

**General Session Minutes**  
**State Board of Registration for Professional Engineers**  
**March 19, 2013**

The State Board of Registration for Professional Engineers met in their offices at 300 Capitol Street in Charleston, WV on Tuesday, March 19, 2013. Those present for all or part of the meeting were:

Edward L. Robinson	President
William E. Pierson	Vice-President
Richard E. Plymale	Member
Leonard J. Timms	Member
Lesley L. Rosier-Tabor	Executive Director
Don W. Johnson	Board Investigator
Debra L. Hamilton	Legal Counsel

The meeting was called to order at 9:00 AM.

The Board meeting minutes for January 31, 2013 (both executive and general session) were reviewed. A motion to approve the minutes as submitted was made by Mr. Plymale, seconded by Mr. Timms. Motion carried.

The Board budget summaries for January and February 2013 were received and reviewed. The detailed purchasing card expenditures were also received and reviewed. A motion to approve the current expenditures and purchasing card transactions was made by Mr. Pierson, seconded by Mr. Plymale. Motion carried.

Ms. Rosier presented the Executive Director's report and addressed all Board questions and comments. Ms. Rosier discussed participation in recent events and presentations made by her to various groups since the last Board meeting. She also reviewed the office's schedule of upcoming activities. Ms. Rosier reported that Ms. Rubenstein had been nominated and approved an associate member of NCEES representing this Board and would be attending the upcoming Northeast Zone meeting in Cape May NJ. A motion was made by Mr. Pierson, seconded by Mr. Plymale, to approve attendance and travel for Board members and staff activities outlined in the Executive Director's report and updated 2013 calendar of events and travel. Motion carried.

Ms. Rosier discussed the need to upgrade the current Access database being used by the Board. A replacement, cloud-based licensing solution would cost an estimated \$50-70k with \$10k in annual operating expense. A motion was made by Mr. Pierson, seconded by Mr. Plymale, to proceed with developing the required RFP/RFQ in cooperation with the Purchasing Division for integration of a complete database solution to replace the current system. Motion carried.

The upcoming April 2013 exam was discussed. A total of 56 PE applications were accepted with 26 being first-time examinees. However, only 53 registered with NCEES to sit for the exam. Two of the PE exam repeat applicants were interviewed and granted permission to sit for the exam. Regarding the FE exam, a total of 290 FE applications were accepted but 4 cancelled or withdrew by phone and 12 did not register with NCEES, for a total of 274 scheduled to sit for the exam.

Updating of the joint architect's and engineer's "Professional Use of Seals" brochure was discussed. A number of revisions have been proposed by both Boards. A final draft has been sent to the Architects' Board for their approval and any final comment. Once approved, the second edition of this publication will be printed for dissemination to all new PEs and comity applicants, as well as having electronic versions available on both Board websites for free download by licensees, building officials and the public at large.

The Board discussed the status of the proposed changes being made to the Engineering Law to accommodate CBT. The bill has been introduced in the WV Senate as SB401. Ms. Rosier and Ms. Hamilton are tracking the bill and will keep the Board informed.

Ms. Rosier reported that annual budget planning and submission of the FY 2014 Expenditure Schedule will be due in the State Budget Office before the next Board meeting in May. Ms. Rosier will prepare the budget and copies will be sent to the Board members for review once when ready. For the most part, the submission will remain the same as recent years with the exception of adding a new Board Investigator position as well as increasing the contractual budget line to cover integration of the new cloud-based licensing solution/database.

Mr. Pierson made a motion to enter into Executive Session at 9:40 AM, seconded by Mr. Timms. Motion carried.

At the conclusion of the Executive Session Mr. Timms moved to enter into General Session with a second by Mr. Plymale. Motion carried and the Board took the following actions:

1. Mr. Timms made a motion that inquiry I2013-02 be filed as a Board-initiated complaint. Motion was seconded by Mr. Plymale and carried.
2. Mr. Timms made a motion that inquiry I2013-07 be filed as a Board-initiated complaint. Motion was seconded by Mr. Plymale and carried.
3. Mr. Timms made a motion to approve hiring of our regular Summer Intern in mid-May and a new Board Investigator on or after July 1, 2013. Motion was seconded by Mr. Plymale and carried.

