



MINUTES OF A MEETING OF THE  
TENNESSEE BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
Davy Crockett Tower  
Nashville, Tennessee  
Thursday, April 6, 2017

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**CALL TO ORDER**

Susan Ballard, Chair, called the regular meeting of the Tennessee Board of Architectural and Engineering Examiners to order at 9:04 a.m. on April 6, 2017, at the Davy Crockett Tower, in Nashville, Tennessee. A quorum was declared present.

The following **Board members** were present:

Susan Ballard	Registered Interior Designer
Robert Campbell, Jr.	Professional Engineer
Philip Lim	Professional Engineer
Blair Parker	Registered Landscape Architect
Rick Thompson	Registered Architect
Brian Tibbs	Registered Architect
Frank Wagster	Registered Architect
Kathryn Ware	Professional Engineer

The following **Board member** was absent:

Susan Maynor	Public Member
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The following **Associate Engineer members** were present:

Ricky Bursi	Professional Engineer
Stephen King	Professional Engineer

The following **Associate Engineer member** was absent:

Laura Reinbold	Professional Engineer
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The following **Board staff** was present:

John Cothron	Executive Director
Wanda Garner	Administrative Assistant
Anthony Glandorf	Chief Counsel, Regulatory Boards Division
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sarah Page	Assistant General Counsel
Wanda Phillips	Office Manager
Matthew Reddish	Assistant General Counsel

The following **guests** were present for part or all of the meeting:

Kasey Anderson, Tennessee Society of Professional Engineers/American Council of Engineering Companies of Tennessee (TSPE/ACEC-TN)  
Don Baltimore, Tennessee Interior Design Education and Advocacy (TN IDEA)  
Ashley Cates, American Institute of Architects-Tennessee (AIA-TN)

Sundra Dunlap, Board Staff  
Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE)  
Tennessee Section  
Nathan Ridley, American Society of Landscape Architects TN (ASLA-TN)

Mr. Cothron announced that Carter Lawrence has been appointed as the new Assistant Commissioner of the Regulatory Boards Division. He replaces Brian T. McCormack, who is now a Deputy Commissioner within the Department of Commerce and Insurance.

Mr. Cothron announced that newly appointed State Architect Ann McGauran plans to attend the June Board meeting.

No changes or additions were made to the agenda.

**CONSENT AGENDA** (attached)

Motion was made by Mr. Campbell and seconded to approve the minutes of the February 15-16, 2017 meeting. The motion passed unanimously.

Motion was made by Mr. Lim and seconded to approve the Complaints for Board Decision. The motion passed unanimously.

**PROFESSIONAL SOCIETY REPORTS**

Kasey Anderson, Ashley Cates, Don Baltimore and Nathan Ridley reported the activities of the TSPE/ACEC-TN, AIA-TN, TN IDEA and ASLA-TN, respectively, and on the status of several bills that are of interest to the Board.

**LEGAL CASE REPORT** (presented by Sarah Page) (attached)

1. *Case No. #2017015471* *Complaint #201701547*  
Motion was made by Mr. Campbell and seconded to authorize a formal hearing with the authority to settle with a Consent Order for a five hundred dollar (\$500.00) civil penalty and a requirement to take and pass the Board's law and rules exam. The motion passed unanimously.

In discussing this case, the Board expressed its preference to apply "per page" or "per project" civil penalty assessments to cases of incompetence or misuse of the seal—not to complaints regarding practice on an expired license. In cases of practice on an expired license, all pages/projects may be considered as one (1) violation. It was noted that the "normal" civil penalty for practice on an expired license in the civil penalty guidelines is \$750.00.

2. *Case No. #2016068881* *Complaint #201606888*  
Motion was made by Mr. Parker and seconded to close the case. The motion passed unanimously.
3. *Case No. #2016069331* *Complaint #201606933*  
Motion was made by Mr. Wagster and seconded to close the case. The motion passed unanimously.

**REPRESENTATIONS** (presented by Matthew Reddish)

1. *Case No. #2017008721* *Complaint #201700872*  
Motion was made by Mr. Wagster and seconded to authorize a formal hearing with the authority to settle with a Consent Order for a five hundred dollar (\$500.00) civil penalty. The motion passed unanimously.

2. *Case No. #2016049151*

*Complaint #201604915*

Motion was made by Mr. Wagster and seconded, in light of the Respondent's severe health issues, to allow the Respondent to enter retired status without the option to ever remove it from that status or to renew. The motion passed unanimously.

