OREGON STATE BOARD OF EXAMINERS
FOR
ENGINEERING AND LAND SURVEYING

DRAFT
Minutes of Meeting
November 9, 2004

CALL TO ORDER

President Albright called the meeting to order at 9:00 a.m. in the conference room of the OSBEELS Office, 728 Hawthorne Ave., N.E., Salem, Oregon.

Members Present:
Stuart Albright
Edward Butts (left at noon)
Grant Davis
Steve Dyrnes
Mari Kramer
Susanna Laszlo
Dan Linscheid
Bob Neathamer
Dave Taylor
Ron Stuntzner

Visitors Present:
David Curtis, Executive Secretary, Idaho Board of PE and PLS
Lloyd Tolbert, PLS, PLSO Chair
Doug Gilbertson, Gilbertson Engineering
Suzanne Townsen, PE/PLS

Others Present:
Mari Lopez, OSBEELS Executive Secretary
Jennifer Gilbert, OSBEELS Executive Assistant
Brian Halfman, OSBEELS Investigator
J.R. Wilkinson, OSBEELS Investigator
Kathi Dahlin, Assistant Attorney General

President Albright began the meeting with moving "Approval of Agenda" to the first item of the agenda henceforth.

APPROVAL OF AGENDA

Ms. Laszlo added to Item 8, C. Report on Oregon State University regarding the Civil curriculum and Surveying program, and D. Water Right status. It was moved and seconded (Neathamer/Dyrnes) to approve the agenda as amended. The motion passed unanimously.

PUBLIC INPUT

President Albright welcomed guests Lloyd Tolbert, PLSO Liaison, David Curtis, Executive Secretary of the Idaho Board and Doug Gilbertson of Gilbertson Engineering.

Mr. Curtis presented the Board with information on cross border licensing between the United States and Canada. He noted the content of the presentation is tailored for the engineering practice. Mr. Curtis explained the history and intent of mutual recognition for licensure. A position paper was developed by Pacific Northwest Economic Region (PNWER) to increase awareness of the steps required for licensing of engineers in the U.S. and in Canada. The vision of the PNWER jurisdictions is to develop an understanding among the licensing authorities of the region and of the equivalency of the outcomes of the licensing systems. PNWER consists of 5 states: Alaska, Washington, Oregon, Idaho, and Montana along with British Columbia, Alberta and Yukon, Canada. He stated that the intended outcome of the licensing process in both the U.S. and in Canada is to protect the public from individuals who might practice engineering in an incompetent, negligent or unprofessional manner, thus threatening the health, safety, property, or welfare of the public. He noted that in Canada, 80-85% engineers become licensed whereas in the U.S. only 15-20% become licensed due to industrial exemptions for licensure. Mr. Curtis also explained that despite the differences in the steps taken to obtain licensing as a professional engineer in the U.S. or in Canada, there is no evidence that the public in either country is more exposed to potential harm than in the other country because of the differences in those licensing systems. The PNWER Resolution was signed in July of 2004 by the Washington Board of PE & PLS, the Idaho Board of PE & PLS, Alberta Licensing Association (APPEGA), British Columbia Licensing Association (APEGBC), and numerous witnesses, including legislators from Idaho, Alberta, Alaska, Montana, and Yukon. The PNWER Resolution provides an understanding that although the licensure systems applied by the authorities in the U.S. and Canada are different in many respects, each provides reasonable assurance that persons licensed by these jurisdictions are fully qualified and experienced to practice the profession of engineering in their jurisdiction. It also encourages the licensing authorities and legislative representatives to introduce, support and seek any legislative amendment(s) necessary to provide the Board with authority to issue a license to a person licensed in a PNWER jurisdiction with substantially equivalent requirements of the home jurisdiction.

Mr. Curtis also demonstrated to the Oregon Board how board packets are sent to the Idaho board members for a meeting. The Idaho Board currently sends the members a disc containing the information. A projection system is used during the board meeting to display the information and for the use of power point presentations. The Oregon board members displayed much interest in this and requested Ms. Lopez to conduct further research for Oregon's use.

