January 30, 2014

Present: Board members present were: Mandy Holway Olver, PE, Chair; Clifton W. Greim, PE, Vice Chair; George W. Ames, PE; Lawrence E. Bartlett, PE; Joyce Noel Taylor, PE and John Guimond, Public Member. Also present were: Judith Peters, Assistant Attorney General, and David Jackson, Executive Director. Members of the public were also in attendance.

Call to Order: The meeting was called to order at 9:03 a.m. by Chair Mandy Holway Olver in the First Floor Conference Room at 295 Water Street in Augusta.

1. Minutes and preliminaries:

A. The minutes of the board meeting held on November 21, 2013 were approved as distributed.

B. Election of officers and appointment of committees:

1. Chair – Mandy Olver. Nomination by Mr. Ames, second by Mr. Greim. Vote was 6-0 in favor.

2. Vice-Chair – Clifton Greim. Nominated by Ms. Olver, second by Mr. Ames. Vote was 6-0 in favor.

3. Appointment of Committees (Chair makes committee assignments and is a member of all committees)

   a. Executive Committee -- Ms. Olver, Mr. Greim, Ms. Taylor
   b. Finance Committee -- Mr. Greim, Mr. Ames, Mr. Guimond
   c. Rules Committee -- Mr. Ames, Ms. Taylor
   d. Examination Committee -- Mr. Hermansen and all board members
   e. Information Committee -- Ms. Olver
   f. Complaint Officer -- Mr. Ames
   g. Continuing Education -- Mr. Bartlett, Mr. Hermansen, Mr. Guimond
   h. Special Committees:
      Retired Status -- Mr. Greim, Mr. Ames, Mr. Bartlett, Ms. Taylor
2. **Executive Committee**: (Chair)

A. 2014 NCEES Zone Meeting, May 8-10, White Sulpher Springs, West Virginia
On motion by Ms. Taylor and second by Mr. Greim, the Board voted 6-0 to send
Mr. Ames, Mr. Bartlett, and Mr. Jackson to the 2014 NCEES Zone Meeting.

B. 2013 NCEES Annual Meeting, August 21-24, Seattle, Washington
Discussion postponed to the March board meeting.

3. **Finance Committee**: (Greim)

A. Book balance on January 8, 2014 was $480,906 compared to balance of

B. The number of active licensees on January 8, 2014 was 5483 compared to
5062 licensees on January 4, 2012.

4. **Rules Committee**: (Ames)

A. Report on the rule revisions. Revised rules will be submitted to the Governor’s
office and the Office of the Attorney General for approval.

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

A. NCEES CBT implementation successful, with two Maine candidates taking FE
so far.

B. Concurrence with the results of the Principles and Practices of Engineering
(PE) examination held on October 25, 2013.

C. Concurrence with results of the Fundamentals of Engineering (FE) held on
October 26, 2013.

D. Concurrence with the results of the Structural examination held on October 25
& 26, 2013.

On a motion by Mr. Ames, seconded by Mr. Greim, the Board voted 6-0 to concur with
items 5-B through 5-D.
6. **Information Committee:** (Olver)

   A. **Spring Newsletter**
      The Board proposed the following articles for the Spring Newsletter:
      1. Thoughts While Driving (Olver)
      2. Renewals/Audits (Exec Dir)
      3. Rulemaking (Exec Dir)
      4. Report on the CBT process
      5. PDH courses – sources of inexpensive or free PDHs
      6. How to set up lunch and learn programs for PDH credit
      7. Results of October 2103 exams
      8. Areas of competence (Ames)
      9. Sealing drawings (Ames)
      10. Notes from Engineers Week at UMaine Orono
      11. Report on MBA Meeting in Scottsdale (Exec Dir)
      12. Introduction of new board members
      13. Links to professional organizations

7. **Complaint Committee:** (Ames)

   A. **Licensee**
      1. E13-002 – After presentation of the facts and on motion by Mr. Greim and second by Mr. Guimond, the Board voted 5-0, with Mr. Ames recused, that this matter warranted the application of the discipline process. On motion by Mr. Greim and second by Mr. Guimond, the Board voted 5-0, with Mr. Ames recused, to offer the licensee a consent agreement consisting of an admission of responsibility for a violation of 02-322 C.M.R. ch. 2, §11(A-C) (2006), a formal reprimand, and a $500 fine.

