

**General Session Minutes**  
**State Board of Registration for Professional Engineers**  
**November 16, 2022**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Wednesday, November 16, 2022. Those present for all or part of the meeting were:

Garth E. Thomas	President
Larry C. Nottingham	Vice-President
L.A. Gates	Secretary
Bhajan S. Saluja	Member
Edward L. Robinson	Member
Lesley L. Rosier-Tabor	Executive Director
Edward Eagloski	Board Counsel

The meeting was called to order at 10:10am. The Board meeting minutes for the September 22, 2022 meeting were reviewed. A motion to approve the minutes was made by Mr. Robinson, seconded by Dr. Nottingham. Motion carried.

The Board budget summaries for September and October 2022 were received and reviewed, as well as the P-Card transactions for the months of September and October 2022. Ms. Rosier reported a \$1.46M balance at the end of October 2022 and prior to the launch of the Professional Engineering (PE) renewal season.

A motion to approve the budget, current expenditures, purchasing card transactions, and travel, was made by Mr. Robinson, seconded by Dr. Nottingham. Motion carried.

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

- Various trainings were completed since the last Board meeting, including SAWC Worker's Compensation by Encova and the WV State Auditors Annual Licensing Board Seminar.
- Multiple educational outreach presentations including STEM Night, Society of Women Engineers Meeting and the Marshall University's engineering orientation course, which was conducted by her and Mr. Eagloski presenting to approximately 140 students and faculty on October 14th.
- On-going staff projects, as well as plans for upcoming meetings, speaking engagements and training dates that will take place prior to January 2023 Board meeting.

Prior to entering into Executive Session, the Board's Counsel provided the details of the resolution of Complaints C2022-37, and C2022-40.

Mr. Saluja made a motion to enter into Executive Session at 10:30am, seconded by Mr. Robinson. Motion carried.

Mr. Robinson excused himself and exited the room, as to not be part of any discussion or decision making regarding C2022-12 and C2022-13. Mr. Saluja excused himself and also exited the room, as to not be part of any discussion or decision making regarding C2022-35.

At 11:30am, Mr. Robinson made a motion, seconded by Dr. Nottingham, to move into General Session. The motion carried, and the Board took the following action:

- Mr. Robinson made a motion, seconded by Dr. Nottingham, to move I2023-03 to Complaint. Motion carried. Furthermore, Mr. Robinson made a motion, seconded by Dr. Nottingham, to “Receive and File” Complaint C2023-02, and set said Complaint for a hearing on March 14, 2023. Motion carried.
- Mr. Robinson made a motion, seconded by Dr. Nottingham, to move I2023-04 to Complaint. Motion carried. Furthermore, Mr. Robinson made a motion, seconded by Dr. Nottingham, to “Receive and File” Complaint C2023-03, and set said Complaint for a hearing on March 14, 2023. Motion carried.
- Mr. Nottingham made a motion, seconded by Mr. Gates, to move I2023-05 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Gates, to “Receive and File” Complaint C2023-05, and set said Complaint for a hearing on March 14, 2023. Motion carried.
- Mr. Saluja made a motion, seconded by Dr. Nottingham, to move I2023-06 to Complaint. Motion carried. Furthermore, Mr. Saluja made a motion, seconded by Dr. Nottingham to “Receive and File” Complaint C2023-04, and set said Complaint for a hearing on March 14, 2023. Motion carried.

The Board acted upon the special case files as follows:

- Mr. Robinson made a motion, seconded by Mr. Saluja, to approve the PE comity application for Ali S. Fakh. Motion carried.
- Mr. Saluja made a motion, seconded by Dr. Nottingham, to approve the PE comity application for Edward J. Major II. Motion carried.
- Mr. Saluja made a motion, seconded by Mr. Gates, to approve the PE comity application for Nathan Daniel W. Stark. Motion carried.
- Mr. Saluja made a motion, seconded by Mr. Robinson to approve the Business Entity - DBA Waiver application for Williams Technical Solutions, LLC. Motion carried.

The Board recessed the General Session at 11:55am for lunch and resumed the General Session at 12:30pm.

Ms. Rosier informed the Board that the NCEES announced Chief Executive Officer David Cox will retire effective October 1, 2024. Following his retirement date, Cox will remain with the Council in an advisory capacity until January 31, 2025. The CEO succession plan includes NCEES Chief Operating Officer Davy McDowell, P.E., stepping in to become the next chief executive officer. As CEO, McDowell will serve as chief employed officer of the Council and secretary of the NCEES corporation, with authority over its daily operations.

Ms. Rosier provided an update on the 2023 NCEES Joint Interim Zone meeting scheduled for April 27-29, 2023 in Houston, Texas. Ms. Rosier shared with the Board that NCEES delegate registration for this meeting is due prior to their January 2023 Board meeting. President Thomas, Dr. Nottingham and Mr. Saluja confirmed their interested in attending.

