

Nebraska Board of Engineers and Architects  
**Board Meeting Minutes – June 12, 2020**  
Via Webex

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## CALL TO ORDER

Chair Bostelman called the June 12, 2020 online Webex meeting of the Nebraska Board of Engineers and Architects to order at 8:30 a.m. It was noted the Open Meetings Act was available at the Nebraska Legislature's website at <https://nebraskalegislature.gov>. A link was provided through Webex. A notice of the electronic meeting was published in the Lincoln Journal Star in compliance with the Open Meetings Act.

The Governor issued Executive Order No. 20-24 on May 19, 2020, which extends the statutory waivers and conditions in Executive Order No. 20-03 through June 30, 2020. Governing bodies are allowed to meet by electronic means if access is made available to the public and members of the media.

Member Roll Call: Jan Bostelman, Chair; Brett Foley, Vice Chair; Daniel Thiele, Secretary; Bruce Dvorak; Lenora Isom; David Johnson; Brian Kelly; Jason Suelter. Absent: None.

Staff Present: Jon Wilbeck, Executive Director (ED); Amy Habe, Compliance Officer (CO); Sandra Weaver, Business Manager; Jean Lais, Administrative Assistant (AA).

## Public Comment

No public comment.

## A. CONSENT AGENDA

[May 20, 2020 operational planning meeting minutes](#)

[May 21, 2020 meeting minutes](#)

*Motion by Thiele, second by Kelly to approve the consent agenda. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

## B. MEETING REPORTS

### Ad Hoc Committee Reports

#### [Legislative Report](#)

ED Wilbeck reported reaching out to the owner of an interior design firm to discuss LB1068.

A webinar was attended last week with The American Institute of Architects (AIA-Nebraska) concerning continuing education changes. One of the discussion items involved a revision that would require a learning activity to be technical in nature beginning as of January 1, 2022. An acceptable definition for "technical" will be created to clarify the proposed rule.

A Rule Changes Committee meeting is planned in July before the Nebraska Legislature reconvenes. Representatives from the American Council of Engineering Companies (ACEC Nebraska) and Nebraska Society of Professional Engineers (NeSPE) will be invited to take part in discussions.

#### [Executive Committee Report](#)

Bostelman reported the Executive Committee met on May 29, 2020, to review and discuss the performance of the Executive Director. A report will be brought to the Board at its August 7, 2020 meeting.

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## C. OLD BUSINESS

### NCEES proposed bylaws for action at annual meeting

Member boards will vote on proposed changes to the NCEES *Bylaws* during the business session of the annual meeting. The Board agreed to support revisions in the following sections:

- Section 3.09 Zone Organization
- Section 4.09 Board Audit Committee
- Section 6.02 Quorum and Voting
- Section 7.04 Committee on Education
- Section 10.0125 Examinees

*Motion by Thiele, second by Isom to authorize the voting delegates to vote in support of motions for the proposed changes to the bylaws at the NCEES annual business meeting as directed by the Board. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

### NCEES annual meeting update

As part of its COVID-19 response, NCEES canceled its in-person annual meeting scheduled for August 26-29. A shortened virtual business session to conduct essential Council business will be held August 27 at 4:30 p.m. Before the virtual business session, NCEES will provide a series of webinars and other communications to help prepare for the meeting. Webinars will be held as follows:

- Wednesday, June 17 - President and CEO Reports
- Wednesday, June 24 - Finance and Treasurer Reports
- Wednesday, July 1 - Elections, Completing the Ballot, and Service Awards

The 2020 Action Items and Conference Reports will be posted on NCEES' annual meeting webpage by the end of June.

### FY 2020-21 Marketing Plan

ED Wilbeck reported PIO Mayhew left employment with the Board on June 5. Some interviews have already taken place and a new PIO will be hired soon. The Board agreed the Marketing Plan created by PIO Mayhew would be helpful to the next PIO.

A webinar on continuing education requirements was held with AIA and a similar one is scheduled with ACEC next week. A presentation was also sent to NSPE-NE.

