

General Session Minutes
State Board of Registration for Professional Engineers
March 15, 2004

The State Board of Registration for Professional Engineers met in their offices at 300 Capitol Street – Suite 910, Charleston, WV on March 15, 2004. Those present for the general session were:

Frank Gaddy	President
Robert L. Wolfe	Vice-President
Leonard J. Timms	Secretary
Edward L Robinson	Member
B. S. Saluja	Member
Lesley Rosier	Executive Director
Don Johnson	Board Investigator

The meeting was called to order at 9:00 a.m.

Mr. Timms moved, with a second by Mr. Wolfe, that the Board meeting minutes of November 18, 2003, executive and general session, be approved with no corrections. Motion carried.

Mr. Timms moved, with a second by Mr. Wolfe, that the Board meeting minutes of January 26, 2004, executive and general session, be approved with no corrections. Motion carried.

The Board budget summary, including purchasing card expenditures, for January and February 2004 were received and reviewed. No questions were presented. A motion to approve the budget and expenditures 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.

The status of the Legislative Rules update was discussed. A number of meetings were held during the recent Legislative session reviewing the proposed rule changes. Our proposed rule changes were bundled with other rule changes and approved with minor modification on the last day of the session. A copy of the revised rules was not available because the legislative session ended immediately prior to the Board meeting.

The revised Series 1 – Legislative Rules will take effect on July 1, 2004. The Series 2-Administrative Procedural rules are currently under review and the process requires that a draft of such be submitted to the Secretary of States office for a 30 day comment period and any changes incorporated into these procedural rules prior to issue. The draft of the rules will be presented for acceptance at the May Board meeting prior to sending to the Secretary of State.

The status of the Surveyors Board rules changes was discussed. The Board along with other professional organizations and state agencies were involved in and monitored the process. The final outcome of their rules changes in not known.

The 5G Rule was discussed. The involved parties met in December and formed a group called the WV Quality Based Selection Council (WV QBC) to address 5G issues. Ms. Hamilton drafted a letter on behalf of the group and is preparing to send it to Mr. Susman asking for clarification of some issues and his support for the group. The PE Board will continue to be actively involved in

the process until it reaches the legislative stage, and then participate in the process only as an interested party.

NCEES reporting of exam data was discussed. They do not provide raw data for analysis regarding overall pass rates, but rather discipline specific rates and first-time examinee vs. repeat takers. Examples of the data provided by Council were reviewed.

ELSES administration and preparation for the upcoming April 2004 exams is proceeding on schedule. They need a list of people from the Board who will be official observers during the exams. Ms. Rosier and Mr. Wolfe will be attending the exams given in Charleston. Mr. Timms will be attending the exam in Morgantown.

A draft of the newsletter was presented for review and comment by the Board. It will be provided to the printer in the next few weeks.

The upcoming NCEES Zone Meeting in Portland, Maine was discussed. Ms. Rosier and all of the Board members have tentative plans to attend. Mr. Wolfe has a potential scheduling conflict. The Board directed Ms. Rosier to draft a resolution on using current Board members and directors to fill committee positions versus continued use of emeritus members. The resolution should also provide for longer committee terms with staggered appointments.

Ms. Rosier discussed her appointment to the NCEES Exam Administration Taskforce. She has attended one meeting and participated in several conference calls. She will be presenting the task force findings at the NE Zone meeting and the final task force report will be presented at the NCEES Annual Meeting in Cleveland in August 2004.

Approval of a request for a business license was forwarded to the Board by the Secretary of States office. The company, Engineered Roofing Services Inc., offers roof inspections and consultation. A motion was made by Mr. Robinson, seconded by Mr. Wolfe to deny the request. Motion carried.

Examples of business requests to be exempted from the COA requirements of the code were reviewed and discussed. The Board asked Mr. Johnson to review the requests and present the questionable ones at the next Board meeting. Ultimately changes may have to be made in the law before this can be uniformly enforced. Ms. Rosier and Ms. Hamilton will review and present the needed changes at a future Board meeting.

Ms. Rosier discussed paying bills internally versus having to pay the Finance Divisions' offices for services. Many of the bills could be handled internally, but items such as payroll would still have to be handled by Finance. This means charges from them cannot be totally eliminated. Her letter to the Finance Office questioning the method of charging for those services generated a lot of interest from other Board's who share our same concerns and feelings. It was agreed to continue accepting charges until this issue can be resolved.

One of the examples used in discussion of the Finance Offices charges resulted in a discussion about phone cards. Some Board members have them, some do not. Most feel they do not need them and therefore the cards will be cancelled. All Board members and staff do need state government identification. Ms. Rosier will follow-up on what is required to obtain the identification.

The Business and Professional Activities Division of the ASCE requested information on whether the Board considers review of engineering plans to be considered the practice of engineering.

After considerable discussion Ms. Rosier was directed to get more detail on the nature of the review in question before the Board responds.

A copy of a brochure from the WV Society for Healthcare Engineering was discussed in detail. Mr. Johnson was directed to gather more information on the organization and their parent organization, the American Society for Healthcare Engineering, and present it at the next Board meeting.

At 1:00 PM the Board was joined by Mr. Greg Williamson, President of the WV Architects Board and Mr. Bill Yoke, and a Board member, to discuss the joint presentation at the upcoming WV EXPO. The proposed meeting format and agenda were revised and agreed on. Ms. Rosier agreed to develop a proposed meeting schedule of presenters and to assemble the Power Point Presentation for the groups. The Boards' also discussed the need to work together to revise the 1995 Memorandum of Understanding between the Boards.

Mr. Wolfe moved to enter into executive session, second by Mr. Timms. Motion carried

At the conclusion of the executive session, Mr. Mr. Timms moved to enter into general session, with a second by Mr. Wolfe. There were no actions carried forward during the executive session.

The next Board meeting of the Board will be held on May 17, 2004 at 9:00 a.m. The meeting will take place in the office WV State Board of Registration for Professional Engineers, 300 Capitol Street – Suite 910, Charleston, West Virginia.

Upon motion by Mr. Timms, seconded by Mr. Wolfe, the meeting adjourned at 3:45 p.m. The Board members will be compensated one day per diem plus travel expenses.

Frank L. Gaddy, P.E.
Board President

Leonard J. Timms, P.E.
Board Secretary