General Session Minutes
State Board of Registration for Professional Engineers
May 19, 2025

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Monday, May 19, 2025. Those present for all or part of the meeting were:

Garth E. Thomas	President
Larry C. Nottingham	Vice-President
L.A. Gates	Secretary
Carol Stevens	Member
Rodney D. Holbert	Member
Lesley L. Rosier-Tabor	Executive Director
Edward Eagloski	Board Counsel
Angela K. Chestnut	Licensing Analyst / Asst. Bd. Investigator

The meeting was called to order at 10:07am. The Board meeting minutes for the March 25, 2025 meeting were reviewed. A motion to approve the minutes as presented was then made by Dr. Nottingham, seconded by Mr. Gates. Motion carried.

The Board budget summaries for March and April 2025 were received and reviewed, as well as the P-Card transactions for the months of March and April 2025. Ms. Rosier reported a $1.58M balance for the ending of April 2025.

Ms. Rosier presented the FY26 Budget and Expenditure Schedule Submission that was required to be sent to the WV State Budget Office no later than May 5, 2025. Ms. Rosier noted the agency submission was consistent with the FY25 Budget and Expenditure Schedule from April 2024 as well as the FY26 Appropriations Request from August 2024. As a new Board member, Mr. Holbert asked some clarifying questions on various budget line items, which were answered by Ms. Rosier.

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

Ms. Rosier presented the Executive Director's report, including recent and upcoming meetings, training and travel. The latest NCEES test data analysis was also reviewed and made available to the Board for review. Ms. Rosier also provided a status report on a number of on-going projects that she and staff are working on and addressed all Board questions.

Prior to entering into Executive Session, the Board's Counsel provided the details of the resolution of Complaint C2025-08. In addition, Mr. Eagloski announced to the Board that, after much consideration and deliberation, he has decided to retire effective August 2025. The Board thanked Mr. Eagloski for his exemplary performance serving as the Board's legal counsel for the last 7 years.

Dr. Nottingham made a motion to enter into Executive Session at 10:35am, seconded by Mrs. Stevens. Motion carried.

Mrs. Stevens excused herself and exited the room at 10:50am, as to not be part of any discussion or decision making regarding C2025-07.

Mr. Eagloski and Ms. Chestnut exited the room for the discussion of Board personnel matters, which included staff replacement considerations due to Mr. Eagloski' s pending retirement and discussions on merit increases for Board staff (Chestnut, Coleman, Jordan and Rosier). Subsequently, Ms. Rosier was also asked to exit the room for final deliberations on staff merit increases.

At 12:05pm the Board recessed the Executive Session for lunch and resumed the Executive Session at 1:00pm.

At 3:38pm, Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move into General Session. The motion carried, and the Board took the following action:

- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move I2025-12 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mrs. Stevens, to "Receive and File" Complaint C2025-09, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move I2025-13 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mrs. Stevens, to "Receive and File" Complaint C2025-10, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Holbert made a motion, seconded by Mr. Gates, to move I2025-14 to Complaint. Motion carried. Furthermore, Mr. Gates made a motion, seconded by Mr. Holbert, to "Receive and File" Complaint C2025-11, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move I2025-15 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Gates, to "Receive and File" Complaint C2025-12, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Gates made a motion, seconded by Dr. Nottingham, to move I2025-16 to Complaint. Motion carried. Furthermore, Mr. Gates made a motion, seconded by Dr. Nottingham, to "Receive and File" Complaint C2025-13, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mrs. Stevens made a motion, seconded by Dr. Nottingham, to move I2025-17 to Complaint. Motion carried. Furthermore, Mrs. Stevens made a motion, seconded by Dr. Nottingham, to "Receive and File" Complaint C2025-14, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Holbert made a motion, seconded by Dr. Nottingham, to move I2025-18 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Holbert, to “Receive and File” Complaint C2025-15, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mrs. Stevens made a motion, seconded by Dr. Nottingham, to move I2025-19 to Complaint. Motion carried. Furthermore, Mrs. Stevens made a motion, seconded by Dr. Nottingham, to “Receive and File” Complaint C2025-16, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Gates made a motion, seconded by Dr. Nottingham, to move I2025-20 to Complaint. Motion carried. Furthermore, Mr. Gates made a motion, seconded by Dr. Nottingham, to “Receive and File” Complaint C2025-17, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Holbert made a motion, seconded by Mrs. Stevens, to move I2025-21 to Complaint. Motion carried. Furthermore, Mr. Holbert made a motion, seconded by Mrs. Stevens, to “Receive and File” Complaint C2025-18, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mr. Gates made a motion, seconded by Mrs. Stevens, to move I2025-22 to Complaint. Motion carried. Furthermore, Mr. Gates made a motion, seconded by Mrs. Stevens, to “Receive and File” Complaint C2025-19, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Mrs. Stevens made a motion, seconded by Mr. Holbert, to move I2025-23 to Complaint. Motion carried. Furthermore, Mr. Holbert made a motion, seconded by Mrs. Stevens, to “Receive and File” Complaint C2025-20, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Dr. Nottingham made a motion, seconded by Mr. Gates, to move I2025-24 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Gates, to “Receive and File” Complaint C2025-21, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move I2025-25 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mrs. Stevens, to “Receive and File” Complaint C2025-22, and set said Complaint for a hearing on January 19, 2026 at 1:00pm. Motion carried.

The Board acted upon the special case files as follows:

- Mr. Holbert, made a motion, seconded by Mrs. Stevens, to approve the Engineer Intern application for Kevin H. Dicello. Motion carried.

- Mr. Holbert made a motion, seconded by Dr. Nottingham, to approve the comity application for James P. Begley. Motion carried.

- Dr. Nottingham, made a motion, seconded by Mrs. Stevens, to approve the reinstatement application for John R. Callahan, Jr. Motion carried.

- Mr. Holbert made a motion, seconded by Dr. Nottingham, to approve the comity application for Wendy Tulu. Motion carried.

- Dr. Nottingham made a motion, seconded by Mr. Holbert, to approve the comity application for Luke J. Zupan. Motion carried.

The Board acted upon the personnel matters as follows:

- Dr. Nottingham made a motion, seconded by Mr. Gates, to approve 5% and 8% merit increases for Board staff, based on time served with the agency (with 5% if less than 1 year), effective with the pay period that includes July 1, 2025. Motion carried. Ms. Rosier was directed to prepare the required documentation to submit to the Department of Administration / Finance Division payroll administrator for processing, including updated Personnel Requisition (PR) documents to be signed by President Thomas and a copy of meeting minutes indicating the official Board action.

- Mr. Gates made a motion, seconded by Dr. Nottingham, to move forward with the hiring of Rebecca Schoen, Attorney at Law, on a temporary, part-time basis and at an agreed upon hourly rate, starting no later than July 1, 2025. Motion carried. The purpose of this new hire is to allow sufficient time for cross-training of staff, ensuring a smooth and efficient handover of duties and responsibilities prior to the retirement of Edward Eagloski in August 2025. In addition, President Thomas and Ms. Rosier shared plans to reconnect with the WV Attorney General's Office in the next few weeks, requesting assignment of a new AG representative to assist with workload and hearings on an as-needed basis. Ms. Rosier is hopeful both could attend all or part of the July Board meeting.

President Thomas and Ms. Rosier provided updates from the NCEES Zone Interim Meeting held in Cambridge, MA in early April. They shared the presentation slides from NCEES leadership, each NCEES Committee Report, and an overview of important topics moving forward into the 2025 NCEES Annual Meeting scheduled for late August.

The Board then reviewed the specifics of the 2025 NCEES Annual Meeting agenda and supporting documentation, and Ms. Rosier reviewed the travel policies and reimbursement requirements for NCEES funded delegates. Ms. Rosier requested that any Board members interested in attending as an NCEES delegate, please check their calendar and let her know as soon as possible.

