

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

**MEETING MINUTES
Thursday, June 15, 2017**

Present: Board members present were: Mandy Holway Olver, PE, Chair; Joyce Taylor, PE; Knud Hermansen, PE, PLS, PhD, Esq.; Russell Martin, PE; Susan Lessard, Public Member. Also present were: Loren LaRochelle, Assistant Attorney General; David Jackson, Executive Director; and visiting from the NCEES Board of Directors, Southern Zone Vice-President, Theresa Hodge, PE.

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

- A. The meeting was called to order at 9:03 a.m. by Chair Mandy Olver in the first-floor Conference Room at 295 Water Street, Augusta, Maine.
- B. On motion by Ms. Taylor and second by Mr. Martin the minutes of the board meeting held on January 19, 2017 were approved by a 4-0-1 vote, with Ms. Lessard recused.

2. Committee Reports

A. Executive Committee (Chair)

- 1. Ms. Olver and Mr. Martin reported on the NCEES Combined Northeast and Southern Interim Zone Meeting held in St. Thomas, USVI.

B. Finance Committee (Greim)

- 1. Book balance on May 26, 2017 was \$239,079
Book balance on May 27, 2015 was \$291,230
- 2. Active licensees on May 26, 2017 was 6320
Active licensees on May 27, 2015 was 6177

C. Rules Committee (Martin)

- 1. Mr. Martin and the Executive Director reported that LD 1165 was voted Ought Not to Pass by the LCRED Committee, and was not carried over.

D. Examinations Committee (Hermansen)

- 1. Ms. Olver and the Executive Director reported on the UMaine FE pin ceremonies for the College of Engineering Technology and the College of Engineering.

E. Information Committee (Olver)

1. The following articles are proposed for the Spring Newsletter:
 - a. Thoughts While Driving (Olver)
 - b. NCEES Exam results from October
 - c. Report on LD 1165
 - d. Upcoming licensure renewal (Exec Dir)
 - e. Engineering Expo at USM
 - f. Report on UMaine pin ceremonies
 - g. Reports on NCEES Meetings

F. Complaint Committee (Martin)

1. E17-002
On motion by Mr. Hermansen and second by Ms. Taylor, the Board voted 4-0-1, with Mr. Martin recused, to ratify the actions of the Executive Committee and accept the fully executed Consent Agreement in this matter.

G. Continuing Education Committee (Hermansen)

1. PDH course development – Mr. Hermansen and the Executive Director will continue development of PDH programming related to ethics, Maine statute and rules.

H. Special Committees

1. Hosting Committee – The Chair appointed Ms. Taylor, Mr. Hermansen, and Mr. Martin to the committee responsible for hosting the NCEES Interim Zone Meeting for the Northeast Zone, to be held May 17-19, 2018 in Portland, ME

3. Communications

- A.** Email from NCEES outlining updates to E3 system. NCEES has developed the NCEES Record as an application for licensure and it is in use by some jurisdictions. NCEES has offered this service to all jurisdictions. Staff will report in August on the feasibility of Maine using the NCEES Record as an initial application for licensure.
- B.** Email from Licensee reporting discipline in Hawaii. No action. Maine does not license by discipline and does not require Certificates of Authorization.
- C.** Letter from DEP to a town concerning possible unlicensed practice. This letter resulted in Complaint E17-002, which was resolved.

D. Email from exam candidate responding to letter from Board.
On motion by Mr. Hermansen and second by Ms. Taylor, the Board voted 4-0 to direct the applicant to furnish evidence of passing the FE before he will be admitted to the PE.

E. Letter from licensed architect reporting possible unlicensed architectural practice by a licensed professional engineer.
Executive Director directed to respond by letter.

F. Letter from licensee reporting discipline in another jurisdiction.
No action needed.

G. Letter from licensee reporting discipline in another jurisdiction.
No action. Maine Rule permits the sealing of documents prepared by another if the licensee is willing to accept full legal responsibility.

H. Letter from licensee reporting possible unlicensed practice.
On motion by Ms. Taylor and second by Mr. Hermansen, the Board voted 5-0 that the documentation submitted did not rise to the level of a violation of Maine statute or Rule.

I. Email from licensee requesting leaving emails and phone numbers off roster.
Board directed Executive Director to respond by letter.

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

On motion by Mr. Hermansen and second by Mr. Martin, the Board voted 4-0 to concur with items 4(A)(1-6).

B. EI Applications

C. PE Applications

1. Daniel Hill

On motion by Mr. Hermansen, with second by Ms. Taylor, the Board voted 5-0 to approve Mr. Hill's application for licensure by comity.

D. Tabled and previously considered

E. Reexamination Requests

F. Other applications or requests

5. Pending Business

6. New Business

A. NCEES Annual Meeting, August 23-26, 2017, Miami, FL.

On motion by Mr. Hermansen and second by Ms. Lessard, the Board voted 4-0 to send Ms. Olver, Mr. Martin, and the Executive Director to the Annual Meeting. On motion by Mr. Hermansen and second by Ms. Lessard, the Board voted 4-0 to authorize The Executive Director to vote on behalf of the Board.

B. Audit penalty scaled response.

The Rules Committee was assigned to review the Rules and determine if changes were needed and present any proposed language to the Board.

C. 2018 NCEES NE Zone Meeting hosting responsibilities.

Theresa Hodge, PE, Southern Zone Vice President and member of the NCEES Board of Directors, shared her experiences hosting the recent joint interim meeting between the Northeast and Southern Zones, and coached the Board on assignments that could be made. Hosting responsibilities were assigned to the Hosting Committee.

7. Adjournment

A. Next scheduled meetings are August 10, 2017 and November 16, 2017

B. Meeting adjourned at 1:58 p.m.