

MINUTES OF MEETING #320
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
May 11, 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 #320 to order at 10:02 a.m. on Tuesday, May 11, 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. Gary Facemyer 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 10:45a.m.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Gary Facemeyer made a motion, seconded by Mr. Douglas C. McElwee 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.

C20-04 – The Board voted to close complaint.

C20-06 – The Professional Surveyor has fulfilled all terms of the consent agreement and the Board voted to close the complaint.

C20-07 - The Professional Surveyor has fulfilled all terms of the consent agreement and the Board voted to close the complaint.

C21-02 – Pending signed consent agreement.

C21-03 - The Professional Surveyor has fulfilled all terms of the consent agreement and the Board voted to close the complaint.

C21-04 – The Board voted to withdraw the consent agreement and to dismiss the complaint.

C21-06 – Pending PS response.

C21-07 – Pending PS response

C21-08 – Pending PS response.

Board Administration

Minutes

Mr. Tom Rayburn made a motion, seconded by Mr. Lantz Rankin to approve the Minutes from Meeting #319 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:

May 2021 - \$272,628.19

Mr. Douglas C. McElwee made a motion, seconded by Mr. Gary Facemyer to approve the financial and expenditure reports and P-Card purchases. Motion carried.

Consideration of Continuing Education

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

Database Update

Executive Director, Amber Shawver Legg, will continue to provide the Board with updates of the online database progress and information about other online database companies.

Consideration of Dual COA Request

Mr. Tom Rayburn made a motion, seconded by Mr. Gray Facemyer to approve the Dual COA Request made by Fisher Associates, P.E., L.S., D.P.C., Professional Corporation. Motion carried.

NCEES Annual Meeting Discussion

Board discussed NCEES Annual Meeting details.

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 11:18 p.m. Motion carried.

Respectfully Submitted:


Sefton R. Stewart, P.S., Chairman


Tom Rayburn, P.S., Secretary