



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: 08 May 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 (present from 1:21-3:00 p.m. 3:02-4:03 p.m.)
Secretary Mark Boyer
Member Michael Gaston (present from 1:10-1:25p.m. 1:27-3:14 p.m. 3:16-4:03 p.m.)
Member Amy Sonder (present from 1:26-4:03 p.m.)

MEMBERS ABSENT: NONE

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant (present from 1:10-1:18p.m. 1:21-4:03 p.m.)
Pamela Toro, Esq., Chief of Legal (present 1:10-1:25 p.m. 1:26-1:31 p.m. 1:33-4:03 p.m.)

Chair McCormick called the meeting to order at 1:10 p.m.

The first order of business was:

Executive Session

At 1:13 p.m., upon motion made by Member Gaston 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 13 February 2018.
2. Motion to approve the minutes of the Executive Session held on 10 April 2018.
3. Discussion and drafting of questions to be included on professional Land Surveyors' examination.
4. One (1) matter pertaining to a complaint of someone doing Land Surveying work without a license.
5. One (1) matter pertaining to a Land Surveyor being unethical.
6. One (1) matter pertaining to Surveyors plan being incorrect.
7. One (1) matter pertaining to a Surveyor not conforming to the new standards held out for Professional Land Surveyors.
8. One (1) matter pertaining Surveyor not completing the work he was hired to do.
9. One (1) matter pertaining to a Surveyor doing work without a COA.
10. One (1) matter pertaining to a Surveyor charging an amount that was not agreed upon.
11. One (1) matter pertaining to a discussion regarding legal bulletins.
12. One (1) matter pertaining to issues with a plan.
13. Any other new business to be added to the next meeting's Executive Session agenda.
14. Motion to return to Open Session.

The next order of business was:

At 3:33 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 08 May 2018

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

VOTED: To seal the minutes of the Executive Session held on 08 May 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 Sonder 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 approve the Executive Session minutes from 13 February 2018 after corrections are made.
2. Unanimously voted to approve the Executive Session minutes held on 10 April 2018.
3. Unanimously moved to approve one applicant and fail the other applicant who sat for the RI State Specific Exam and continue discussion and drafting questions for the RI State Specific Exam for the Land Surveyors Exam to the next Board meeting.
4. Unanimously moved continue complaint of someone doing Land Surveying work who is not a Land Surveyor to the next Board meeting.

5. Unanimously moved to write a letter to the Land Surveyor in question and advise that the Board would like him to take an ethics course of his choosing and continue this matter to the next Board meeting.
6. Unanimously moved to write a letter advising the Land Surveyor in question to bring both of his plans up to the current standards and continue this matter to the next Board meeting.
7. Unanimously moved to write a letter advising that the plan needs to conform to the new standards and that he needs to provide us with digital copies of all his plans that do not conform. This matter will be continued to the next Board meeting.
8. Unanimously moved to continue this complaint of complainant not being happy with the Surveyors job to the next Board Meeting.
9. Unanimously moved to continue complaint against Surveyor practicing without a COA to the next Board Meeting.
10. Unanimously moved to continue to the next Board Meeting.
11. Unanimously moved to continue discussion on legal advice bulletins to the next Board meeting.
12. Unanimously moved to write a letter and summons the Land Surveyor in question to come before the Board at its next Board meeting.
13. Any other new business to be added to the next meeting's executive agenda
14. Motion to return to Open Session.

The next order of business was:

Approval of the Open Session Minutes held on 13 February 2018

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

VOTED: To approve the Open Session minutes. Chair McCormick and Vice-Chair Cotta abstained from this vote.

The next order of business was:

Approval of the Open Session Minutes held on 10 April 2018

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

VOTED: To approve the Open Session Minutes. Secretary Boyer abstained from this vote.

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

This matter will be continued

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

This matter will be continued

c. Regulations Reformat

This format to the regulations were approved. The Board will look them over for corrections

The next item of business was:

2018 Legislation-Status update

The legislation updates for 2018 go to the house on May 8, 2018.

The next item of business was:

Office Elections

Elections were discussed and the Board decided to keep things as is.

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 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, and Administrator to the Board Jovonna Edwards will be attending.

NCEES-2018 NCEES Annual Meeting Funded Delegate Notification

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

NCEES-Seeks volunteers for FE and FS exam content reviews

The Board discussed and decided that they would not be able to volunteer

The next order of business was:

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

- (1) Halfmoon Education Inc.-Continuing Education Application Boundaries and Easements-
May 31, 2018-New Haven, CT

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

VOTED: Approve the course for 8 pdh with proof of completion required 0 without and to change the place to where the course will be held from Warwick, RI to New Haven, CT

The next order of business was:

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

- (1) Charles Hampton

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

VOTED: to approve Charles Hamptons request to take courses provided by NGS and courses from TraversPC. Each course is for 1 hour and for 1 pdh.

The next order of business was:

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

(1) John Madeiros

Prior to the meeting Mr. Maderios spoke with the Chair of the Board Michael McCormick and realized that before he submitted his application he would need additional things to fulfill the requirements of the application.

The next order of business was:

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

(1) Green International Affiliates, INC.

(2) Robert Schultz Jr.

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

VOTED: To approve the initial COA application for Green International Affiliates, INC.

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

VOTED: To approve the initial COA application for Robert Schultz Jr.

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

(1) Insite Engineering Services, LLC

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

VOTED: To the amended application with the removal of Edward O'Brien as the responsible charge

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 June 12, 2018 at 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 4:03 p.m.

Respectfully submitted,

Mark D. Boyer, PLS
Secretary

MDB/JME