

**General Session Minutes**  
**State Board of Registration for Professional Engineers**  
**January 19, 2021**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Tuesday, January 19, 2021. Those present for all or part of the meeting were:

Bhajan S. Saluja	President
Garth E. Thomas	Vice-President
Larry C. Nottingham	Secretary
Edward L. Robinson	Member
L.A. Gates	Member
Lesley L. Rosier-Tabor	Executive Director
Aaron M. Armstrong	Board Investigator
Edward Eagloski	Board Counsel
Tiffany Coleman	Administrative Assistant

The meeting was called to order at 9:00am. Mr. Gates participated remotely via teleconference. The Board met in a larger conference room on the 11<sup>th</sup> floor of the office building to ensure social distancing. The Board meeting minutes for November 17, 2020 were reviewed. A motion to approve the minutes was made by Dr. Nottingham, seconded by Mr. Robinson. Motion carried.

The Board budget summaries for November and December 2020 were received and reviewed, and the Board reviewed the Pcard transactions for the months of November and December. Ms. Rosier reported a \$1.88M balance at the end of calendar year 2020. Ms. Rosier reminded the Board members that the December revenue spike and high end of year balance was due to 8,000+ PE and Retired PE license renewals being received in December 2020.

A motion to approve the budget, current expenditures, and purchasing card transactions 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:

- Ms. Rosier reported that there were 544 active PEs and 31 retired PEs yet to renew.
- Ms. Rosier reminded the Board that as of April 1, 2020, with implementation of 2020 legislative "decoupling" changes, all PE applicants now register directly with NCEES and apply to the WV PE Board only after passing the PE exam.
- Ms. Rosier reported a 47.1% overall pass rate for the October PE examination, a significant decrease from previous administrations. There were 71 registered as WV examinees with NCEES and there was one absence (33 pass, 37 fail).

- Ms. Rosier reported there are 4 WV examinees registered with NCEES for the January 2021 regional administration of the Civil PE paper exam.
- Mr. Saluja inquired about the \$9,465.00 and the \$16,335.00 WV Correction Industries charges on the Pcard. Ms. Rosier directed the Board to the PCard documentation showing these charges were for the printing of 14,000 copies of the updated WV Engineering Law booklets and 15,000 color copies of the Board's InterChange newsletter printing, respectively.
- The Board reviewed the upcoming meeting participation schedule, which included the NCEES Board President's Assembly and the NCEES Northeast Zone meeting. Both meetings are planned to be held virtually.

A motion was made by Mr. Robinson, 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 calendar. Motion carried.

Prior to entering into Executive Session, the Board Investigator provided the details of the settlement of complaints C2021-02, C2021-06, and I2021-09. The consent orders will be posted on the Board's website within a reasonable timeframe.

Mr. Robinson made a motion to enter into Executive Session at 9:16am, seconded by Mr. Thomas. Motion carried.

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

- Dr. Nottingham made a motion, seconded by Mr. Gates, to give the respondent in C2015-10 30 days to come into compliance with the Board order. If not in compliance, counsel shall begin collection procedures through the Circuit Court. Motion carried.
- Mr. Gates made a motion, seconded by Mr. Thomas, to move I2021-14 to complaint. Motion carried. Furthermore, Mr. Gates made a motion, seconded by Mr. Thomas, to receive and file complaint C2021-12, and set said complaint for a hearing on 7/19/2021. Motion carried.
- Dr. Nottingham made a motion, seconded by Mr. Robinson, to move I2021-15 to complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Robinson, to receive and file complaint C2021-13, and set said complaint for a hearing on 7/19/2021. Motion carried.
- Dr. Nottingham made a motion, seconded by Mr. Thomas, to move I2021-16 to complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Thomas, to receive and file complaint C2021-14, and set said complaint for a hearing on 7/19/2021. Motion carried.
- Mr. Thomas made a motion, seconded by Dr. Nottingham, to move I2021-18 to complaint. Motion carried. Furthermore, Mr. Thomas made a motion, seconded by Dr. Nottingham, to receive and file complaint C2021-15, and set said complaint for a hearing on 7/19/2021. Motion carried.

There were no special case files for the Board's review.

The Board reviewed the 2020-2021 NCEES Northeast Zone Distinguished Service Award call for nominations and the Executive Director reminded the Board that the nominations are due no later than February 16, 2021. Ms. Rosier also noted that NCEES Vice President Chris Duhamel asked her to serve as Chair of the 2021 Northeast Zone Awards Committee, which she agreed to.

The Board reviewed the NCEES Northeast Zone interim meeting information to be held virtually on May 20, 2021. Meeting details and officer election information should be available to the Board members for review during their March 2021 meeting.

Ms. Rosier provided an update concerning her work on the NCEES MBA Committee indicating that she has written a newsletter article for publication in the NCEES Licensure Exchange.

Mr. Thomas provided an update concerning his work on the NCEES Education Committee discussing the committee's review of Model Law, review of remote learning, review of the Washington Accord, and review of Engineering Technology as it pertains to Model Law.

Ms. Rosier updated the Board on the January 2021 Regional PE Civil Exam administration and the NCEES plan to accelerate the PE Civil Exam's move to CBT.

The Board reviewed the NCEES 2021 PE exam changes and CBT transition updates.

The Board reviewed the December 9, 2020 NCEES and Alliance for Responsible Professional Licensing (ARPL) presentation concerning Universal Licensure.

Ms. Rosier provided an update to the 2020 DBA Waiver project, noting that 8 firms were updated within the database as "DBA Waiver Invalidated" and that this information was provided to the Business and Licensing Division of the WV Secretary of State's Office.

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

Ms. Rosier discussed the Ethics Commission Financial Disclosure Statement (FDS) and reminded all Board members that they must file said statement electronically prior to February 1, 2021.

Ms. Rosier reported that the 2021 West Virginia Construction and Design Exposition (EXPO) has been cancelled and that EXPO may plan an alternative program for 2021 with further information forthcoming.

The Board reviewed the 2021-2022 PE and Retired PE renewal updates. A total of 9428 PE renewals and 254 Retired renewal notices were mailed on November 27, 2020. Board staff are currently processing renewals submitted during the one-month grace period,

which will end on January 31, 2021 at midnight EST. Lapsed notifications and required audit notifications will be mailed during the first 2 weeks of February 2021.

The Board reviewed the upcoming 2021 Calendar of Events, noting the many changes due to COVID-19 cancellations and restrictions.

Upon motion by Mr. Robinson, seconded by Dr. Nottingham, the Board voted to adjourn the meeting at 11:50am. The next Board meeting will be March 23, 2021, in Charleston. The Board members will be compensated one day per diem plus travel expenses.

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**Bhajan S. Saluja, P.E.**  
**Board President**

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**Larry C. Nottingham, P.E.**  
**Board Secretary**