



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

MICHIGAN JOINT DESIGN BOARDS MEETING

APPROVED MINUTES MAY 11, 2022

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Joint Design Boards met on May 11, 2022, at 611 West Ottawa Street, Upper-Level Conference Room 3, Lansing, Michigan 48933.

CALL TO ORDER

Deveron Q. Sanders, Chairperson, called the meeting to order at 9:33 a.m.

ROLL CALL

Members Present: Deveron Q. Sanders, Chairperson, Board of Architects and Board of Professional Engineers
Zachary Baker, Board of Professional Surveyors
Brett Dodge, Board of Professional Engineers and Board of Professional Surveyors (arrived 9:35 a.m.)
Dima S. El-Gamal, Board of Professional Engineers (arrived 9:46 a.m.)
Kelly M. Fedele, Board of Architects and Board of Professional Surveyors
Annette Gleason, Board of Architects
James D. Hollandsworth, Board of Professional Surveyors
Allan Machielse, Board of Architects
Nancy M. McClain, Board of Professional Engineers (arrived 10:00 a.m.)
Anthony C. McGhee, Board of Architects
Jennifer R. Myers, Board of Architects and Board of Professional Surveyors
Dax T. Richer, Board of Architects and Board of Professional Engineers
Steven Warren, Board of Professional Engineers and Board of Professional Surveyors

Members Absent: Charles Hookham, Board of Professional Engineers
Timothy Platz, Board of Professional Surveyors

Matthew Slagle, Board of Architects
Joseph Welmars, Board of Architects

Staff Present: Brian DeBano, Director, Licensing Division
Jon Campbell, Director, Investigations & Inspections Division
Weston MacIntosh, JD, Departmental Specialist,
Boards and Committees Section
Stephanie Wysack, Board Support Technician,
Boards and Committees Section

APPROVAL OF AGENDA

MOTION by Hollandsworth, seconded by Machielse, to approve the agenda, as presented.

A voice vote followed.

MOTION PREVAILED

APPROVAL OF MINUTES

MOTION by Myers, seconded by Hollandsworth, to approve the May 12, 2021, meeting minutes, as written.

A voice vote followed.

MOTION PREVAILED

OLD BUSINESS

None

NEW BUSINESS

CE Tracker Presentation

DeBano presented "CE Compliance Made Easy" (Attachment 1) outlining CE Broker and the benefits to both licensees and the Department.

Investigations and Inspections Overview

Campbell introduced himself to the board members and thanked them for their work on allegations. He explained the importance of responding to requests for a review promptly.

Licensure Statistics

MacIntosh stated that as of May 6, 2022, there were 5,655 licensed Architects, 20,893 licensed Professional Engineers, and 797 licensed Professional Surveyors in Michigan.

Professional Surveyors Examination Study Discussion

Hollandsworth stated that he attended the NCEES Central and Southern Zone meeting in May, along with Sanders and Platz. He stated that NCEES was discussing changing the formatting and content of the Surveyors Principles and Practice of Surveying Examination into five modules, which will be more easily recognized across states. The hope is that this will help in streamlining the reciprocity licensure process, however, there are remaining questions and concerns about the content and format of the examination.

Discussion was held.

Department Update

MacIntosh stated that the Bureau will hold the next Board Member Training on August 16, 2022, via Zoom. All Board members are welcome to attend.

MacIntosh stated that Amy Gumbrecht had been named Director of the Bureau of Professional Licensing.

Wysack reminded the Board members to continue to check their state email address regularly.

Wysack stated that Board members will need to sign the affidavit in their blue folders, in addition to their travel voucher, in order to receive reimbursement of the \$5.00 visitor lot fee.

PUBLIC COMMENT

None

ANNOUNCEMENTS

The next regularly scheduled meeting will be held at 9:30 a.m. on May 10, 2023 at 611 West Ottawa Street, Upper-Level Conference Center Room 3, Lansing, Michigan 48933.

ADJOURNMENT

MOTION by Machielse, seconded by Gleason to adjourn the meeting at 10:06 a.m.

Michigan Joint Design Boards
Meeting Minutes
May 11, 2022
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A voice vote followed.

