

**MEETING MINUTES**  
OREGON STATE BOARD OF GEOLOGIST EXAMINERS  
OCTOBER 19, 2007

**Board Members Present**

Christopher Humphrey, RG, CEG  
Vicki McConnell, PhD, RG, State Geologist [excused from Work Session]  
Allen Morris, Public Member  
Steve Taylor, PhD, RG, Vice-Chair  
Eileen Webb, RG, Board Chair  
Rodney Weick, RG, CEG

**Staff Present:**

Susanna Knight, Administrator

**Guests Present for Work Session:**

Cheryl Kleckner, Oregon Department of Education  
Joe Squire, PE, ODOT Program Manager  
Kevin Moynahan, Department of State Lands  
Janet Morlan, Department of State Lands  
Gary Peterson, RG, CEG, Former Board Member

The Board meeting was preceded by a work session convened at 8:30 AM in the Conference Room of Sunset Center South. Board Member Taylor kicked off the meeting by reading Governor Kulongoski's proclamation declaring October 14-20, 2007, as Earth Science Week in Oregon.

- 1) The Board was joined by Cheryl Kleckner, Science Education Specialist, Office of Educational Improvement and Innovation, Oregon Department of Education. Kleckner talked with the Board about Science Standards and Graduation Requirements. She informed that Board that a panel of 35 individuals comprised of K-12 faculty as well as a variety of other professionals is reviewing science information. Kleckner invited participation on the panel from the Board or a practicing geologist. Information reviewed by the panel will come from national and international standards, research information, and lab reports. Armed with new information, the panel will determine what the future academic content standard for science should be in Oregon. The panel anticipates bringing science standards to grade level rather than the current benchmark standard. Although Oregon is a local control state, there does appear to be support for grade level science standards. The final draft of proposed science standards should be concluded late in 2008 and be approved by the State Board of Education by April 2009. Kleckner also directed the Board to the new diploma requirements in Oregon at [www.getreadyoregon.org](http://www.getreadyoregon.org) and encouraged the Board to disseminate the information on this web site. During the Board interaction with Kleckner, Taylor pointed out that the science in every chapter (except hurricanes) of his Earth Science textbook used in his classroom at Western Oregon University is represented in the state of Oregon and, in addition, every aspect of science is part of geology! At the close of the discussion, State Geologist McConnell's written statement below about the relationship of geology to science curriculum was shared with Kleckner. The entire Board concurred that this statement reflects the Board's position:

“Benchmarks for Earth Science, particularly starting with Benchmark 2, Grade 5, and going up completely lack any emphasis on Dynamic Earth and understanding what that means for the actual relationships between atmosphere, lithosphere, and hydrosphere. An emphasis on recycling and reusing materials is fine for material science or environmental studies but does not prepare students for Earth sciences or comprehending the earth around them. I see no requirement to understand plate tectonics, landforms, erosion, historical geology, nothing.”

Kleckner provided numerous handouts to the members of the Board and thanked the Board for the opportunity to share information about the science curriculum in Oregon. The Board expressed its appreciation for both the presentation and the opportunity to represent geology on the panel.

At 10:05 AM, *Webb* recessed the Board for a 10 minute break.

