

**General Session Minutes**  
**State Board of Registration for Professional Engineers**  
**November 5, 2013**

The State Board of Registration for Professional Engineers met at West Virginia University Institute of Technology in Montgomery, WV on Tuesday, November 5, 2013. Those present for all or part of the meeting were:

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

The meeting was called to order at 9:00 AM.

The Board meeting minutes for September 17, 2013 (both executive and general session) were reviewed. A motion to approve the minutes as submitted was made by Mr. Timms, seconded by Mr. Pierson. Motion carried.

The Board budget summaries for September 2013 were received and reviewed. The detailed purchasing card expenditures were also received and reviewed. A motion to approve the current expenditures and purchasing card transactions was made by Mr. Pierson, seconded by Mr. Plymale. Motion carried.

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

- Ms. Rosier discussed participation in recent events and presentations made by her and the staff to various groups since the last Board meeting and reviewed the office's schedule of upcoming activities and revised 2013 calendar.
- Ms. Rosier discussed the student exam and licensure presentations completed at WVU, FSC, BSC and Marshall. Directly following the Board meeting, faculty and student presentations would be completed for WVUIT.
- CLEAR training for November 22 and the State Auditor training on December 3<sup>rd</sup> were also discussed.
- Ms. Rosier is awaiting response from the Surveyors' Board concerning the Joint Publication.
- Regarding current needs, Mr. Armstrong will be working on a draft RFQ concerning the new database software and Ms. Rosier will be submitting the necessary paperwork for new printers and desk chairs for the office.
- Ms. Rosier reminded the Board members and staff to submit their Interchange newsletter articles as soon as possible, but no later than December 20<sup>th</sup>.

A motion was made by Mr. Pierson, seconded by Mr. Plymale, to approve attendance and travel for Board members, staff and counsel to the activities outlined in the Executive Director's report and updated 2013 calendar. Motion carried.

Ms. Rosier reported that the final paper and pencil FE exam was completed on October 26<sup>th</sup> and that NCEES opened up the new computer-based testing (CBT) registration via their website on November 4<sup>th</sup>.

Mr. Timms noted that there was a significant increase in the number of FE candidates in October 2013 vs. October 2012. Ms. Rosier highlighted that as a result of the CBT implementation the Board policy requiring FE exam interviews for repeat takers is no longer feasible. Mr. Timms made a motion, seconded by Mr. Saluja, to amend the current repeat taker policy to remove repeat FE examinees from the interview process.

Mr. Timms made a motion to enter into Executive Session at 9:14 AM, 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. Timms. Motion carried and the Board took the following actions:

1. Mr. Plymale made a motion to notice C2013-03 for hearing as soon as the case could be prepared if the complaint was not resolved. Motion was seconded by Mr. Pierson and carried.
2. Mr. Timms made a motion to authorize Counsel to hire an expert in connection with C2013-05 and prepare to notice for hearing if the complaint was not resolved. Motion was seconded by Mr. Pierson and carried.
3. Mr. Timms made a motion to dismiss C2012-07. Motion was seconded by Mr. Plymale and carried.
4. Mr. Pierson made a motion that inquiry I2014-03 be filed as a Board-initiated complaint. Motion was seconded by Mr. Timms and carried.

Based on a motion by Mr. Timms, seconded by Mr. Saluja, the Board took the following actions on Special Cases for Board Action:

1. Prodip Bose's request for comity was approved.
2. Scott Bryan's request for comity was denied.
3. John Miller's request for comity was approved.
4. James Cooper's request for comity was approved.

The Board discussed whether third-party complainants are being provided a copy of responses upon receipt. One Board member recalled this was the practice at one time and, there being no objection, the Executive Director was instructed to reinstate that practice retroactive to complaints filed after July 1, 2013.

Ms. Rosier provided an update concerning the 2013 renewal period. Audit responses are being received and reviewed, and are due by November 17. Final 7-day notification will be sent out to all who haven't yet responded to the audit on November 18. Staff will mail invalidation letters during the first two weeks of December.

Mr. Plymale made a motion, seconded by Mr. Pierson, to approve the Board's participation in the 2014 EXPO, including regular informational booth, continuing education seminar as well as program insert to document PE participation in continuing professional competence activities during the event. Motion carried.

Ms. Rosier reported that the newsletter will be sent to the publisher in late January of 2014 and again requested that draft articles be submitted to her no later than December 20<sup>th</sup> so a draft could be prepared for their review and approval at the January 2014 Board meeting.

Ms. Rosier reported that 22 educators within the state participated in the October 2013 NCEES engineering educator webinar discussing the transition to CBT.

Ms. Rosier reviewed the emergency rules with the Board. With one modification put forward by Mr. Timms, Mr. Saluja made a motion to adopt the proposed emergency rules for filing at the latest possible date prior to December 31, 2013, authorizing Counsel to make stylistic changes and directing staff to prepare any other accompanying documents. Motion was seconded by Mr. Pierson and carried.

Mr. Plymale made a motion, seconded by Mr. Saluja, to approve the Board's annual report as presented. Motion carried.

The next Board meeting is Tuesday, January 21, 2014. The meeting will take place at the Board's office in Charleston, WV.

Upon motion by Mr. Saluja, seconded by Mr. Pierson, the Board meeting adjourned at 12:00 noon, followed by a faculty luncheon and Board presentation on current licensure issues, NCEES updates as well as the upcoming CBT transition. At 1pm, the Board conducted an additional presentation for engineering students regarding the importance of licensure, application requirements, the FE and PE exam formats, and the upcoming transition to CBT. The Board and staff concluded their campus activities by 2:30pm. The Board members will be compensated one day per diem plus travel expenses.

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**Edward L. Robinson, P.E.**  
**Board President**

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**Bhajan S. Saluja, P.E.**  
**Secretary**