

**STATE OF MAINE  
BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS**

**MINUTES**

**Thursday, January 16, 2020**

**Meeting location:** Conference Room, 295 Water Street, First Floor, Augusta, Maine

**Present:** Mandy Holway, PE, Chair; Brent Bridges, PE, Vice Chair; Russell Martin, PE, Complaint Officer; Joyce Noel Taylor, PE; and Jude Pearse, PE. Also present were Ron Guay, Assistant Attorney General; and David Jackson, Executive Director.

**1. Call to Order, Minutes of prior meetings and other preliminaries**

- A. The meeting was called to order at 9:16am.
  
- B. On motion by Ms. Taylor and second by Mr. Martin the minutes of the board meeting held on November 21, 2019 were approved 4-0-1 with Ms. Holway abstaining as she was not present at the meeting.
  
- C. Election of officers:
  - 1. Chair – Mandy Holway, PE – On motion by Ms. Taylor and second by Ms. Pearse the board voted 5-0 to elect Ms. Holway.
  - 2. Vice-Chair – Brent Bridges, PE – On motion by Ms. Taylor and second by Ms. Holway the board voted 5-0 to elect Mr. Bridges.
  - 3. Complaint Officer – Russ Martin, PE – On motion by Ms. Holway and second by Ms. Pearse the board voted 5-0 to keep Mr. Martin as Complaint Officer.
  - 4. Appointment of Committees: (The Chair appoints committee members and is a member of each committee.)
    - a) Executive Committee – Ms. Holway, Mr. Bridges
    - b) Finance Committee – Ms. Taylor, Ms. Holway
    - c) Rules Committee – Mr. Martin, Ms. Pearse
    - d) Information Committee – Ms. Pearse, Ms. Taylor, Mr. Bridges
    - e) Professional Development Committee – Mr. Bridges, Ms. Taylor
    - f) Special Committees
      - 1. Outreach—Ms. Taylor, Ms. Pearse, Ms. Holway

**2. Committee Reports**

**A. Executive Committee (Chair)**

**B. Finance Committee (Taylor)**

- 1. Cash balance on January 11, 2020 was \$191,742 (Incomplete).  
Cash balance on January 10, 2018 was \$409,337.
- 2. The number of active licensees on January 11, 2020 was 6015.  
The number of active licensees on January 10, 2018 was 5869.

**D. Rules Committee (Martin)**

**E. Information Committee (Pearse)**

The following are proposed articles for the next newsletter:

1. Thoughts While Driving (Olver)
2. Results of NCEES exams
3. NCEES Exam updates (CBT conversion, updated specifications)
4. Complaint Update (review by Martin, AAG)
5. Audits (Exec Dir)
6. PE Due Diligence (Taylor)
7. Stakeholders (Bridges)

**F. Complaint Committee (Martin)**

1. E19-001 –

On motion by Ms. Taylor and second by Ms. Pearse the board voted to send a Letter of Guidance instructing an individual who has allowed his license to lapse to stop using letterhead that includes indicia of licensure.

**G. Professional Development Committee (Bridges)**

1. Audit procedure explained by Executive Director
2. PDH Ethics Course is in process.

**H. Special Committees**

1. Outreach

**3. Communications**

**A. Discipline reported in another jurisdiction**

1. PE9085 Wright – no further action
2. PE9883 Serrano – no further action
3. PE11088 Liebert – no further action
4. PE11372 Oakes – Complaint Committee to investigate
5. PE11936 Mettemeyer – no further action
6. PE12094 Grube – Letter of Guidance
7. PE13213 Burnett – Complaint Committee to investigate
8. PE13664 Graham – no further action

**B.** Email PDH request from Peter Shanahan – The board determined to not expand PDH credit to the review of technical articles.

**4. Applications**

**A. Review and concurrence with actions by staff**

1. Comity licenses issued with NCEES Record.
2. Comity licenses issued.

3. Licenses by written examination.
4. Re-examinations authorized by staff.

**B. Engineer Intern (EI) Applications**

**C. Recently Certified Engineer Interns**

On motion by Ms. Pearse and second by Mr. Bridges the board voted 5-0 to ratify the actions taken in agenda items 4A-4C.

**D. PE Applications**

1. Kevin Mahoney, PE

After a hearing, and on motion by Ms. Pearse with second by Mr. Bridges, the board voted 5-0 to grant licensure to Mr. Mahoney.

**E. Examination Requests**

1. Chamberlain
2. Cole

On motion by Ms. Pearse and second by Ms. Taylor, the board voted 5-0 to approve these two examination requests.

On motion by Ms. Pearse and second by Mr. Bridges, the board voted 5-0 to adopt a policy to allow staff to approve requests for examination if the individuals are within two months of the required experience at the time of examination.

**F. Other applications or requests**

**5. Pending Business**

- A. The board has written a response to the recommendations made by NTSB in the wake of the natural gas explosions in Massachusetts in September 2018.
- B. Request for waiver – Wishowski – withdrawn – no action needed
- C. NCEES Request to use Record as original application – postponed for further discussion at the March meeting.

**6. New Business**

- A. NCEES 2020 Zone Interim Meeting, April 23-25, Houston, TX  
On motion by Ms. Taylor and second by Ms. Pearse, the board voted to authorize the following people to serve as delegates to the meeting: Mandy Holway, PE, Chair; Brent Bridges, PE, Vice Chair; Russell Martin, PE, Complaint Officer; and David Jackson, Executive Director.
- B. Engineering Expo – Saturday March 7, 2020 – UMaine, Orono  
On motion by Ms. Pearse and second by Mr. Bridges the board voted 5-0 to

continue to support the Maine Engineering Council Engineering Expo at the Leadership Level of \$2500.

**C. 2020 Legislative Designees**

On motion by Ms. Pearce and second by Mr. Bridges the following individuals were approved to serve as Legislative Designees in 2020: David Jackson, Executive Director; Mandy Holway, PE, Chair; Brent Bridges, PE, Vice Chair; Russell Martin, PE, Complaint Officer; Jude Pearce, PE

**7. Adjournment**

- A.** Next scheduled meetings are March 19, 2020 and June 18, 2020.
- B.** Meeting adjourned at 10:48am.