

**STATE OF MAINE
BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS**

**MINUTES
Thursday, November 17, 2022**

Meeting location: Remote meeting, Augusta, ME

Attending: (All attendees via Teams) Brent Bridges, PE, Chair; Joyce Taylor, PE, Vice Chair; Jude Pearse, PE; Mandy Holway, PE, Complaint Officer; David Jackson, Executive Director; Tim Steigelman, AAG. Members of the public attended remotely.

1. Call to Order, Minutes of prior meetings and other preliminaries

- A. Meeting called to order at 9:02 am.
- B. Approval of board minutes from August 18, 2022: On motion by Ms. Holway and second by Ms. Pearse, the board voted 4-0 to accept the minutes of the board meeting held August 18, 2022, with the punctuation corrected as noted. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

2. Committee Reports

A. Executive Committee (Chair)

B. Finance Committee (Taylor)

- 1. Cash balance November 10, 2022: \$1,050,502
- 2. Cash balance November 13, 2020: \$638,372

- 3. Active PE on November 10, 2022: 7093
- 4. Active PE on November 13, 2020: 6571

C. Rules Committee (Vacant)

- 1. Regulatory agenda was submitted as previously approved.
- 2. The AAG will draft a preliminary proposal for the rulemaking discussed related to ongoing obligations to prior clients.

D. Examinations Committee

E. Information Committee (Pearse)

- 1. The following articles are proposed for the next newsletter:
 - a. NCEES exam results
 - b. New staff member
 - c. NCEES Meetings
 - d. Complaint update

- e. Invite stakeholders to March meeting
- f. Reminder of when PE is needed
- g. Advisory Ruling

F. Complaint Committee (Holway)

1. E22-003

The Board reopened this matter at the request of the Complainant and considered documentation submitted by the Complainant in rebuttal of the Licensee's response to the Complaint. After consideration of the submitted documentation, on motion by Mr. Bridges and second by Ms. Pearse, the board found no evidence of violation and voted again to dismiss the complaint for failure to provide evidence of a violation of statute or rule and to issue the Letter of Guidance the Board previously indicated would issue. A Letter of Guidance is not discipline. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse. Ms. Holway abstained. No votes in opposition.

G. Professional Development Committee (Bridges)

H. Special Committees

3. Communications

4. Applications

A. Review and concurrence of Chair/Executive Director actions

- 1. Comity licenses authorized for NCEES Record Holders.
- 2. Comity licenses authorized by board staff.
- 3. Initial licenses by written examination.

B. Recently certified Engineer Interns

On motion by Ms. Taylor and second by Mr. Bridges, the board voted 4-0 to ratify action taken by staff in Items 4-A and 4-B. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

C. Engineer Intern (EI) Applications (Exec Dir)

D. Professional Engineer (PE) Applications (Exec Dir)

E. Tabled and previously considered

F. Other applications or requests

5. Pending Business

6. New Business

- A.** Review of Advisory Ruling – Executive Director to discuss with AAG for possible publication in Newsletter
- B.** March 2023 board meeting moved to March 23, 2022.
- C.** MMA April & October meetings – Chair to reach out to discuss public works
- D.** Exec Dir to NCEES UPLG Meeting, Louisville KY Dec 10-12, 2022
On motion by Ms. Holway and second by Ms. Taylor, the board voted 4-0 to send the Executive Director the UPLG meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.
- E.** NCEES 2023 MBA Meeting, Greenville SC January 9-11, 2023
On motion by Ms. Holway and second by Ms. Pearse, the board voted 4-0 to send the Executive Director to the MBA Meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.
- F.** NCEES Zone Interim Meeting Houston TX April 27-29, 2023
On motion by Ms. Holway and second by Ms. Taylor, the board voted 4-0 to send the following people to the Zone Interim Meeting: Brent Bridges, Jude Pearse, Mandy Holway, and the Executive Director. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.
- G.** 2023 Engineering Expo funding.
On motion by Ms. Pearse and second by Ms. Taylor, the board voted 4-0 to support the Engineering Expo at the Leadership level (\$2500). The roll call vote was: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No opposition.
- H.** Promotional budget.
On motion by Ms. Holway and second by Ms. Pearse, the board voted 4-0 to budget \$1500 for promotional items for the Engineering Expo. The roll call vote was: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No opposition.

7. Adjournment

- A.** Next scheduled meetings are January 19, 2023, and March 23, 2023.
- B.** Meeting adjourned at 10:30am.
On motion by Ms. Holway and second by Ms. Pearse, the board voted 4-0 to adjourn. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.