

MINUTES OF MEETING #268  
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS  
DECEMBER 18, 2013 (via Teleconference)  
738 AIRPORT ROAD, SUTTON, WEST VIRGINIA



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

Absent: Katherine A. Campbell, Assistant Attorney General

Call to Order – The Chairman called Teleconference Meeting #268 to order at 10:12 a.m. on Wednesday, December 18, 2013, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Shepp made a motion, seconded by Mr. Sparacino, to enter into Executive Session pursuant to §6-9A-4(b)(2)(7) at 10:13 a.m. Motion carried.

Mr. Shepp made a motion, seconded by Mr. Douglass, to return to regular session at 10:20 a.m. Motion carried.

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

Mr. Douglass made a motion, seconded by Mr. Sparacino, to approve the actions during the Executive Session. Motion carried with Mr. Shepp recused.

Executive Session §6-9A-4(b)(2)(7)

C14 WVBP vs. Harr, P.S. – Complaint Filed C14-04

Minutes – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Minutes of Meeting #267 (November 20, 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 November 2013. Mr. Shepp made a motion, seconded by Mr. Douglass, 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 November 30, 2013 of \$170,021.13. Mr. Douglass made a motion, seconded by Mr. Shepp to approve the financial expenditure report. Motion carried.

Fall 2013 New Licensees – Mr. Shepp made a motion, seconded by Mr. Hornish to approve the Fall 2013 New Licensees. Motion carried.

Fall 2013 Surveyor Interns – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Fall 2013 Surveyor Interns. Motion carried.

23CSR1 – The Board Administrator provided an update that the Legislative Rule-Making Committee has recommended the Board's proposed change to Series 1 Rule be approved as originally filed. No Action.

Consent Decree Boundary Law Course Request – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the SURV-2623 Legal Principles – Survey I course at Oklahoma State University for licensee #2094.

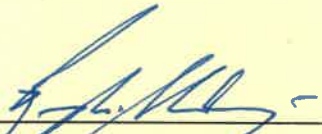
Fiscal Year 2013 Annual Report – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Fiscal Year 2013 Annual Report as prepared by the Board Administrator. Motion carried.

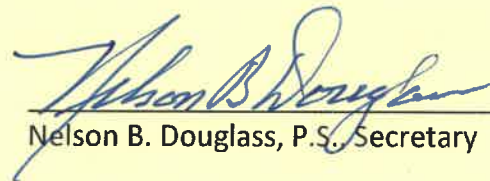
Public Comment

- None.

There being no further business, the meeting adjourned at 10:40 a.m.

Respectfully Submitted:

  
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Roy E. Shrewsbury, II, Chairman

  
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Nelson B. Douglass, P.S. Secretary