

**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: 8 July 2014**

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

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

**MEMBER ABSENT: Member Curtis M. Johnson**

**OTHERS PRESENT: Mrs. Lois Marshall, Administrative Assistant  
Attorney Neena Sinha Savage, DBR Chief of Legal Services (arrived  
at 1:12 p.m. and left at 1:40 p.m.)**

**CALLED TO ORDER: Chair Richard S. Lipsitz called the meeting to  
order at 1:12 p.m.**

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

**Member Boyer made a motion to approve the Regular Meeting Minutes of 10 June 2014. Secretary Cotta seconded. Motion passed; three (3) in favor, one abstained and one absent. Voting in favor were Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Chair Richard S. Lipsitz abstained and Member Curtis M. Johnson 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 1:40 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; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

**(2) Member Boyer moved to adjourn from Executive Session and to reconvene to an open meeting at 1:53 p.m. pursuant to RI General Laws §42 46-4. Secretary Cotta seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and**

**Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

**(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. Secretary Cotta seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

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**(4) Member Boyer moved that there were no votes to record from executive session. Secretary Cotta seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

**(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). Secretary Cotta seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz,**

**Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

**(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 10 June 2014 as published. Vice Chairman McCormick seconded. Motion passed; four (4) in favor and one absent. Voting in favor were Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

#### **C. CORRESPONDENCE (Review/Discuss/Take Action)**

**(1) The Board review correspondence from CRMC regarding a proposal to amend Section 5.9 of the CRMC Management Procedures.**

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

**(1) Professional Development Hours (PDH) Approval Requests**

**There were no requests at this time.**

**(2) National Council of Examiners for Engineers and Surveyors (NCEES)**

**Secretary Cotta, Member Johnson and Member Boyer will be representing the Board at the NCEES Annual Meeting.**

### **(3) Rules and Regulations**

**Attorney Savage updated the Board on the status of the Board's Proposed Rules and Regulations. She explained that the Joint Informational Bulletin will not be incorporated into the Proposed Rules and Regulation and that she continues to work on preparing the documents required by the Office of Regulatory Reform.**

### **(4) 2014 Legislation – Status Update**

**There were no updates at this time.**

### **(5) PLS Examination**

- Exam Database**

**Secretary Cotta continues to work on the digitalized format for the Rhode Island State portion of the PLS exam is ongoing.**

- RI Portion Exam**

**No candidates at this time.**

### **(6) 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**

**Member Boyer has been assigned as investigator to work with Attorney Savage regarding city and town Building Codes.**

- **Rhode Island Department of Transportation Plan Conformance Correspondence was submitted to the Department of Transportation regarding amendments to one of their forms.**

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**(7) 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) No LSIT/PLS applications at this time.**

**G. Next Meeting 12 August Adjournment**

**Member Boyer moved to adjourn the meeting at 2:07 p.m. Secretary Cotta seconded. Motion passed; four (4) in favor and one absent. Voting in favor were, Chair Richard S. Lipsitz, Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta, and Member Mark D. Boyer. Member Curtis M. Johnson was absent from this vote.**

**Posted on 15 August 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.**

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