



Oregon

**State Board of Examiners for
Engineering & Land Surveying**

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EXTERNAL RELATIONS COMMITTEE

Minutes of Meeting

April 9, 2010

Members present:

Mari Kramer, Chair

Sue Newstetter

Amin Wahab

Staff present:

Mari Lopez, Executive Secretary

Jenn Gilbert, Executive Assistant

Joanna Tucker-Davis, Assistant Attorney General

The meeting of the External Relations Committee was called to order at 1:11 p.m. in the conference room of the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) office at 670 Hawthorne Avenue, SE, Suite 220, Salem, OR 97301.

Unfinished Business

Oregon Examiner Article: *What to Expect in an Informal Conference* –

The Committee reviewed a draft article titled “What to Expect in an Informal Conference.” The article is intended to inform individuals who receive a Notice of Intent (NOI) from the Board of the next steps in the process, such as requesting an informal conference with the possibility of reaching a settlement agreement before going to a hearing. After review and discussion, the Committee would like to consider further revisions during the June meeting.

Board & Associations Forum –

The Committee reviewed the draft invitation for associations to attend dinner meeting with the Board. The purpose of the meeting is to discuss issues that face the professions, along with building stronger communications with the professional associations of the Board. Ms. Lopez suggested to the Committee that an approach be taken similar to the process used in hosting the 2006 Western Zone meeting. The Committee also discussed topics for the meeting that could include, continuing professional development, entrance to the fundamental examinations based on Dean’s List, and other topics relevant to each profession. Inviting a guest speaker would also be welcome, in addition to a brief social hour. Registration fees could be charged based on the overall cost of the meeting. However, further information is required in order to determine this amount. A target date of next Spring to hold such a symposium was also determined; staff attendance will further determine if the meeting will be held before or after the April examination administration. After discussion, **the Committee will recommend to the Board that a Spring symposium be held in Salem and request additional input on topics for discussion.**

Board Member Vacancy – Call out to CD 3 –

The Committee briefly discussed the vacancies of the Board. Staff obtained a list of registrants that reside in Congressional District (CD) 3. No action was taken and further discussion will be held during the June Committee meeting.

Monument Removal and Plats

Ms. Newstetter noted that the article is not yet complete. Additional assistance from the other land surveying members of the Board is needed to complete this task. She anticipates a draft of the article for discussion during the June Committee meeting.

The meeting adjourned at 1:50 p.m.