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MINUTES OF THE REGULAR MEETING
LOUISIANA PROFESSIONAL ENGINEERING
AND LAND SURVEYING BOARD
9643 BROOKLINE AVENUE, SUITE 121
BATON ROUGE, LOUISIANA 70809-1433
May 16, 2011

At 8:01 a.m. on May 16, 2011, Ali M. Mustapha, P.E., called the meeting to order at 9643 Brookline Avenue, Baton Rouge, Louisiana, with the following members present:

Ali M. Mustapha, P.E.	Chairman
Richard L. Savoie, P.E.	Treasurer
Norma Jean Mattei, Ph.D., P.E.	Secretary

Miles B. Williams, P.E.
Timothy J. Allen, P.L.S.
M. Ernest Gammon, P.L.S.
Theodore H. Thompson, P.E.
Kevin E. Crosby, P.E., P.L.S.
John W. "Billy" Moore, P.E.

Also present: Donna D. Sentell, Executive Director
Victoria R. Hatton, Director of Enforcement
Joe Harman, P.E., Enforcement Consultant
D. Scott Landry, Board Attorney
Justin Owens, Board Investigator
Tyson Ducote, Board Investigator

Not present: Roger D. Danzy, P.E.
James B. Bowie, Ph.D., P.E.

The invocation was led by Mr. Moore and the pledge by Mr. Thompson.

Public comment time was recognized by Chairman Mustapha.

The Board unanimously approved the motion made by Mr. Williams, seconded by Dr. Mattei, to accept the May 16-17, 2011 proposed Call and Agenda.

The Board unanimously approved the motion made by Mr. Williams, seconded by Mr. Thompson, to approve the Minutes from the March 21, 2011 Board meeting.

The Board unanimously approved the motion made by Mr. Savoie, seconded by Mr. Williams, to schedule the Board's next regular meeting for July 25-26, 2011.

The Board's March Task List was reviewed.

Mr. Allen and Mr. Crosby exited the meeting at 9:15 a.m.

Enforcement

Ms. Hatton presented the enforcement report.

Case # 2010-110 - Ms. Hatton reported on a professional land surveyor who practiced and/or offered to practice land surveying in Louisiana with an expired license and who aided or assisted his licensed firm in practicing and/or offering to practice land surveying in Louisiana with an expired license. The respondent has signed and returned the proposed Consent Order offered by the Complaint Review Committee. After discussion, the Board unanimously approved the motion made by Mr. Thompson, seconded by Mr. Williams, to approve the signed Consent Order.

1
2 **Case # 2010-111** - Ms. Hatton reported on a licensed land surveying firm
3 which practiced and/or offered to practice land surveying in Louisiana with an
4 expired license and without a supervising professional whose license was in an
5 active status. The respondent has signed and returned the proposed Consent
6 Order offered by the Complaint Review Committee. After discussion, the
7 Board unanimously approved the motion made by Mr. Thompson, seconded by
8 Dr. Mattei, to approve the signed Consent Order.
9

10 **Case # 2008-148 and Case # 2009-61** - Ms. Hatton reported on a
11 professional engineer and his licensed engineering firm who have failed to
12 fully comply with their signed Consent Orders previously approved by the
13 Board. Despite all efforts to communicate with respondents, staff has been
14 unable to reach either respondent. Both respondents have expired licenses,
15 and it does not appear that either of them will continue practicing or offering
16 to practice engineering in Louisiana. The Complaint Review Committee has
17 recommended closing both cases and placing a warning on each respondent's
18 credential in case any attempts to reinstate are made. After discussion, the
19 Board unanimously approved the motion made by Mr. Williams, seconded by
20 Mr. Thompson, to approve closing the cases and placing a warning on both
21 credentials.
22

23 Mr. Allen and Mr. Crosby returned to the meeting at 9:23 a.m.
24

25 **Case # 2010-3** - Ms. Hatton reported on a professional engineer who was
26 disciplined in other states and who made a material misstatement on his
27 Louisiana licensure renewal. In response to the proposed Consent Order
28 offered by the Complaint Review Committee, the respondent submitted a
29 petition to voluntarily surrender his license in lieu of disciplinary action. After
30 discussion, the Board denied the motion made by Dr. Mattei and seconded by
31 Mr. Savoie, with Mr. Williams, Dr. Mattei and Mr. Moore for and Mr. Crosby, Mr.
32 Allen, Mr. Gammon, Mr. Savoie and Mr. Thompson against, to grant the
33 respondent's petition.
34