MOTION PREVAILED

Minutes approved by the Boards on: May 10, 2023

Minutes Prepared by:
Stephanie Wysack, Board Support Technician
Bureau of Professional Licensing

May 12, 2022



PROFESSIONAL
LICENSING



cebroker

CE Compliance Made Easy

Michigan Bureau of Professional Licensing

evercheck | Transcript

Back to Violet's profile

Transcript

NOT COMPLETE

LARA Registered Respiratory Therapist
RT99999999 44 HOURS REQUIRED 10 HOURS POSTED 34 HOURS NEEDED
[Report CE](#)

Medical Errors

Subject area	HOURS REQUIRED	HOURS POSTED	HOURS NEEDED
Preventing Medical Errors	5	2	3
Defining Medical Errors	3	1	2

General

Subject area	HOURS REQUIRED	HOURS POSTED	HOURS NEEDED
Treating Tobacco Use & Dependence	10	5	5
Pediatric Respiratory Infections	10	5	5

Laws and Rules of the Board

Subject area	HOURS REQUIRED	HOURS POSTED	HOURS NEEDED
Florida Respiratory Care Law	10	10	0

Total 38 23 15

Expired

Expired on 10/10/17

Registered Respiratory Therapist
RT 334445566

Name Jason Steiger
Status Expired
State National Board for Respiratory Care
Expires 10/10/17

[View license](#)

What is CE Broker?

CE Broker is a Software as a Service (SaaS) platform that empowers regulatory profession boards, licensed professionals, and education providers with a comprehensive CE/CME compliance tracking system.

Since 2003, CE Broker has grown to serve over 160 Profession Boards and over 3 million license holders.



Profession Boards

can increase on-time education compliance, and streamline audits, and monitor progress.

+160

Regulating body
partnerships

+21

States across
the US



Education Providers

can manage board approvals and automate reporting directly to the board.

+9,000

Education
providers

+30,000

CE/CME offered in
the Course Search



Licensed Professionals

are given a comprehensive suite of tools to find, track, and report CE in one place.