## D. NEW BUSINESS

### Occupational Board Reform Act Survey draft response

A draft of the Occupational Board Reform Act Response was provided to the Board for review and discussion. The online survey is to be submitted to the Legislature's Health and Human Services Committee by June 26, 2020. Responses to the survey will be submitted as discussed.

### Budget Process Overview

ED Wilbeck provided an overview of the biennial budget process from the budget request to the appropriation enacted by the Nebraska Legislature in odd years. The appropriation represents the amount the Board has authority to spend each fiscal year. The budget process is governed and guided by provisions of the Nebraska Constitution, state statutes and the Rules of the Nebraska Unicameral Legislature.



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### 2021-2023 Biennial Budget Request

A draft spreadsheet showing work on the 2021-2023 biennial budget request was provided. The agency and program level draft narratives are due August 3. The deadline for electronic submittal of the budget request is September 15, 2020.

The Board discussed COVID-19 implications on its current and future revenue. The National Council of Examiners for Engineering and Surveying (NCEES) and the National Council of Architectural Registration Boards (NCARB) are seeing a lower number of exam applicants, but the decline is hoped to be temporary. ED Wilbeck will review past numbers to project revenue from application fees.

### iGovSolutions Contract

The Board reviewed a contract draft with iGov Solutions. The contract would provide a software license, customization, and consulting services for a database. Data migration and customization would be \$4,100 per month for six months, annual maintenance and hosting implemented solutions would be \$4,100 per month for 3 years following data migration. The annual fee would be \$49,200. ED Wilbeck reported approval would be required from the Office of the Chief Information Officer (OCIO) and the State Purchasing Division. Currently, the vendor is working on a solution for another Nebraska regulatory board. The plan is to move forward with the implementation of a solution this next fiscal year. Once the database is implemented, temporary IT staff will no longer be needed.

*Motion by Kelly, second by Suelter to authorize ED Wilbeck to sign a contract with iGov Solutions once acceptable to OCIO and State Purchasing. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

### Nominee sought for NCEES Assistant Vice President

As of June 3, there were no candidates for Assistant Vice President for the NCEES Central Zone. Member board administrators were asked to seek interested and capable members to serve. Bostelman reported recently adding her name as a candidate after she was contacted by Central Zone Vice President Marlon Vogt.

### FY 2020-21 meeting agenda review authorization for Chair

### FY 2020-21 in-state travel authorization for Executive Director

*Motion by Isom, second by Foley to authorize travel and per diem for attendance of agenda review meetings for the chair or representative and authorize all in-state travel for official board business for the executive director during FY 2020-21. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

### 2020 travel and per diem authorization

ED Wilbeck updated members on the requirements to participate in the NCARB Annual Business Meeting to be held virtually on Friday, June 19, 2020. Registered attendees will receive an email the week before the Annual Business Meeting with a link to set up their account in the virtual meeting platform. A link to the Annual Business Meeting site will be available on the Member Board Community site on June 11, 2020. On Monday, June 15, 2020, voting delegates must attend a mandatory procedures meeting. Johnson is the Board's voting delegate.

It was questioned whether a group chat could be set up during the meeting with fellow attendees. ED Wilbeck will reach out to NCARB to check to see if this is an option.

### Authorization requests for virtual or in-person meetings:

Johnson to attend the NCARB Mandatory Voting Delegate Procedures Meeting on June 15, 2020.

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Isom to attend the following NCARB Committee meetings:

- Policy Advisory Committee - July 23, 2020,
- Diversity Collaborative Taskforce - August 11, 2020, October 6, 2020, December 4, 2020,
- Regional Leadership Committee - August 13, 2020, October 13, 2020, December 10, 2020.

Kelly to attend the NCARB Education Committee meetings on September 18, 2020, and October 9, 2020.

Isom, Kelly and ED Wilbeck to attend the NCARB FY 21 Committee Summit on December 4 & 5, 2020.

Bostelman, Dvorak, Foley, Suelter, and Thiele to attend the following NCEES webinars:

- June 17, 2020 – Webinar 1: President and CEO Reports,
- June 24, 2020 – Webinar 2: Finance and Treasurer Reports,
- July 1, 2020 – Elections, Completing the Ballot, and Service Awards.

