**Date:** March 2, 2022

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

**Location:**  1100 Eutaw Street

 5th Floor Conference Room

Baltimore, MD 21201

**Joining Info:** Access Using Video Conferencing

meet.google.com/znw-ckha-meg

Phone: 1 352-608-0121‬

PIN: 767 512 793#

**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 (in-person)

 T.J. Frazier, Land Surveyor (in-person)

 Derrick McLaughlin, Consumer Member

**Absent:**  None

**Labor Officials & Staff Present:**

Kausar Syed, Deputy Commissioner

Zevi Thomas, Executive Director

Raquel M. Meyers, Assistant Executive Director

Milena Y. Trust, Board Counsel

Melissa Coles, Administrative Specialist III

**Others Present:** Paul Ewell, MSS, President

**CALL TO ORDER**

Chair, John V. Mettee, III, called the Business meeting of the Maryland Board for Professional Land Surveyors to order, virtually, at 11:02 a.m.

**CHAIRMAN’S REPORT**

Mr. Mettee addressed his concerns regarding the Professional Design Boards increase in new staffing changes and issues with customer service. He asked the department to plan in-person meetings to get things back on track. He thanked the Board members for keeping matters formal. He reiterated to get things back on track with Board business by planning an April in-person meeting. He asked that parking and access to the building be taken care of prior to the April meeting. The approved minutes are not posted on the website. He also asked the department to post minutes expeditiously as possible. Mr. Thomas agreed to implement these changes prior to the next meeting.

**APPROVAL OF THE MINUTES**

The members of the Board reviewed the Business minutes held on February 2, 2022. Motion (I) was made by Mr. Orisich, seconded by Ms. Rollins, and unanimously carried by the Board to approve the minutes with corrections.

**CORRESPONDENCE** - None.

**NEW BUSINESS**

Mr. Orisich asked a question about the state specific exams and the number of individuals scheduled to take the exams this year. He informed it was a policy to have the Maryland Law and Ethics and Minor Engineering exams scheduled on a quarterly basis. Mr. Mettee suggested scheduling these exams on a quarterly basis. He asked the department to coordinate the availability of the conference room. Ms. Trust offered the Office of the Attorney General conference rooms as an optional space. Mr. Mettee deferred to Mr. Thomas to have these dates planned and published to the website prior to the next meeting.

Motion (II) was made by Mr. Orisich, seconded by Ms. Rollins, and unanimously carried by the Board to schedule the State Specific exams on a quarterly basis and published to the website.

**OLD BUSINESS**

Mr. Orisich reported the Practice Act Committee met after the previous Board meeting. Mr. Worley, Mr. Frazier, Mr. Shaw, and Ms. Trust will be wrapping this up very shortly. The Committee suggested removing “field run” and rename it “topographic survey” in COMAR 09.13.06.04. In Section C Field Procedures change the language in (2) (a). He asked the Board to consider the list of certificates examples. He asked the Board to discuss these items and make a motion at the next meeting. The Board agreed to table this topic for further discussion at the next meeting.

**EXECUTIVE DIRECTOR’S REPORT**

Mr. Thomas stated he’s interested in setting up the State -specific exams on a quarterly basis. He informed me that he met with Mr. Frazier to discuss previously. He stated once the dates have been established then a deadline will be set up for application review (i.e., 60 days in advance). He also stated Ms. Coles has notified test takers about the upcoming March exams. The department will be administering exams at the end of the month. Mr. Mettee deferred to Mr. Thomas to have these dates published on the website. Mr. Thomas agreed to publish these dates prior to the next meeting.

**BOARD COUNSEL’S REPORT**

Ms. Trust informed a bill (SB 927) requiring a certain applicant for a license to practice engineering to pass examination in the Fundamentals of Engineering (FE). It will include the (FE) as part of the law. She informed that § 14-305 (d) states “an applicant shall qualify if the applicant has at least 12 years of work experience in engineering that is satisfactory to the Board…” This bill was introduced to include this option. She will provide an update if a hearing is scheduled.

Ms. Trust asked the Board or the Practice Act Committee to provide her with what organizations are acceptable. She would prefer not to do the white paper. She has requested a couple of names. She will prepare a draft but needs more information. Ms. Nebre stated that she would email Ms. Trust a list of national organizations.

Mr. Mettee will not be able to attend the NE Zone meeting due to a conflict in his schedule. Ms. Nebre reported that she attended the NE Zone Education Committee meeting over the weekend. The Committee proposed changes in surveying, revising the white paper 4-year degree, and revisited the criteria for the surveying award. Mr. Mettee thanked Ms. Nebre for the report and attending the meeting.

Ms. Trust asked about the next Joint Chairs meeting. Mr. Mettee informed the board that it was supposed to be scheduled for mid-February. After a brief discussion with Mr. Thomas agreed to schedule the meeting after the Legislative Session in mid to late April.

**MARYLAND SOCIETY OF SURVEYORS**

Mr. Ewell shared updates regarding the right-of-entry discussions at MSS. The next step is for lobbyists to seek possible sponsorship and draft the language for the legislature. The Pennsylvania Board is going through a similar process as Maryland. He will continue to have this discussion with them. Ms. Trust briefly mentioned the mentoring program. She also informed the board that a folder with information about this program is located in her office for further review.

**APPLICATIONS FOR REVIEW**

Mr. Mettee asked whether the Board should enter Executive Session to discuss applications review. Mr. Frazier agreed to enter into Executive Session.

**EXECUTIVE SESSION**

Motion (III) was made by Ms. Nebre, seconded by Mr. Frazier, and the Board unanimously agreed to enter into Executive Session, pursuant to § 3-305(b)(7) of the General Provisions Article, Maryland Annotated Code, at 12:10 p.m., virtually, in order to discuss and obtain the advice of Counsel regarding the Complaint Committee Report and applications review.

Motion (IV) was made by Mr. Frazier, seconded by Mr. Orisich and unanimously voted that the Board reconvene in the Business Meeting at 12:36 p.m. Upon completion of the session, the Board reconvened its public meeting at 12:36 p.m.

**COMPLAINT COMMITTEE REPORT**

Mr. Orisich presented the Complaint Committee Report.

04-LS-20 Awaiting civil suit resolution. No change.

08-LS-22 Investigating. Awaiting Respondent response. Response due March 11, 2022.

12-LS-22 Investigating. Send a letter of Complainant to provide additional evidence.

Motion (V) was made by Ms. Rollins, seconded by Mr. McLaughlin, and unanimously voted to approve the Complaint Committee Report.

**OTHER BUSINESS**

The next Board Meeting is Wednesday, April 6, 2022, at 11:00 a.m.

**ADJOURNMENT**

 There being no further business to discuss, Motion (VI) was made by Mr. Frazier, seconded by Mr. McLaughlin, and unanimously carried by the Board to adjourn the meeting at 12.37 p.m.

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

\_\_\_Signature on File \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John V. Mettee, III, Chair

Date: \_\_\_\_April 6, 2022\_\_\_\_\_\_\_\_\_\_\_\_\_