**MINUTES**

**BOARD FOR PROFESSIONAL ENGINEERS**

**Date:**  August 10, 2023

**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:** Sallye Perrin, P.E., Chairman

Howard (Skip) Harclerode, P.E., Vice Chairman

 Edward Hubner, P.E., Secretary

Karl Rickert, P.E

 Pastor Farinas, P.E.

 Judi Miller, R.A.

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

Raquel Meyers, Assistant Executive Director

 Matthew Venuti, AAG, Board Counsel

 Ruby Courtney, Board Administrator

 Dorian Price, Administrative Specialist

**Absent:** None

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**CALL TO ORDER**

The Board Chair, Ms. Perrin, called the meeting to order at 9:30 a.m.

**APPLICATIONS APPROVED BY THE BOARD**

Motion (I) was made by Mr. Harclerode, seconded by the Board Chair, Ms. Perrin unanimously carried to approve 22 applications by reciprocity, one applicant for PE Licensure by Transfer of Grades and 24 applications for the Principles and Practice of Engineering Examination. That same motion requested additional information from one applicant for PE licensure by examination and included postponing the decision on one application for PE licensure by examination until after the discussion on credit awarded for education under Option D.

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

Balasubramanian, Aswathram (61516) Kovel, Caitlin M. (61527)

Bam, Lokendra (61517) Martin, James L. (61528)

Buckley, Margaretha M. (61518) Martos Farinas, Alexander (61529)

Chang, Young C. (61519) Masood, Arif W. (41985)

Culver, Adam M. (61520) Nechayev, Vyacheslav A. (61530)

Darbhamulla, Siva P. (61521) Pandrangi, Lakshmi S. (61531)

De Cesare, Amanda C. (61522) Rana, Hem R. (61532)

Decena, Rommel R. (61523) Razmara, Hassen (61533)

Hammer, Jennifer R. (61524) Savage, Wayne A. (61534)

Hilario, Ramon Edrick (61525) Sheeha, Zaid (61535)

Khan, Natasha A. (61526) Wehbi, Ahmad M (61542)

**Applications for PE Licensure by Transfer of Grades are as follows:**

Liang, Liang (54073)

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

Apperson, Rosser A. Mullen, Timothy P.

Brown, Megan L. Renkenberker, Nathan A.

Eapen, Jaison J. Rojas, Nicole

Hussaini, Mir Tariq Rosenbach, Joshua M.

Johnson, Eric G Ryan, Benjamin A.

Karim, Rafid. Sansoni, Michael

Keefe, Karina K. Shah, Mital M.

Ketsela, Bezaneh H. Sow, Mohamed L.

Kress, Timothy K. Swartzentruber, Kyle D.

Kroneberger, Connor T. Thomas, Andre D.

McCormick, Kelly A. Vaghani, Shaineel A.

Monpremier, Vladimir Y. Witt, Kathleen S.

**ACTION ON MINUTES**

Motion (II) was made by Mr. Harclerode, seconded by Mr. Farinas, and unanimously carried by the Board to approve the minutes of the July 13, 2023 Board meeting with corrections.

**INTRODUCTION OF NEW CONSUMER BOARD MEMBER**

The Board Chair announced that Mr. Mongan’s resignation for serving on the Board was accepted and she introduced the new consumer Board member, Ms. Judi Miller to the Board.

Ms. Miller stated she is a licensed architect and that she has been practicing since 1989. She is the principal of her architectural firm in Ellicott City, MD. She expressed her interest in engineering and finds that being on the Board would be a good way for Engineers and Architects to work together**.**

The Board members welcomed Ms. Miller.

 **Credit for Education Under Subsection 14-305(d) - Experience Option**

The Board Chair asked if the discussion on credit for education under Option D can be discussed now since one of the PE Civil exam applications she has reviewed may be affected by the outcome of this discussion.