35 The Board recessed at 9:45 a.m. and resumed at 9:55 a.m.
36

37 **Committee Reports**

38 **Land Surveying Committee**

39
40
41 Mr. Gammon reported on the comments received by the Board in response to
42 the Notice of Intent published in the March 2011 issue of the *Louisiana*
43 *Register*. All of the comments related to the proposed revisions to the
44 Standards of Practice for Boundary Surveys. The Land Surveying Committee
45 has reviewed all of the comments, has prepared proposed responses thereto
46 and has prepared proposed changes to certain of the proposed rule revisions
47 as published in the Notice of Intent.
48

49 The Board unanimously approved the motion made by the Land Surveying
50 Committee to adopt the following responses to the comments received and to
51 send a copy of these responses to everyone who sent comments:
52

53 **LAPELS Response to Comments Received Regarding** 54 **Proposed Revisions to Standards of Practice for Boundary Surveys**

55
56 1. Two respondents asked that we table all of the proposed rule
57 revisions until further review and study could be performed by the
58 Louisiana Society of Professional Surveyors (LSPS). LSPS has advised
59 us that they are comfortable with the proposed revisions, and it is our
60 opinion that the topics have been carefully evaluated. We see no
61 reason to delay the proposed revisions.
62

1 2. Two respondents mentioned that we may wish to consider including
2 an option for preparing individual plats as well as composite plats for
3 route surveys (Section 2909). This suggestion will be incorporated
4 into the final rule.
5

6 3. Several respondents suggested that we clarify the intent of the
7 language which deals with title research for route surveys (Section
8 2909) and mineral unitization surveys (Section 2911). This suggestion
9 will be addressed in the final rule by adding verbiage clarifying that the
10 professional land surveyor will be required to obtain sufficient title
11 information for all affected tracts and by removing any implied duty to
12 find title information that is not readily available.
13

14 4. One respondent suggested that we add or revise verbiage to address
15 the issue of allowing professional land surveyors to exercise
16 professional judgment when site conditions preclude adherence to the
17 *Standards of Practice*. Since this topic is already covered elsewhere in
18 the *Standards of Practice*, we see no reason to add or revise any
19 language regarding this topic.
20

21 5. One respondent suggested that we incorporate provisions for
22 measuring subsidence at industrial facilities. This topic is outside the
23 scope of the *Standards of Practice*, and we see no reason to add these
24 provisions at this time.
25

26 6. Three respondents suggested that we add a requirement that
27 servitude routes and mineral unit boundaries be monumented. This
28 topic has been studied for several years by LSPS and by LAPELS. It is
29 our opinion that we do not need such a requirement at this time.
30

31 7. One respondent expressed concern about a specific technical term
32 ("survey ties") contained in Section 2909. The sentence containing this
33 term will be deleted in the final rule.
34

35 8. The LSPS Standards Committee suggested several minor revisions
36 that better explain some of the specific requirements throughout
37 Sections 2909 and 2911. Virtually all of these recommendations will be
38 incorporated into the final rule.
39

40 9. One respondent requested that we address the issue of placing
41 identification caps on survey monuments. This issue has been studied
42 previously by LSPS, who determined that such a requirement is not
43 needed. We see no reason to add this topic to the *Standards of Practice*
44 at this time.
45

46 The Board unanimously approved the motion made by the Land Surveying
47 Committee to make the following changes to the proposed revisions to Rules
48 2901, 2909 and 2911 as published the Notice of Intent:
49

50 **§2901. Scope and Purpose**
51

52 A. The following standards of practice for boundary surveying in
53 the state of Louisiana have been adopted to help ensure that boundary
54 surveys are performed in accordance with acceptable procedures.
55

