

Nebraska Board of Engineers and Architects  
**Board Meeting Agenda**  
**June 22, 2018, 8:30 a.m.**  
215 Centennial Mall South, 5<sup>th</sup> Floor Large Conference Room, Lincoln, NE

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**CALL TO ORDER**

Open Meeting and Public Agenda Information

Public meeting notice publication .....1-3

**PUBLIC COMMENT**

**A. CONSENT AGENDA**

May 18, 2018 Meeting Minutes .....A.1-7

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

**B. MEETING REPORTS**

***Ad Hoc Committee Reports***

2018/2019 committee assignments and charges .....B.1

Decoupling Committee Report .....B.2-3

Outreach Committee Report

Draft FY 2018-19 Outreach Marketing Plan.....B.4-20

***Other Meeting Reports***

**C. OLD BUSINESS**

Database conversion report .....C.1

Feedback on proposed rules.....C.2-3b

Proposed rule changes .....C.4-42

***Action: Approval of Proposed Rules and Regulations***

Survey of continuing education requirements in other jurisdictions.....C.43-46

NCARB 2018 Resolution Webinar.....C.47-53

NCARB 2018 proposed Code of Conduct language compared to NBEA Rules .....C.54-59

LR401 update .....C.60-62

**D. NEW BUSINESS**

FY19 NCARB board dues and services .....D.1-10

Executive Director performance evaluation and compensation .....Chair Klein

***Action***

FY 2018-19 meeting agenda review authorization for Chair .....D.11

***Action***

FY 2018-19 in-state travel authorization for Executive Director .....D.12

***Action***

2018 Travel and per diem authorization .....D.13-15

***Action: Approval of Travel and Per Diem***

Request for eligibility letter to use "Engineers" in organization name - 81-3436(7) .....D.16-18

***Action***

PE exam result miscommunication .....D.19-24

Nebraska Board of Engineers and Architects  
**Board Meeting Agenda**  
**June 22, 2018, 8:30 a.m.**  
215 Centennial Mall South, 5<sup>th</sup> Floor Large Conference Room, Lincoln, NE

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**E. COMPLIANCE**

***Information***

June 2018 Compliance Cases .....	E.1-3
Summary of Open Cases .....	E.4-5

***Active Cases: Summary & Documentation***

Case 17.20 .....	E.6-15
Cases 14.03 & 14.13 .....	CO Rauscher
Case 16.02 .....	E.16-29b
Case 17.13 .....	CO Rauscher
Case 17.15 .....	CO Rauscher
Case 17.17 .....	E.30-35
Case 17.19 .....	E.36-52a
Case 17.23 .....	E.53-60
Case 17.26 .....	E.61-74h
Case 18.01 .....	E.75-82
Case 18.02 .....	E.83-90
Case 18.03 .....	E.91-95
Case 18.04 .....	E.96-105
Case 18.06 .....	E.106-112a
Case 18.07 .....	E.113-118b

***Action: Approval of Compliance Case Disposition***

***Other Compliance Issues***

Project Review 06-01 .....	E.119-131
Project Review 06-02 .....	E.132-135
Project Review 06-03 .....	E.136-141
Project Review 06-04 .....	E.142-146
Project Review 06-05 .....	E.147-148
Project Review 06-06 .....	E.149-151
Partner-Agency Process Summary .....	E.152
State Fire Marshal MOU Annual Meeting Summary .....	E.153
Disciplinary Action Disclosure .....	E.154-155

**F. APPLICATIONS**

***Administratively Approved***

Licensure of Professional Engineers by NCEES MLE Designation .....	F.1-13
Licensure of Architects by NCARB Certification .....	F.14-20
Temporary Permits .....	F.21
Engineer Intern Enrollment .....	F.22-23
Certificates of Authorization .....	F.24-26

***Licensure/Examination***

Licensure of Professional Engineers by Initial Licensure .....	None
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Nebraska Board of Engineers and Architects  
**Board Meeting Agenda**  
**June 22, 2018, 8:30 a.m.**  
215 Centennial Mall South, 5<sup>th</sup> Floor Large Conference Room, Lincoln, NE

---

Licensure of Professional Engineers by Comity .....	F.27-31
Licensure of Professional Engineers by Experience .....	F.32-34
Licensure by Reinstatement .....	F.35
ARE Exam Approvals .....	None
PE/SE Exam Approvals .....	F.36-60

