

Meeting Minutes: Municipal Delegations TAG

Date: 02/05/2026
Prepared by: Makenzie Johnson
Location: DLI Minnesota Room/WebEx Event

Attendance

- TAG Members attending: Greg Metz, Scott Wheeler, Scott McCowan, Ryan Rehn, Bryan Kerby, Paul Swett, Lonnie Johnson, Jerry Norman, James Coyle, Scott Anderson, Randy King, Kyle Dimler, Travis Dunn, Nicole Kastern
- Guests attending: Makenzie Johnson, Lawrence Farrar, Amanda Spuckler, Amanda Swenson, Britt McAdamis, Chad Payment, Chris Rosival, Franklin Martin, John Caldwell, Steve Shold, Tim Manz, Tyson Jenkins, Wendy Rannenberg, Kade Paulson

Current challenges

- Decline in delegations: 19% drop since 2020; workforce experience gap (40% have ≤5 years, 60% ≤10 years).
- Lack of data: Seven-year lag in tracking delegated projects.
- Stakeholder frustration: Qualification process perceived as arbitrary; unclear requirements.
- Staffing issues: Increased workload for DLI staff; need for mentoring and audits.

Proposals and recommendations

1. Reinstate initial submittal process
 - Automate project tracking via IMS system.
 - Collect basic project data for complexity assessment.
2. Tiered delegation system
 - Categorize projects by complexity (e.g., hospitals vs. small facilities).
 - Allow smaller jurisdictions more access to state work.
3. Qualification process for QPs (Qualified Persons)
 - Shift from subjective interviews to objective exams.
 - Include multiple components: written, practical, oral.
 - Consider ICC certifications as alternative qualification paths.
 - Maintain observation/audit of real work for quality assurance.
4. Continuing education
 - Require 6 hours every two years (integrated with existing CE requirements).
 - DLI to provide delegation-specific training.
5. Audits & oversight
 - Implement periodic audits to ensure compliance and capacity.
 - Develop clear staffing metrics and minimum requirements.

Stakeholder feedback

- Support for exams but flexibility needed (oral/practical options).
- Concerns about staffing formulas; suggested leaving capacity judgment to local officials.
- Emphasis on transparency and reducing subjectivity in qualification.
- Suggestions for remote plan review evaluation and leveraging technology.

Next steps

- Gather data on staffing and workload from municipalities.
- Explore expanded component categories for qualifications.
- Continue discussion on tiered system and rulemaking approach.
- Target completion of discussions by **July 2026**.

Next Meeting

Date: 02/19/2026
Time: 1:00 pm to 3:00 pm
Location: DLI Minnesota Room/WebEx Event