

Wisconsin Department of Safety and Professional Services  
Division of Policy Development  
1400 E. Washington Ave.  
PO Box 8366  
Madison WI 53708-8366



Phone: 608-266-2112  
Web: <http://dps.wi.gov>  
Email: [dps@wisconsin.gov](mailto:dps@wisconsin.gov)

**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

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### **DSPS Meetings for the week of June 11, 2018**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED  
WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 1400 East Washington Avenue, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

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**Scott Walker, Governor**  
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**CEMETERY BOARD**  
**DSPS Contact: Dan Williams (608) 266-2112**

**WISCONSIN CEMETERY AND CREMATION ASSOCIATION**  
**2018 ANNUAL CONFERENCE**  
**Rock Garden Comfort Suites**  
**1951 Bond Street**  
**Green Bay, WI 54303**

**Wednesday, June 13, 2018**  
**9:00 A.M.**

**Thursday, June 14, 2018**  
**9:00 A.M.**

**Friday, June 15, 2018**  
**9:30 A.M.**

A quorum of the Wisconsin Cemetery Board may be present; however, no Board business will be conducted.

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**TELECONFERENCE/VIRTUAL  
PSYCHOLOGY EXAMINING BOARD  
Room 112, 1400 East Washington Avenue, Madison  
Contact: Steve Engelbrecht (608) 261-4483  
June 13, 2018**

**SCREENING PANEL  
8:30 AM**

1. Call Open Session to Order
2. Convene to Closed Session to Consider Discipline (s. 19.85(1)(b), Stats.), and to Consider Individual Histories or Disciplinary Data (s. 19.85(1)(f), Stats.).
  - a. Screen Complaints Received from The Public Against Credential Holders. The Panel Consists of two Board Members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon in Closed Session
5. Adjournment

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**NURSE PRACTICE ACT (NPA) EDUCATION WORKGROUP  
BOARD OF NURSING  
Room 121A, 1400 East Washington Avenue, Madison  
Contact: Dan Williams (608) 266-2112  
June 14, 2018**

*The following agenda describes the issues that the Workgroup plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Workgroup. A quorum of the Board may be present during the Workgroup meeting.*

**AGENDA**

**8:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda**

**B. Consideration of Content for the Wisconsin Board of Nursing’s NPA Educational Video**

1. Review of Online Course Materials

**C. Public Comments**

**ADJOURNMENT**

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**TELECONFERENCE/VIRTUAL  
ACCOUNTING EXAMINING BOARD  
Room 112, 1400 East Washington Avenue, Madison  
Contact: Kelley Sankbeil (608) 261-4490  
June 14, 2018**

**SCREENING PANEL  
8:30 AM**

1. Call Open Session to Order
2. Convene to Closed Session to consider discipline (s. 19.85(1)(b), Stats.), and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.)
  - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon in Closed Session
5. Adjournment

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Wisconsin Department of Safety and Professional Services  
Division of Legal Services & Compliance  
1400 East Washington Avenue  
PO Box 7190  
Madison WI 53707-7190  
**RETURN SERVICE REQUESTED**



Phone: 608-266-2112  
Web: <http://dps.wi.gov>  
Email: [dps@wisconsin.gov](mailto:dps@wisconsin.gov)

**Scott Walker, Governor**  
**Laura Gutiérrez, Secretary**

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**TELECONFERENCE/VIRTUAL  
NURSING HOME ADMINISTRATOR EXAMINING BOARD  
Room 112, 1400 East Washington Avenue, Madison  
Contact: Jaclyn Andrzejczak, (608) 266-0358  
June 14, 2018**

**SCREENING PANEL  
9:00 AM**

1. Call Open Session to Order
2. Convene to Closed Session to consider discipline (s. 19.85(1)(b), Stats.), and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.).
  - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon in Closed Session
5. Adjournment

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**BOARD OF NURSING**  
**Room 121A, 1400 East Washington Avenue, Madison**  
**Contact: Dan Williams (608) 266-2112**  
**June 14, 2018**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**9:00 A.M.**

**OR IMMEDIATELY FOLLOWING THE NURSE PRACTICE ACT (NPA) EDUCATION  
WORKGROUP MEETING**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda**

