

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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January 12, 2020

MINUTES – January 8, 2020 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday January 8, 2020, at the DAPE office in New Castle, Delaware at 3:00 p.m.

The Roll call was taken and a quorum was declared.

Council Members present:	C. Balascio, P.E.	D. Barbato, P.E.
	M. Clendaniel, P.E.	W. Gamgort, Esq.
	R. Hayden, P.E.	J. Jakubowski, P.E.
	M. Lennon, P.E.	K. Maxson, P.E.
	C. McAllister, P.E.	M. Siwek, P.E.
	R. Smith, Esq.	R. Wheatley

Exec Committee Member Present:	S. Gharebaghi
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Council Members absent:	N. Dean, P.E.	J. Kalmbacher, P.E.
	E. Retzlaff, P.E.	

Staff present:	J. Wootten
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Called to order at 3:00 PM.

Open Forum

No members of the public attended.

Minutes of the December 11, 2019 Council Meeting

Council reviewed the Minutes of the December 11, 2019 Council meeting.

Motion by C. McAllister, seconded by M. Clendaniel, to approve the minutes of the December 11, 2019 meeting. Approved unanimously.

D.A.G. Report

The NCEES Law Enforcement Committee is seeking feedback from member boards regarding their policies on expungement of disciplinary actions. DAG Kelly advised that since information regarding disciplinary actions is considered public, it could not be expunged without statutory authorization. Discipline is permanent for other licensing boards in Delaware.

Financial Reports

M. Clendaniel summarized DAPE's finances for the eight months (66.7%) of fiscal year ending April 30, 2020, which reflect income has reached 97.6% of projections and expenses 50.9%. The Finance Committee will start planning the 2020-2021 budget soon, so committees should review plans for upcoming year, and let Finance Committee know of any anticipated budget changes.

Motion by R. Wheatley, seconded by C. McAllister, Council accept the Finance Report subject to audit. Approved unanimously.

Committee Reports

Executive Committee

The Executive Committee met just prior to the Council meeting, therefore, a written report is unavailable. Items discussed at Executive Committee meeting will be covered under the appropriate Committee reports.

Finance/Employee Compensation & Benefits Committee/Facilities Committee – No Report.

Law Enforcement/Ethics Committee – No Report.

C. Balascio asked for volunteers to form a hearing panel regarding a comity application. K. Maxson will chair the Committee, which will also include D. Barbato and M. Lennon. J. Wootten will follow up with DAG Kelly to draft a communication to the applicant, and with the Committee to schedule a hearing (the applicant will be offered the option to participate by phone).

At the December meeting, Council approved sending two consent agreements which would both include a mandatory ethics course. NCEES Model Law recommends Engineering Ethics courses offered by Murdough Center for Engineering Professionalism at Texas Tech University. The Council agreed that a four hour course would be appropriate.

Examining Committee

M. Siwek reported that the Committee met on December 18, 2019, and reviewed 126 individual applications for licensure, consisting of 37 applications for examination (33 recommended for approval, 4 backlogged pending further review), 30 applications for comity (all recommended for approval), and 59 applications for licensure after successful passage of examinations. All recommendations are shown on Exhibit A1 which is now ready for Council action.

Motion by M. Siwek, seconded by R. Hayden, Council approve the Committee's recommendations for applications for licensure as noted on Exhibit A1 of the committee's report. Approved unanimously.

The Committee reviewed 7 applications for Certificate of Authorization (5 recommended for approval, 2 referred to LEE). Committee recommendations are noted on Exhibit A2.

Motion by M. Siwek, seconded by J. Jakubowski, Council approve the Committee's recommendations for Certificates of Authorization as noted on Exhibit A2 of the committee's report. Approved unanimously.

The backlog of applications (which the Committee has reviewed but are not ready for Council action) is shown on Exhibit B.

Motion by M. Siwek, seconded by C. McAllister, to approve 2 additional PE applicants (#23589 and #24349) after successful completion of computer-based PE exam, as the exam results were published after the December 18, 2019 examining committee meeting.

External Affairs Committee – No Report

Public Information – No Report

Government Affairs/By-laws Committee – No Report

Nominating Committee – No Report

Ad Hoc Law & Ethics Questionnaire Committee – No Report.

Committee co-chairs need to recruit members and schedule a meeting.

Correspondence—None.

NCEES

Zone Interim Meeting is scheduled April 23-25 in Houston, TX. We can designate three funded delegates (J. Wootten's expenses are also covered by NCEES). All Council members are welcome to attend.

Old Business

The Joint Advisory Committee made additional revisions on November 7, 2019 to the Guidelines for Delaware Building Officials document, to be presented to both the DAPE Council and Board of Architects. The Board of Architects proposed two additional revisions.

After further discussion, the DAPE Council made the following recommendations regarding revisions to the Guidelines document:

- As engineers are often the lead professional on a project, the guidelines should not designate an architect in responsible control of all integrated projects.
- References to signing and sealing documents should also include "dating" to conform with our legislation.

The JAC's next meeting is scheduled for Thursday January 9, 2020.

New Business

J. Wootten reported that we are working on installing a training station in the DAPE conference room so members can schedule training. We hope to build our library of videos, but will start with the May 2019 ethics training and November 2019 technical training.

Upcoming Events:

- February 20, 2020: Engineers Week banquet. New PEs will be invited to attend as DAPE's guests for presentation of PE certificate. Council members are encouraged to attend.
- March 17, 2020: DelTech Career Expo. DAPE will attend to share licensure information with students.
- May 12, 2020 Ethics Training at Executive Banquet & Conference Center. Morning session for all DAPE members; afternoon session for Council and LEE Committee members. We may reschedule the May Council meeting for the same day.

Next Meeting: February 12, 2020 (Grotto Pizza 1159 N Dupont Hwy, Dover, DE 19901).

Motion by K. Maxson, seconded by M. Clendaniel, to adjourn. Approved unanimously. Meeting adjourned at 3:30 p.m.