Suzanne Townsen approached the Board with a question regarding her signature. She informed the Board that she has reverted to her surname, and questioned if she could continue using her stamp that reads Suzanne T. Crane but sign Suzanne Townsen Crane. The Board advised Ms. Townsen that she may, however, it is preferred that registrants replace certificates and stamps to reflect legal name changes.

Mr. Taylor stated that Ms. Townsen is on several committees for NCEES but is no longer on their roster as a member in emeritus status. Mr. Taylor suggested that the Board could vote to

reinstate Ms. Townsen's emeritus status and requested to place this matter for discussion on the agenda. President Albright placed this item under New Business.

Doug Gilbertson provided the Board documents of concern with information regarding Law Enforcement. There was no discussion or questions.

APPROVAL OF MINUTES

It was moved and seconded (Laszlo/Dyrnes) to approve the minutes of the meeting of September 13, 2004. Mr. Neathamer suggested friendly amendments to the minutes of the September 2004 meeting to reflect changes on page 5 to read "City of Ashland and City of Medford" instead of Jackson County. He also noted that the date discussed under the ELSES UPDATE on page 9 should read "no earlier than October 2005 and no later than April 2006." Ms. Laszlo accepted the friendly amendments. The motion passed unanimously.

EXECUTIVE SECRETARY'S REPORT

Examination/Registration – The examinations took place at the Lane County Fairgrounds in Eugene on October 29th and 30th. Ms. Lopez announced that board members and staff did not experience any difficulties at any of the test locations. The October exam administration appeared small but eventful as usual. Ms. Townsen commented that she is currently serving on the calculator committee with NCEES and that in the future, the policy will only have approved calculators to avoid any confusion. Ms. Lopez announced the numbers of "No Shows" for the locally administered exams; FE-37, PE-14, Structural II-1 FLS-0, PLS-2, and Oregon 4hr-4. Mr. Neathamer stated that the lead proctor, Brian Kramer performed an excellent job and complimented the staff on one of the smoothest administrations yet. Mr. Linscheid briefly reported on the JPEC administration. There appears to be some concern regarding the requirement for an equivalency evaluation and the inconvenience it poses on the candidate, monetarily. Another concern he reported was the requirement for a registered reference for applying to the professional examinations. He explained that this requirement is difficult to obtain unless the applicant travels to the United States or somewhere else that have registered engineers.

Ms. Lopez also informed the Board that courtesy reminders for the December 31st renewal would be mailed out on the 15th of November.

Committee Activities – Ms. Lopez informed the Board that the Examination and Qualifications Committee, Law Enforcement Committee, Professional Practices Committee and Rules and Regulations Committee each met during the interim and that those committee minutes are included in the packets.

Administrative Activities – Ms. Lopez directed the member's attention to the enclosed packet of the final draft report copy from the Legislative Fiscal Office for review. The report incorporates the discussion of recommendations by the Joint Legislative Audit Committee that took place on October 14th. She informed the Board that Ms. Gilbert and herself attended that meeting and were informed that upon receipt of the final draft report the Board could provide a written response to that by Friday, November 19th. The responses received will be made part of the final report and will be distributed to the Committee on November 23rd. The final report is expected to

be approved by the Committee at its meeting on December 1st. After discussion, the Board agreed that a response should be sent. President Albright suggested Ms. Lopez to draft a response.

She also directed the Board's attention to the enclosed draft copy of the Listing Agreement with First Commercial. Ms. Lopez informed the Board that she and Ms. Gilbert have been working closely with Creekside Corporate Center and First Commercial on the possibility of relocating the OSBEELS office. A meeting was held on October 18th to discuss the various options that have been applied into the draft contract for Board review with the assistance of AAG Dahlin. After discussion, it was moved and seconded (Neathamer/Linscheid) to sign the agreement to sublease the current office space. The motion passed unanimously.

Ms. Lopez also informed the Board that Mr. Halfman, Mr. Wilkinson, Ms. Gilbert and herself have been invited to the 99th Annual Conference of the Oregon Association of County Engineers and Surveyors (OACES). They are scheduled to speak on November 17th at 1:30 p.m. at the Downtown Marriott in Portland, OR.

