

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

**MINUTES  
Thursday, January 20, 2022**

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

**Attending:** Brent Bridges, PE, Chair; Joyce Taylor, PE, Vice Chair; Jude Pearse, PE; and Mandy Olver, PE, Complaint Officer. Also in attendance: David Jackson, Executive Director; and Tim Steigelman, AAG (via Zoom).

**1. Call to Order, Minutes, and meeting preliminaries**

**A.** Meeting was called to order at 9:09am

**B.** Approval of the minutes of the board meeting held on November 4, 2021  
On motion by Ms. Taylor and second by Ms. Holway, the board voted unanimously, 4-0, to accept the minutes of the meeting held November 4, 2021.

**C.** Election of officers:

1. Chair – Brent Bridges, PE

2. Vice-Chair – Joyce Taylor, PE

On motion by Ms. Taylor and second by Ms. Pearse, the board voted unanimously, 4-0, to sustain the nominations of the Chair and Vice Chair.

3. Complaint Officer – Mandy Holway was appointed as Complaint Officer.

4. Appointment of Committees by the Chair:

a) Executive Committee (Chair, Vice Chair)

b) Finance Committee (Taylor)

c) Rules Committee (Vacant)

d) Examination Committee (Eliminated)

e) Information Committee (Pearse)

f) Professional Development Committee (Bridges)

g) Special Committees (None currently)

**2. Committee Reports**

**A. Executive Committee (Chair)**

**B. Finance Committee (Taylor)**

1. Cash balance on January 18, 2022 was \$1,016,269

2. Cash balance on January 11, 2020 was \$191,742

3. Cash balance on January 10, 2018 was \$409,337

4. The number of active licensees on January 18, 2022 was 6312
5. The number of active licensees on January 11, 2020 was 6015
6. The number of active licensees on January 10, 2018 was 5869

**D. Rules Committee (Vacant)**

1. LD 1810 was voted “Ought to Pass as Amended” and will proceed to a vote in the full legislature.

**E. Information Committee (Pearse)**

The following are proposed articles for the next newsletter:

1. NCEES exam results
2. NCEES exam procedures (CBT conversion, updated specifications)
3. Complaint Update
4. Audit process (Exec Dir)
5. Retirement of Engineering Dean Dana Humphrey from UMaine (Bridges)

**F. Complaint Committee (Holway)**

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

1. Review audit process  
We will audit 1.5% of those who renewed by December 31, 2021.  
We will audit 5% of those who renew their licensure any time between January 1, 2022 and March 31, 2022.  
Audits will begin at the discretion of the Executive Director as time allows.
2. PDH Ethics Course update  
Executive Director will continue to work with InforME and Sauper Associates to bring the PDH Ethics course online.

**H. Special Committees**

**3. Communications**

**A. Email MSPE Education Symposium Feb 17 & 18**

The Executive Director will present a one-hour Ethics course for PDH credit at the symposium.

**B. Email request for waiver of PDH requirement.**

On motion by Ms. Pearse and second by Ms. Holway, the board voted unanimously, 4-0, to deny the waiver requested.

**C. Email request to accept business plan as PDH.**

On motion by Ms. Holway and second by Ms. Pearse, the board voted unanimously, 4-0, to refuse to accept the proffered business plan for PDH credit.

## **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**

1. None

### **C. Recently Certified Engineer Interns**

On motion by Ms. Holway and second by Ms. Pearse, the board voted unanimously, 4-0, to accept items 4-A-1-3 and 4-C.

### **D. PE Applications**

1. Andrew Church  
Mr. Church attended the meeting via Zoom. During the discussion several options were discussed. Mr. Church opted to withdraw his application and to reapply once he meets the statutory experience requirement. The application withdrawal will be commemorated in a letter from the Executive Director to the applicant.
2. Alan Gould  
Mr. Gould attended the meeting via Zoom.  
On motion by Ms. Pearse and second by Ms. Taylor, the board voted unanimously, 4-0, to grant licensure.
3. William Lou  
On motion by Ms. Taylor and second by Ms. Pearse, the board voted unanimously, 4-0, to grant licensure.
4. Christopher Swan  
On motion by Ms. Taylor and second by Ms. Pearse, the board voted unanimously, 4-0, to grant licensure.

On motion by Ms. Holway and second by Ms. Pearse, the board voted unanimously, 4-0, to delegate to staff the authority to grant licensure under the provisions of the recently passed statute, 32 M.R.S. §1352-A (1)(A-1). The AAG will work with the Executive Director to properly document this delegation of authority.

### **E. Examination Requests**

**F. Other applications or requests**

1. Renewal William Kane

On motion by Ms. Taylor and second by Ms. Pearse, the board voted unanimously, 4-0, to table the renewal application and direct the Executive Director to reach out to the California Board and the AAG to reach out to the attorney representing the licensee to gather additional information.

2. Renewal Jeffrey Fitch

On motion by Ms. Holway and second by Ms. Taylor, the board voted unanimously, 4-0, to renew licensure.

3. Renewal Jim Wentworth

On motion by Ms. Pearse and second by Ms. Holway, the board voted unanimously, 3-0, with Ms. Taylor recused, to deny the application for renewal of licensure. The Executive Director will issue a letter of Preliminary Denial and notify the licensee of his right to appeal under Maine statute. Ms. Taylor recused herself from the discussion and vote and removed herself from the table until the matter was resolved.

**5. Pending Business**

**6. New Business**

**A. NCEES NE Zone Interim Meeting, Newport, RI, Apr 28-30**

On motion by Ms. Holway and second by Ms. Taylor, the board voted unanimously, 4-0, to appoint the following delegates to the NCEES NE Zone Interim Meeting: Brent Bridges, PE; Mandy Holway, PE; and David Jackson, Executive Director.

**B. Engineering Expo – Saturday, April 23, 2022**

On motion by Ms. Pearse and second by Ms. Holway, the board voted unanimously, 4-0, to support the Engineering Expo at the Leadership level, which is \$2500.

**C. Promotional items for the Engineering Expo**

On motion by Ms. Holway and second by Ms. Pearse the board voted unanimously, 4-0, to authorize expenditures up to \$3500 for promotional items for the Engineering Expo.

**D. Nomination for NE Zone Secretary-Treasurer**

On motion by Ms. Pearse and second by Mr. Bridges, the board voted unanimously, 4-0, to nominate Ms. Holway as NCEES NE Zone Secretary-Treasurer.

**E. Emeritus status**

On motion by Ms. Pearse and second by Mr. Bridges, the board voted unanimously to authorize the Chair to grant Ms. Holway emeritus status when she is replaced as an active board member, to allow her to continue to serve the national council.

**F. Administrative Leave for Executive Director**

On motion by Ms. Pearse and second by Mr. Bridges, the board voted unanimously, 4-0, to grant two weeks of Administrative Leave to the Executive Director during the calendar year 2022 because he was unable to take the week of Administrative Leave granted in 2021. The Chair will sign letters to HR as needed.

**7. Adjournment**

**A.** Next scheduled meetings are March 17, 2022 and June 16, 2022.

**B.** Meeting adjourned at 11:14 am.