

MINUTES OF MEETING #286
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
MARCH 7, 2017
BOARD OFFICE, SUTTON, WEST VIRGINIA



Present: R. Michael Shepp, *Chairman*
Nelson B. Douglass, *Secretary*
James T. Rayburn, *Member*
Sefton R. Stewart, *Member*
Paul W. Hill, *Public Member*
Dennis D. Jarrell, *Executive Director*
Katherine A. Campbell, *Assistant Attorney General*

Absent: None

The Chairman called Meeting #286 to order at 10:00 a.m. on Tuesday, March 7, 2017, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Douglass made a motion, seconded by Mr. Hill to enter into Executive Session pursuant to *W. Va. Code §6-9A-4(b)(2)(7)* to discuss complaints at 10:01 a.m. Motion carried.

The Board reconvened in regular session at 11:16 a.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Douglass made a motion, seconded by Mr. Stewart to approve the items discussed in the Executive Session. Motion carried with Mr. Rayburn recused from all.

- C16-10 - Violation of Consent Order Item #2.
Meet with Complaint Review Committee.
- C17-04 - Statement of Charges and Consent Decree approved as amended.
- C17-05 - Draft Statement of Charges and Consent Decree
- C17-06 - Dismissed.
- C17 (Ketterman) - Summarily Dismissed – Insufficient Grounds.
(12/27/16)
- C17 (Ketterman) - Summarily Dismissed – Insufficient Grounds.
(01/23/17)
- C17 (Bland) - Summarily Dismissed – Insufficient Grounds.
- C17 (Mayle) - Summarily Dismissed – Boundary Dispute.

Unlicensed Practice – Draft Unlicensed Practice Letter for Attorney General’s Office review.

- Yessenia Karnath
- Global Professional Services
- Partner Engineering and Science, Inc.
- Southern Hydrocarbon Corporation

WV Bar Letter

- Mark Hobbs, *Esq.* - Letter approved as presented.
- Gerald B. Hough, *Esq.* - Gray area but probably not the practice of surveying. Did not create an issue that affects the public that could not be addressed by a professional surveyor.

Delegations or Public Concerns

- Jared D. Wilson, P.S.
 - FS Examination –Take the FS exam and then submit credentials to the Board.
- Charles “Rick” Sypolt, P.S.
 - FS Reference Letters
 - Requesting the Board approve the Glenville State College 4-year surveying curriculum (*accepted by Ohio*). 2-year experience if 4-year degree approved.
 - Ethics & Standards
 - Boundary experience
- Michael Austin, P.S. (*Mott McDonald*)
 - Easement Acquisition Plats not signed

WVSPS Liaison

- John L. Green, P.S.
 - Board’s Executive Director presentation at WVSPS Convention appreciated
 - State & Federal surveying regulations (S.B. 619)
 - 2017 WVSPS Legislative Issues

Minutes – Mr. Rayburn made a motion, seconded by Mr. Stewart to approve the Minutes of Meeting #285 (*December 20, 2016*) as written. Motion carried.

P-Card Purchases – The Executive Director provided a listing and explanation of P-Card Purchases made during December 2016, January 2017, and February 2017. Mr. Rayburn made a motion, seconded by Mr. Hill, to approve the P-Card purchases. Motion carried.

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

December 31, 2016	- \$196,120.03	(\$121,510.93)
January 31, 2017	- \$192,822.28	(\$108,779.93)
February 28, 2017	- \$177,078.69	(\$ 89,863.44)

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

Fall 2016 New Licensees – Mr. Rayburn made a motion, seconded by Mr. Douglass to recognize the Fall 2016 new licensees #2339 through #2350 having passed the required examinations for licensure as a West Virginia Professional Surveyor. Motion carried.

Dual COA Request – Mr. Rayburn made a motion, seconded by Mr. Hill to deny Thomas C. Smit, P.S. # 687 as a dual surveyor-in-charge for COA #5747 and for a new COA for a mapping firm based out of Texas, to provide pipeline surveying in West Virginia. Motion carried.

Dual COA Request – Mr. Douglass made a motion, seconded by Mr. Hill to approve Kevin D. Shreiner, P.S., # 2287 as a dual surveyor-in-charge for Triad Engineering, Inc., COA #5439 (Winchester, VA) and COA #5648 (Hagerstown, MD). Motion carried.

H.B. 2502 Licensing Reciprocity – No Action.

Minimum Standards and Ethics Request – Mr. Rayburn made a motion, seconded by Mr. Hill to approve the WVSPS Minimum Standards & Ethics request from BridgeValley Community & Technical College, to be held in South Charleston WV on April 27, 2017, and presented by Mr. Don Teter. Motion carried.

Others in Attendance

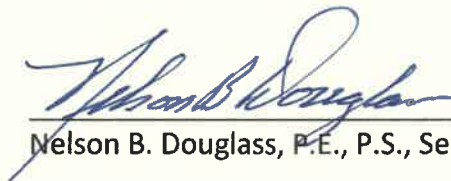
- Jared D. Wilson, P.S.
- Charles R. Sypolt, P.S.
- Michael Austin, P.S.
- John L. Green, P.S.

There being no further business, Mr. Rayburn made a motion, seconded by Mr. Hill, that the meeting adjourn at 12:15 p.m. Motion carried.

Respectfully Submitted:



R. Michael Shepp, P.S., Chairman



Nelson B. Douglass, P.E., P.S., Secretary