Present: Board members present were: Mandy Holway Olver, PE, Chair; Dr. Donald A. Grant, PE; George W. Ames, PE; Lawrence E. Bartlett, PE; Joyce Noel Taylor, PE. Also present were Judith Peters, Assistant Attorney General and David Jackson, Executive Director.

Call to Order: The meeting was called to order at 9:00 a.m. by Chair Mandy Holway Olver in the First Floor Conference Room, 295 Water Street in Augusta.

1. Minutes of previous meeting and other preliminaries.
   A. Approval of the minutes of the board meeting held on June 20, 2013. Minutes approved as submitted.

2. Executive Committee (Chair)
   A. Introduction of new board member Joyce Noel Taylor, PE
      The new chief engineer at MDOT and ex-officio member of the board, Joyce Noel Taylor, was introduced to the members of the board.
   
   B. 2013 NCEES Annual Meeting, August 21-24, San Antonio, Texas
      Mr. Bartlett and Mr. Jackson will be attending the NCEES meeting on behalf of the board.

3. Finance Committee: (Greim)
   A. Book balance on August 2, 2013 was $251,398, compared to the book balance of $476,239 on August 6, 2012.
   
   B. The number of active licensees on August 2, 2013 was 6180, compared to 5807 on August 6, 2012.

4. Rules Committee: (Ames)
   A. Report on Rulemaking.
      It was determined that the Rules needed greater revision than what was initially proposed to implement the recently adopted statutory revisions. Additional revisions
will be made to comply with guidelines of the Secretary of State.

A draft of the proposed rule changes discussed at this meeting will be prepared and submitted to the Rules Committee, the Assistant Attorney General and the Board for review. Written comments on the draft by board members will be sent to the Executive Director for review by the Rules Committee.

5. **Examinations Committee:** (Grant)

6. **Information Committee:** (Olver)
   
   A. *Fall Newsletter –*
      a. *Thoughts While Driving (Olver)*
      b. *NCEES Annual Meeting (Exec Dir)*
      c. *Renewal (Exec Dir)*
      d. *Activity Log (Exec Dir)*
      e. *Computer-based testing (Grant)*
      f. *Rulemaking (Exec Dir)*
      g. *Maintaining licensure (Exec Dir)*
      h. *Introduction of new board member*
      i. *Results of Oct 2012 NCEES exams*

   Proposed articles are due to the Executive Director by September 15, 2013.

7. **Complaint Committee:** (Ames)
   
   A. *Licensee*
   B. *Unlicensed*
   C. *Complaints filed by other jurisdictions against Maine PE’s*
      1. *E13-001*
         On a motion by the Ms. Holway Olver and second by Ms. Noel Taylor, the board voted 4-0, with the Complaint Officer Mr. Ames recused, to postpone discussion of this complaint to the January 2014 meeting.

8. **Special Committees:**
   
   A. *Continuing Education Committee (Bartlett)*
      On a motion and second the board voted 5-0 to make the Continuing Education Committee a permanent committee of the board.
   
   B. *CEO Guideline Committee (Ames)*
9. **Reading of communications:**

A. Letter from Illinois Board recommending NCEES Treasurer.
B. Email regarding upcoming ABET accreditation visits.
C. Memo from NCEES regarding NSPE position on early PE exams

10. **Reading and considering applications:**

A. **Review and concurrence of Chair/Executive Director actions:**
   1. Temporary certificates issued.
   2. Licenses authorized for NCEES Certified Applicants.
   3. Comity licenses authorized by the Executive Director and Chair.
   4. Licenses by written examinations.
   5. Licenses by oral examinations.
   6. Re-examinations authorized by the Executive Director.

B. **New Engineer Intern (E.I.) Applications.**
C. **Recently certified Engineer Interns.**
   On motion by Dr. Grant and second by Mr. Ames, the board voted 5-0 to approve items 10 A-C.

D. **New P.E. Applications.** (Exec Dir)
   1. Robert LaRoche – request for an oral examination
      On motion by Dr. Grant and second by Mr. Ames, the board voted 5-0 to approve the candidate’s application for an oral examination.
   2. **PE Exam applicants**
      On motion by Dr. Grant and second by Mr. Ames, the board voted to approve the individuals listed to sit for the PE examination. Ms. Noel Taylor recused herself from the vote for one applicant.

E. **Previously considered and postponed**
F. **Reexamination Requests**
G. **Other applications or requests**

11. **Unfinished Business:**

12. **New Business:**

A. **Motions for NCEES Annual Meeting**
   The motions were reviewed and instructions were given to those attending the national council meeting.
B.  *Motion from Ohio Board for NCEES Annual Meeting*
    The motion was discussed regarding the voting power of the relative jurisdictions. Maine desires to retain two separate votes, one for each board.

C.  *Executive Director’s report*
    The Executive Director reported on the progress of the website revision, the PDH course development and the staff status.

13.  **Oral Exams:**

14.  **Adjournment**

    A.  *Next scheduled meetings are November 21, 2013 and January 16, 2014*
    B.  *Meeting adjourned at 12:50 PM*

David Jackson
Executive Director