

**PROFESSIONAL ENGINEER & LAND SURVEYOR
SECTION MEETING**

MINUTES

The Professional Engineer and Land Surveyor Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on May 8, 2018, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (LS)
Vickie Anglin (LS)
James Kelly (PE)
Christopher M. Stone (PE)
Michael Zmuda (LS)

Board member, Carrie Langelotti (PE), was not present for the meeting with regrets.

Board staff present for all or part of the meeting were:

Kathleen (Kate) R. Nobsisch, Executive Director
Bonnie Davis, Administrative Assistant

Agency staff present for all or part of the meeting was:

Jay W. DeBoer, Director

No representative was present from the Office of the Attorney General.

Members of the Public:

George Dahl, VSPE STEM and Educational Outreach Lead for Tidewater/Hampton Roads
Chapter

Becky Golden, PE, President and Chief Finance Officer, Virginia Society of Professional
Engineers

John Erwin Kroboth, LS-B, Respondent of File# 2017-02479

Karen Moinfar, Complainant of File# 2017-02479

John McAden, L.S., Secretary/Treasurer, Balzer & Associates, Inc.

Mr. Allen, Chair, called the meeting to order at 9:30 a.m.

Call to Order

Mr. Allen advised the Section members of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. Zmuda moved to approve the amended agenda. Mr. Stone seconded the motion which was unanimously approved by members: Allen, Anglin, Kelly, Stone, and Zmuda.

**Approval of
Agenda**

There was no public comment.

**Public Comment
Period**

Mr. Stone stated the Virginia Department of Transportation (VDOT) has rolled out the new language for Entrusted Engineer in Charge, previously Responsible Charge Engineer. He stated that the Entrusted Engineer in Charge was supposed to be an employee of the design build team, but that language is not in the final version. Ms. Nobsisch stated she will request that language from Garrett Moore, Chief Engineer at VDOT, and it will be placed on the full Board's meeting agenda scheduled for June 13, 2018.

**Responsible
Charge Engineer**

Ms. Nobsisch stated that Virginia Department of Transportation (VDOT) is working with the industry on the language, but there is nothing new to report at this time.

**Sign/Seal Record
Drawings**

Ms. Langelotti had requested staff to provide information from National Council of Examiners for Engineering and Surveying (NCEES) regarding construction related experience. To allow time for the Section to review the information, Mr. Kelly requested the item be placed on the agenda of the next Section meeting scheduled for August 9, 2018.

**Construction
Related
Experience**

The Section noted that drones are being used to gather data, which is processed to a final product which is not fully accurate. The information is being passed off as topographic maps and people are unknowingly pulling the information for other uses, including determination of flood plains which is not in compliance with Board regulations.

**Company Use of
Drones to Collect
Data Sets/Points
and Selling
Information to
Land Surveyors**

Mr. Allen stated Virginia Association of Surveyors (VAS) sent a letter to Department of General Services (DGS) expressing its concern over Request for Sealed Proposal (RFP) # E194-79435 Unmanned Aerial System Services. The Section agreed that it is a danger to use the data from unlicensed surveyors. The Section requested Ms. Nobsisch reach out to DGS and invite them to the full Board meeting on June 13, 2018 to further discuss the matter. Mr. Stone suggested inviting a representative from Unmanned Systems Association of Virginia (USAV) as well.

**Unmanned Aerial
System Services**

Regarding **File Number 2017-02479, John Erwin Krobath**, was present to address the Board. The Section members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Presiding Officer's recommendation. Ms. Anglin moved to remand the file to schedule a new Information Fact-Finding Conference. Mr. Stone seconded the motion which was unanimously approved by members: Allen, Anglin, Kelly, Stone, and Zmuda.

**File Number 2017-
02479 John Erwin
Krobath**

The Section reviewed the email from Mr. Smith regarding when to survey an entire parcel. It was noted that the regulations do not address the minimum size of the parcel before one must survey the entire parcel, but a locality can require more than the regulations require. Ms. Anglin and Mr. Allen will draft a response which will be reviewed at the full Board meeting scheduled for June 13, 2018.

**Surveying Entire
Parcels**

Ms. Nosbisch reported that the Board had been requested to monitor the responses to the clarification letter sent out on December 19, 2017. No responses or questions have been received. The Section agreed by consensus this item no longer needed to be on the Section agenda. It will be presented to the full Board in June.

Alter/Edit Sealed Drawings

Ms. Nosbisch stated the NCEES Annual Meeting will be held in Scottsdale, Arizona, August 15-18, 2018. Requests will be submitted to the Agency for Ms. Anglin to attend as a funded new board member and Mr. Kelly, Mr. Zmuda, and Ms. Nosbisch to attend as funded delegates.

NCEES Update

The NCEES Software Engineering exam will be discontinued subsequent to the April 2019 exam administration.

Ms. Nosbisch noted the Spring 2019 Exam changes:

- January 2019 the Principles and Practice of Surveying will have new specifications.
- October 2018 will be the last paper PE Environmental exam; the PE Fire Protection exam will have new specifications; and the PE Nuclear exam will transition to Computer Based Testing (CBT), with a single test date on October 19, 2018.
- Beginning November 26, 2018, examinees will be able to register and schedule CBT appointments which will be available year round starting April 1, 2019.

