

MINUTES OF MEETING #263
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
MARCH 21, 2013 (via teleconference)
SUTTON, WEST VIRGINIA



Present: Roy E. Shrewsbury, II, Chairman
Nelson B. Douglass, Secretary
Mark H. Hornish, Member
R. Michael Shepp, Member
Dennis D. Jarrell, Board Administrator

Absent: Anthony J. Sparacino, Member
Katherine A. Campbell, AG Counsel

Call to Order: The Chairman called teleconference Meeting #263 to order at 10:05 a.m. on Thursday, March 21, 2013, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Shepp made a motion, seconded by Mr. Douglass, to enter into Executive Session pursuant to §6-9A-4(b)(2)(7) at 10:06 a.m. Motion carried.

Mr. Shepp made a motion, seconded by Mr. Douglass, to return to regular session at 11:00 a.m. Motion carried.

Summary of the Executive Session was read aloud by case number by the Board Administrator.

Mr. Shepp made a motion, seconded by Mr. Douglass, to approve the actions during the Executive Session. Motion carried with Mr. Douglass recused from C13-01 and Mr. Hornish recused from all.

Executive Session §6-9A-4(b)(2)(7)

- CVS Existing Conditions & Demolition Plan – No Action.
- C12-02 – Dismissed.
- C12-05 – Dismissed.
- C13-01 – Schedule Informal Investigative Conference (IIC).
- C13-02 – Probable Cause Found. Draft Statement of Charges and Consent Decree.
- C13-04 – Probable Cause Found. Draft Statement of Charges and Consent Decree.

Minutes: Mr. Shepp made a motion, seconded by Mr. Douglass, to approve the Minutes of Meeting #262 (January 10, 2013) as written. Motion carried.

P-Card & MasterCard Purchases: The Board Administrator provided a listing and explanation of P-Card and MasterCard purchases made during January 2013 and February 2013. Mr. Douglass made a motion, seconded by Mr. Shepp, to approve the P-Card and MasterCard purchases. Motion carried.

Financial Report: The Board Administrator provided the financial report with a cash balance as of January 31, 2013 of \$182,438.50 and February 28, 2013 of \$174,719.35. Mr. Douglass made a motion, seconded by Mr. Shepp to approve the financial expenditure report. Motion carried.

Comity Application: Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Comity application changes as submitted. Motion carried.

Standards & Ethics Sponsor Request: Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Standards & Ethics requests for the WVSPS Southern Chapter – May 17, 2013 (Beckley, WV), and CEseminars – May 21, 2013 (Flatwoods, WV). Motion carried.

Public Inquires submitted to the Board:

- Laser Scanning – Surveying pursuant to W. Va. Code 30-13A-3(ff). Certificate of Authorization required if offering that service in WV and under the supervision of a WV licensed surveyor.
- Union Membership – Not an unethical practice.
- Original Deed – Question too vague. Provide copy of Complaint Form and Letter of Instruction.

Engineering/Surveying Memorandum of Understanding – Develop questions for responses by both Boards.

23CSR1 Proposed Changes for 2014 Legislature – No action. Draft proposal presented for review.

Board Member Report:

- Comparative Ethics – Mr. Hornish gave a report on his attendance at the Comparative Ethics Seminar and the attendee's ethical concerns of participating in survey brokering.

WVBPS Liaison Report:

- WVSPS Convention
- WVSPS Liaison to the Board

WVSPS Liaison Report:

- None

Public Comment:

- None

There being no further business, the meeting adjourned at 11:59 a.m.

Respectfully Submitted:



Roy E. Shrewsbury, II, Chairman



Nelson B. Douglass, P.S., Secretary