

MEETING MINUTES
OREGON STATE BOARD OF GEOLOGIST EXAMINERS
MARCH 29, 2011

Members Present

Richard Heinzkill, Public Member
Chris Humphrey, RG, CEG, Board Vice-Chair
Dr. Vicki McConnell, RG, State Geologist
Dr. Stephen Taylor, RG, Board Chair
Mark Yinger, RG

Members Excused

Rodney Weick, RG, CEG

Staff Present

Christine Valentine, Administrator

Visitors Present

None

Chair Taylor called the special telephone meeting of the Board to order at 1:15 PM.

Roll Call: See above for members present/absent. The Board had a quorum of voting members.

Agenda: Chair Taylor led discussion of the meeting agenda, confirming the primary agenda item as discussion and approval of the 2011-2013 OSBGE budget and suggesting an informal roundtable discussion after the budget discussion to highlight issues/action items for the benefit of the new OSBGE administrator. Vicki McConnell moved to approve agenda, Chris Humphrey seconded. The Board unanimously voted to approve the agenda.

Agenda Item 1: 2011-2013 Budget: Chair Taylor confirmed that all board members had a copy of the final draft budget. One board member, Rodney Weick, had provided comments by e-mail to Chair Taylor in advance of this meeting since he could not attend. Chair Taylor explained that those comments were addressed in the budget documents being reviewed at this meeting. Chair Taylor further explained the details of the proposed budget as follows:

- Comments from the Board's budget discussion at the March 3, 2011 Board meeting were captured in the draft.
- Limited travel has been added back into the budget after a hiatus in 2009-2011.
- Personal services expenditures were refined based on final salary/benefit negotiations with Christine Valentine, new administrator, and to reflect the pending promotion for Marilou Arrobang, Licensing Specialist. (Board members were referred to the worksheet on personal expenses that provides supporting background on the personal services line item in the budget.)
- OSBGE expects to continue splitting costs with OSLAB on personal services, as has been the case for past budgets.
- OSBGE expects to continue splitting costs with OSLAB on the office rent.

- A brief review of other budget line items was provided.

Chair Taylor next asked Board members if they had any questions or comments about the final draft budget. Board members responded as follows:

- Richard Heinzkill: No comments/questions.
- Chris Humphrey: Requested clarification about whether a reduction in GIT renewals was calculated into that budget line item, in consideration of the current economic climate. Chair Taylor responded affirmatively and explained how the line item total was derived.
- Vicki McConnell: Requested clarification about what was meant by “opt out cash back” on the associated personal services worksheet. Chair Taylor explained that this was a reflection of Christine Valentine, new administrator, electing to forgo the standard PEBB health insurance benefits due to coverage under another insurance policy. He explained that opting out has a cash value to the employee but reduces costs to the employer. Vicki also stated her support for the adjustments made between the 2009-2011 and 2011-2013 budgets regarding travel expenses.
- Mark Yinger: No comments/questions.

Chair Taylor also asked administrator Valentine if she had any comments. She asked for clarification about the line item for the OSLAB personal services contract. Chair Taylor explained how the total revenue amount was calculated and the expectation of a continued agreement with OSLAB for 2011-2013.

Discussion then followed about the process for noticing and formally adopting the final 2011-2013 budget. Chris Humphrey specifically asked about the level of budget details that get posted or are available for public review. Chair Taylor referred board members to OAR 809-0025 for an example of the language adopted for 2009-2011. The language will be identical except for changes in the years and total budget number. Budget details will be available by request to the Board administrative office but are not included in the rule. The Board then discussed what part of the worksheets by line and columns constituted the final draft budget. The administrator was asked for comments, and she concurred with Steve’s description of the rulemaking process.

Vicki McConnell moved to approve the budget, with the budget defined as Columns A-G and Budget Line Item #s 1-56. Mark Yinger seconded. **The Board unanimously voted to approve the final draft budget and instructed the administrator to proceed with the rulemaking process.**

Vicki McConnell motioned to close the meeting. Richard Heinzkill seconded, all approved.

Adjournment: The meeting was adjourned at 1:59 PM.

Informal Roundtable Discussion Notes:

Chair Taylor:

- Richard Heinzkill and Christine will begin working together on compliance cases.
- Steve will update action list based on discussion at December 3, 2010 Board meeting.
- Christine will begin processing Board rules: Budget Rule and 3 others previously approved by the Board.

- Steve/Christine have been investigating the status of SB 158.

Vicki McConnell:

- Commented on SB 158 and trying to build relationship with ACLU given their objections to the bill language. Discussed with Chair Taylor the goals of trying to get ACLU concerns/language ideas in writing and making sure the ACLU lobbyist understands the Board has a new administrator to work with.

Chris Humphrey:

- Noted that the OSBGE newsletter needs to get out. Chair Taylor agreed and stated that the goal is to get the newsletter back on track, with next edition out this April. The April newsletter will include articles thanking Susanna Knight for her service as administrator and welcoming Christine Valentine as administrator.

Richard Heinzkill:

- Noted his appreciation for Steve's action list.
- Requested that the administrator resend her contact information by e-mail.

Mark Yinger:

- Agreed with the need to get final approved versions of rules into the formal rulemaking process. He will work with Chair Taylor to get final versions into the administrator by early April.

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 Respectfully submitted,

Christine Valentine
 Board Administrator
 Date: April 6, 2011

The minutes of the March 29, 2011 Telephone Meeting were approved with revisions reflected herein at the June 3, 2011 Quarterly Board Meeting.
 Christine Valentine, Administrator

