

MEETING MINUTES
OREGON STATE BOARD OF GEOLOGIST EXAMINERS
March 15, 2007

Board Members Present

Christopher Humphrey, RG, CEG
Vicki McConnell, PhD, RG, State Geologist
Allen Morris, Public Member
Steve Taylor, PhD, RG
Eileen Webb, RG, Chair
Rodney Weick, RG, CEG

Staff Present:

Susanna Knight, Administrator

Guests Present for Work Session:

Cathy Nelson, PE, ODOT
Kyle Martin, AAG, DOJ

The Board meeting was preceded by a Work Session in the Conference Room of Sunset Center South, Salem, Oregon. At 8:30 AM, the Board was joined by Cathy Nelson, PE, ODOT, who talked with the Board about digital versus electronic signatures and the future for digital signatures.

At 9:15 AM, the Board was joined by Kyle Martin, AAG and Board Chair *Webb* announced:

“The Board will now meet in executive session for the purpose of reviewing documents that are exempt by law from public inspection under ORS 192.660(2)(f). Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision will be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.”

The Board returned to the public session at 10:05 AM. *Webb* announced that no action would be taken at this time based on the Executive Session discussion and that a 10 minute break would occur. At 10:15 AM, under the guidance of the Budget Committee members *McConnell* and *Webb*, the Board began discussion of the 2007-09 draft budget. *McConnell* stated that the Board must adopt a budget to operate for the next biennium, and this draft budget reflects the projected expenses and revenues for that 2-year period. *McConnell* stated that the Budget Committee met with *Knight* and went through the draft, and the committee would like to answer questions about the budget posed by the Board. The committee clarified various items and the Board concurred that it must consider an increase in fees to meet the demands of the budget. Although the CEG Task Analysis and the fees for the Appellate Court in the current appeals case are hopefully a one-time occurrence, the funds must be provided for these items. At the close of the discussion, *McConnell* reminded the Board that there are three things that must be discussed during the meeting: 1) a change to the fee structure; 2) a possible increase in the Board Member stipend; and 3) a decision about computer hardware needs that may be dealt with in this biennium and thereby removed from the 2007-09 budget figures.

At 11:20 AM, *Taylor* distributed information about the current practice of stream resotration. He pointed out that this topic was discussed four years ago at the Geological Society of America’s national meeting, and he has since attended two workshops at Portland State University to understand more about this arena. He stated that billions of dollars are coming into the Pacific NW because of the salmon restoration program

initiated by the prior Governor. Stream restoration training is being handled by forestry people in the fisheries or biology arena. But the practice is multi-dimensional and includes structures (engineering), hydrogeology (geology), geographers, and landscape architects. Currently there is no standard of practice, either locally or nationally. *Taylor* believes it is time to identify the practitioners in this unregulated arena and begin preliminary discussions. Contact needs to be made with the applicable; professional licensing agencies (i.e., OSBEELS, OSLAB) as well as the applicable agencies (i.e., DEQ, OWEB, DSL, Fish and Wildlife) that work in this arena. It is a real issue that stream restoration alters the land. Many structures fail because improper assessment is performed, water levels are raised, erosion is occurring, and waterways are spreading. Perhaps it is time to investigate this practice arena to help provide protection for Oregon's citizens, their property, and Oregon's natural resources.

During the working lunch, the Board updated the Action List. *Weick* stated that some larger agencies are developing policies for sending complaints to the Board. The Work Session ended at 1:00 PM.

At 1:00 PM, *Chair Webb* called the meeting to order and requested the addition of one item to the agenda: New Business, Item C., Proposed 2007-09 Budget.

