**MINUTES**

**BOARD FOR PROFESSIONAL ENGINEERS**

**Date:**  September 14, 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., Chair

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

 Edward Hubner, P.E., Secretary

Karl Rickert, P.E

 Pastor Farinas, P.E.

 Dhrubajyoti Biswas, 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

 Dara Moore, Audit Specialist

 F. Coulter

**Absent:** Pastor Farinas, PE

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CALL TO ORDER**

The Board Chair, Ms. Perrin, called the meeting to order at 9:38 a.m.

**INTRODUCTION OF NEW BOARD MEMBERS**

The Board Chair introduced the new Board members and invited them to introduce themselves to the Board.

Ms. Miller introduced herself as the new consumer Board member. She is a licensed Architect. She is the principal of her architectural firm in Ellicott City, MD.

Mr. Biswas introduced himself as the new Civil Engineer Board member. He has been a licensed PE since 1992 and works at Amtrak. He previously served on the Board of the Maryland Society of Professional Engineers.

The Board Chair also thanked the Executive Director on the recent email blast to licensees regarding continuing education requirements.

**APPLICATIONS APPROVED BY THE BOARD**

A vote will be taken on the applications reviewed after the Executive Session.

 **ACTION ON MINUTES**

Motion (I) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried by the Board to approve the minutes of the August 10, 2023 Board meeting as submitted.

**NEW BUSINESS**

**Report on the NCEES Annual Meeting**

Mr. Harclerode mentioned he received the NCEES President’s Award at the Council’s annual meeting. The Board Chair congratulated Mr. Harclerode on receiving this national award and stated it was well deserved, especially due to his work on exam development with NCEES.

Mr. Hubner, serving on NCEES Finance committee, mentioned the contentious issue regarding the Council’s proposal to establish a foundation to provide outreach and scholarships to students pursuing careers in engineering and surveying.

Mr. Rickert, serving on the Law Enforcement Committee and Mr. Harclerode and Mr. Hubner attended that committee meeting as well.

**OLD BUSINESS**

**Criminal Convictions**

The Board Chair asked that this item be added to the agenda again. She stated it has been a long time policy of the Board that probation be completed before a license can be issued. She informed the Board that she discussed these issues with representatives of other state Boards who were at the NCEES Annual meeting. Some of the other states mentioned they were getting push back from some applicants if the conviction was not related to the practice of engineering.

The Board Chair asked the Executive Director what the other Design Professional do in this circumstance. Mr. Thomas stated the process is similar to that of the Professional Engineers, - probation needs to be fulfilled before a license is granted.

Mr. Thomas asked if the conduct issues should be expunged after a period of time. Mr. Rickert felt if these were practice issues, they should never be expunged. The disciplinary actions are on the website and remain there indefinitely. This issue will be discussed in detail at the October 12, 2023 Board meeting.

**Years of Experience Required With No Fundamentals of Engineering (FE) Exam**

The Board Chair stated after further consideration, she has come to agree to Mr. Hubner regarding the amount of credit awarded for education under option §14-305 (d). She stated most applicants under this option have 12 years of engineering work experience. Mr. Rickert stated, according to the statute, the Board may allow four years of credit towards the work experience requirement for an EAC/ABET accredited degree or its equivalent and he will continue this policy.

The Board agreed to continue to use their professional discretion when awarding credit for education but they will still rely mainly on the work experience.

**Overlapping Practice Guide (MD State Architect’s Board Handbook)**

Mr. Thomas explained that the Architects Board is currently working on a supplement to the Overlapping Practice Guide to provide a more descriptive scope of the practice of Architecture and suggested the Board review this handbook to see if the PE Board would like to include updates.

Mr. Harclerode mentioned the Overlapping Practice Guide was a collaboration with the Engineers, Architects, Land Surveyors, Landscape Architects and Certified Interior Design Boards to clarify issues with code officials and that the concept of incidental practice did not exist 20 years ago when the Chairs of the Design Boards first drafted the Overlapping Practice Guide.

Mr. Hubner will review this document and he will be ready to report to the Board at the October 12th meeting.

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

Motion (II) was made by Mr. Harclerode, seconded by Mr. Hubner, and unanimously carried by the Board to approve the CPC Provider application of Amico Security.

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 anticipated. Mr. Thomas added that since there was no expectation of a renewal process for providers, no record of applicants initial approval was kept on file.

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 stated he agreed at the August 2023 Board meeting to be ready to report at the October 2023 Board meeting.

**APPEARANCE BEFORE THE BOARD**

Mr. Coulter appeared before the Board and apologized for allowing his license to lapse and has applied for reinstatement of his license. He stated he had worked on some projects and county officials noticed he did not show up as licensed in our database which caused him to contact the Board. He also stated he has submitted all of continuing education and has not been asked to submit any additional information.

The Board informed Mr. Coulter that his application for reinstatement will be discussed during the Executive Session later in the meeting and he will be notified of the Board’s decision in writing.

**REPORT FROM EXECUTIVE DIRECTOR**

Mr. Thomas reported that close to 40% of recipients of the email blast opened the email within five hours and which is considered a good result. He did state that additional pressure was put on staff to respond to the volume of calls and emails that resulted from this email blast. Mr. Thomas added that he aims to send out email blasts quarterly targeted to matters of importance to the Board. Ms. Miller asked if she could also be included in these email blasts in the future and Ms. Courtney agreed to send her a copy of the email blast that went out regarding continuing education.

He also mentioned the final legislative packet regarding the number of years experience required to serve on the Board has been forwarded to the office of the Secretary.

The Board Chair asked if anyone has heard of any proposed legislation relating to Engineers/engineering. Not to the knowledge of any in attendance.

