

MINUTES OF MEETING #321
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
June 30, 2021
Charleston, WV



Present: Sefton R. Stewart, *Chairman*
James T. Rayburn, *Secretary*
Gary D. Facemyer, *Member*
Lantz Rankin, *Member*
Douglas C. McElwee, Esq., *Public Member*
Kelli D. Talbott, *Senior Deputy Attorney General*
Amber Shawver Legg, *Executive Director*

Guest: John Green, P.S.

Absent: None

The Chairman called Meeting #321 to order at 10:04 a.m. on Wednesday, June 30, 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. Lantz Rankin 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 11:25a.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 – Leave the complaint open in order to prepare additional materials.

C18-05 - Leave the complaint open in order to prepare additional materials.

C19-13 - Leave the complaint open in order to prepare additional materials.

C21-02 – Allow a 12-day extension for response to the proposed consent agreement.

C21-06 – Dismiss the complaint due to the boundary dispute.

C21-07 - Dismiss the complaint due to the boundary dispute.

C21-08 – PS response received, pending investigation

C21-09 – Open the complaint and ask for the PS response.

C21-10 – Open the complaint and ask for the PS response.

C21-11 – Open the complaint and ask for the PS response.

C21-12 – Open the complaint and ask for the PS response.

C21-13 – Open the complaint and ask for the PS response.

Board Administration

Minutes

Mr. Gary Facemyer made a motion, seconded by Mr. Tom Rayburn to approve the Minutes from Meeting #320 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 - \$275,314.86

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

Consideration of New Online Database

Amber Shawver Legg, Executive Director, provided the Board 3 Bids received regarding a new web-based licensing system. The Board discussed in length the contract from Thentia, which was the lowest bid received for the web-based licensing system.

Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer to contract with Thentia for the Web-based licensing system. Motion carried.

Consideration of Next Exam Writing Workshop

Amber Shawver Legg, Executive Director, proposed that the next Exam Writing Workshop be held on October 1st, 2021 at the Cabell County Library. The WV State Specific Exam is scheduled for October 29, 2021.

Mr. Tom Rayburn made a motion, seconded by Mr. Gary Facemyer to hold the next Exam Writing Workshop on October 1st, 2021, at the Cabell County Library. Motion carried.

Legislation Update – SB 472

Executive Director provided an update on how the SB 472 could affect the Board.

Consideration of Voting Decisions for NCEES Annual Meeting

Tabled

Consideration of Questions to the Board

Discussion of administrative questions.

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. Gary Facemyer made a motion, seconded by Mr. Douglas McElwee, that the meeting adjourn at 12:45p.m. Motion carried.

Respectfully Submitted:



Sefton R. Stewart, P.S., Chairman



Tom Rayburn, P.S., Secretary