It was also mentioned that Dan Linscheid, AAG Dahlin, Ms. Lopez and Ms. Gilbert met with Deputy Chuck Taylor on November 8, 2004 at 2:00 p.m. to discuss and make amendments to LC 774. The amended draft was provided to the members. Further discussion will take place during Rules and Regulations to allow the members time to review the revised draft.

Ms. Lopez also noted that the 2005 Board Presidents Assembly has been scheduled. The Marriott Kansas City Airport, in Kansas City Missouri will host this occasion on February 10-12, 2005. She stated that NCEES is pleased to fund the travel and lodging expenses for the President or Board Chair and Board Administrator or Chief Staff person. Delegate notification response is needed by December 1, 2004.

Staffing: Ms. Lopez also updated the Board that it is time for her annual evaluation. After discussion regarding a standing committee and process for evaluating the Executive Secretary, President Albright stated more time was necessary to contemplate a decision. A final decision will be made during New Business.

PRESIDENT'S REPORT

President Albright informed the Board that he met with Merlyn Hough from the Department of Environmental Quality (DEQ) regarding his previous concerns. He stated that they had a general discussion and why these issues are surfacing. President Albright and Ms. Laszlo will attempt to attend future discussions with DEQ and other agencies regarding these matters to keep the Board informed.

President Albright also informed the Board that he had reviewed the rules and statutes in regards to the future of utilizing ELSES. Mr. Linscheid noted that OAR 820-010-0400 might need to be amended due to the requirement of Board presence during the written examination of candidates. President Albright expressed the importance of continued Board and staff representation at local examinations administered by ELSES. A final draft of the ELSES contract will be provided at the Board meeting scheduled in January 2005. Ms. Townsen, as an ELSES observer, provided the Board with more insight on the process of an ELSES conducted examination. She also

agreed with the importance of having Board representation at examinations administrated by ELSES.

FINANCIAL REPORT

The Finance Committee did not hold a formal meeting in October. Ms. Lopez questioned if the Board wanted to continue to its position regarding a CPA replacement or expand the search. President Albright commented that there is no reason to keep the position unfilled. Ms. Lopez will contact the Governor's office for an esteemed member of the general public.

Ms. Gilbert reported that as of September 30, 2004, the Board had a reserve of approximately $622,357. Ms. Gilbert also provided the Profit & Loss Budget vs. Actual statement for the period July 1, 2003 through September 30, 2004. She commented that the two-year fiscal period is now about 65% complete.

LAW ENFORCEMENT COMMITTEE

The Law Enforcement Committee (LEC) Chair, Bob Neathamer, informed the Board that the LEC held a meeting on October 14, 2004. Mr. Neathamer presented the following report concerning the activities of that meeting.

Consent Calendar
Mr. Neathamer asked that case 2278 be removed from the consent calendar and sent back to the LEC for further investigation. The remaining cases on the consent calendar included 2296, 2304, and 2334. It was moved and seconded (Neathamer/Dyrnes) to approve the amended consent calendar. The motion passed.

Recommended Board Actions
2277 – *Calvin Casebier:* The LEC recommends that the Board close the case with a letter of concern sent to the respondent. The letter has been drafted by staff and reviewed by AAG Dahlin. It was moved and seconded (Neathamer/Linscheid) to close the case and issue a letter of concern. The motion passed.

2286 – *Maury Fortney:* The LEC recommends that the Board close the case with a letter of concern sent to the respondent. The letter has been drafted by staff and reviewed by AAG Dahlin. It was moved and seconded (Neathamer/Laszlo) to close the case and issue a letter of concern. The motion passed.

2303 – *Christopher Curtis:* Following an informal conference, a settlement agreement was reached. That agreement states that a $2,000 civil penalty will be abated by $1,500 provided that the respondent ceases to use the business name "Zenith Land Surveying", and that the business phone will be disconnected. The law enforcement sanction is a separate issue from the respondent's attempts to gain registration as a professional land surveyor. It was moved and seconded (Neathamer/Linscheid) to approve the settlement agreement. The motion passed.

