**Meeting Minutes**

**Thursday, November 17, 2016**

The District of Columbia Board of Professional Engineering held its monthly meeting on Thursday, November 17, 2016 at 1100 4th Street SW, Conference Room 300B Washington, DC 20024. The Board met in committee session prior to the public meeting to review Applications for Licensure.

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The meeting was called to order by Mr. Ernest Boykin Jr, Vice Chairman at 11:00AM.

**Board Members Present:**  Mr. Ernest Boykin, Vice Chairman, Mr. Barry Lucas, Ms. Mary Jean Pajak, Mr. Compton Vyfhuis

**Board Members Absent:** Mr. Paul Rich, Mr. Sam Wilson

**Legal Counsel Present:** Mrs. Kia Winston, Esq.

**Staff Present:** Mrs. Avis Pearson, Board Administrator, Mr. Clifford Cooks, Program Manager, Mr. Leon Lewis, Executive Director, Ms. Patrice Richardson, Board Administrator, Ms. Asia Dumas, Investigator

**Public Guest:** Mr. Kogi Harada, Applicant, Ms. Theresa Hodge, Vice President Southern Zone

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**Agenda Item: Executive Session- CLOSED TO THE PUBLIC**

* Upon motion made by Ms. Pajak and properly seconded by Mr. Lucas the Board voted to enter into executive session at 11:10AM pursuant to D.C. Official Code § 2-575(b)(4)(A),(9) and (13) in order to:
	+ Deliberate over applications for licensure;
	+ Discussion of public complaints.
* The Board returned to Open Session at 11:27AM

**Comments received from the Public**:

* There were no comments received from the public.

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**Agenda Item: Minutes**

* Upon motion duly made by Mr. Vyfhuis and properly seconded by Ms. Pajak the Board voted to approve the October 27, 2016 minutes.

**Agenda Item: Recommendations**

* Upon motion duly made by Mr. Vyfhuis and properly seconded by Mr. Lucas, the Board voted unanimously to allow Mr. Harada to re-take the Land Surveying Exam.
* Upon motion duly made by Mr. Vyfhuis and properly seconded by Ms. Pajak the Board voted to approve all applications.

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**Agenda Item: Old Business**

* Upon motion duly made by Ms. Pajak and properly seconded by Mr. Lucas the Board voted on the name of the newsletter –“DC PE and LS News”.
* The newsletter will be distributed in February. Short bios from the Board members are requested by January 19, 2017.
* Samples (pictures) of shirts were distributed in the meeting. The Board has requested that Ms. Pearson follow up with the company to bring in actual shirts to decide on the material. The Board did agree that red shirts will be ordered with the bars and stars logo on the sleeve. A Board logo/lettering will also be put on the shirt.

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**Agenda Item: New Business**

* Mr. Boykin gave the Board an update on the proposed legislation being considered by City Council. This proposed legislation recommended that Professional Engineers be licensed with a specific discipline. The Board agreed to continue licensing as “Professional Engineer” and not by specific discipline, which allows Professional Engineers to work in areas that they are competent.
* Information regarding the proposed revisions to the Engineering Accreditation Commission (EAC) criteria 3 and 5 was distributed. This discussion was deferred until the January 26, 2017, meeting.
* Endorsement information has been received from Jim Purcell (NJ) and Skip Hardecore (MD). Both are seeking election for President of the Northeast Zone. The Board will select a candidate prior to attending the Northeast Zone meeting.
* Mr. Boykin, Ms. Pearson, and Mr. Lewis will be attending the Member Board Administrator Conference February 3 -4, 2017 in Atlanta. The trip will be funded by NCEES. All Board Members will be attending the Northeast Zone Conference April 21-29, 2017 in St. Thomas, Virgin Islands. Mr. Boykin, Ms. Pajak, and Mr. Vyfhuis will attend as funded delegates sponsored by NCEES. The remaining Board Members will be funded by DC Government. NCEES will fund first time Board Members and three delegates for the Annual Conference only.
* Dr. Eugene Bentley, Mr. Kenneth Davis, and Mr. Howard Gibbs have all been approved by NCEES as emeritus members.
* Mr. Lucas briefly discussed a proposed method of introducing the idea of continuing education requirements for licensees. The postcard method was used in Virginia to inform licensees and gave information on how to post public comments. The initial information for this Board will be included in the February 2017 newsletter.
* Ms. Theresa Hodge, Southern Zone Vice President, presented an overview of NCEES, including its purpose, structure, bylaws, committees, nomination of officers, credentialing, etc.  The presentation was well-received by the board and staff. Mr. Boykin, Vice Chairman, expressed appreciation to Ms. Hodge on behalf of the board and staff.

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**Agenda Item: Committee Report**

* Upon motion made by Mr. Lucas and properly seconded by Ms. Pajak the Board approved the committee report regarding the disposition of applications.

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**Agenda Item: Adjournment**

Upon motion duly made by Mr. Vyfhuis and properly seconded by Mr. Lucas, the Board voted unanimously to adjourn the meeting at 1:20 PM

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**Agenda Item: Next Meeting**

The next meeting is scheduled for Thursday, January 26, 2017

 Respectfully Submitted,

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 Ernest Boykin, Vice Chairman

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 Date

**Recorder: Mrs. Avis M. Pearson, Board Administrator**