

General Session Minutes
State Board of Registration for Professional Engineers
July 15, 2002

The State Board of Registration for Professional Engineers met in their offices at 608 Union Building, Charleston, West Virginia, at 9:00 a.m., on July 15, 2002. Those present were:

Frank L. Gaddy, President
Robert L. Wolfe, Vice President
Gene R. Weekley, Jr., Secretary
Leonard J. Timms, Jr., Member
Edward L. Robinson, Member
Charles I. Jones, Jr., Attorney
Lesley Rosier, Executive Director

The meeting was called to order at 9:00 a.m. Mr. Robinson moved to enter into executive session, second by Mr. Weekley. Motion carried.

At the conclusion of the executive session, Mr. Timms moved to enter into general session, second by Mr. Wolfe, and took the following actions:

Mr. Timms moved, second by Mr. Robinson that the minutes of the June 17, 2002, executive session and general session, be approved. Motion carried.

Final correspondence for previous cases was reviewed with no questions or comments, including Shutt/Grose, Jordan/Ghosh, Bradley/R&S Services. Mr. Jones reported on the follow-up with United Structural Systems and James Parson had both responded and wanted to have a meeting regarding the illegal advertising issues. Mr. Bob Martin will be following up. Mr. Jones also reported that an address for James Dunlap and Dream Homes cannot be found. Ms. Rosier is to prepare a letter to Mr. Floyd Clingenpeel regarding the status of the individuals/companies that he requested we investigate. Ms. Rosier is to draft a "white paper" regarding non-engineers speaking in a public setting and representing themselves as engineers on behalf of a project.

Snead – Material submitted by Mr. Dan Snead was reviewed by the Board and found to be insufficient. Mr. Robinson voiced his concern that the P.E., Minn Thein, submitting the joist calculations was not a licensed engineer in the WV, nor were the companies that Mr. Snead interacted with licensed with COA's in WV. It was also noted that there was no seal applied to the submission. During the meeting, Mr. Chuck Jones phoned Mr. Anderson, Snead's attorney, to inform him of the deficiencies in his clients' submission and that the Board would be pursuing further action with the Raleigh County Board of Education if requested documentation was not received by July 26th. Ms. Rosier was directed to prepare letters to Canam Steel and Structural Systems to inform them that if they are designing facilities in WV, they need to be licensed with the Board. Mr. Jones was directed to prepare a letter to this effect giving Mr. Snead 10 days to respond. Mr. Jones' letter was reviewed and approved prior to the end of the Board meeting and was sent certified mail with a copy to his attorney and Mr. Keith Dean of the WV Architect's Board.

Mr. Gaddy resigned as Board President effective July 15th, 2002. Upon a motion by Mr. Weekley, second by Mr. Robinson, the Board voted to re-elect Mr. Gaddy to President for the 2002-2003 fiscal year. Motion carried. It was noted that Mr. Weekley's term expired June 2001 but to the Board's knowledge, no efforts have been made to replace Mr. Weekley.

Mr. Gaddy presented concerns brought to his attention by the WV Department of Health regarding the need for our office to expedite the reporting of the FE results in order to allow

them to hire graduates. Ms. Rosier will draft a letter of response indicating that we are making efforts to strongly encourage students to sit for the exam prior to their last semester in college and note that this office now turns the results around in less than 48 hours.

Ms. Rosier reported that many states now allow for on-line verifications of engineering license numbers and expiration dates. Upon motion by Mr. Timms, seconded by Mr. Wolfe, the staff is permitted to verify said information through the official web-site for the given State Boards providing such service, with a print-out to be placed in the applicants folder at the time verification is confirmed.

The Board budget for June 2002 was reviewed and questions were answered by Ms. White, Board Administrator. A motion by Mr. Timms, second by Mr. Weekley to approve the June budget and 2003 fiscal year budget projections. The motion was approved unanimously.

Upon motion by Mr. Wolfe, second by Mr. Robinson, the Executive Director should receive access to the Board's safety deposit box. Motion carried. Mr. Gaddy is to initiate the process with United Bank.

Mr. Timms presented the most recent Strategic Plan for discussion. Mr. Timms will work with Ms. Rosier to revise the Strategic Plan, job descriptions, and update the status and calendar.

Ms. Rosier reported that the 2002 NCEES Annual Meeting plans have been made and all registrations for the attending members have been confirmed. Board members were reminded that they must use National Travel to make final arrangements for state travel.

Ms. Rosier reported on the July 1st meeting with the State Treasurer's Office regarding the status of the web-site development and electronic lockbox usage. A mock-up of the web-site should be available for Board review at the next meeting. Upon motion by Mr. Weekley, second by Mr. Robinson, an electronic format of the WV roster will be placed on the web, excluding phone number and email. Motion carried.

Ms. Rosier provided a report on the number of audits that had occurred from 1998-2001. Ms. Rosier also noted that all incomplete and suspicious renewals were being flagged as the staff entered them into the database. Mr. Robinson recommended that at least one board member be audited each year. Upon motion by Mr. Robinson, seconded by Mr. Weekley, Ms. Rosier was directed to audit between 2-5% of all renewals, pursuing all those who did not respond appropriately. For those renewals with either questionable or no professional development information included, a letter is to be sent providing them 60 days to comply or their license will be revoked. Motion carried.

Upon motion by Mr. Wolfe, second by Mr. Timms, the Board will lease 6 parking spaces at \$20/month in the DHHR parking garage. Motion carried. Floor plans and furniture orders are currently being prepared. The move will take place in mid-October.

A letter was sent to Dean Cilento offering a separate room for faculty to sit for the FE or PE exam. In the Spring of 2003, the Board will make special accommodations to offer the PE exam in Morgantown for any faculty who wish to sit for the exam. A proctor will be assigned to that room.

Mr. Bob Martin, a lawyer in Mr. Jones' firm, sent a reminder that the hearing on McCloy Construction was scheduled for July 19th, 1:00 p.m. in Judge Zakaib's courtroom, Kanawha Circuit Court, and once again urged each of the Board members to be present at the hearing.

During the May meeting, the Board directed Ms. Rosier to review and approve PE, FE, comity and reinstatement applicants with the understanding that the Board will continue to review those

with questionable credentials. Ms. Rosier presented the Board with several questions and a number of files for review. Eight files were reviewed and approved without Board action. The following files were approved with Board action:

PE Comity / Reinstatements

Gopalakrishanan, Bhaskaran
Wahba, Yohanna
Walker, Steven

Certify EI

Bidigalu, Gangadhar
Boustany, Nabil
Ebeling, James
Wadhwa, Netar
Wu, Haiyong

Upon motion by Mr. Robinson, second by Mr. Wolfe, the Board approves acceptance of reference letters containing signature, license number, and state in lieu of a seal. Motion carried.

The next meeting of the Board will be held on Monday, September 16th, 2002, 9:00 a.m., at the Board office, 608 Union Building, Charleston, West Virginia.

The meeting adjourned at 4:00 p.m. The Board members will be compensated one day per diem plus travel expenses.

Frank L. Gaddy, PE
Board President

Gene R. Weekley, Jr., PE
Board Secretary