



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: 14 November 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 (present 1:43-4:14 p.m.)
Member Michael J. Gaston
Member Amy N. Sonder (present from 1:13-3:44 p.m.)

MEMBERS ABSENT: Secretary Mark Boyer

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant (present from 1:13-1:40 p.m.
1:40-1:42 p.m. 1:42-1:48p.m. 1:48-1:50p.m. 1:50-2:32p.m. 2:32-2:35p.m.
2:35-4:14p.m.)
Pamela Toro, Esq., Chief of Legal (present from 1:13-3:36p.m.3:36-
3:38p.m. 3:38-3:45p.m. 3:45-4:14p.m.)

Chair McCormick called the meeting to order at 1:13 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 10 October 2017

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

VOTED: To approve the minutes.

The next order of business was:

Executive Session

At 1:15 p.m., upon motion made by Member Sonder and duly seconded by Member Gaston, 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 10 October 2017.
2. Discussion and drafting of questions to be included on professional Land Surveyors' examination.
3. One (1) matter pertaining to a complaint of someone doing Land Surveying work without a license.
4. One (1) matter pertaining to two Surveyors in disagreement with one another regarding a plan.
5. One (1) matter pertaining to a Surveyor not conforming to the new standards.
6. One (1) matter pertaining to a Land Surveyor being unethical.
7. One (1) matter pertaining to a Surveyor not completing his job.
8. Any other new business to be added to the next meeting's Executive Session agenda.
9. Motion to return to Open Session.

The next order of business was:

At 4:11 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 14 November 2017

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

VOTED: To seal the minutes of the Executive Session held on 14 November 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 Chair McCormick and duly seconded by Vice-Chair Cotta, 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 10 October 2017
2. Unanimously moved to send letters to recipients who passed the RI State Specific Exam and continue discussion and drafting questions for the Land Surveyors Exam to the next Board meeting.
3. Unanimously moved to continue complaint of someone doing Land Surveying work who is not a Land Surveyor.

4. Unanimously moved to continue complaint regarding two Surveyors in disagreement with one another regarding a plan.
5. Unanimously moved to write a letter requesting copies of plans that were certified with improper standards and continue this matter to the next Board meeting.
6. Unanimously moved to write a letter to the complaining party thanking them for becoming before the Board and providing the Board with additional information and continue this matter to the next Board meeting.
7. Unanimously moved to write a letter to the complaining party requesting additional information and continue this matter to the next Board meeting.
8. Any other new business to be added to the next meeting's executive agenda.
 - 1) The Board of Professional Land Surveyors vs Land Surveyor with improper plan
9. Motion to return to Open Session.

Old Business: (Review/Discuss/Take Action)

The next item of business was:

Rules and Regulations

a. RISPLS Recommended Revisions to the Rules and Regulations

This matter will be continued

The next item of business was:

Standard and Law proposed changes-prepared by David Gardner

This matter will be continued

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:

Office Elections

This matter will be continued

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-Chief Executive Officer
FYI**

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

There were no comments

The next order of business was:

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

1. CALS Continuing Education Committee

Upon motion made by Vice-Chair Cotta and duly seconded by Member Gaston, it was unanimously

VOTED: To approve continuing education course

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 12 December, 2017 1:00 p.m.

The final order of business was:

Adjournment

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

VOTED: To adjourn the meeting at 4:14 p.m.

Respectfully submitted,

Michael McCormick, PLS
Chair

MM/JME