



Oregon

STATE BOARD OF EXAMINERS
FOR ENGINEERING &
LAND SURVEYING

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OREGON SPECIFIC EXAM TASK FORCE
Minutes of Meeting
June 12, 2015

Members present:

Oscar Zuniga, Acting Chair
Ken Hoffine
Amin Wahab

Staff present:

Mari Lopez, Board Administrator
Jennifer O'Neill, Registration Specialist
Brianna Weekly, Registration Specialist

Others present:

Katharine Lozano, Assistant Attorney General
Christopher Aldridge (Observer)
Jason Kent (Observer)
JR Wilkinson

The meeting of the Oregon Specific Exam Task Force (OSETF) was called to order at 1:36 p.m. in the OSBEELS Conference Room at 670 Hawthorne Avenue SE, Suite 220, Salem, OR 97301.

Public Comment

There was no public comment.

New Business

Examinee Comment Forms

Clark, Dan – Mr. Clark submitted an Examinee Comment form regarding a question on the exam. Chair Zuniga asked what is to be considered by the Task Force when receiving these forms. Ms. Lopez responded that it is customary for staff to provide the forms to the Task Force for consideration. AAG Lozano added that the forms may be helpful in the event that multiple comments are made regarding the same situation. Chair Zuniga asked if the exam liaisons are provided with the Examinee Comment forms. Ms. Lopez responded that Examinee Comment forms are only provided to the exam liaisons if the Task Force and Board determine to forward the information. There was no further discussion.

Craven, Michael – Mr. Craven submitted an Examinee Comment form requesting that examinees be notified in a timely manner to make any necessary travel arrangements, if needed. Staff informed the Task Force of the typical process notifying examinees with information regarding the exam administration. Staff notified examinees via email and postal mail of the exam time and location about a week prior to the date of the exam. Staff assured the Task Force that examinees will be notified in a timelier manner in the future. There was no further discussion.

New Business

Volunteer Agreement

It was moved and seconded (Zuniga/Hoffine) to table the discussion on the advice received from AAG McDonald until the July 14, 2015 Board meeting. There was no further discussion.

The meeting adjourned at 1:50 p.m.