- 2) The Board discussed the ASBOG National Meeting Agenda scheduled for October 27, 2007, in Denver, Colorado.
  - The Board discussed the draft Bylaws of an ASBOG Foundation. Although OSBGE does not unanimously support the ASBOG Foundation concept, it was approved last year at the national ASBOG meeting and hence the Bylaws are step one in implementing the Foundation. *Weick* asked about the need or purpose of the foundation and was supported in this inquiry by *Humphrey*. *Taylor* offered that it might pay for the COE. *Humphrey* stated that they are two separate organizations. *Weick* offered that the mission as well as primary funding by the foundation should be included in the bylaws; that some money should fund the COE; and that perhaps a national university exit exam in geology could come from the Foundation.
  - The Board concurred that should ASBOG raise fees, support documentation for the increase must accompany the request for increase. *Knight* stated that the registration fee for the national meeting was increased by \$75.00 per person, but no explanatory information has been provided.
  - The Board discussed the one candidate name offered by the ASBOG Nominating Committee for the open position on the ASBOG Executive Board. *Taylor* offered that he knows the candidate and he is a “good guy”. *Webb* informed the Board that the Nominating Committee chaired by the Past President determines what name will be offered to the voting delegates. This is the first time the name of any nominee has been received by the Oregon State Board prior to the national meeting. The candidate name is released as the last item of business at the national meeting with a very brief request for other nominees and immediately closing the nomination and taking the vote on the one candidate. The Board reflected on the Oregon request in a January 2007 letter to ASBOG’s Executive Committee requesting the nomination list prior to the national meeting. *Weick* offered that the Nominating Committee should provide a slate of two names at a minimum. *Humphrey* questioned why the nominee from Washington was not on the slate. The Board concurred that a POSITION STATEMENT should be drafted thanking the ASBOG Executive Committee for the nomination process as a step in the right direction. But the position statement should go on to state that the Nominating Committee should collect candidates for the ballot and the delegates should select from all candidates.
  - *Webb* also updated the Board on a telephone conference call meeting of the western states of ASBOG convened by Margaret Odedo, Administrator of the Idaho Board. Participants were from ASBOG member states located in the western United States. The Executive Board of ASBOG was confused by the meeting and subsequently issued two separate memos. *Taylor* suggested that perhaps the memos were based on the use of the acronym ASBOG, not opposition to the meeting. *Taylor* recommended that in the future, the group not use the acronym ASBOG, but rather select a title such as Western Alliance of State Geology Registration Boards. *Webb* shared that the group will meet again at the national ASBOG meeting in Denver on Friday evening following the field trip to become acquainted and discuss any follow up concerns.

- The final ASBOG discussion was about using the ASBOG fundamental exam as a university exit exam. The Education Testing Service no longer offers a Graduate Record Exam (GRE) for geology. The GRE was the testing device for outcome based education, so that institutions of higher education could receive curriculum feedback. Since Oregon has much funding invested in the ASBOG exam, *Taylor* inquired if the Board can become involved with the university in an effort to implement an exit exam. Discussion was tabled for a future meeting.
- 3) *Humphrey* stated that at his request a discussion of the U.S. Highway 20 straightening project between Corvallis and Newport was placed on the agenda. He is confused about what went wrong with the project and his concerns are from both a safety standpoint as well as a concern about the use of public funds. He noted that the project has stumbled as several large landslides which were not previously identified have caused unplanned challenges. A visitor at the Work Session requested the opportunity to address this item, and chided the Board for comments which he overheard while waiting for the discussion on the project. Guest Joe Squier, PE, ODOT informed the Board that he was appointed Program Manager for this project 12/4/2006 after the project was begun. He stated that the project is 7½ miles long and that 10 old bridges will be replaced in the project and that the road is a lifeline from the coast to the valley. He then outlined the process applied in selecting the company receiving the bid. Squier informed the Board that this project has changed the methodology for future design build projects as from now on ODOT will have an ODOT Project Manager at a site.

*12:15 PM, Lunch:* The Board Chair stated that items 4 and 5 would be dismissed from the Work Session agenda for today and then excused the Board for lunch.

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Gary Peterson, former Board Member, joined the luncheon to celebrate the contributions of Eileen Webb, RG, current Board Chair. Webb joined the Board March 1, 2002, but recently moved to Washington so is no longer eligible to remain on the Oregon Board. Her second three year term was due to expire February 28, 2008. The Board praised her service, in particular, her drive to complete both the HYDROGEOLOGY REPORT GUIDELINES and the GEOLOGY REPORT GUIDELINES during her watch.

The Board was also joined for lunch by two employees from the Department of State Lands, Ken Moynahan, Assistant Director and Janet Morlan, Wetland Planning Unit Manager, Wetland/Waterway Conservation Division, for a discussion of SB544. During the next year, SB 544 requires that a study be conducted by the Division of State Lands on the possibility of an Oregon Certification for Wetland Scientists. A lively exchange of information about regulating a profession occurred over lunch. The guests departed at 1:15 PM.

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The meeting was called to order at 1:30 PM by Chair Eileen Webb.

**1. Agenda:** There were no additions to the agenda and *McConnell* moved to approve the agenda as presented. *Seconded and passed.* *Humphrey*, yes; *Morris*, yes; *Taylor*, yes; *Webb*, yes; and *Weick*, yes.

