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OCT 16 2020

**BEFORE THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS WV PE BOARD**

IN RE: R. SHANE RITTER, PE

C2021-05

CONSENT ORDER

Comes now the West Virginia State Board of Registration for Professional Engineers (hereinafter “the Board”) by Bhajan S. Saluja, P.E., its President, for the purpose of agreeing to resolve a Complaint seeking disciplinary action against R. Shane Ritter, PE, (hereinafter “Respondent Firm”). As reflected in this document, the parties have reached an agreement concerning the proper disposition of this matter, and the Board, upon approval of this agreement, does hereby **FIND** the following:

1. The matters set forth herein are within the jurisdiction of the Board, which is the state entity with the power and duty to regulate the practice of engineering in the State of West Virginia.
2. Respondent Firm does business as a sole proprietorship with no employees, and is organized under the laws of the State of Tennessee, with its principal place of business in Friendsville, Tennessee.
3. Respondent Firm’s Certificate of Authorization (“COA”) (COA# C04128) was initially activated on July 30, 2011.
4. In 2019, Respondent Firm did not renew its COA for the licensure period of January 1, 2020 to December 31, 2021. As a result of its non-renewal of its COA, its COA was deemed “Lapsed” as of February 5, 2020.
5. In September, 2020, Respondent Firm applied to the Board for the reinstatement of its COA, which was reactivated on September 21, 2020.
6. State law requires a provider of engineering services to possess an active COA in order to practice engineering or to offer to practice engineering in West Virginia.

7. In July 2020, the Board became aware that Respondent Firm, while its COA was in “Lapsed” status, allegedly provided an engineered design drawing for a project located in Inwood, Berkeley County, West Virginia.
8. These facts resulted in a Board-initiated investigation, in which Respondent Firm confirmed that in April 2020, it had provided an engineered design drawing for a project located in West Virginia for an existing client.
9. The Board initiated Complaint Number C2021-05 at its regular meeting on September 22, 2020, which was received and filed by the Board on said date.
10. The Board and Respondent Firm have agreed to settle this matter in lieu of Respondent Firm filing a formal Response.
11. Respondent Firm admits that it provided engineering services in West Virginia without an active COA.
12. The Board has considered the following factors in reaching this settlement: there was no risk of harm to the public; the violations did not pose harm to the public; Respondent Firm applied for and received a COA and was in good standing with the Board prior to the initiation of this Complaint; and Respondent Firm cooperated in the resolution of this Complaint.
13. The Board, in its discretion, will not assess administrative costs although it is within its power to assess such costs and administrative costs were incurred in the investigation, initiation and resolution of this complaint.

CONCLUSIONS OF LAW

14. The Board is the state entity with the power and duty to regulate the practice of engineering in the State of West Virginia, and matters related to such practice are within the jurisdiction of the Board. W. Va. Code §30-13-1 *et seq.*
15. Richard S. Ritter, Owner, of Respondent Firm, has the power and authority to make admissions and otherwise act on behalf of Respondent Firm, and he makes such

admissions, knowingly, freely, voluntarily, and without any threat of harm or act of coercion.