56 B. The purpose of these standards is to safeguard life, health and
57 property, and to promote the public welfare, by establishing technical
58 standards of practice for every boundary survey performed in the state
59 of Louisiana so that professional performance can be evaluated for but
60 not limited to research, field work, monuments, descriptions, plats and
61 maps. If higher standards are required by clients, or by local, state and
62 federal jurisdictions, then those standards shall govern. When a
63 boundary survey involves certain corners or lines that are covered

1 under the appropriate edition of the *Manual of Instructions for the*
2 *Survey of the Public Lands of the United States*, then the Manual's rules
3 or instructions for these particular surveys shall apply. Every
4 professional land surveyor performing a boundary survey in the state
5 of Louisiana is required to follow these standards.
6

7 C. A boundary survey in this state shall only be performed by a
8 professional land surveyor, licensed pursuant to the laws of this state,
9 or persons under his/her responsible charge. The professional land
10 surveyor shall at all times comply with the provisions of the licensure
11 law and the rules of the board.
12

13 D. It is intended that these ~~standards be recognized as~~ standards of
14 practice ~~and that they not be~~ relied upon by the professional land
15 surveyor as a substitute for the exercise of proper individual skill,
16 professional discretion, and professional judgment in fulfilling the legal
17 ~~and/or~~ contractual requirements of any boundary survey. This also
18 does not absolve the professional land surveyor from his/her
19 obligation to use due diligence in the practice of land surveying and
20 from complying with all applicable laws and rules pertaining to the
21 practice of land surveying.
22

23 E. When in the professional land surveyor's opinion, special
24 conditions exist that effectively prevent the boundary survey from
25 meeting these standards of practice, the special conditions and any
26 necessary deviation from these standards shall be noted upon the
27 drawing. It shall be a violation of this Chapter to use special conditions
28 to circumvent the intent and purpose of these standards of practice.
29

30 **§2909. Route Survey**

31 A. Definition.

32 *Route Survey*—~~a survey performed to locate property boundary~~
33 ~~lines for the purpose of enabling the owner~~ for determining the route
34 of a proposed pipeline, power line, cable, road, or other linear facilities
35 in order to acquire a right-of-way, servitude or easement from the
36 property owner being crossed.
37
38
39

40 B. Scope and Product. A route survey shall, as a minimum, consist
41 of the following elements.
42

43 1. The professional land surveyor shall utilize sufficient ~~be~~
44 ~~furnished, or shall obtain,~~ all title information and research as needed
45 to define the ~~ownership of the affected tracts of land~~ the tract
46 boundaries.
47

48 2. The professional land surveyor shall locate sufficient evidence,
49 on the ground, to determine the location of all ~~property~~ boundary lines
50 that will be crossed by the proposed ~~facilities~~ right-of-way, servitude or
51 easement. ~~The professional land surveyor shall locate and make survey~~
52 ~~ties to at least one corner or monument on each property line that is~~
53 ~~crossed.~~ Installation of new monuments is not required when defining
54 the limits of the right-of-way, servitude, ~~is not required~~ or easement to
55 be acquired.
56

57 3. The professional land surveyor shall prepare a plat(s) or map(s)
58 for ~~each tract of land showing the property lines~~ those tracts being
59 crossed, ~~the locations of corners or monuments that were recovered,~~
60 showing the alignment of the proposed route and the length of the
61 proposed right-of-way, servitude, or easement across the tract. These
62 plats or maps shall be prepared in compliance with ~~the~~ those
63 requirements for property boundary survey plats or maps that are

1 specifically contained in §2907.G.1, 2, 6, 7 and 14. Final plats or maps
2 issued to the client shall contain a statement by the professional land
3 surveyor certifying its authenticity (that it represents his/her survey)
4 and stating that the route survey complies with the applicable
5 standards of practice as stipulated in this Chapter. Sufficient
6 information to re-establish the right-of-way, servitude or easement,
7 including any found monuments, must be shown at a suitable scale or
8 in a separate detail on each plat or map.
9

