

**General Session Minutes  
State Board of Registration for Professional Engineers  
September 12, 2016**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Monday, September 12, 2016. Those present for all or part of the meeting were:

Edward L. Robinson	President
Bhajan S. Saluja	Secretary
Garth E. Thomas	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 9:10 AM.

The Board meeting minutes for July 19, 2016 were reviewed. A motion to approve the minutes was made by Mr. Thomas, seconded by Mr. Saluja. Motion carried.

The Board budget summaries for July and August 2016 were received and reviewed. Ms. Rosier discussed the budget report in detail and the Board reviewed all PCard transactions. Ms. Rosier discussed the current ending balance and explained that it was at its highest level in her tenure simply due to the transition to the two year COA and license renewal cycles and the shift to the calendar year expiration. Ms. Rosier addressed all Board member questions.

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

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

- Ms. Rosier reported 458 WV FE entries were recorded in the NCEES E3 database as of 9/6/16 and the current overall pass rate is 53.4%.
- There were 87 October 2016 PE exam applications received and 85 exams ordered. One applicant decided to take the exam in another state and the other applicant withdrew due to scheduling conflicts.
- Staff will be making 3 Board presentations in the next two weeks:
  - ASCE Eastern Panhandle Branch (Martinsburg)
  - CEC Consultants (Bridgeport)
  - Marshall University (Huntington)
- Ms. Rosier informed the Board she submitted a formal extension request to the WV Division of Purchasing for the database upgrades project. Albertson

Consulting agreed to complete contracted items no later than October 31, 2016.

- The Board discussed reviving the discussion with the WV Surveyor's Board to coordinate joint publication of a seal brochure.

A motion was made by Mr. Saluja, seconded by Mr. Gates, 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 2016 calendar. Motion carried.

Mr. Saluja made a motion to enter into Executive Session, seconded by Mr. Thomas. Motion carried.

The Board President reported the resolution of the following complaints: C2014-16 and C2015-10 (consolidated) by Board Order; C2016-14, C2016-15, C2016-22, C2016-23, and C2016-26 by Consent Order. These orders will be posted on the Board's website within a reasonable time.

At the conclusion of the Executive Session, Mr. Saluja moved to enter into General Session with a second by Mr. Thomas. Motion carried, and the Board took the following action:

- Mr. Thomas made a motion to dismiss C2016-24. Mr. Saluja seconded the motion, and the motion carried.
- Mr. Thomas made a motion, seconded by Mr. Gates, to dismiss C2017-02. Motion carried.
- Mr. Saluja made a motion, seconded by Mr. Thomas, to move I2017-05 to complaint. Motion carried.

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

- Allan Caspe's request for comity was approved.
- Robert Kral's request for comity was approved.

Ms. Rosier discussed the letter from NCEES Executive Director Jerry Carter announcing that former Board members William Pierson and Leonard "Joe" Timms were approved by NCEES as Emeritus Members.

Ms. Rosier provided the Board with a summary of actions taken by the council during the NCEES annual meeting held in Indianapolis, IN on August 24-26, 2016.

Ms. Rosier shared an email communication from NCEES concerning the NCEES record transition and reported that the upcoming PE exam administration will be held October 28-29, 2016.

Ms. Rosier reported that the Series 1 Legislative Rules which passed during the Special Session on June 14, 2016 (SB 1017) were effective upon final filing on July 19, 2016. In

addition, the Series 3 Interpretive Rule in Title 7 was repealed on August 30, 2016, as it is now incorporated in the Series 1 Rules. She is preparing a new law booklet that will be sent for printing in October, in time for a late November 2016 distribution to all registrants and COA holders.

The Board reviewed the correspondence from/to Delegate Howell concerning the 2016 Legislative interims and discussed the upcoming 2017 Legislative session.

Ms. Rosier discussed the COA questionnaire and informed the Board that only 4 firms have yet to respond. The Board asked that staff continue to follow-up with those remaining firms and provide an update at the November meeting.

The Board discussed the Board's ABET observer opportunity for Bluefield State's upcoming ABET-TAC visit. Board member Gates agreed to represent the Board as an observer. Ms. Rosier will respond to the ABET Team Chair with Mr. Gates's contact information immediately.

The Board discussed the hiring of engineers through temporary employment agencies and directed staff to send a letter to one such agency requiring them to confirm on a case-by-case basis whether an engineer placed by the agency would be required to hold a license and COA.

Ms. Rosier informed the Board that the newsletter is 90% complete and will be disseminated by email to the Board for review within 2 weeks. Once finalized, Board staff plans to distribute with PE renewal notifications in late November.

Board members congratulated Mr. Bhajan Saluja for receiving his re-appointment letter from Governor Tomblin. Mr. Saluja's re-appointment is effective July 1, 2016 – June 30, 2021.

The Board reviewed the upcoming calendar of events. Upon motion by Mr. Saluja, seconded by Mr. Gates, the Board voted to adjourn the meeting. The next Board meeting will be November 2<sup>nd</sup> in Charleston. 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.**  
**Board Secretary**