**2. Meeting Minutes:** Some confusion about the minutes was shared by the Board. *Knight* clarified that the header line, which was merely an update of Board Member responses to the draft minutes, appeared to be script for the minutes. Once that confusion was clarified, *McConnell* moved to approve the

June 7, 2007, meeting minutes. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

**3. Announcements:** *Webb* stated the following:

a. The Association of State Boards of Geology (ASBOG) Council of Examiners (COE) will convene on October 24 & 25, 2007, in Denver, Colorado. Oregon will be represented in the fundamental section by Board Member Taylor and in the practice section by Board Member Humphrey.

b. *Taylor* will serve as the Board delegate to the National ASBOG Meeting to be convened Saturday, October 27, 2007, in Denver. Administrator Knight will also be in Denver Friday, October 26, 2007, for the Administrator meeting and Saturday, October 27, 2007, for the national meeting.

c. The next Board Meeting is scheduled for December 7, 2007, at Portland State University, Portland, Oregon. *McConnell* stated that she now has a conflict with that date as she will be in a meeting in Washington D.C. The Board considered other dates but given the intended outreach effort to students at PSU versus the close of the academic term, the Board confirmed that the meeting would remain on the December 7 date. *Knight* will contact Andrew Fountain, Geology Department Chair, to coordinate this meeting at PSU and Scott Burns, RG, CEG, Professor of Geology, to stir up attendance by future registrants.

**4. Administrator Reports**

a. **Administrator Report AR 2007-03:** *Knight* distributed a reported titled SUMMARY OF STAFF ACTIVITIES since 6/7/2007 [attached]. The following information was shared.

i. The Board discussed the need to fill the position being vacated by Eileen Webb and the Public Member position to be vacated January 24, 2008. Board Members should solicit citizens for the Public Member position and direct them to the Governor's web page or provide their name to the Governor's office.

ii. *Knight* informed the Board that Board exams were administered to 30 fundamental candidates on September 28, 2007, the largest group since her tenure began in January of 1999. Staff proctored both the AM and PM sections of the ASBOG exam while Board Member *Weick* proctored the Engineering Geology exam.

iii. *Taylor* offered that the Board needs a scanner. *McConnell* suggested that a color scanner is really needed, as compliance materials can contain colored diagrams and maps. The Board concurred that staff should investigate the cost of such an addition.

iv. The Board appreciated the information in the meeting packet providing updates on the status of the CD investment accounts.

b. Final Budget Figures: 2005-07: *Knight* directed the Board to the final figures of the biennium revealing retained earnings of \$27,856.12 for the biennium.

c. Financial Report 7/1/2007 to present 9/30/2007: *Knight* directed the Board to the financial figures for 7/1/2007 to 9/30/2007 with a net income of -\$903.88 for the first quarter of the new biennium.

d. Board Members has no inquiries regarding the check log presented for approval. *Morris* moved to approve the check log #2601 to #2643 and #9065 to #9069. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

**5. Committee Reports**

a. **Rules Advisory:** *Webb* reported that the Rules Advisory Committee (RAC) discussed three different issues in recent months.

i. Punitive: The definition presented to the Board for consideration is taken from the standard dictionary therefore *Webb* did not see a reason to include the definition in the Administrative Rule. After discussion by the Board, *Humphrey* moved that the definition of punitive be included in the Administrative Rule 809 definition list. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; and Weick, yes. Webb, no. Weick* moved to approve the draft language in OAR 809-020-0025 (1)(2)(3) as presented with the exception of the 30-day response, as that has previously been set at 21 days. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

ii. The Uniform Electronic Transactions Act (UETA), ORS 84.019(4) sets the requirement regarding electronic signatures clarifying that if a law requires a signature, then an electronic signature satisfies that law. Following discussion about this requirement, the Board directed staff to draft language in the OAR to include a reference to the UETA requirement and bring the draft language back to the Board.

iii. The Board discussed the revisions provided for OAR 809-050-010, Cooperative Licensure, which are designed to clarify that cooperative applicants for registration must meet the registration requirement of degree and university hours. *Taylor* moved to approve the language as presented. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

b. **Compliance:** *Morris* distributed a spreadsheet of outstanding compliance cases. He reported to the Board that a Notice of Intent to Issue a Civil Penalty was mailed to a respondent in CC#06-02-002 on August 9, 2007, and a subsequent request for hearing was received from the respondent. Numerous letters have arrived in support of the respondent. The Board's attorney is currently reviewing the information in this case. *Morris* then invited each Board technical reviewer assigned to a compliance case to present a report on the status of their case.

