OPEN MINUTES
Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects

Taneycomo C & D Meeting Room
Radisson Hotel Branson
120 South Wildwood Drive
Branson, Missouri
Monday, November 14, 2016

The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects was called to order by Chairman Robert N. Hartnett at approximately 3:15 p.m. on Monday, November 14, 2016 in the Taneycomo C & D Meeting Room at the Radisson Hotel Branson, located at 120 South Wildwood Drive, Branson, Missouri. The Board met in both open and closed sessions during the meeting as reflected in the minutes. Chairman Hartnett declared the meeting open for business.

Members Present

Robert N. Hartnett, Chair of the Board
James C. “JC” Rearden, Chair of the Architectural Division
Martha K. John, Member of the Architectural Division
Michael L. Popp, Member of the Architectural Division
Kevin C. Skibiski, Chair of the Professional Engineering Division
Abiodun “Abe” Adewale, Member of the Professional Engineering Division
Kelley P. Cramm, Member of the Professional Engineering Division
Craig M. Lucas, Member of the Professional Engineering Division
Michael C. Freeman, Chair of the Professional Land Surveying Division
Daniel L. Govero, Member of the Professional Land Surveying Division
John Michael Flowers, Member of the Professional Land Surveying Division
Robert S. Shotts, Chair of the Professional Landscape Architectural Division
Noel T. Fehr, Member of the Professional Landscape Architectural Division
Eric Davis, Member of the Professional Landscape Architectural Division
Sherry L. Cooper, Public Member

Others Present

Judy Kempker, Executive Director
Sandy Robinson, Processing Technician Supervisor
Shantae Duren, Board Staff
Dawn Wilde, Board Investigator
To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order it was discussed in the meeting.

**Approval of Minutes**

A motion was made by Mr. Skibiski to approve the minutes for the August 8 and 9, 2016 Open Board meeting as submitted. The motion was seconded by Mr. Rearden and it unanimously carried.

A second motion was made by Mr. Skibiski to approve the open minutes for the November 1, 2016 Committee of the Chairs of the Board Conference call as submitted. The motion was seconded by Mr. Rearden and it unanimously carried with Committee Members JC Rearden, Kevin Skibiski, Mike Freeman, and Bob Shotts all voting in favor of the motion.

**Public Comment – Limited to 10 minutes**

Since no one from the Public was present, no specific issue was discussed.

**Update on the Board’s Strategic Plan**

A. **Key Objective 1, Improving/updating website/making it user-friendly** – Martha John – Ms. John stated there seemed to be several links that could be cleaned up as well as the site could be rearranged to be more user friendly. Ms. Kempker stated that the Board is limited on what it can change on its web site because that format has been mandated by the Division of Professional Registration and the Department of Insurance, Financial Institutions, and Professional Registration.

B. **Key Objective 1, Create a position for public outreach/possible Assistant Director** – Bob Hartnett – This Objective has been accomplished.

C. **Key Objective 1, Expand FAQ to municipalities and school boards and other organizations** – JC Rearden reported this Objective has been accomplished. The only thing which could be added is the attendance at the annual meeting for the School Board Association. Ms. Kempker stated that the “FAQ to Municipalities and School Boards” was distributed at the Missouri Municipal League’s (MML) Annual
Conference in September and will also be distributed at the Missouri Association of Counties (MAC) Annual Meeting on November 20 and 21, 2016.

D. **Key Objective 1, Marketing package/Social Media (YouTube video – what the Board does)** – Noel Fehr – Mr. Fehr asked the Board who are they trying to market to; professionals, students, review agencies? Once this is identified, the Board can then decide what should be marketed. He asked if a presentation regarding electronic seals could be videotaped for YouTube? Ms. Kempker said the Board previously had a YouTube video on the Board's website regarding electronic seals. However, she just recently was informed that the Board's YouTube video link titled “How to create a .PDF document with an authentication process” is no longer available for viewing by the Board’s licensees. However, she along with Chairman Harnett are in contact with former Board Member Jerany Jackson, to see if the Board can obtain access to the account or the Board can be provided with a direct link so the Division’s IT Staff can repost it. Mr. Fehr also mentioned Fact Sheets relating to continuing education on the Board’s website and suggested each Division review theirs to see if any changes are necessary. He then volunteered to review the Professional Landscape Architectural Division’s Fact Sheet, Kelley Cramm volunteered to review the Professional Engineering Division’s Fact Sheet and Martha John volunteered to review the Architectural Division Fact Sheet. Mr. Fehr, Ms. Cramm and Ms. John are to then submit the suggested changes to Ms. Kempker so she can get the Fact Sheets appropriately updated. These types of items are available to the public as well as licensees.