Break 10:45 a.m. – 11:04 a.m

### **DIRECTOR'S REPORT**

Mr. Cothron reported his activities and those of his staff and Board members.

- *Licensing Data* was presented for informational purposes only. (attached) Mr. Cothron noted that the number of registrants has increased for all professions.
- *Complaint Data* was presented for informational purposes only. (attached)

### **LEGISLATIVE UPDATE**

Mr. Cothron provided an update on pending legislation of interest to the Board, including the following:

- HB0300/SB1188—Amends T.C.A. § 62-2-401(a)(1) to replace language stating that applicants for engineer registration must be certified as an engineer intern with language stating that applicants must have passed the Fundamentals of Engineering exam.
- HB0597/SB0329—As introduced, would allow persons holding a master's degree in engineering to qualify for engineer registration with four years of engineering experience and engineer intern certification. An amendment has been filed to increase the experience requirement to 20 years and to add a sunset provision.
- HB0326/SB1217—As introduced, would allow a supervising official to override rules and decisions of a board or commission that may constitute unreasonable restraints of trade. This bill has been amended.
- HB0566/SB0449—As introduced, requires state governmental entities that establish or adopt guides to practice to do so through the promulgation of rules. This bill has been amended.
- All professional privilege tax bills have been moved behind the budget due to their fiscal impact.

### **COMMITTEE REPORTS**

The minutes of each Committee meeting follow these minutes.

- *Engineer Committee Report*  
The Engineer Committee, through Mr. Campbell, reported on topics discussed.
- *Continuing Education Committee Report*  
The Continuing Education Committee, through Mr. Wagster, reported on topics discussed. Mr. Wagster, on behalf of the committee, requested that the Engineer and Landscape Architect Committees discuss a proposal to require that all continuing education hours for architects, engineers, and landscape architects address health, safety and welfare subjects, with a sunset provision for the current requirements. He also requested that the committees discuss the development of "health, safety and

welfare” definitions for all professions.

The Committee, through Mr. Wagster, moved to request that legal counsel draft new rule language allowing registrants to request a continuing education waiver for a specific period of time in cases of hardship. The motion passed unanimously.

The Committee, through Mr. Wagster, moved to request that legal counsel draft rule language to phase out carryover hours for architects, engineers, and landscape architects. The motion passed unanimously.

The Committee, through Mr. Wagster, moved to request that legal counsel draft rule language allowing engineers and landscape architects to report hours on a calendar year basis. The motion passed unanimously.

- *Grants Committee Report*

The Grants Committee, through Ms. Ballard, reported on topics discussed.

The Committee, through Ms. Ballard, moved to:

- Not provide special project grants for fiscal year 2018, and to instead use the full appropriation to provide grants for equipment, library resources, and intern development program/examination fees;
- Maintain the grants appropriation amount at \$350,000 rather than request an increase;
- Change “shall” to “may” in the last sentence of the first paragraph of the grant guidelines so that, as amended, the sentence will read, “In addition to the grant funds set aside for the purposes described above, the Board may designate a portion of the funds to be used for special projects, as further described below”;
- Strike the following sentence from the grant guidelines: “For fiscal year 2017, the grant shall be available for two recipients in the amount of \$20,000.00 each”;
- Remove Watkins College of Art, Design & Film from the list of institutions with eligible programs in the grant guidelines; and
- Set August 31, 2017, as the deadline to submit grant proposals for the committee’s consideration for fiscal year 2018.

The motion passed unanimously.

- *Law and Rules/Policies Committee Report*

The Law and Rules/Policies Committee, through Mr. Campbell, reported on topics discussed.

The Committee, through Mr. Campbell, moved to approve the proposed rules package as drafted by legal counsel. The motion passed unanimously by roll call vote, as follows:

Susan Ballard	Aye
Robert Campbell, Jr.	Aye
Philip Lim	Aye
Blair Parker	Aye
Rick Thompson	Aye
Brian Tibbs	Aye
Frank Wagster	Aye
Kathryn Ware	Aye

- *Nominations Committee Report*  
The Committee, through Mr. Lim, moved to nominate the following slate of officers for fiscal year 2018:  
    Frank Wagster, R.A., Chair  
    Robert Campbell, Jr., P.E., Vice Chair  
    Blair Parker, R.L.A., Secretary  
The motion passed unanimously.