***Special Cases***

Certificates of Authorization .....	F.61-63
Licensure of Professional Engineers by NCEES MLE Designation .....	F.64-65
Licensure of Professional Engineers by Comity .....	F.66-71
Engineer Intern Enrollments.....	F.72-77
PE/SE Exam Approvals .....	F.78-80

***Action: Approval of Applications***

**G. FINANCIAL MATTERS**

***Financial Reports***

FY 2017-18 Financial Profile, as of May 2018 .....	G.1
Budget Status Report, as of May 2018.....	G.2-5
MTD General Ledger Detail Report, May 2018 .....	G.6-15
Fund Summary Report, May 2018 .....	G.16-18

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

***Other Financial Matters***

Fee schedule review .....	G.19-20
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***Action: Approval of Current Fees***

Discussion of NBEA 2019-2021 biennium budget draft.....	G.21-23
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**H. GENERAL INFORMATION**

Board meeting schedule .....	H.1-3
Board member roster .....	H.4
Travel Reimbursement Policy .....	H.5-6

***Licensing and Certification Trends***

Trends in Licensure .....	H.7
Trends in Renewals .....	H.8
Trends in Certificates of Authorization .....	H.9-10

***Examination Information/Results***

ARE Monthly Pass/Fail Report – May 2018 .....	H.11
ARE Candidates with Open Eligibilities – June 1, 2018.....	H.12

***Other information***

Facebook Analytics Report .....	H.13
Website Dashboard Report.....	H.14
Approved Board policies .....	H.15-19

**ADJOURNMENT**

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 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 Klein 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:** Jennifer Klein, Chair; Lenora Isom, Vice-Chair; Jan Bostelman, Secretary; Mark Champion; Brett Foley. Absent: Brian Kelly; Randy Peters; Daniel Thiele.

**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**

Katy Boggs, Executive Director; Karen Stelling, P.E., F.NSPE, President; Paul Vovk P.E., President-Elect, Nebraska Society of Professional Engineers (NSPE Nebraska)  
Jeanne McClure, Executive Director, American Council of Engineering Companies (ACEC/Nebraska)

**A. CONSENT AGENDA**

**May 18, 2018 Meeting Minutes**

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

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

**B. MEETING REPORTS**

***Ad Hoc Committee Reports***

**Decoupling Committee**

The Decoupling Committee held a meeting by telephone conference on June 7, 2018. ED Wilbeck summarized past Board efforts to enact decoupling provisions for professional engineers in the Engineers and Architects Regulation Act. Methods to continue discussion with the NeSPE Executive Board and the five Nebraska NeSPE chapters were discussed. ED Wilbeck will attempt to schedule a meeting with the chapters in early July.

**Outreach Committee**

A FY 2018-19 Outreach Marketing Plan draft was emailed on June 7 to the Outreach Committee. PIO Mayhew gave a brief overview of the Outreach Plan to the Board. PIO Mayhew and ED Wilbeck will go over the draft and send an update to committee members, and a committee meeting will be scheduled in July. Plan updates will be provided at future Board meetings.

**Legal Services Search Committee**

The Legal Services Search Committee will meet in July.

**Other Meeting Reports**

Ed Wilbeck reported speaking to the Nebraska Association of County Engineers, Highway Superintendents, and Surveyors in Valentine, Nebraska, on June 13, 2018, about the requirements of the Engineers and Architects Regulation Act. The presentation included clarification on when architects and professional engineers are required and information on the public works exemption noted in Neb. Rev. Stat. §§ 81-3445, 81-3449(4), and 81-3453(4).

Isom reported being selected as an NCARB National Architectural Accrediting Board (NAAB) Visiting Team Member.

Bostelman reported being selected for the 2018-2019 NCEES Examinations for Professional Engineers (EPE)

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 2018**

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Committee.

**C. OLD BUSINESS**

**Database conversion report**

ED Wilbeck met with representatives of the Office of the Chief Information Officer (OCIO) on May 23 and June 7, 2018, to discuss issues with the database development project. The focus will be revised to reflect individuals and organizations rather than applications. The order of development and implementation schedule was outlined.

**Feedback on proposed rules**

ED Wilbeck provided a copy of the summarization letter sent with proposed changes to Title 110, Rules and Regulations, sent to the Nebraska Society of Professional Engineers (NSPE Nebraska), the American Institute of Architects (AIA) Nebraska Chapter, and American Council of Engineering Companies – Nebraska (ACEC).