1. **AGENDA APPROVAL:** *Humphrey* moved to approve the agenda with the addition under NEW BUSINESS of the proposed 2007-09 Budget. Seconded and passed. *Humphrey*, yes; *Morris*, yes; *Taylor*, yes; *Webb*, yes; *Weick*, yes.
2. **MINUTES APPROVAL for 12/01/2006 Quarterly Meeting:** *Weick* questioned the WORK SESSION information indicating that the newsletter should include a teaching moment about a current compliance case. *Webb* stated that this should be postponed until the appeal is complete. *Weick* indicated that outside geo-reviewers are noting a lack of use of aerial photos and references in geology reports. *Webb* indicated that this should be addressed through the Geology Report Guidelines currently under development. *Humphrey* asked to revise his comment in the Work Session summary about peer reviewers, pointing out that peer reviewers are looking at the standard of practice; they are not redoing the investigation of the science. *McConnell* moved to approve the minutes with the changes offered by *Humphrey*. Seconded and passed. *Humphrey*, yes; *Morris*, yes; *Taylor*, yes; *Webb*, yes; *Weick*, yes.

3. ANNOUNCEMENTS:

A. **Committee Assignments for 2007:** *Webb* distributed the list of current Board committee assignments and offered members the opportunity to select another committee if they do not like their current assignment. *McConnell* suggested that numbers 1., 2., and 3. be included under the Outreach Committee and that the volunteer list be included in the newsletter with a solicitation for more volunteers to serve on those committees needing new or additional members. *Humphrey* suggested that the names of the individuals that recently volunteered with the EG exam development be included and recognized under Special Projects in the next newsletter.

B. **Discuss Meeting Date and Location for September 2007:** *Knight* reported that Eastern Oregon University (EOC) would be happy to host the September 2007 Board meeting, but the university will not yet be convened for classes for a September 21, 2007, meeting date. She added that although the June 2007 date could work for a meeting at EOC, a June trip to the Eastern Oregon was not included in the 2005-07 budget. *Taylor* inquired as to the wisdom of going to EOC when they offer only a minor in geology. The Board agreed not to meet at EOC and to move OSU-Bend off the university meeting rotation. Friday, September 21, 2007, the Board meeting will convene in Salem. The Board will rotate the December 2007, meeting to the campus of Portland State University. The Board concurred that it is good to meet in the eastern side of the state and suggested Fossil, Burns, Ontario, Pendleton, Lakeview, and Klamath Falls as possible future meeting locations. *Weick* moved to adopt the changes to the BOARD

MEETING GUIDELINES by removing OSU-Bend, which would move the December 2007, meeting to Portland State University. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

4. ADMINISTRATOR REPORTS

A. **Administrator Report #AR2007-01:** A summary of staff activities since December 2, 2006, was distributed by *Knight*. (See attachment to these minutes.) In addition to the distributed report, *Knight* informed the Board that approximately \$3,000 of this month's Department of Justice (DOJ) charges were for preparing the compliance file for the appeal's process. *Knight* also updated the Board on the status of HB 2252 (authority for background check). After initially working with the Department of Consumer and Business Services (DCBS) to be included on the bill, the Board withdrew to focus on SB 165, the Board's compliance bill.

1. **PREPARATION FOR RETAKE OF BOARD EXAMS:** *Knight* requested that the Board consider a revision to this GUIDELINES FOR RETAKE OF BOARD EXAMS which is provided to candidates for examination after they have failed the exam two times. In particular, upon consultation with the Board Chair, *Knight* did not require a letter from a fundamental examination candidate's supervisor for purposes of readmitting to this month's fundamental examination. Since admittance to the fundamental examination is driven by the candidate's geology degree, a letter from a supervisor need be required only for a candidate retaking the practice examination after failing two times. The Board concurred with this change to the Guidelines.

2. **KEY QUESTIONS DOCUMENT:** *Knight* directed the Board to this draft document prepared as a follow-up to the December 2007, Work Session meeting with Lisa Milliman, Marion County. The Board offered revisions to the document and directed staff to forward the document to Ms. Milliman.

B. **Budget Updates for 2005-2007:** The Board reviewed the following documents: Biennial Revenue & Expense Report Year to Date; Revenue and Expense for Year 2 of the 2005-07 biennium; and a Balance Sheet as of March 2, 2007. Although the Board is in a deficit of \$4559.99 in year two of the bienium, this is offset by the net income in year one. The Board inquired about the current payroll liability of \$-3,077.85. *Knight* will research that and update the Board. In discussion about the draft 2007-09 budget, the Board agreed that all bank transaction need to be evaluated biennially to be assured that the fees represent a fair charge for the services rendered. The Board also concurred that the Board's investment in CDs should be under review by the Budget Committee.