## **UNFINISHED BUSINESS**

- *Action Items* (attached)  
The action items taken from the February meeting were reviewed and the required action had either been taken or is in process.
- *Qualifications-Based Selection FAQs* (attached)  
Motion was made by Mr. Thompson and seconded to approve the proposed Qualifications-Based Selection Frequently Asked Questions (QBS FAQs). Mr. Bursi, Ms. Ware, and Mr. Parker expressed concerns that the proposed responses to questions 8, 9, and 10 lack clarity since the draft language removes the affirmative or negative statements. They suggested the wording, "Generally, yes," or "Generally, no," as appropriate. Following discussion, Mr. Thompson withdrew the motion.

Motion was made by Mr. Campbell and seconded to approve all revisions except for the responses to questions 8, 9, and 10, and to request that legal counsel further revise the responses to those questions for consideration at the June meeting. Mr. Wagster asked legal counsel to confirm if QBS applies to public school systems, as addressed in FAQ #4. Following discussion, Mr. Campbell withdrew the motion.

Ms. Ballard asked legal counsel to review the proposed revisions to the QBS FAQs in light of the Board's concerns, especially FAQ #4 regarding the QBS law's application to public school systems. Proposed revisions will be considered at the June meeting.

## **NEW BUSINESS**

- *Transcripts for Transfer Credit*  
By consensus, the Board agreed that applicants need not submit college/university transcripts for credit transferred to another institution. Unless an education evaluation is required, only the transcript documenting the qualifying degree should be required.
- *2018 Legislative Proposals*  
Motion was made by Mr. Tibbs and seconded to request submission of a legislative proposal to eliminate the experience duration requirement in the law (T.C.A. § 62-2-501) for architect exam applicants, and to require simply completion of the Intern Development Program (IDP)/Architectural Experience Program (AXP) for these applicants. The motion passed unanimously.
- *Report on National Council of Architectural Registration Boards (NCARB) Regional Summit* (attached)  
Mr. Cothron submitted a written report on the NCARB Regional Summit.
- *Authorization of Travel and Speakers*  
No authorization was required.

The meeting adjourned at 12:45 p.m.

ATTACHMENTS

Minutes of February 2017 meeting

Complaints for Board Decision

Legal Case Report

Financial Data

Complaint Data

HB0597/SB0329

HB0326/SB1217

HB0566/SB0449

Action Items

Proposed QBS FAQs

NCARB Regional Summit Report



MINUTES  
BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
ENGINEER COMMITTEE MEETING  
Davy Crockett Tower  
Nashville, Tennessee  
Wednesday, April 5, 2017

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**CALL TO ORDER**

In the absence of Committee Chair Laura Reinbold, P.E., Robert Campbell, Jr., P.E., called the Engineer Committee meeting to order at 12:26 p.m. on April 5, 2017, in Room 1-B of the Davy Crockett Tower at 500 James Robertson Parkway, Nashville, Tennessee.

The following **Engineer Board members** were present:

Ricky Bursi, P.E.	West TN Associate Member
Robert Campbell, P.E.	East TN Member
Stephen King, P.E.	East TN Associate Member
Kathryn Ware, P.E.	Middle TN Member

A quorum was present.

Philip Lim, P.E., arrived at 12:52 p.m.

The following **Board staff** was present for part or all of the meeting:

John Cothron	Executive Director
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sara Page	Assistant General Counsel
Wanda Phillips	Administrative Manager

**Visitor present:** Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE), Tennessee Section

**NEW BUSINESS**

**APPLICATIONS AND AUDITS FOR DISCUSSION**

- **Jairo A. Arana** (Comity) – Following discussion of the applicant’s felony conviction, a motion was made by Mr. Campbell and seconded to approve the application. The motion passed unanimously.
- **Helge Carl Nestler** (Exam) – Following discussion of the applicant’s educational deficiency, a motion was made by Ms. Ware and seconded to approve the applicant to sit for the PE exam. The motion passed unanimously.
- **Elizabeth Sunitha Xavier** (Comity) – Following discussion of the applicant’s educational deficiency, a motion was made by Mr. Bursi and seconded to approve the application. The motion passed unanimously.
- **Alexandru Zotescu** (Comity) – Following discussion of the applicant’s educational deficiency, a motion was made by Mr. King and seconded to approve the application. The motion passed unanimously.

Mr. Lim arrived at 12:52 p.m.