E. **Key Objective 2, Talk to other boards/best practices Research and create position description** – Bob Hartnett and Judy Kempker – Chairman Hartnett said that this is a position Edwin Frownfelter may be able to incorporate in his duties as a contract employee effective January 1, 2017.

F. **More effective use/training of technology, establish technology subcommittee** – Kelley Cramm, Mike Popp, and Dawn Wilde – Ms. Cramm stated that the committee has not yet met. However, Ms. Cramm asked Ms. Kempker to place a “tickler” on her calendar to set up a conference call between Ms. Cramm, Mr. Popp and Ms. Wilde for some time in December 2016.

G. **Key Objective 4, Create opportunities to speak at conferences and other venues** – Kevin Skibiski, Dan Govero, and Noel Fehr – Mr. Skibiski stated that he has been doing more speaking at different meetings to discuss issues
before the Board. Mr. Govero stated that he could do a presentation for the Missouri Society of Professional Surveyors (MSPS). Mr. Govero also stated that he has been trying to reach out to younger people to get them interested in the surveying profession.

**Update from Chairs of the Professional Engineering, Professional Land Surveying and Professional Landscape Architectural Divisions of Annual Meetings and report on actions taken:**

**A. NCEES Annual Meeting held on August 24-27, 2016 in Indianapolis, Indiana** – Mr. Adewale reported that the meeting in Indianapolis was a successful one. He stated that he along with Mr. Lucas represented the Professional Engineering Division and Mr. Freeman represented the Professional Land Surveying Division. Also, Mr. Adewale stated that Ms. Kempker and Ms. Wilde were in attendance at the NCEES Annual Meeting this year and they also attended the Law Enforcement portion of the meeting. He stated one of the topics of discussion was the transition to computer based testing (CBT) for Professional Engineers in 2018. Another topic of discussion was separate licensure for Structural Engineering. A subcommittee of NCEES is trying to make separate licensure for Structural Engineering a part of the model law. However, that item was defeated. Also, NCEES is trying to make a push to change Professional Development Hours (PDHs) to 15 PDHs per year instead of 30 every two years. The Education Committee is discussing the possibility of NCEES keeping track of the PDHs for licensees. Mr. Freeman then reported that an overview was given on the NCEES awards program and announced that NCEES was prepared to award 10 (ten) $10,000 grants. In addition, Mr. Freeman reported that NCEES would be reducing exam fees on the Fundamentals of Surveying and Principles of Surveying exams due to an access of funds in their budget. Ms. Kempker and Ms. Wilde reported that in additional to the regular business meeting, they also attended the Law Enforcement session. Ms. Kempker stated the seminar was very interesting but was geared more toward law enforcement as it had a large section on handwriting analysis.

**B. CLARB Annual Meeting held on September 22-25, 2016 in Philadelphia, Pennsylvania** – Mr. Shotts stated that he along with Mr. Fehr and Ms. Kempker attended CLARB’s Annual Meeting in Philadelphia, Pennsylvania on September 22 to 25, 2016. CLARB is talking about long-term plans for its strategic
plan. Mr. Shotts stated that Missouri is way ahead of CLARB in that this Board is on its second strategic plan. Mr. Shotts also stated that CLARB is doing a task analysis because they are seeing some shifts between North American and the international group.

Discussion of the difference between “technology” drawing and an “engineering” drawing

Ms. Cramm reported that fire protection has no independent review section. She stated that she has not had the opportunity to contact Marina Klevno with St. Louis County or the Kansas City Code Department to determine why they don’t require seals on technology drawings. Ms. Cramm asked that this matter be placed back on the Board’s January 2017 agenda giving her additional time to contact Marina Klevno with St. Louis County and the Kansas City Code Department.