5. COMMITTEE REPORTS

A. **Rules Advisory:** *Webb*

1. **OAR 809-020-0025**, Responsibility to the Board: *Webb* distributed a handout which provides draft language and inquired if this language is workable. In particular, what will "punitive" mean? *Weick* moved that this draft language be offered to the Rules Advisory Committee to define punitive and provide examples. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

2. **OAR 809-010-0001**, Fees: *Webb* referred the Board to a letter from ASBOG informing states of ASBOG's upcoming increase in the practice section of the national examination from \$150 to \$200. *Webb* also recommended the following other fee increases: replacement of registration card from \$3 to \$25; the late fee (from 1 to 90 days) from \$10 to \$25; an application fee with each application or reapplication doing away with the one time each year; and a fee of \$25 for a registrant list. *Taylor* inquired if this would be the right time to talk about a surcharge on each exam, as the exam fee alone is paid directly to ASBOG and does not cover a multitude of costs connected with the Board administering the test i.e. exam space rental; costs of proctors (i.e., mileage, lunch, stipend if applicable); and shipping of exam materials to

ASBOG. *Taylor* inquired as to the last time there was a fee increase. *Knight* stated that the last increase was eight years ago in April, 1999. *Taylor* recommended the following fee changes be considered by the Board: Fundamental exam fee from \$150 to \$175; Practice exam fee from the planned increase of \$200 to \$225; Geologist-in-Training annual fee from \$25 to \$50; Registered Geologist's annual renewal fee from \$75 to \$100; Certified Engineering Geologist's (CEG) annual renewal fee from \$50 to \$75; Replacement pocket card from \$3 to \$25; Restoration fee for late renewal if paid between one and ninety days to from \$10 to \$25; over 70 annual Registered Geologist's renewal from \$10 to \$15; over 70 CEG annual renewal fee from \$10 to \$15; Application fee, from \$50 to \$75 each time applying; and Temporary permit fee from \$50 to \$100. *Weick* moved to accept *Taylor's* recommendations for fee increases and for the language changes of OAR 809-010-0001. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

B. Compliance: *Morris* distributed a current log of outstanding cases and reported as follows:

1. **CC#06-02-005:** Additional information has been received and is being forwarded to the peer reviewers for evaluation. The draft Notice of Intent is on hold pending the review of the additional information.
2. **CC#06-10-008:** An extensive review is required of all the information involved in this complaint. The Board's technical reviewer is acquiring the documents for the review process.
3. **CC#06-12-010:** This complaint will be reviewed in house. There is no need to refer it to the JCC. Staff will seek input from the Attorney General's (AG's) office.

C. CEG Examination: *Humphrey* reported that two new exam forms were completed and an Anghoffing session was held with the Washington Geology Licensing Board on January 9, 2007. Oregon provided six volunteers for the session and former Board Member David Michael served as the facilitator. Washington provided an analyst that works with the LXR database as well as three volunteers. One of the newly developed forms was administered on March 2, 2007. A joint meeting with the Washington staff and engineering geologists will be convened on Monday, March 19, 2007 for purposes of evaluating questions missed by examination candidates. In general, most examinees completed the examination in 2½ hours.

D. Joint Compliance: *Weick* reported that he attended the Joint Compliance Meeting (JCC) at the OSBEELS' office on February 7, 2007. OSBEELS does not see coastal hazards as an area in which it will be proactive on behalf of municipal and county planners seeking assistance in ordinance development. Coastal issues, including geohazards under Goal 11, are critical as on-site septic systems cannot be placed on unstable landforms (landslides) and this is the area that *Weick* oversees through his employment at DEQ.

