

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

**MINUTES  
Thursday, August 18, 2022**

**Meeting location:** Remote meeting via Teams.

**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. Several members of the public also attended.

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

**A.** Meeting called to order at 8:02am.

**B.** Approval of the minutes of the board meeting held on June 16, 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 June 16, 2022. 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 on August 15, 2022:           \$1,097,264
2. Cash balance on August 12, 2020:       \$682,728
  
3. The number of active licensees on August 15, 2022: 6957
4. The number of active licensees on August 12, 2020: 6457

**C. Rules Committee (Vacant)**

1. Regulatory Agenda for approval and submission.  
On motion by Ms. Holway and second by Ms. Taylor, the board voted 4-0 to approve the regulatory agenda as drafted for filing. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

**D. Information Committee (Pearse)**

1. The following articles are proposed for the next newsletter:
  - a. NCEES exam results
  - b. New NCEES exam procedures
  - c. Complaint Update (Holway)
  - d. Audit procedure (Exec Dir)
  - e. Stakeholders invitation – notice of change in calendar.
  - f. Crowe Ceremony and Engineering Expo (Chair)
  - g. Review of exemptions

**E. Complaint Committee (Holway)**

1. E22-003

The board listened to the presentation by the Complaint Officer. On motion by Ms. Taylor and second by Ms. Pearse, the board voted 3-0-1 to dismiss the complaint for failure to provide evidence of a violation of statute or rule and to issue a letter of guidance regarding the sealing and signing of plans. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, and Ms. Pearse. Ms. Holway in her role as Complaint Officer recused. No votes in opposition.

**F. Professional Development Committee (Bridges)**

**G. Special Committees**

**3. Communications**

- A.** Comments on credential use email.  
Discussion of 30 responses received, 6 negative responses.

**4. Applications**

**A. Ratification of Professional Engineer (PE) licensure:**

1. Comity licenses issued to NCEES Record holders.
2. Comity licenses authorized by board staff.
3. Initial licenses by written examination.

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

**B. Recently certified Engineer Interns (EI)**

**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 22-001.**

On motion by Ms. Holway and second by Ms. Taylor, the board voted to charge the Executive Committee with the revision of the Advisory Ruling. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

**B. NCEES Annual Meeting Action Items**

On motion by Ms. Pearse and second by Ms. Holway the board voted to vote at the NCEES Annual Meeting as discussed The Executive Director will provide a record of the discussion to those attending the NCEES Annual Meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.

**C. Stakeholders Meeting scheduled for September is moved to March 2023 to better align with the legislative schedule.**

**D. Board meeting schedule for 2023 is as follows:**

January 19, March 23 (with stakeholders), June 15, August 10, November 16, 2023.

**7. Adjournment**

**A. Next scheduled meetings are November 17, 2022, and January 19, 2023.**

**B. Meeting adjourned at 10:34am.**

On motion by Ms. Pearse and second by Ms. Holway the Board voted to adjourn the meeting. The roll call vote was as follows: In favor: Mr. Bridges, Ms. Taylor, Ms. Pearse, Ms. Holway. No votes in opposition.