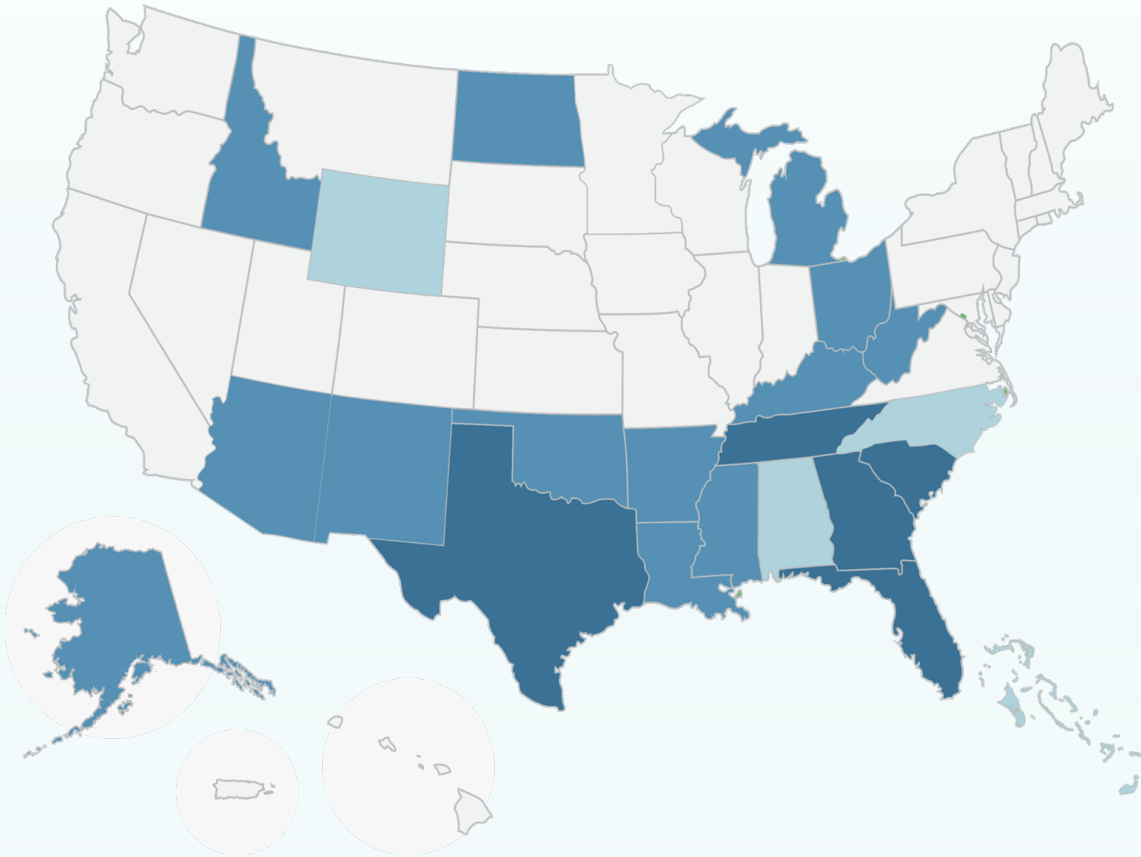
+3 Million

Licensees served
nationwide

+350

Professions using
CE Broker

CE Broker Board Partnerships



100 - 5,000



5,000 - 100,000



GEORGIA
BOARD OF
MASSAGE
THERAPY



DC **HEALTH**
GOVERNMENT OF THE DISTRICT OF COLUMBIA

100,000 - 1,000,000



Department of
Health

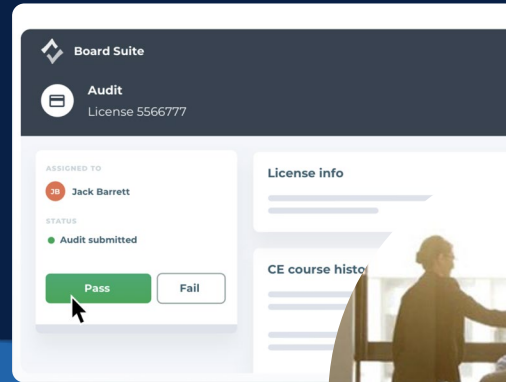


The Administrator Experience

For Regulating Bodies

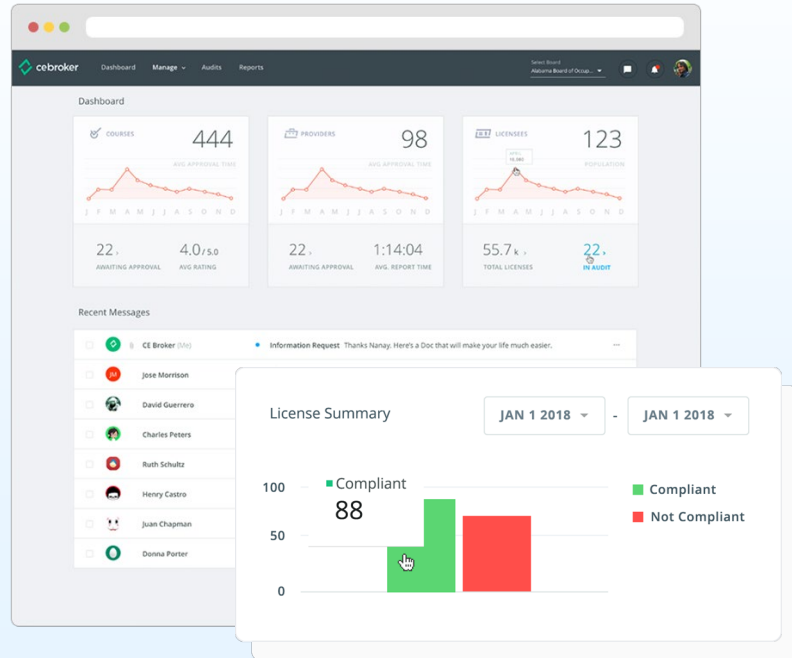
"CE Broker has allowed us to see our licensees' CE progress at any point in time without performing a time-consuming audit."

- TN Department of Health



The Board Suite

Michigan Licensing Bureau Staff users will have a secure account where they can perform CE audits, individual approvals, and access various CE management tools.