Ms. Nosbisch thanked each Section member for his/her help during the NCEES Southern Zone meeting in Charlottesville. The Board members congratulated Ms. Nosbisch and Ms. Davis for organizing such a successful conference.

Ms. Nosbisch provided the licensee counts as of April 1, 2018:

Engineers 28,773
Land Surveyors 1,289
Land Surveyors B 76
Land Surveyor Photogrammetrists 121

License Counts

Ms. Nosbisch recognized National Surveyors Week, March 18-24, 2018. Ms. Nosbisch thanked all Section members for their time and expertise devoted to their professions and the Board. She thanked board members for their willingness to commit to another four years of service to the Board.

Other Business

Ms. Nosbisch noted the regulations are currently in the proposed stage at the Secretary of Commerce and Trade office.

She reported that Ms. Stiles, Mr. Stone, and Mr. Zmuda have been reappointed to the Board.

Conflict of Interest forms and travel vouchers were completed by all Section members present.

Conflict of Interest Forms

Mr. Kelly stated that the PE continuing education audit information that was presented at the March 20th Board Workshop was concerning. It was noted that six PE's were not compliant. Mr. Kelly requested the information be revisited at the Board meeting scheduled for June 13, 2018 and a reminder that sixteen hours of continuation education is required every two years for renewal for APELSCIDLA licensees be posted on the DPOR website.

Board Workshop Updates

Ms. Nosbisch reported that there will be an ethics training worth one hour of continuing education credit at the conclusion of the June 13, 2018 Board meeting. The information will be posted on the DPOR website and open to the public. Space will be limited, so registration will be required.

Ms. Langelotti previously inquired if businesses were included in the NCEES disciplinary database. Ms. Nosbisch reported businesses are included in the NCEES database.

The Section members were provided Board Member Review Sheets and examples of experience submitted by Professional Engineers and Land Surveyors. The Professional Engineer and Land Surveyor board members want to revisit this information at a later time.

Ms. Golden, President and Chief Finance Officer, Virginia Society of Professional Engineers (VSPE), announced that in March, VSPE has had 100% volunteer management for one year with great success. She thanked the Board and asked the Board to keep up the good work.

The Sections recessed from 11:25 a.m. to 11:36 a.m. The Professional Engineers excused themselves from the meeting. Mr. McAden arrived to the meeting.

Recess

After discussion, the Land Surveyors agreed by consensus to revisit the item at the next Board meeting scheduled for June 13, 2018.

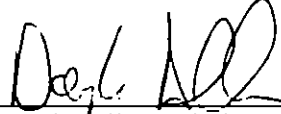
National Society of Professional Surveyors Certified Survey Technician Program

After discussion, the Land Surveyors agreed by consensus that in order for Tidewater Community College (TCC) to stay eligible as a certificate program for land surveyors, the following courses must be added to the program: surveys, hydraulics, hydrology, boundary law, public land surveying systems. The Tidewater Community College (TCC) Land Surveying Certificate Program will then be given credit as a two year degree. Applicants with a Tidewater Community College Associate degree with the required classes for the certificate program will be approved to sit for the Fundamentals of Land Surveying (FLS) exam after the required experience.

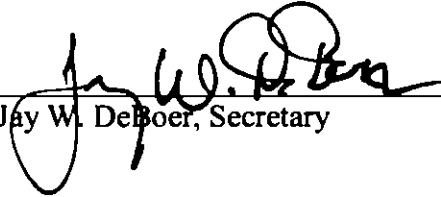
Land Surveyor Apprenticeship Program

There being no further business, the meeting was adjourned at 1:10 p.m.

Adjourn



Doyle Allen, Chair



Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Doyle B. Allen
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: PE-LS Meeting, May 8, 2018
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

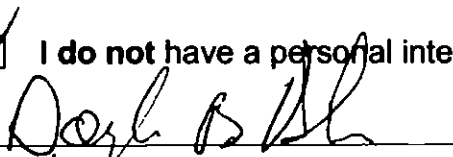
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

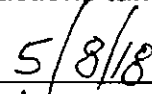
I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature



Date



**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Vickie Anglin
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: PE-LS Meeting, May 8, 2018

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Land Surveyors

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

V. M. Anglin
Signature

5/8/18
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Michael W. Zmuda
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: PE-LS Meeting, May 8, 2018

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

5/8/18
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: John McAden
2. Title: Subject Matter Expert
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: LS Exam Workshop, May 8, 2018
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Land Surveyors

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

John R. McAden
Signature

5-8-18
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: James Kelly
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE-LS Meeting, May 8, 2018
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.



Signature

5/8/18

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE-LS Meeting, May 8, 2018

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

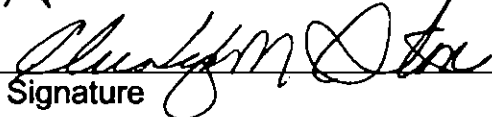
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature


Date