Jeanne McClure, ACEC Nebraska Executive Director, spoke to the Board about concerns with the proposed non-technical continuing education hours limit. The addition of Rule 9.3.4 would limit non-technical continuing education submissions to ten hours for professional engineers. ACEC Nebraska believes development of non-technical skills is critical for engineers, particularly those in leadership roles, and would like to see a more even split allowed for technical and non-technical continuing education submittals. Karen Stelling, NSPE Nebraska President, reiterated the importance of professional development hours, stating non-technical skills are particularly critical for professional engineers in leadership roles and organizations seeking non-technical as well as technical skills when hiring professional engineers. McClure asked the Board to also review restrictions for online training in Rule 9.3, since different types of online mediums for continuing education are becoming more common place. ED Wilbeck pointed out existing Rule 9.2.3.1, which clarifies that online courses with live interaction between instructor and attendees are not restricted under Rule 9.2.3.

**Proposed rule changes**

The Board's Legislative Committee will carefully review proposed revisions of the rules and regulations for needed changes. ED Wilbeck will send the ACEC Body of Knowledge to assist with the review.

***Action: Approval of Proposed Rules and Regulations***

Motion by Isom, second by Bostelman to table action on the proposed revisions to Title 110, Rules and Regulations, until the August 10, 2018 meeting. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**Survey of continuing education requirements in other jurisdictions**

ED Wilbeck provided maps reflecting architect and professional engineer continuing education requirements for various states. Information included states that allow submission of non-technical architectural and engineering continuing education activities.

**NCARB 2018 Resolutions Webinar**

NCARB provided a Resolutions Feedback Webinar on May 29 and June 6, 2018, to review the four Resolutions to be acted upon at the 2018 NCARB Annual Business Meeting, June 28-30, 2018, in Detroit, MI. A copy of NCARB's presentation used at the webinar was provided to the Board.

The Board gave delegates voting direction for NCARB Resolutions at the May 2018 meeting. ED Wilbeck will email NCARB's pre-annual meeting brief to members.

**NCARB 2018 proposed Code of Conduct language compared to NBEA Rules**

After comparing the NCARB 2018 proposed Code of Conduct language against the Board's rules and regulations, ED Wilbeck reported there appeared to be no major conflicts with existing rules in Chapter 5. The Legislative Committee will review the Code of Conduct in Chapter 5 to discuss incorporation of these

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 2018**

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model changes into the Board's Chapter 5 rules, and also determine if the word count can be reduced in addition to conducting careful review to reduce the possibility of misinterpreting a proposed rule.

**LR401 update**

ED Wilbeck reported communicating with the Nebraska Legislature's Judiciary Committee legal counsel on June 12. Presently, the laws establishing occupational boards or commissions are being catalogued and a tracking sheet is being created. ED Wilbeck will follow up to determine where the process is at and whether assistance can be provided with the LR401 study immediately after the NCARB Annual Meeting.

**D. NEW BUSINESS**

**FY19 NCARB board dues and services**

A list of the National Council of Architectural Registration Boards (NCARB) services for member boards was provided. Licensing board dues account for approximately 1.5 percent of the Council's revenue and are used toward the development of education, experience, examination, and certification criteria. Membership in the Council serves to ensure each jurisdiction has a voice in the development of model legislation and rules as well as changes to NCARB's programs and services.

**Executive Session – Commenced at 9:43 a.m.**

***Action***

Motion by Bostelman, second by Foley to enter into executive session to discuss the performance evaluation and compensation for the Executive Director 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 Klein. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**Executive Director performance evaluation and compensation**

Discussed in executive session.

**Executive Session – Concluded at 9:54 a.m.**

***Action***

Motion by Isom, second by Foley to close executive session for discussion of the performance evaluation and compensation for the Executive Director not a matter of public information to prevent needless injury to the reputation of those involved. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Compensation will be deferred to the August meeting to allow the Executive Committee to have further discussion with the Board.