1. **CC#06-01-003:** The PE completed a Phase 1 Reconnaissance plan. OSBEELS will determine if the groundwater report was misleading or not. However, additional information was received from OSBEELS' research and a new case needs to be opened by OSBGE. It was determined that an individual did work in Oregon as a geologist without registration. *Taylor* will serve as the technical reviewer for this case.
2. **CC#06-02-004A:** OSBGE will close this case as the issues are engineering related. Since OSBEELS has jurisdiction, it will open a case.
3. **CC#06-02-004B:** The soil scientist in this case formerly worked as an exempted federal employee. As a watershed consultant, he must be registered to practice geology. *Humphrey* will serve as the technical reviewer on this case.
4. OSBEELS also wished to talk about the various Guidelines published by OSBGE. OSBGE will take into consideration the concern raised with regards to the CEG Guidelines during a revision underway. With regards to the Hydrogeology Report Guidelines, OSBEELS will send a letter expressing concern over specific language. As to the current Seismic Guidelines, *Weick* moved that OSBGE withdraw the Guidelines. *Seconded. Taylor* inquired if new guidelines will be established. *Webb* stated that it is not necessary. *Humphrey* inquired if they should be revised. *Weick* stated that they are obsolete. *Motion passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

E. **Legislative:** *McConnell* reported that SB 165 has not yet been brought back for a work session. One Senator on the Environmental and Natural Resource Committee is opposed. Statistical research on both civil penalties levied by all the other Boards in the state of Oregon, and the number of OSBGE compliance cases, was completed and provided to the members of the committee. *McConnell* will get back to Committee Chair Senator Avakian and request consideration by the committee.

F. **Outreach:** *Taylor* submitted a written report and recommended that the Board open discussion with the Oregon Water Enhancement Board (OWEB), as OWEB will be receiving funds for groundwater restoration. A June or September 2007, Work Session with OWEB could be a good starting point. There are also issues with our border state to the south as to the Klamath Basin issues. *Webb* recommended contacting George Dunfield at the California Board for Geologists and Geophysicists and find out what came out of the discussion of this issue at its last Board meeting.

G. **Professional Practice:** *Humphrey* reported as follows:

1. The Professional Practices Paper underwent a technical review and is now posted on the Board's web site. An announcement will again be made in the next newsletter seeking input from registrants on the content and setting a deadline for those comments to come back to the Board.
2. Continuing education: *McConnell* and *Weick* volunteered to evaluate and develop a plan to address adoption by the Board of continuing education requirements. A solicitation for members to serve on the Professional Practice Committee will include the statement that this committee will recommend how the Board should proceed with continuing education requirements for registrants.
3. Geotechnical Article has been drafted for the newsletter. *Weick* will review and it should be published in the upcoming newsletter.
4. Long term goals: Discussions amongst the states of Washington, California, and Oregon to get engineering geology language consistent among the states. Different cities, counties and states all talk differently but basically mean the same thing when it comes to the practice of engineering geology.

H. **CEG Report Guidelines:** No report.

I. **Geology Report Guidelines:** *Webb* reported that the guidelines are coming along and that the committee members are busy working on their respective sections.

6. CORRESPONDENCE

AC 07 01 024: The Board discussed this applicant's request to waive the fundamental section of the ASBOG examination in lieu of his experience, degree, and California-specific examination. *Webb* stated that the Administrative Rules are clear as to the Board requirements. *Weick* offered that he passed the California-specific exam for initial registration, and it was difficult. *Taylor* stated that this is a different issue; the Board has a legal framework behind the examination development should there ever be issues of challenge. *Humphrey* stated that the Board has never seen the California examination, and therefore, the Board cannot evaluate whether it was sufficient to be used for registration qualifications. *Weick* recommended that the Rule be cited in a letter to the correspondent. *Morris* moved that a letter be issued to this person stating that the Board cannot make exceptions to Oregon law. *Seconded.* Additional discussion ensued. *Taylor* stated that he has been through the ASBOG process and it is very rigorous. *Motion passed.* *Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

7. OLD BUSINESS

A. **Revision of Stipend Guidelines for Board Members:** *Knight* stated that this item was forwarded from the December 2006 Work Session discussion. The Board had discussed increasing the stipend for

Board meeting participation which is a flat fee gifted to non-state employees who are members of the Board. All Board Members are volunteers. The current stipend is set at \$30 and has not been increased since the Board's inception in 1978. *Morris* moved to increase the stipend in the new biennium to \$100 per meeting day; \$50 per half day or portions thereof. *Seconded. Motion passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

[NOTE: Board Member Humphrey departed at 4:20 PM.]

