

**General Session Minutes**  
**State Board of Registration for Professional Engineers**  
**July 16, 2024**

The West Virginia State Board of Registration for Professional Engineers met at their office in Charleston on Tuesday, July 16, 2024. Those present for all or part of the meeting were:

Garth E. Thomas	President
Larry C. Nottingham	Vice-President
Edward L. Robinson	Member
Carol Stevens	Member
Lesley L. Rosier-Tabor	Executive Director
Edward Eagloski	Board Counsel

The meeting was called to order at 10:05am. Mr. Gates, Secretary, was absent and did not participate. The Board meeting minutes for the May 21, 2024 meeting were reviewed. A motion to approve the minutes as presented was then made by Mr. Robinson, seconded by Dr. Nottingham. Motion carried.

The Board budget summaries, including P-Card transactions, for May and June 2024 were received and reviewed, as well as the FY2024 year-end summary. Ms. Rosier reported a \$1.61M balance for the FY2024 year-end and beginning balance for FY2025. Ms. Rosier also discussed the 22-year Revenue/Expense Comparison, noting that the year-end balance showed a slight increase from FY2023 due to the COA renewal year revenues being more than PE renewal year revenues in the alternating year.

Ms. Rosier presented the Executive Director's report, including recent and upcoming meetings, training and travel. She also reported that the Board-approved computer and printer upgrades would be taking place in the next few weeks as the new printers had arrived for installation and the new computers were in transit.

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

Prior to entering into Executive Session, the Board's Counsel provided the details of the resolution of Complaints C2024-23, C2024-35, C2024-36, C2024-37, C2024-38, C2024-39, C2024-40, C2024-41, and C2024-44.

Mrs. Stevens made a motion to enter into Executive Session at 10:29am, seconded by Dr. Nottingham. Motion carried.

Mr. Robinson excused himself and exited the room, as to not be part of any discussion or decision making regarding C2022-12 and C2022-13.

Mrs. Stevens excused herself and exited the room, as to not be part of any discussion or decision making regarding C2024-18.

At 11:05am the Board held an informal conference for case C2024-18, wherein the Respondent and his guest appeared. Again, Mrs. Stevens was excused from the conference, as to not be part of any discussion or decision making regarding C2024-18.

At 12:15pm, the informal conference ended and the Respondent and his guest exited the meeting. At 12:20pm, Mrs. Stevens rejoined the meeting and made a motion, seconded by Dr. Nottingham, to move into General Session. Motion carried. Thereafter, the Board recessed for lunch and returned to General Session at 1:05pm.

At the resumption of the General Session, the Board welcomed two visitors, Bhajan S. Saluja, former Board Member, and Angela Chestnut, P.E.

Former Board member Saluja requested a few minutes to speak about his recent meeting with the WVU Dean of the College of Engineering. He shared an initiative he plans to personally be involved in, hoping to improve the performance of and increase the number of FE exam takers on their campus. Upon the conclusion of his remarks, the Board proceeded with additional NCEES items on the agenda, including the review of the 2024 NCEES Annual Meeting information, the Summary of Motions, planned forums, and professional development activities to be offered. In addition, Ms. Rosier also shared the latest update on Boards that responded they would be participating in the UK Mutual Recognition ceremonial signing along with representatives from the Engineering Council (UK) and NCEES leadership. This event is intended to signify a significant step forward in international engineering standards and demonstrate a shared commitment to fostering global collaboration.

Ms. Rosier noted she and other staff members have been participating in the on-going NCEES State of the Council virtual meetings as well as the Alliance for Responsible Professional Licensing (ARPL) activities. In addition, she provided updates on the NCEES President-Elect decisions for the 2024-2025 NCEES committee appointments, to include her serving on the Advisory Committee on Council Activities and President Thomas continuing as a member of the Committee on Examinations for Professional Engineers.

The Board reviewed the 2024 WV Legislative Interims calendar as well as the most recent information disseminated by the ARPL group regarding the importance and role of licensing. In addition, Ms. Rosier presented the Board with updates on the following legislative requests for information:

- Current licensee statistics in response to the annual request by the WV Legislative Joint Committee on Government and Finance
- Summary of follow-up requests by the legislative analyst conducting the agency's Regulatory Board Review for PERD.

