

**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: 10 December 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 (arrived at 1:10 p.m.), 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 1:08p.m. and left at 1:52 p.m.)**

**CALLED TO ORDER: Chair Lipsitz called the meeting to order at 1:08
p.m.**

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

Member Boyer made a motion to approve the Regular Meeting Minutes of 12 November 2013. Member Johnson seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Member Curtis M. Johnson and Member Mark D. Boyer. Secretary Daniel R. Cotta was absent from this vote.

B. EXECUTIVE SESSION

(1) Because of the nature of the following items, Member Boyer moved to convene into Executive Session at 1:09 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. Vice-Chair McCormick seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Member Curtis M. Johnson and Member Mark D. Boyer. Secretary Daniel R. Cotta was absent from this vote.

(2) Member Boyer moved to adjourn from Executive Session and to reconvene to an open meeting at 1:13 p.m. pursuant to RI General Laws §42 46-4. Vice-Chairman McCormick 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 Boyer 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. Vice-Chairman McCormick 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 Boyer moved that no votes were taken in executive session. Vice Chairman McCormick 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 Boyer 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). Vice-Chairman McCormick 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) Member Boyer moved to approve and seal the Executive Session Meeting Minutes of 12 November 2013 as published. Vice-Chair McCormick 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.

C. CORRESPONDENCE (Review/Discuss/Take Action)

(1) CRMC

Notice for public comment The CRMC Planning & Procedures Subcommittee has Petition under consideration and is seeking public comment in preparation for developing a recommendation to the full Council as to whether to proceed with rule-making under the Administrative Procedures Act.

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

(1) Joint Informational Bulletin

Secretary Cotta made a motion to hold a joint meeting in January with the Board of Registration for Professional Engineers in open session to discuss the Joint Informational Bulletin. 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.

(2) Professional Development Hours (PDH) Approval Requests

The Board continues to wait 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 computer based testing (CBT) exams will be administered beginning January 2014.**

(4) Rules and Regulations

Attorney Savage asked the Board to review their proposed draft Rules and Regulations to be certain that all cross references are correct so that the Rules and Regulations are consistent.

(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 continues to work on a digitalized format for the Rhode Island State portion of the PLS exam and the answer sheets.

- **RI Portion Exam**

The next Rhode Island Portion will be held on Thursday April 10, 2014.

(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 the DOT will continue until the Board's new Rules and Regulations are promulgated.

(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

Vice-Chair 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.

G. Next Meeting 14 January Adjournment

Chairman Lipsitz moved to adjourn the meeting at 2:30 p.m. Vice-Chair McCormick 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 14 January 2013 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.

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