**MINUTES**

**BOARD FOR PROFESSIONAL ENGINEERS**

**Date:**  September 8, 2022

**Time:** 9:30 a.m.

**Place:** 1100 N. Eutaw Street

 Baltimore, MD 21201

Access Using Video Conferencing

 Meet.google.com/ipm-pxny-hej

 Phone: 1-484-416-2276

 PIN: 201 307 165#

**Present:** Howard (Skip) Harclerode, P.E., Chairman

David G. Mongan, P.E, Vice Chairman

Sallye Perrin, P.E., Secretary

 Pastor Farinas, P.E.

 Edward Hubner, P.E.

**Others Present:** Zevi Thomas, Executive Director

Raquel Meyers, Assistant Executive Director

Milena Trust, AAG, Counsel to the Board

 Ruby Courtney, Board Administrator

 Danielle Anderson, Web Content Coordinator

 Dorian Price, Administrative Specialist

**Absent:** Karl Rickert, P.E

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**CALL TO ORDER**

Chairman Harclerode called the meeting to order at 9:35 a.m.

**ACTION ON MINUTES**

Motion (I) was made by Mr. Hubner, seconded by Ms. Perrin, and unanimously carried by the Board to approve the minutes of the August 11, 2022 Board meeting as submitted.

**APPLICATIONS APPROVED BY THE BOARD**

Motion (II) was made by Mr. Farinas, seconded by Ms. Perrin, and unanimously carried to approve 17 applications for reciprocity, two applications for PE Licensure by Transfer of Grades and 26 applications for the Principles and Practice of Engineering Examination and to deny two applications for PE Licensure by Reciprocity for an insufficient engineering work experience and one application for PE Licensure by Examination for an insufficient amount of engineering work experience.

Approvals are as follows:

**Applications for PE Licensure by Reciprocity are as follows:**

Abdel-Khalek, Ahmed (59853) Lena, Matthew J. (59862)

Bouffard, David B. (59854) Mangindin, Lawrence (59863)

Callan, Chad R. (59855) Mousa, Amir (59864)

Close, Michael H. (59856) Nagarajan, Sabareesh (59865)

Dak, Vildiz Stella S. (59857) Ntwoku, Stephane N. (59866)

Gokhale, Ajit S. (59858) Ramsey, Brent M. (59867)

Gopal, Jagdeesh (59859) Stocks, Douglas R. (59868)

Huang, Lisa (59860) Widmer, James (59869)

Gleason III, Robert M. (59861)

**Application for PE Licensure by Transfer Grades is as follows:**

Sefain, George (59871) Zomeno Canales, Carlos (59870)

**Applications for the Principles and Practice of Engineering Examination are as follows:**

Abrigo, Joederick C. Hughes, Keirstin E.

Acosta, Carlos A. Kan, Zhe

Alqadhi, Mohammed Kim, Kevin K.

Al-Shammari, Hussein A. Lenkewich, Wanda L.

Brletich, John J. Linkinhoker, Daniel R.

Chaires, Kyle B. Mahaney, Michael D.

Chosta, Alec F. Mulligan, Brian C.

Conley, Amy F. O’Dowd, Matthew B.

Etea, Terferra T. Parker, James A.

Evans, Jenna L. Perry, Joshua R.

Garner, Falan A. Wells, Anna P.

Ghoniema, Moatssem Zabihi Siabil, Sina

Herynk, Martin Zewdie, Amanual

**NEW BUSINESS**

**Report from NCEES Annual Meeting**

Ms. Perrin reported there were several interesting motions at the NCEES Annual meeting and thanked Mr. Hubner for his assistance in preparing the Board for voting on these motions. Ms. Perrin mentioned that split votes from member Boards have been eliminated and there were lengthy discussions on “inclusive language”.

Ms. Trust stated the motion for past presidents of committees serving on committees did not pass.

Chairman Harclerode stated there was discussion on the budget and the cost of exams. He stated the motion to increase the fee for the exam by $50 passed. He also mentioned when the cost of the FE exam was reduced in 2014, it was not approved by the Finance Committee so all budgetary issues must now go through the Finance Committee.