Mr. Thomas also reported that Occupational and Professional Licensing has a new Deputy Commissioner, Ms. Sarah McDermott, who is reviewing the fees and Secretary Wu is amenable to fee updates. . Specifically, the initial firm and renewal firm permit fee. Mr. Thomas informed the Board he would keep them posted on this issue.

The Board Chair asked for an update on the CPC Provider renewal process. Mr. Thomas stated that staff is currently working on projects assigned by the Board and that the statistics for exam applicants under §14-305. The statistics for application also took priority since Maryland Society of Professional Engineers (MSPE) is requesting this information as well.

**REPORT FROM BOARD COUNSEL**

Mr. Matthew Venuti agreed to research what actions can be taken against licensees who repeatedly fail to respond to the Board’s request. This topic will also be reviewed during the Design Boards Joint Chair meeting later this month.

**CORRESPONDENCE - None**

**APPLICATIONS APPROVED ADMINISTRATIVELY FOR RECIPROCITY**

There were 62 applications, supported by NCEES Model Law Engineer records that were administratively approved for licensure.

**EXECUTIVE SESSION**

Motion (III) was made by Mr. Harclerode, seconded by Mr. Hubner and unanimously carried to enter Executive Session at 10:28 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 11:55 a.m.

**COMPLAINT COMMITTEE**

Mr. Rickert reported on the status of complaints discussed by the Complaint Committee September 14, 2023:

12-PE-23 Recommend Consent Order and $1500 fine

21-PE-23 Still under investigation

26-PE-23 Still under investigation

34-PE-23 Reopening complaint

36-PE-23 Oversight. Recommend close

39-PE-23 Response received August 21, 2023. Investigating

41-PE-23 Consent Order signed and fine paid. Recommend close

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

43-PE-23 Agreed to sign Consent Order and pay $1500 fine.

01-PE-24 Hearing held August 10, 2023. Will remain denied until probation is completed

02-PE-24 Recommend close and refer to OSHA

03-PE-24 Pending litigation

Mr. Rickert reported on the status of complaints that are only on the report of pre-charge review:

18-PE-22 Remain on report as pre-charge for tracking purposes only

13-PE-23 Remain on report as pre-charge for tracking purposes only

14-PE-23 Remain on report as pre-charge for tracking purposes only

16-PE-23 Remain on report as pre-charge for tracking purposes only

23-PE-23 Remain on report as pre-charge for tracking purposes only

24-PE-23 Remain on report as pre-charge for tracking purposes only

27-PE-23 Remain on report as pre-charge for tracking purposes only

28-PE-23 Remain on report as pre-charge for tracking purposes only

29-PE-23 Remain on report as pre-charge for tracking purposes only

30-PE-23 Remain on report as pre-charge for tracking purposes only

32-PE-23 Remain on report as pre-charge for tracking purposes only

33-PE-23 Remain on report as pre-charge for tracking purposes only

The Complaint Committee discussed the review of one application for reciprocity with a conduct issue. The transcript of the court case has been received and will be reviewed.

The Complaint Committee discussed five applications for reinstatement. Two applicants were assessed a fine and the Committee recommended accepting the MS transcript as meeting the continuing education requirements. Another applicant for reinstatement agreed to complete 32 professional development hours and no response had been received from the 5th applicant.

The Complaint Committee discussed four audit reviews. One licensee disagreed with the findings of the audit. The Complaint Committee recommends accepting courses submitted as a compromise. One licensee will be contacted by supervision for proof of the carry over credits he is attempting to use and the Committee recommended fines for the other two licensees.

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

**APPLICATIONS APPROVED BY THE BOARD**

Motion (V) was made by Mr. Harclerode, seconded by Ms. Miller and unanimously carried to approve 27 applications for reciprocity, one applicant for PE Licensure by Transfer of Grades and 12 applications for the Principles and Practice of Engineering Examination. That same motion requested additional information from three applicants and additional information from four reciprocal applicants and to deny one reciprocity applicant and one exam applicant for an insufficient amount of engineering work experience.

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

Black, Joshua R. (61659) Huddleston, Carter J. (61669)

Bye, Matthew R. (61660) Jha, Niraj (54687)

Chibber, Paramjit (61661) Joshi, Reghavender V. (61670)

Connor, Justin A. (61662) Kanike, Nikhil (61671)

Crone, Jeffrey A. (61663) Levengood, Michael B. (61672)

Dalton, Edward S. (61664) Linden, Christine L. (61673)

Danquah-Boakye, Joseph (61665) Mayorgas, Daniel W. (61674)

Faccini, Juan F. (61666) Monroe, Michael E. (61675)

Ghazi Zadeh, Shahin (61667) Reeves, Sheila S. (61676)

Heung, Wing (61668) Safarian, Arzoman (61677)

**Applications for PE Licensure by Reciprocity cont’d:**

Sarawit, Andrew T. (61678) Talbot, Richard S. (61682)

Soliman, Ahmed M. (61679) Upadhayay, Bigyan (61683)

Sosnowski, Piotr (61680) Vandiver, Jeffrey L. (61634)

Swenson, Eric J. (61681)

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

Li, Boaqiang (56699)

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

Ali, Abubaker M. Mauro, Gregory J.

Alkaradi, Ali M. Morrow, Kaitlyn A.

Allen, Michael C. Muir, Michael J.

Diallo, Manadou A. Patrick, Shannon

Hughes, William R. Rollamas,Virginio F.

Jones, Michael Stanisic, Darko

**OTHER BUSINESS**

The next Board meeting is scheduled for Thursday, October 12, 2023.

**ADJOURNMENT**

Motion (VI) was made by Mr. Harclerode, seconded by Mr. Hubner and unanimously carried to adjourn the meeting at 12:02 p.m.

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

Signed by: Sallye Perrin Date: October 12, 2023

                  Board Chairperson