

MINUTES OF MEETING #284
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
OCTOBER 14, 2016
BOARD OFFICE, SUTTON, WEST VIRGINIA



Present: R. Michael Shepp, *Chairman*
Nelson B. Douglass, *Secretary*
James T. Rayburn, *Member*
Sefton R. Stewart, *Member*
Dennis D. Jarrell, *Executive Director*
Katherine A. Campbell, *Assistant Attorney General (via speakerphone)*

Absent: Paul W. Hill, Public Member

The Chairman called Meeting #284 to order at 10:00 a.m. on Friday, October 14, 2016, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Douglass made a motion, seconded by Mr. Stewart 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 10:22 a.m.

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

C16-09 – Dismissed – Contractual

C16-10 – Probable Cause, Draft Statement of Charges and Consent Decree

C17-02 – Dismissed – Boundary Dispute

C17-03 – Tabled to Request Additional Information from the Client

Public Comment

- None.

WVSPS Liaison

- None.

Minutes – Mr. Rayburn made a motion, seconded by Mr. Douglass to approve the Minutes of Meeting #283 (*July 26, 2016*) as written. Motion carried.

P-Card Purchases – The Executive Director provided a listing and explanation of P-Card Purchases made during July 2016, August 2016, and September 2016. Mr. Stewart made a motion, seconded by Mr. Rayburn, 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:

July 31, 2016	- \$210,287.54	(\$185,496.84)
August 31, 2016	- \$201,792.77	(\$171,793.97)
September 30, 2016	- \$189,282.56	(\$156,774.36)

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

FY 2016 Annual Report – Mr. Rayburn made a motion, seconded by Mr. Stewart to approve the Fiscal Year 2016 Annual Report as prepared by the Executive Director. Motion carried.

S.B. 619 – W.Va. Code §29-A-3-20 (Executive Review of Agency Rules) – The Chairman directed that a Committee of volunteers be developed to review Agency Rules.


Others in Attendance

- None.

There being no further business, Mr. Douglass moved that the meeting adjourn at 10:47 a.m.

Respectfully Submitted:


R. Michael Shepp, Chairman


Nelson B. Douglass, Secretary