**B. Approval of Minutes of May 10, 2018**

**C. Administrative Matters – Discussion and Consideration**

1. Board Members – Term Expiration Dates:
  - a. Paul Abegglen – 7/1/2019
  - b. Jennifer Eklof – 7/1/2021
  - c. Elizabeth Smith Houskamp – 7/1/2020
  - d. Peter Kallio – 7/1/2018
  - e. Sheryl Krause – 7/1/2018
  - f. Lillian Nolan – 7/1/2019
  - g. Luann Skarlupka – 7/1/2021
  - h. Cheryl Streeter – 7/1/2018
  - i. Pamela White – 7/1/2019
2. Department Updates

**D. Education and Examination Matters – Discussion and Consideration**

1. Madison College – Request for Authorization to Plan a Licensed Practical Nursing School
2. Safe and Student Report Study from NCSBN

**E. Credentialing Matters**

1. Review Approved APNP Certification List

**F. Legislative/Administrative Rule Matters – Discussion and Consideration**

1. Act 262 Report Relating to Controlled Substances
2. Update on Legislation and Pending or Possible Rulemaking Projects

**G. Speaking Engagement(s), Travel, or Public Relation Request(s) – Discussion and Consideration**

1. Attendance at the 2018 NCSBN Annual Meeting on August 15-17, 2018 in Minneapolis, MN

**H. NCSBN Items – Discussion and Consideration**

1. Update as to Nurse Compact (NLC) and Enhanced Nurse Compact (eNLC)
2. Update from the NPA Education Workgroup

**I. Board of Nursing Liaison Reports – Discussion and Consideration**

**J. Deliberation on Items Added After Preparation of Agenda:**

1. Introductions, Announcements and Recognition
2. Election of Officers
3. Appointment of Liaison(s)
4. Delegation of Authorities
5. Administrative Matters
6. Education and Examination Matters
7. Credentialing Matters
8. Practice Matters
9. Legislative/Administrative Rule Matters
10. Liaison Reports
11. Board Liaison Training and Appointment of Mentors
12. Informational Items
13. Disciplinary Matters
14. Presentations of Petitions for Summary Suspension
15. Petitions for Designation of Hearing Examiner
16. Presentation of Proposed Stipulations, Final Decisions and Orders
17. Presentation of Proposed Final Decision and Orders
18. Presentation of Interim Orders
19. Petitions for Re-Hearing
20. Petitions for Assessments
21. Petitions to Vacate Orders
22. Requests for Disciplinary Proceeding Presentations
23. Motions
24. Petitions
25. Appearances from Requests Received or Renewed
26. Speaking Engagement(s), Travel, or Public Relation Request(s)

**K. Public Comments**

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

**L. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

1. *Attorney Alicia Nall*



- a. Stipulations and Final Decisions and Orders
  1. 17 NUR 003 – Stacy R. Hoyt, R.N.
  2. 17 NUR 305 – Diana M. Slaughter, R.N.
  3. 17 NUR 692 – Sara A. Ross, R.N.

**2. Monitoring**

**a. Department Monitor Jesse Benisch**

1. Mallory Fife, R.N. – Requesting a reduction in screens, termination of AODA therapy and access to controlled substances

**b. Department Monitor Erin Graf**

1. Joni Eberhardy, R.N. – Requesting Full Licensure
2. Margaret Grevstad, R.N. – Requesting Full Licensure
3. Julie Harley, R.N. – Requesting Full Licensure
4. Puronica Leonard-Kroupa, R.N. – Review Violation of Board Order

**M. Deliberation on Order Fixing Costs in the Matter of Donna J. Klimek, R.N. Respondent, DHA Case No. SPS-17-0014/DLSC Case No. 15 NUR 345**

**N. Review Conviction History for Stacy Rutsch #614654**

**O. Deliberation on Proposed Final Decisions and Orders**

**P. Deliberation of Items Added After Preparation of the Agenda**

1. Education and Examination Matters
2. Credentialing Matters
3. Disciplinary Matters
4. Monitoring Matters
5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner
8. Proposed Stipulations, Final Decisions and Order
9. Administrative Warnings
10. Review of Administrative Warnings
11. Proposed Final Decision and Orders
12. Matters Relating to Costs/ Orders Fixing Costs
13. Case Closings
14. Board Liaison Training
15. Proposed Interim Orders
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