10 4. If requested by the client, the professional land surveyor shall
11 prepare a legal description ~~for each tract crossed by~~ of the proposed
12 right-of-way, servitude or easement for each tract crossed by the
13 proposed facility. The description shall describe the alignment and
14 length of the proposed right-of-way, servitude or easement and shall
15 comply with ~~the~~ those requirements for legal descriptions for property
16 boundary surveys that are specifically contained in §2907.H.6 through
17 11.
18

19 5. The accuracy standards that are required for route surveys shall
20 be based on ~~the~~ property classification ~~of the tracts being crossed, D,~~ as
21 presented in §2913.
22

23 **§2911. Mineral Unitization Survey**

24

25 A. Definition.

26

27 *Mineral Unitization Survey* - a survey performed to define sub-
28 surface mineral ~~boundaries~~ tracts for the specific purpose of allocating
29 mineral rights within a mineral unit. ~~The survey shall properly identify~~
30 ~~the geologically significant wells which control the unit boundaries and~~
31 ~~their relationship to the unit boundaries. This does not absolve the~~
32 ~~professional surveyor from his/her obligation to use due diligence in~~
33 ~~the practice of land surveying and from complying with all applicable~~
34 ~~laws and rules pertaining to the practice of land surveying.~~
35

36 B. Scope & Product. A mineral unitization survey shall, as a
37 minimum, consist of the following elements.
38

39 1. The professional land surveyor shall ~~be furnished, or shall~~
40 ~~obtain, all~~ utilize sufficient title information, as provided by the client,
41 needed to define the ~~ownership of the affected~~ mineral tracts, ~~of land,~~
42 ~~along~~ in conjunction with adequate information to define the unit
43 boundary.
44

45 2. The professional land surveyor shall determine, on the ground,
46 the location of the unit well and the location of ~~the property~~ sufficient
47 tract lines ~~of all tracts, or portions of tracts, that will be included in the~~
48 ~~proposed mineral unit~~ in order to determine the subsurface mineral
49 tracts located inside the unit boundaries. Geologically significant wells,
50 as identified by the Louisiana Department of Natural Resources, Office
51 of Conservation field order or the client, will be located with respect to
52 the unit boundaries. Installation of new monuments defining the limits
53 of the unit, or of the tracts which comprise the unit, is not required.
54

55 3. The professional land surveyor shall prepare a unitization plat or
56 map (Louisiana Department of Natural Resources, Office of
57 Conservation field order unit, voluntary unit or declared unit) showing
58 the ~~ownership~~ mineral participant(s) and limits of the tracts (or
59 portions of tracts) which are included in the proposed mineral unit.
60 These plats or maps shall be prepared in compliance with ~~the~~ those
61 requirements for property boundary plats or maps that are specifically
62 contained in §2907, ~~in addition, the plats, when applicable, will be in~~
63 ~~compliance with Louisiana Department of Natural Resources, Office of~~

1 ~~Conservation requirements governing Unit Plats and Survey Plats (LAC~~
2 ~~43:XIX.Chapter 41).G.1, 2, 6, 7 and 14. These plats or maps shall~~
3 ~~contain bearings and distances around the perimeter of the unit~~
4 ~~boundary, but are not required to depict or list such calls for the~~
5 ~~individual tracts which comprise the unit. Final plats or maps issued to~~
6 ~~the client shall contain a statement by the professional land surveyor~~
7 ~~certifying its authenticity (that it represents his/her survey) and~~
8 ~~stating that the mineral unitization survey complies with the applicable~~
9 ~~standards of practice as stipulated in this Chapter. In addition, the~~
10 ~~plats or maps, when applicable, shall be in compliance with the~~
11 ~~Louisiana Department of Natural Resources, Office of Conservation's~~
12 ~~requirements governing unit plats and survey plats (LAC~~
13 ~~43:XIX.Chapter 41).~~

14
15 4. The accuracy standards that are required for mineral unitization
16 surveys shall be based on ~~the property classification of the tracts which~~
17 ~~are being included in the proposed unit, D, as presented in §2913.~~
18 ~~However, if the mineral unitization survey is subject to higher accuracy~~
19 ~~standards than are required by the state of Louisiana or another~~
20 ~~regulatory agency, then those higher standards will apply.~~

