

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS

9643 Brookline Ave., Ste. 101, Baton Rouge, LA 70809



REGULAR MEETING OF LBOPG

Tuesday, February 14, 2017, 1:00 P.M.

Louisiana Engineering Society Building Conference Room
9643 Brookline Avenue, Baton Rouge, LA 70809

MINUTES

Chairman William Finley called the meeting to order at 1:07 p.m., Tuesday, February 14, 2017. He then commenced roll call.

Present: William Finley, Lloyd Hoover, Art Johnson, John Johnston, Thomas Klekamp, William Meaney, Daisy Pate, and L. Todd Perry, Board Members. Harry Vorhoff, Legal Counsel; and Brenda Macon, Executive Secretary.

Guests: Donna Sentell, Executive Director, and Richard Savoie, Deputy Executive Director, LAPELS

Absent: Madhurendu Kumar, Board Member.

Quorum established. Roll Call sheet was circulated for signatures.

Meeting Minutes

Meeting Minutes of 12/13/2016 and 1/19/2017 were reviewed. Johnson moved to accept the minutes; Johnston seconded; motion carried unanimously.

Treasurer's Report

Johnson presented the December 2016 / January 2017 Treasurer's Report. Bank account was reconciled for both December 2016 and January 2017, and all is in order. A graph was presented that shows the account balance is stable, with a small increase. Renewals for the last four months range from 85% to 98%, which is good. Johnston moved to accept the Treasurer's Report; Klekamp seconded the motion. Motion carried unanimously.

Standing Committees

Application Review Committee: Johnson reported that fourteen candidates for licensure were reviewed. He read the numbers of applicants recommended by the Licensing Application Review Committee for a Louisiana Professional Geoscientist license as follows: 1, 2, 4, 5, 6, 8, 9, 10, 11, 12, 13, and 14 of the Licensing Review Committee List for February 14, 2017. Johnston moved to accept these candidates; Meaney seconded the motion; the motion carried.

License Examination Committee: Finley reported that eight people have been approved to take the ASBOG Fundamentals of Geology exam, and two people have been approved to take the ASBOG Practice of Geology exam on Friday, March 17, 2017. One person opted to take both exams on the same day. The exams have been ordered, and everything is on track for the exams to be given at the Medical Training College across Airline from the Brookline Avenue office.

Complaint Review Committee: Perry and Vorhoff explained the draft procedure for adjudicating complaints that has been presented to the board. Finley asked how and when the formal Complaint Review Committee (CRC) is formed. After the investigation reveals that the complaint should be pursued, the chair of the standing board committee creates an ad hoc committee of persons outside the board membership to evaluate the situation further. The board secretary attends meetings of this committee, serving as record keeper. Perry agreed to add a note to clarify this step. Finley also asked for clarification regarding the point at which the decision to pursue formal charges is made and the call for a formal hearing: Does that hearing occur immediately? Or is the licensee who is being investigated have a period during which he/she can respond before that hearing is scheduled? Notice of the board's referral of charges is mailed within twenty days. The hearing date is not necessarily set immediately. Once the board sets the hearing date, notification of the hearing date is sent, giving the licensee advance notice of 30 days. Hoover asked for clarification of a decision point on the flowchart that was confusing; Perry and Vorhoff agreed to edit the flowchart for additional clarity. Meaney asked about the logistics of forming the CRC. Vorhoff and Perry further clarified that the investigation can end and be immediately dismissed at the point at which the complaint is determined to be unfounded.