B. Digital or Electronic Signatures: *Taylor* asked if the Board had a position on this issue. *Weick* stated that an electronic stamp with a digital signature could be acceptable; however, there is no Administrative Rule in place at this time to specifically address digital signatures. *Taylor* inquired as to how valid this would be. Because the concept of digital seals and signatures affect geologists and engineers in many organizations and state agencies, the Board agreed that staff should contact OSBEELS and determine the status of its research and whether it had discerned any legal ramifications. *Weick* moved to table the discussion to the next meeting and in the interim, research and seek input from Counsel. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

C. ODOT Special Provision for Stamping (Response email to AC 06 11 361): *Taylor* stated that what is described in the email is present day geology. The Board would expect that work described in the November 20, 2006 email would indeed be the public practice of geology and that the work should be stamped by a Registered Geologist.

D. Revisit Board's Tribal Policy: *McConnell* shared that all agencies must have a policy in place for relations with Tribal Nations for issues on tribal lands that could be raised in the future. The draft policy presented today was borrowed from an Executive Order template. The Capitol does have a Native American liaison. The Board's Coordinator would look for ways to implement the policy. *Weick* moved to adopt the policy as written with *McConnell* was appointed to serve as the Coordinator. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

8. NEW BUSINESS

A. Public sign-in and identification: *Webb* stated that if visitors wished to speak at a public meeting, then they must identify themselves for the record. Oregon has a public meetings policy; not a public participation policy. Each Board should establish a procedure for receiving public input. *Weick* moved that the Board develop a meeting policy including a public comment and sign in policy and look at Robert's Rules of Order and Sturgis Standard Code of Parliamentary Procedure for guidance when developing the policy, and report back at the next Board meeting with a recommendation for policy. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes. Webb and Knight* will work on this policy and present it as an agenda item at the June meeting.

B. Misconduct versus Civil Penalty: Since *Humphrey* previously left the meeting, *Weick* moved to table this discussion to the next meeting. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

C. Draft Budget for 2007-09: Since the proposed fee increases were voted on during the Administrative Rules report; and since the stipend increase was voted on during Old Business; *McConnell* moved that *Knight* provide a revised draft of the 2007-09 budget reflecting the fee changes and stipend changes as approved and move ahead with the computer upgrades in this biennium. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes.* A Special Telephone meeting will be held on Friday, March 23, 2007, at 9:00 AM for purposes of reviewing the revised figures and adopting a draft

budget to move to the Administrative Rules Hearing process.

Weick moved to approve the computer and server upgrade in this biennium. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes. Taylor* recommended that staff not purchase Microsoft VISTA, but stay with the Microsoft Windows XP.

9. ITEMS FOR BOARD ACTION

Morris moved to approve Check log: Check #2499 to 2561 and Check #9056 to 9060. *Seconded and passed. Morris, yes; Taylor, yes; Webb, yes; Weick, yes.*

10. PUBLIC COMMENTS

There were no public visitors present to provide any public comment.

Chair Webb adjourned the meeting at 5:10 PM.

Respectfully submitted,

Susanna R. Knight
Administrator

The minutes of the March 15, 2007, Board meeting were approved with minor changes during the June 7, 2007 Board Meeting.

Respectfully prepared,
Susanna R. Knight, Administrator

OSBGE Administrator Report March 15, 2007

Action List: Updated on 3/6/2007; attached to this report.

Board Meeting Location Follow-up: Jay VanTassell of Eastern Oregon University shared that EOC has 5-10 minors in geology right now. Since classes begin September 24, 2007, June would be a better choice for scheduling the La Grande campus. For June 2007, the eighth would be the best date for VanTassell. [Please note that this is an expensive trip and is not currently budgeted for 2007-09.] The Board generally schedules the December meeting at a university campus. December 2007, the Board has the OSU, Bend Campus scheduled. Perhaps the Board should consider dropping the Bend in December meeting and schedule the campus meeting for June 2008 in La Grande.