21
22 The Board unanimously approved the motion made by the Land Surveying
23 Committee to amend Section 10 of the Disciplinary and Enforcement Sanction
24 Guidelines for Consent Orders as follows:

25
26 **10. Violation of Minimum Standards for Property Boundary**
27 **Surveys - Rules 2901-09**

- 28
29 a. If the survey and/or survey plat is found to contain
30 ~~violations that constitute discrepancies evidence~~ either
31 ~~gross negligence or gross incompetence, the Complaint~~
32 ~~Review Committee will extend to the licensee the~~
33 ~~opportunity to resolve such violations by a Consent Order~~
34 ~~shall recommend the preferral of formal changes.~~
35
36 b. Otherwise, the following guidelines for disciplinary action will
37 be utilized to ensure consistency and fairness. ~~These~~
38 ~~guidelines are intended to represent, in most cases, the~~
39 ~~maximum sanctions to be applied. The severity of the~~
40 ~~sanctions may be reduced if the infraction is deemed to~~
41 ~~be minor in nature, and could be increased if a~~
42 ~~particularly egregious violation, or set of violations, is~~
43 ~~found. In determining whether infraction(s) should be~~
44 ~~classified as minor or major, the Complaint Review~~
45 ~~Committee should rely upon the expertise of the PLS~~
46 ~~member of the Committee.~~
- 47
48 • **FIRST VIOLATION:** A letter of concern will be sent to the
49 licensee directing him/her to correct all Minimum
50 Standards violations on the plat. The licensee will also be
51 directed to submit a corrected plat to the ~~Board~~
52 ~~Committee~~ for review and approval. Once approved, the
53 licensee may be required to provide his/her client a copy
54 of the corrected plat. If the plat was filed in the public
55 records, the licensee may be required to file a copy of the
56 corrected plat in the public records.
 - 57
58 • **SECOND VIOLATION:** The ~~Board~~ Committee will advise
59 the licensee that it is considering preferring charges
60 against him/her for a violation of the minimum standards,
61 but will extend to him/her the opportunity to resolve such
62 violations by a Consent Order. Pursuant to the Consent
63 Order, the licensee will agree to correct his/her plat of

1 survey as required for a first violation. Depending upon
2 the severity of the second violation, the licensee will also
3 be asked to agree to a reprimand and a fine not to exceed
4 \$1,000.
5

6 • **THIRD VIOLATION:** The ~~Board~~ Committee will take action
7 as specified above for a second violation, except that any
8 fine included as part of a Consent Order may not exceed
9 \$1,500. In addition, the licensee will be asked to agree to a
10 suspension of 6-12 months. However, the suspension will
11 be stayed based upon payment of the fine and passing the
12 Board's online Louisiana Minimum Standards ~~Exam~~ Quiz
13 and online Louisiana Professionalism and Ethics ~~Exam~~
14 Quiz within six (6) months of signing the Consent Order.
15

16 • **FOURTH VIOLATION:** The ~~Board~~ Committee will advise
17 the licensee that it is considering preferring charges for
18 ~~the~~ a fourth violation of the minimum standards, but may
19 consider informal resolution by Consent Order upon
20 agreement to the following disciplinary action: 1) fine of
21 \$2,500, 2) suspension of license for two (2) years with
22 some or all stayed based upon completion of all
23 disciplinary actions and 3) probation for any stayed
24 suspension period to include but not limited to, the
25 submission of copies of all plats of survey and field notes
26 for surveys accomplished during the probationary period.
27

28 • **SUBSEQUENT VIOLATIONS:** A recommendation will be
29 made that the ~~Board~~ Committee prefer formal changes.
30 No informal resolution will be allowed.
31