i. **CC#06-02-004A:** *Humphrey* stated that the report provided in this case does indeed include elements of the public practice of geology and the individual preparing the report needs to be a Registered Geologist to continue doing this work. Even though the respondent was warned by a CEG about the requirements of registration while working on this project, because this case was initially processed through the Joint Compliance Committee and the respondent was notified by OSBEELS that the case was closed with no action, confusion about the role of the Geology Board in the regulation of this case may have occurred. Hence a civil penalty should not be issued. *Weick* moved to close the case with a LETTER OF CONCERN. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.* The Board directed *Knight* to include an article in the next newsletter about this case.

ii. **CC#06-10-008:** *Weick* presented his review of this case and stated that he found five allegations against an RG. His review has determined that all 5 allegations are unfounded. *McConnell* moved to close the case based on the reviewer's position that the allegations are unfounded. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

iii. **CC#06-12-010:** *Humphrey* reported that much research has been done in this case. The Office Manger that inappropriately signed a previously sealed document has moved back to Canada. It is unknown if the PE that co-stamped the work with the Office Manager was aware of the illegal use of a registrant stamp. The Board discussed the concern of who is ultimately responsible. The Board requested that a letter be issued to the Office Manager seeking his input about what happened; that a letter be issued to the PE on the project inquiring about his role in the stamping issue; and that a second case be opened to investigate if an RG practiced outside of his scope of practice. The case remains open pending additional responses.

iv. **CC#07-02-001:** *Taylor* stated that his review of the information in this case indicates that a non-registered individual did extensive analysis of geomorphology and engineering geology in preparing detailed technical review letters. Two mining companies, a city, and a county were involved in the project. *Weick* move to issue a \$1000 to \$3000 civil penalty for three reports containing technical

geological review which is the practice of geology pending recommendation from the technical reviewer. *Seconded*. Additional discussion was held about the fact that the respondent was aware of the regulation of geology in Oregon, as he has two staff currently registered in Oregon and the respondent is registered as a geologist in the state of Wyoming. *Unanimously passed*. *Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes*.

v. **CC#07-04-002**: *Taylor* updated the Board on his review of the case. The reports go back to 1999 so a question was raised about a statute of limitations. The Board needs to determine how far back in time claims must be accepted. Practice standards tighten over time. This needs to be considered as a future agenda discussion item. A concern of this complaint is that it could be punitive action and perhaps the Board's attorney should be consulted. Of the five accusations made in this case, two of the work products were not completed by the respondent in this case. *Taylor* recommended that a new case be opened for a respondent that completed those two work products. He also asked for a review of the three pending documents by someone familiar with SGO guidelines for Marion County. No action resulted from the discussion.

Board Member *Weick* recused himself and left the room at 3:50 PM.

vi. **CC#07-07-001**: *McConnell* reported that she reviewed the file on this complaint including two independent peer reviews. The case deals with a closed landfill in Umatilla County. Although the information provided does suggest that the complainant and respondent are not congenial, the conclusion by the technical reviewer is that the work completed by the respondent does not meet the standard expected by a Registered Geologist. *Humphrey* moved to accept the recommendation of the Board's technical reviewer and issue a Letter of Concern to the respondent outlining in detail the areas of concern and suggest ways to improve his professionalism. *Seconded and passed*. *Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes*. *Weick* previously recused himself and was not present for the vote.

Board Member *Weick* returned to the room at 4:02 PM. Board Member *Humphrey* recused himself and left the room at 4:02 PM.

vii. **CC#07-08-002**: *Weick* stated that the complainant in this case is a Registered Geologist/Certified Engineering Geologist and is questioning whether the respondent, a Registered Geologist, is working within his scope of practice on a geo hazards report. The RG stated that a site is build-able. Can an RG render a decision about site vs build-ability? The respondent stated that he is within his scope of practice. *Weick* offered that Geologic Hazard Reports when completed as a site specific document for siting a building must be completed by a CEG. *Webb* moved to issue a Letter of Concern to the respondent in CC#07-08-002 noticing the individual that a CEG stamp is required to make recommendations in a geologic hazard report as to whether property is build-able. *Seconded and passed*. *Morris, yes; Taylor, yes; Webb, yes; and Weick, yes*. *Humphrey* was not present for the vote as he had recused himself. *Weick* will do some follow-up onsite review of this project in early November.

*Weick* also encouraged the Board to return to the draft PROFESSIONAL PRACTICE PUBLICATION and review the information about this practice arena. He stated that Geologic Hazards Reports that define build-ability of land sites must be completed by a CEG. The Board should take action against RG's making such recommendations. *Weick* will revise the Professional Practices information about build-ability of sites, as such documents must be reviewed and stamped by a CEG.