#### **PROPOSED CHANGES TO EAC/ABET CRITERIA**

Committee members reviewed proposed changes to the Engineering Accreditation Commission (EAC)/ABET criteria and Dr. John W. Smith’s comments on the proposed revisions. The committee expressed concern regarding the proposed changes, which could indicate a reduction in academic rigor, and Mr. Bursi agreed to write a letter outlining the committee’s concerns for consideration at the next committee meeting. Mr. Cothron was asked to send the proposed changes to engineering deans in the state for comment.

#### **APPLICATIONS AND AUDITS FOR DISCUSSION, CONT.**

- **Peyman Dadkhah** (Comity) – Following discussion of the applicant’s educational deficiency, a motion was made by Ms. Ware and seconded to waive the deficiency and approve the application. The motion passed unanimously.

#### **UNFINISHED BUSINESS**

#### **ELECTRONIC SEALS AND SIGNATURES REQUIREMENTS**

Mr. Campbell reported that there are no new developments on this issue. The Tennessee Department of Transportation is still evaluating a process utilized in Florida that allows registrants to seal a cover page instead of sealing each sheet separately. Mr. Bursi expressed concern about allowing this process for buildings.

**REVIEW OF CRITERIA FOR FULFILLMENT OF HUMANITIES/SOCIAL SCIENCES (GENERAL EDUCATION) DEFICIENCIES**

Mr. Campbell and Mr. King presented proposed revisions to the Engineer Committee policy entitled “Criteria for Fulfillment of the ABET Humanities/Social Sciences (General Education) Requirement.” Following discussion, a motion was made by Ms. Ware and seconded to increase the number of semester hours granted for passing tests for U.S. citizenship to 3 semester hours. The motion passed unanimously. Mr. Cothron was asked to draft other proposed revisions for consideration at the next committee meeting.

**ENERGY SERVICE COMPANIES AND ENGINEERING REGISTRATION LAWS**

Mr. Cothron reported that he has received no response from the Association of Energy Engineers (AEE) regarding their certifications. He noted that this matter would be best addressed through the complaint process.

**LEGISLATIVE UPDATE**

Mr. Cothron reported on the status of HB0597/SB0329, which would allow persons holding a master’s degree in engineering to qualify for engineer registration.

**Adjourn.** There being no further business, Mr. Campbell adjourned the meeting at 2:30 p.m.



MINUTES  
BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
CONTINUING EDUCATION COMMITTEE MEETING  
Davy Crockett Tower  
Nashville, Tennessee  
Wednesday, April 5, 2017

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**CALL TO ORDER**

Frank Wagster, Committee Chair, called the Continuing Education Committee meeting to order at 3:04 p.m. on April 5, 2017, in Room 1-B of the Davy Crockett Tower at 500 James Robertson Parkway, Nashville, Tennessee.

The following **Board members** were present:

Ricky Bursi, P.E., Associate Member  
Blair Parker, R.L.A.  
Frank Wagster, R.A.  
Kathryn Ware, P.E.

A quorum was present.

Susan Ballard, R.I.D., arrived at 3:13 p.m.

The following **Board staff** was present for part or all of the meeting:

John Cothron	Executive Director
Anthony Glandorf	Chief Counsel, Regulatory Boards Division
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sara Page	Assistant General Counsel

**Visitor present:** Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE), Tennessee Section

**NEW BUSINESS**

**POTENTIAL CONTINUING EDUCATION RULE CHANGES**

Mr. Wagster presented the following proposals for discussion:

- **Adding a provision to the rules allowing the Board to grant continuing education waivers in cases of hardship, such as maternity, paternity, or family leave.**

A motion was made by Ms. Ballard and seconded to recommend that the Board request that legal counsel draft new rule language allowing registrants to request a continuing education waiver for a specific period of time in cases of hardship. The motion passed unanimously.

- **Eliminating carryover hours.**

Ms. Ballard requested that the carryover provision be retained for registered interior designers. A motion was made by Mr. Bursi and seconded to recommend that the Board request that legal counsel draft rule language to phase out carryover hours for architects, engineers, and landscape architects. The motion passed unanimously.

- **Requiring all continuing education hours to address health, safety and welfare (HSW) subjects and including HSW definitions in the rules for all professions.**

A motion was made by Ms. Ballard and seconded to recommend that the Board request that legal counsel draft rule language to require that all continuing education hours for architects, engineers, and landscape architects address health, safety and welfare subjects, with a sunset provision for the current requirements. Following discussion, Ms. Ballard withdrew the motion.