The Board Chair reviewed the three options under which an applicant can qualify and summarized them for the Board. §14-305(b) requires four years of engineering work experience acceptable to the Board after obtaining the qualifying degree and passing of the Fundamentals of Engineering (FE) exam, §14-305(c) requires eight years of engineering work experience acceptable to the Board and passing of the FE exam and § 14-305(d) requires 12 years of engineering work experience.

Mr. Hubner stated the statute gives discretion when awarding credit for education under §14-305(d) and remarked that the Board members should refrain from awarding a blanket four years based on work experience requirement for an engineering degree. He considers the transcript should be reviewed the courses taken to determine the amount of credit to be awarded. The Board members agreed to leave the decision up to the discretion of the reviewer.

**NEW BUSINESS**

**Overlapping Practice Guide**

Mr. Thomas mentioned the Board of Architects is currently working on a supplement to the existing Overlapping Practice Guide. He had previously provided the Board members with a draft copy of the Maryland State Architect Code Official’s Handbook for their review. Mr. Thomas stated the goal was not to revise or edit the existing Overlapping Practice Guide but to provide a more descriptive scope of the practice of a Professional Engineer for use by code officials.

Mr. Hubner agreed to review the document and report to the Board at the September 14, 2023 Board meeting.

**OLD BUSINESS**

**Motions for the 2023 NCEES Annual Meeting**

The Board members were polled to verify who would be attending the NCEES Annual meeting being held in Boston, MA from August 15, 2023 through August 18, 20223. Ms. Perrin, Mr. Harclerode, Mr. Huber and Mr. Ricket will be attending.

There was also mention of a new NCEES task force established to review qualifications for licensure.

Motions were reviewed during the July 13, 2023 Board meeting and the voting delegate will be Ms. Perrin.

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

Motion (III) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried by the Board to approve the CPC Provider applications of AEC Daily Corporation and Jensen Hughes, Inc.

The Board Chair asked about the progress being made on the renewal process for continuing education providers. Ms. Courtney explained that she has completed the spreadsheet of all providers that have been approved up to date but that the actual renewal process was more involved than previously anticipated. Mr. Thomas added that since there was no expectation of a renewal process for providers so no logging of applications was ever done.

The Board Chair asked Mr. Thomas to investigate what it would take to get an online application process for providers. Mr. Thomas and Mr. Farinas were also asked to find out at the NCEES Annual meeting what other Boards were doing if they approved providers.

**REPORT FROM ETHICS COMMITTEE**

Mr. Hubner reported that the script is complete and he is moving forward and working on how to get the voice input into the system. He anticipates the voice over being completed by the October 2023 Board meeting.

The Board Chair mentioned NCEES is also planning to offer Ethics courses.

**REPORT FROM EXECUTIVE DIRECTOR**

Mr. Thomas reported the legislative concept sheet to modify the number of years of experience required to serve on the Maryland PE Board from 12 years to 5 years has been submitted to the Office of the Secretary.

Mr. Thomas also mentioned he has received notification that a new Board member (civil engineer) has been selected by the Governor's Appointment Office.

**REPORT FROM BOARD COUNSEL**

Mr. Matthew Venuti informed the Board that the State Board of On-Site Wastewater Professionals is in the process of being established to license individuals and companies that perform onsite wastewater services in MD and that he is monitoring its development.

**CORRESPONDENCE**

**ABET: Observer Opportunity – MD**

The Board received an email from Beth Mundy, Coordinator, Accreditation Operations and QMS with the Accreditation Board for Engineering and Technology (ABET) concerning the opportunity to assign a Board-designated observer to an upcoming ABET review at Johns Hopkins University. Mr. Harclerode agreed to attend. Mr. Thomas asked Mr. Harclerode for an updated bio to forward to the ABET representative.

**APPLICATIONS APPROVED ADMINISTRATIVELY FOR RECIPROCITY**

There were 54 applications, supported by NCEES Model Law Engineer records that were administratively approved for licensure.

