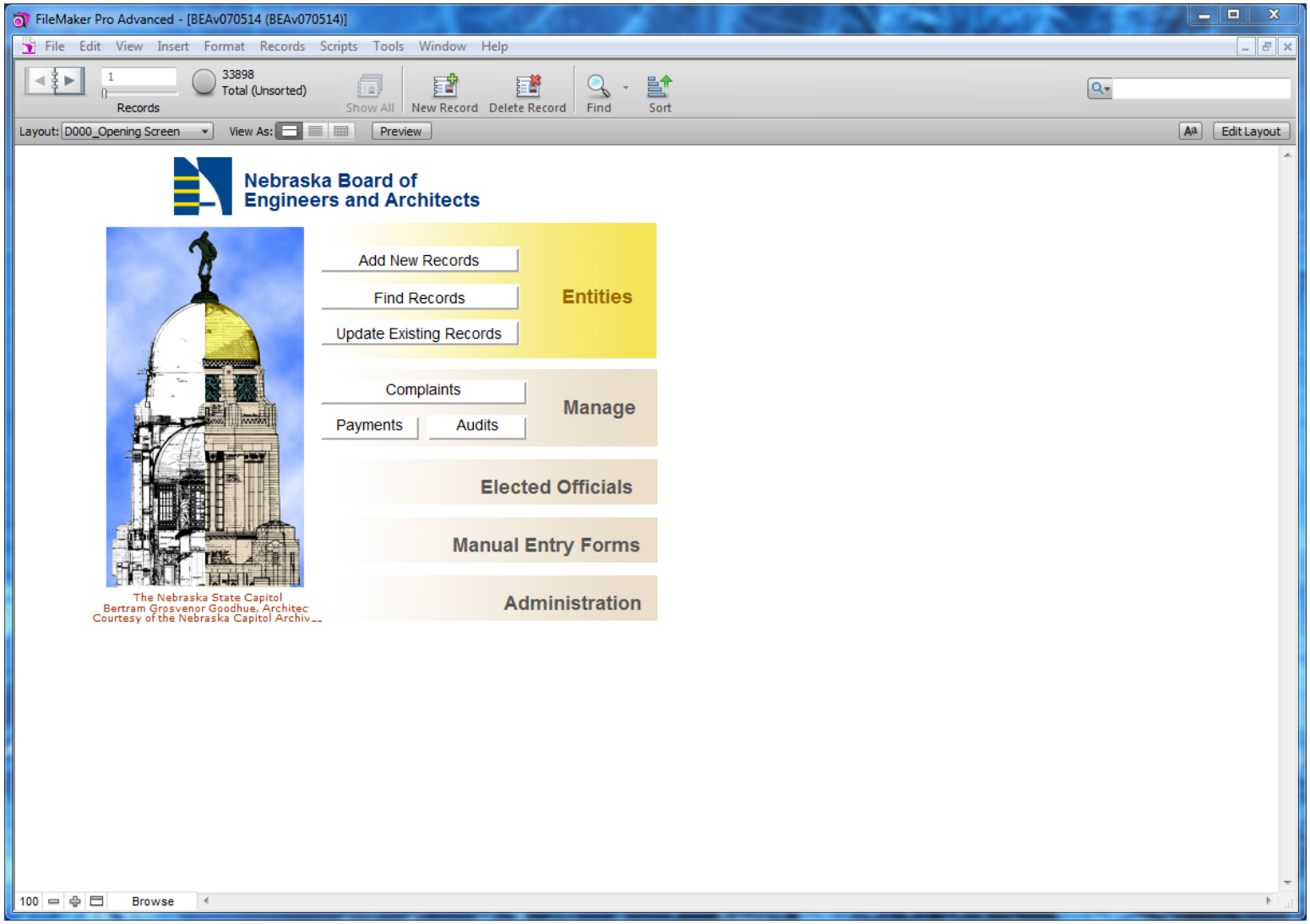
Attachment A
Board of Engineers + Architects Database Overview

Appendix

OPENING SCREEN



Board of Engineers + Architects Database Overview

Appendix

DETAIL SCREEN –CONTACT INFORMATION

Records 1 — 2 / 33898 Found (Unsorted) — Show All — New Record — Delete Record — Find — Sort

Layout: D010_Main DE Screen — View As: — Preview — Edit Layout

PAUL C JEFFREY
2417 S 105TH AVE
OMAHA NE 68124-1823

Last: Jeffrey
First: Paul
Middle: Clesson
Suffix:
Request Paper Renewal:

ControlNum: 1285
SS# 4 Digits:

Description	Number	Status
Architect	A-1801	Licensed
Cert of Auth	CA0098	Current

BoardMember
pkLocation Rec# 203393
fkInactiveStatus

LastContacted 10/13/2015 — Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) — Form Letters - Generic — Export — #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Location Name: ○ Work1 ● Home1 ○ Legacy
Business Name:
Addr1: 2417 S 105TH AVE
Addr2:
City (from Zip): OMAHA
County (from Zip): DOUGLAS
State (from Zip): NE — Zip Code: 68124-1823
Country: UNITED STATES
Email: pjeffrey@bvh.com
Phone1: (402) 618-2124 — Ext:
Phone2: — Ext:
Fax: — Paperless_Newsletter_YN:
Locations Memo: Updated from On-Line Renewal - 10/13/2015

Archive Box #:
LastContacted 10/13/2015 — Update Contacted

USPS — Addr History — Engr Verification

Print Label to LabelMaker — Print Label to Envelope — Print Label to Filing Label — Print Label to ClipBoard — Envelope Label - Deceased

Lawful Presence

App Date:
SAVE_Citz: ○ Citizen ○ Legal Alien
Sent:
Rcvd:
Status:
Alien #:

Create: kclements 10/13/2015 1:52:59 PM — Modify: kclements 10/13/2015 1:52:59 PM

Note: (1) If the address is unknown, enter "UNKNOWN" into the Addr1 field.
(2) For standard entry of military addresses, see USPS Pub 28, Page 10.