16. Failure to comply with any of the provisions of W. Va. Code §30-13-1 *et seq.*, or any of the rules promulgated under West Virginia Code Chapter 30, Article 13, is a basis for disciplinary action by the Board. W. Va. Code §30-13-21(a)(4).
17. The Board is authorized to “assess civil penalties against any person who violates any provision of this article or any rule promulgated by the board for each offense in an amount determined by the board.” W. Va. Code §30-13-21(b); see also W. Va. Code §30-13-21(d)(4), and W.Va. Code R. §7-1-15.
18. The Board may reprimand, suspend or revoke or refuse to issue, restore or renew a certificate of registration or authorization, or place on probation, impose a civil penalty or reprimand any professional engineer or firm, who has failed to comply with any of the provisions of this article or any of the rules promulgated under it. W. Va. Code §30-13-21(a)(4), (b) and (d), and §30-13-22(d).
19. West Virginia engineering law allows a firm to practice or offer to practice engineering only upon the issuance of a COA by the Board. W. Va. Code §30-13-17.
20. It is unlawful for any firm to practice or offer to practice engineering, as defined by West Virginia Code §30-13-3(e), in the State of West Virginia unless that firm has obtained a COA under the provisions of West Virginia engineering law. W. Va. Code §30-13-17.
21. Practicing engineering, or offering to practice engineering as defined by W. Va. Code §30-13-3(e), without a valid COA is an action that may subject a firm to discipline by the Board, including a civil penalty up to Five Thousand Dollars (\$5,000.00) for each offense. W.Va. Code R. §7-1-15.1.
22. The provisions of W. Va. Code §30-13-21(a) are applicable as appropriate to unlicensed persons and firms. W. Va. Code §30-13-21(b) and (d).
23. In determining the amount of a civil penalty to be assessed, the Board may consider such factors as the circumstances leading to the violation; the nature and severity of the violation and the risk of harm to the public; the extent to which the cited person or firm has

cooperated with the Board and the Board's investigation; and other matters as may be appropriate. W. Va. Code R. §7-1-15.4.

24. The assessment of administrative costs is within the Board's sole discretion. W. Va. Code §30-13-21(d)(4) and W. Va. Code R. §7-1-14.4.

CONSENT OF THE RESPONDENT FIRM

Richard S. Ritter, as the Owner of Respondent Firm, by affixing his signature hereon, agrees to the following on behalf of Respondent Firm, R. Shane Ritter, PE:

25. Respondent Firm acknowledges its right to consult an attorney of its choosing, at its sole expense, and it knowingly, freely, voluntarily, and without any threat of harm or act of coercion waives its right to consult counsel, and will proceed pro se. Further, Respondent Firm is aware of its rights to pursue this matter through appropriate administrative and/or court procedures, including its right to a formal hearing before the Board, and Respondent Firm knowingly, freely and voluntarily waives these rights provided the Board accepts the terms and conditions set forth in this Consent Order.
26. Respondent Firm admits its Certificate of Authorization had lapsed when it provided engineering services for a West Virginia project, in violation of West Virginia engineering law.
27. Respondent Firm accepts the findings set forth above and consents to the entry of this Consent Order, knowingly, freely and voluntarily, and not under duress, restraint or compulsion, and after having time in which to confer with its counsel.
28. Respondent Firm acknowledges that this Consent Order is being executed for the purpose of avoiding further administrative action with respect to the above-styled matter. In this regard, Respondent Firm authorizes the Board to review and examine all investigative file materials concerning Respondent Firm's activities in West Virginia in consideration of this Consent Order.

29. Should the Board not approve this Consent Order, Respondent Firm waives any objections to the Board or any of its members participating in the adjudication of this matter. This paragraph is binding on Respondent Firm even if the Board does not approve this Consent Order.
30. Respondent Firm acknowledges that the Board may reject this proposal, notice and hold a hearing, and, upon adjudication, impose such sanctions of a disciplinary nature as it deems appropriate.
31. Respondent Firm understands that this Consent Order constitutes a full and final settlement of this matter, and nothing in this Consent Order or the circumstances giving rise to the same may be the subject of any appeal or other civil or administrative actions except an action by the Board to enforce the terms of this Consent Order, but that nothing in this Consent Order prohibits the Board from considering this disciplinary action or the circumstances giving rise to same with regard to any future disciplinary matter involving Respondent Firm, which may be before this Board.
32. Respondent Firm understands that the Complaint and this Consent Order are public records which, together with other public documents in the file, must be made available upon legal request in accordance with the State's Freedom of Information Act.
33. Respondent Firm agrees that the sum and substance of the Complaint and this agreement in part or in their entirety will be set forth in Board publications and on the Board's website, as well as other appropriate placements, including the non-public enforcement exchange database administered by the National Council of Examiners for Engineering and Surveying (NCEES).
34. Respondent Firm acknowledges that non-compliance with this Consent Order may result in the rescission of this agreement, the reinstatement of the Complaint, the summary revocation, non-renewal or non-reinstatement of any Certificate of Authorization issued to Respondent Firm by the Board, and the addition of any other charges which may arise or ensue from Respondent Firm's non-compliance with this Consent Order.

