

MINUTES OF MEETING #333
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
May 17, 2023
Charleston, WV



Present: Sefton R. Stewart, Chairman
James T. Rayburn, *Secretary*
Lantz Rankin, *Member*
Douglas C. McElwee, Esq., *Public Member*
Joanne M. Vella, *Assistant Attorney General*
Amber Shawver Legg, *Executive Director*
Carla Williams, *Administrative Assistant*

Guest: John Green, P.S.

Absent: Gary D. Facemyer, *Member*

The Chairman called Meeting #333 to order at 10:00 a.m. on Wednesday, March 8, 2023, 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. Lantz Rankin to enter Executive Session pursuant to W. Va. Code 6-9A-4(b)(7) to discuss complaints at 10:01 a.m. Motion carried.

The Board reconvened in regular session at 10:16 a.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin, to approve the items discussed in the Executive Session.

C18-03, C18-05 & C23-06 –Continue settlement negotiations.

C22-05, C22-06 & C23-05 – Continue to proceed with a formal hearing.

C22-13 – Pending consent agreement.

C23-02 – Further Investigation Required

C23-03 – Further Investigation Required

C23-07 - The Board voted to offer a consent agreement.

C23-08 – The Board voted to open the complaint and ask for the PS response.

4 New Complaints – Tabled (Not yet reviewed by investigators.)

Board Administration

Minutes

Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin, to approve Minutes from Meetings #332 as written. 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:

March 2023 - \$305,415.92

Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin, to approve the financial and expenditure reports and P-Card purchases. Motion carried.

Recognition of New Licensees

The Executive Director read aloud the names of the new licensees who passed the Spring 2023 WV State Specific Exam.

Consideration of Legislation and Rule Changes

The Executive Director will file the proposed rule changes with the WV Secretary of State and will post the proposed changes to the website for Public Comment.

Consideration of NCEES Annual Meeting

Mr. Sefton Stewart, Mr. Lantz Rankin, Mr. Tom Rayburn, and Amber Shawver Legg will attend the NCEES Annual Meeting, to be held in Boston, MA on August 15-18, 2023.

WVBPS Safety Committee Update

The WVBPS Safety Committee reports no safety concerns at this time.

Consideration of FY 2024 Budget

Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin, to approve the Fiscal Year 2024 Expenditure Schedule with corrections. Motion carried.

Consideration of Personnel Matter

Executive Director informed Board of the Governor's across the board pay raise.

Schedule Next Board Meeting

The next Board meeting has been scheduled for July 12, 2023, at 10 a.m. to be held at the Board office in Charleston, WV

There being no further business, Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer, that the meeting be adjourned at 12:43 p.m. Motion carried.

Respectfully Submitted:



Sefton R. Stewart, P.S., Chairman



Tom Rayburn, P.S., Secretary