      2. E13-003 – After presentation of the facts and on motion from Mr. Bartlett and second by Mr. Greim, the Board voted 5-0, with Mr. Ames recused, to issue a preliminary denial of the licensee’s renewal and to inform the licensee of the right of appeal from this decision.

   B. **Unlicensed**
      None

   C. **Complaints by other jurisdictions against Maine PEs**
      None

8. **Continuing Education Committee:** (Bartlett)

   A. Audits will be conducted by the board members. Meeting to be announced.

   B. PDH Course Development to continue.
9. **Special Committees:**

   A. CEO Guideline Committee (Ames) – Distribution of completed guideline policy for the submission of stamped construction drawings to CEOs. Final report – this committee was terminated during the November meeting.

   B. Retired Status Committee (Greim) – will hold a meeting to discuss the purpose and benefits for licensees choosing retired status.

10. **Reading of communications:**

    A. Reply from Larry Paul to letter sent after Nov 21 board meeting. On motion from Ms Taylor and second by Mr. Greim, the Board voted 6-0 to refer this matter to the Office of the Attorney General.

    B. Email from retired licensee about wall certificate sticker. The Executive Director was directed to express the Board’s appreciation of the retired licensee’s concerns. However, the Board’s decision to eliminate the stickers stands.

    C. Emails from licensees were read expressing appreciation for new website.

    D. PDH exemption requests. On motion by Mr. Ames and second by Ms. Taylor, the Board voted 6-0 to authorize the Executive Director to screen PDH exemption requests.

11. **Reading and considering applications:**

    A. **Review and concurrence of Chair/Executive Director actions:**
    
    On a motion by Mr. Ames and a second by Mr. Greim, the Board voted 6-0 to concur with the following items 1 through 6:

    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.**
    
    1. None.

    C. **Recently certified Engineer Interns.**

    D. **New P.E. Applications.** (Exec Dir)
    
    1. Wilbur H. Horton Jr. -- Motion by Mr. Greim and second by Mr. Ames to ratify action taken at last board meeting. Vote was 6-0 in favor to ratify preliminary denial issued in November.
2. David J. Klimas – Motion by Ms. Olver and second by Ms. Taylor to license the applicant if he met all current PE licensure qualifications. Vote was 6-0 in favor of the motion.

A. Previously considered and postposed.

F. Reexamination Requests.

G. Other applications or requests.
   1. Aurele Gorneau – The Executive Director was instructed to have Mr. Gorneau submit an application for licensure in accordance with statute.
   2. Michael Grilli – The Executive Director was instructed to have Mr. Grilli submit an application for licensure in accordance with statute.
   3. Carl W. Thunberg – On motion by Mr. Ames and second by Ms. Taylor, the Board voted 5-0 to grant Mr. Thunberg licensure.

12. Unfinished Business:
   A. None

13. New Business:
   A. On motion by Ms. Taylor and second by Mr. Guimond, the Board voted 5-0 to suspend publication of the paper roster and to publish the information on the website.
   B. Retired engineer designation was referred to committee for recommendation to the Board.
   C. Early PE examination was referred to the Rules Committee for recommendation to the Board.
   D. Color printer – we are waiting for bid results from OIT.

14. Oral Exams:
   A. Francois Theriault – After oral examination and discussion, on motion by Mr. Greim and second by Mr. Ames, the Board voted 6-0 to license Mr. Theriault.

15. Adjournment:
   A. Next regular meetings are at 9:00 am on March 20, 2014 and June 19, 2014.
   B. Meeting adjourned at 12:30 p.m.

Respectfully submitted,
David W. Jackson Jr.
Executive Director