

**General Session Minutes
State Board of Registration for Professional Engineers
May 15, 2007**

The State Board of Registration for Professional Engineers met in its offices at 300 Capitol Street in Charleston, WV on May 15, 2007. Those present for all or part of the general session were:

Leonard J. Timms, Jr.	President
Edward L. Robinson	Vice-President
Bhajan S. Saluja	Secretary
Richard E. Plymale	Member
William E. Pierson	Member
Lesley L. Rosier-Tabor	Executive Director
Don W. Johnson	Board Investigator
Debra L. Hamilton	Legal Counsel

The meeting was called to order at 9:00 a.m.

The Board meeting minutes of March 20, 2007 (both executive and general session) were reviewed. A motion to approve the minutes was made by Mr. Robinson, seconded by Mr. Saluja. Motion carried.

The Board budget summary for March and April 2007 were received and reviewed. A motion to approve the expenditures and purchasing card transactions was made by Mr. Robinson, seconded by Mr. Saluja. Motion carried. The FY 2008 Expenditure Schedule and proposed budget was reviewed and discussed in detail. The five year lease on the Board office space will expire in November 2007. The Board office was contacted by the State Leasing Department in order for a new five year lease to be negotiated. The rate increased from \$12.00 per square foot to \$13.20 square foot for the next five years, on a fixed term. A motion was made by Mr. Robinson, seconded by Mr. Plymale to accept the lease proposal. Motion carried.

Ms. Rosier presented the Executive Director's report and addressed all Board questions and comments. Ms. Rosier discussed her participation in recent events and presentations made to various groups since the last Board meeting, in addition to reviewing the office's schedule of upcoming activities.

Ms. Rosier reviewed the April exam administration. There were minor logistical problems with the new Morgantown exam site which will be addressed by ELSSES before the next exam in October. Test results are expected in early June.

The 2008 renewal notifications will be mailed out on schedule, Thursday, May 24, 2007.

The NCEES Northeast Zone Meeting was held in Providence, Rhode Island May 3 – 6, 2007. Mr. Timms, Mr. Saluja, Ms. Rosier, Ms Hamilton and Mr. Johnson attended. Mr. Timms was elected Northeast Zone Vice President and will begin his 2-year term on the NCEES Board of Directors in August 2007. Mr. Timms also received the 2007 "ENNY", the NE Zone Award for distinguished service to the Zone and NCEES. Several issues were discussed at the meeting and recommendations made from the Northeast Zone for presentation at the Annual NCEES Meeting in Philadelphia. The BS + 30 additional hours as the minimum education requirement for licensure continues to be a key topic of interest. This monumental change for engineering

registration will be discussed in depth at the annual meeting. Mr. Timms suggested that, at a minimum, a meeting be scheduled with the WVU Engineering Department to receive their leadership's input prior to annual meeting. Mr. Timms will contact the University officials to determine a date.

The 2007 NCEES Annual Meeting information was provided. The meeting will be held in Philadelphia, PA in late August. Board attendance was encouraged.

Ms. Rosier and Mr. Robinson recently completed their participation in the search committee activities for the Dean of Engineering at West Virginia University Institute of Technology.

Mr. Robinson moved to enter into executive session, seconded by Mr. Pierson. Motion carried.

At the conclusion of the executive session, Mr. Pierson moved to enter into general session with a second by Mr. Plymale. Motion carried and the Board took the following actions:

1. Mr. Robinson moved that Complaint C2007-15 be dismissed based on additional information provided by the respondent. Motion was seconded by Mr. Saluja and carried.
2. Mr. Plymale moved that Complaint C2007-21 be dismissed after respondent complied with the Board's request. Motion was seconded by Mr. Saluja and carried.
3. Mr. Robinson moved that inquiry I2007-13 be received and filed as Board-Initiated complaint C2007-24. Motion was seconded by Mr. Plymale and carried.
4. Mr. Robinson moved that inquiry I2007-14 be received and filed as Board-Initiated complaint C2007-22. Motion was seconded by Mr. Plymale and carried.
5. Mr. Robinson moved that inquiry I2007-18 be received and filed as Board-Initiated complaint C2007-23. Motion was seconded by Mr. Pierson and carried.
6. The Board directed Ms. Hamilton to schedule complaints C2007-17 and C2007-20 for hearing at the July meeting if Consent Orders cannot be negotiated. The Board also authorized staff to expend funds necessary to pursue the three collection activities.
7. Based on a motion by Mr. Pierson, second by Mr. Saluja, the Board took the following action on Special Cases for Board Action: Alec O. Zaychik's request for comity was approved.

Mr. Timms and Ms. Rosier announced the hiring of Sue C. Rubenstein as the new PE Board Administrator. Her starting date is June 4, 2007.

This year marks the 100th Anniversary celebration of engineering licensure. Ms. Rosier is working with the Governor's office to issue a proclamation recognizing the achievement.

Ms. Rosier presented the Board with her findings regarding the issue of repeat exam takers and the status of existing codes and rules she had received from a brief survey of other jurisdictions. The Board directed Ms. Rosier to draft a letter regarding the WV Statute 30-13-15(c) outlining the anticipated procedures of limiting repeat exam takers for review at the next Board meeting.

The Virginia Board requested that Boards of adjoining states proctor Virginia Tech students that missed the exam as a result of the tragic events that occurred on their campus in April. Mr. Robinson made a motion to allow out-of-state proctoring for any Virginia Tech student unable to

attend the April 2007 Fundamentals Exam as scheduled and apply to make-up the exam in West Virginia in October 2007. The motion was seconded by Mr. Pierson and carried. Ms. Rosier will report this decision to NCEES and ELSSES who will handle such arrangements.

Mr. Timms, Mr. Robinson, Ms. Rosier and Ms. Hamilton met with the Legislative Auditors on March 21st and discussed the on-going audit. The audit report is expected to be received in May and go before the legislative committee for review during the June interims. The Board has received no response or requests for additional information since the last meeting.

Mr. Timms discussed conversations he has had with WV Surveyors Board members regarding a joint meeting to address common concerns and potential overlap issues. Mr. Timms will follow-up with the Surveyors Board to see if interest exists for scheduling the meeting.

The September Board meeting date was changed from September 18th to September 11th due to schedule conflicts of Board members.

The next Board meeting will be held on Tuesday, July 17, 2007 at 9:00 a.m.. The meeting will take place at the PE Board office located at 300 Capitol Street, Charleston, WV.

Upon motion by Mr. Robinson, seconded by Mr. Plymale, the meeting adjourned at 2:00 p.m. The Board members will be compensated one day per diem plus travel expenses.

Immediately following the PE Board meeting, a retirement reception was held in honor of Mrs. Charlotte Keller, Administrative Assistant of the Board, for her 6+ years of service to the agency. Her final day of work will be June 30, 2007. The Board and staff thanked Mrs. Keller for her hard work and dedication over the years and wished her a long and happy retirement.

Leonard J. Timms, Jr., P.E.
Board President

Bhajan S. Saluja, P.E.
Board Secretary