NCEES webinars will replace the 2020 in-person annual meeting, and the NCEES annual meeting will be held virtually on August 27, 2020.

It was noted that Foley was appointed to the NCARB Incidental Practice Task Force and ED Wilbeck was appointed to the NCEES Member Board Administrators Committee. Suelter serves on the NCEES Structural Exam Committee. Dates for meetings will be determined at a later date.

*Motion by Kelly, second by Thiele to authorize travel and/or per diem as requested. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

A break was taken from 10:18 a.m. to 10:23 a.m.

## **E. COMPLIANCE**

### **Summary of Open Cases**

#### **Executive Session – Commenced at 10:25 a.m.**

*Motion by Thiele, 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 Bostelman. Voting Yes: Isom, Johnson Temp Absent, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

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

Cases 18.02, 18.21, 20.02, 20.07, 20.08, 20.09, 20.13, 20.14, 20.19, and 20.23 were reviewed in executive session.

#### **Other Compliance Issues**

Partner agency processes were reviewed in executive session.

#### **Executive Session – Concluded at 11:21 a.m.**

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



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*Motion by Thiele, second by Kelly to dismiss Case 18.21 with no disciplinary action based on successful architecture and engineering remediation. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

## **F. APPLICATIONS**

### **Administratively Approved**

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

**Approved:** E-18214 Jeffrey Charles Allen, Electrical; E-18213 James Patrick Begley, Fire Protection; E-18190 Stephen Edward Brannan, Civil; E-18207 Joel Michael Campbell, Civil; E-18195 Michael Andrew Caso, Civil; E-18201 Jeffery Thornton Collins, Civil; E-18189 Benjamin Randall Corotis, Civil; E-18192 Rebecca Ann Furtado, Electrical and Computer; E-18206 Robert Paul Getman, Mechanical; E-18204 Thomas Craig Jansen, Civil; E-18209 Christopher Harland Maks, Mechanical; E-18203 Timothy Daniel Maloney, Civil; E-18205 Brandon Jeffry Phetteplace, Civil; E-18193 Kai Curry Ramsing, Electrical; E-18208 Joseph Montraville Rozmiarek, Civil; E-18202 Michael Patrick Thesing, Electrical and Computer, E-18212 Mark Nathan Upton, Structural; E-18210 Christopher Nathan Wells, Electrical and Computer.

#### **Licensure of Architects by NCARB Certification**

**Approved:** A-5186 Robert Geoffrey Spaete, A-5187 Laurie Lee Whitney.

#### **Temporary Permits**

**Approved:** T-616 John Alan Seest, IN, Engineer

#### **Engineer Intern Enrollments**

**Approved:** Jacob Anthony Dubbelde, Sarah Nicole Fricke, Colleen Elizabeth Ocken, Jacob Porter Sellin.

#### **Certificates of Authorization**

**Approved:** CA4363 Downing Construction Inc, CA4364 Wallace & Pancher Inc, CA4365 ACRE Design + Build LLC, CA4366 Lynch Harrison & Brumleve Inc, CA4367 ADBC Architecture Inc, CA4368 Economy Forms Corporation, CA4369 Noker Engineering Inc, CA4370 ARSEE Engineers Inc, CA4371 Aquawolf LLC.

### **Licensure/Examination**

#### **Initial Licensure of Professional Engineers (*None*)**

#### **Licensure of Professional Engineers by Comity**

**Approved:** Haytham Youssef Mostafa, Civil, WI.

#### **Licensure of Professional Engineers by Experience**

**Approved:** Oma Perrin Niemann, Civil, MA; John Alan Seest, Civil, IN.

#### **Initial Licensure of Architects (*None*)**

#### **Licensure of Architects by Comity (*None*)**

#### **Licensure of Architects by Experience**

**Approved:** Thomas Mark McCash, OH.

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[Licensure of Professional Engineers by Reinstatement \*\(None\)\*](#)

[Licensure of Architects by Reinstatement](#)

