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

   A. The meeting was called to order at 10:13am.
   
   B. On motion by Ms. Pearse and second by Mr. Martin the minutes of the board meeting held on August 8, 2019 were approved 4-0.
   
   C. On motion by Ms. Pearse and second by Ms. Taylor the minutes of the board meeting held on September 19, 2019 were approved 4-0.

2. **Committee Reports**

   A. **Executive Committee (Chair)**

   B. **Finance Committee (Greim)**

   1. Cash balance on November 15, 2019 was $71,158
   2. Cash balance on November 1, 2017 was $138,780.

   3. Total active licensees on November 15, 2019: 6728
   4. Total active licensees on November 1, 2017: 6485

   C. **Rules Committee (Martin)**

   D. **Examination Committee**

   E. **Information Committee (Pearse)**

   1. The following articles are proposed for the next Newsletter:
      a. Thoughts While Driving (Olver)
      b. Results of the NCEES exams
      c. NCEES Meetings
      d. Complaint Update
      e. PE Due diligence (Taylor)
      f. Stakeholders meeting (Bridges)
F. **Complaint Committee** (Martin)

G. **Continuing Education Committee** (Bridges)

1. Request for PDH waiver, Sypitkowski, PE -- Approved
2. Request for PDH waiver, Repucci, PE -- Approved
3. Request for PDH waiver, Wishowski, PE – Request for information

H. **Special Committees**

3. **Communications**
   A. Notice of budget transfer – no action
   B. Notice of discipline Todd Grube, PE – postpone discussion to January
   C. Email from Mohan Foisy on behalf of Michel Grimard, P.Eng. -- filed
   D. Email and note from Joe Odencrantz, PE – On motion by Ms. Pearse and second by Ms. Taylor, the board voted 4-0 to permit license holder to withdraw/terminate licensure. Licensee will be told that termination does not eliminate licensure history.

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. **Engineer Intern (EI) Applications**

   C. **Recently certified Engineer Interns**

   D. **PE Applications (Exec Dir)**

   1. Michael Hein, PE -- On motion by Ms. Taylor and second by Ms. Pearse the board voted 4-0 to approve the application for licensure.

   2. Kevin J. Mahoney, PE – On motion by Mr. Martin and second by Ms. Pearse the Board voted 4-0 to issue a preliminary denial of licensure.

   3. Thomas Michael Callery, PE – On motion by Ms. Pearse and second by
Mr. Martin the Board voted 4-0 to approve the application for licensure.

4. Kien Yee Ho, PE – On motion by Ms. Pearse and second by Mr. Martin the board voted 4-0 to issue a preliminary denial of licensure.

5. Pavitra Mittapalli, PE – On motion by Ms. Pearse and second by Mr. Martin the Board voted 4-0 to approve the application for licensure.

E. Tabled and previously considered

F. Reexamination Requests

G. Other applications or requests
   1. Gregory H. Nawrotzki, PE – On motion by Ms. Taylor and second by Ms. Pearse, the Board voted 4-0 to instruct the Licensee to reapply.

   2. Ken Berry, PE – On motion by Ms. Pearse and second by Ms. Taylor, the Board voted 4-0 to issue a preliminary denial of licensure.

5. Pending Business

6. New Business

   A. Governor’s letter and NTSB request – A committee was formed to respond to the NTSB request: Ms. Taylor, Ms. Holway, and Mr. Bridges.

   B. Sunset Review report was given by the Executive Director.

   C. NCEES MBA Committee Resolution of Cooperation – no action.

   D. NCEES request to use the NCEES Record as an initial application – postpone for discussion in January.

   E. NCEES Emeritus board member nominations – no action.

7. Adjournment

   A. Next scheduled meetings are January 16, 2020 and March 19, 2020.

   B. Meeting adjourned at 11:40am.