Discuss an email from Eric Vietmeier regarding a Petition to the Board to create or establish a Limited Professional Engineering category of license

Mr. Skibiski stated that to make the changes Mr. Vietmeier suggested would require a change in Chapter 327, RSMo, which would need to be approved by the General Assembly and not the Board. Mr. Skibiski stated that the Board follows NCEES’ model law and limited licensure for Professional Engineers is not a part of the model law. It was decided that Ms. Kempker’s initial response to Mr. Vietmeier was sufficient and no further action was necessary.

Discussion of the “Summary of PLS Statistics Based on Education”

Mr. Flowers advised the Board that he along with Ms. Kempker attended the MSPS Legislative Committee meeting to discuss legislative priorities. One topic discussed was the change to educational requirements for surveyors. The Missouri Society of Professional Surveyors (MSPS) is recommending 30 hours of education, which is more education, while the Legislature is leaning more toward less education. Representative Robert Ross, who is also a Missouri licensed Professional Land Surveyor, was also at this meeting. Representative Ross requested the Board to prepare exam statistics based on education and examination of the NCEES and Missouri Specific Land Surveying Examinations for the last 20 years. Ms. Kempker stated that this was a time consuming process and took the involvement of the entire Board staff to search and compile the information which yielded interesting results. Mr. Flowers reported that the Professional Land Surveying Division members came to the conclusion that since the statistics showed that the same number of 12 hour applicants passed the exams in the same timeframe as those with a Bachelor’s degree, it appears to them that exam candidates who are struggling to pass the
Missouri Specific exam is primarily due to weak surveying coursework content rather than the number of hours of educations they have.

Discussion of suggested changes by the Board’s Exam Consultant, Dr. Dick Elgin, regarding Board Rules 20 CSR 2030-14.020, 20 CSR 2030-14.30, and 20 CSR 2030-14.040

Ms. Kempker advised the Board that Dr. Richard Elgin, Exam Consultant to the Board, agreed to propose some possible changes to Board Rules 20 CSR 2030-14.020; CSR 2030-14.030; and 20 CSR 2030 14.040 but had not yet formulated a draft. Therefore, upon discussion, Mr. Flowers agreed to contact Dr. Elgin and request that he continue working with the Board to provide his input on the matter in an effort to strengthen the quality of the required surveying course content described in Board Rules 20 CSR 2030-14.020; 20 CSR 2030-14.030 and 20 CSR 2030 14.040.

Discussion of potential amendments to Chapter 327, RSMo, including but not limited to:

Drafted proposed changes to the following sections of Chapter 327, RSMo, were distributed and discussed by the members:

- **Section 327.091, RSMo, regarding the definition of architecture**;
- **Section 327.101, RSMo, regarding the architectural exemptions**;
- **Section 327.106, RSMo, to reference the adoption of a new Mutual Recognition Arrangement for licensure in Australia and New Zealand, and reciprocity for those foreign licensees in the United States**;
- **Section 327.131, RSMo, to change reference to the Intern Development Program (IDP) to instead reflect Architectural Experience Program (AXP)**;
- **Section 327.313, RSMo, to delete reference to three PLS letters of reference**;
- **Section 327.321, RSMo, to delete reference to three PLS letters of reference; and**,
- **Section 327.451, RSMo, to add reference to a PLA**.

Upon discussion of the aforementioned proposed changes to Chapter 327, RSMo, the Board directed Ms. Kempker to contact Bruce Wylie, Executive Director of the Missouri Society of Professional Engineers (MSPE), to ask if he would put together a meeting of the Design Alliance for Wednesday, January 25, 2017 in Jefferson City, Missouri to discuss these proposed changes as well as any other issues the societies may wish to discuss. Ms. Kempker was also directed to provide Mr. Wylie with the
drafted language to the items considered to be consent (Sections 327.106, 327.131, 327.313, 327.321, and 327.451) so that these changes can be distributed to the committee members early on for a possible filing by December 1st. The proposed changes to Sections 327.091, 327.101 and 327.191 (which are not consent items) will then be presented to the committee on January 25th for review and discussion. Chairman Hartnett thought a quick joint meeting of the Architectural and Professional Land Surveying Divisions would be beneficial to iron out any issues they may have so that the Board would have the cleanup language ready to present to the Design Alliance on January 25th.