**Approved:** A-2501 Philip Burton Anderson, III.

[ARE Exam Approvals \*\(None\)\*](#)

[PE/SE Exam Approvals](#)

**Approved:** Andrew Nathaniel De Young, Mechanical; Rafael Estrada Moncada, Civil; Dennis David Schweikart, Mechanical.

**Special Cases**

[Initial Licensure of Professional Engineers](#)

**Approved:** Xu Huang, Mechanical.

[PE/SE Exam Approvals](#)

**Approved:** Dayangnewende Anselme Nassa, Civil.

[NCEES Credentials Evaluation Request](#)

**Approved:** Brian Duhacek

*Motion by Kelly, second by Dvorak to approve applications and a request for an NCEES Credentials Evaluation as recommended by staff. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

**G. FINANCIAL MATTERS**

**Financial Reports**

[FY 2019-20 Financial Profile, as of May 31, 2020](#)

[Budget Status Report, May 2020](#)

[MTD General Ledger Detail Report, May 2020](#)

[Fund Summary Report, May 2020](#)

ED Wilbeck reviewed the April financial reports with the Board and reported the fiscal year ends on June 30, 2020. Since the FY 2020-21 is the second year of the 2019-2021 biennial budget, unspent appropriation from the first fiscal year is typically rolled over.

*Motion by Kelly, second by Suelter to approve the financial reports as presented. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

**Other Financial Matters**

[Fee schedule review](#)

The Board reviewed the fee schedule and set a fee of \$100 for an initial license of an engineer and architect. If LB755 is enacted, architects will no longer need to apply to the Board for approval to take the ARE, and the Principles and Practice of Engineering (PE) Examination application will be set at \$0.

*Motion by Thiele, second Suelter to continue with the current fee schedule as amended and review fees again at the end of the next fiscal year. Voting Yes: Isom, Johnson, Kelly, Suelter, Thiele, Dvorak, Foley, Bostelman. Voting No: None. Absent: None.*

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Continued and new fees are as follows:

Architect / Professional Engineer Comity License Application, Reinstatement Application.....	\$150
<b>NEW</b> - Architect / Professional Engineer Initial License Application .....	\$100
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
<b>NEW</b> - <i>If LB 755 as amended by AM2480 passes, the Principles and Practice of Engineering (PE) Examination Application fee will be \$0 upon the effective date of legislation.</i>	
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
Initial Emeritus Status .....	\$25
Duplicate Wall Certificate (Licensee or Engineer Intern) .....	\$25
Returned Check/Electronic Payment Fee .....	\$30
Roster and/or Public Information Requests .....	As allowed by N.R.S. § 84-712
Verification of Examination and/or Licensure .....	\$0

## H. GENERAL INFORMATION

A schedule of upcoming meetings and events was provided for review. The next board meeting is scheduled on August 7, 2020, at 8:30 a.m. in the large conference room, 5th floor, 215 Centennial Mall South, Lincoln, Nebraska. ED Wilbeck reported the Lincoln Community Foundation is opening the large conference room to tenants only on Monday, June 15. Meeting attendees are asked to observe social distancing guidelines. Foley will check his schedule to see if he will need to leave the meeting early on August 7.

### Licensing and Certification Trends

*Numbers on 6/02/2020*

Professional Engineers.....	8,342
Architects.....	1,926
Certificates of Authorization.....	2,214
Temporary Permits .....	16

### Examination Information/Results

The FE Pass Rates Report for the first quarter of 2020, showed a first-time pass rate of 83.3% in Nebraska and a first-time pass rate of 71.3% nationally.

The PE CBT Pass Rate Report for the first quarter of 2020, showed a first-time pass rate of 71.5% nationally.

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There were 91 candidates with open eligibilities as of June 1, 2020.

**Other Information**

The Facebook Analytics Report showed 107 people reached from May 6, 2020 to June 2, 2020.

The May 2020 Website Dashboard Report indicated the Board's website had 2,520 total visits.

Board policies approved as of March 13, 2020, were provided.

**ADJOURNMENT**

The meeting was adjourned at 12:10 p.m.



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Daniel J. Thiele, Secretary