LicRange <Field Missing>

100 — Browse

DETAIL SCREEN – CORRESPONDENCE

Records 1 2 / 33898 Found (Unsorted) Show All New Record Delete Record Find Sort

Layout: D010_Main DE Screen View As: Preview Edit Layout

PAUL C JEFFREY
2417 S 105TH AVE
OMAHA NE 68124-1823

Last Jeffrey
First Paul
Middle Clesson
Suffix
Request Paper Renewal

ControlNum 1285
SS# 4 Digits

Description	Number	Status
Architect	A-1801	Licensed
Cert of Auth	CA0098	Current

BoardMember
pkLocation Rec# 203393
fkInactiveStatus

LastContacted 10/13/2015 Update Contacted

Back Find Mode Found Records Scroll Find Create Entity Rec Edit Name Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) Form Letters - Generic Export #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Type	Form	Subject	Sender	Status	Started	Printed	Phone Call	New Corresp
btchltr	AL*J	Renewal Reminder	Sandra Weaver	Final	12/11/2013	12/11/2013 1:52:47	Dtl	
btchltr	AL*J	Renewal Reminder	Jon Wilbeck	Final	12/6/2011	12/6/2011 11:51:17	Dtl	

LicRange <Field Missing>

100 Browse

DETAIL SCREEN – NEBRASKA LICENSE INFORMATION

Records 1 | 2 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

PAUL C JEFFREY
2417 S 105TH AVE
OMAHA NE 68124-1823

Last: Jeffrey
First: Paul
Middle: Clesson
Suffix:
Request Paper Renewal:
ControlNum: 1285
SS# 4 Digits:

Description	Number	Status
Architect	A-1801	Licensed
Cert of Auth	CA0098	Current

BoardMember
pkLocation Rec# 203393
fkInactiveStatus

LastContacted 10/13/2015 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

LICENSE BY DISCIPLINE

Lic#	Discp Status	Discipline	Discp Issd	Discp Licensure Basis	Lic Issd	Lic Actv Snc	Expire Date for
A-1801	Licensed	Architect	9/15/1983	Arch: Exam (ARE)	9/15/1983	9/15/1983	Licns: 12/31/2017 DTL

#Discp 1

REINSTATEMENT | Lic# | Status | StatusDate | App Dt | AffdvtRnstmnt | VerifictnDiscAffdvt | RecommendToBd | Create Reinstatement Rec

#Reinst

Law Exam as of TODAY: No

| Pull4BdDt | AgendaDt | BdApprvlDt | Reinst Dt | All Discp |

AUDITS | Lic# | Status | Bd Member | Assgnd | Notc Snt | Rcvd Doc | ToBdMbr | Apprvd | Apprvd By | Rnwl Paid | Create Audit Rec

#

EMERITUS | Lic# | DT Lic Exprd | App Date | Effctv Dt | Renwal Due Dt | Create Emeritus Rec

#

ORG AUTH

	Organization	CA Number	CA Status	Authrzd Thru	Cancel Dt	
ARCHITECT	Bahr Vermeer & Haecker	CA0098	Current	2/3/2018		VIEW
ENGINEER						VIEW
GEOLOGIST						VIEW

Renew at Expiration? ◉ Yes ○ No

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – INDIVIDUAL'S EDUCATION

Records 1 | 2 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

PAUL C JEFFREY
2417 S 105TH AVE
OMAHA NE 68124-1823

Last: Jeffrey
First: Paul
Middle: Clesson
Suffix:
Request Paper Renewal:
ControlNum: 1285
SS# 4 Digits: 1481

Description	Number	Status
Architect	A-1801	Licensed
Cert of Auth	CA0098	Current

BoardMember
pkLocation Rec# 203393
fkInactiveStatus

LastContacted 10/13/2015 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Education | Create Education Rec

Degree	Accred	Vrfy	Grad DT	School	City	ST	Country	Trnscrpt	
BS – Architectural Studies	No		5/1978	University of Nebraska-Lincoln	Lincoln	NE		No	DTL

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – EXAMINATIONS (note that different professions have different and distinct examinations)

Records | 2 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

PAUL C JEFFREY
2417 S 105TH AVE
OMAHA NE 68124-1823

Last: Jeffrey
First: Paul
Middle: Clesson
Suffix:
ControlNum: 1285
SS# 4 Digits:
Request Paper Renewal:

Description	Number	Status
Architect	A-1801	Licensed
Cert of Auth	CA0098	Current

BoardMember
pkLocation Rec# 203393
fkInactiveStatus

LastContacted 10/13/2015 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

FE — FE Status | StatusDate | ExamDiscipline | AppDate | AgendaDt | Pull4BdDt | NE StudentSts | FeePd | RefundPd
| FE Attempts | MostRecentExam | PassDate | State | InternNum | Cert IssDate | NE EI Enrollment | ABET
Create FE Rec | Enroll EI Record | FE Passed Date

PE — PE Status | StatusDate | TestDiscRqstd | RecomndDiscp | AppDate | AgendaDt | BdApprvlDt | Pull4BdDt | RecommendToBd
| PE Attmpts | MostRecentExamDt | Ref | YrsExp | Pass Dt | State | PE Passed / PE Equiv
Create PE Rec

ARE — ARE Status | StatusDate | ARE App Dt | AgendaDt | Pull4BdDt | BdApprvlDt | RecmndActn | Rfnd Pd Dt
Licensed | 10/3/1983 | 2/28/1983 | 9/15/1983 | | 9/15/1983 | | | DTL
BSAS/UNL | Yes | | | | | 6/15/1983 | 10/3/1983 | FrmLtr
| NAAB | Fee Pd | IDP | NCARB# | NCARB Apr Dt | #ARE passd | DtAllPassd | Lic Issued Dt
Create IDP/ARE Rec

LARE — LARE Status | StatusDate | AppDate | AgendaDt | Passed Date | RecmndActn
Create LARE Rec

FG — FG Status | StatusDate | Att | MstRcnt | Ref | PassDate | AppDate | AgendaDt | Pull4BdDt | FeePd | InternNum | Cert IssDate
Create FG Rec

PG — PG Status | StatusDate | Att | MstRcntEx | Ref | YrsExp | Pass Dt | AppDate | AgendaDt | BdApprvlDt | RecommendToBd
Create PG Rec

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – RECIPROCITY

6 Records | 3128 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

STEPHEN A OLSON
236 S DELMAR AVE
DECATUR IL 62522-2508

Last: Olson
First: Stephen
Middle: Albert
Suffix:
ControlNum: 1019
SS# 4 Digits:
Request Paper Renewal:

Location updated from Online Licensing: 4/23/2011

LastContacted 11/18/2014 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Description	Number	Status
Architect	A-3228	Licensed
Structural Engineer	E-14271	Licensed

BoardMember
pkLocation Rec# 198928
fkInactiveStatus

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Architect

Status	AppDate	Agenda Dt	Recmndn Bd	Bd Aprvl Dt	ST	FeePd	YrsExp	RecmndActn	Licensure Basis	Lic Issued

Create Rec

Engineer # 1

Status	Status Date	AppDate	Agenda Dt	Recmndn Bd	Bd Aprvl DT	ST	FeePd	YrsExp	#Refrncs
Licensed	6/18/2012	4/23/2012	6/15/2012	Experience	6/15/2012	IL	Yes	18.9	5
Structural	Structural	Engr: Experience	6/18/2012						

Discpline Reqstd	Discpline Granted	Licensure Basis	Lic Issued

DTL | Create Rec

LandArch #

Status	AppDate	Agenda Dt	Recmndn Bd	Bd Apprvl Dt	ST	Licensure Basis	Lic Issued

Create Rec

Geologist #

Status	Status Date	AppDate	Agenda Dt	Recmndn Bd	Bd Aprvl DT	ST	FeePd	YrsExp	#Refrncs

Licensure Basis	Lic Issued

Create Rec

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – TEMPORARY PERMITS

Records 1 — 25 / 33901 Found (Unsorted) — Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen — View As: — Preview — Edit Layout

