

**BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS
MINUTES – June 21, 2016**

MEMBERS PRESENT:

David Titcomb, Chair
Michael Sackett, Vice-Chair
Elwood Ellis, Complaint Officer
James Nadeau
Roderick Craib

STAFF PRESENT:

Karen Bivins, Administrator
Robert Perkins, Assistant Attorney General
Kim Baker, Office Specialist I
Cathy Pendergast, Education Coordinator
Deborah Fales, Office Specialist I

MEMBERS ABSENT:

Dierdra Perry

CALL TO ORDER

The meeting was called to order at 8:37 a.m. by Chairman David Titcomb.

AGENDA MODIFICATIONS

OLD BUSINESS

Action on Minutes of April 26, 2016 Meeting

A motion was made by Ellis to approve the minutes of the April 26, 2016 meeting; seconded by Sackett. Titcomb, Nadeau, Ellis and Sackett voted in the affirmative; Craib abstained. Motion carried.

Action on Minutes of May 23, 2016 Exam Subcommittee Meeting

A motion was made by Ellis and seconded by Craib to approve the minutes of the May 23, 2016 meeting. Unanimous.

NEW BUSINESS

Complaint Officer's Report

A motion was made by Titcomb and seconded by Nadeau to approve the Letter of Guidance in case number 2015-LSU-11651. Titcomb, Nadeau, and Sackett voted in the affirmative; Craib and Ellis abstained. Motion carried.

A motion was made by Nadeau and seconded by Sackett to dismiss the complaint in case number 2014-LSU-10328. Titcomb, Nadeau, Sackett and Craib voted in the affirmative; Ellis abstained. Motion carried.

A motion was made by Sackett and seconded by Nadeau to dismiss the complaint in case number 2015-LSU-11575. Titcomb, Nadeau, Sackett and Craib voted in the affirmative; Ellis abstained. Motion carried.

A motion was made by Craib and seconded by Sackett to dismiss the complaint in case number 2016-LSU-11885. Titcomb, Nadeau, Sackett and Craib voted in the affirmative; Ellis abstained. Motion carried.

Craib recused and left the room.

A motion was made by Nadeau and seconded by Sackett to dismiss the complaint in case number 2016-LSU-11961. Craib recused; Titcomb, Nadeau, and Sackett voted in the affirmative; Ellis abstained. Motion carried.

A motion was made by Craib and seconded by Sackett to dismiss the complaint in case number 2016-LSU-11963. Titcomb, Nadeau, Sackett and Craib voted in the affirmative; Ellis abstained. Motion carried.

A motion was made by Craib and seconded by Nadeau to table the complaint in case number 2016-LSU-12014. Titcomb, Nadeau and Craib voted in the affirmative; Sackett and Ellis abstained. Motion carried.

Administrator's Report

The administrator continues to investigate options for developing an electronic format of the Maine Specific Exam.

Applications

No report.

Exam Session

A motion was made by Titcomb and seconded by Craib to go into executive session to discuss exam questions. Unanimous.

A motion was made by Craib and seconded by Sackett to adjourn the executive session. Unanimous.

A motion was made by Craib and seconded by Nadeau to change the format of the Maine Specific Exam from 2 parts to 1 part and discontinue the take home portion of the exam. Unanimous.

Next Scheduled Meeting Date

The regular Board meeting scheduled for Tuesday, August 23, 2016 is canceled. However, there will be an Exam Subcommittee meeting that day which will be conducted in executive session.

ADJOURN

Being no further business, the meeting adjourned at 1:30 p.m.
Respectfully submitted,
Kim Baker, Office Specialist I