Board Member *Humphrey* returned to the room at 4:21 PM.

c. **CEG Exam:** *Knight* informed the Board that contact has been initiated with the Washington Board to determine the status of the Oregon/Washington Engineering Geology Task Analysis. OSBGE's budget for the 2007-09 biennium provides funds for the Board's participation in this required task analysis. Follow-up with the Washington Board will occur before the December meeting.

d. **Joint Compliance Committee (JCC):** *Knight* reported that the JCC is scheduled to convene on Wednesday, November 14, 2007. The lead article in the July 2007 EXAMINER stirred much response from Professional Engineers who wrote to the Engineering Board (OSBEELS). The administrator of OSBEELS requested a discussion about this article at the JCC. Discussion by the Board confirmed that OSBGE sets the standard of practice for CEGs and the JCC's purpose is to resolve complaints in overlap practice arenas. Discussions about the overlap practice arena should be discussed in a joint Board discussion, not a JCC meeting. The Board will offer information to the JCC regarding OSBGE's position on both CC#07-04-001 and CC#06-02-004A.

e. **Legislative:** *McConnell* reported that there will be no opportunity for legislation during the 2008 session.

f. **Outreach:** *Taylor* reported that the presentation by Cheryl Kleckner from the State Department of Education was an outreach effort.

g. **Professional Practice:** *Humphrey* stated that additional information recently provided must be incorporated into the document so the document cannot be adopted at today's meeting. [Administrator Note: *Weick* will also provide additional changes for the document from a compliance discussion held earlier today.]

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

i. **Geology Report Guidelines:** *Webb* stated that she will continue chairing this committee. The draft report is in the hands of all Board Members and comments about the report are due back from Board Members to *Webb* by November 3, 2007.

## 6. Correspondence

a. **AC 07 08 222:** The Board confirmed that geology reports about Oregon properties must be reviewed and stamped by an Oregon Registered Geologist. The Board would assume that California also would require that geology reports about California properties be reviewed and stamped by a California Registered Geologist.

b. **AC 07 10 268:** Inquiry about various registration statuses: No discussion due to time constraints.

c. **AC 07 10 272:** ASBOG Memo dated 10/4/2007: Discussion about this memo was dismissed as concerns were addressed during the Work Session.

d. **AC 07 10 273:** ASBOG Memo dated 10/5/2007: Discussion about this memo was dismissed as concerns were addressed during the Work Session.

e. **AC 07 10 274:** Faxed info from OSBEELS LE Committee: No discussion was held.

## 7. Old Business

a. Adoption of the PROFESSIONAL PRACTICE document was postponed to the next Board meeting due to additional changes that need to be incorporated.

b. *McConnell* moved to approve the 2005-07 Actual vs. Budgeted financial figures that were distributed to all Board Members on June 26, 2007, that clarified questions about the report presented at

the June 2007 meeting. *Seconded and unanimously passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

## **8. New Business**

- a. ASBOG National Meeting Delegate Issues: *Taylor* stated that a POSITION STATEMENT must be drafted to provide to the ASBOG meeting. *Knight* will draft the position.
- b. GUIDELINES FOR GEOLOGY REPORTS: Discussion and approval of the final document was postponed to December Board meeting pending input by Board Members to *Webb*.
- c. Ideas for Compliance Strategies: Discussion of this agenda item was postponed to the December Board meeting.
- d. Governor's Notice to Board Members: RESTRICTIONS ON POLITICAL CAMPAIGNING BY PUBLIC EMPLOYEES, ORS 260.432: *Knight* pointed out to the Board that they cannot use their appointed state position to advocate for campaign issues. As a private citizen, they can do as they please.
- e. Election of Officers per OAR 809-001-010: *Morris* moved that the Board elect a ballot of *Taylor* for Chair and *Humphrey* for Vice-Chair. *Seconded and passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*

**9. Public Comment:** No comments were provided by the public; however, the following items are included as additional meeting information.