Ms. Rosier presented the 2024-2025 Advisory Committee on Council Activities (ACCA) Committee summary for the Board's review. There were 8 charges, which resulted in 4 motions, from the committee's work. The most notable recommendation, which affects all examinees, is related to exam price increases. The recommendation of ACCA is to begin using CPI for cost adjustments at least every 3 years, with the adjustment to be effective January 1 of the following year after each increase is applied. President Thomas also

provided an overview of his work to date on the 2024-2025 Committee on Examinations for Professional Engineers.

Ms. Rosier reminded the Board members of the dates and times for the upcoming NCEES State of the Council virtual events. These scheduled webinars feature timely announcements and updates on NCEES initiatives, including review and discussion on the upcoming Annual Meeting motions and headquarters updates.

The latest NCEES Advocacy and ARPL updates were provided to the Board by Ms. Rosier and included a summary of bills on Universal Licensure, Board Consolidation, Deregulation, Sunset Reviews, Alternative Pathways to Licensure, and International Licensure Recognition.

The Board reviewed the upcoming changes to NCEES exams scheduled for implementation in Fall 2025 and Spring 2026. The Board also reviewed NCEES and Member Board correspondence regarding the CBT Structural Exam, as well as a NCEES score modification notification to a WV examinee due to the removal of a flawed item on the PE Civil Water Resources and Environmental examination. The Board also reviewed the latest version of the NCEES Licensure Exchange newsletter and *Squared*. Ms. Rosier noted that the 2024 NCEES Annual Report and its companion guide to engineering and licensing statistics, *Squared*, were also available online.

Ms. Rosier provided an update on the completion of the 2025 WV Legislative Session, including the passage of Senate Bill 458 (Universal Professional and Occupational Licensing Act of 2025). As a result of SB458's passage, Ms. Rosier has started updating existing application materials to reflect the required bill language that must appear effective July 1, 2025. Ms. Rosier also discussed the quarterly reporting requirements of applicants applying under SB458 conditions and provided a number of news articles regarding the same.

The Board reviewed the agency responses to Executive Orders No. 1-25 and 6-25. No additional questions or requests for information have been made since the original responses were delivered to the Governor's office in mid-April.

Ms. Rosier reported completion of the required biennial audit on renewal continuing education claims. The audit consisted of 317 PEs, which represented 3.5% of active licensees who renewed. All audit submissions were approved with the exception of 8 PEs who chose to go to Inactive Status and 1 PE who failed to adequately respond, resulting in the invalidation of his PE license.

At the recommendation of Ms. Stevens, the Board reviewed NCEES's Draft Position Statement on artificial intelligence (AI) and the AI position statements from NCARB, ASCE, NSPE, and the Texas PE Board. Ms. Rosier noted that NCEES will be holding a workshop at their upcoming Annual Meeting to review artificial intelligence as it relates to the engineering and surveying professions. Steven Matthews, NCEES chief technology and strategy officer, will be sharing specific AI initiatives and findings from the NCEES AI Working Group's year-long efforts, highlighting practical applications and regulatory

considerations for the industry and implications specifically relevant to NCEES stakeholders and our processes.

The Board reviewed the latest edition of the Professional Licensure Report (PLR).

The Board discussed the FY2026 officer elections, and Mr. Holbert made a motion, seconded by Mrs. Stevens, to retain the same Board officers for the upcoming fiscal year. The motion carried and therefore Mr. Thomas will remain as Board President, Dr. Nottingham as Board Vice-President, and Mr. Gates as Board Secretary from July 1, 2025 to June 30, 2026. Ms. Rosier also noted that all Board member terms remain current and there are no appointment or re-appointment needs at this time.

The Board reviewed the upcoming 2025 Calendar of Events, including the July meeting date. Ms. Rosier requested members notify her of any anticipated conflicts as soon as possible.

Upon motion by Dr. Nottingham, seconded by Mrs. Stevens, the Board voted to adjourn the meeting at 4:30pm. The next Board meeting will be July 16, 2025, in Charleston. The Board members will be compensated one day's per diem plus travel expenses.

Garth E. Thomas, Jr., P.E.
Board President

Leslie A. Gates, P.E.
Board Secretary