

MINUTES OF MEETING #344  
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS

March 12, 2025  
Charleston, WV



Present: Sefton R. Stewart, Chairman  
James T. Rayburn, *Secretary*  
Gary D. Facemyer, *Member*  
Douglas McElwee, *Member* (appearing virtually)  
Carla Williams, *Executive Director*  
Joann Vella, Assistant Attorney General  
John L. Green, WVSPS Public Liaison (not in Executive Session)

The Chairman, Mr. Sefton Stewart, called Meeting #344 to order at 10:12 a.m. on Wednesday, March 12, 2025, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Board Administration

Minutes:

The minutes from Board Meeting #342 were approved. Motion was made by Mr. Tom Rayburn and seconded by Gary Facemyer. Motion carried.

P-Card Purchases & Financial Report:

The Executive Director provided the P-Card purchases report.

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

December 2024: \$188,402.10

January 2025: \$184,754.69

Motion was made to approve by Mr. Tom Rayburn and seconded by Mr. Gary Facemyer. Motion carried.

Technology Update:

WVBPS will begin working with Big Picture. My Rayburn and the Executive Director will be scheduling a time for the Kick-off meeting to begin. In the meantime, WVBPS will have to continue to work with InLumon through the PS license renewal period. Mr. Rayburn will begin the process of retrieving updated data from InLumon.

NCEES Update

The 2025 Northeast Zone Interim Meeting is scheduled for April 10-12, 2025 in Cambridge, Massachusetts. Mr. Facemyer will be attending.

The Board decided that the proposal of a Professional Surveyor (PS) Mapping Science (non-boundary) exam should defer to NCEES on this issue as WVBPS is not established to offer two-tiered licensure.

Consideration of Curriculum:

The Board will defer to NCEES on the acceptance of this curriculum.

Consideration of Teaching Experience to Count Towards Licensure

The Board has decided not to accept teaching experience to count towards licensure requirements.

Matter of SIC for Two COA's:

WVBPS voted to allow SIC to work for both Pathfinder Surveying and Glenville State College as they have entered into an agreement with the West Virginia Department of Agriculture which would allow Surveying interns the opportunity to gain practical experience each semester by surveying 10,000 acres on the property located in Taylor County. SIC is owner of Pathfinder Surveying and also faculty teaching surveying at Glenville State College. WVBPS

is allowing the COA to continue from date of COA to December 31, 2026 at which time SIC can reapply and the Board will reevaluate the terms of the COA.

Matters Concerning Board With Regards to Conference:

It has been brought to Mr. Rayburn and Mr. Rankin that issues pertaining to the Board were discussed at the WVSPS Annual Conference. People are mostly asking for a quicker response time to inquiries and questions. Mr. Rayburn proposes that board members who would be willing, be set up with a state email account where they can be reached particularly with technical questions involving the profession.

WV State Specific Exam Discussion

The next State Specific Exam is scheduled for Friday March 28, 2025.

Discussion on Proposed Slideshow:

The Board agrees that the slide show presented was a good starting point and are awaiting when InLumon can fix the issues with the license count numbers so that accurate information can be added for future presentations.

Executive Session

Mr. Tom Rayburn. made a motion, seconded by Mr. Gary Facemyer, to enter Executive Session at 10:12 a.m. Motion carried.

Complaints:

Complaints C25-j – C25-s: All of these complaints were brought to the Complaint Review meeting by Mr. Earnest McCarty who is an investigator on the Complaint Review team. Additional violations by two surveyors with multiple current complaints were mentioned to Mr. McCarty. The Board is seeking further clarification on these complaints before making a decision to open a board-initiated complaint.

In reference to closed complaint C24-09, the same complainant filed another complaint based on the same information presented in C24-09. The Board voted to dismiss this complaint.

C24-02: WVBPS proposes to contact the Secretary of State, Planning Commission for Berkeley County, Planning Commission for Jefferson County. COA of company is in violation as of the date of the SIC delinquency in renewing his PS license.

WVBPS went out of Executive Session at 11:05 a.m. Motion made by Mr. Tom Rayburn and seconded by Mr. Doug McElwee.

Summary of Executive Session was read by the Executive Director at 11:06 a.m. Motion made by Mr. Lantz Rankin and seconded by Mr. Gary Facemyer at 11:06 a.m.

The Board went out of Executive Session for lunch. 12:35 p.m.

The Board reconvened at 1:15 p.m. Motion made by Mr. Tom Rayburn and seconded by Mr. Doug McElwee.

Schedule Next Board Meeting

The next Board meeting will tentatively be scheduled for May 21, 2025. Ms. Williams will send out correspondence to confirm.

The Board has tentatively scheduled the next Complaint Review Meeting for April 25, 2025.

There being no further business, Mr. Lantz Rankin made a motion, seconded by Mr. Tom Rayburn, that the meeting be adjourned at 2:11 p.m. Motion carried.

Respectfully Submitted:

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Sefton R. Stewart, P.S., Chairman

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Tom Rayburn, P.S., Secretary

