

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

**MINUTES
Thursday, August 12, 2021**

Meeting location: Board Office, 295 Water Street, Augusta, Maine
Board members in attendance: Brent Bridges, PE, Chair; Joyce Taylor, PE, Vice Chair; Jude Pearse, PE; and Mandy Holway, PE. Also in attendance: David Jackson, Executive Director; Tim Steigelman, AAG.

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

- A. Meeting was called to order at 9:11am.
- B. Approval of the minutes of the board meeting held on June 17, 2021
On motion by Ms. Holway and second by Ms. Pearse, the board voted unanimously, 4-0, to accept the minutes of the June 17 meeting.

2. Committee Reports

A. Executive Committee (Chair)

B. Finance Committee (Taylor)

- 1. Cash balance on August 1, 2017 was \$198,944
Cash balance on July 24, 2019 was \$153,661
Cash balance on August 9, 2021 was \$506,599
- 2. Number of active licensees on August 1, 2017 was 6417
Number of active licensees on August 8, 2019 was 6659
Number of active licensees on August 9, 2021 was 7050

C. Rules Committee (Vacant)

D. Examinations

E. Information Committee (Pearse)

- 1. The following are proposed for upcoming issues of NewsFlash:
 - a. In memoriam, Russell G. Martin, PE, F.NSPE (Chair)
 - b. Introduce new Chair, Thank former Chair (Chair)
 - c. New board members when appointed
 - d. NCEES PE Exam results
 - e. PE exam conversion to CBT
 - f. NCEES meeting reports

- g. Upcoming licensure renewal and PDH (Exec Dir)
- h. NCEES Record, CPC Registry, etc.
- i. Complaint update
- j. Ethics (Vice Chair)
- k. Infrastructure funding and licensure (Vice Chair)

F. Complaint Committee (Vacant)

G. Continuing Education Committee (Bridges)

H. Special Committees

3. Communications

4. Applications

A. Review and concurrence of Chair/Executive Director actions

- 1. Temporary certificates issued.
- 2. Comity licenses authorized for NCEES Model Law Engineers.
- 3. Comity licenses authorized by the Executive Director and Chair.
- 4. Licenses by written examination.
- 5. Re-examinations authorized by the Executive Director.
- 6. EI Certifications Issued

C. EI Applications

D. PE Applications

On motion by Ms. Holway and second by Ms. Pearse items 4A-D were approved by the board by unanimous 4-0 vote.

E. Tabled and previously considered

- 1. Wendy McDaniels

On motion by Ms. Holway and second by Ms. Pearse, the board voted 4-0 to issue a preliminary denial and inform the applicant that they would need 3 more engineering credits to qualify for licensure.

F. Reexamination Requests

G. Other applications or requests

5. Pending Business

- A. Review of draft letter regarding potential complaint**
No action taken

B. Board member appointment status

Executive Director reported his communications with the Office of the Governor. On motion by Ms. Pearse and second by Ms. Taylor, the board voted 4-0 to move Ms. Holway to NCEES Emeritus Status once her replacement is appointed.

6. New Business

A. Remote meeting policy discussion

On motion by Ms. Pearse and second by Ms. Taylor, the remote meeting policy was adopted by board by unanimous 4-0 vote.

B. Consideration of policy regarding foreign applications (executive session)

No action taken.

C. Stakeholder meeting with professional societies, September 9, 9-11am.

Executive Director and board members to issue invitations to groups and individuals to promote attendance at the Stakeholder's meeting.

D. NCEES Annual Meeting motions

Review of Action Items for the NCEES Annual Meeting with direction to the Executive Director on voting for the Board.

E. Staffing

Report by the Executive Director on search for an appropriate candidate for Supervisor of Licensing. Ms. Taylor will also serve on the search committee.

7. Adjournment

A. Next scheduled meetings are September 9, 2021 and November 18, 2021.

B. Meeting adjourned at 11:19am.

On motion by Ms. Taylor and second by Ms. Pearse, the board voted 4-0 to adjourn the meeting.