Miscellaneous
Foundation Layout Memo: This issue stemmed from a question to the Board from Shaun Fidler, concerning the layout of foundations for single-family dwellings. AAG Dahlin drafted a memo

in response to the question of whether an individual should be a licensed surveyor to perform the layout. The memo was presented at the October LEC meeting and forwarded to the Board meeting for further discussion.

The memo states that this practice would not constitute the practice of land surveying when applied to exempt structures. Mr. Neathamer felt that if the individual had specialized knowledge, such as a professional land surveyor would, then the activity would seem to be surveying. There is a high potential of harm to the public by an unlicensed individual verifying setbacks and encroachments. The memo will be forwarded to the Professional Practices Committee for the drafting of a response to Mr. Fidler.

Case Status Report/Settlement Agreement Monitoring
Mr. Neathamer noted that included in the Board packet was a copy of the case status report and the settlement agreement monitoring report.

Other Input
President Albright commented that a review of respondents work as part of a sanction seems to work well, an example being case number 2268. The option of review may better protect the public safety than simply imposing a lengthy suspension of a respondent's license. President Albright suggested that this idea could be further discussed by the LEC.

Mr. Neathamer complimented the Committee and hard work of the current LE Staff. Their teamwork has been paying off and has been a real asset.

Lloyd Tolbert commented that PLSO is appreciative of the work OSBEELS does and presented the Board members and staff with a small gift. He also informed the Board that the PLSO Board officers will be changing in December and is unsure of his continued attendance as the liaison.

EXTERNAL RELATIONS COMMITTEE

Mr. Taylor stated that the External Relations Committee did not meet during the interim. He stated that he was an ABET observer for the OIT Accreditation visit and briefly commented on the process. He mentioned that The Oregon Examiner has been published and mailed to registrants.

PROFESSIONAL PRACTICES COMMITTEE

The Professional Practices Committee met on October 15, 2004 to discuss the following matters. The following was reported to the Board:

When is it engineering? – Guest discussion with Russ Lawrence
Russ Lawrence was present at the Committee meeting to inquire about the Board's position regarding stream restoration and when it becomes engineering design. Mr. Lawrence briefly explained and presented information to the Committee including preliminary research from 1999 that has shown, in Washington, stream restoration requires a licensed engineer. The Washington Board completed a review of the work performed by local conservation districts at the request of the National Resource Conservation Service (NRCS). In Oregon, it was noted that the Army Corps of Engineers and the Division of State Lands (DSL) currently authorize permits for stream

restoration projects without the consideration of engineering involvement. President Albright commented that it was in his opinion that this type of work is widespread and not completed by professional engineers. Ms. Laszlo offered, after further discussion, to contact DSL and Department of Environmental Quality (DEQ) and Mr. Stuntzner offered to contact several other agencies including Oregon Department of Forestry (ODF), Bureau of Land Management (BLM), and Oregon Department of Fish and Wildlife (ODFW) for further discussion at a future Committee meeting.

Department of Environmental Quality (DEQ)
Ms. Laszlo also stated to the Board that President Albright and herself would be attending the Joint Committee meeting with members of the Geology Board in November for further discussion of the grey area of practice in hydrology and hydrogeology. She also stated that Mr. Butts had some conversation with DEQ and will provide these contact names to her.

ORMAP (The Oregon Map) Program
Ms. Laszlo reported to the Board that a response has been mailed. Copies of the response was provided in the packets. Mr. Linscheid informed the Board that Doug Holdt, ORMAP Program Coordinator was thankful for the Committee's response.

Stamping Landscape Plans – Gary Bliss
OSBEELS received email correspondence from Gary Bliss inquiring whether the City of Beaverton can require a professional engineer to stamp a Landscape Plan even though a Landscape Architect has stamped it. Brian Halfman contacted Mr. Bliss and the City of Beaverton for more specific information. President Albright informed the Board that Mr. Halfman is waiting for a reply.

Stamping Requirements (Recommendations) – David Sandahl
An email from David Sandahl inquired about the requirements for stamping structural calculations (i.e., of a mechanical unit) completed by a different firm in a different state. Mr. Halfman reported to the Committee that after further correspondence requesting specific information, Mr. Sandahl replied that it was a general question and that he had found the answer in the Oregon Policy section.