Report from Architectural Division

Mr. Rearden reported that 4 area Architects met with the Architectural Division at its Open House at 8:00 a.m. on November 14, 2016, to discuss matters of mutual interest. Mr. Rearden thought the meeting went well with no new hot topics other than the electronic signing and sealing of documents. Mr. Rearden advised the Board that Ms. John and Mr. Popp are now serving on the NCARB Cut Scores Committee for the next year.

Report from Professional Engineering Division

Mr. Skibiski reported that approximately 10 area Professional Engineers met with the Professional Engineering Division at its Open House at 8:00 a.m. on November 14, 2016, to discuss matters of mutual interest. The Professional Engineering Division Members thought the meeting went well with no hot topics other than the electronic signing and sealing of documents. Mr. Skibiski stated that Professional Engineering had no new recommendations for changes to Chapter 327, RSMo.

Report from Professional Land Surveying Division

Mr. Freeman reported that the Professional Land Surveying Division met with one area licensee at its Open House at 8:00 a.m. on November 14, 2016, to discuss matters of mutual interest. They too thought the meeting went well with no hot topics presented. Mr. Freeman reported that the Board sponsored its first administration of the Missouri State Specific Exam at the Board office on October 19, 2016. He advised that 20 applicants applied to sit for the exam but only 19 applicants appeared to take the exam. Mr. Freeman stated he along with Mike Flowers, Ms. Kempker, and Ms. Payne proctored the exam. Mr. Freeman was pleased to advise the Board that the first exam went off without any problem.
Report from Professional Landscape Architectural Division

Mr. Shotts reported the Professional Landscape Architectural Division had no one attend its Open House scheduled for 8:00 a.m. on Monday, November 14, 2016. He then stated that the Professional Landscape Architectural Division had nothing further to report.

Executive Director’s Report

Ms. Kempker presented the most recent information regarding the Board’s Financial Report. She advised the Board that as of November 10, 2016, the financial balances were as follows:

Personal Service Balance was $278,400. Originated with $398,599.

E&E (Expense & Equipment) Balance was $246,765. Originated with $301,397.

The Board’s current Fund Balance is $3,325,639. Per Section 327.081, in order to avoid a sweep of the Board’s fund, its balance needs to be kept under $3,794,340, or 3 times our appropriation (3 x $1,264,780).

Ms. Kempker announced that the Board currently has 11 of its 15 members serving in expired terms (JC Rearden, Mike Popp, Martha John, Kevin Skibiski, Abe Adewale, Kelley Cramm, Craig Lucas, Mike Freeman, Mike Flowers, Dan Govero, and Bob Shotts). Chairman Harnett has stayed in contact with AJ Fox at the Governor’s Office. However, with the change of administration, he had nothing new to report with regard to reappointments.

Ms. Kempker announced that the last newsletter went out the first of November as scheduled. She thanked everyone for timely submitting their articles. Ms. Kempker stated that the next newsletter is slated to go out around the first part of May 2017. She will need all Board Member articles by no later than April 1st.

Next, Ms. Kempker provided the Board Members with an update on the Status to Board Rules.

20 CSR 2030-15.020 – Easements and Property Descriptions. The Board initiated this rule on February 9, 2015 and it was formatted on that same day. The rule was held pending legislation on March 27, 2015. On June 9, 2015, the Board again pursued the rule. On June 12, 2015, the rule was sent to DIFP for approval.

20 CSR 2030-21.010 – Design of Fire Suppression Systems and 20 CSR 2030-21.020 – Engineer of Record and Specialty Engineers. These rules were initiated by the Board on February 11, 2015 and were formatted on February 12, 2015. The Division of Professional Registration had a meeting with the Board’s
Executive Director on March 27, 2015. On April 9, 2015, the rules were sent to DIFP for approval.