**OLD BUSINESS**

**CPC Provider Application**

The Board discussed possibly having a periodic review of approved CPC Provider applications to ensure the standards for continuing education for Professional Engineers in Maryland are being met. Ms. Perrin asked if that would require a regulatory change. Ms. Trust mentioned there is nothing in the regulations pertaining to a periodic review and if that is the direction the Board wants to go, it may take six to eight months to complete that process. Ms. Trust also mentioned that changes may not be possible at this time with pending changes in the Administration and further added the process must begin with the Executive Director preparing a concept sheet for the Secretary. In the interim, Ms. Trust suggested staff could add language to inform applicants that the Board has the authority to periodically review approved providers and if there is any change to course presenters or course content, the Board must be notified in a timely fashion

Motion (III) was made by Mr. Hubner, seconded by Mr. Mongan, and unanimously carried to add that the Board has the authority to conduct a periodic review of the approved providers and the provider should notify the Board if there is any change to course presenters or course content on Provider Approval application.

Mr. Thomas gave an update on the progress that he and Ms. Courtney were making on the plan to notify approved providers of a periodic review and the processes needed to accomplish these reviews.

**Disciplinary Actions to be Reported**

Ms. Trust stated the website needs to be updated with disciplinary actions and suggested Mr. Thomas look at what the Real Estate Board has on their website and to also look at the West VA PE Board website. Ms. Trust mentioned some states add the actual consent order but does not feel it is necessary for us to do that in Maryland.

**CONTINUING PROFESSIONAL COMPETENCY (CPC) COMMITTEE REPORT**

Motion (IV) was made by Mr. Farinas, seconded by Mr. Harclerode and unanimously carried by the Board to approve the CPC Provider application of LearnFormula, Inc.

**REPORT FROM ETHICS COMMITTEE**

Ms. Trust asked that Mr. Hubner work with Ms. Meyers and Mr. Thomas to do the voiceover for the free online Ethics course.

**REPORT FROM EXECUTIVE DIRECTOR**

Mr. Thomas mentioned possibly requiring a fee to become an approved provider. Ms. Trust suggested the issue of requiring a fee be discussed in the Executive Session.

Mr. Thomas also stated the office is now open and that the HVAC issues have been resolved. The Board members asked if this means we can hold future meetings in the office and if there will be adequate parking. Mr. Thomas does not feel parking will be an issue and the Board always has the option to hold the meeting virtually or in a hybrid format. The Board decided to hold the October 13, 2022 in person at 1100 N. Eutaw Street, Baltimore, MD, 21201.

**REPORT FROM BOARD COUNSEL - None**

**CORRESPONDENCE - None**

**APPLICATIONS APPROVED ADMINISTRATIVELY FOR RECIPROCITY**

There were 36 applications, supported by NCEES Model Law Engineer records that were administratively approved for licensure.

**REINSTATEMENT APPLICATIONS - None**

**EXECUTIVE SESSION**

Motion (V) was made by Mr. Farinas, seconded by Mr. Hubner and unanimously carried to enter Executive Session at 10:11 a.m. at Meet google.com/ipm-pxny-hej or by phone 1-484-416-2276 (PIN 201 307 165#). This session was permitted to be closed pursuant to General Provisions Article, Annotated Code of Maryland, §3-305(b) (7).  Upon completion of the session, the Board reconvened its public meeting at 10:48 a.m.

**COMPLAINT COMMITTEE**

Mr. Hubner reported on the status of complaints discussed by the Complaint Committee September 8, 2022.

16-PE-22 Received Report from Investigator. Requesting additional information from

 Complainant who has been unresponsive

18-PE-22 Still under investigation

01-PE-23 Awaiting response

02-PE-23 Assigned to investigator

03-PE-23 Awaiting response

04-PE-23 Requesting arbitration documents

Motion (VI) was made by Mr. Farinas, seconded by Ms. Perrin and unanimously carried to accept the recommendations of the Complaint Committee.

**OTHER BUSINESS**

The next Board meeting is scheduled for Thursday, October 13, 2022.

Ms. Courtney announced January 2023 would be her last Board meeting since she will be retiring effective February 7, 2023.

**ADJOURNMENT**

Motion (VII) was made by Mr. Hubner, seconded by Ms. Perrin and unanimously carried to adjourn the meeting at 10:51 a.m.

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Signed by: Howard C. Harclerode, III Date: October 13, 2022

                  Board Chairman