Reference Manual for Building Officials
Ms. Laszlo informed the Board that the Architect Board had minor corrections in their portion of the manual. She explained that following her review, a final copy will be forwarded for publishing to Ms. Lopez.

Water Rights Examiner
Ms. Laszlo question the Board which path should OSBEELS take regarding the gaps found in the Water Rights Certification process. Ms. Lopez informed the Board that the last dialogue with Water Resource Department was not successful and they appeared to be reluctant to change. After further discussion, the Board requested AAG Dahlin and Ms. Lopez to draft a letter for submission to Patrick Allen, Manager, Office of Regulatory Streamlining and the Director of Water Resources Department. The letter will attempt to persuade why OSBEELS should not continue the licensing process of water rights examiners, in particular addressing the future of OSBEELS entering into a contract with ELSES.

OSU Curriculum
Ms. Laszlo reminded the Board that Dr. Schultz would soon be retiring. With this occurrence, OSU is looking ahead and evaluating the future of surveying in the Civil, Construction, and Environmental Engineering program (CCEE). Ms. Laszlo updated the Board on the current views expressed to satisfy the needs of OSU with the retirement of Dr. Schultz. A memorandum was provided to the Board containing information regarding the CCEE Surveying Offerings, Forest Engineering (FE) Surveying Offerings, Background, Oregon Considerations, Civil Engineering Management (CEM) Considerations, Feedback from the Profession, Options for the Future of Surveying, What is Geomatics, Geomatics Growth Areas, and State and National Initiatives. Further discussion took place on the shortage of interest in the land surveying profession. It was noted that the average age of a land surveyor is 53 years old.

RULES AND REGULATIONS COMMITTEE

The Rules and Regulations Committee met on October 15, 2004 to discuss the following matters. The following was reported to the Board:

Legislative Concept
Mr. Linscheid informed the Board that AAG Dahlin revised the Legislative Concept draft amendment with the assistance of Deputy Chuck Taylor, Legislative Counsel, for legislative proposal relating to LC774. After discussion and further review, AAG Dahlin suggested minor modification to the wording in section 3 and section 8, subsection f. It was moved and seconded (Laszlo/Linscheid) to present this revised final draft as an amendment to the original LC774. The motion passed unanimously. OSBEELS will post the proposed draft amendment on the website to keep the community well informed. AAG Dahlin will write a statement for use on the OSBEELS website.

Draft Rule for Professional Conduct
The Committee reviewed the draft for professional conduct and modified the rule to include only subsections 2, 3, and 5. Ms. Lopez also informed the Board that due to the Examinations and Qualifications Committee developing a non-disclosure form for the development and scoring process of the Forest Engineering examination, another subsection would need to be considered. After additional discussion, the Board decided to table the proposed rule and return it to the Rules and Regulations Committee for finalization.

Draft Rule for Modifying Designs or Documents Prepared by Another Registrant
Mr. Linscheid informed the Board that the Committee improved the draft rule to modify designs or documents prepared by another registrant. After discussion and amending the word registrant to Professional Engineer and omitting Land Surveyor, it was moved and seconded (Laszlo/Linscheid) to proceed with the rulemaking process. The motion passed unanimously.

Clarifying Structural Requirements
Mr. Linscheid informed the Board that the Committee is still working on the rule to clarify structural requirements. Ms. Laszlo volunteered to work with Mr. Davis to review for any possible conflict with the laws governing architecture.

Draft Language to Amend OAR 820-010-0200(5)
During the August 2004 Examinations and Qualifications Committee meeting, a request was received to review the rules regarding the requirement of a civil license to apply for licensure as a geotechnical engineer by prior practice. AAG Dahlin formulated a response for the Committee to review at the next committee meeting.

Update OAR 820-010-0600 – Records
Mr. Linscheid informed the Board that Ms. Lopez and Ms. Gilbert brought to the attention of the Committee that the rule for record keeping should comply with the Secretary of State, Archives Division OAR166, division 350 Board and Commission Records. A draft prepared by Ms. Lopez and Ms. Gilbert will be reviewed at the next committee meeting.