JOHN W HEY
JOHN W HEY & COMPANY
920 QUINCY ST
RAPID CITY SD 57701-2608

Last: Hey
First: John
Middle: Walter
Suffix:
ControlNum: 3456
SS# 4 Digits:
Request Paper Renewal:

Description	Number	Status
Mechanical Engineer	E-5230	Nonrenewable
Temp Permit	T-525	Current

BoardMember
pkLocation Rec# 174150
fkInactiveStatus

LastContacted 1/28/2016 — Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) — Form Letters - Generic — Export — #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Number of Temporary Permits 1

Temp Num: T-525
Status: Current
StatusDate: 1/28/2016
Discipline: Mechanical
VerficationRecv: Y
NE Law Exam: Ye
TempNum: 525
Create Temp Permit Record
Issue Temp Permit Number
FrmLtr

Entry Date: 1/28/2016
Effctv Date: 1/28/2016
Expire Date: 1/28/2017
Base St/NCARB: South Dakota
Base Lic Num: 3016

TempProject: Oglala Sioux Tribe Whiteclay Nursing Home Whiteclay NE
TempMemo:
skStatusDisplayRecNum 173218

Temp Num	Status	Discipline	Entry Date	Effctv Date	Expire Date					
T-525	Current	Mechanical	1/28/2016	1/28/2016	1/28/2017	South Dakota	3016	Inactive	View	Stat Disp

LicRange <Field Missing>

100 — Browse

DETAIL SCREEN – ORGANIZATIONS

Records 12 | 2083 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

GEORGE BUTLER ASSOCIATES INC
9801 RENNER BLVD
SHAWNEE MSN KS 66219-9718

Last: George Butler Associates
First:
Middle:
Suffix:
Request Paper Renewal:

ControlNum: 8625
SS# 4 Digits:

Description	Number	Status
Cert of Auth	CA0442	Current

BoardMember
pkLocation Rec# 141127
fkInactiveStatus

LastContacted 3/3/2016 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 1

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Cert Num	Status	Static	First Authrzd	Dt Renewed	Authrzd thru	Change Date	Cancel Date
CA0442	Current	☐	3/2/1998	3/2/2016	3/2/2018	3/3/2016	

Update Status Disp

Authorized for: Engineering and Architecture
Chief Executive Officer: Michael L. Smith
Employee (License Applicant):

		Status	Full Name			
Resp Arch No.	A-4220	LINK	Licensed	Brian K. Steiner	VIEW	Remove
Resp Engr No.	E-7828	LINK	Licensed	Timothy J Ross	VIEW	Remove
Resp Geol No.		LINK			VIEW	Remove
Resp Person No. 2						

Licensees Range: 50+

Organization Authority Memo:
3/3/16 Per ca ren, replaced EIC from E -7774 Michael Smith to E-7828 Timothy Ross. -KC
6/19/13 Per charge form, added Brina Steiner (A-4220) as AIC - chnge to E&A - snt revised cert MH
3/06/12 Per renewal, rmove Michael Graft (A-3353) as AIC - chngd to Eng only MT
1/5/20 Status returned to Current due to the status of the authorized engineer and architect being active.
1/1/2010 - Status set to Pending due to the status of the authorized architect.
2/6/2009Status returned to Current due to the status of the authorized engineer and architect being active.
2/6/2009 - Status set to Pending due to

Create Certificate Record | Cancel Certificate
Certificate Not Applicable | Issue Certificate Number
Renew Certificate | CA Form Letters (All Boards)
View CA Information

Print Documents
New Certificate Documents | Revised Certificate Documents
Renewed Certificate Documents | Duplicate Certificate Documents
Cancel Certificate Documents | Duplicate Renewal Notice

CA Number	CA Status	Applicant	AuthorizedFor	Arch/Engr/Geol In Charge			Begin Date/Auth Thru	
CA0442 1 of 1	Current		Engineering and Architecture	*Architect:*	A-4220	Brian K. Steiner	3/2/1998	View
				Engineer:	E-7828	Timothy J Ross	3/2/2018	
							3/2/2018	

Creation AccountID: conversion | 5/14/2007 5:46:54 PM | Modify: kclements | 6/16/2016 10:57:58 AM

LicRange: <Field Missing>

100 | Browse

DETAIL SCREEN – COMPLAINTS

[redacted]

Last: Bachtold
First: Thomas
Middle: Eugene
Suffix:
Request Paper Renewal:
ControlNum: 594
SS# 4 Digits:

Description	Number	Status
Architect	[redacted]	Licensed
Cert of Auth	[redacted]	Current
Cert of Auth	[redacted]	Current
Complaint	03.17	Closed

BoardMember
pkLocation Rec# 206806
fkInactiveStatus

LastContacted 12/28/2015 Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s)

Form Letters - Generic | Export | #SttsDsply 4

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Create Complaint Rec

#	Complaint#	Status	Date Filed	Type	Complainant	Investigator	ResolutionType	Rsltn DT	DisciplinaryActionYN
1	03.17	Closed	9/8/2003	Misuse of Seal		Charles Nelson	Dismissed w/o	12/12/2003	No

1 of 1

DTL

DETAIL SCREEN – MEMORANDUM

51
Records
6401 / 33898
Found (Unsorted)
Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

HOLLY S LIONBERGER
6421 PUEBLO CT
LINCOLN NE 68516-4630

Last: Lionberger
First: Holly
Middle: Sue
Suffix:
ControlNum: 266
SS# 4 Digits:
Request Paper Renewal:

Description	Number	Status
Civil Engineer	E-10660	Licensed

BoardMember
pkLocation Rec# 197620
fkInactiveStatus

Maiden Name: Schrader
9/8/08 Cntrl 13452 merged with this entity JL

LastContacted 10/9/2014 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 1

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Entity Memo <<<Initial & Date any Memo that you add. | Print Memo | New Attachment

Maiden Name: Schrader
9/8/08 Cntrl 13452 merged with this entity JL

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – MISC. INFO

9 Records | 1209 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

IRA T CARRITHERS, JR
426 DELONG AVE
COUNCIL BLFS IA 51503-1721

Last: Carrithers
First: Ira
Middle: Thomson
Suffix: Jr
Request Paper Renewal

ControlNum: 758
SS# 4 Digits

Description	Number	Status
Architect	A-299	Deceased
Complaint	96.22	Closed

BoardMember
pkLocation Rec# 133581
fkInactiveStatus

LastContacted 5/9/2011 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Possible Historical Record Found

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 2

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

FullName: Ira Thomson Carrithers, Jr

DeathDate 4/25/2011
Notification Date 4/26/2011
Deceased | Form Letter

<If you know only the month & year of death but not the day, use the 1st as the day; example: 9/1/2005.