Mr. Wagster requested that the Engineer and Landscape Architect Committees discuss this proposal at the next meeting, to be followed by a Continuing Education Committee meeting in August.

- **Reporting hours on a calendar year basis.**

A motion was made by Mr. Bursi and seconded to recommend that the Board request that legal counsel draft rule language allowing engineers and landscape architects to report hours on a calendar year basis. The motion passed unanimously.

Ms. Ballard urged the adoption of definitions for all professions in light of the U.S. Supreme Court's decision in the *North Carolina State Board of Dental Examiners v. Federal Trade*

*Commission* case. Ms. Goldstein and Mr. Glandorf then discussed HB0326/SB1217, which establishes a procedure by which a supervising official within a state department will review certain actions of regulatory boards to ensure such actions do not constitute unreasonable restraints of trade.

At the request of a registrant, Mr. Cothron asked if registrants could receive continuing education credit for serving as a mentor/project leader on engineering mission trips coordinated by colleges and universities. The committee concluded that this activity would qualify for up to four (4) PDHs per biennium under the "educational outreach activities" category, as described in Rules 0120-05-.06(2)(j) and 0120-05-.07(1)(f).

**Adjourn.** There being no further business, the Chair adjourned the meeting at 4:34 p.m.



MINUTES  
BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
GRANTS TO HIGHER EDUCATION COMMITTEE MEETING  
Davy Crockett Tower  
Nashville, Tennessee  
Wednesday, April 5, 2017

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**CALL TO ORDER**

Susan Ballard, Committee Chair, called the Grants to Higher Education Committee meeting to order at 4:42 p.m. on April 5, 2017, in Room 1-B of the Davy Crockett Tower at 500 James Robertson Parkway, Nashville, Tennessee.

The following **Board members** were present for part or all of the meeting:

Susan Ballard, R.I.D.  
Philip Lim, P.E.  
Blair Parker, R.L.A.  
Frank Wagster, R.A.

A quorum was present.

The following **Board staff** was present:

John Cothron	Executive Director
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sara Page	Assistant General Counsel

**Visitor present:** Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE), Tennessee Section

**NEW BUSINESS**

**REVIEW OF GRANT GUIDELINES**

Following discussion of the special project grants, a motion was made by Mr. Lim and seconded to recommend that the Board not provide special project grants for fiscal year 2018, and to

instead use the full appropriation to provide grants for equipment, library resources, and intern development program/examination fees. The motion passed unanimously.

Mr. Lim stated that he would prefer not to request an increase in the grants appropriation until the full \$350,000 is utilized. A motion was made by Mr. Parker and seconded to recommend that the Board maintain the grants appropriation amount at \$350,000, rather than request an increase. The motion passed unanimously.

The committee requested that special project grants and a proposal to increase the grants appropriation be added to the October meeting agenda for discussion.

Following review of the grant guidelines, a motion was made by Mr. Lim and seconded to recommend that the Board change "shall" to "may" in the last sentence of the first paragraph of the grant guidelines so that, as amended, the sentence will read, "In addition to the grant funds set aside for the purposes described above, the Board may designate a portion of the funds to be used for special projects, as further described below." The motion passed unanimously.

A motion was made by Mr. Parker and seconded to recommend that the Board strike the following sentence from the grant guidelines: "For fiscal year 2017, the grant shall be available for two recipients in the amount of \$20,000.00 each." The motion passed unanimously.

A motion was made by Ms. Ballard and seconded to recommend that the Board remove Watkins College of Art, Design & Film from the list of institutions with eligible programs in the grant guidelines. The motion passed unanimously.

A motion was made by Mr. Lim and seconded to set August 31, 2017, as the deadline to submit grant proposals for the committee's consideration for fiscal year 2018. The motion passed unanimously. The committee asked Mr. Cothron to send out a "save the date" notice to the schools regarding this year's deadline as soon as possible.

Mr. Cothron provided a brief update on this year's special project grant that was awarded to the University of Tennessee at Chattanooga.