Tools available to Licensing Bureau Staff:

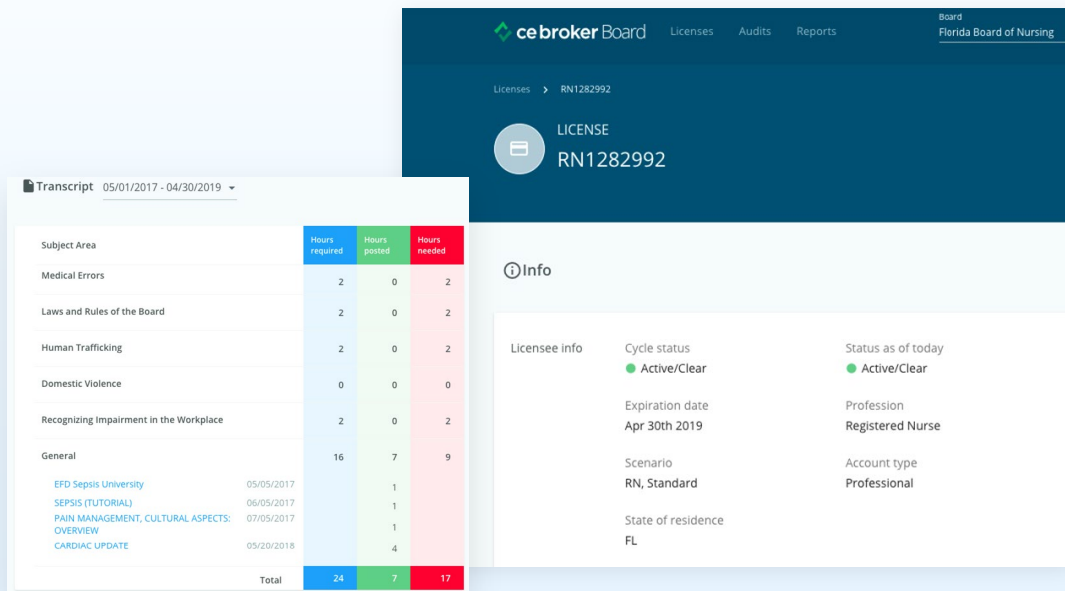
- Paperless communication between profession board staff and CE providers
- Approval queues with reminder messages to designated staff members
- Review flow where individual applications can be routed to other users
- Paperless history of provider requests, responses, approvals, course offerings, and CE data

Automate Your Audits

All data is electronically collected from educational providers and licensees, so audits are transformed from paperwork-ridden investigations into quick, accurate verifications. Whether the state audits licensees at the time of renewal, or as a random post-renewal audit, CE Broker enables licensing boards to efficiently audit up to 100% of the licensed population.

Access Licensee Status Information Anytime

View all licensee transcripts and uploaded documents and generate compliance reports so you always know where your licensee population stands at a glance.



The screenshot displays the CE Broker Board interface for the Florida Board of Nursing. It shows a transcript for licensee RN1282992 from 05/01/2017 to 04/30/2019. The transcript table lists subject areas and hours required, posted, and needed. A summary table at the bottom shows a total of 24 hours required, 7 hours posted, and 17 hours needed. To the right, the licensee status is shown as Active/Clear, with an expiration date of April 30th 2019. The licensee is a Registered Nurse, RN, Standard, residing in FL.

Subject Area	Hours required	Hours posted	Hours needed
Medical Errors	2	0	2
Laws and Rules of the Board	2	0	2
Human Trafficking	2	0	2
Domestic Violence	0	0	0
Recognizing Impairment in the Workplace	2	0	2
General	16	7	9
EFD Sepsis University	05/05/2017	1	
SEPSIS (TUTORIAL)	06/05/2017	1	
PAIN MANAGEMENT, CULTURAL ASPECTS: OVERVIEW	07/05/2017	1	
CARDIAC UPDATE	05/20/2018	4	
Total	24	7	17

Info

Licensee info

Cycle status: ● Active/Clear

Expiration date: Apr 30th 2019

Scenario: RN, Standard

State of residence: FL

Status as of today: ● Active/Clear

Profession: Registered Nurse

Account type: Professional

Implementation

Approximately 120 Days



CE Broker is conducting research for all Michigan boards ahead of meeting with Subject Matter Experts in March and April 2022. The Start Date kicks off all software configuration, development, and testing. Including training and the communication rollout in coordination with the board, implementation requires approximately 90-120 days.