The Board reviewed the required BRIM Loss Control Questionnaire and Annual Safety Committee meeting documentation in accordance with BRIM's Standards of Participation letter dated May 17, 2024. In addition, the Board completed their Executive Branch Confidentiality agreements for inclusion in the annual BRIM submission and was provided with the links to view the driver's safety video, as well as information on data breaches, privacy, and workplace safety already reviewed by all staff members.

Ms. Rosier reported she had been in contact with the Coordinator for ABET Accreditation Operations and there is one new EAC engineering program in West Virginia up for Fall 2024 review. However, the ABET Coordinator indicated that they had declined any observer participation and the Board has no observer roles to fill until the fall of 2025.

Ms. Rosier reported she provided the Executive Director for the WV Board of Architects with the PE Board's comments and concerns with the most recent draft of the Handbook for WV Building Code Officials. At the Board's direction, she also extended an invitation for a one-hour joint session between both Boards to discuss. Their Director indicated she would convey the information to her Board and be in touch if they determine a meeting is worthwhile.

Ms. Rosier reported her recent participation in the Interorganizational Council on Regulation (ICOR) Practice Overlap Task Force webinar and shared the informative slide deck with the Board. The recent practice overlap initiative appears to be much more comprehensive than any previous work. ICOR leadership indicated draft guidance documents are forthcoming in the next few months with hopes of anticipated changes being introduced for Model Law/Model Rule consideration for the various interest groups (Architects, Engineers, Landscape Architects, etc.) in early 2025.

At 2:50pm, and after guests had departed, Mr. Robinson made a motion to re-enter into Executive Session, seconded by Mrs. Stevens. Motion carried.

At 3:20pm, Mr. Robinson made a motion, seconded by Dr. Nottingham, to re-enter into General Session. The motion carried, and the Board took the following action:

- Mr. Robinson made a motion, seconded by Mrs. Stevens, to "Receive and File Complaint C2025-01, and to set said Complaint for a hearing on January 21, 2025, at 1:00pm. Motion carried.
- Dr. Nottingham made a motion, seconded by Mr. Robinson, to move I2025-01 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mr. Robinson, to "Receive and File" Complaint C2025-02, and set said Complaint for a hearing on January 21, 2025, at 1:00pm. Motion carried.
- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to move I2025-02 to Complaint. Motion carried. Furthermore, Dr. Nottingham made a motion, seconded by Mrs. Stevens, to "Receive and File" Complaint C2025-03, and set said Complaint for a hearing on January 21, 2025, at 1:00pm. Motion carried.

- Mrs. Stevens made a motion, seconded by Mr. Robinson, to move I2025-03 to Complaint. Motion carried. Furthermore, Mrs. Stevens made a motion, seconded by Mr. Robinson, to “Receive and File” Complaint C2025-04, and set said Complaint for a hearing on January 21, 2025, at 1:00pm. Motion carried.

The Board acted upon 1 of 3 special case files as follows:

- Dr. Nottingham made a motion, seconded by Mrs. Stevens, to deny the Business Entity - DBA Waiver application for Engineering Property Solutions, LLC. Motion carried.

No action was taken on 2 special case files as the Board requested and is awaiting the receipt of additional information from the applicants and will review at a future board meeting.

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

Ms. Rosier discussed plans regarding the Board’s 2024 INTERchange newsletter to be disseminated with the 2025-2026 PE renewal notices. She requested articles be submitted in draft format as soon as possible, but no later than September 1, 2024.

The Board discussed the FY2025 officer elections and Mr. Robinson made a motion, seconded by Ms. 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, 2024 to June 30, 2025.

The Board reviewed the upcoming 2024 Calendar of Events. Ms. Rosier requested members notify her with any anticipated conflicts. President Thomas noted he may be serving as an adjunct professor for a fall course at WV Tech but does not yet know his schedule.

Upon motion by Mr. Robinson, seconded by Dr. Nottingham, the Board voted to adjourn the meeting at 3:35pm. The next Board meeting will be September 10, 2024, in Charleston. The Board members will be compensated one day per diem plus travel expenses.

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

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**Leslie A. Gates, P.E.**  
**Board Secretary**