There were no Special Cases for Board Action.

Ms. Rosier discussed tentative plans for the Northeast Zone meeting scheduled for May 2-4 in Cape May, NJ. The Board will be sending three funded representatives to this meeting. Ms. Rosier, Mr. Saluja and Ms. Rubenstein are the funded delegates. In addition, the Northeast Zone will be asked to vote on the new NCEES President-Elect nomination at this meeting. Board members were presented with information on the two candidates that have stepped forward to be considered for the position at this time. Information has also been received regarding the candidacy for the NCEES treasurer.

Ms. Rosier reported that several Boards have recently raised concerns about the direct registration of FE candidates with NCEES that will occur with the implementation of CBT. She also indicated that she and her staff will be participating in a CBT Examinee Approval Model webinar next week. She anticipates much discussion on this topic at the upcoming Zone meeting as well as the annual NCEES meeting.

Ms. Rosier discussed the status of the current legislation on Chapter 30 Board finances. A bill favored by the WV Association of Licensing Boards, removing the calculation that allows the treasurer's office to sweep any funds in excess of 2 times the Board's budget, has been presented as HB 2584. Ms. Rosier and Ms. Hamilton will continue to track the bill and keep the Board informed on the status of that legislation.

Ms. Rosier reported on the upcoming WV EXPO that begins tomorrow at the Charleston Civic Center. Vice-President Pierson will take the lead in our program entitled "Trends in Engineering Licensure". President Robinson, Ms. Hamilton and staff will also prepare brief remarks to be followed by the joint program with WVSPE to honor our 2012 successful examinees who all received personal invitations to attend.

In anticipation of the current investigator's retirement, a proposed advertisement for Board Investigator was discussed. Ms. Rosier asked that Board members and counsel review the document in more detail and return any comments to her by Monday, March 25<sup>th</sup>.

The upcoming April exam preparation was discussed. Mr. Timms will serve as the Board observer at the Morgantown site for both the FE and PE exams. Ms. Rosier and Ms. Rubenstein will be the observers for the Charleston exams.

The Board discussed the new cooperative engineering program being advertised by Wheeling Jesuit University and Case Western Reserve University. Under a combined 3-2 course plan, students spend three years at Wheeling Jesuit University and 2 years at Case Western Reserve University in Cleveland, Ohio. Mr. Timms agreed to contact Wheeling Jesuit to discuss their program as well as minimum requirements to become an Engineer Intern and Professional Engineer.

As a follow-up to the joint meeting between the WV PE Board and the WV Surveyors Board that took place on Tuesday, January 31, 2013, both boards agreed to nominate interested board members and staff to meet again to begin to tackle a variety of

overlapping and incidental issues between the professions. This second meeting took place on Wednesday, March 6<sup>th</sup> at the WV PE Board office and lasted approximately two hours. Both Boards agreed to meet again in late April or early May to begin working on developing responses to the list of questions submitted by each board, with the end goal being a joint publication or memorandum of understanding to assist our licensees and other professionals such as architects and building code officials, as well as the public at large regarding who can and cannot perform certain work.

In attendance from the WV PE Board:

Edward L. Robinson – Board President  
Bhajan S. Saluja – Board Secretary  
Richard E. Plymale – Board Member  
Lesley L. Rosier-Tabor – Executive Director

In attendance from the WV Surveyors Board:

Roy Shrewsbury – Board President  
Nelson B. Douglas – Board Member  
Mark H. Hornish – Board Member  
Dennis Jarrell – Board Administrator

Joining them from the Society of Professional Surveyors:

Darrell Buttrick – Executive Director

The next Board meeting is Tuesday, May 28, 2013. The meeting will take place at the Board office at 300 Capitol Street – Suite 910, in Charleston, WV.

Upon motion by Mr. Pierson, seconded by Mr. Timms, the meeting adjourned at 2:15 p.m. 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**