Office Committee: Johnston reported that Chantel McCreary, the new LBOPG Assistant Executive Secretary, began working for the board on Tuesday, January 3, 2017. He also stated that the job description for the Executive Secretary position has been amended to include tasks that have been added since it was first created in 2014. Copies of that job description were presented for discussion; no discussion transpired. He further announced that Macon and Pate met with staff at Usable Creative in Lafayette on Monday, February 13, 2017, to make changes to the online application and database fields. New fields for notes, updated status for exam applicants, and ASBOG test scores with the dates taken will be added. Usable Creative staff were to begin work on the changes on February 14, 2017. Macon researched color inkjet printers based on maintenance cost, efficiency, and relevance to the board's needs and selected three to be considered for purchase. Johnston made a motion to allow that less than \$200 be spent on a color inkjet printer; Perry seconded the motion; the motion passed unanimously. Macon also alerted the Office Committee that office space, particularly for storing current files for licensees, is becoming tight. Files for current licensees and for financial records, which together account for more than 95% of these files, need to be retained in the office. Johnston suggested using a different filing system and stacking the cabinets. Johnson volunteered to work with Macon to find an acceptable system and to report back to the board. Finally, Johnston stated that AT&T had sent a tablet, which has never been used or activated and is not needed, in November 2016 and has been charging \$10 each month for this equipment with no benefit or discount attached. Macon discovered the additional charges on the latest bill and is taking measures to have AT&T refund the amount charged so far and to return the tablet. He ended by suggesting that travel forms be included in meeting packets for future meetings to assist in meeting the state's requirement that travel reimbursement requests be submitted within 30 days. Johnston moved to approve the job description for the Executive Secretary position so that a contract

could be executed between the Board and Brenda Macon. Johnson seconded the motion. The motion passed unanimously.

Recognition of Guests; Note of Appreciation for Harry Vorhoff

Finley recognized and welcomed guests Donna Sentell and Richard Savoie. He also thanked Vorhoff for hosting the board's special meeting on January 19 at the Department of Justice building and presented him with a thank-you card from the entire board.

Legal Counsel's Comments

Vorhoff presented the completed draft of the Memorandum of Understanding that will be negotiated between the Board and the Louisiana Professional Engineering and Land Surveying Board (LAPELS). He also proposed that an ad hoc committee be formed to invite LAPELS representatives to meet and discuss this document. Johnston moved to approve the draft and to form the committee with the stipulation that he [Johnston] would not be on it; Johnson seconded the motion. The motion passed unanimously. Finley added that LBOPG should ultimately have authority to determine whether an individual, whether geoscientist or engineer, has the qualifications to practice geoscience.

Other Business

Questions for Discussion:

1. If a licensee who originally grandfathered – i.e., has never taken the ASBOG FG and PG exams – allows his/her license to lapse for three years or more and then wants to reapply, does this board require that person to take the exams before the license is reinstated?
Klekamp asked if the *law* clarifies this question. Finley explained that the *rules*, rather than the law, stipulates that, in a case like this, if the license lapses for more than three years, the licensee must go through the application process in its entirety to be reinstated. He said that the rules imply that the licensee would, indeed, be required to take the exams. He asked Vorhoff to verify that this implied case is, in fact, accurate. Vorhoff reviewed the rules and confirmed that it is. Grandfathering would no longer apply, and testing would be required – except in the case of applying through reciprocity.
2. What approach will the board take to assist licensees in researching continuing education and career opportunities? Does the board have an obligation to do anything?
A: Discussion by board members led to a determination that the board has no obligation to assist licensees to find continuing education opportunities. If anyone calls and asks about continuing education, the suggestion was made to refer that person to lbopg.org guidelines and to local universities and geological societies for possibilities. LBOPG does not endorse any specific courses. Meaney reminded the board of the annual ethics review required by the state.

Honoring the Memory of M.B. Kumar: Finley drafted a remembrance of M.B. Kumar and presented it to the board. He then called for a moment of silence in memory of Kumar. Johnston moved to delete the last line of the original draft and send the remembrance in the next LBOPG email journal; Perry seconded the motion, which then passed unanimously.

New Business

Johnson reported that discussion at the January meeting regarding the GIT application process as described on the website revealed the need for updating and revising that page. To provide a clear, step-by-step list of instructions, the Application Review Committee has been working on the online

instructions for applying for the GIT and for ASBOG testing. Johnston moved to add these instructions to the website; Johnson seconded the motion, which passed unanimously.

Hoover asked about the possibility for allowing licensees to renew for two years. Johnston said that the law does not allow for two-year licenses. Finley asked Vorhoff to investigate and report at the April meeting.

Adjourn

The next regular meeting of the board will be held on Tuesday, April 11, 2017, at 1:00 p.m. in the conference room at the Brookline Avenue building. Johnston moved to adjourn the meeting, seconded by Johnson. Motion carried unanimously. Finley adjourned the meeting at 2:00 p.m.