The Licensee Experience

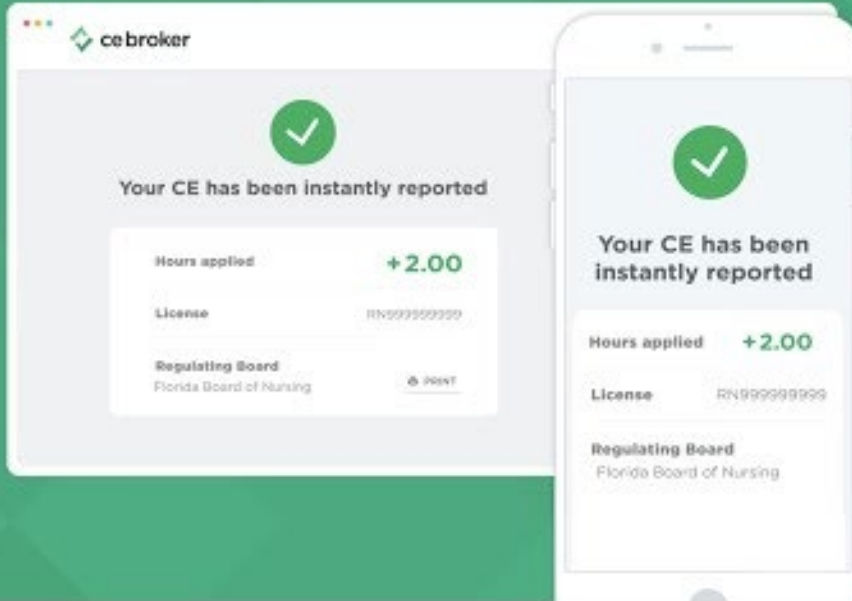
For Licensed Professionals

"CE Broker gives me confidence in the fact that my license renewal will progress smoothly."



Designed for Licensees

The CE Broker platform provides Licensees with a comprehensive view of CE requirements and accredited courses to fulfill their requirements.



"My favorite part of CE Broker is my Compliance Transcript. It makes my renewal simple and straightforward."

Reporting Options

The CE Broker platform allows for CE to be reported by Course Providers or directly by Licensees.



Education Provider Reporting

To accommodate a large array of educational providers - our suite supports multiple reporting options.



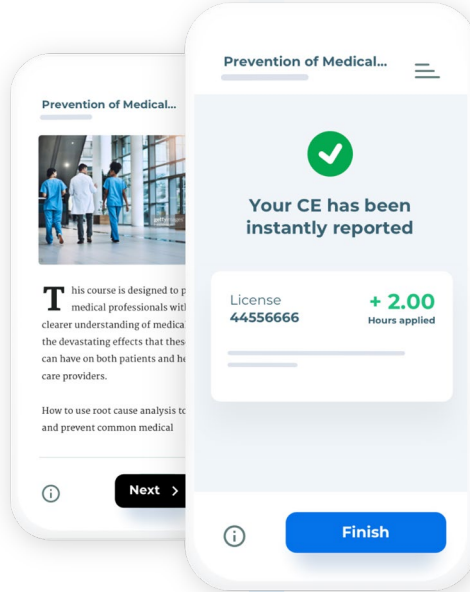
*One-by-one
submissions*



*Bulk record
uploads*



*Complete
integration*



Licensee Self-Reporting

Licensees can easily report CE at any time from multiple devices. During submission, the licensee must answer state-determined questions, and attach corresponding documentation to complete the submission.

Account Options

	Basic Account	Professional Account	Concierge Account
	\$0	\$29/yr	\$99/yr
Manual Reporting	✓	✓	✓
CE Broker Course Search	✓	✓	✓
Renewal Notifications	✓	✓	✓
Access Detailed Course History	✓	✓	✓
Official Record Storage	✓	✓	✓
Multiple License Tracking	✓	✓	✓
Personalized Compliance Transcript	●	✓	✓
Dedicated Account Manager	●	●	✓

CE Experts & Quality Support

CE Broker provides a fully-managed, U.S. based support team for licensed professionals and board staff at no cost. A team of experts trained on each licensed profession's unique requirements are available to answer questions through phone, email, and chat.

In 2021, CE Broker's Support Center answered:



101,007

Live Chat conversations



97,177

Phone Calls



65,774

Email correspondences



4.51/5

Average CSAT Score



Thank You!

For questions about CE Broker services or questions regarding our implementation process, please contact us!



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