**MEETING MINUTES**

**BOARD FOR PROFESSIONAL ENGINEERS**

**Date:**  March 18, 2024

**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, Secretary, P.E.

Karl Rickert, P.E

Dhrubajyoti Biswas, P.E

              Judi Miller, R.A.

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

 Matthew Venuti, AAG, Board Counsel

 Tracy Denison, Fiscal Supervisor

 Ruby Courtney, Board Administrator

 Dara Moore, Audit Specialist

 Dorian Price, Administrative Specialist

 Hannah Belcher, Administrative Specialist

 Don Palmer, Licensee

**Absent:** Pastor Farinas, P.E.

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**CALL TO ORDER**

The Board Chair, Ms. Perrin, called the meeting to order at 9:34 a.m.

The Executive Director, Mr. Zevi Thomas, requested to move his director’s report to the top of the meeting agenda to obtain an update from, Ms. Tracey Denison, from the Office of Administration. The Board Chair agreed to move the Report from the Executive Director following the vote on the February 2024 meeting minutes.

**ACTION ON MINUTES**

Mr. Rickert questioned the accuracy of the draft minutes relating to which Board members planned to attend the Newly Licensed Engineer Ceremony sponsored by the Maryland Society of Professional Engineers on May 1, 2024. After a short discussion, Mr. Harclerode confirmed he could still attend. Mr. Hubner and Mr. Rickert also agreed to attend.

Motion (I) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried by the Board to approve the minutes of the February 15, 2024; Board meeting as submitted.

**REPORT FROM EXECUTIVE DIRECTOR**

Mr. Thomas introduced Ms. Tracy Denison, with the Office of Budget and Fiscal Services who is attending the meeting to address the concerns/questions the members had regarding the Board’s budget. Ms. Denison explained that the Board’s revenue rolls over from year to year and that the surplus is maintained. Ms. Denison stated that as of today, there is a $644K surplus and it is anticipated there will be a $600K plus surplus at the end of the year. The fee increases were not included in this budget.

Ms. Dennison informed the Board that typically the surplus increases from year to year. She also stated the expenses for the Agency’s anticipated move are not calculated in the expenses for this year. Expenses are anticipated to remain about the same.

Mr. Hubner stated he is getting questions from licensees regarding the proposed fee increases and he wants to be able to answer those questions.

Mr. Thomas mentioned that the Board fees also cover expenses incurred for services provided by other units within the Division of Occupational and Professional Licensing Division.

Ms. Denison stated that the bulk of the expenses are salaries, which increase about 4% each year followed by legal costs for official Board business.

The Board Chair asked how much the expenses are expected to increase in FY 2025. Ms. Denison stated the projected expenses for FY 2025 and that the first year of rent after the move is being covered by the Department of General Services.

The Board asked Ms. Denison to provide this Board with a spreadsheet for the last five years for reference.

Mr. Thomas mentioned the NCEES Annual Meeting from August 14-17, 2024, in Chicago, IL, and inquired whether Board members planned to attend. The Board Chair, Mr. Harclerode, Mr. Rickert, and Mr. Hubner expressed interest in attending the Council’s meeting. Mr. Thomas suggested implementing a rotating schedule based on years of service on the Board, to alternate between NCEES-funded and State-funded delegates.

Mr. Harclerode informed the Board that he is on the Awards Committee and that Mr. Farinas may be chosen to receive an award this year. Mr. Harclerode mentioned award winners are partially funded by NCEES.

Mr. Thomas mentioned that Financial Disclosure forms are due April 31, 2024. Mr. Harclerode asked if Mr. Thomas and verify who has already completed the Financial Disclosure forms.

**RECIPROCITY APPLICATIONS APPROVED BY THE BOARD**

Motion (II) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried to approve 23 applications for PE licensure by reciprocity.