**FY 2018-19 meeting agenda review authorization for Chair**

***Action***

Motion by Isom, second by Bostelman to authorize the Board Chair or designated member to attend agenda review meetings with staff in FY 2018-19. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**FY 2018-19 in-state travel authorization for Executive Director**

***Action***

Motion by Isom, second by Bostelman to authorize Executive Director Jon Wilbeck for all in-state travel for official Board business during FY 2018-19. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**2018 Travel and per diem authorization**

Authorization requests:

- ED Wilbeck and Isom to attend the NCARB Board Chair/Executive Summit in St. Louis, MO, on October 12-13, 2018. Funding will be provided by NCARB.

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 2018**

---

- Foley to attend the NCEES Annual meeting in Scottsdale, AZ, on August 15-18, 2018, as a first-time attendee. Funding will be provided by NCEES.

**Action: Approval of Travel and Per Diem**

Motion by Bostelman, second by Isom to authorize travel and per diem authorization as requested. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**Request for eligibility letter to use “Engineers” in organization name - 81-3436(7)**

**Action**

Motion by Isom, second by Bostelman to approve the request for an eligibility letter to allow the *Great Plains Chapter of the Society of Fire Protection Engineers, Inc.* to use the word *Engineers* in its organization name. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**PE exam result miscommunication**

ED Wilbeck brought an examinee's P.E. exam result miscommunication to the attention of the Board. ED Wilbeck outlined changes to staff procedures to help prevent erroneous communication. It was reiterated that an examinee is also able to view their exam results on the NCEES website. Passage of the P.E. examination is a requirement for licensure by examination.

**E. COMPLIANCE**

**Information**

June 2018 Compliance Cases  
Summary of Open Cases

**Executive Session – Commenced at 10:23 a.m.**

**Action**

Motion by Isom, second by Foley to enter into executive session for discussion of compliance investigations, project reviews, partner-agency processes, and disciplinary disclosures 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 Klein. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**Active Cases: Summary & Documentation**

Case 16.02, Case 17.17, Case 17.19, Case 17.23, Case 17.26, Case 18.01, Case 18.02, Case 18.03, Case 18.04, Case 18.06, and Case 18.07 were discussed in executive session.

No updates were provided for open Cases 14.03 & 14.13, Case 17.13, 17.15, and 17.20.

**Other Compliance Issues**

Project Reviews 06-01, 06-02, 06-03, 06-04, 06-05, and 06-06 were reviewed in executive session.

The Partner-Agency Process Summary, the State Fire Marshal MOU Annual Meeting Summary and the disciplinary action disclosures were reviewed in executive session.

**Executive Session – Concluded at 10:51 a.m.**

**Action**

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

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 2018**

---

***Action: Approval of Compliance Case Disposition***

Motion by Bostelman, second by Isom to dismiss and not impose disciplinary action previously identified in Case 16.02. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Motion by Bostelman, second by Isom to deny the counteroffer from the attorney in Case 17.26. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Motion by Bostelman, second by Isom to authorize ED Wilbeck to send a letter of clarification to the Respondent in Case 18.01 concerning voluntary license suspension or revocation as per Board Rule 5.4.3.2. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Motion by Bostelman, second by Foley to authorize architecture and engineering remediation in Case 18.07 and require a plan of action within 30 days. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Motion Bostelman, second by Champion to open compliance cases for Reviews 06-02, 06-03, and 06-04 for unlicensed practice. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

**F. APPLICATIONS**

***Administratively Approved***

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

**Approved:** E-17166 Michael Ray Bailey, Civil; E-17113 Frank Joseph Camus, Civil; E-17126 Ethan Arthur Charpentier, Structural; E-17156 Peter Henry Christensen, Electrical and Computer; E-17184 Steven Francis Crang, Structural; E-17164 Larry Douglas Elliott, Electrical; E-17179 Juston Warren Fluckey, Structural; E-17183 John Parker Flynn, II, Mechanical; E-17127 Trevor P Hawkes, Civil; E-17174 Brett Robert Holt, Civil; E-17129 Norman Edward Kampbell, Civil; E-17131 Hugo Eduardo Mena Lopez, Electrical and Computer; E-17154 James Daley Meyer, III, Electrical and Computer; E-17111 Daniel Jerome Nelson, Civil; E-17132 Aliaksei Patsevich, Structural; E-17181 John Wilder Quillen, Jr, Electrical and Computer; E-17180 Robin Rane Rogers, Civil; E-17112 Daniel James Smith, Civil; E-17130 John Albert Spence, Mechanical; E-17128 Brandon Mark Vacek, Civil; E-17157 Brian Anthony Wagner, Structural.