35. Respondent Firm acknowledges that proof of any material misstatement or misrepresentation made in connection with this matter will result in the rescission of this agreement, the reinstatement of the Complaint, the summary revocation, non-renewal or non-reinstatement of any Certificate of Authorization issued to Respondent Firm by the Board, and the addition of any other charges which may arise or ensue from providing false information to the Board in violation of West Virginia engineering law.

ORDER

1. On the basis of the foregoing, and upon entry of this Consent Order, the Board hereby **ORDERS** that this Consent Order shall serve as settlement of Complaint Number C2021-05 pursuant to West Virginia Code § 30-13-22(b).
2. The Board **ORDERS** Respondent Firm to pay a civil penalty in the amount of Two Hundred Fifty Dollars (\$250.00) for the violation of practicing engineering without an active Certificate of Authorization. The civil penalty is Two Hundred and Fifty Dollars (\$250.00).
3. The total civil penalty imposed herein is Two Hundred and Fifty Dollars (\$250.00), and must be paid within thirty (30) days of the date of entry set forth below, and such amount to be made payable to the “**W. Va. P.E. Board**” for transfer to the general fund of the State of West Virginia upon receipt.
4. The sum and substance of the Complaint and this agreement in part or in their entirety shall be set forth in Board publications and on the Board’s website, as well as other appropriate placements, including the non-public enforcement exchange database administered by the National Council of Examiners for Engineering and Surveying (NCEES).
5. Any violation of the terms of this Consent Order shall be immediate cause for further disciplinary action by the Board.
6. If the civil penalty imposed herein is not paid within thirty (30) days of the date of entry set forth below, then Respondent Firm’s COA is hereby **ORDERED REVOKED**. Said

revoked COA may be restored once the civil penalty is paid, and Respondent Firm pays the appropriate fees, and is otherwise in good standing with the Board. West Virginia Code § 30-13-21(d)(1).

7. This Consent Order may be summarily enforced in the Circuit Court of Kanawha County, West Virginia, without further notice to Respondent Firm upon application by the Board for the entry of a Judgment Order for the total amount of payment agreed to herein of Two Hundred and Fifty Dollars (\$250.00), together with pre-judgment interest from the date of the Board President's signature hereon, post-judgment interest from the date of entry of the Judgment Order, and all costs of any enforcement action(s), which judgment shall be fully executable in accordance with applicable law.
8. This matter shall be closed upon execution of this Consent Order by both parties and the full payment of the civil penalty agreed to herein, except as to the provisions set forth in paragraph 6, above, regarding revocation of Respondent Firm's COA, and its affects shall survive the closure of this Consent Order.
9. This Consent Order constitutes a full and final settlement of this matter, and nothing in this Consent Order or the circumstances giving rise to the same may be the subject of any appeal or other civil or administrative actions except an action by the Board to enforce the terms of this Consent Order. This shall not prohibit the Board from considering this disciplinary action or the circumstances giving rise to the same with regard to any future disciplinary matter involving Respondent Firm which may come before this Board.
10. This Consent Order relates solely to matters set forth in West Virginia engineering law and does not evidence compliance with any other laws of the State of West Virginia or its political subdivisions, nor should any such compliance be implied.

(Signature line appears on next page)

AGREED TO BY:



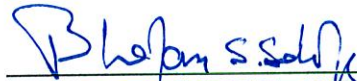
R. SHANE RITTER, PE
By: RICHARD S. RITTER, OWNER

10/13/2020
DATE

ENTERED into the records of the West Virginia State Board of Registration for Professional Engineers this 22 day of October, 2020.

**WEST VIRGINIA STATE BOARD OF REGISTRATION
FOR PROFESSIONAL ENGINEERS**

By:



BHAJAN S. SALUJA, P.E.
PRESIDENT BOARD