

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

92 Read's Way, Suite 208, New Castle, DE 19720

PHONE: 302-323-4588

E-mail: office@dape.org

June 26, 2020

MINUTES – JUNE 10, 2020 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday June 10, 2020 via teleconference 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.	N. Dean, P.E.
	W. Gamgort, Esq.	J. Jakubowski, P.E.
	J. Kalmbacher, P.E.	M. Lennon, P.E.
	K. Maxson, P.E.	C. McAllister, P.E.
	M. Siwek, P.E.	R. Wheatley

Exec Committee Member Present:	S. Gharebaghi
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Council Members absent:	R. Hayden, P.E.	E. Retzlaff, P.E.
	R. Smith, Esq.	

Staff present:	J. Wootten
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DAG present:	E. Kelly
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Meeting was called to order at 3:06 PM.

Open Forum

No members of the public attended.

Minutes of the May 13, 2020 Council Meeting

Council reviewed the Minutes of the May 13, 2020 Council meeting.

Motion by M. Clendaniel, seconded by C. McAllister, to approve the minutes of the May 13, 2020 meeting. Approved unanimously.

D.A.G. Report

DAG Kelly reported that she and J. Wootten discussed further changes to the lapsed certificate of authorization delinquency fee matrix. J. Wootten will present some scenarios and potential delinquency fee and reinstatement fee structures for further discussion.

DAPE's last round of proposed legislative changes were introduced as House Bill 338 on June 5, 2020.

Financial Reports

M. Clendaniel summarized DAPE's finances for the one month (8.3%) of fiscal year ending April 30, 2021, which reflect income has reached 18.4% of projections and expenses 7.9%. A batch of FE application fees were refunded to the US Military Academy, since their students graduated before they were able to schedule exams. PE renewals are due June 30, 2020, so will continue to increase significantly in the next few weeks.

Motion by D. Barbato, seconded by R. Wheatley, 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

C. McAllister reported that the committee met June 3, 2020 and discussed the following:

Feedback from DAPE's May ethics training webinar, and ideas for future topics. We had 560 participants over two days.

J. Jakubowski reported that he met with New Castle County to discuss some members' concerns regarding their PE seal requirements. He'll prepare a summary of that meeting to present to the LEE Committee on July 1, 2020.

DAPE received a question regarding what needs to be sealed, specifically asking us to better define the phrase "issued and filed for public record". J. Wootten will draft a response and get feedback from DAG Mulveny.

J. Wootten is going to draft a checklist for staff to track open LEE files, an idea that was proposed during our May 12, 2020 Council & LEE Committee member training.

Motion by C. McAllister, seconded by M. Clendaniel, Council approve the closure of 1 case as listed on Exhibit A of the Committee's report. Approved unanimously.

Examining Committee

M. Siwek reported that the Committee met on May 27, 2020, and reviewed 49 individual applications for licensure consisting of 37 applications for comity (36 recommended for approval, 1 backlogged pending further information), 12 applications for examination (11 recommended for approval, 1 backlogged pending further information), and 1 application for initial license (backlogged pending further information). All recommendations are shown on Exhibit A1 which is now ready for Council action.

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

The Committee also reviewed 6 applications for Certificate of Authorization, all recommended for approval. Committee recommendations are noted on Exhibit A2.

Motion by M. Siwek, seconded by M. Clendaniel, 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 M. Clendaniel, Council approve Certificate of Authorization 4782. Approved unanimously.

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

Committee met June 3 to incorporate a last round of feedback into a final draft. In doing so, Committee realized that our legislation does not specify that delinquent PEs need to complete a CPC audit to return to active status. Council members are asked to review the Committee's report and final draft of the questionnaire, so it can be voted on at the July Council meeting. President Balascio thanked the Ad Hoc Committee members for their efforts.

Correspondence -- None

NCEES

- NCEES shared invitations to annual meeting, including several committee meetings leading up to August 27. Council members should have received information directly from NCEES, but be sure to let J. Wootten know if you did not receive it.
- Save the date for October 22 & 23 PE Exams - we'll need proctors both days. Based on NCEES guidelines regarding the October 2020 exam administration, we are going to limit registration to 72 examinees each day. Staff will wait until June 18 to approve decoupling candidates, so applicants that have met all other qualifications for licensure will be prioritized, in case we run out of room. J. Wootten also shared that the schedule for the computer based electrical PE exams has been accelerated to begin January 2021, not April 2021. This may alleviate some of the demand for October.

Old Business – None.

New Business

The Council election will run from June 15-July 15.

Next Meeting: **Next Meeting:** July 8, 2020 +1 929 436 2866 Meeting ID: 968 485 585 Password: 851686
Browser link: <https://us02web.zoom.us/j/968485585?pwd=RkxVZmxzemRPR2NFRytGS1VPeDlrUT09>

Motion by M. Clendaniel, seconded by N. Dean, to adjourn. Approved unanimously. Meeting adjourned at 3:35 p.m.