

MINUTES OF MEETING #339  
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS

June 12, 2024  
Charleston, WV



Present: Sefton R. Stewart, Chairman  
James T. Rayburn, *Secretary*  
Gary D. Facemyer, *Member*  
Lantz Rankin, *Member*  
Douglas McElwee, *Member*  
Carla Williams, *Executive Director*

The Chairman, Mr. Sefton Stewart, called Meeting #339 to order at 10:20 a.m. on Wednesday, June 12, 2024, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Board Administration

Minutes

Mr. Gary Facemyer made a motion, seconded by Mr. Tom Rayburn, to approve Minutes from Meeting #338 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:

April 2024 - \$174,364.21

May 2024 - \$167,214.52

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

WV State Specific Exam Discussion

WVBPS would like to create 6-7 different versions of the State Specific Exam. Questions will be created from the current item bank and randomized. The current item bank will need to be stored in Microsoft Access. The Executive Director will begin working on this in the near future with assistance.

Matter of Required Recordation

Legislation was passed earlier this year to require surveyors to offer recordation services to clients. Mr. Lantz Rankin suggests adding this service to the work order.

Consideration of Technical Matters

Ms. Williams presented two new technology companies for database services. They were Certemy, and Big Picture. Ms. Williams had been in contact with Certemy prior, and discussions were currently at a standstill due to pricing discrepancies. She had also had the opportunity to speak briefly with Big Picture. The Board would like to speak to any Executive Directors of other boards who are currently utilizing the services of either one of the companies mentioned above in order to gauge their experience and opinions.

Discussion on 3-D Laserimg: Is this a service that should require a W.V. PS license, or is it best left to be performed by licensed architects? No decisions were made regarding this topic, but Mr. Rayburn just wanted to bring this topic up for discussion.

NCEES Update

Mr. Gary Facemyer and Ms. Carla Williams will attend the NCEES Annual Meeting in Chicago, August 13-18, 2024. Mr. Facemyer will attend the Colonial States meeting. At their last meeting testing of photogrammetrists was discussed, along with the preparation of an Incidental Drainage exam. Mr. Facemyer informs WVBPS that NCEES has updated their "Ethics and Good Character Statement." Beginning in 2027, PLSS questions will be removed from PS Exam as separate PLSS testing will begin. An agenda item for the next Board meeting will be the topic of Emeritus members of NCEES in W.V.

Delegations or Public Concerns: None at this time.

WVBPS dismissed for lunch at 12:05 pm and reconvened at 12:41 pm.

Executive Session

Mr. Lantz Rankin made a motion, seconded by Mr. Gary Facemyer, to enter Executive Session at 1:43 p.m. Motion carried.

Complaints:

C18-03 & C18-05: Mr. Rankin and Mr. Rayburn are still in the process of reviewing projects that have been submitted by PS. The matter of the amount of time remaining under this agreement will be discussed with Ms. Vella at another time, possibly at the next meeting.

C22-13: Ms. Vella will move forward with scheduling a hearing.

C23-07: Ms. Vella will move forward with scheduling a hearing.

C23-09: Board voted to close this complaint as the matter is out of the Boards jurisdiction.

C23-16: PS has submitted a new, corrected map. The Board Office will call the complainant to see if issues have been corrected, and were they contacted before filing. Disciplinary actions will be discussed with Ms. Vella.

C24-02: Board has determined that a timed-response of 30 day be given to PS to respond to additional violations in complaint. Letter will be sent out by Board office.

C24-03: Awaiting response from PS on additional violations found by CR Team.

C24-05: Board has determined that PS has legal responsibility for survey as he has signed it.

C24-06: Board voted to open the complaint and ask for PS response. Response received and will be reviewed at next Complaint Review Meeting.

C24-07: Board voted to open the complaint and ask for PS response. Response received and will be reviewed at next Complaint Review Meeting.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Tom Rayburn made a motion, seconded by Mr. Doug McElwee at 2:17 p.m., to approve the items discussed in the Executive Session. Motion carried.

Schedule Next Board Meeting


The next Board meeting will tentatively be scheduled for August 28, 2024. Ms. Williams will send out correspondence to confirm.

There being no further business, Mr. Lantz Rankin made a motion, seconded by Mr. Tom Rayburn, that the meeting be adjourned at 2:20 p.m. Motion carried.

Respectfully Submitted:



Sefton R. Stewart, P.S., Chairman



Tom Rayburn, P.S., Secretary