

**General Session Minutes  
State Board of Registration for Professional Engineers  
January 26, 2016**

The State Board of Registration for Professional Engineers met at their office in Charleston on Tuesday, January 26, 2016. Those present for all or part of the meeting were:

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
Aaron M. Armstrong	Board Investigator
Debra L. Hamilton	Legal Counsel

Dr. Pierson participated via telephone conference. The meeting was called to order at 9:05 AM.

The Board meeting minutes for November 10, 2015 and January 14, 2016 were reviewed. A motion to approve the minutes was made by Mr. Timms, seconded by Mr. Plymale. Motion carried.

The Board budget summaries for November and December 2015 were received and reviewed. Ms. Rosier discussed the OASIS reports and explained the current balance is at its highest during her tenure due to the new 2-year COA renewal cycle and the fact that the transition occurred within 4 months of our last 1-year PE license renewal. The Board also reviewed the PCard transactions, and Ms. Rosier addressed all Board member questions. Ms. Rosier also noted that the travel and per diem for the November Board meeting would be paid on combined reimbursements with the current meeting.

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

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

- Ms. Rosier asked for suggested topics for the Fall 2016 Board newsletter.
- Ms. Rosier presented the PE pass rates for the October 2015 exam administration for first-time takers and repeat takers as well as the NCEES national averages by discipline.
- Ms. Rosier reported that the Board has received approximately \$700K in COA renewal fees to date, which is on target with our budget projections during the transition to 2-year renewals. As of this date, there are still 108 COAs yet to renew.

- Ms. Rosier reported 73 applications for the April 2016 PE exam have been received.

A motion was made by Mr. Timms, seconded by Mr. Saluja, to approve attendance and travel for Board members and staff to the activities as discussed and outlined in the Executive Director's report and the updated 2016 calendar. Motion carried.

Mr. Plymale made a motion to enter into Executive Session at 9:25 AM, seconded by Mr. Timms. Motion carried.

The Board President reported the terms of settlement resolving the following complaint: C2016-07, which will be posted on the Board's website within a reasonable time.

The Board recessed the Executive Session at 11 AM to hold an informal conference regarding complaints C2016-14 & C2016-15. Upon completion of the informal conference, the Board re-entered Executive Session until recessing for lunch at 12:10 PM. The meeting resumed in Executive Session at 12:35 PM. At the conclusion of the Executive Session, Mr. Plymale moved to enter into General Session at 1:40 PM with a second by Mr. Timms. Motion carried and the Board took the following action:

- Mr. Plymale made a motion, seconded by Mr. Timms, to move I2016-17 to complaint. Motion carried.
- Mr. Timms made a motion, seconded by Dr. Pierson, to move I2016-18 to complaint. Motion carried.
- Mr. Timms made a motion, seconded by Mr. Saluja to modify the Proposed Findings of Fact, Conclusions of Law and Recommended Order for C2015-09 submitted by counsel and provide the adjudicated civil penalties, that counsel be directed to make those changes and additions and be authorized to make any necessary clean-up modifications, and that the President be authorized to sign the Order once it comports with the adjudication of the Board. Motion carried.
- Mr. Plymale made a motion, seconded by Dr. Pierson, to dismiss C2016-01. Motion carried.
- Mr. Plymale made a motion, seconded by Mr. Timms, to dismiss C2016-12. Motion carried.

Based on a motion by Dr. Pierson, seconded by Mr. Timms, the Board took the following action on Special Cases for files and/or applications:

- The Board approved Thomas Edwards' EI certification application and subsequent PE exam application.
- The Board approved Jeffrey Gilkison's PE exam application.
- The Board approved Grant Morgan's PE exam application.
- The Board determined that Fadi Qutaish will need 4 additional months of experience prior to July 30, 2016 in order to be approved for the October 2016 PE exam.
- The Board approved Matthew Hilbush's comity application.

- The Board denied Taha Mohammed's comity application.
- The Board reviewed Carlos Valenzuela's request for comity, which was stayed pending a future appearance before the Board.

The Board recessed the meeting at 1:30 PM to conduct 2 PE exam repeat-taker interviews.

Upon reconvening at 2:00 PM, Ms. Rosier discussed the upcoming NCEES MBA meeting agenda and reported that she and Mr. Armstrong will serve as the WV Board delegates for the NCEES NE Zone interim meeting to be held April 21-23, 2016 in Vermont. Additionally, she asked all Board members to check their calendars and let her know prior to March 1, 2016 if they plan to attend so she can register all participants prior to the deadline. Mr. Timms reported that he will attend the zone meeting as a national past-president and will be funded by NCEES.

The Board discussed the 2016-2017 committee preference survey email request received from NCEES and encouraged all interested parties to complete the survey prior to the deadline.

Ms. Rosier reported that NCEES has begun year-round testing for the FE CBT, effective January 1, 2016.

The Board discussed current pending legislation -- HB 4106 (legislative rules) and HB 4230 (recomposition of Board).

Ms. Rosier discussed the COA renewal progress and reported that over 3100 COAs have been renewed to date. She also stated that one final email reminder would be sent prior to the January 31<sup>st</sup> grace period deadline and that the certified letter regarding COA lapsed status would be sent in early February.

Ms. Rosier discussed the Board's 2016 Calendar of Events. Mr. Plymale had a conflict with the November 2016 meeting, and the Board agreed to reschedule the November meeting for November 3<sup>rd</sup>. The next Board meeting is scheduled for Tuesday March 22, 2016. The meeting will take place at the Board's office in Charleston.

Upon motion by Mr. Timms, seconded by Mr. Plymale, the Board meeting adjourned at 2:45 PM. The Board members will be compensated one day per diem plus travel expenses.

---

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

---

**William E. Pierson, P.E.**  
**Vice-President**