

# MARYLAND BOARD FOR PROFESSIONAL LAND SURVEYORS BUSINESS MEETING MINUTES

**Date:** April 7, 2021

**Time:** 11:00 a.m.

**Location:** 500 Calvert Street  
Room 302  
Baltimore, MD 21202

**Joining Info:** Access Using Video Conferencing  
[meet.google.com/znw-ckha-meg](https://meet.google.com/znw-ckha-meg)  
Phone: 1-262-546-6259  
PIN: 112 898 300#

## **Members Present:**

John V. Mettee III, Chair, Land Surveyor  
Tammy L. Rollins, Vice Chair, Consumer Member  
Thomas M. Orisich, Land Surveyor  
Jeanne L. Nebre, Land Surveyor  
Derrick McLaughlin, Consumer Member

**Absent:** T.J. Frazier, Land Surveyor

## **Labor Officials & Staff Present:**

Gregory Morgan, Commissioner, Division of O & P Licensing  
Joseph Cullingford, Executive Director  
Raquel Meyers, Assistant Executive Director  
Carla Marie Zamon, Acting Assistant Executive Director  
Milena Trust, Board Counsel  
Makayla Nelson, Acting Board Administrator  
Frazier West, Investigator

## **CALL TO ORDER**

Chair, John V. Mettee, III, called the Business meeting of the Maryland Professional Land Surveyors to order, virtually, at 11:15 a.m.

## **APPROVAL OF THE MINUTES**

The members of the Board reviewed the Business minutes held on March 3, 2021. Motion (I) was made by Mr. Orisich, seconded by Ms. Rollins, and unanimously carried by the Board to approve the minutes without corrections.

## **COMPLAINT COMMITTEE REPORT**

Mr. Orisich presented the Complaint Committee Report:

- 04-LS-20 Administrative Hold (Pending Civil Proceeding) – No Change
- 01-LS-21 Sending surveyor request to have informal coaching
- 04-LS-21 Sending surveyor request to have informal coaching
- 05-LS-21 Under further review
- 06-LS-21 Awaiting response from surveyor
- 07-LS-21 Awaiting response from surveyor
- 08-LS-21 Awaiting response from surveyor
- 09-LS-21 Under review; it may be related to prior complaint

Motion (II) was made by Ms. Rollins, seconded by Mr. McLaughlin, and carried unanimously by the Board to accept the Complaint Committee Report.

## **CORRESPONDENCE**

Mr. Orisich stated that he received correspondence requesting input from Brian Haynie, Chairman of Maryland Society of Surveyors, Baltimore Chapter, on a Baltimore County development review of a recorded plat and proposed improvements which included engineering practices outside the scope of land surveying. Concern was brought up that the survey document is being turned into a Survey Site Plan for engineers.

Mr. Mettee stated that if Baltimore County would not listen to MSS, then maybe a letter from the Board stating that such updates belong on a development plan, but not a survey document. Board members agreed that such updates do not belong on a recorded plat because such changes would turn it into a design plan and that is outside the scope of a land surveyor.

## **NEW BUSINESS**

### **NCEES Zone Meeting**

Mr. Mettee confirmed the NCEES NE Zone Meeting will be virtual on May 20, 2021 and that there will be documents published on the NCEES website prior to the meeting. He advised the Board to review the presentations and be ready to discuss them at the next scheduled meeting.

Mr. Mettee stated that Mr. Orisich is a candidate for the position of Vice President of the Northeast Zone which will be voted at the Zone meeting in May. He announced there will be a NCEES State of the Council meeting, 2:00 p.m. – 3:00 p.m., virtually, today. There will be information about awards and award recipients.

## **OLD BUSINESS** - None

## **EXECUTIVE DIRECTOR'S REPORT**

### **NCEES Delegates**

Mr. Cullingford mentioned that paperwork for the funding of two delegates for the NCEES meeting need to be submitted by May 7, 2021. It was suggested that Mr. Orisich and Ms. Trust attend. A final decision will be made at the next Board meeting. It was noted that official state travel is still restricted. There will be updates discussed at the next scheduled meeting.

### **Land Surveyor Exam**

State of Maryland exams are graded and Mr. Cullingford is going to do an analysis of the examination questions to ensure there are no major conflicts. Mr. Cullingford announced that state exams will not be held until June at the earliest. The examination date is not set and will be contingent on the availability of a conference room.

### **Welcomed New Staff**

Ms. Meyers was welcomed as the new Assistant Executive Director. She has previously worked in other administrative roles for over 10 years within the Maryland Department of Labor. Ms. Zamon was thanked for her role as the acting Assistant Executive Director for a year with the Professional Licensing Boards. Ms. Zamon will be serving as the new Administrative Specialist for the Board of Professional Land Surveyors. Ms. Nelson was thanked for her role as Acting Board Administrator and will be moving to the Mechanical Licensing Boards.

Mr. Cullingford announced there will be no in person meetings at this time. There will be updates provided in the near future.

### **Executive Order No. 21-03-09-03**

Mr. Cullingford informed the Board about the changes to the Executive Order for deferred license renewal. The department is planning to reimplement mandatory renewals by using a staggered date of renewal for each Board. Licensed Land Surveyors will be required to renew their licenses beginning on June 30, 2021. This will allow for a 60-day notification window to the affected licensees. Mr. Cullingford noted that the executive order allowed for the deferral of license renewal, adding that the expiration dates will remain the same for all licensees.

## **BOARD COUNSEL'S REPORT**

Ms. Trust informed that House Bill 684 passed the House Committee. The Senate Committee had an extensive discussion and put the bill on hold. After a brief discussion, she stated an update will be provided at the next scheduled meeting.

**MARYLAND SOCIETY OF SURVEYORS** - None

**APPLICATIONS FOR REVIEW**

Mr. Mettee reported Ms. Nebre and Mr. Frazier approved one application for reciprocity.

**OTHER BUSINESS**

The next Board Meeting is Wednesday, May 5, 2021 at 11:00 a.m. Mr. Mettee will be absent at the July meeting. Ms. Rollins will lead the meeting.

**EXECUTIVE SESSION** - None

**ADJOURNMENT**

There being no further business to discuss, Motion (III) was made by Mr. Orisich, seconded by Mr. McLaughlin, and unanimously carried by the Board to adjourn the meeting at 12:03 p.m.

Approved: \_\_\_\_\_ without corrections       with corrections

Signature on File  
\_\_\_\_\_  
John V. Mettee, III, Chair

Date: 5/5/2021