- 32 c. If a licensee declines to voluntarily correct minimum
33 standards violations by Consent Order agreement, then a
34 recommendation will be made that the ~~Board~~ Complaint
35 Review Committee prefer formal changes and schedule a
36 formal hearing. Informal settlement may still be allowed
37 prior to the hearing.
38
- 39 d. Applicants for an oral examination shall be advised that the
40 maps and field notes they bring to the examination (as an
41 example of their work under a professional land surveyor)
42 will be reviewed by the application committee for compliance
43 with the Minimum Standards. **The applicant will be advised**
44 **if the work samples are found to be out of compliance,**
45 **and he/she will be asked to report these issues back to**
46 **the responsible charge professional for correction.** If the
47 committee finds the maps or field notes not in compliance, the
48 above procedures regarding violations ~~will~~ may be followed.
49
- 50 e. Violations of Minimum Standards for Property Boundary
51 Surveys ~~will~~ may be published by name on the Board's
52 website, in the Journal and to NCEES (except for first
53 violations which are only addressed with a letter of concern),
54 **if the violations are considered to be major infractions**
55 **that could cause harm to the public, or if they are**
56 **numerous or repetitive. It is understood that publication**
57 **by name is one of the more serious sanctions that we may**
58 **impose, and this should be reserved for violations which**
59 **warrant such action.**
60
- 61 f. **Infractions that occurred more than 5 years prior to the**
62 **infraction which is being reviewed by the Complaint**

1 Review Committee shall not be considered when deciding
2 on the severity of the proposed sanctions.
3

4 **Education/Accreditation Committee**
5

6 The Board unanimously approved the motion made by Dr. Mattei, seconded by
7 Mr. Crosby, to accept the following updated list of leveling courses for LSU and
8 to notify Dr. Willson of this action:
9

10 **CIVIL AND ENVIRONMENTAL LEVELING COURSES**
11

12 **Required Leveling Courses for all CE Concentrations:**

13 MATH 1550 Analytic Geometry and Calculus I
14 MATH 1552 Analytic Geometry and Calculus II
15 MATH 2065 Elementary Differential Equations
16 CE 2450 Statics
17 CE 2200 Fluid Mechanics
18

19 **THE ENVIRONMENTAL ENGINEERING PROGRAM**
20

21 **Additional Leveling Courses:**

22 EVEG 3110 Water and Wastewater Treatment
23 EVEG 3200 Water Resources Engineering (old course designation
24 was CE 3200)
25

26 **THE GEOTECHNICAL ENGINEERING PROGRAM**
27

28 **Additional Leveling Courses:**

29 MATH 2057 Multidimensional Calculus
30 CE 3300 Geotechnical Engineering I
31 CE 3350 Geotechnical Engineering Laboratory I
32 CE 3400 Mechanics of Materials
33

34 **THE STRUCTURES/MECHANICS PROGRAM**
35

36 **Additional Leveling Courses:**

37 MATH 2057 Multidimensional Calculus
38 CE 3400 Mechanics of Materials
39 CE 3415 Structural Analysis I
40 CE 4410 Principles of Reinforced Concrete
41

42 **THE TRANSPORTATION ENGINEERING PROGRAM**
43

44 **Additional Leveling Courses:**

45 MATH 2057 Multidimensional Calculus
46 CE 2710 Introduction to Civil Engineering
47 CE 2720 Computational Methods in Civil Engineering
48 CE 3300 Geotechnical Engineering I
49 CE 3400 Mechanics of Materials
50 CE 3600 Principles of Highway and Traffic Engineering
51 CE 3700 Engineering Materials Laboratory
52

53 **THE WATER RESOURCES PROGRAM**
54

55 **Additional Leveling Courses:**

56 MATH 2057 Multidimensional Calculus
57 CE 2250 Fluid Mechanics Laboratory
58 EVEG 3200 Water Resources Engineering (old course designation
59 was CE 3200)
60 CE 4200 Hydrology
61

1 The Board recessed at 11:55 a.m. for lunch and resumed at 1:05 p.m.
2

3 **Applications**
4

5 **Applications Appeals**
6

7 The Board disapproved the motion made by Dr. Mattei, seconded by Mr.
8 Crosby, with Mr. Moore, Dr. Mattei and Mr. Crosby for and Mr. Gammon, Mr.
9 Williams, Mr. Savoie, Mr. Thompson and Mr. Allen against, to have Mr. Jose
10 **Zepeda** be interviewed by the Board.
11

