

**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: 9 September 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, 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
2:21p.m. and left at 2:35 p.m.)**

**CALLED TO ORDER: Chair Richard S. Lipsitz called the meeting to
order at 1:13 p.m.**

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

Vice-Chair McCormick made a motion to approve the Regular Meeting Minutes of 12 August 2014. Member Boyer seconded. Motion passed; four (4) in favor and one abstained. Voting in favor were Vice-Chair McCormick, Secretary Daniel R. Cotta, Member Mark D. Boyer and Member Curtis M. Johnson. Chair Richard S. Lipsitz abstained from this vote.

B. EXECUTIVE SESSION

(1) Because of the nature of the following items, Member Boyer moved to convene into Executive Session at 1:14 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 Boyer moved to adjourn from Executive Session and to reconvene to an open meeting at 1:50 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 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; 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 to record the votes taken in executive session in accordance with RI General Laws §42-46-4 as follows: Motions were made to continue the following agenda items B, C and D. 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 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; 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 three (3) pending matters.

(7) Secretary Cotta moved to approve and seal the Executive Session Meeting Minutes of 12 August 2014 as published. Vice Chairman McCormick seconded. Motion passed; four (4) in favor and one abstained. Voting in favor were Vice-Chair Michael J. McCormick, Secretary Daniel R. Cotta and Member Mark D. Boyer and Member Curtis M. Johnson. Chair Richard S. Lipsitz abstained.

C. CORRESPONDENCE (Review/Discuss/Take Action)

There was no correspondence to review at this time.

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

(1) Professional Development Hours (PDH) Approval Requests

There were no PDH submittals to review.

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

Secretary Cotta, Member Johnson and Member Boyer attended the NCEES Annual Meeting. Member Johnson informed the Board that the Oklahoma Board's motion was approved. Member Johnson informed the Board that there was a discussion on the States specific exams going to Computer Based Testing (CBT). A motion was made by the New Jersey Board to remove the definition of Engineering Surveys from the Model Law this motion did not pass.

(3) Rules and Regulations

Attorney Savage informed the Board that she is preparing the documents for the Office of Regulatory Reform and will forward them to the Board members for review before she submits them. Attorney Savage is hoping to schedule the Public hearing for November.

(4) 2014 Legislation – Status Update

The Board discussed the introduction of legislation regarding a change to the language in the State Building Code Commission's General Law regarding the role of Land Surveyors.

(5) PLS Examination

- Exam Database**

Secretary Cotta continues to work on the digitalized format for the Rhode Island State portion of the PLS. Secretary Cotta will contact a previous Board member to discuss categories.

- RI Portion Exam**

There will be two candidates sitting for the Rhode Island portion examination on October 23, 2014.

(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**

This matter is continued.

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• Rhode Island Department of Transportation Plan Conformance Correspondence was submitted to the Department of Transportation regarding amendments to one of their forms. This matter is continued.

(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)

CHA Consulting, Inc.

Chairman Lipsitz made a motion, seconded by Vice-Chairman McCormick, that the Board approve this application provided that

person in responsible charge is currently licensed, that the person in responsible charge is not listed on more than two (2) COAs, that there is no disciplinary action and that a current "Certificate of Good Standing" from the Rhode Island Secretary of State's office is received. Motion passed; five in favor. Voting in favor were Chairman Richard S. Lipsitz, Vice-Chairman, Michael J. McCormick, Secretary Daniel R. Cotta, Member Curtis M. Johnson and Member Mark D. Boyer.

(2) Land Surveyor-in-Training/Professional Land Surveyor (LSIT/PLS) Application(s) by Examination and Comity
No new applications at this time.

G. Next Meeting 14 October 2014 Adjournment

Member Boyer moved to adjourn the meeting at 3:10 p.m. 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.

Posted on 15 October 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.