The Board reviewed the call for nominations for the 2022-2023 NCEES National Service Awards. The Board members expressed interest in Ms. Rosier's name being submitted for consideration and President Garth Thomas requested Ms. Rosier compile her most recent activity and supporting documentation for his review prior to the end of the year. Completed nomination packages must be received at NCEES headquarters no later than January 31, 2023.

President Thomas and Ms. Rosier provided updates on their 2022-2023 NCEES Committee work to date. President Thomas serves as a Member of the NCEES Exam Policies and Procedures Committee and Ms. Rosier serves as a member of the Member Board Administrators Committee. Both Committees are busy with a variety of charges assigned to them by NCEES President Duhamel. President Thomas indicated that NCEES appears to now be back to in-person exam writing sessions and committee meetings. Ms. Rosier reported she is scheduled to travel to the new NCEES Headquarters in Greenville, SC in January 2023 for the Member Board Administrator's Conference, followed by the MBA Committee meeting.

The Board reviewed plans for the upcoming Alliance for Responsible Professional Licensing (ARPL) Steering Committee meeting and Ms. Rosier provided an update from the latest ARPL-WV teleconference that she participated in as they prepare for the upcoming 2022 Legislative Session.

The Board reviewed the latest NCEES PE exam updates for 2022, as well as the performance of WV FE and PE exam candidates during the last 12 months. In addition, Mr. Saluja provided the Board with an update regarding his most recent research efforts and on-going correspondence with NCEES leadership regarding his exam concerns.

Ms. Rosier shared the information presented at the State Auditor's Training for Chapter 30 Boards by Carl Fletcher, Counsel to the WV Senate Government Organization Committee, as well as the remaining legislative interim calendar.

Mr. Saluja discussed his recent ABET visit where he served as a Board observer. His team's on-site university visit was conducted over 3 days at the end of September. He indicated this was an enlightening and rewarding experience and that the final ABET report and outcome have yet to be released.

Ms. Rosier reported successful beta testing of updates made to the PE online renewal system. Additionally, Ms. Rosier discussed the 2022-2023 PE renewal game plan, highlighting the online renewal link will be activated no later than November 18th and staff will be dropping the large mass mailing of required renewal notices to USPS on Monday, November 28, 2022.

The Board reviewed the Fall 2022 InterChange newsletter publications and commended staff on the final product. The newsletter is scheduled to be mailed to all WV PEs and Retired PEs on November 28, 2022, accompanying their renewal notifications. All firms with an active COA will simply receive a copy of the Interchange via a separate mailing to be sent on December 1, 2022.

Ms. Rosier reported on attending the required 2022 Annual Licensing Board Seminar conducted by the WV State Auditor on Tuesday, November 1st. Staff members Ms. Rosier, Ms. Rubenstein and Mr. Eagloski participated, as well as President Thomas and Dr. Nottingham, fulfilling his term attendance requirements.

The Board reviewed the latest edition of the Professional Licensure Report (PLR).

Ms. Rosier presented the FY2022 Annual Report for final Board review and comment. President Thomas and Secretary Gates were asked to stay after the meeting to complete the notarization of the Officer Affidavits in order to finalize the report for submission to the Governor's Office.

Ms. Rosier shared she had been contacted in mid-October by Emily Papadopoulous, Executive Director for the WV Board of Architects, regarding their interest in revising the 1995 Handbook for Building Officials. At their request, Ms. Rosier and President Thomas met with Emily and Greg Williamson, a former WV Architects Board member, to discuss their rewrite of the Architects portion of the antiquated document. This draft document was presented to the Board for review and discussion. The Board confirmed its interest in moving forward with the project and directed Ms. Rosier to share the same. President Thomas agreed to assist staff in this effort.

The Board was presented with dates for the 2023 WV Construction and Design Exposition (EXPO) to be held at the Charleston Civic Center on March 22-23, 2023. After discussing the option of hosting a joint session with the WV Board of Architects and WV Code Officials to receive feedback on the anticipated revisions to the WV Code Officials Handbook, the Board thought it appropriate to forego conducting any additional continuing education seminars at EXPO. Ms. Rosier will provide the Architects Board with this update and work to develop an agenda and potential list of panel participants.

The Board reviewed the upcoming 2023 Calendar of Events and Ms. Rosier requested they inform her of any conflicts as soon as possible.

Upon motion by Mr. Robinson, seconded by Dr. Nottingham, the Board voted to adjourn the meeting at 1:35pm. The next Board meeting will be January 24, 2023, in Charleston. The Board members will be compensated one day per diem plus travel expenses.

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**Garth E. Thomas, Jr., P.E.**  
**Board President**

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**Leslie A. Gates, P.E.**  
**Board Secretary**