Exam Subversion
No changes were suggested for the rule regarding exam subversion. Mr. Linscheid noted that this rule is being presented to the Board for approval to begin the rule adoption process. It was moved and seconded (Laszlo/Taylor) to proceed with the rulemaking process. The motion passed unanimously.

EXAMINATION AND QUALIFICATIONS COMMITTEE

The Examination and Qualifications Committee met on October 15, 2004 to discuss the following matters. The following was reported to the Board.

EXAM APPLICATIONS
Leila Nasr – Ms. Nasr sat for the April 2004 FE examination based on a Dean's letter. She failed to submit her official transcript showing her degree and date awarded by the September 1, 2004 deadline. Ms. Nasr submitted a written request that her FE exam results be released to her since she was out of the country. The Committee reviewed ORS 670.010 and 670.020 and conducted a phone consultation with AAG Kathi Dahlin. AAG Dahlin clarified the interpretation and intent of ORS 670.010 and 670.020.

Chad Croft – Mr. Croft withdrew from the April 2004 examination. His application and fees were forwarded to the October 2004 examination. However, during the interim, examination fees were increased in the amount of $30, which needed to be submitted to the office no later than August 30, 2004. Mr. Stuntzner informed the Board that the Committee made an exception to accept his payment and allowed him into the October exam.

Philip Maisonville – Mr. Maisonville withdrew from the April 2004 examination. His application and fees were forwarded to the October 2004 examination. However, during the interim, examination fees were increased in the amount of $30, which needed to be submitted to the office no later than August 30, 2004. Mr. Stuntzner informed the Board that the Committee made an exception to accept his payment and allowed him into the October exam.

CPD TAKE-HOME QUESTIONNAIRE

Mr. Stuntzner informed the Board that an inquiry was made regarding the take-home questionnaire referred to in OAR 820-010-0635(2)(j). He stated and clarified that the rule applies to the Oregon take-home questionnaire.

TRAFFIC ENGINEERING

Mr. Stuntzner informed the Board that an inquiry was made about the process to obtain a Traffic engineering license in the state of Oregon. He stated that the Committee suggested to take and pass the Traffic exam that is offered in another state, then apply for licensure by Comity. Mr. Stuntzner questioned the Board whether the PTOE would be acceptable to the Board as an alternative method of obtaining licensure in the Traffic branch. Ms. Lopez confirmed that a Civil license is a prerequisite to taking the PTOE exam. President Albright stated that the PTOE may possibly be acceptable and equivalent for licensure. Mr. Taylor moved to accept the PTOE exam as a means of obtaining licensure by Comity. AAG Dahlin also informed the Board of the need to amend OAR 820-040-0030(2) to state "A "Traffic Engineer" is a registered professional engineer who passes a traffic engineering examination recognized by the Board and meets the other necessary qualifications for registration under ORS 672.002 to 672.325." Mr. Taylor withdrew his motion. Applicants who wish to add the branch of "Traffic Engineering" to their current license are welcome to apply by Comity with OSBEELS upon passing the PTOE exam and further review by the Examinations and Qualifications Committee.

There was brief discussion on the status of the Oregon Professional Traffic Engineering Stamp (PTE). President Albright requested that the Examinations and Qualifications Committee place this item for discussion at their next meeting to determine if the Board will officially adopt or annul the special stamp.

DELINQUENT FEE

Mr. Stuntzner informed the Board that a request was made to the Committee to rescind a delinquent fee due to his perception of the mailing process of renewal notices. The process for mailing courtesy renewal notices are approximately 6 weeks before the expiration date, and another courtesy notice is mailed at the next renewal (6 month cycle). Per OAR 820-010-0305 the late penalty becomes due and payable 30 days after the date of expiration. This request was denied.

GEOTECHNICAL CONTRACT:

Mr. Stuntzner informed the Board that the next step is to adopt the rule for examination subversion before signing this contract. This rule could be adopted no earlier than January 11, 2005. The target date for the first Geotechnical examination is October 2005, since California only offers this exam in the Fall.

