

MINUTES OF MEETING #318
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
April 6, 2021 Via
Zoom



Present: Sefton R. Stewart, *Chairman*
James T. Rayburn, *Secretary*
Gary D. Facemyer, *Member*
Lantz Rankin, *Member*
Douglas C. McElwee, Esq., *Public Member*
Keith D. Fisher, Esq. *Attorney General Counsel*
Amber Shawver, *Executive Director*

Guest: John Green, P.S.

Absent: None

The Chairman called Meeting #318 to order at 10:01 a.m. on Tuesday, April 6, 2021 and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Delegations or Public Concerns

None

Executive Session

Mr. Tom Rayburn made a motion, seconded by Mr. Douglas C. McElwee to enter Executive Session pursuant to *W. Va. Code §6-9A-4(b)(7)* to discuss complaints. Motion carried.

The Board reconvened in regular session at 11:00 a.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Tom Rayburn made a motion, seconded by Mr. Gray Facemyer to approve the items discussed in the Executive Session regarding complaints. Motion carried with Mr. Lantz Rankin recused from all complaints.

C18-03 – PS continues under consent agreement.

C18-05 - PS continues under consent agreement.

C19-13 - PS continues under consent agreement.

C19-01 - The Board voted to close complaint.

C20-04 – Leave the complaint open.

C20-06 – Pending signed consent agreement.

C20-07 - Pending signed consent agreement.

C21-02 – The Board voted to offer revised consent agreement.

C21-03 - Pending signed consent agreement.

C21-04 - Pending signed consent agreement.

C21-05 – The Board voted to dismiss the complaint.

C21-06 – Open complaint & ask PS for response.

C21-07 – Open complaint & ask PS for response.

C21-08 - Open complaint & ask PS for response.

Board Administration

Mr. John Green, P.S. entered meeting at 11:15 a.m.

Minutes

Mr. Gray Facemyer made a motion, seconded by Mr. Tom Rayburn to approve the Minutes from Meeting #317 as written. Motion carried.

Financial Report

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

January 31, 2021 - \$287,711.87

February 28, 2021 - \$282,136.25

March 31, 2021 - \$268,506.06

Mr. Tom Rayburn made a motion, seconded by Mr. Douglas C. McElwee to approve the financial and expenditure reports. Motion carried.

P-Card Purchases

The Executive Director provided the P-Card Purchases report.

Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin to approve the P-Card Purchases. Motion carried.

Approval of April 16, 2021 Spring Exam Questions

Mr. Lantz Rankin made a motion, seconded by Mr. Gray Facemyer to approve the proposed exam questions for the April 16, 2021 Spring Exam. Motion carried.

Consideration Fairmont State University Schedule for Bachelor of Science Degree Program

Mr. Lantz Rankin made a motion, seconded by Mr. Tom Rayburn to approve the Fairmont State University course outline that was determined to meet or exceeds the requirements of the NCEES Surveying Education Standard NCEES. Motion carried.

Consideration of Continuing Education

Mr. Lantz Rankin made a motion, seconded by Mr. Tom Rayburn to table the consideration of McKissock Minimum Technical Standards continuing education courses. Motion carried.

Consideration of Board Invitations

Mr. Gray Facemyer made a motion to invite others to the next Board meeting. Motion did not carry.

Legislative Update

Executive Director, Amber Shawver Legg, provided the Board with an update of current legislation.

Renewal Update

Executive Director, Amber Shawver Legg, provided the Board with an update on the 2022 Professional Surveyor renewals. Renewals were made available for download and online submission on April 1, 2021.

Database Update

Executive Director, Amber Shawver Legg, provided the Board with an update of the online database progress and information about other online database companies.

Real Property Electronic Recording Standards Advisory Committee

Executive Director, Amber Shawver Legg will attend future Electronic Recording Standards Advisory Committee meetings.

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. Tom Rayburn made a motion, seconded by Mr. Gray Facemyer, that the meeting adjourn at 12:10 p.m. Motion carried.

Respectfully Submitted:



Sefton R. Stewart, P.S., Chairman



Tom Rayburn, P.S., Secretary