

Board of Professional Engineering
Secretary of State, Office of Professional Regulation
National Life Building, North, Floor 2, Montpelier, VT 05620-3402

Approved Minutes
Meeting of November 4, 2010

1. The meeting was called to order at 8:35 a.m.

Members present: Michael H. Quaid, P.E., Chairman; Robert Kischko, P.E., Vice-Chair; William Atkinson, P.E., Secretary; and Bonnie Giuliani, public member.

Absent: Katherine Hill, P.E.

OPR Personnel present: Carla Preston, Case Manager; Terry Gray, Unit Administrator; Kevin Leahy, Board Attorney; and Kara Shangraw, Administrative Assistant.

Others present: Jim Bush, Richard Tetreault, and Toni Clithero.

2. The Chair called for approval of the Minutes of the October 7th meeting. Mr. Kischko, made a motion, seconded by Mr. Atkinson, to approve the Minutes of the October 7, 2010 meeting as presented. The question was called and the motion passed unanimously.

3. **Reports/Guests/ Legislative Updates**

- a. The Board members tabled the policies review.
- b. Richard Tetreault, Director; Jim Bush, Assistant Director; and Toni Clithero, Assistant Attorney General, attended the meeting to discuss the proposed changes to the Vermont Agency of Transportation (VTrans) Program Development Division Procedures Manual regarding requirements for professional engineering stamp. The Board wanted clarification on the section of the procedure which states: "Because the products received by Program Development Division from consultant engineers are routinely, directly modified by PDD staff, who are exempt from the Title 26 requirements, those plans; specifications; reports; plats; etc. so directly modified will not need to carry or display the stamp of the consultant that developed them or who was responsible for their development. There will be no need for a PE stamp on those documents directly modified by PDD staff." Mr. Tetreault explained that if a section of the plan needs to be modified, the PE stamp/seal is removed from that section and the rest of the plans remain sealed as submitted by the engineer. The Board thanked them for clarifying this procedure which has been adopted by VTrans.
- c. Attorney Leahy discussed with the Board the five letters of reference and the statutory authority to do so. The Board would like the reference letters reviewed for any wording or information that needs changing to comply with the statutes.

4. **Hearings/Stipulations**

5. **Complaints/Follow ups**

Ms. Preston reported there are currently 3 pending cases. No other information to report.

6. NCEES Correspondence:

The Board reviewed and noted the miscellaneous correspondence from the NCEES.

7. Miscellaneous Correspondence:

Wall certificates for persons approved for licensure at the last meeting were signed.

8. Other Business Introduced by the Board:

9. Public Comment:

- 10.** The Board approved the following applicants for licensure on the basis of endorsement from another state and/or their National Council of Examiners for Engineering and Surveying's Record indicating "Model Law Engineer."

Beier, Jonathan, T (Civil)	Finley, Robert, C (Civil)
Flynn, Michael, C (Civil)	Geissert, David, G (Civil)
Jones, Curtis, C (Civil)	Azure, Mark, J (Electrical)
Barlage, Curtis, D (Electrical)	McConlogue, Joseph, F (Electrical)
Crandall, Christopher, M (Environmental)	Wallace, Michael, R (Mechanical)
Krajewski, Joseph, E (Structural I)	Schnerch, David, A (Structural I)
Leesman, John, H (Structural II) (Structural I not Structural II)	

- 11. Review the following application(s) to sit for the Principals and Practice exam:**

- 12. Review the following application(s) to sit for the Fundamentals of Engineering exam:**

- 13.** There being no further business, the meeting was adjourned at 10:56 a.m.

Respectfully submitted,

Kara Shangraw
Administrative Assistant