Entity Summary | IT Task List

Entity
Creation AccountID: conversion
Creation DateTime: 5/14/2007
Modify UserID: jlais
Modify DateTime: 4/7/2016 3:07:31

NE Law Exam #

| Exam Status | #Attempts | Date Sent | Test Form | DT Returned | Pass/Fail |

DTL

CurrentMissingInfo
Has_LocationsRecs_YN: Y
Count_StatusDisplay: 2
FGPG Agenda Indicator

Info Needed Status Display: Add | Remove | fkInfoStatusDisp
Inactive Status Display: Add | Remove | fkInactiveStatus

FileName	First Name	Last Name	Suffix	
carrithers_jr_ira.pdf	ira	carrithers	jr	PDF

LicRange <Field Missing>

100 | Browse

DETAIL SCREEN – PAYMENTS

Records 2 | 1955 / 33898 Found (Unsorted) | Show All | New Record | Delete Record | Find | Sort

Layout: D010_Main DE Screen | View As: | Preview | Edit Layout

DEVIN L BIESECKER
17800 PRAIRIE VISTA DR
ROCA NE 68430-4400

Last: Biesecker
First: Devin
Middle: L.
Suffix:
ControlNum: 58
SS# 4 Digits:
Request Paper Renewal:

Description	Number	Status
Civil Engineer	E-10865	Licensed

BoardMember
pkLocation Rec# 207513
fkInactiveStatus

LastContacted 1/22/2016 | Update Contacted

Back | Find Mode | Found Records | Scroll Find | Create Entity Rec | Edit Name | Undo

The FIND MODE button will display a list for *name only* searches at the moment

Not Dup To Entity Ctrl#(s) | Form Letters - Generic | Export | #SttsDsply 1

CONTACT | CORRESP | NE LICENSE | ED | EXAM APPS | RECIP | TEMP PERMITS | ORG AUTH | COMPLAINTS | MEMO | MSC | $$$$ | SPCL FIND | OTHR ROST

Payment Purpose	Date Recvd	Payment Method	Amt Recvd	Orig Amt	AddedFees	
EA - Engineer Renewals	1/21/2016	Online Payment	$88.00	$80.00	$8.00	Dtl
EA - Engineer Renewals	12/17/2013	Online Payment	$80.00	$80.00	$0.00	Dtl
EA - Engineer Renewals	1/5/2012	Online Payment	$99.00	$90.00	$9.00	Dtl
EA - Engineer Renewals	12/30/2009	Credit Card	$90.00	$90.00	$0.00	Dtl
EA - Engineer Renewals	12/18/2007	Credit Card	$100.00	$100.00	$0.00	Dtl
EA - Engineer Renewals	12/23/2005	Check	$100.00	$100.00	$0.00	Dtl
			Total Amt Recvd	*Total Orig Amt*	*Total Added Fees*	

New Payment

The field below shows 'DUP' if this entity has multiple payment records with the same 'Date Recvd' and the same 'Amt Recvd'.
A FIND on this field takes about 5 minutes to run.

Deleted Payments Report

CURRENT PAYMENT
LastPaymentID 71664
pkPaymentRecordID 71664
DateReceived 1/21/2016

ENTITY
fkPaymentRecordID 71664

LicRange <Field Missing>

100 | Browse

MANAGEMENT TAB – PAYMENTS

Back

Management Functions

Payments | CA (Begin Evry Mnth) | Licensing | Renewals | Audit Processing | End Year Processing | Board Agenda (Mthly) | WEB Search (Wkly) | MSC | IT

Payment Reports

EA

- Payment Report: Check/MO
- Payment Report: Online
- Payment Report: IBT
- Payment Report: ACH
- Summary Payment Report (ALL)
- Summary Online, IBT, ACH
- Summary Check, Money Order, Cash
- Summary Just Online Payments
- Payment Report: Specific Code
- Payment Report: Online - Specific Code
- Payment Report: Deleted Payments

LA

- Payment Report: Check/MO
- Payment Report: Online/ACH
- Payment Report: IBT
- Summary Payment Report
- Payment Report: Specific Code

GO

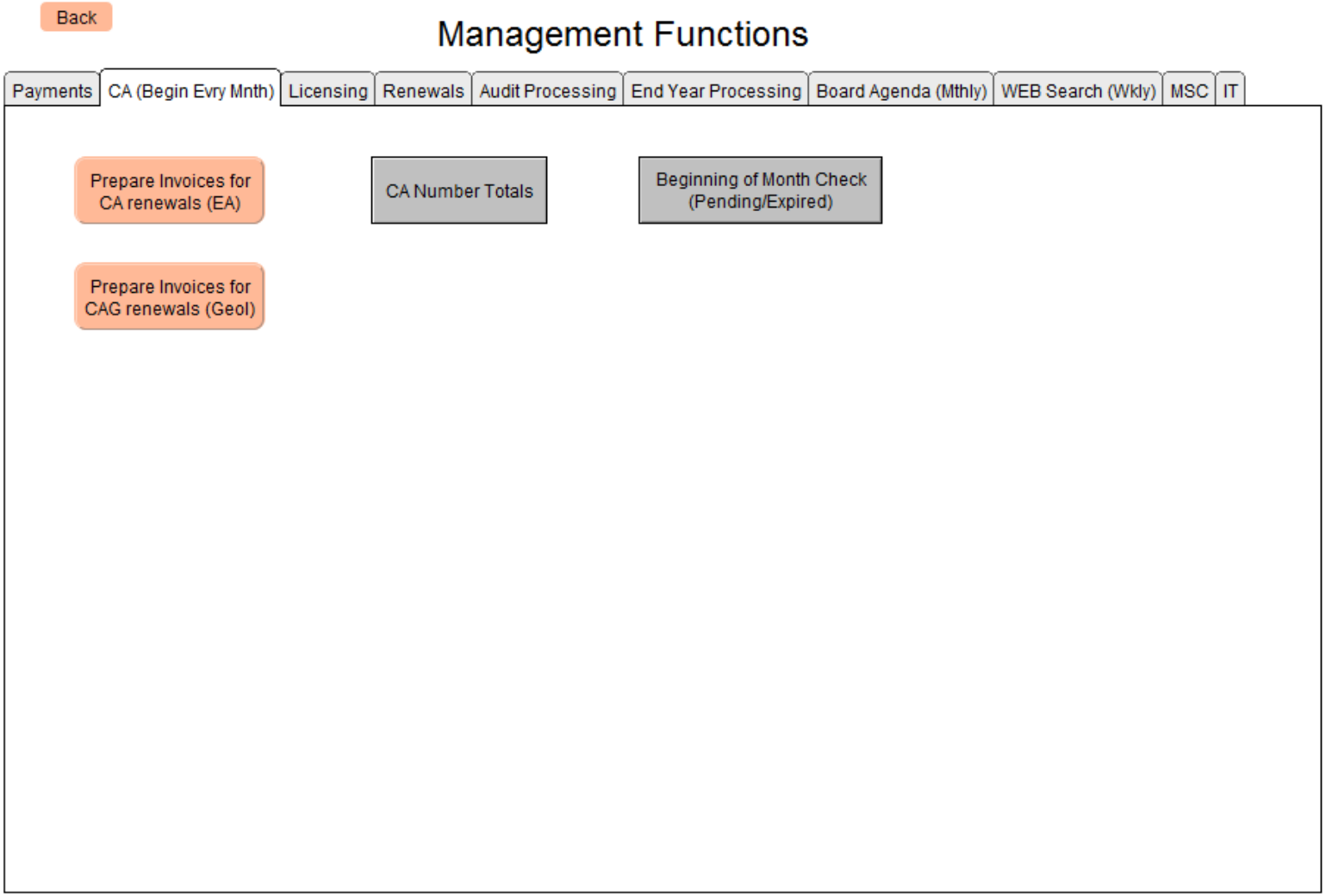
- Payment Report: Check/MO
- Payment Report: Online
- Payment Report: IBT
- Payment Report: ACH
- Summary Payment Report (ALL)
- Summary Just Online Payments
- Payment Report: Online - Specific Code

