

MINUTES OF MEETING #328
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS

June 14, 2022
Charleston, WV



Present: James T. Rayburn, *Secretary*
Gary D. Facemyer, *Member*
Lantz Rankin, *Member*
Douglas C. McElwee, Esq., *Public Member*
Joanne M. Vella, *Assistant Attorney General*
Amber Shawver Legg, *Executive Director*

Guest: John Green, P.S.

Absent: Sefton R. Stewart, Chairman

The Secretary called Meeting #328 to order at 10:04 a.m. on Tuesday, June 14, 2022, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Delegations or Public Concerns

None

Executive Session

Mr. Gary Facemyer made a motion, seconded by Mr. Douglas McElwee to enter Executive Session pursuant to W. Va. Code 6-9A-4(b)(7) to discuss complaints at 1:11 p.m. Motion carried.

The Board reconvened in regular session at 2:40 p.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin to approve the items discussed in the Executive Session.

C18-03 & C18-05 – Continue settlement negotiation.

C21-02 – Tabled

C22-05 – Tabled

C22-06 – Tabled

C22-09 - Tabled

C22-10 - Tabled

C22-11 - Tabled

C22-12 - Tabled

Board AdministrationMinutes

Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin to approve the Minutes from Meetings #326 & #327 as written. Motion carried.

P-Card Purchases & Financial Report

The Executive Director provided the P-Card Purchases report.

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

April 2022 – \$267,564.44

May 2022 – \$282,632.32

Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin to approve the financial and expenditure reports and P-Card purchases. Motion carried.

Consideration of Fiscal Year 2023 Expenditure Schedule

Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin, to approve the Fiscal Year 2023 Expenditure Schedule with corrections. Motion carried.

Recognition of the Spring 2022 New Licensees

The Board recognized the Spring 2022 New Licensees (P.S. 2449-P.S. 2457)

Consideration of Dual Certificate of Authorization (COA) Request

Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin, to approve Mr. Gary Frye, P.S. to be the Surveyor in Charge for Joe Hunt & Associates, Martinsburg office. Motion carried.

Consideration of Future Exam Writing Workshops

Executive Director, Amber Shawver Legg, proposed holding the next Exam Writing Workshop closer to the middle of the State, per request from the workshop members. Ms. Legg will contact vendors near Sutton and update the Board members at the next meeting with her findings.

Consideration of a Vendor to Prepare and Administer the State Specific Exam

Executive Director, Amber Shawver Legg, presented a spreadsheet from other State Licensing Boards to include information about their State Specific Exams. The Board will continue to consider a vendor to prepare and administer the WV State Specific Exam.

Consideration of NCEES Annual Meeting Motions

Mr. Gary Facemyer made a motion, seconded by Mr. Lantz Rankin to vote in favor of decoupling at the NCEES Annual Meeting.

Consideration of Retirement Status

Upon motion by Mr. Gary Facemyer, seconded by Mr. Douglas McElwee, the Board voted to grant retirement status to Barry Lay, Robert Timberlake, James Pierce, Joseph Carney, Charles Sypolt, Gary Riley, Clayton Carter, & Phillip Glasser. Motion carried.

Consideration of Reinstatement

According to Series 1, Examination and Licensing of Professional Surveyor in West Virginia section 5.5.c. Expired Status. If a license is not renewed for a period of thirty-six (36) months it immediately falls into "expired" status and may not be renewed. The fact that a license cannot be renewed because of the expiration of a period of thirty-six (36) months may not prevent a person from making application for a new license by meeting all the education, experience, and examination requirements in effect at the time of submitting a new application.

Consideration of Contracted Security

Amber Shawver Legg, Executive Director, informed the Board that beginning July 1, 2022 the occupants of the office building will be responsible for funding the buildings security personnel. Upon motion by Mr. Gary Facemyer, seconded by Mr. Lantz Rankin, the Board voted to proceed with the direction of the Building Management.

Renewal Update

The Executive Director provided an update on the FY2023 PS Renewals.

WVBPS Safety Committee Update


The WVBPS Safety Committee reports no safety concerns at this time.

Executive Directors Report:


Executive Director, Amber Shawver Legg, 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. Lantz Ranking made a motion, seconded by Mr. Douglas McElwee, that the meeting adjourn at 2:55 p.m. Motion carried.

Respectfully Submitted:



Sefton R. Stewart, P.S., Chairman



Tom Rayburn, P.S., Secretary