**Licensure of Architects by NCARB Certification**

**Approved:** A-4929 Craig Steven Ahigian; A-4923 Brian Lee Bumann; A-4921 Steven Wendall Clem; A-4930 Rayburn Jacob Donaldson; A-4924 Lettie Helen Harell; A-4931 Michael Stephen Hinchey; A-4918 Barbara Jean Joslin; A-4933 Robert Paul Junk; A-4922 Robert Lyman McDonald; A-4925 Miguel Antonio Rodriguez; A-4932 Lamberto Smigliani; A-4926 Glenn Eric Walker; A-4927 Edward Scott Wilms.

**Temporary Permits**

**Approved:** T-587 Theodore John Del Gaizo, PA, Engineer; T-588 Patrick Blake Steward, KS, Engineer; T-589 Chad Paul Glenn, KS, Architect; T-590 Ryan Patrick Hardie, OR, Engineer.

**Engineer Intern Enrollment**

**Approved:** Jacob Todd Eckstrom, NE; Aaron Michael Lechtenberger, NE; Christopher Michael Marker, NE; Spencer Karl Myrlie, NE; Derek Day Nelsen, NE; Ryan Brandon Ruenholl, NE; Shawn Steven Scherer, NE; Nicholas Gerard Steffensmeier, NE; Blake Walter Weatherly, NE.

**Certificates of Authorization**

**Approved:** CA3998 Craig Frithsen Engineering LLC; CA3999 Reliability Engineering LLC; CA4000 C Vargas and Associates Ltd Inc; CA4001 MLEA Inc; CA4002 Thompson Ventulett Stainback & Associates Inc; CA4003 Shakespeare Engineering LLC; CA4004 Amor Tower Inc; CA4005 Troike-Rostedt Engineering Inc; CA4006 BDH & Young Inc; CA4007 EVS Inc; CA4008 Ohlson Lavoie Corporation; CA4009 Robert E Chester



Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 22, 2018**

---

Associates; CA4010 Berkebile Nelson Immenschuh McDowell; CA4011 Callaway Marketing Group LLC; CA4012 LH2 Architecture LLC; CA4013 Mi-tech Services Inc; CA4014 Driven Fire Consultants LLC; CA4015 Rehabilitation Resource Solutions LLC; CA4016 Relay Application Innovation Inc; CA4017 Powder River Development Services LLC; CA4018 Allstructure Engineering LLC.

***Licensure/Examination***

**Licensure of Professional Engineers by Initial Licensure:** *None.*

**Licensure of Professional Engineers by Comity**

**Approved:** Janelle Marie Clayton, Civil, KS; Michael Daniel Konrad, Civil, SD; James Charles Manzer, Civil, ME; Hakan Onel, Structural, MD; John William Robinson, Mechanical, TX; Adam Marshall Schart, Civil, KS.

**Licensure of Professional Engineers by Experience**

**Approved:** Douglas MacKenzie Crawford, Civil, NY; Evan Leroy Erskine, Chemical, MN; Victor Gabrielian, Mechanical, CA; Richard Michael Halecky, Electrical, PA; Timothy John Olson, Civil, ND; Michael Dean Redmond, Structural, OR.

**Licensure by Reinstatement**

**Approved:** A-3870 Daniel Charles Willrich.

**ARE Exam Approvals:** *None.*

**PE/SE Exam Approvals**

**Approved:** Mohammed Sadegh Amrollahi, NE, Civil; Shaddi Anthony Assad, NE, Structural VL; Nhung Le Bao Hoang, NE, Civil; Ian Robert Kirschner, CO, Electrical & Computer; Brian Joseph Nevole, NE, Mechanical; Nathan Daniel Poppe, NE, Mechanical; Tyler Patrick Reeh, NE, Electrical & Computer.