12 The Board approved the motion made by Mr. Williams, seconded by Mr.
13 Gammon, with Mr. Williams, Mr. Gammon, Mr. Crosby, Mr. Allen, Mr. Savoie,
14 Mr. Thompson and Mr. Moore for and Dr. Mattei against, to *affirm* the
15 reviewing committee's decision to *disapprove* the application of Mr. Jose
16 **Zepeda** for licensure as a professional engineer by comity.
17

18 The Board unanimously approved the motion made by Mr. Savoie, seconded by
19 Mr. Allen, to *affirm* the reviewing committee's decision to *disapprove* the
20 application of Mr. Huy **Ngo** for licensure as a professional engineer by comity.
21

22
23 The Board unanimously approved the motion made by Mr. Savoie, seconded by
24 Dr. Mattei, to *affirm* the reviewing committee's decision to *disapprove* the
25 application of Mr. Lewis **Rhodes** for licensure as a professional engineer by
26 comity.
27

28 **Committee Reports (continued)**
29

30 **Finance Committee**
31

32 The Board unanimously approved the motion made by the Finance Committee
33 to amend the budget for the current fiscal year as presented.
34

35 The Board unanimously approved the motion made by the Finance Committee
36 to have Ms. Sentell reinvest the funds in the CDs that will mature on June 1,
37 2011 and July 3, 2011.
38

39 The Board unanimously approved the motion made by Mr. Williams, seconded
40 by Mr. Thompson, to waive \$30 of the renewal fees for all interns, individual
41 licensees and firm licensees for a two-year period (a total of four renewal
42 cycles) beginning with the Fall 2011 renewal cycle.
43

44 The Board unanimously approved the motion made by Mr. Williams, seconded
45 by Mr. Thompson, to accept the proposed 2011-12 fiscal year budget as
46 presented.
47

48 The Board recessed at 2:30 p.m. and resumed at 2:45 p.m.
49

50 The Board unanimously approved the motion made by Dr. Mattei, seconded by
51 Mr. Allen, to authorize the Executive Director to enter into a contract with
52 **Gator T** to provide IT and desktop support. The term of the contract will be
53 for one year beginning **July 1, 2011 and ending June 30, 2012**, in the amount
54 not to exceed **\$48,000**.
55

56 The Board unanimously approved the motion made by Dr. Mattei, seconded by
57 Mr. Allen, to authorize the Executive Director to enter into a contract with **Tri-**
58 **Core, Inc.** for network and website support and maintenance. The term of the
59 contract will be for one year beginning **July 1, 2011 and ending June 30,**
60 **2012**, in the amount not to exceed **\$24,000**.
61

1 **New Business**

2
3 The Board unanimously approved the motion made by Dr. Mattei, seconded by
4 Mr. Thompson, to approve the expenses for Emeritus Member Sonny Launey
5 to attend the 2011 NCEES Annual Meeting in Providence, Rhode Island.
6

7
8 The Board unanimously approved the motion made by Mr. Moore, seconded by
9 Mr. Williams, for Board and staff expenses for the 2011 NCEES Annual Meeting
10 in Providence, Rhode Island.
11

12 **Closing Business**

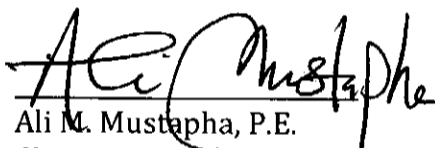
13
14 The Board unanimously approved the motion made by Dr. Mattei, seconded by
15 Mr. Williams, to approve all committee recommendations and actions.
16


17 The Board unanimously approved the motion made by Mr. Williams, seconded
18 by Mr. Allen, to acknowledge and confirm all licenses and certificates issued by
19 the Board.
20

21 The Board unanimously approved the motion made by Mr. Gammon, seconded
22 by Dr. Mattei, to approve all Board expenses.
23

24 The Board unanimously approved the motion made by Mr. Thompson,
25 seconded by Mr. Williams, to adjourn.
26

27 The meeting adjourned at 4:30 p.m. on May 16, 2011.
28

29
30 
31 _____
32 Ali M. Mustapha, P.E.
33 Chairman

34 
35 _____
 Norma Jean Mattei, Ph.D., P.E.
 Secretary