

General Session Minutes
State Board of Registration for Professional Engineers
January 17, 2003

The State Board of Registration for Professional Engineers met in Room 301 of the Mineral Resources Building on the Evansdale Campus of West Virginia University on January 17, 2003. Those present for the entire meeting were:

Robert L. Wolfe	Vice President
Leonard J. Timms	Secretary
Edward L. Robinson	Member
B. S. Saluja	Member
Barry Koerber	Assistant Attorney General
Lesley Rosier	Executive Director

The meeting was called to order at 8:45 a.m.

Dr. David Martinelli, Chair of the Civil and Environmental Engineering Department, began by welcoming the Board to the WVU Campus. Dr. Martinelli shared that the Dean and faculty would like to see the WV PE Board make this WVU visit an annual spring tradition. He then briefed the group on the locations of the scheduled meetings throughout the visit and then dismissed himself.

Mr. Robinson moved, with a second by Mr. Timms, that the Board meeting minutes of December 16, 2002, executive and general session, be approved as corrected. Motion carried.

The Board budget for December 2002 was reviewed and questions were answered. A motion by Mr. Timms, second by Mr. Saluja to approve the December 2002 budget as presented. Motion carried.

Ms. Rosier presented the Executive Director's Report and addressed all Board comments and questions. She also presented the Board with the 2002 Annual Report for review. The Board commended the staff on a job well done as officers signed the report and directed distribution to Governor Wise and other required entities.

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

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

1. **Case 2002-4** – Mr. Timms moved that this case be investigated further. Ms. Rosier is to contact the three firms involved in the contract, the P.E.'s referenced, as well as the Grant County Airport Authority. Ms. Rosier is also to verify if these firms have current WV COA's and active P.E.'s. Motion seconded by Mr. Robinson, motion carried. The results of the above inquiries will be reviewed at the next Board meeting.
2. **Inquiry 2002-3** – Mr. Robinson moved to accept Mr. Vilner's letter of explanation but requests that the Executive Director draft a letter to the applicant stating that he is to cease all future reference of the terminology "Lead Engineer" on WV projects until he can become licensed in WV. Motion seconded by Mr. Timms and motion carried.

Ms. Rosier presented the Board with the lists of approved files since last Board meeting. Beginning in February 2003, one Board member will conduct a random audit of approved files at each Board meeting. This responsibility will rotate to a different Board member each month and a checklist will be provided in each applicant folder to expedite the review of materials.

A brief discussion ensued regarding the current procedure to require a P.E. exam applicant to have four years of acceptable experience AFTER graduation but PRIOR to applying for the exam. Mr. Robinson expressed a concern that some P.E. candidates were taking the exam in other states in order to circumvent our requirements. Ms. Rosier shared the concern of accepting applicants who anticipate gaining the additional experience prior to taking the exam. Upon passing, but before licensing, additional follow-up would be required for the applicant to prove that he/she remained employed and did, in fact, complete the required experience. Ms. Rosier noted that although many WV residents opt to take the exam in neighboring states, it is typically because they allow co-op education experience under a P.E. to count while WV requires experience to be gained under a P.E. after graduation. Additionally, many out-of-state candidates register for our exam because our deadline is later than surrounding states, resulting in minimal fluctuation of the number of examinees in WV. No action taken.

Discussion continued regarding the proposed changes for the 2004 WV Laws, Rules and Regulations, in particular the need for foreign degree evaluations for all non-ABET accredited programs. Upon a motion by Mr. Robinson, seconded by Mr. Timms, the following proposal was tabled for further discussion at the next meeting when President Gaddy would be in attendance.

1. If an applicant receives a B.S. degree only from a foreign institution, he/she will be required to submit a foreign degree evaluation conducted by an evaluation service approved by the Board (currently ECEI).
2. If an applicant receives a B.S. degree from a foreign institution, as well an M.S. degree from an institution whose program is ABET accredited, the Board may view the applicants transcripts and waive the need to submit a foreign degree evaluation.
3. If an applicant receives a B.S. degree from a foreign institution, as well M.S. and Ph.D. degrees from institutions whose programs are ABET accredited, the Board will not require the applicant to submit a foreign degree evaluation.

Ms. Rosier shared the progress of the company data base improvements relative to COA procedures. She received affirmation regarding the current Board policy that all companies, including sole proprietors, who are offering or attempting to offer engineering services in the state must maintain an active Certificate of Authorization in this state. It was also noted that the current Board policy is to waive the application and annual renewal fees for sole proprietors.

Ms. Rosier informed the Board that she has been contacted on numerous occasions regarding DEP issues and their procedures for awarding contracts for professional services. It is the opinion of the Board that professional engineering services must be provided by licensed WV P.E.'s working for entities who hold a current COA with our office. Mr. Gaddy and Ms. Rosier are to contact lead representatives of the DEP and WV Purchasing to invite them to an upcoming Board meeting to discuss these important concerns. If they are unavailable to attend the Board meeting, a special meeting will be called to accommodate their schedules.

Ms. Rosier informed the Board of the Governor's Reorganization bill submitted to the legislature that, if passed, would have an impact on our office. Mr. Koerber was asked to draft a letter of concern to be signed by Mr. Gaddy and sent to the relevant committees and legislators. Additionally, Ms. Rosier is to inform the Board of the House and Senate bills and key committee contacts so each member can voice their personal concerns.

Upon motion of Mr. Saluja, second by Mr. Wolfe, the meeting adjourned at 11:55 a.m.. The Board members will be compensated two days per diem plus travel expenses.

Frank L. Gaddy, P.E.
Board President

Leonard J. Timms, P.E.
Board Secretary