

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

**MEETING MINUTES
Thursday, January 18, 2018**

Present: Mandy Holway Olver, PE, Chair; Clifton Greim, PE, Vice Chair; Joyce Noel Taylor, PE; Russell G. Martin, PE; Susan Lessard, Public Member; and Brent Bridges, PE. Also present were: Colin Hay, Assistant Attorney General, and David Jackson, Executive Director.

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

The meeting was called to order at 9:45 a.m. by Chair Mandy Holway Olver in the First Floor Conference Room at 295 Water Street in Augusta, Maine.

- A. On motion by Ms. Taylor and second by Mr. Bridges, the minutes of the board meeting held on November 30, 2017 were approved by a 5-0 vote.

- B. Election of officers:
 - 1. Chair – Mandy Holway Olver. On nomination by Ms. Taylor and second by Ms. Lessard, Ms. Holway Olver was elected Chair by a vote of 5-0.

 - 2. Vice-Chair – Clifton Greim. On nominated by Ms. Taylor and second by Mr. Bridges, Mr. Greim was elected Vice Chair by a vote of 5-0 in favor.

 - 3. Appointment of Committees (Chair makes assignments and is a member of all committees):
 - a) Executive Committee – Ms. Olver, Mr. Greim
 - b) Finance Committee – Mr. Greim, Ms. Taylor, Ms. Lessard
 - c) Rules Committee – Mr. Martin, Mr. Hermansen, Ms. Taylor, Mr. Bridges, and Ms. Lessard
 - d) Examination Committee – Mr. Hermansen
 - e) Information Committee – Mr. Hermansen, Mr. Bridges, Ms. Lessard
 - f) Complaint Officer – Mr. Martin
 - g) Continuing Education Committee – Mr. Hermansen, Mr. Bridges
 - h) Special Committees
 - 1. 2018 Zone Meeting – Ms. Olver, Mr. Martin, Mr. Bridges
 - 2. Outreach Committee – Ms. Olver, Ms. Taylor

2. Committee Reports

A. Executive Committee (Chair)

B. Finance Committee (Greim)

- 1. Cash balance on January 10, 2018 was \$409,337.
Cash balance on January 13, 2016 was \$582,947.

2. The number of active licensees on January 10, 2018 was 5869,
The number of active licensees on January 13, 2016 was 5657.

3. FY 2018 GF Transfer -- \$33,963

C. Rules Committee (Martin)

D. Examinations Committee (Hermansen)

E. Information Committee (Olver)

The following are proposed articles for the Spring 2018 newsletter:
(Plan to distribute in April)

1. Thoughts While Driving (Olver)
2. Results of October 2017 exams
3. Audits (Exec Dir)
4. Outreach to Schools (Taylor)
5. PE Exam Conversion to CBT
6. NCEES meeting reports
7. PDH program legislation presenting both sides (Hermansen)

F. Complaint Committee (Martin)

G. Continuing Education Committee (Hermansen)

1. Audit procedure discussion. Executive Director to research policy.

H. Special Committees

1. Planning Committee for 2018 NE Zone Meeting, May 17-19, 2018

3. Communications

- A. Letter from Al Hodsdon, PE, suggesting PDH credits.
- B. Email from Alan Fischer, PE, suggesting PDH credits.
Executive Director to respond to correspondence.

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.

B. New Engineer Intern (EI) Applications

1. None

C. Recently Certified Engineer Interns

D. New PE Applications (Exec Dir)

E. Tabled and Previously Considered

F. Reexamination Requests

1. Name

G. Other applications or requests

On motion by Ms. Taylor and second by Mr. Greim the Board voted 6-0 to concur with items 4. A. through 4. G. above.

5. Pending Business

- A. Email regarding SPCC carried forward to March meeting. (Bridges)

6. New Business

- A. NCEES Annual Meeting, August 15-18, 2018, Scottsdale, AZ
Board members interested in attending: Ms. Olver, Mr. Hermansen, Mr. Martin, Ms. Lessard, and Mr. Bridges
- B. Automatic notification of expiration in ALMS system
Executive Director to order changes in timing and tone of ALMS expiration notification.
- C. Contract for speaker for NE Zone Meeting
On motion by Mr. Martin and second by Mr. Greim the expenditure of \$500 toward the speaker fee for the NE Zone Meeting was authorized.
- D. Ch. 173 – Professional Licensing for Veterans
On motion by Mr. Bridges and second by Ms. Lessard, after discussion, consideration of his qualifications, in light of his experience, education and prior FE exam results, this veteran’s application to sit for the PE exam was approved by a vote of 6-0.

7. Adjournment

- A. Next scheduled meetings are March 15, 2018 and June 14, 2018
- B. Meeting adjourned at 11:02 AM.