20 CSR 2030-11.015 – Continuing Professional Competency for Professional Engineers; 20 CSR 2030-11.025 – Continuing Education for Architects; 20 CSR 2030-11.035 – Continuing Education for Professional Landscape Architects; 20 CSR 2030-13.010 – Immediate Personal Supervision. These rules were initiated by the Board and formatted on December 23, 2014. The Division met with the Board’s Executive Director on January 23, 2015, and Board Rule 20 CSR 2030-8.020, Professional Land Surveyor-Professional Development Units was added to the group. On March 2, 2015, these rules were sent to DIFP for approval. On June 25, 2015, revisions to Board Rules 20 CSR 2030-8.020 and 20 CSR 2030-11.015 were sent to Nick.
The Board and the Department of Agriculture (MDA) initiated these rule changes on March 26, 2015. They were formatted on March 27, 2015. On April 17, 2015, the Division met with the Board’s Executive Director. On April 24, 2015, the Board’s Executive Director emailed the rule changes to Sharon Hankins at the MDA. On September 17, 2015, the rules were sent to DIFP for approval. On October 24, 2016, these rules were approved to file. Ms. Kempker announced that the Board received approval from the Governor’s office around the last part of October to proceed with filing the land surveying rule changes to Chapters 16-20. However, the Missouri Department of Agriculture (MDA) did not have their rules in final format nor did they have their cost statements prepared so the Board’s filing date was temporarily postponed. As soon as MDA is caught up with the Board, Ms. Kempker will then proceed with the filing of the Proposed Rescissions/Rules/Amendments jointly.

The Board initiated this rule on October 6, 2015. The rule was
formatted on October 7, 2015 and was sent to DIFP for approval on October 30, 2015.

Ms. Kempker announced that the Board is still using PROMO since it has not been upgraded to the new system called PRISM. Ms. Kempker reported that there had apparently been more areas of concern than previously thought with the new system. A decision will be made on Wednesday, November 16, 2016, to either pull the plug on the new system and work on enhancing our current system, PROMO, or to proceed with pouring more money into making the new system meet the needs of the Boards at the Division of Professional Registration. Until those concerns are addressed, the Board will continue to use PROMO.

Ms. Kempker stated that she continues to see licensees take the Board’s online state specific exam covering Chapter 327, RSMo, the Board Rules, and ethics; especially now since the Board is currently in renewal. The requirement for all new licensees to take the exam prior to being issued a license will not go into effect until after the Proposed Rule requiring passage of the exam goes into effect. As reported earlier on the Rule Status Chart, this rule change is currently at the Department/Governor’s office pending approval.

Ms. Kempker stated that for the first time, the Board held its Open Houses of the four Divisions on Monday morning rather than Tuesday morning. Ms. Kempker stated she will continue to schedule future Open Houses in the area of the upcoming Board Meetings until the Board directs her otherwise. Ms. Kempker advised that it runs around $500-$700 for the four meeting rooms for one hour if the Board conducts the Open Houses on Tuesday but only about $168 if the Board conducts the Open Houses on Monday since the Board already has the meeting rooms booked for the Division meetings and only needs to book one additional room for the Professional Engineering Division due to number of attendees. Ms. Kempker asked the Board Members to please let her know should they ever want her to schedule one joint open house as opposed to four separate open houses. It was then decided to continue with the Open Houses for each Division and to conduct them on Monday mornings from here on out.

Ms. Kempker stated that when a complaint is filed against a Board Member all related information must be redacted from that Board Member’s set of minutes as well as the Friday packets and their Board Meeting Material flash drives. However, Ms. Kempker asked, primarily for Mr. Thompson, is Board staff to redact this same information regarding complaints that are filed by Board Members or are those Board Members privy to all of that information? Ms. Kempker reminded the Board Members that she does not share complaint information with the other complainants. Ms. Cramm stated that going forward Board Members should refrain from filing complaints. However, if a Board Member has a concern about a possible violation, that Board Member should then present it as general discussion in a close Board Meeting and the Board, as a whole, can decided if there is merit to the allegation; and, if so, can direct Ms. Kempker at that time to open a
complaint on the individual or corporation. Mr. Thompson then reminded all Board Members to use their professional judgment when reviewing complaint information and if he or she believes they might have a conflict of interest, they are to refrain from viewing any related information.