Daily Batch Renewals

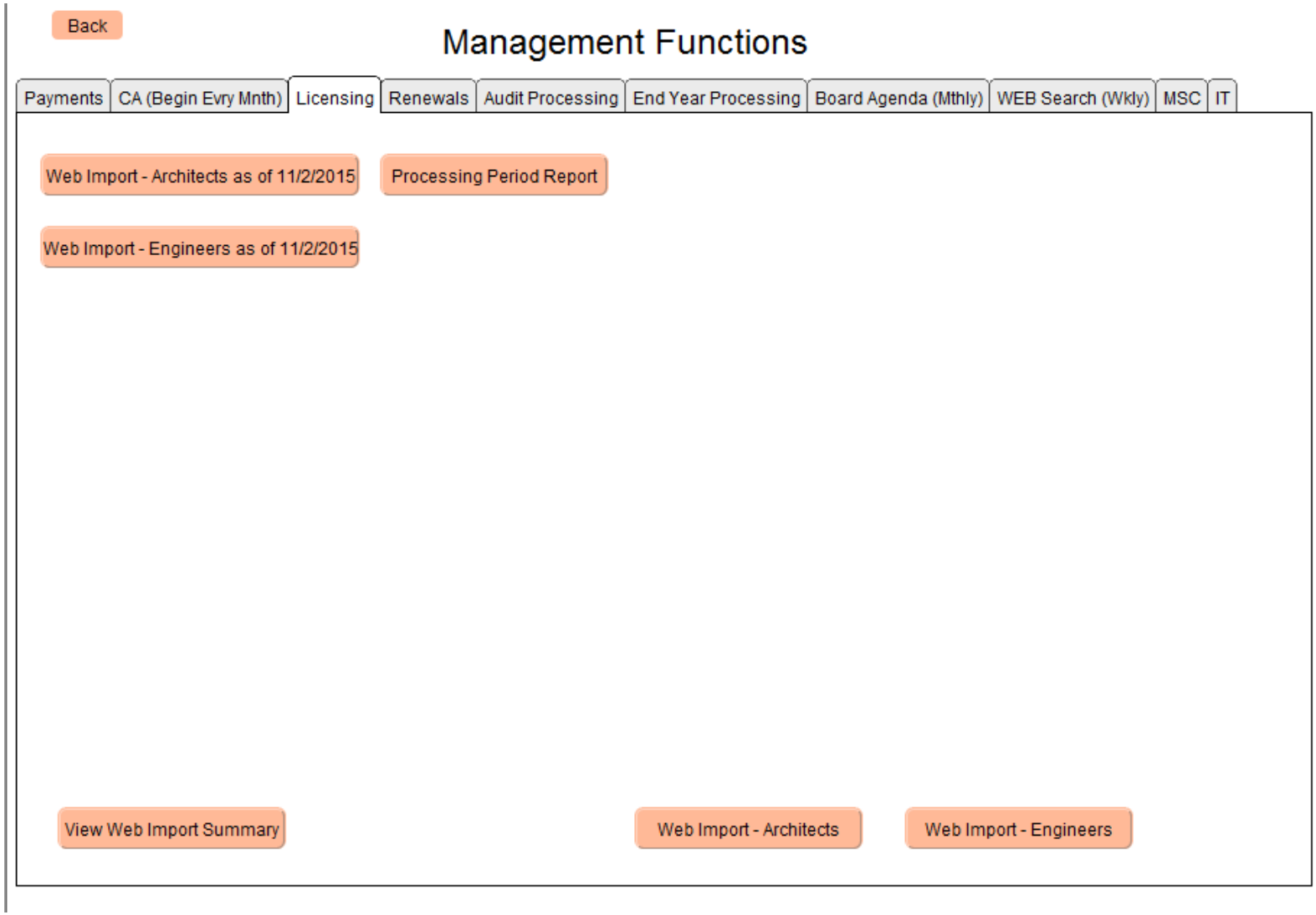
- Enter Renewal Payments

<< allows manual or semi-automatic entry of A/E/CA/Emeritus renewal payments.

MANAGEMENT TAB – CERTIFICATE OF AUTHORIZATION MANAGEMENT



MANAGEMENT TAB – MISC. LICENSING



MANAGEMENT TAB – RENEWALS

Back

Management Functions

Payments | CA (Begin Evry Mnth) | Licensing | Renewals | Audit Processing | End Year Processing | Board Agenda (Mthly) | WEB Search (Wkly) | MSC | IT

Emeritus Renewals - no later than May 1

Prepare Invoices for Emeritus renewals

IMPORTANT: Don't forget to add the return envelopes when mailing out Emeritus notices.

Renewal Reminder (E, A, G, LA)

FOR LICENSES THAT HAVE NOT EXPIRED YET. (Run Dec. of year exp.)
NOTE: Double check Geology and Landscape to make sure that individuals licensed after 10/1 of the renewal year and have not paid renewal fee for next year are pulled
Use this only before licenses have expired.
NEED TO CHANGE SCRIPT TO BE 9/25/YEAR. Search and run by hand those that paid with penalty in prev yr. after 9/25.

License Renewals - no later than Oct 1

Web Renewal Import

Web Renewal Export

Geologist Web Renewal Import

Geologist Web Renewal Export

E-mail Nebraska.gov the beginning license numbers of Engineers and Architects renewing for the first time. (Search for license date greater than June 30 two years before expiration year.) This ensures only new licensees can select the CE exemption for 1st renewals. Export files are automatically saved under F:\Licensing\(NBEA/NEBOG)\Renewals and should be moved to the yearly renewal folder. Use a copy of the excel files and delete all but mailing information for the Print Shop for mailing reminders.
THIS EXPORT DOES NOT INCLUDE THOSE THAT DO NOT HAVE LAST FOUR SOC. SEC. NUMBERS. THESE WILL NEED TO BE MAILED IN PAPER RENEWAL FORM. SEE "No SSN List button below.

NOTE: The online renewal system changes from A-K to L-Z or vice versa on SEPTEMBER 24 of each year! The new system needs to be up on the 24th but notices can still be aimed at October 1.

