

**A-E RULES COMMITTEE
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS
MEETING MINUTES
APRIL 22, 2014**

PRESENT: Joseph Eberle, Thomas Gasperetti, Steven Hook, Matthew Janiak, James Mickowski, Lawrence Schnuck (GoToMeeting), Rosheen Styczinski

EXCUSED: Gary Kohlenberg

STAFF: Brittany Lewin, Executive Director; Karen Rude-Evans, Bureau Assistant; Shawn Leatherwood, Rules Coordinator

CALL TO ORDER

Rosheen Styczinski, Committee Chair, called the meeting to order at 1:04 p.m. A quorum of seven (7) members was confirmed.

ADOPTION OF AGENDA

MOTION: Matthew Janiak moved, seconded by James Mickowski, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF OCTOBER 8, 2013

MOTION: Joseph Eberle moved, seconded by Steven Hook, to approve the minutes of October 8, 2013 as published. Motion carried unanimously.

ELECTION OF OFFICERS

COMMITTEE CHAIR

NOMINATION: Joseph Eberle nominated Rosheen Styczinski for the Office of Rules Committee Chair. Nomination carried by unanimous consent.

Executive Director Brittany Lewin called for other nominations three (3) times.

Rosheen Styczinski was elected as Rules Committee Chair.

COMMITTEE VICE CHAIR

NOMINATION: Steven Hook nominated Matthew Janiak for the Office of Rules Committee Vice Chair. Nomination carried by unanimous consent.

Executive Director Brittany Lewin called for other nominations three (3) times.

Matthew Janiak was elected as Vice Chair.

COMMITTEE SECRETARY

NOMINATION: Matthew Janiak nominated Steven Hook for the Office of Committee Secretary. Nomination carried by unanimous consent.

Executive Director Brittany Lewin called for other nominations three (3) times.

Steven Hook was elected as Secretary.

MOTION: Joseph Eberle moved, seconded by Steven Hook, to reaffirm the election of officers. Motion carried unanimously.

2014 ELECTION RESULTS	
AE Rules Committee Chair	Rosheen Styczinski
Vice Chair	Matthew Janiak
Secretary	Steven Hook

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS**CR 13-020 Electronic Seals**

MOTION: Joseph Eberle moved, seconded by Thomas Gasperetti, to approve the recommended language from the Joint Board Electronic Seals Task Force included in today's agenda packet and to authorize Joseph Eberle to review and approve the Legislative Report and final Draft of Clearinghouse Rule CR 13-020, Electronic Seals for submission to the Governor's Office and Legislature. The recommended language is:

SECTION 1. A-E 2.02 (7) (a) (intro.) is amended to read:

A-E 2.02 (7) (a) All seals or stamps affixed to ~~drawings and plans, drawings, documents, and specifications, and reports~~ to be filed as public documents shall be original. No stickers ~~or electronically scanned images~~ shall be allowed. Seals or stamps may be applied by crimp type, rubber stamp or by electronic means provided the electronic seal or stamp meets the requirements of subch. II of ch. 137 Stats., a security procedure is used, and electronic submissions are permitted by the governmental unit that is to receive the plans, drawings, documents, specifications, and reports.

SECTION 2. A-E 2.02 (7) (a) 1. is created to read:

A-E 2.02 (7) (a) 1. The stamp authorized by the Board must be one of crimp type, rubber stamp type, or computer generated.

SECTION 3. A-E 2.02 (7) (b) (intro.) is amended to read:

A-E 2.02 (7) (b) All seals and stamps on plans, drawings, documents, and specifications, and reports to be filed as public documents shall be signed and dated by the registered professional in one of the following manners:

SECTION 4. A-E 2.02 (7) (b) 2. is amended to read:

A-E 2.02 (7) (b) 2. Utilizing an electronic signature, meeting the requirements of ~~s. 137.06, Stats., subch. II ch. 137, Stats.~~, a security procedure is used and if permitted by the governmental unit that is to receive the plans, drawings, documents, and specifications, and reports. A scanned image of an original signature shall not be used in lieu of an electronic signature with a security procedure as found in s. 137.11 (13), Stats.

SECTION 5. A-E 2.02 (7) (b) 2. (Note) is repealed and recreated to read:

A-E 2.02 (7) (b) 2. (Note) Section 137.11 (13), Stats., of the statutes reads as follows “ ‘Security procedure’ means a procedure employed for the purpose of verifying that an electronic signature, record or performance is that of a specific person or for detecting changes or errors in the information in an electronic record. The term includes a procedure that requires the use of algorithms or other codes identifying words or numbers, encryption, callback, or other acknowledging procedures.”

Motion carried unanimously.

ADJOURNMENT

MOTION: Joseph Eberle moved, seconded by Matthew Janiak, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:47 p.m.