

MINUTES OF MEETING #307
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
February 19, 2020
CHARLESTON, WV



Present: Sefton R. Stewart, *Chairman (Via Conference Call)*
James T. Rayburn, *Secretary*
Gary D. Facemyer, *Member*
Douglas C. McElwee, Esq., *Public Member*
Lantz Rankin, *Members*
Keith D. Fisher, Esq. *Attorney General Counsel*
Kristi A. Justice, *Executive Director*

Guest: John Green, P.S.

Absent: None

The Chairman called Meeting #307 to order at 11:02 a.m. on Wednesday February 19, 2020 and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Delegations or Public Concerns

None

Executive Session

Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer to enter Executive Session pursuant to *W. Va. Code §6-9A-4(b)(7)* to discuss complaints at 11:04 a.m. Motion carried.

The Board reconvened in regular session at 12:28 a.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Tom Rayburn made a motion, seconded by Mr. Gray Facemyer to approve the items discussed in the Executive Session regarding complaints. Motion carried with Mr. Lantz Rankin recused from all complaints.

C20- (Channell) – Open complaint, assign a number & ask for PS response.

C20 – (Cox) – Open complaint, assign a number & ask for PS response

C20 -02 – Provide complainant a copy of PS response and ask PS if plat has been recorded.

C20-03 – Contact Complainant to see if line has been marked

C19-01 – The Board has received signed Consent

C19-13 – Supervisor has provided the Board a written report; further instructions will be provided to Supervisor in correspondence

Unlicensed Practice – Write the Company an education letter

C18-03 & C18-05: The Board will provide instructions to Supervisor in correspondence, including requested process reports.

Minutes

Mr. Gary Facemyer made a motion, seconded by Mr. Tom Rayburn to approve the Minutes from Meeting #306 as written. Motion carried.

Financial Report

The Executive Director provided the financial expenditure report with a Cash (Budget) balance as follows:

November 30, 2019 – \$251,600.08 (\$140,812.02)
December 31, 2019 - \$262,961.57 (\$128,578.65)
January 31, 2020 - \$258,918.44 (\$115,564.57)

Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer to approve the financial and expenditure reports. Motion carried.

Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer to approve the P-Card Charges.

WVSPS Liaison

Mr. John Green provided the Board suggested revisions to 23CSR1, from the WVSPS, in response to concerns raised by the Glenville State College Land Surveying Advisory Committee (in May 2019) about a perceived conflict between the WV Code 30-13A and 23CSR1. Kristi Justice, Executive Director, will email this information to all Board Members for review. This topic will be discussed in depth at the May 2020 WVBPS Board Meeting.

Legislative Updates

Kristi Justice, Executive Director, and John Green, WVSPS Liaison, provide the Board updates regarding current legislative affecting Chapter 30 Boards and the Surveying Profession.

Update Exam Committee Meeting

Executive Director, Kristi Justice, provided the Board an update from the Exam Committee Meeting that was held at the Board Office on January 24, 2020. The next Exam Committee will be held on May 1, 2020 at the WVBPS Office.

2020 Spring Exam New Applications

Mr. Tom Rayburn stated that he reviewed and approved 5 new applications for the 2020 Spring Exam. There are 23 candidates scheduled to take the exam on April 17, 2020.

Discuss New Application Changes/Updates

Kristi Justice, Executive Director, provided the Board copies of the WVBPS Low-Income Initial Licensing Fee Waiver and the Military Family Initial Licensing Fee Waiver Applications. Keith Fisher, Attorney General Counsel, has reviewed the applications and made minor changes.

Review Course list – 30 Credit-Hour Requirement

Kristi Justice, Executive Director, provided the Board an email and a list of courses from Marshall University Civil Engineering Program, as suggested courses to be considered for inclusion of meeting the 30 credit-hour requirement. Executive Director is to contact NCEES asking for a list of courses that would be approved for the 30 credit-hour requirement. Executive Director will report this information at the May 2020 Board meeting.

Explore Biannual Renewals

Kristi Justice, Executive Director, provide the Board information related to Biannual Renewals. The Board discussed biannual renewals in depth. The Board will table this matter at this time.

Update on New Web Based Licensing System

Executive Director, Kristi Justice, provide the Board with an updated on InLumon's progress. The target date to "go live" is April 2020.

NCEES Survey – Restructuring PS Exam

Executive Director provided the Board a copy of the survey from NCEES regarding restricting the PS Exam. Board Members will email Executive Director their survey responses.

Consider NCEES MBA Committee Proposal Resolution of Cooperation

The Board discussed the NCEES MBA Committee proposed Resolution of Cooperation. The final formatted version of the resolution will be presented at the 2020 NCESS Zone Interim Meeting in Houston, TX. This will give all Boards the opportunity at the same time to discuss the Resolution of Cooperation for its promotion at the 2020 NCEES Annual Meeting.

Professional Surveyor Retired to Active

Mr. Lantz Rankin made a motion, seconded by Mr. Tom Rayburn to approve the Professional Surveyor in Retired Status to Active Status for P.S. (#546 & #1823). Motion carried.

Executive Directors Report:

Executive Director, Kristi Justice, provided the Board with an update of board office related duties and provided each member with an Executive Directors Report.

There being no further business, Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer, that the meeting adjourn at 2:55 P.M. Motion carried.

Respectfully Submitted:


Sefton R. Stewart, P.S., Chairman


Tom Rayburn, P.S., Secretary