Geology Paper Forms

Landscape Paper Forms

Retired Paper Forms

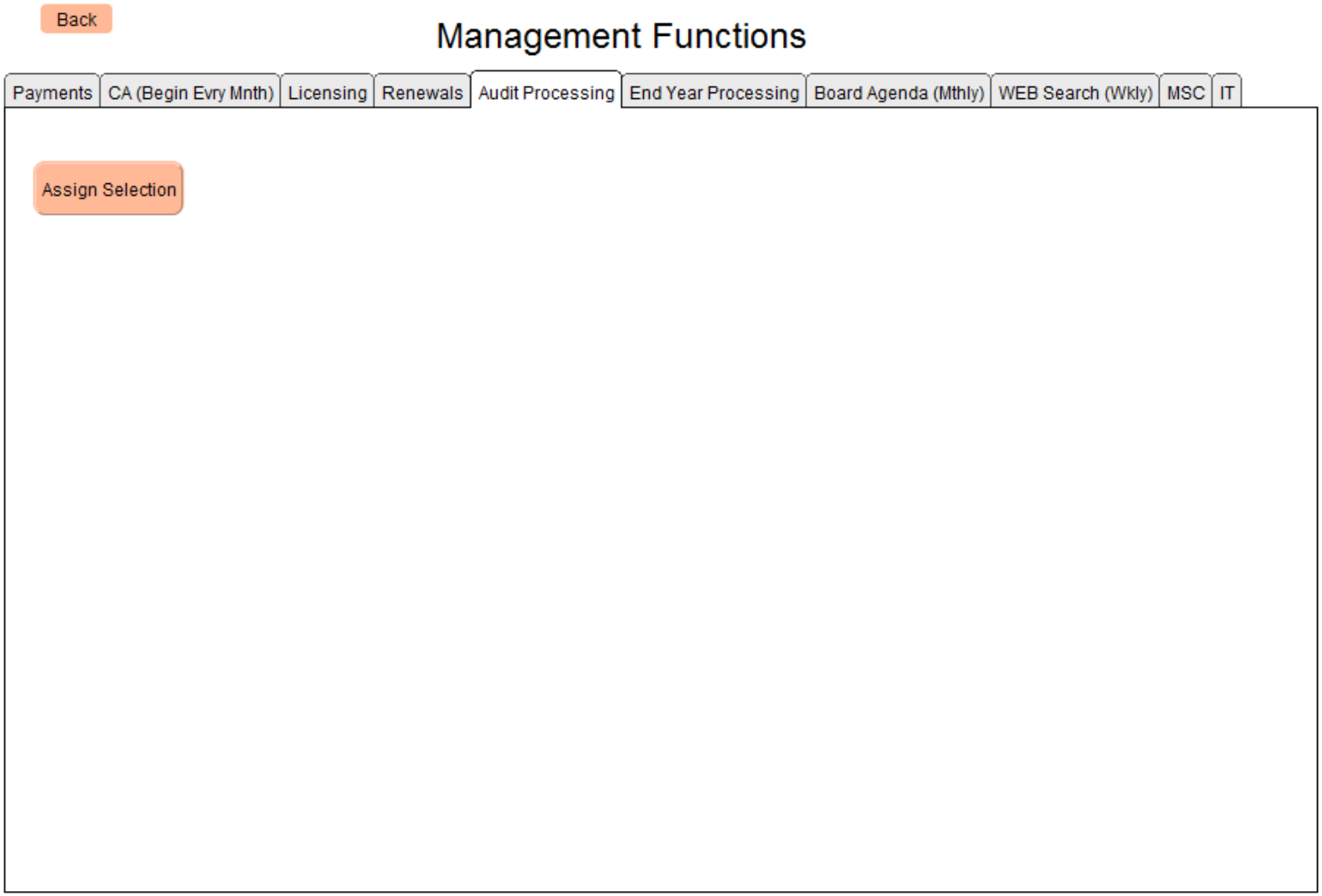
FOR LICENSES THAT HAVE EXPIRED (will run beginning or end of next year after expiration) DATE NEEDS TO BE CHANGED TO 9/25/XXXX of current year.
NOTE: Find and run by hand, reminders for licensses that paid with penalty after 9/25/Prev Year.

EA Last Reminder Paper Forms

This button is for paper renewal notices for E & A without last four digits of SS#; they cannot renew online and do not get a online renewal notice. Add the number mailed to the number in the database for Nebraska.gov or Print Shop to the renewal history document. Save the PDFs in the Renewals folder under the applicable year.

No SSN List

MANAGEMENT TAB – CONTINUING EDUCATION AUDITS



MANAGEMENT TAB – END OF CALENDAR YEAR PROCESSING

Back

Management Functions

Payments | CA (Begin Evry Mnth) | Licensing | Renewals | Audit Processing | End Year Processing | Board Agenda (Mthly) | WEB Search (Wkly) | MSC | IT

Year End Processes (check for errors in database for each criteria before proceding)

Select:

- ◯ **1 - Renewable to Nonrenewable**
- ◯ **2 - Previous Audit to Nonrenewable**
- ◯ **3 - Current Incomplete Audits** (changes status to "renewable" for incomplete audits in current license period)
- ◯ **4 - Missing Information**
- ◯ **5 - New Emeritus** (changes status display from "Licensed" to "Emeritus" for all new Emeritus Status)
- ◯ **6 - Licensed to Renewable**

