

**General Session Minutes
State Board of Registration for Professional Engineers
July 17, 2018**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Tuesday, July 17, 2018. Those present for all or part of the meeting were:

Edward L. Robinson	President
Bhajan S. Saluja	Vice-President
Garth E. Thomas	Secretary
L.A. Gates	Member
Larry Nottingham	Member
Lesley L. Rosier-Tabor	Executive Director
Aaron M. Armstrong	Board Investigator
Edward Eagloski	Board Counsel
Debra L. Hamilton	Retired

The meeting was called to order at 9:08am. Mr. Gates attended the meeting remotely via teleconference.

The Board meeting minutes for May 9, 2018 were reviewed. A motion to approve the minutes, as amended, was made by Dr. Nottingham, seconded by Mr. Saluja. Motion carried.

The Board budget summaries for May and June 2018 were received and reviewed, and the Board reviewed the PCard transactions for the months of April – June. Due to timing of the meeting date, as well as the State switching from Citibank to US Bank as the new PCard credit vendor, the Board reviewed multiple bank statements and supporting documentation for the transition. Ms. Rosier also presented the 16-year revenue/expense figures she has tracked during her employment with the Board, indicating this information is annually posted on the Board's website under the Publication/Reports section.

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

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

- Ms. Rosier explained the recent move to the FE CBT and the upcoming move and planned NCEES schedule for moving the PE to CBT.
- Ms. Rosier discussed the April PE results and noted an overall 60% rate. She also reminded the Board of the PE CBT transition and that those individuals taking PE CBT exams throughout the year (and not during the traditional April and October exam administrations) are not included in the statistics. As the planned NCEES schedule for migrating the PE from paper-and-pencil to CBT

takes place over the next several years, the traditional spring/fall exam administration statistics will be of less and less interest.

- A lengthy discussion ensued concerning the specific FE pass rates of the state universities. There were differing views on whether or not the Board has an interest in tracking the FE pass rates of each university/program and some suggested the universities should publish such statistics along with a percentage of graduates who actually attain the PE status. While it is believed that many engineering programs do not promote the need for licensure, Ms. Rosier reminded the Board members that in past years, the Board held at least one meeting per year on a WV college campus, allowing the Board members a direct connection with university staff, faculty, and students to speak on the importance of licensure, WV Engineering Law, enforcement actions, the NCEES FE and PE exams and a variety of administrative application processes/procedures.
- Ms. Rosier reported that the next Interchange Newsletter will be distributed by the Board in October 2019 and mailed with the COA renewals (mailed separately to PEs). She encouraged Board members, staff and the new Board Counsel to begin thinking of topics of interest.
- The Board discussed the upcoming NCEES Annual Meeting and Ms. Rosier reported that Mr. Thomas and 3 staff members will attend.

A motion was made by Mr. Saluja, 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 2018 calendar. Motion carried.

Prior to entering into Executive Session, the Board Investigator provided the details of the settlement of complaints C2018-11, C2018-17, C2018-18, and C2018-19. The consent orders will be posted on the Board's website within a reasonable time. The Board was also informed that the Board Investigator hand-delivered correspondence to the respondent in C2015-10.

Mr. Saluja made a motion to enter into Executive Session at 9:58 am, seconded by Dr. Nottingham. Motion carried.

The Board recessed executive session at 12:05 pm for lunch, whereupon the Board watched a farewell video/slide-show for retiring Deputy Attorney General Debra Hamilton. At the conclusion of the presentation, the Board President presented Ms. Hamilton with a retirement gift and all Board members and staff thanked her for her 15+ years of dedication and loyal service to the Board.

After lunch, the Board re-convened the executive session and upon motion by Mr. Thomas, second by Dr. Nottingham, concluded the executive session at 1:35 pm. The motion carried, and the Board took the following action:

- Mr. Thomas made a motion, seconded by Mr. Saluja, to dismiss C2018-22. Motion carried.

- Mr. Thomas made a motion, seconded by Dr. Nottingham, to move I2108-31 to complaint. Motion carried.
- Mr. Saluja made a motion, seconded by Mr. Gates, to move I2018-33 to complaint. Motion carried.
- Mr. Thomas made a motion, seconded by Mr. Saluja, to move I2018-34 to complaint. Motion carried.
- Mr. Saluja made a motion, seconded by Mr. Thomas, to move I2018-35 to complaint. Motion carried.

Upon motion by Mr. Saluja, seconded by Dr. Nottingham, the Board approved the following special case files:

- Aaron Tasker
- Craig Campbell, II
- John Drewnowski, III
- Benjamin Myers

The Board reviewed the upcoming NCEES annual meeting information and Ms. Rosier discussed the recent NCEES webinar that staff and counsel participated in relating to the “Summary of 2018 Motions” to be presented during the business meeting in Scottsdale, Arizona, August 16-18, 2018.

Ms. Rosier presented, and the Board discussed, the NCEES notice of future changes to NCEES exams and supporting materials. Of note, the PE Environmental exam will move to CBT beginning April 2019 and the PE Software Engineering exam will have its last administration in April 2019.

The Board President congratulated Mr. Thomas, Ms. Rosier, and Mr. Armstrong for being appointed to their respective NCEES national committees. Mr. Thomas will serve on the Education committee, Ms. Rosier on the MBA committee, and Mr. Armstrong on the Law Enforcement committee.

The Board reviewed the Governor’s Executive Orders 2-18 and 3-18 regarding regulatory rules and the draft exemption letter. The new Board counsel will begin work on a draft of the Board’s regulatory review report.

The Board reviewed the required BRIM Loss Control Questionnaire and the annual Safety Committee meeting documentation in accordance with BRIM’s Standards of Participation letter dated May 23, 2018. In addition, the Board provided staff with their signed confidentiality statements for inclusion in the annual BRIM submission.

Ms. Rosier discussed the staff’s upcoming PE renewal plans and schedule. The deadline for all October 2018 PE exam applications to be submitted for Board review and approval is Saturday, July 28th. Ms. Rosier reminded the Board she has removed the PE exam repeat taker interview dates from the Board’s Calendar of Events as they voted to no longer conduct such interviews in anticipation of the migration to decoupling the PE exam

from the experience requirement, ultimately meaning that PE examinees will not be contacting the Board until they have passed the PE exam and fully qualify for PE licensure.

The Board discussed the upcoming ABET observer visit in regards to WVU's initial review for their Biomedical and Biometrics Systems programs. The Board directed Ms. Rosier to respond to ABET and the Team Chair to thank them for extending the opportunity but to note unfortunately the Board will be unable to send an observer for this review.

President Robinson received nominations for FY19 Board officer elections. Nominated for Board President was Mr. Bhajan Saluja, for Board Vice-President was Mr. Garth Thomas, and for Board Secretary was Dr. Larry Nottingham. Mr. Saluja requested time to consider the nomination and his role/responsibilities and asked to postpone the vote until the September 2018 Board meeting. Until then, the current FY18 Board officers will remain as noted.

The Board reviewed the upcoming calendar of events. Ms. Rosier reminded the Board to check their personal calendars and alert her of any conflicts for the remainder of the 2018 calendar year at their earliest convenience.

Upon motion by Mr. Saluja, seconded by Dr. Nottingham, the Board voted to adjourn the meeting at 2:15 pm. The next Board meeting will be September 18, 2018, in Charleston. The Board members will be compensated one day per diem plus travel expenses.

Edward L. Robinson, P.E.
Board President

Garth E. Thomas, P.E.
Board Secretary