

**State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION
1511 Pontiac Avenue, Bldg. 68-2
Cranston, Rhode Island 02920**

Division of

**Design Professionals STATE BOARD OF REGISTRATION FOR
PROFESSIONAL LAND SURVEYORS
MINUTES OF THE MEETING OF THE BOARD**

DATE: 12 November 2013

**PLACE: 1511 Pontiac Avenue, Building 68-1 Conference Room,
Cranston, RI**

**MEMBERS PRESENT: Chair Richard S. Lipsitz, Vice-Chair Michael J.
McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson
and Member Mark D. Boyer**

**OTHERS PRESENT: Mrs. Lois Marshall, Administrative Assistant
Attorney Neena Sinha Savage, DBR Chief of Legal Services (arrived
at 1:23p.m. and left at 2:23 p.m.)**

**CALLED TO ORDER: Chair Lipsitz called the meeting to order at 1:14
p.m.**

A. MEETING MINUTES (Review/Discuss/Take Action)

Secretary Cotta made a motion to approve the Regular Meeting Minutes of 8 October 2013. Member Johnson seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

B. EXECUTIVE SESSION

(1) Because of the nature of the following items, Member Curtis moved to convene into Executive Session at 1:15 p.m. pursuant to RI General Laws, §42-46-5(a)(2), for sessions or work sessions pertaining to collective bargaining or litigation and §42-46-5(a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Cotta seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

(2) Member Johnson moved to adjourn from Executive Session and to reconvene to an open meeting at 1:17 p.m. pursuant to RI General Laws §42 46-4. Secretary Cotta seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

(3) Member Johnson moved to seal the executive session and record

the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Secretary Cotta seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

(4) Member Johnson moved to record the votes taken in executive session in accordance with RI General Laws §42-46-4 as follows: Motions were made to close the following agenda items, B, and C. Secretary Cotta seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

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(5) Member Johnson moved pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Secretary Cotta seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

(6) In Executive Session pending matters, there are zero (0) pending matters.

(7) Vice-Chair Michael J. McCormick moved to approve and seal the Executive Session Meeting Minutes of 8 October 2013 as published. Secretary Cotta seconded. Motion passed; four (4) in favor and one abstained. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Curtis M. Johnson. Member Mark D. Boyer abstained.

C. CORRESPONDENCE (Review/Discuss/Take Action)

(1) Rhode Island Society of Professional Land Surveyors

The Board received a notice of the 2013 RISPLS Annual Convention which was to be held on 15 November 2013

D. OLD BUSINESS (Review/Discuss/Take Action)

(1) Joint Informational Bulletin

The Joint Information Bulletin was approved by the Board at last month's meeting. The Board is awaiting direction from Attorney Savage on how to proceed.

(2) Professional Development Hours (PDH) Approval Requests

The Board is waiting for a syllabus on the courses being offered by T.S. Madison, attorney for LSS Seminars & Publishing Company before the Board can make a decision on whether or not to recognize the PDH hours being offered.

(3) National Council of Examiners for Engineers and Surveyors (NCEES)

- **NCEES CBT exams**

It was the Board decision that a candidate can take the NCEES Fundamental of Land Surveying (FS) without being approved by the Board first. Once the candidate passes the FS exam then they would have to apply to the Board for registration as a Land Surveyor in Training.

(4) Rules and Regulations

Attorney Savage presented the Board with a new Table of Contents with the reorganization of the proposed revisions to the Board's draft Rules and & Regulations.

(5) 2014 Legislation

Chair Lipsitz continues to have a discussion with officials at the Building Code Commissions regarding 2014 legislation.

(6) PLS Examination

- **Exam Database**

Secretary Cotta requested all answer sheets from the prior Rhode Island state portion of the PLS exam. Secretary Cotta will continue to move forward with the conversion of the Rhode Island state portion of the PLS exam database to a digitalized format.

- **RI Portion Exam**

The RI Portion Examination was held on Thursday, October 24, 2012.

Member Boyer moved to accept the score of the RI State Exam portion for candidate #1. Member Johnson seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

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(7) Municipal Official's and State Regulatory Acceptance of Improper Plans

• Follow-up on Letter to State Building Code Commissioner as a result from the Annual Building Officials Meeting

Vice-Chair McCormick informed the Board that the Building Code matter is ongoing.

• Rhode Island Department of Transportation Plan Conformance

Vice-Chair McCormick informed the Board that dialogue with Mr. Gaston of DOT is ongoing.

(8) Any other Old Business

There is no old business at this time.

E. NEW BUSINESS (Review/Discuss/Take Action)

(1) Any Other New Business

There is no other new business.

(2) Comments from the General Public

No comments at this time.

F. Applications (Review/Discuss/Take Action)

(1) Certificate(s) of Authorization (COA) Application(s)

No COA applications at this time.

**(2) Land Surveyor-in-Training/Professional Land Surveyor (LSIT/PLS)
Application(s) by Examination and Comity**

(A) Stanley Gwara

Member Boyer moved that Mr. Gwara qualifies for registration pending passage of the Rhode Island Portion Exam. Member Johnson seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer. Member Boyer moved to amend his motion and to table Mr. Gwara application until the 10 December 2013 Board meeting for further review. Member Johnson seconded. Motion passed; five (5) in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

G. Next Meeting 10 December Adjournment

Vice Chair McCormick moved to adjourn the meeting at 2:52 p.m.

Secretary Cotta seconded. Motion passed; five in favor. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

Posted on 10 January 2014 electronically on Secretary of State's Office website; pursuant to the Open Meetings Law, R.I. Gen. Laws Sec. 42-46-6(b), business not included in this notice may be considered with the consent of the majority of the members, and/or may convene into Executive (closed) Session pursuant to R.I. Gen. Laws Sec. 42-46-5.