

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

**MINUTES
Thursday, June 16, 2022**

Meeting location: Remote meeting via Zoom.

Attending: (All attendees via Zoom) Brent Bridges, PE, Chair; Joyce Taylor, PE, Vice Chair; Jude Pearse, PE; Mandy Holway, PE, Complaint Officer; David Jackson, Executive Director; Tim Steigelman, AAG. Several members of the public also attended.

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

A. Meeting was called to order at 12:03pm.

B. Approval of board minutes from March 17, 2022.

On motion by Ms. Taylor and second by Ms. Pearse, the board voted 4-0 to accept the minutes of the March 17, 2022 meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

2. Committee Reports

A. Executive Committee (Chair)

B. Finance Committee (Taylor)

1. Cash balance on June 8, 2022: \$1,132,940
2. Cash balance on June 12, 2020: \$712,248

3. Active licensees on June 8, 2022: 6845
4. Active licensees on June 12, 2020: 6372

C. Rules Committee (Vacant)

1. Legislative proposal and deadlines discussed.
The Board instructed staff contact the Maine Municipal Association to see if a representative of the Board might present information at the Annual Convention.

D. Information Committee (Pearse)

1. Proposed articles for upcoming issues of the PE News Flash:
 - a. NCEES Exam results for 2021

- b. Maine PE statute changes
- c. New NCEES PE Exam procedures
- d. Engineers Expo (Bridges)
- e. UMaine graduation (Bridges)
- f. Audit process
- g. Complaint update

E. Complaint Committee (Holway)

1. E22-001

The Board discussed the complaint and responses. On motion by Ms. Taylor, with second by Mr. Bridges, the Board voted to dismiss the complaint against the individual identified as Engineer 1 and against Engineering Firm 1 for a lack of evidence of a violation of statute or rules; to dismiss the complaint as to the individual identified as Engineer 3 for a lack of evidence of a violation of statute or rules; and to open a new complaint against the individual identified as Engineer 2 for the reasons stated. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse. No votes in opposition. As Complaint Officer, Ms. Holway abstained from voting.

2. E22-002

The Board discussed the complaint and response. It was established that the concerns about the display of credentials were resolved to the satisfaction of the Board. On motion by Ms. Pearse, with second by Ms. Taylor, the board voted unanimously to dismiss the complaint. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse. No votes in opposition. As Complaint Officer, Ms. Holway abstained from voting.

F. Professional Development Committee (Bridges)

1. Audit schedule

Staff will prepare to audit 1.5% of all on-time renewals and 5% of all late renewals and will proceed with audits in early July.

G. Special Committees

3. Communications

A. Communication from Bill Lotz, PE.

Executive Director will communicate with Mr. Lotz regarding his request.

C. Communication regarding as-built plans.

On motion by Ms. Holway, and second by Ms. Pearse, the Executive Director was directed to prepare an Advisory Ruling as directed by the Board and with counsel from the AAG. The roll call vote was as follows: In favor: Mr. Bridges,

Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

4. Applications

A. Ratification of Professional Engineer (PE) licensure:

1. Comity licenses issued to NCEES Record holders.
2. Comity licenses authorized by the Executive Director.
3. Initial licenses by NCEES examination.

B. Recently certified Engineer Interns

On motion by Ms. Pearse and second by Ms. Taylor, the board voted 4-0 to ratify the licensure actions taken in 4.A.1-3 and 4.B. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

C. Engineer Intern (EI) Applications (Exec Dir)

D. Professional Engineer (PE) Applications (Exec Dir)

1. Renewal application of Leon Murray

On motion by Ms. Taylor and second by Ms. Pearse, the board voted 4-0 to renew the licensure of Leon Murray. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

E. Tabled and Previously Considered

1. Wendy MacDaniels

On motion by Ms. Pearse and second by Ms. Holway, the board voted 4-0 to certify Ms. MacDaniels as an Engineer Intern. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

F. Other applications or requests

5. Pending Business

6. New Business

A. NCEES Annual Meeting delegates/voting privileges.

On motion by Ms. Pearse and second by Ms. Holway, the board voted 4-0 to delegate voting authority to Tim Steigelman, AAG for the NCEES Annual Meeting as required by NCEES. The roll call vote was as follows: In favor: Mr. Bridges,

Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

B. NCEES Annual Meeting Motions.

On motion by Ms. Holway and second by Ms. Pearse, this matter is postponed to the August 11 board meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

C. Establishment of tuition reimbursement policy.

On motion by Ms. Pearse and second by Ms. Taylor, a tuition reimbursement policy will be drafted by the Executive Director with assistance from Ms. Taylor and the AAG for presentation to the Board for approval at a future meeting.

D. Move stakeholders meeting to accommodate legislative calendar.

Discussion of the need to shift the stakeholders meeting to the Spring to accommodate the legislative schedule. No action taken at this time.

7. Adjournment

A. Next scheduled meetings are August 11, 2022 and September 15, 2022.

B. Meeting adjourned at 1:42pm.

On motion by Ms. Taylor and second by Ms. Pearse, the board voted to adjourn. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.