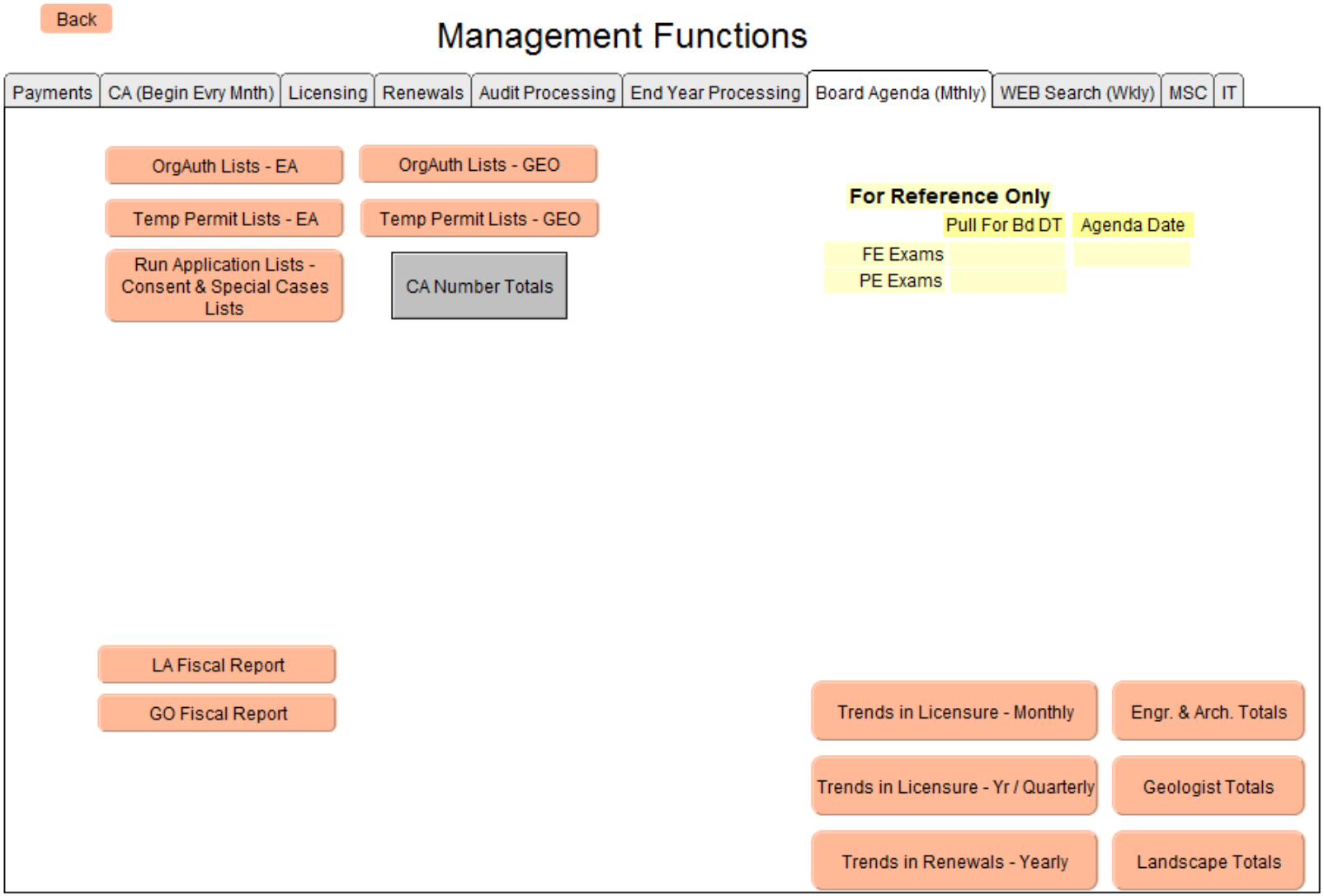
Select **Test**

LA EOY (Licensed to Renewable)