**EXECUTIVE SESSION**

Motion (IV) was made by Mr. Harclerode, seconded by Mr. Farinas and unanimously carried to enter Executive Session at 10:19: 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 11:26 a.m.

**COMPLAINT COMMITTEE**

Mr. Rickert reported on the status of complaints discussed by the Complaint Committee August 10, 2023:

18-PE-22 Pre-charge. Remain on report for tracking purposes only

12-PE-23 Pre-charge. Remain on report for tracking purposes only

13-PE-23 Complied with CPC Audit. Recommend Close

14-PE-23 Complied with CPC Audit. Recommend Close

16-PE-23 Pre-charge. Remain on report for tracking purposes only

21-PE-23 Response due April 23, 2023- Response received July 12, 2023. Investigate further

23-PE-23 Pre-charge. Remain on report for tracking purposes only

24-PE-23 Pre-charge. Remain on report for tracking purposes only

26-PE-23 Response due July 16, 2023. No response received. Send 2nd letter via certs

27-PE-23 Pre-charge. Remain on report for tracking purposes only

28-PE-23 Pre-charge. Remain on report for tracking purposes only

29-PE-23 Pre-charge. Remain on report for tracking purposes only

30-PE-23 Check with AG office

31-PE-23 Consent Order signed. Fine paid. Recommend close

32-PE-23 Pre-charge. Remain on report for tracking purposes only

33-PE-23 Pre-charge. Remain on report for tracking purposes only

34-PE-23 Montgomery County dismissed case without prejudice. Complaint re-opened

36-PE-23 Investigating

38-PE-23 Recommend Close. Complaint filed with the Home Improvement Commission

39-PE-23 Response due August 27, 2023

41-PE-23 Pre-charge. Remain on report for tracking purposes only

42-PE-23 Pre-charge. Remain on report for tracking purposes only

43-PE-23 Pre-charge. Remain on report for tracking purposes only

44-PE-23 Recommend Closed

01-PE-24 Hearing scheduled for Thursday, August 10, 2023 at 1 p.m.

The Board discussed three applications for reinstatement, three audit reviews and one conduct issue for a reciprocal applicant.

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

Motion (VI) was made by Mr. Harclerode, seconded by Mr. Rickert and unanimously carried to approve one additional application for examination after the discussion on credit for education under Option D.

Haile, Daniel D.

**OTHER BUSINESS**

The Board Chair mentioned that there has always been a consumer Board member on the Complaint Committee and asked if Ms. Miller would be interested in being a part of that Committee**.** The Board Chair provided an overview of the Complaint Committee, Ms. Miller agreed to be on the Committee and it was decided that Mr. Hubner would stay on the Committee for one more month.

The Board Chair announced she will not be able to attend the November 2023 Board meeting so the Board members will need to be polled to ensure we have a quorum.

The Board requested another letter be sent to the Montgomery County Permitting office since a response was never received from the letter sent to them back in August of 2021 regarding the possible discrepancies between two building codes referring to commissioning requirements.

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The Board Chair summarized the items discussed during this meeting that will be needed for the September 14, 2023 Board meeting. Those items mentioned were:

1. Review of the language regarding suspension of a license.

2. Status of the e-blast regarding continuing education requirements and possible fines for not complying

3. Separating CPC non-compliance from complaints/misconduct directly related to professional practice on the Complaint Committee Report

4. Sending all letters regarding complaints and failure of continuing education audits by USPS certified mail

The next Board meeting is scheduled for Thursday, September 14, 2023.

**ADJOURNMENT**

Motion (VI) was made by Mr. Rickert seconded by Mr. Farinas and unanimously carried to adjourn the meeting at 11:40 a.m.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ With Corrections                 \_\_\_\_\_\_\_\_\_x\_\_\_\_\_\_\_\_\_\_ Without Corrections

Signed by: Sallye Perrin Date: October 12, 2023

                  Board Chairperson