FOREST ENGINEERING CONTRACT:

A revised copy of the Forest Engineering MOU was distributed to the Board for review along with a non-disclosure agreement. It was moved and seconded (Stuntzner/Laszlo) to approve the contract and non-disclosure agreement. AAG Dahlin suggested amending the non-disclosure agreement to delete the third paragraph regarding "Unprofessional Behavior" until the actual rule is adopted. Ms. Kramer suggested a friendly amendment to delete the third paragraph as suggested. Mr. Stuntzner accepted the friendly amendment. The motion passed unanimously. Mr. Stuntzner request Ms. Lopez to forward copies to Mr. Steve Tesch, Professor and Department Head of Forestry at OSU.

FAILURE TO COMPLY WITH CPD REQUIREMENTS

Mr. Stuntzner directed the attention of the Board to the list of 27 registrants for placement in "inactive" status per OAR 820-015-0026(2). It was moved and seconded (Linscheid/Davis) to approve the list of 27 registrants to be placed in inactive status. The motion passed unanimously. The Board requested staff to send certified letters to all 27 registrants informing that they are not allowed to practice per OAR 820-015-0026(2).

COMITY

Mr. Stuntzner directed the attention of the Board to the list of 63 applicants for licensure by comity. It was moved and seconded (Stuntzner/Dyrnes) to approve the list of 63 applicants. The motion passed unanimously.

GEOTECHNICAL BY PRIOR PRACTICE

Mr. Stuntzner directed the attention of the Board to the list of 11 applicants for licensure for Geotechnical Engineering by Prior Practice. It was moved and seconded (Stuntzner/Laszlo) to approve the list of 11 applicants. The motion passed unanimously.

NEW BUSINESS

EMERITUS STATUS

President Albright informed the Board of the history of obtaining an "Emeritus Status" with NCEES. It was mentioned that this is not a status for life, but a person must be re-nominated every year by the Board. President Albright informed the Board that there is no documentation by past administrators of the Board on which past members of the Board have obtained this status. He raised two issues with the Board; since this is an annual nomination, this renewal should require Board action each year for this status and not be obtained automatically; since his time serving on the Board, he has never witnessed a member with Emeritus Status reporting to the Board on the activities engaged in with NCEES. In his opinion, as a member in Emeritus Status of OSBEELS, there should be a policy that requires the member to report regularly to the Board on all activities in which the Emeritus member has been participating. AAG Dahlin expressed her concern with the liabilities of an Emeritus Status since their role, ideally, is to represent the Board. It was moved and seconded (Neathamer/Kramer) to temporarily suspend the Emeritus Status until further information on past members and process is obtained. The motion passed unanimously. President Albright suggested placing this item on the next agenda under Unfinished Business. Ms. Lopez will obtain information and names from NCEES about Emeritus Status for AAG Dahlin to determine whether, under Oregon law, there can be an Emeritus member for OSBEELS.

EXECUTIVE SECRETARY EVALUATION

President Albright stated that the standing committee to evaluate the Executive Secretary should be the Chair of the Examinations and Qualifications, Law Enforcement and Professional Practices Committee. The evaluation is to be completed by the next meeting in January. He also stated that Committee Chairs should be exchanged more frequently. Ms. Lopez will provide the Chairs with an evaluation template that has been used within the office.

NOMINATING COMMITTEE FOR BOARD OFFICERS

President Albright requested volunteers to serve on a nominating committee for upcoming Board Officers. Mr. Dyrnes, Mr. Taylor, and Mr. Linscheid volunteered. The slate of candidates will be approved in January and a vote will take place at the March Board meeting.

ADJOURN

The meeting was adjourned at 4:45 p.m.

NEXT MEETINGS

Next Board Meeting:
January 11, 2005

Next Committee Meetings:

LAW ENFORCEMENT:	Thursday, December 9th at 9:00a.m.
EXAMINATIONS & QUALIFICATIONS:	Wednesday, December 8th at 8:00a.m.
RULES & REGULATIONS:	Wednesday, December 8th at 11:00am.
PROFESSIONAL PRACTICES:	Wednesday, December 8th at 1:00p.m.