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

Abdalla, Omer O (62616) Lozano, Jesus E (62628)

Almanza, Pablo R (62617) MacNeil, Susan L (62629)

Ananthachar, Vinay (62618) Markandeya, Shravya (62630)

Botero Hidalgo, Juan Camilo (62619) Moss, Randall V (62631)

Bozorg Haddad, Amir (62620) Panneerselvam, Rajbarath (62632)

Dylingowski, Steven (62621) Reymann, Jonathan Y (51164)

Garcia Corbal, Reynier (62622) Richardson, Paul W (62633)

Gathro, Joshua D (62623) Sabit, MD I (62634)

Ghorban, Amir (62624) Shokoohi, Saeed (62635)

Hamilton, Joshua K (62625) Tawadrous, Raed (62636)

Joshi, Devang L (62626) Xie, Boshi (62637)

Kline, Anthony D (62627)

Motion (III) was made by Mr. Harclerode, seconded by Mr. Biswas, and unanimously carried to approve four applications for PE licensure by Transfer of Grades and 22 applications for the Principles and Practice of Engineering exam and to hold the decisions on the denied applications until after the Executive Session.

**Application for PE Licensure by Transfer of Grades is as follows:**

Ashour, Tamer A. (62640) Porter, Alexis C (44803)

Johnson, Aaron (62232) Vegesna, Chaitanya (62639)

**NEW BUSINESS**

Mr. Hubner mentioned he met with the NCEES Finance Committee in Kansas City and that he will be presenting at the annual meeting.

The Board Chair mentioned the NCEES ASCE Committee is developing a task force to broaden pathways to licensure which intends to concentrate on workforce development to facilitate the process of becoming a Professional Engineer.

Motion (IV) was made by Mr. Hubner, seconded by Mr. Rickert, and unanimously carried to table the adoption of the proposed fee increases until the April 2024 Board meeting.

A**pproved CPC Providers**

None

**CONTINUING PROFESSIONAL COMPETENCY (CPC) COMMITTEE REPORT - None**

**REPORT FROM ETHICS COMMITTEE**

Mr. Huber stated he has received the two case studies that Mr. Harclerode provided to Mr. Thomas and that he is working on putting everything together.

**REPORT FROM BOARD COUNSEL**

Mr. Venuti reported that today is the deadline for bills to crossover from the House to the Senate. Mr. Venuti also informed the Board that Mr. Ernie Dominguez has officially been named as the litigation attorney for all Design Boards.

**CORRESPONDENCE**

**APPLICATIONS APPROVED ADMINISTRATIVELY FOR RECIPROCITY**

There were 89 applications, supported by NCEES Model Law Engineer records that were administratively approved for licensure.

**EXECUTIVE SESSION**

Motion (V) was made by Mr. Rickert, seconded by Mr. Harclerode and unanimously carried to enter Executive Session at 10:55 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 11:15 a.m.

**COMPLAINT COMMITTEE**

Mr. Rickert reported on the status of complaints discussed by the Complaint Committee February 15, 2024

21-PE-23 Still under investigation

26-PE-23 Still under investigation

34-PE-23 Response received. Investigating

39-PE-23 Still under investigation

45-PE-23 Closed

03-PE-24 Request to re-open

04-PE-24 Investigating

05-PE-24 New. Reopened

There was no Pre-Charge Report this month.

Motion (VI) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried to accept the recommendations of the Complaint Committee.

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

Abdul, Jalil Jaing, Haochen

Bazan, Stephanie T. Kassa, Teowdros D.

Beker, Ali M. Khan, Sami U.

Bonsu, Yaw O. Malicdem, Claudio B.

Chisolm, Kimina I. Noori, Ahmad Wali

Czajkowski, Michael A. Parulski, Matthew L.

Ebersole, Ian M. Peters, Alicia R.

Euceda, Miguel E. Quadri, Abdur-Rahman

Forbes, Shandale P. Ryder, Micah H.

Gebremichael, Ataklti Staats, Austin D.

Girod, Helen R. Watson, Jackeline L.

**OTHER BUSINESS**

The next Board meeting is scheduled for Thursday, April 11, 2024.

**ADJOURNMENT**

Motion (VII) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried to adjourn the meeting at 11:56 a.m.

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Signed by: Signature on File Date: March 4, 2024

                  Board Chairperson