

**BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS**  
**MINUTES OF VIRTUAL MEETING**  
**October 27, 2020**

<b>MEMBERS PRESENT:</b>	<b>STAFF PRESENT:</b>
James Nadeau, Chair	Karen Bivins, Administrator
Michaeline Mulvey, Complaint Officer	Samantha Morgan, Assistant Attorney General
Ken Muir, Vice-Chair	Kim Baker, Office Specialist I
Jay Raitt	Cathy Pendergast, Education Coordinator
Shep Sheppard	Debbie Fales, Office Specialist I
<b>MEMBERS ABSENT:</b>	
None	

**I. CALL TO ORDER**

The meeting was called to order at 9:10 a.m. by Chairman James Nadeau.

**II. AGENDA MODIFICATIONS AND APPROVAL**

A motion was made by Sheppard and seconded by Raitt to add an Exam Subcommittee meeting to the agenda to be conducted in executive session. Unanimous.

**III. MINUTES REVIEW AND APPROVAL**

A motion was made by Raitt and seconded by Muir to approve the minutes of August 25, 2020 as written. Sheppard abstained; Muir, Mulvey, Nadeau and Raitt voted in the affirmative. Motion carried.

**IV. COMPLAINT PRESENTATIONS**

None.

**V. APPLICATIONS**

Board members were updated on applications received and processed in the last month.

**VI. ADMINISTRATOR'S REPORT**

The Board reviewed the tabled confidential correspondence item from the last meeting. A motion was made by Mulvey and seconded by Raitt to not take any action on the information presented. Unanimous.

The Board was updated on the October 16, 2020 administration of the Maine Specific exam and will discuss further in executive session.

**VII. PUBLIC COMMENT**

None.

**VIII. MEETING SCHEDULE**

Next regular Board meeting is currently scheduled for February 16, 2021.

**IX. EXECUTIVE SESSION – EXAM SUBCOMMITTEE**

At 9:29 a.m. a motion was made by Mulvey and seconded by Sheppard to enter executive session to commence an Exam Subcommittee meeting. Unanimous.

All members of the public were removed from the meeting. Exam consultants Rod Craib and Knud Hermansen were present in addition to all members of the Board and staff.

At 10:30 a.m. a motion was made by Mulvey and seconded by Sheppard to end the executive session. Unanimous.

**X. ADJOURNMENT**

Being no further business, a motion was made by Mulvey and seconded by Sheppard to adjourn the meeting at 10:31 a.m. Unanimous.