

MINUTES OF MEETING #280
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
NOVEMBER 19, 2015 (*via teleconference*)
BOARD OFFICE, SUTTON, WEST VIRGINIA



Present: Roy E. Shrewsbury, II, *Chairman*
Nelson B. Douglass, *Secretary*
R. Michael Shepp, *Member*
Anthony J. Sparacino, Jr., *Member*
Dennis D. Jarrell, *Executive Director*
Katherine A. Campbell, *Assistant Attorney General*

Absent: None.

The Chairman called teleconference Meeting #280 to order at 10:05 a.m. on Thursday, November 19, 2015, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Sparacino made a motion, seconded by Mr. Shepp to enter into Executive Session pursuant to *W. Va. Code §6-9A-4(b)(2)(7)* to discuss complaints at 10:06 a.m. Motion carried.

Mr. Shepp made a motion seconded by Mr. Douglass to return to regular session at 10:50 a.m. Motion carried.

Summary of the Executive Session was read aloud by the Executive Director. Mr. Shepp made a motion, seconded by Mr. Sparacino to approve the items discussed in the Executive Session. Motion carried with Mr. Douglass recused from C13-01 and Mr. Shepp recused from all.

C16 – Nuttall, LLC – Summarily Dismissed, Boundary Dispute

C13-01 – Administrative Law Judge's Findings of Fact and Conclusions of Law adopted in their entirety: License Revoked, \$2,500 Fine, Administrative Costs

C15-01 – Schedule Formal Hearing.

C15-07 – Dismissed, Boundary Dispute.

C15-10 – Ninety (90) days for respondent to revisit survey.

C15-11 – Closed.

W.Va. Code §22-6-12 – Tabled.

Minutes – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Minutes of Meeting #279 (*September 16, 2015*) as written. Motion carried.

P-Card Purchases – The Executive Director provided a listing and explanation of P-Card Purchases made during September 2015 and October 2015. Mr. Shepp made a motion, seconded by Mr. Douglass, to approve the P-Card purchases. Motion carried.

Financial Report – The Executive Director provided the financial expenditure report with a Cash(Budget) balance as of September 30, 2015 at \$192,465.59 (\$160,541.42), and as of October 31, 2015 at \$182,811.42 (\$148,774.15). Mr. Shepp made a motion, seconded by Mr. Douglass to approve the financial and expenditure reports. Motion carried.

2016 Continuing Education Required Audit (5%) – Mr. Douglass reported that he had completed the 2016 continuing education required audit of 5% of active licensees with no findings. Mr. Shepp made a motion, seconded by Mr. Sparacino to approve the continuing education audit summary. Motion carried.

Fall 2015 New Licensees – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Fall 2015 new licensees #2320 through #2329 having passed the required examinations for licensure as a West Virginia Professional Surveyor. Motion carried.

Minimum Standards and Ethics Request – Mr. Sparacino made a motion, seconded by Mr. Shepp to approve the Minimum Standards and Ethics continuing education request from the West Virginia Society of Professional Surveyors, to be held in Flatwoods, WV on February 18 and 20, 2016, and presented by Mr. Donald Teter, P.S. and Mr. David Ingram, P.S. Motion carried.

Ethics Request – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Ethics continuing education request from the Professional Land Surveyors of Ohio, Inc., to be held in Chillicothe, OH on December 14, 2015, and presented by Mr. Donald Teter, P.S. Motion carried.

Minimum Standards and Ethics Request – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Ethics continuing education request only from the New Jersey Surveyors Conference, to be held in February, 2016, and presented by Mr. Gary Kent. Motion carried.

Fiscal Year 2015 ANNUAL REPORT – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Fiscal Year 2015 Annual Report as prepared by the Executive Director. Motion carried.

WVSPS Liaison

- None.

Public Comment

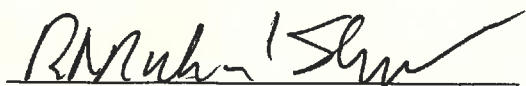
- None.

Others in Attendance

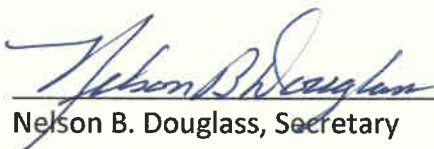
- None.

There being no further business, the meeting adjourned at 11:20 a.m.

Respectfully Submitted:



R. Michael Shepp, Chairman (eff March 22, 2016)



Nelson B. Douglass, Secretary