



State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION (DBR)
1511 Pontiac Avenue, Bldg. 68-1
Cranston, Rhode Island 02920

Division of
Design
Professionals

STATE BOARD OF REGISTRATION FOR
PROFESSIONAL LAND SURVEYORS

MEETING MINUTES

DATE: 12 September 2017

PLACE: Department of Business Regulation (DBR)
1511 Pontiac Avenue, Bldg. 68-1 Conference Room
Cranston, RI 02920

MEMBERS PRESENT: Chair Michael J. McCormick
Vice Chair Daniel Cotta
Secretary Mark D. Boyer
Member Michael J. Gaston (present from 1:12 2:54-3:00 p.m.-4:04 p.m.)
Member Amy N. Sonder (present from 1:33-3:30 p.m.-3:35-4:04 p.m.)

MEMBERS ABSENT: None

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant (present from 1:12-1:18 -1:19 p.m.-1:32-1:33-1:48 p.m.-1:51-2:22 p.m.-2:24-4:04 p.m.)
Pamela Toro, Esq., Chief of Legal (present from 1:12 p.m.-3:17-3:35-4:04 p.m.)

Chair McCormick called the meeting to order at 1:12 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 11 July 2017

Upon motion made by Chair McCormick and duly seconded by Vice Chair Cotta, it was unanimously

VOTED: To approve the minutes. Member Sonder was not present at this meeting therefore she abstained from voting.

The next order of business was:

Executive Session

At 1:14 p.m., upon motion made by Chair McCormick and duly seconded by Secretary Boyer, it was unanimously

VOTED: To go into Executive Session, pursuant to R.I. Gen. Laws § 42-46-5(a)(4), for the following matters:

1. Motion to approve the minutes of the Executive Session held on 11 July 2017.
2. Motion to approve the minutes of the Executive Session held on 08 August 2017.
3. Discussion and drafting of questions to be included on professional Land Surveyors' examination, and test applicants.
4. One (1) matter pertaining to complaint of a deficient plan being presented.
5. One (1) matter pertaining to a complaint of someone doing Land Surveying work without a license.
6. One (1) matter pertaining to two Surveyors in disagreement with one another regarding a plan.
7. One (1) matter pertaining to a Surveyor not conforming to the new standards.
8. One (1) matter pertaining to a Land Surveyor being unethical.
9. One (1) matter pertaining to a Surveyor not being in contact with their client.
10. One (1) matter pertaining to a Surveyor not completing his job.
11. Any other new business to be added to the next meeting's Executive Session agenda.
12. Motion to return to Open Session.

The next order of business was:

At 3:50 p.m., the Board reconvened in Open Session

The next order of business was:

Motion to Seal the minutes of the Executive Session held on 12 September 2017

Upon motion made by Member Sonder and duly seconded by Secretary Boyer, it was unanimously

VOTED: To seal the minutes of the Executive Session held on 12 September 2017 pursuant to R.I. Gen. Laws §§ 42-46-4 -& 5.

The next order was business was:

Report on activities/votes taken in Executive Session

Upon motion made by Member Sonder and duly seconded by Member Gaston, it was unanimously

VOTED: To record the votes taken in executive session in accordance with RI General Laws 42-46-4 as follows:

1. Unanimously voted to approve minutes of the Executive Session held on 11 July 2017.
2. Unanimously voted to approve minutes of the Executive Session held on 08 August 2017.