Ms. Kempker also presented another issue the Board’s staff is having with emails regarding complaints. When responding to an email; especially after a Friday packet goes out, she asked that Board Members please not mention two cases in one email because this causes staff to have to redact information on each email before logging it and scanning it in the correct file. Plus, often times when this happens the subject line won’t match up with the correct complaint. Ms. Kempker advised that she will be more tentative in watching for this and if she notices two or more complaint cases are discussed in one email, she will return the email to the remitter asking he/she to resubmit his/her comments in separate emails. The Board Members were agreeable to be mindful of discussing one complaint case in one email.

Ms. Kempker announced that she has been informed that the Board’s YouTube video link titled “How to create a .PDF document with an authentication process” is no longer available for viewing by the Board’s licensees. When she recently clicked on the link, she received a message saying this is a Private Video. Ms. Kempker then submitted a Help Desk Ticket and the Division’s IT staff told her that apparently the owner of the video has changed accounts or marked it as private; thus, preventing any of the Board’s viewers from seeing it. In order to correct it, Great River Engineering (the originator of the video and where former Board Member, Jerany Jackson, works) needs to either give the Board access to the account or provide the Board with a direct link so the Division’s IT Staff can repost it. After being informed of this, Chairman Hartnett and Ms. Kempker corresponded with Ms. Jackson to hopefully resolve the issue but in the meantime IT removed the video link from the Board’s web site.

Ms. Kempker announced that upon returning to the Board Office after the Board’s August 2016 meeting, she finalized the “FAQs Brochure for Public Schools and Municipalities.” Copies of those brochures were passed out to each Board Member for review. Ms. Kempker stated that the brochures are available for viewing on the Board’s web site and the link was distributed to all of the schools and entities on the list that Messrs. Rearden and Lucas prepared as a result of their Strategic Plan assignment. Ms. Kempker also stated that she updated the “Seals” brochure based on the changes voted on at the Board’s August 2016 meeting. Ms. Kempker then provided copies of that brochure. She advised the Board Members that the updated version of the brochure is also currently on the Board’s web site.

Ms. Kempker reported to the Board that Board staff is now mailing the Board Meeting packets to all Board Members 10 days before each meeting on Thursday evenings via overnight delivery. Ms. Kempker asked the Board Members to please
let her know if Board Members wished to receive the packets at their home address or work addresses. All packages sent to work addresses will be marked “CONFIDENTIAL.”

Lastly, Ms. Kempker passed out her official notification of retirement to the Board. Her retirement is effective February 1, 2017. However, Ms. Kempker is staying on with the Board as a 1,000 hour employee.

Recess

At approximately 5:10 p.m., the Board recessed its meeting until Tuesday morning, November 15, 2016 at 8:00 a.m.

Tuesday, November 15, 2016

The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects was called to order by Chairman Hartnett at 8:00 a.m. on Tuesday, November 15, 2016, in the Taneycomo C & D Meeting Room at the Radisson Hotel Branson, located at 120 South Wildwood Drive, Branson, Missouri. The Board met in both open and closed sessions during the meeting as reflected in the minutes. Chairman Hartnett declared the meeting open for business.

Members Present

Robert N. Hartnett, Chair of the Board
James C. “JC” Rearden, Chair of the Architectural Division
Martha K. John, Member of the Architectural Division
Michael L. Popp, Member of the Architectural Division
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Craig M. Lucas, Member of the Professional Engineering Division
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John Michael Flowers, Member of the Professional Land Surveying Division
Robert S. Shotts, Chair of the Professional Landscape Architectural Division
Noel T. Fehr, Member of the Professional Landscape Architectural Division
Eric Davis, Member of the Professional Landscape Architectural Division
Sherry L. Cooper, Public Member
Ratification of decisions on licensure and enrollments made by the Architectural Division, Professional Engineering Division, Professional Land Surveying Division, Professional Landscape Architectural Division and/or Staff:

At the Board’s April 25 and 26, 2016 meeting, the Board decided that at each of its quarterly meetings, it would ratify the decisions on licensure and enrollments made by the Architectural, Professional Engineering, Professional Land Surveying and Professional Landscape Architectural Divisions of the Board and/or Staff, especially as it relates to all applications approved “in-house.” The ratifications are as follows:

- **Architects** – Mr. Rearden made a motion to ratify the corporate licenses for architectural corporations, reauthorizations for architectural corporations and the licenses and relicensures of Architects for the period August 1, 2016 to October 31, 2016. The motion was seconded by Mr. Adewale and unanimously carried.