- a. *Webb* moved that *Taylor* be appointed to represent the Board on the panel at the Oregon State Department of Education charged with reviewing K-12 Science Standards here in Oregon. *Seconded and unanimously passed. Humphrey, yes; Morris, yes; Taylor, yes; Webb, yes; and Weick, yes.*
- b. *Knight* requested a round of applause for *Eileen Webb* for her years of service to the Board. She is now employed with Vista Engineering in Kennewick, Washington so is no longer able to serve on the Board.
- c. Public Member *Morris* requested to announce that as of October 18, 2007, he is a great-grandfather, as his granddaughter delivered a new baby. Congratulations were offered by all.

The meeting was adjourned at 5:00 PM by Chair *Webb*.

Respectfully submitted,

Susanna R. Knight  
Administrator

Minutes of the October 19, 2007, Board meeting were approved as presented here at the quarterly meeting of the Board convened March 6, 2008.

Respectfully submitted,  
Susanna R. Knight, Administrator

# OSBGE Administrator Report

October 19, 2007

**Action List:** Updated on 10/4/2007; attached to this report.

**Financial Report:** See the spreadsheet attached of the final Budget versus Actual for the 2005-07 biennium which also includes the current biennium to date figures. Also attached are two Revenue vs Expense reports, one for the 2005-07 biennium and the second for the first quarter of the new biennium. Also two balance sheets are attached reflecting these two different periods.

- Pioneer Trust Bank balance as of 9/28/2007: \$124,246.91. Interest at 3.15%.
- CD Update: See the latest news attached.
- Registration renewals issued and processed as follows:
  - for 6/30/2007: 105/98 ;
  - for 7/31/2007, 39/40;
  - for 8/30/2007, 28/27;
  - for 9/30/2007, 32/29 and 1 deceased; and
  - for 10/31/2007, 360/ in process.

**Registration Update:** Since the last Board meeting, no new registrants were added by Cooperative Registration and no exam registrants were processed.

**Examinations:** Exams were administered Friday, September 28, 2007, in Building 48 of Chemeketa Community College, Winema Place. This was the first time at this newly renovated location and worked well. Without the influx of Californians (only one examinee) as we have had in the fall for the past five years (they again began offering the exam this fall), we still had the largest group of fundamental exam candidates since I came to the Board January 1999. Rodney Weick served as proctor for the EGexam and staff of Knight and Arrobang proctored the ASBOG examinations.

- **ASBOG candidate report:** ASBOG fundamental, 31, one withdrew and one was proctored by New Hampshire, so 29 were present at the exam site; ASBOG practice, 17, one proctored in New Hampshire, 16 at the exam site..
- **CEG Exam:** 3 approved; one no show; two candidates at the site.

## Communication:

- **Newsletter:** The July newsletter was distributed by email to everyone with an email address in our database. It was distributed in paper form to 180 registrants without email; all cities and counties; to registrants with a lapsed registration in the prior three months; and to various others for a total paper count of 189.
- **Website:** The new webmaster is doing a great job. Updates are occurring regularly. So far, we have not received any billings from the State of Oregon for hosting our web site.
- **Email:** The Board now pays \$25 annually for the email address [osbge.info@state.or.us](mailto:osbge.info@state.or.us) which brings correspondence directly from the web page. In addition, \$25 annually pays for each staff email address.

## Other:

- **OSLAB/OSBGE:** I attended the national CLARB meeting convened in Cleveland, Ohio, September 6, 7, & 8, 2007. I will be attending the ASBOG National meeting in convening in Denver on October 26 & 27, 2007.
- **OR/WA EG Examination:** The Board approved funding for the EG Task Analysis in the 2007-09 Budget. The Program Manager has not yet responded to my inquiry about the contract for this project but is probably covering additional work in the absence of the Administrator. The Administrator of the DOL section is out on a medical leave.
- **Computer Database Updates:** The Filemaker database is undergoing updates, including an update to the accounting process. This has mechanized the renewal process so that staff time will be reduced. Glitches are being corrected. Recent updates allowed for the issuing of the newsletter via email. Electronic exam result input is on the horizon, depending on how the funding holds up.
- **Guidelines & Policies:** You are all aware that we have numerous GUIDELINES for the Board developed over time. I am hopeful that these will soon be incorporated into the draft Bylaws currently under development.
- **Annual Review:** Chair Webb and I met on July 6, 2007, for my annual review. I appreciate that this was handled in a timely fashion.
- **Board Membership:** Al Morris has notified the Governor's office that he will not accept reappointment when his term expires January 24, 2008. If you know of any interested persons, please put them in contact with the Governor's office. Applications for Webb's position should also be directed to the Governor's office.

Respectfully prepared,

Susanna Knight  
Administrator