

MINUTES OF MEETING #313
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
November 4, 2020
Via Zoom



Present: Sefton R. Stewart, *Chairman*
James T. Rayburn, *Secretary*
Gary D. Facemyer, *Member*
Lantz Rankin, *Members*
Douglas C. McElwee, Esq., *Public Member*
Kristi A. Justice, *Executive Director*

Guest: Stephen Caldwell

Absent: None

The Chairman called Meeting #313 to order at 10:00 a.m. on Wednesday, November 4, 2020 and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Delegations or Public Concerns

None

WVSPS Liaison

Mr. Stephen Caldwell joined the meeting in the absence of Mr. John Green. Mr. Caldwell stated he had nothing to report from the WVSPS at this time.

Board Administration

Executive Director, Kristi Justice, provided the Board an update regarding the amendment to Legislative Rule 23CSR1. Executive Director received a call from Mr. Carl Fletcher stating the amendment is tentative on the calendar for November 16, 2020 in Legislative Rule Making Committee.


Mr. Sefton Stewart, Chairman, provided the Board information regarding Executive Director, Kristi Justice, resignation. Ms. Justice has accepted an Executive Director position with another Chapter 30 licensing board.

The Board discussed day to day operations of the office and how to manage the transition of the current Executive Director. The Board discussed the draft Executive Director job advertisement that was emailed to them. Edits were suggested to be made to the advertisement. Mr. Gary Facemyer made a motion, seconded by Mr. Tom Rayburn, to accept the changes to the job advertisement and move forward with the job posting. Motion carried.

Executive Director, Kristi Justice, will send the advertisement of the Executive Director job posting to the WV State Division of Personnel, the WVBPS website and ask the WV Society of Professional Surveyors to distribute to society members.

There being no further business, Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer, that the meeting adjourn at 10:50 a.m. Motion carried.

Respectfully Submitted:


Sefton R. Stewart, P.S., Chairman


Tom Rayburn, P.S., Secretary