**Q. Consulting with Legal Counsel**

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

**R. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate**

**S. Board Meeting Process (Time Allocation, Agenda Items) – Discussion and Consideration**

1. Newsletter Update

**T. Board Strategic Planning and its Mission, Vision and Values – Discussion and Consideration**

**ADJOURNMENT**

**NEXT MEETING DATE: JUNE 27, 2018 (TELECONFERENCE)**

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**REAL ESTATE EXAMINING BOARD**  
**Room 121C, 1400 East Washington Avenue, Madison**  
**Contact: Kelley Sankbeil (608) 261-4490**  
**June 14, 2018**

**SCREENING PANEL**  
**9:30 AM**

1. Call Open Session to Order
2. Convene to Closed Session to consider discipline (s. 19.85(1)(b), Stats.), and to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.)
  - a. Screen complaints received from the public against credential holders. The panel consists of two Board members and Department Staff.
3. Reconvene to Open Session
4. Vote on Items Considered or Deliberated Upon in Closed Session
5. Adjournment

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**REAL ESTATE EXAMINING BOARD**  
**Room 121C, 1400 East Washington Avenue, Madison**  
**Contact: Erin Karow (608) 266-2112**  
**June 14, 2018**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**10:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda**
- B. Approval of the Minutes**
  - 1. April 19, 2018
- C. Administrative Matters – Discussion and Consideration**
  - 1. Board and Staff Updates
  - 2. Department Updates
- D. Legislative/Administrative Rule Matters – Discussion and Consideration**
  - 1. REEB 24.17 (3) Scope, Relating to Advertising
  - 2. Petition to JCRAR to Repeal Unauthorized REEB 24.17, Relating to Felony Convictions
  - 3. Adopt CR 17-100, Relating to Cross References and Terminology
  - 4. Update on Legislation and Pending or Possible Rulemaking Projects
- E. Real Estate Curriculum and Examination Council Update – Discussion and Consideration**
  - 1. 2019-2020 Proposed Continuing Education (CE) Curriculum
- F. Real Estate Contractual Forms Advisory Council Update – Discussion and Consideration**
- G. Items Received After Preparation of the Agenda**
  - 1. Introductions, Announcements and Recognition
  - 2. Election of Officers
  - 3. Appointment of Liaison(s) and Alternates
  - 4. Administrative Matters
  - 5. Education and Examination Matters
  - 6. Credentialing Matters
  - 7. Practice Matters
  - 8. Legislative/Administrative Rule Matters
  - 9. Liaison Report(s)
  - 10. Informational Items
  - 11. Division of Legal Services and Compliance (DLSC) Matters

12. Presentation on Petition(s) for Summary Suspension(s)
13. Presentation on Designation(s) of Hearing Official
14. Presentation of Stipulations, Final Decisions and Orders
15. Presentation of Stipulations and Interim Orders
16. Presentation of Proposed Final Decision and Orders
17. Presentation of Interim Orders
18. Petitions for Re-Hearing
19. Petitions for Assessments
20. Petitions to Vacate Orders
21. Requests for Disciplinary Proceeding Presentations
22. Motions
23. Petitions
24. Appearances from Requests Received or Renewed
25. Speaking Engagement(s), Travel, or Public Relation Request(s)

H. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

**I. Review Conviction History of Christopher Schuelke #629660 for Real Estate Salesperson Credential**

**J. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

**1. Proposed Stipulations, Finals Decisions and Orders**

- a. 17 REB 013 – Sean C. Lentz
- b. 17 REB 028 – Kathleen M. Hansen and Kathleen Hansen & Associates, LLC.
- c. 17 REB 047 – Lynn M. Haag

**2. Monitoring**

- a. Caston Love – Requesting Full Licensure
- b. Shawn Nash – Requesting Full Licensure
- c. Robert Peeple – Requesting Full Licensure