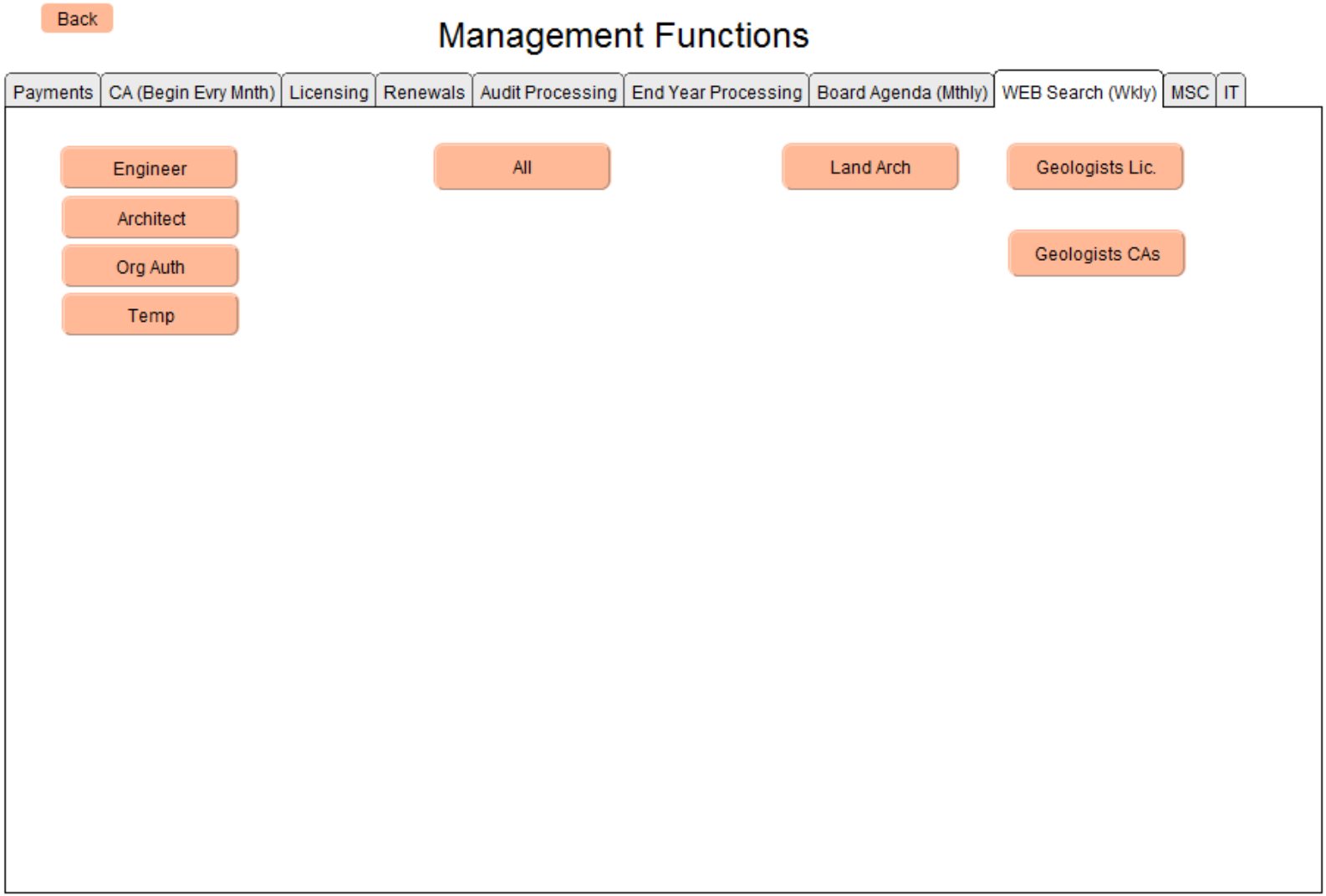
LA - Pocket Cards

Emeritus to Nonrenewable

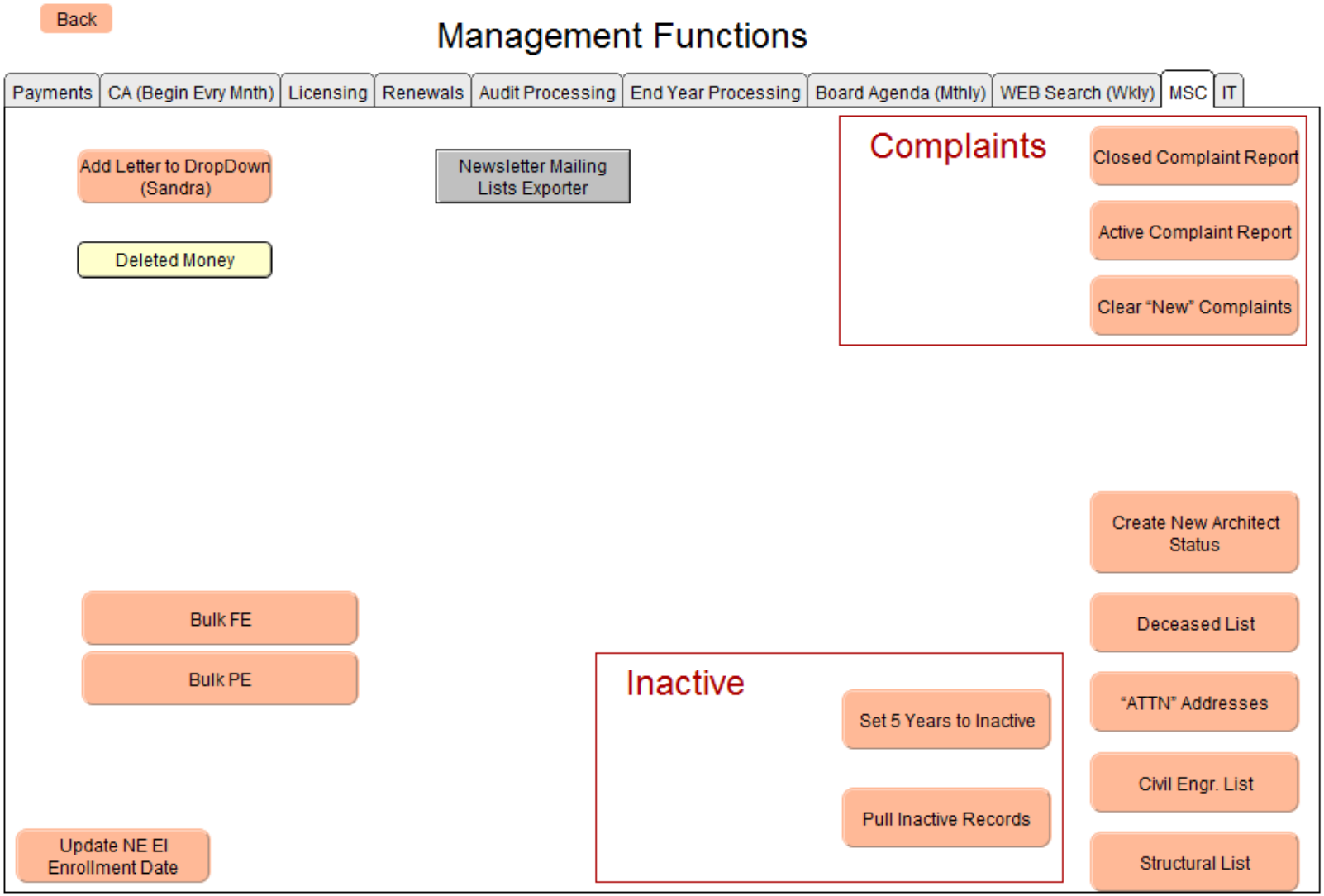
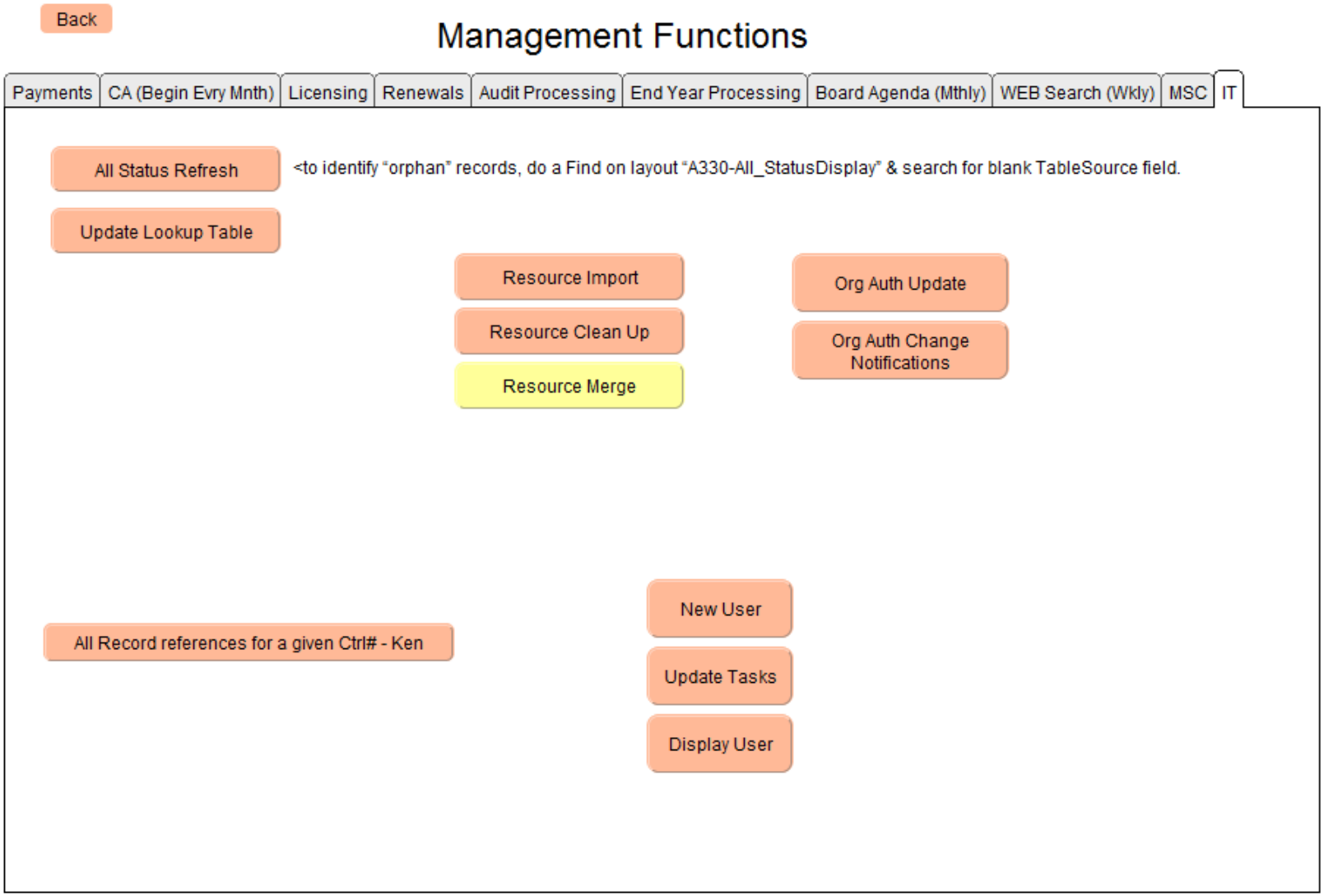
MANAGEMENT TAB – BOARD MEETING AGENDA PAGES



MANAGEMENT TAB – EXPORTING ROSTERS FOR ONLINE WEB SEARCHES



MANAGEMENT TAB – MISCELLANEOUS FUNCTIONS



MANAGEMENT TAB – IT FUNCTIONS