

Oregon State Board of Geologist Examiners
MEETING MINUTES OF SPECIAL TELEPHONE MEETING
March 18, 2009

Members Present via Telephone

Richard Heinzkill, Public Member, Eugene
Chris Humphrey, RG, CEG, Board Vice-Chair, Oregon City
Dr. Stephen Taylor, RG, Board Chair, Monmouth
Rodney Weick, RG, CEG, Portland
Mark Yinger, RG, Sisters

Members Excused

Dr. Vicki McConnell, RG, State Geologist

Staff Present

Susanna Knight, Administrator, Board Office, Salem

Guest Present

None present

The special telephone meeting of the Oregon State Board of Geologist Examiners (OSBGE) was called to order by Chair *Taylor* at 5:01 PM Wednesday, March 18, 2009. Oral roll call was taken and *Taylor* announced a quorum present.

Weick stated a thank you to *Taylor* and *Knight* for their work in the preparation of the Board's letter to the Association of Engineering Geology (AEG) about the *Draft Guidelines* prepared by the Joint Task Force on Areas of Practice (JTFAP) that was completed today. *Taylor* thanked all Board members for their input to the document.

Chair Taylor stated that he had two items for today's agenda:

1. Approve the move of the Board office to a new location and
2. Finalize the 2009-11 Board budget.

No additional agenda items were added.

1. *Taylor* stated that the March 5, 2009, quarterly Board meeting convened at the new location and a tour of the building and a viewing of the space occurred. He then asked each member of the Board to provide feedback about the location.

- ✓ *Humphrey*: Liked the conference room space as long as staff could handle a location with no windows.
- ✓ *Heinzkill*: Liked the space.
- ✓ *Weick*: Appreciates the three conference room option; likes the space; access is more convenient.
- ✓ *Yinger*: having missed the March 5, 2009, meeting due to an accident, inquired of *Knight* if this was the location where they first met. Receiving confirmation, he stated that he liked that spot; also confirmed that he was traveling to this location for the Board meeting.

- ✓ *Taylor*: Expressed concern about no windows in the location; has discussed this with Knight but it is up to staff to make that call; if they can make that, he is fine with the decision; no cramped Conference Room; appreciates the professionalism of the area.

Humphrey moved that the Board approve the move to new Board office space. *Seconded and passed unanimously*. Oral roll call: *Humphrey, yes; Heinzkill, yes; Taylor, yes; Weick, yes; Yinger, yes.*

- ✓ **2009-11 Budget:** *Taylor* stated that the Board had much discussion of the draft 2009-11 budget at the Work Session March 5, 2009. The Board concurred that the economic situation in the state affected both the philosophy and the assumptions used by the Budget Committee (BC) in preparing the draft budget. He then directed the Board to the draft budget that accompanied the meeting notice: *OSBGE 2009-11*, *Boa* any fees was considered by the BC.
- ✓ A 5% decrease in registrants is assumed.
- ✓ No change in examination candidates as universities will continue to supply eligible candidates.
- ✓ Salary freeze.
- ✓ No step increase for staff but no furlough.
- ✓ Increase in ASBOG membership fee for year 2.
- ✓ Move to a new building location.
- ✓ Reclassification of ½ time OSI position to Accounting Technician to align staff work with appropriate pay.
- ✓ Honorarium for Technical Reviewers
- ✓ An anticipated increase in the Attorney General hourly fee.
- ✓ An increase in the use of the AG office due to restructuring of the compliance process.
- ✓ All out of state travel cut represented by a zero amount for all out-of-state travel for the biennium. This travel represents Oregon's participation in the national ASBOG examination grading and development. *Taylor* offered that the ASBOG exam is in fine shape and that Oregon has had a long time commitment to the exam development. This is only a two-year hiatus and the exam will be fine.
- ✓ The Board needs a balanced budget with some buffer.

Taylor asked for additional comments by the Board.

- *Humphrey* identified the line item titled CARRYOVER as a new addition to this budget.
- *Taylor* stated that both *Weick* and *McConnell* expressed a need to include such a line item which has not previously been included. He indicated that the carryover line item is inline with state practices and this item was added at the March 5, 2009, Work Session.
- *Yinger* inquired about Line 39 titled: Computer Software Support. Knight informed the Board that this item represents ongoing database development. When the Board requests reports from the database, or another agency has a statutory request from a regulatory Board, this line item allows for ongoing development of the current database. Staff was directed to place notes indicating that Line 39 is: Database support from consultant.
- *Weick* inquired about Line 37 titled: Computer Hardware Support. Knight indicated that this is a monthly assessment for providing support services for the computer system and includes the off-sight data backup. Staff was directed to place in notes for Line 39: Computer hardware consultant fee. *Weick* stated that he is fine with budget as it accurately reflects the costs of the Board.

➤ *Taylor* asked that in Line 49, the – be replaced with a zero and also requested that the document be formatted with currency without decimals.

Taylor moved to approve the OSBGE 2009-11 Budget. *Seconded and passed.* Oral roll call: *Humphrey, yes; Heinzkill, yes; Taylor, yes; Weick, yes; Yinger, yes.*

Knight stated that she will notice a Public Hearing for purposes of finalizing the budget.

Taylor asked for any other followed-up commentary. Hearing none, *Taylor* adjourned the meeting at 5:24PM.

Respectfully submitted,

Susanna R. Knight
Administrator

The minutes of the March 18, 2009, Board meeting were approved at the June 12, 2009, Board meeting.

Respectfully submitted,
Susanna R. Knight
Administrator