**3. Deliberation on Proposed Final Decision and Orders**

- a. John Ramirez and Conquer Property Management, LLC. – DHA Case Number SPS-18-0002/DLSC Case Number 16 REB 033

**K. Deliberation of Items Received After Preparation of the Agenda**

1. Education and Examination Matters
2. Credentialing Matters
3. DLSC Matters
4. Professional Assistance Procedure (PAP) Matters
5. Monitoring Matters
6. Petitions for Summary Suspension(s)
7. Petitions for Designation of Hearing Examiner
8. Proposed Stipulation(s), Final Decision(s) and Order(s)
9. Proposed Interim Orders

10. Administrative Warning(s)
11. Review of Administrative Warning(s)
12. Proposed Final Decisions and Orders
13. Orders Fixing Costs/Matters Related to Costs
14. Board Liaison Training
15. Case Closings
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

L. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

M. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

N. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING DATE: AUGUST 16, 2018**

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**TELECONFERENCE/VIRTUAL  
ACCOUNTING EXAMINING BOARD  
Room 121A, 1400 East Washington Avenue, Madison  
Contact: Erin Karow (608) 266-2112  
June 15, 2018**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Board.*

**AGENDA**

**9:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda**

**B. Approval of the Minutes of May 10, 2018**

**C. Administrative Matters – Discussion and Consideration**

1. Staff Updates
2. Department Updates
3. Board Members – Term Expiration Dates
  - a. Joseph Braunger – 7/1/2017
  - b. Todd C. Craft – 7/1/2020
  - c. Gerald E. Denor – 7/1/2017
  - d. Kathleen J. LaBrake – 7/1/2018
  - e. Glenn Michaelsen – 7/1/2017
  - f. John Scheid – 7/1/2019

**D. Legislative and Administrative Rule Matters – Discussion and Consideration**

1. Scope Statement for Accy 2 and 7, Relating to Continuing Education
2. Update on Legislation and Pending or Possible Rulemaking Projects

**E. Speaking Engagement(s), Travel, or Public Relation Request(s)**

**F. Deliberation on Items Added After Preparation of Agenda:**

1. Introductions, Announcements and Recognition
2. Election of Officers
3. Appointment of Liaison(s) and Alternates
4. Delegation of Authorities
5. Administrative Matters
6. Education and Examination Matters
7. Credentialing Matters
8. Practice Matters
9. Legislative/Administrative Rule Matters
10. Liaison Reports

11. Board Liaison Training and Appointment of Mentors
12. Informational Items
13. Division of Legal Services and Compliance (DLSC) Matters
14. Presentations of Petitions for Summary Suspension
15. Petitions for Designation of Hearing Examiner
16. Presentation of Stipulations, Final Decisions and Orders
17. Presentation of Stipulations and Interim Orders
18. Presentation of Proposed Final Decision and Orders
19. Presentation of Interim Orders
20. Petitions for Re-Hearing
21. Petitions for Assessments
22. Petitions to Vacate Orders
23. Requests for Disciplinary Proceeding Presentations
24. Motions
25. Petitions
26. Appearances from Requests Received or Renewed
27. Speaking Engagement(s), Travel, or Public Relation Request(s)

#### G. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

#### H. Deliberation on Division of Legal Services and Compliance (DLSC) Matters – Discussion and Consideration

1. **Proposed Stipulations, Final Decisions and Orders**
  - a. 15 ACC 032 – G.T., LLP
  - b. 15 ACC 032 – M.K.K.
2. **Case Closures**
  - a. 15 ACC 032 – J.R.
  - b. 17 ACC 002 – G.M., D.K., M CPAs, LLP

#### I. Proposed Final Decisions and Orders

1. Kevin A. Pettit, Respondent (DHA Case Number SPS-18-000116/DLSC Case Number 16 ACC 006)

#### J. Consulting with Legal Counsel

#### K. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. DLSC Matters
4. Monitoring Matters
5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner
8. Stipulations, Final Decisions and Order
9. Proposed Interim Orders
10. Administrative Warnings
11. Review of Administrative Warnings



12. Proposed Final Decision and Orders
13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

**L. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate**

M. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING DATE: AUGUST 9, 2018**

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