

**General Session Minutes
State Board of Registration for Professional Engineers
March 22, 2016**

The State Board of Registration for Professional Engineers met at their office in Charleston on Tuesday, March 22, 2016. Those present for all or part of the meeting were:

Edward L. Robinson	President
William E. Pierson	Vice-President
Leonard J. Timms	Member
Lesley L. Rosier-Tabor	Executive Director
Aaron M. Armstrong	Board Investigator
Debra L. Hamilton	Legal Counsel

Dr. Pierson participated via telephone conference. The meeting was called to order at 9:05 AM.

The Board meeting minutes for January 26, 2016 were reviewed. A motion to approve the minutes was made by Mr. Timms, seconded by Dr. Pierson. Motion carried.

The Board budget summaries for January and February 2016 were received and reviewed. Ms. Rosier explained the current balance is at its highest during her tenure due to the new 2-year COA renewal cycle and the fact that the transition occurred within 4 months of our last 1-year PE license renewal. The Board also reviewed the PCard transactions, and Ms. Rosier addressed all Board member questions. Ms. Rosier shared the results of the State Auditor's Purchasing Card Management Report which noted no findings for the agency.

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

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

- Ms. Rosier noted that 69 of 72 applications were accepted for the April 2016 PE exam, with a final total of 65 registered with NCEES and ordered exams.
- Ms. Rosier reported that there are 50 people currently scheduled for the FE CBT exam.
- Ms. Rosier reported that the Board Investigator and Board Administrator, as well as Board Member Timms, will attend the NCEES NE Zone meeting in Burlington, VT April 21-24, 2016.
- Ms. Rosier discussed the informal complaint addressing COA renewal concerns and reported that dissemination of questionnaires via email and paper correspondence, as well as necessary follow-up, are on-going.

A motion was made by Dr. Pierson, seconded by Mr. Timms, to approve attendance and travel for Board members and staff to the activities as discussed and outlined in the Executive Director's report and the updated 2016 calendar. Motion carried.

Mr. Timms made a motion to enter into Executive Session at 9:30 AM, seconded by Dr. Pierson. Motion carried.

The comity applicant cancelled the informal conference scheduled for 10:00 AM.

At the conclusion of the Executive Session, Dr. Pierson moved to enter into General Session at 10:55 AM with a second by Mr. Timms. Motion carried and the Board took the following action:

- Mr. Timms made a motion, seconded by Dr. Pierson, to notice C2016-09 for hearing for the July 19, 2016 Board Meeting. Motion carried.
- Mr. Timms made a motion, seconded by Dr. Pierson, to dismiss related complaints C2016-16 and C2016-17. Motion carried.
- Dr. Pierson made a motion, seconded by Mr. Timms, to move I2016-21 to complaint. Motion carried.
- Mr. Timms made a motion, seconded by Dr. Pierson, to move I2016-22 to complaint. Motion carried.
- Dr. Pierson made a motion, seconded by Mr. Timms, to move I2016-23 to complaint. Motion carried.

The Board Order in C2015-09 has been entered, which will be forwarded to the Secretary of State to be published in the State Register and will be posted on the Board's website within a reasonable time.

The Board reviewed and discussed the summary report of the NCEES Board of Directors meeting that was held February 19-20, 2016.

Ms. Rosier reported that the proposed changes to the NCEES bylaws have been posted to the NCEES website and that designated NCEES staff members will make a presentation concerning these bylaws during the upcoming NE Zone meeting.

The Board discussed ABET's proposed revisions for EAC Criterion 3 and 5, and the Board President volunteered to discuss these issues with the WVU engineering department.

Ms. Rosier discussed the results of the recent Legislative session and informed the Board that she would be submitting the "Notice of Final Filing and Adoption of a Legislative Rule" once the bill was signed by the Governor.

Ms. Rosier discussed the Board's upcoming 2016 WV Expo presentation and reviewed the agenda for tomorrow's presentation.

Ms. Rosier reported that 91 COAs did not renew and went to lapsed status on February 1, 2016.

Ms. Rosier discussed the Board's 2016 Calendar of Events. The Board agreed to change the November 2016 meeting date to November 3, 2016 as discussed during the last meeting to accommodate the Board members' schedules.

After much consideration, Dr. Pierson announced his resignation from the WV PE Board. He indicated the time spent on the Board has been some of the most rewarding of his professional career. However, due to some recent health issues, he will not complete his current term slated to expire on June 30, 2018. He indicated he would be willing to continue serving on the Board until a replacement can be found, but no later than December 31, 2016. President Robinson and the Board members and staff thanked him for his years of dedication and service.

Ms. Rosier reminded Board members and counsel that the next newsletter will be printed in the Fall of 2016 and disseminated in mid-November with the PE renewal notifications. Ms. Rosier requested that any topics the Board would like to see covered be brought forth at the May Board meeting.

The next Board meeting is scheduled for Tuesday, May 17, 2016. The meeting will take place at the Board's office in Charleston.

Upon motion by Mr. Timms, seconded by Dr. Pierson, the Board meeting adjourned at 12:00 PM. The Board members will be compensated one day per diem plus travel expenses.

Edward L. Robinson, P.E.
Board President

William E. Pierson, P.E.
Vice-President