**Adjourn.** There being no further business, the Chair adjourned the meeting at 5:13 p.m.



MINUTES  
BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
LAW AND RULES/POLICIES COMMITTEE MEETING  
Davy Crockett Tower  
Nashville, Tennessee  
Thursday, April 6, 2017

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**CALL TO ORDER**

In the absence of Committee Chair Rick Thompson, R.A., Robert Campbell, Jr., P.E., called the Law and Rules/Policies Committee meeting to order at 8:29 a.m. on April 6, 2017, in Room 1-A of the Davy Crockett Tower at 500 James Robertson Parkway, Nashville, Tennessee.

The following **Board members** were present:

Susan Ballard, R.I.D.  
Robert Campbell, Jr., P.E.  
Blair Parker, R.L.A.  
Brian Tibbs, R.A.

A quorum was present.

Rick Thompson, R.A., arrived at 8:33 a.m.

The following **Board staff** was present:

John Cothron	Executive Director
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sara Page	Assistant General Counsel
Matthew Reddish	Assistant General Counsel

**Visitor present:** Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE), Tennessee Section

**UNFINISHED BUSINESS**

**PROPOSED RULE CHANGES**

Committee members reviewed proposed rules as drafted by legal counsel. Proposed changes included:

- Amending Rule 0120-01-.03 to clarify what activity is considered an offer to practice architecture, engineering, or landscape architecture.
- Amending Rules 0120-01-.04 Applications and 0120-04-.03 Applications to state that comity applications, reapplications, registered interior designer applications, and engineer intern applications shall expire one (1) year from the date of application, with a provision to request an extension of time for good cause.
- Amending Rule 0120-01-.06 Applications – Engineer Interns to eliminate the \$15.00 engineer intern application fee.
- Amending Rules 0120-01-.09 References and 0120-04-.05 Experience Requirements to state that letters of recommendation and reference forms shall be confidential.
- Amending Rule 0120-01-.10 Education and Experience Requirements – Engineer to state that a graduate level degree that is used, in part or in whole, to satisfy the education requirements for registration cannot also be used to satisfy the experience requirements for registration.
- Amending Rule 0120-01-.11 Education and Experience Requirements – Architect to restore a paragraph regarding the equivalency of architectural degrees from programs accredited by the Canadian Architectural Certification Board (CACB), or from programs deemed substantially equivalent by the National Architectural Accrediting Board (NAAB), which was inadvertently deleted in a previous rulemaking.
- Amending Rules 0120-01-.15 Examinations – Architect and 0120-01-.16 Examinations – Landscape Architect to allow exam applicants to apply directly to NCARB or CLARB for admittance to professional examinations.

Ms. Goldstein then read the Regulatory Flexibility Addendum, Impact on Local Governments, Additional Information Required by the Joint Government Operations Committee, and additional questions asked by the Governor’s office into the record.

A motion was made by Mr. Tibbs and seconded to recommend that the Board approve the proposed rules package. The motion passed unanimously.

**Adjourn.** There being no further business, Mr. Campbell adjourned the meeting at 8:54 a.m.



MINUTES  
BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS  
NOMINATIONS COMMITTEE MEETING  
Davy Crockett Tower  
Nashville, Tennessee  
Thursday, April 6, 2017

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**CALL TO ORDER**

Philip Lim, Committee Chair, called the Nominations Committee meeting to order at 8:59 a.m. on April 6, 2017, in Room 1-A of the Davy Crockett Tower at 500 James Robertson Parkway, Nashville, Tennessee.

The following **Board members** were present:

Philip Lim, P.E., Committee Chair  
Susan Ballard, R.I.D.  
Blair Parker, R.L.A.  
Rick Thompson, R.A.  
Kathryn Ware, P.E.

A quorum was present.

The following **Board staff** was present:

John Cothron	Executive Director
Elizabeth Goldstein	Assistant General Counsel
Vanessa Huntsman	Paralegal
Sara Page	Assistant General Counsel
Matthew Reddish	Assistant General Counsel

**Visitor present:** Chris Gwaltney, P.E., representing the American Society of Civil Engineers (ASCE), Tennessee Section

**DISCUSS NOMINATIONS FOR BOARD OFFICERS**

Following discussion, a motion was made by Mr. Thompson and seconded to nominate the following slate of officers for fiscal year 2018:

Nominations Committee Minutes, April 6, 2017

Frank Wagster, R.A., Chair  
Robert Campbell, Jr., P.E., Vice Chair  
Blair Parker, R.L.A., Secretary

The motion passed.

**Adjourn.** There being no further business, the Chair adjourned the meeting at 9:02 a.m.