

**General Session Minutes
State Board of Registration for Professional Engineers
September 20, 2017**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Wednesday, September 20, 2017. Those present for all or part of the meeting were:

Edward L. Robinson	President
Bhajan S. Saluja	Vice-President
Garth E. Thomas	Secretary
Larry Nottingham	Member
L.A. Gates	Member
Lesley L. Rosier-Tabor	Executive Director
Aaron M. Armstrong	Board Investigator
Debra L. Hamilton	Legal Counsel

The meeting was called to order at 9 am.

The Board meeting minutes for July 18, 2017 were reviewed. A motion to approve the minutes was made by Mr. Saluja, seconded by Dr. Nottingham. Motion carried.

The Board budget summaries for July and August 2017 were received and reviewed, and the Board reviewed all PCard transactions for the same period. Ms. Rosier discussed the ending balance as of August 2017. Ms. Rosier discussed the FY19 Appropriation Request and noted that the request was submitted through WV OASIS and to the WV Budget Office prior to the September 1st deadline. Ms. Rosier also noted that there was no increase in the FY19 figures as per the instructions received from the Department of Revenue.

A motion to approve the budget, current expenditures, and purchasing card transactions was made by Mr. Gates, seconded by Mr. Thomas. Motion carried.

Ms. Rosier presented the Executive Director's report and addressed all Board questions and comments:

- 67 applications were received and accepted for the October 2017 PE exams, but only 60 applicants registered with NCEES and ordered exams.
- Ms. Rosier reported two PE exam interviews were conducted in August with Board member Thomas; both were permitted to sit for the upcoming exam.
- Ms. Rosier discussed the upcoming required Chapter 30 Annual Licensing Board Seminar conducted by the WV State Auditor's conference and Board member Nottingham elected to attend the next scheduled conference.

- Ms. Rosier discussed the recent attendance at meetings and/or conferences, to include the NCEES annual meeting, WV Purchasing Conference, WV Municipal League Annual Meeting, and Marshall University student presentation.
- Mr. Thomas reported he would be speaking to the WVU Tech Senior Seminar class next week regarding WV Engineering Law, licensure and ethics-related topics.
- Ms. Rosier requested any newsletter articles be transmitted via email to her prior to December 15th so that they may be included in the spring 2018 publication.

A motion was made by Mr. Saluja, seconded by Dr. Nottingham, to approve attendance and travel for Board members, staff and counsel to the activities as discussed and outlined in the Executive Director's report and the updated 2017 calendar. Motion carried.

Prior to entering into Executive Session, the Board Investigator reported the details of the resolution of complaints C2017-21 and C2017-22. The consent orders will be posted on the Board's website within a reasonable time.

Mr. Saluja made a motion to enter into Executive Session at 10:12 am, seconded by Mr. Thomas. Motion carried.

These minutes reflect that, due to Mr. Gates' recusal and Ms. Rosier's non-involvement in anything substantive related to C2017-16, C2017-17, C2017-18, and C2018-02, Mr. Gates and Ms. Rosier absented themselves from the Board room during all discussion of these matters.

The Board recessed the Executive Session at 12:00 pm for lunch and the meeting resumed in Executive Session at 12:35 pm.

At the conclusion of the Executive Session, Dr. Nottingham moved to enter into General Session at 1:45 pm. Seconded by Mr. Saluja, the motion carried, and the Board took the following action:

- Mr. Saluja made a motion, seconded by Mr. Thomas, to notice related complaints C2017-16, C2017-17, and C2017-18 for hearing during the November meeting if not settled. Motion carried.
- Dr. Nottingham made a motion, seconded by Mr. Saluja, to dismiss C2018-01. Motion carried.
- Mr. Thomas made a motion, seconded by Dr. Nottingham, to dismiss C2018-03. Motion carried.
- Mr. Thomas made a motion, seconded by Mr. Saluja, to move I2018-08 to complaint. Motion carried.
- Mr. Saluja made a motion, seconded by Dr. Nottingham, to move I2018-10 to complaint. Motion carried.
- Dr. Nottingham made a motion, seconded by Mr. Thomas, to move I2018-11 to complaint. Motion carried.

On motion by Mr. Thomas, seconded by Mr. Saluja, the Board approved the following special case files:

- Robert Hinojosa and Justin Taylor

The Board discussed the summary of actions at the 2017 NCEES Annual Meeting and Ms. Rosier presented a joint letter from NCEES/CLARB/NCARB discussing their efforts regarding reasonable regulation.

Ms. Rosier advised the Board of the NCEES PE exam observer announcement for the upcoming October exam.

Ms. Rosier reported her progress on review of current WV Engineering Law to highlight the necessary changes to implement 'decoupling' of experience from the exam application process. She is also reviewing other state engineering laws that have already implemented decoupling for suggested language modification. She and counsel will have a draft for Board consideration in 2018. These legislative changes would be submitted for consideration during the 2019 Legislative session.

The Board reviewed recent correspondence between Delegate Howell and the Board President concerning the pending DOH complaints, and President Robinson updated the Board regarding his attendance at the Joint Committee on Government Operations interim meeting on August 22, 2017, to address the Board's actions on the DOH matter. The Board also reviewed draft correspondence for the Board President's signature to the Legislative Rule-Making Review Committee regarding federal and state regulations as required by 2016's SB619.

Ms. Rosier discussed the fall ABET visit for initial review of the Mechanical Engineering program at Marshall University and Dr. Nottingham reported that he would be the Board's representative for this visit.

Ms. Rosier reported that the agencies 2017 Annual Report draft will be made available for Board review within the next few weeks. All comments are requested on or before the November Board meeting date. The deadline for submission is December 31, 2017.

Mr. Rosier discussed the upcoming COA renewal game plan and presented the new project requests submitted to Big Picture to assist with the renewal and other ongoing upgrades.

The Board reviewed the upcoming calendar of events, and Ms. Rosier highlighted that the November meeting is scheduled for a Wednesday. She also noted that a draft 2018 Calendar of Events will be presented during the November 2017 meeting and requested Board members to check their 2018 calendar for any conflicts.

Upon motion by Mr. Saluja, seconded by Mr. Thomas, the Board voted to adjourn the meeting at 2:10 pm. The next Board meeting will be November 15, 2017, in Charleston. The Board members will be compensated one day per diem plus travel expenses.

Edward L. Robinson, P.E.
Board President

Garth E. Thomas, P.E.
Board Secretary