Financial Report: See the spreadsheet attached of Budget versus Actual for this biennium as well as the Revenue and Expense Report for the biennium to date.

- Pioneer Trust Bank balance as of 2/28/2007: \$121,254.61. Interest at 3.30%.
- CD Update: the 18-month CD came due in early February. The Investment Representative used interest accrued from this and a prior CD and added \$1,000 to this CD. We now have one \$21,000 and two \$20,000 CD's.
- Renewals of registration issued and processed as follows:
 - for 12/31/2006: 150/150
 - for 1/31/2007: 54/52;
 - for 2/28/2007: 25/21; and
 - for 3/31/2007, 35.Renewals due 4/30/2007, 71.

Registration Update: The following cooperative registrations were recently approved:

- G2153 William Laton 11/28/2006
- G2154 Dana McCarthy 12/11/2006
- G2155 Stephen Palmer 12/20/2006
- G2156 Kevin Pogue 2/28/2007

Examinations: Exams were administered on Friday, March 2, 2007 at Chemeketa Community College, Winema Place, Building 49. Al Morris served as proctor for the ASBOG exams; Chris Humphrey served as proctor for the CEG examination. Beginning in 2008, the cost of the practice exam will increase from \$150 to \$200.

- **ASBOG:** Twelve candidates were present for the fundamental section (1 withdrew). Only four candidates (one withdrew), the smallest group in years, were present for the practice section.
- **CEG Exam:** Six candidates were approved for this examination. Five candidates were present, the largest group in some time.

Communication:

- **Newsletter:** The January newsletter was published. Staff is currently working with our new

email provider to establish an email process for issuing future newsletters to those with an email address.

- **Website:** Jane Feinberg has had difficulty updating the website due to her computer configuration and the requirements of the web page. In researching for a replacement webmaster, DAS has discontinued their webmaster service. I have located an individual with the capability of providing this service with details to be developed. *Board action requested* to approve this change at this time to free up our volunteer but with the knowledge that an additional expense will be incurred in this biennium.

Other:

- **CEG Examination Development:** Volunteers from both Oregon and Washington met in Vancouver, Washington on January 9, 2007. Two new exam forms were reviewed and cut scores finalized. The all day event was facilitated by David Michael, RG, CEG, former Board Member. All six of Oregon volunteers were present and accounted for. Washington provided a Program Analyst who is familiar with the LXR program and brought his expertise to the event. The follow up review of the newly developed forms was completed by Board Member Chris Humphrey.
- **The White Paper aka Best Practices:** Following Board Member Humphrey's completion of the draft document, Dr. Katherine Schmidt of WOU provided the critical writing review. This was a volunteer effort by Dr. Schmidt. Notice was given in the January newsletter of the availability of this document on the web. Since the document has not yet been posted on the web (due to access difficulty), inquiries have come to the office via email and staff is providing the document via email.
- **HB 2252:** The Board withdrew participation in this bill after initially indicating interest. When passed, the bill will provide statutory authority for agencies to do background checks on applicants or employees or registrant, as determined by each agency.
- **Guidelines to Provide to Applicants:** After discussions with the Board Chair, I am asking the Board to consider a revision to the attached GUIDELINE. It seems appropriate that an RG applicant should provide a letter from a supervisor as a requirement for retaking the examination after two failures. But passing the fundamental section of the examination may require additional coursework as part of a recommendation rather than a letter from a supervisor. The fundamental preparation is based on university coursework and preparation. Experience gained in the workplace can be helpful in passing the practice examination, hence the supervisor should be aware of this preparatory needs of the candidate. *Board action requested.*
- **OR/WA Contract:** A contract is currently being completed to secure the ongoing cooperation of the Oregon and Washington Geology Boards in the preparation of the Engineering Geology examination.
- **OSLAB/OSBGE Contract:** OSLAB will hold a special meeting Friday, March 9, to approve their budget which includes the contract fees as established in the interagency agreement. I am confident that the agreement will continue into the next biennium.

Respectfully prepared,

Susanna Knight
Administrator