**Date:** April 6, 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/tth-pvdx-sbf

 Join by phone

 (US) +1 352-608-0121 (PIN: 767512793)

**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

 T.J. Frazier, Land Surveyor

**Absent:**  Derrick McLaughlin, Consumer Member

**Labor Officials & Staff Present:**

Gregory J. Morgan, Commissioner, Division of O & P Licensing

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, at 11:10 a.m.

**APPROVAL OF THE MINUTES**

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

**CORRESPONDENCE**

Mr. Thomas referenced an inquiry from a consumer regarding the recovery of a pin from the 1940’s. Ms. Trust stated that it is a public offense to remove a marker and Mr. Mettee agreed. Since it has a specified date, it could have been a marker as a surveyor benchmark. Mr. Mettee would need more details from the consumer.

**NEW BUSINESS**

The board determined who would cast the vote on behalf of Maryland at the NCEES NE Zone Interim meeting. The Chair, Mr. Mettee will not be attending. Mr. Mettee designated Ms. Rollins, Vice-Chair to attend and cast the vote, and she agreed.

Ms. Rollins, Ms. Nebre, and Mr. Frazier received an email from Azu Etoniru. Mr. Mettee asked for a motion. Motion (II) was made by Mr. Frazier, seconded by Ms. Nebre, and unanimously carried by the Board to nominate Azu Etoniru at the meeting.

 Mr. Mettee and Ms. Nebre participated in Professional Activities and Knowledge/Skills (PAKS) relative to the minor engineering exam. NCEES is seeking participants to complete an online survey. The questionnaire deadline is May 31, 2022. This questionnaire could ultimately be the blueprint for Maryland establishing a computer-based aspect for the State-specific exams. The goal is to obtain at least 200 responses to this survey. Mr. Mettee suggested sending an email to all licensed surveyors in Maryland. Mr. Thomas stated that we could retrieve this information from our database or NCEES. After a brief discussion, Mr. Thomas agreed to draft the language and send it to Mr. Mettee for final approval prior to the next meeting.

Ms. Trust received an email from Mr. Frazier and Ms. Nebre on April 4, 2022 with their comments on Minimum Standards of Practice. Ms. Trust asked if she should use the names Mr. Mettee shared with her as acceptable certificate programs. Mr. Frazier stated there is one certificate not acceptable. Mr. Mettee stated the language should be generic. Ms. Trust agreed to include these certificates. Ms. Trust stated that the committee agreed to delete “*field run*” from planimetric survey and topographic survey. She asked about section C field procedures to either omit it or make changes. Mr. Mettee stated no changes in *field run* procedures and the board agreed.

Ms. Nebre questioned the tolerance. She stated the tolerance is outdated. She further explained that the Geospatial Standards – Federal Geographic Data Committee (FGDC) standards took over the National Mapping Standards. In the 1990’s the FGDC took over these standards. Ms. Nebre suggested adding 3.2 Section from the FGDC to replace information in the tolerance and planimetric survey section. Ms. Trust asked Ms. Nebre to provide her with this information and she agreed.

Ms. Trust stated she would draft the concept paper. Mr. Orisich suggested to Mr. Ewell to discuss these substantive changes at the MSS May meeting. Mr. Mettee asked to place the final draft of the regulations on the May agenda prior to the next meeting. The board will vote on these regulations at that time.

**OLD BUSINESS**

Mr. Orisich stated that the Newport meeting would happen this year. This will be the first in-person meeting since 2019. Mr. Mettee stated that attendance is down but surveyors should be represented well at this meeting

**EXECUTIVE DIRECTOR’S REPORT**

Mr. Thomas reported the state specific exam data results from March 2022. He reported there were a total of eleven (11) examinees, four (4) passed the MD Law and Ethics, and six (6) passed the Road Grade and Storm Drain exam successfully. There was one (1) unsuccessful examinee for the Road Grade and Storm drain exam. The next exams are scheduled for July 27, 28, 2022. The exam location may take place at a state facility near BWI. Commissioner Morgan stated this new facility has additional parking and three (3) conference rooms at that location.

Mr. Thomas stated NCEES Annual conference registration deadline for funded delegates is May 2, 2022. He asked the board to send him the list of proposed delegates for this meeting. After a brief discussion, the board agreed on the funded delegates for this meeting.

**BOARD COUNSEL’S REPORT** - None

**MARYLAND SOCIETY OF SURVEYORS**

Mr. Ewell shared updates that they have not met in two (2) months. The next meeting is May 17, 2022 in Dutch’s Daughter. The fall conference will take place in Ocean City, MD. Ms. Trust stated that she would follow up with Mr. Ewell to send him the mentoring information. Mr. Ewell asked to take the *minimum standards of practice* regulations to the board. Ms. Trust stated she will send him the documents if the board does not have any issues. Mr. Orisich suggested Mr. Ewell should receive a copy of this document.

**APPLICATIONS FOR REVIEW**

Mr. Mettee stated the applications for review are underway.

**EXECUTIVE SESSION**

Motion (III) was made by Ms. Nebre, seconded by Ms. Rollins, 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 12:18 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. Orisich, seconded by Ms. Nebre and unanimously voted that the Board reconvene in the Business Meeting at 12:45 p.m. Upon completion of the session, the Board reconvened its public meeting at 12:45 p.m.

**COMPLAINT COMMITTEE REPORT**

Mr. Orisich presented the Complaint Committee Report.

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

08-LS-22 Investigating. Awaiting response from Respondent.

12-LS-22 Investigating. Awaiting Complainant to provide additional evidence.

13-LS-22 Close.

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

**OTHER BUSINESS**

The next meeting is scheduled for May 4, 2022 at 11:00 a.m. Mr. Mettee stated that Mr. Orisich, Mr. Frazier, Ms. Nebre and Ms. Rollins would be attending the NCEES NE Zone Interim meeting. He suggested changing the May meeting to April 28, 2022 at 5:00 p.m. and the board agreed. Ms. Trust suggested advertising the meeting on the website. After a brief discussion, the board agreed to change the meeting date and table the *minimum standards of practice* to the next meeting. Mr. Mettee stated the final draft of the regulations would be presented to the board at that time.

**ADJOURNMENT**

 There being no further business to discuss, Motion (VI) was made by Mr. Frazier, seconded by Mr. Orisich, and unanimously carried by the Board to adjourn at 12:58 p.m.

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

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

John V. Mettee, III, Chair

Date: \_\_\_\_May 4, 2022\_\_\_\_\_\_\_\_\_\_\_\_\_\_