partner-Agency Process Summary was discussed in executive session.

**Executive Session – Concluded at 11:44 a.m.**

**Action**

Motion by Thiele, second by Isom to close executive session for discussion of compliance investigations and partner-agency processes, not a matter of public information to prevent needless injury to the reputation of those involved. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Absent: None. Voting No: None. Absent: None.

## **Election of Officers**

### ***Action***

Motion by Kester, second by Thiele to nominate Klein for Chair; Isom for Vice-Chair, and Bostelman for Secretary. Voting Yes: Klein, Peters, Thiele, Bostelman, Champion, Isom, Kelly, Kester. Voting No: None. Absent: None. Klein was elected as Chair, Isom was elected as Vice-Chair, and Bostelman was elected as Secretary by acclamation.

Kester left the meeting at 11:50 a.m.

## **G. FINANCIAL MATTERS**

### ***Financial Reports***

#### **FY 2017-18 Financial Profile, as of February 2018**

#### **Budget Status Report, as of February 2018**

#### **MTD General Ledger Detail Report, February 2018**

#### **Fund Summary Report, February 2018**

ED Wilbeck reviewed the February 2018 financial reports with the Board. The cash fund balance will be reviewed next fiscal year to see if any fee adjustments are needed to prevent growth.

### ***Action: Approval of Financial Reports***

Motion by Champion, second by Isom to approve the financial reports as presented. Voting Yes: Peters, Thiele, Bostelman, Champion, Isom, Kelly, Klein. Absent: Kester. Voting No: None. Absent: None.

### ***Proposed Vendor Contracts for FY 2018-19***

#### **Robert Hanna, Robert Hanna Studios**

The Board discussed moving in the direction of an electronic newsletter. An abundance of applicable and available imagery was noted. No motion was made to approve the proposed contract.

#### **Richard Lombardi, American Communications Group, Inc**

The proposed FY 2018-19 contract with Richard Lombardi, American Communications Group, Inc, beginning July 1, 2018, and ending June 30, 2019, provides for legislative liaison activities, attendance of Board meetings during the legislative session to provide updates, attendance of the Board's Legislative Committee meetings, and assistance with strategizing future revisions of the Board's Engineers and Architects Regulation Act and rules and regulations. The maximum fee for the contract is \$21,000.

#### **Sean Minahan, Lamson Dugan & Murray, LLP**

ED Wilbeck reported the Office of the Attorney General had extended the appointment of Sean Minahan as Special Assistant Attorney General for the Board to June 30, 2019.

The proposed contract between the Board of Engineers and Architects and Sean A. Minahan, Attorney at Law, Lamson Dugan & Murray, LLP, beginning July 1, 2018, and ending June 30, 2019, provides for legal representation of the Board as Special Assistant Attorney General at a varied hourly rate of \$210 for attorney fees, \$175 for associate attorney fees, and \$110 per hour for paralegals, working under Mr. Minahan's supervision. Only one-half of the necessary travel time required to conduct the work of the Board will be billed.

### ***Action: Approval of FY 2018-19 Proposed Vendor Contracts***

Motion by Peters, second by Isom to approve the Richard Lombardi, American Communications Group, Inc. contract for legislative liaison services as presented. Voting Yes: Peters, Thiele, Champion, Isom, Kelly, Klein. Voting No: None. Abstain: Bostelman. Absent: Kester.

Motion by Isom, second by Bostelman to approve the contract with Sean A. Minahan for legal services as presented. Voting Yes: Peters, Thiele, Bostelman, Champion, Isom, Kelly, Klein. Absent: None. Voting No: None. Absent: Kester.

**Proposed Administrative Services Contracts for FY 2018-19**

**NEBOG Administrative Services Contract**

The Board reviewed the proposed FY 2018-19 contract to provide administrative services for the Board of Geologists, beginning July 1, 2018, and ending June 30, 2019. The fee will be \$15,323 for the fiscal year with quarterly payments.

**NSBLA Administrative Services Contract**

The Board reviewed the proposed FY 2018-19 contract to provide administrative services for the State Board of Landscape Architects, beginning July 1, 2018, and ending June 30, 2019. The fee will be \$13,364 for the fiscal year with quarterly payments.

**Action: Approval of FY 2018-19 Administrative Services Contracts**

Motion by Isom, second by Thiele to approve the FY 2018-19 administrative service contracts as presented for the Board of Geologists and State Board of Landscape Architects. Voting Yes: Peters, Thiele, Bostelman, Champion, Isom, Kelly, Klein. Absent: None. Voting No: None. Absent: Kester.

**H. GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided for review. The next meeting will be held on April 20, 2018, at 215 Centennial Mall S, 5<sup>th</sup> Floor, Large Conference Room, at 8:30 a.m.

A roster of Board members and the current travel reimbursement policy were provided. A certificate of appointment was received from the Office of the Governor for Daniel J. Thiele, P.E., to fill the vacancy of an engineer member. His term will expire on February 28, 2023.

**Individuals and organizations authorized to practice as of March 7, 2018:**

Professional Engineers: 7,844  
Architects: 1,835  
Certificates of Authorization: 2,142  
Temporary Permits: 28

**Examination Information/Results**

The Monthly Pass/Fail Report for January 2018 for the Nebraska ARE 4.0 and 5.0 divisions showed 11 exams taken and eight exams passed.

The Monthly Pass/Fail Report for February 2018 for the Nebraska ARE 4.0 and 5.0 divisions showed 23 exams taken and 15 exams passed.

A total of 89 ARE candidates had open eligibilities as of February 1, 2018 and a total of 85 ARE candidates had open eligibilities as of March 1, 2018.

**Other information**

The Activity Report for the Board's Facebook page showed 245 people reached between February 7, 2018, and March 5, 2018.

The January 2018 Website Dashboard Report indicated the Board's website had 3,680 total visits. The February report showed 2,619 total visits.

Approved Board policies as of February 2, 2018, were provided.

**ADJOURNMENT**

The meeting was adjourned at 12:27 p.m.



Jan L. Bostelman, Secretary