***Special Cases***

**Certificates of Authorization**

**Approved:** Building Envelope Consultants Ltd, WI

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

**Approved:** David Dean Werner, Mechanical; Lee William Wright, Civil.

**Licensure of Professional Engineers by Comity**

**Approved:** Alexandru Spahiu, Electrical and Computer, CO.

**Engineer Intern Enrollment**

**Approved:** Shrenik Prakash Savani, KS, Engineer Intern.

**PE/SE Exam Approvals**

**Approved:** Mary Emelda Chavez, NE, Civil.

***Action: Approval of Applications***

Motion by Isom, second by Foley to approve applications as recommended by staff and approve the issuance of a certificate of authorization for Building Envelope Consultants Ltd. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

Nebraska Board of Engineers and Architects  
Board Meeting Minutes – June 22, 2018

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## FINANCIAL MATTERS

### *Financial Reports*

**FY 2017-18 Financial Profile, as of May 2018**

**Budget Status Report, as of May 2018**

**MTD General Ledger Detail Report, May 2018**

**Fund Summary Report, May 2018:** ED Wilbeck reviewed the May financial reports with the Board.

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

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

### ***Other Financial Matters***

#### **Fee schedule review**

#### ***Action: Approval of Current Fees***

Motion by Isom, second by Bostelman to continue with the current fee schedule and review all fees again at the end of the next fiscal year. Voting Yes: Bostelman, Champion, Foley, Isom, Klein. Voting No: None. Absent: Kelly, Peters, Thiele.

#### **Fees will remain as follows for FY2018-19:**

Architect / Professional Engineer Comity License Application, Reinstatement Application .....	\$150
Architect / Professional Engineer License Renewal .....	\$80
Monthly Penalty for Late License Renewal.....	\$8 (maximum of \$80)
Architect / Engineer Temporary Permit Application .....	\$300
Engineer Intern (EI) Enrollment Application.....	\$30
Principles and Practice of Engineering (PE) Examination Application .....	\$30
Architect Registration Examination (ARE) Application .....	\$0
Architect Registration Examination (ARE) Re-approval Application.....	\$30
Certificate of Authorization, 1-5 Licensees .....	Application, \$100; Renewal, \$50
Certificate of Authorization, 6-10 Licensees .....	Application, \$200; Renewal, \$150
Certificate of Authorization, 11-49 Licensees .....	Application, \$300; Renewal, \$250
Certificate of Authorization, 50+ Licensees .....	Application, \$400; Renewal, \$350
Emeritus Status / Renewals.....	\$25
Duplicate Wall Certificate (Licensee or Engineer Intern).....	\$25
Returned Check Fee.....	\$30
Roster and/or Public Information Requests .....	As allowed by N.R.S. § 84-712
Verification of Examination and Licensure.....	\$0

#### **Discussion of NBEA 2019-2021 biennium budget draft**

ED Wilbeck reviewed the 2019-2021 biennium budget request projections with the Board. Issues to be identified in the budget narrative were summarized. The biennium budget instructions and projected rates from the Department of Administrative Services and the Office of the Chief Information Officer for service costs will be provided by the Budget Division by the end of June. Preliminary budget narratives must be completed by August 3. The final date for the biennium budget request to be submitted is September 15, 2018. Narrative and updated projections will be reviewed at the August meeting.

## **H. GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided for review. The next regular monthly meeting will be held on August 10, 2018, 215 Centennial Mall S, 5<sup>th</sup> Floor, Large Conference Room, at 8:30 a.m. A compliance hearing for Cases 14.03 and 14.13 will begin at 9:30 a.m.

Nebraska Board of Engineers and Architects  
Board Meeting Minutes – June 22, 2018

---

An updated roster of Board members and the current travel reimbursement policy was provided.

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

Professional Engineers: .....	8,042
Architects: .....	1,888
Certificates of Authorization: .....	2,180
Temporary Permits: .....	29

***Examination Information/Results***

The Monthly Pass/Fail Report for May 2018 for the ARE 4.0 and 5.0 showed 20 exams taken and eight exams passed.

Eighty-nine ARE candidates had open eligibilities as of June 1, 2018.

***Other information***

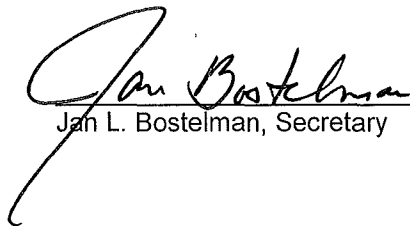
The Board's Facebook Analytics Report showed 264 individuals engaged from May 13, 2018 to June 9, 2018.

The Website Dashboard Report indicated the Board's website had 2,082 visitors in May 2018.

Approved Board policies as of May 18, 2018, were provided.

**ADJOURNMENT**

The meeting was adjourned at 12:30 p.m.

  
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Jan L. Bostelman, Secretary