**Occupational and Professional Licensing Administration**

**District of Columbia Board of Professional Engineers and Land Surveyors**

**March 26, 2020**

**Minutes**

The District of Columbia Board of Professional Engineers and Land Surveyors held its regularly scheduled meeting on Thursday March 26, 2020 at 11am via conference call due to the COVID-19 Pandemic.

**Attendance**

Board Members Present: Mr. Sam Wilson, Chairman, Mr. Barry Lucas, Vice Chairman, Ms. MaryJean Pajak, Mr. Michael McKenna, and Mr. Roland Carter

Board Staff: Ms. Avis Pearson, Board Administrator; Mr. Leon Lewis, Executive Director; Mr. Kevin Cyrus, Education Coordinator

Legal Counsel: Ms. Kia Winston, Esq.

**Agenda Item: Executive Session**

No complaints/legal matters, technical applications or legal counsel reports were presented during this meeting.

**Agenda Item: Comments from the Public**

None.

**Agenda Item: Draft Minutes**

Upon motion duly made by Ms. Pajak and properly seconded by Mr. Lucas, the Board voted unanimously to approve the January 23, 2020 minutes.

**Agenda Item: Recommendations**

Upon motion duly made by Ms, Pajak and properly seconded by Mr. Lucas the Board unanimously voted to waive the Continuing Education Requirement for Professional Engineers and Land Surveyors for the August 2020 renewal due to the COVID 19 pandemic.

Mr. Paul Rich has resigned from the Board due to relocation. Upon motion duly made by Mr. McKenna and properly seconded by Mr. Carter the Board unanimously voted to have the Board Administrative Staff draft a Resolution of Service to reflect the tenure of Mr. Rich.

**Agenda Item: Old Business**

None

**Agenda Item: New Business**

* The Professional Engineer Exam (paper and pencil) scheduled for April 17 – 18, 2020 has been cancelled due to COVID-19. Exam candidates have been deferred for the October exam. NCEES will provide additional information regarding the October exam in May.
* The Joint Zone Meeting scheduled for April 23-26, 2020 has also been cancelled due to COVID-19. Due to this cancellation the Board will hold an April meeting on April 23, 2020 at 11AM.
* Upon motion duly made by Ms. Pajak and properly seconded by Mr. Lucas the Board unanimously voted to amend the 2020 calendar to reflect the April meeting.
* The NCEES Annual Meeting is still scheduled to be held in Chicago on August 27 – August 28, 2020. All Board Members have expressed an interest in attending. Mr. Wilson, Mr. Carter, and Mr. McKenna will be funded by NCEES. Mr. Lucas and Ms. Pajak will be funded by DC.
* Mr. Cyrus asked the Board for articles for the 2020 Newsletter. Articles should be submitted on or before April 15, 2020 to Mr. Cyrus (kevin.cyrus@dc.gov).
* Ms. Pajak, Mr. McKenna, and Mr. Lucas attended the Ethics Training in March.
* The Board is scheduled to host the Zone Meeting in 2022. Mr. Wilson spoke with Mr. Duhumel regarding the roles/responsibilities of the Board for hosting the Zone Meeting. Per Mr. Duhumel, the Board provides NCEES suggestions of venues, assist with registration and provides gift bags at the event. With the recent changes in events it has not been decided if NCEES will continue with the original schedule of having this jurisdiction host this event. NCEES will provide updates during the Annual Meeting in August.

**Agenda Item: Adjournment**

Upon motion duly made by Mr. Carter and properly seconded by Mr. Lucas, the Board unanimously voted to adjourn at 12:40 PM.

Respectfully submitted,

Mr. Sam Wilson, Chairman

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 Date

Recorder/transcriber: Avis Pearson