- **Professional Engineers and Engineer Interns** – Mr. Skibiski made a motion to ratify the corporate licenses, reauthorizations for engineering corporations and the licenses and relicensures of Professional Engineers as well as enrollments as Engineer-Interns for the August 1, 2016 to October 31, 2016. The motion was seconded by Ms. John and unanimously carried.

- **Professional Land Surveyors and Land Surveyors-in-Training** – Mr. Freeman made a motion to ratify the corporate licenses, reauthorizations for land surveying corporations and the licenses and relicensures of Professional Land Surveyors as well as enrollments as Land Surveyors-in-Training for the period August 1, 2016 to October 31, 2016. The motion was seconded by Mr. Adewale and unanimously carried.

- **Professional Landscape Architects** – Mr. Shotts made a motion to ratify the corporate licenses, reauthorizations for landscape architectural corporations and the licenses, relicensures, and denials of Professional Landscape Architects for the period August 1, 2016 to October 31, 2016. The motion was seconded by Mr. Govero and unanimously carried.
Date and Location of November 2017 Board Meeting

The Board Members discussed the date and location of the November 2017 Board Meeting. Upon discussion, the Board decided that the November meeting for 2017 will be held on Thursday and Friday, November 2 and 3, 2017 in the Springfield, Missouri area. Also, the Board requested that Ms. Kempker continue to negotiate Wi-Fi with all future hotel contracts. The Board feels that free Wi-Fi would be a valuable tool to be used during all quarterly meetings since there have been numerous occasions where a search of the internet was helpful in deciding on an issue that has become before the Board.

Additional Agenda Items

- Report from Kevin Skibiski regarding his meeting with the engineering staff from the College of the Ozarks – Mr. Skibiski reported that he met with the staff of the College of the Ozarks regarding their pursuit of a four year degree in general engineering. The staff asked Mr. Skibiski what would be required of them to offer their students to take the Fundamentals of Engineering (FE) Exam. Mr. Skibiski recommended that the College of the Ozarks contact the National Council of Examiners for Engineering and Surveying (NCEES) to ask that they look at their classes to determine if they would qualify for the FE exam. Mr. Skibiski stated that one of the professors at the College of the Ozarks is currently in the process of applying for, and obtaining from this Board, licensure by Comity. The only thing that this Board can do now is to wait and see what happens between NCEES and the College of the Ozarks. The College of the Ozarks stated they will be making yearly reports to Mr. Skibiski regarding their progress.

Motion to go into closed session

At approximately 8:20 a.m., Chairman Hartnett called for a motion to close the meeting to the general public for the purpose of discussing confidential or privileged communications between this agency and its attorney as well as to discuss pending litigation and complaint matters. Mr. Skibiski made a motion that the meeting be closed to the general public pursuant to Chapter 610.021 subsection (14) and Sections 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports, complaints, audits and/or other information pertaining to licensees or applicants; Chapter 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under Chapter 610.021 RSMo which authorizes this agency to go into closed session during those meetings. Mr. Govero seconded the motion. A roll call vote was taken and it unanimously carried. Chairman Hartnett asked that all
visitors leave the room. There being none, Chairman Hartnett declared the meeting closed to the general public.

**Return to Open Session**

At approximately 2:54 p.m., the Board reconvened its open meeting for the purpose to adjourn.

**Adjournment**

There being no further business, a motion was made by Ms. Cramm to adjorn the meeting. Ms. John seconded the motion and unanimously carried. The meeting adjourned at approximately 2:54 p.m.

ATTEST:

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Executive Director

Approved on: ______________________