



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:** 26 March 2018
- PLACE:** Department of Business Regulation (DBR)
1511 Pontiac Avenue, Bldg. 68-1 Conference Room
Cranston, RI 02920
- MEMBERS PRESENT:** Chair Michael McCormick
Vice Chair Daniel Cotta
Secretary Mark Boyer (present 1:35-4:15 p.m.)
Member Michael Gaston (present 1:20-3:27 p.m. 3:27-3:29 p.m.
3:29-4:14 p.m.)
- MEMBERS ABSENT:** Member Amy N. Sonder
- OTHERS PRESENT:** Jovonna Edwards, Administrative Assistant (present from 1:20-1:34p.m.-
1:34-1:38 p.m. 1:38-4:14 p.m.)
Pamela Toro, Esq., Chief of Legal

Chair McCormick called the meeting to order at 1:20 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 13 February 2018

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

VOTED: To continue minutes to the next Board meeting.

The next order of business was:

Executive Session

At 1:33 p.m., upon motion made by Member Gaston and duly seconded by Vice-Chair Cotta, 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 13 February 2018.
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 a Land Surveyor being unethical.
5. One (1) matter pertaining to Surveyors plan being incorrect.
6. One (1) matter pertaining to a Surveyor not conforming to the new standards held out for Professional Land Surveyors.
7. One (1) matter pertaining Surveyor not completing the work he was hired to do.
8. One (1) matter pertaining to a Surveyor doing work without a COA.
9. One (1) matter pertaining to a Surveyor charging an amount that was not agreed upon.
10. One (1) matter pertaining to a discussion regarding legal bulletins.
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 4:06 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 26 March 2018

Upon motion made by Member Gaston and duly seconded by Secretary Boyer

VOTED: To seal the minutes of the Executive Session held on 26 March 2018 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 Gaston and duly seconded by Secretary Boyer, 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 continue minutes of the Executive Session held on 13 February 2018 to the next Board Meeting.
2. Unanimously moved to continue discussion and drafting questions for the RI State Specific Exam for the Land Surveyors Exam to the next Board meeting.

3. Unanimously moved continue complaint of someone doing Land Surveying work who is not a Land Surveyor to the next Board meeting.
4. Unanimously moved to send Board Members all the information regarding this complaint and continue the complaint of a Surveyor being unethical to the next Board meeting.
5. Unanimously moved to write a letter to the Surveyor regarding his plan being incorrect and continue this to the next Board Meeting.
6. Unanimously moved to write a second letter to the Surveyor not conforming to the new standards advising the Surveyor that they need to send a digital copy of any plans that were stamped by the old standards and to also revise the plan in question to the new standards and continue this matter to the next Board meeting.
7. Unanimously moved to continue this complaint of complainant not being happy with the Surveyors job to the next Board Meeting.
8. Unanimously moved to continue complaint against Surveyor practicing without a COA to the next Board Meeting.
9. Unanimously moved to write a letter to the Surveyor who the complaint was brought against and notify him of the complaint and also an expired license this complaint will be continued to the next Board Meeting.
10. Unanimously moved to continue discussion on legal advice bulletins,
11. Any other new business to be added to the next meeting's executive agenda
12. 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

b. Standard and Law proposed changes- prepared by David Gardner

This matter will be continued

c. Regulations Reformat

This matter will be continued

The next item of business was:

2018 Legislation-Status update

There aren't any 2018 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:

RIGIS memorandum of understanding (MOU)

A copy of this was signed by Chair McCormick and will be posted to the Rhode Island Board of Registration of Professional Land Surveyors website.

The next item of business was:

Applicant John Madeiros-sent complaint to DBR

This was treated as an FYI

The next item of business was:

Any other 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-Northeast Zone Meeting

Vice-Chair Daniel Cotta, Secretary Mark Boyer and Administrator to the Board Jovonna Edwards will be attending.

NCEES-2018 NCEES Annual Meeting Funded Delegate Notification

Discussion 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. Hilbern, RISPLS Liason
There were no comments from David Hilbern.

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)

1) Tec, Inc.

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

VOTED: Approve the initial COA application for Tec, Inc.

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 10 April 2018 1:00 p.m.

The final order of business was:

Adjournment

Upon motion made by Chair McCormick and duly seconded by Secretary Boyer, it was unanimously

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

Respectfully submitted,

Mark L. Boyer, PLS
Secretary

MLB/JME