

STATE OF WEST VIRGINIA
BOARD OF PROFESSIONAL SURVEYORS
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Sefton R. Stewart, P.S., CHAIRMAN
Gary D. Facemyer, P.E., P.S., MEMBER
Sara B. Short, EXECUTIVE DIRECTOR



James T. Rayburn, P.S., SECRETARY
Douglas C. McElwee, Esq., PUBLIC MEMBER

Agenda - Meeting #351
West Virginia Board of Professional
Surveyors Charleston, WV
December 16, 2025 - 10:00AM

Call to Order

A. Approval of Minutes
October 15, 2025

B. Executive Session §6-9A-4(b)(7)

C24-06	C25-13	C25-U	C26-06
C25-01	C25-14	C25-V	C26-07
C25-05	C25-15	C25-W	C26-08
C25-06	C25-16	C25-X	C26-i
C25-07	C25-17	C26-01	C26-j
C25-08, C25-09	C25-18	C26-02	C26-k
C25-10	C25-19	C26-04	C26-l
C25-11	C25-20	C26-05	C26-m

C. Exams
WV State Specific Exam Results
Schedule Next WV Exam
Exam Candidate Question

D. Financials
Ratify P-Card transactions
Financial Report
Discuss Financial Internal Control Policies and Procedures
Discuss Computer Purchase

E. Licensing / PDH / COA
Renewal update
Special Supervision Application
Late Fee Waiver Request
Renewal Question
Expired License Question

Retirement Request
Special Supervision Application

F. NCEES

2026 NCEES Zone Meeting Funded Delegate Selection
NCEES Zone Meeting May 14-16, 2026, Columbus, OH
NCEES Annual Meeting August 17-21, 2026, Las Vegas, NV

G. Upcoming Events

January 23, 2026 – Hearing
WVBPS CE event May 29, 2026

H. Other

Board member resignation
PERD Audit Update - T. Rayburn
Schedule next complaint meeting and Board meetings for next year

NOTE: Meetings will be Noticed five (5) business days in advance. The Agenda will be available 3 business days in advance. New agenda items may be added up to two (2) business days in advance. The Agenda will be available at the Board Office. The Board reserves the option to reorder the Agenda items at the beginning of the meeting.