3. Unanimously moved to continue discussion of drafting of questions to be included on the Professional Land Surveyors' examination and to approve application for the Rhode Island State Specific Exam for one applicant and to write a letter to the other applicant requesting further information regarding their education.
4. Unanimously moved to close this complaint and draft a letter.
5. Unanimously moved to continue complaint of someone doing Land Surveying work who is not a Land Surveyor.
6. Unanimously moved to continue complaint regarding two Surveyors in disagreement with one another regarding a plan.
7. Unanimously moved to continue complaint regarding a Surveyor not conforming to the new standards and to draft a letter requesting a digital copy of the plans that did not conform to the new standards.
8. Unanimously moved to continue complaint of a Surveyor being unethical to the next Board meeting awaiting a response to the letter that was sent.
9. Unanimously moved to withdrawal and close this complaint per request of the complainant.
10. Unanimously moved to send a complaint notification to the Surveyor being accused of not completing his job and advise him of the complaint against him and to continue this to the next Board meeting.
11. Any other new business to be added to the next meeting's executive agenda.
12. Motion to return to Open Session.

The next order of business was:

Approval of the Open Session Minutes held on 08 August 2017

Upon motion made by Chair McCormick and duly seconded by Member Gaston, it was unanimously

VOTED: To approve the minutes. Vice Chair Cotta and Secretary Boyer were not present at this meeting therefore they abstained from voting.

The next order of business was:

Old Business: (Review/Discuss/Take Action)

The next item of business was:

Rules and Regulations

a. RISPLS Recommended Revisions to the Rules and Regulations

There will be a meeting held on Thursday September 14, 2017 by the RISPLS to go over the recommended revisions to the rules and regulations.

The next item of business was:

Standard and Law proposed changes-prepared by David Gardner

There will be a meeting held on Thursday September 14, 2017 by the RISPLS to go over the Standard and Law proposed changes-prepared by David Gardner.

The next item of business was:

2017 Legislation-Status update

There aren't any 2017 Legislation updates at this time.

The next item of business was:

Any other old business to add to the agenda for the next Board meeting.

None at this time

The next item of business was:

Any other old business to add to the agenda for the next Board meeting.

None at this time

The next order of business was:

New Business:(Review/Discuss/Take Action)

The next item of business was:

Any new business to add to the agenda for the next Board meeting.

None at this time

The next item of business was:

Comments from the General Public

None at this time

The next order of business was:

National Council of Examiners for Engineering and Surveying (NCEES) matters-(Review/Discuss/Take Action):

The next item of business was:

NCEES-NCEES/CLARB/NCARB

This will be continued to the next Board meeting

The next item of business was:

NCEES—Emeritus/Associate Nomination Form

This will be continued to the next Board meeting

The next item of business was:

NCEES-Annual Meeting-Miami, Florida, August 23-26, 2017

Vice-Chair Daniel Cotta, Secretary Mark Boyer, and Administrative Assistant to the Board Jovonna Edwards will be attending. Discussion on meeting will be continued to the next Board meeting.

The next order of business was:

**Rhode Island Society of Professional Land Surveyors (RISPLS matters-
(Review/Discuss/Take Action)**

The next item of business was:

Comments from David S. Hilbren, RISPLS Liason

Mr. Hilbren was not in attendance at the meeting but he did send in proposed legislation updates prepared by Chris Palmer

The next order of business was:

**Professional Development Hours (PDH) Course Approval Request (s) from a provider-
(Review/Discuss/Take Action)**

None at this time

The next order of business was:

**Professional Development Hours (PDH) Approval Request(s) from PLS-
(Review/Discuss/Take Action)**

None at this time

The next order of business was:

Initial individual application(s)- (Review/Discuss/Take Action)

None at this time

The next order of business was:

Initial Certificate of Authorization (COA) application(s)- (Review/Discuss/Take Action)

None at this time

Amended Certificate of Authorization (COA) application(s)- (Review/Discuss/Take Action)

None at this time

Initial Land Surveyor-In-Training-application (s)- (Review/Discuss/Take Action)

None at this time

The next order of business was:

Next Meeting Date

Tuesday 17 October, 2017 1:00 p.m.

The final order of business was:

Adjournment

Upon motion made by Chair McCormick and duly seconded by Member Sonder, it was unanimously

VOTED: To adjourn the meeting at 4:04 p.m.

Respectfully submitted,

Mark Boyer, PLS
Secretary

MDB/jme