

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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September 18, 2020

MINUTES – SEPTEMBER 9, 2020 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday September 9, 2020 via teleconference at 3:00 p.m.

The Roll call was taken and a quorum was declared.

Council Members present:	D. Barbato, P.E.	M. Clendaniel, P.E.
	N. Dean, P.E.	J. Hastings, P.E.
	J. Jakubowski, P.E.	J. Kalmbacher, P.E.
	M. Lennon, P.E.	K. Maxson, P.E.
	C. McAllister, P.E.	D. Reinhold, P.E.
	M. Siwek, P.E.	R. Smith, Esq.
	K. Tadler, P.E.	

Exec Committee Member Present:	C. Balascio
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Council Members absent:	W. Gamgort, Esq.	R. Wheatley
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Staff present:	J. Wootten
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Meeting was called to order at 3:06 PM.

Open Forum

S. Gharebaghi attended the meeting as a member of the public.

Introductions

Council introduced themselves and welcomed new members J. Hastings, D. Reinhold and K. Tadler. Thank you to outgoing Council member C. Balascio (he will continue to serve on the Executive Committee as Immediate Past President).

Election of Officers

The proposed slate of officers presented to Council by the Executive Committee for the 2020/2021 Council year is:

- President: Joseph Jakubowski
- Vice President: Michael Clendaniel
- Secretary: Charles McAllister
- Treasurer: Karen Maxson
- Immediate Past President: Carmine Balascio

With no additional nominations from the floor, motion by D. Barbato, seconded by M. Lennon, the nominations for Council officers be closed. Approved unanimously.

Motion by M. Lennon, seconded by M. Clendaniel, J. Jakubowski be approved as Council President. Approved unanimously.

Motion by K. Maxson, seconded by M. Lennon, M. Clendaniel be approved as Council Vice President. Approved unanimously.

Motion by D. Reinhold, seconded by D. Barbato, C. McAllister be approved as Council Secretary. Twelve approved, with one abstention (McAllister).

Motion by D. Barbato, seconded by M. Clendaniel, K. Maxson be approved as Council Treasurer. Twelve approved, with one abstention (Maxson).

Minutes of the August 12, 2020 Council Meeting

Council reviewed the Minutes of the August 12, 2020 & August 26, 2020 Council meetings.

Motion by M. Clendaniel, seconded by K. Maxson, to approve the minutes of the August 12, 2020 and August 26, 2020 meetings. Approved unanimously.

D.A.G. Report – None.

Financial Reports

M. Clendaniel summarized DAPE's finances for the four months (33.3%) of fiscal year ending April 30, 2021, which reflect income has reached 56.3% of projections and expenses 24.4%. The Certificate of Authorization renewal window is now open (deadline is September 30). Our annual audit is nearly complete. J. Wootten will draft an Annual Report to the Governor (to include the final auditor's report).

Motion by M. Clendaniel, seconded by D. Barbato, 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 on September 2, 2020 and discussed the following: Committee met on September 2, 2020 and discussed the following:

- Recorder of Deeds/New Castle County.
- Professional Land Surveyor Board – J. Wootten reach again to invite board members to an upcoming LEE Committee meeting to discuss their concerns regarding engineering firms offering PLS services without proper licensing.
- Committee recommends approval of a PE application referred by the examining committee and discussed in executive session.

Motion by C. McAllister, seconded by M. Clendaniel, Council approve the closure of 4 cases as listed on Exhibit A of the Committee's report. Approved unanimously.

Motion by C. McAllister, seconded by M. Clendaniel, Council sign final consent agreement related to File 19-072. Approved unanimously. Still pending payment of penalty.

Examining Committee

M. Siwek reported that the Committee met on August 26, 2020, and reviewed 39 individual applications consisting of 30 applications for comity (28 recommended for approval, 1 referred to LEE Committee, 1 backlogged pending further information), 7 applications for examination (6 recommended for approval to take the PE exam, 1 backlogged pending further information), 1 application for initial license (recommended for approval) and 1 applicant that has now met all requirements for licensure after successful passage of the P&PE exam. All recommendations are shown on Exhibit A1 which is now ready for Council action.

Motion by M. Siwek, seconded by C. McAllister, 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 3 applications for Certificate of Authorization. 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 PE License 24527 after successful completion of the computer-based P&PE exam.

External Affairs Committee – No Report.

Public Information – No Report.

Government Affairs/By-laws Committee – No Report

Nominating Committee – No report

Ad Hoc October 2020 Exam Administration Committee

M. Clendaniel reported that the Committee met on September 3, 2020 to discuss preparations for the October PE exam. The Committee will meet for a walk-through at the Executive Banquet & Conference Center the week of September 21. We have enough proctors that have volunteered already. As we recruit more, J. Wooten will reach out to individuals if they are not needed for multiple shifts.

Motion by M. Clendaniel, seconded by C. McAllister, Council accept the Ad Hoc PE Exam Committee Report. Approved unanimously.

Correspondence – None.

Old Business – None.

New Business

J. Jakubowski will check in with current Committee chairs and recruit new chairs as needed. Committee chairs will be confirmed at the October Council meeting. Council President will meet with chairs to discuss Committee charges and members prior to the November Council meeting.

NCEES

C. Balascio recapped the NCEES annual meeting. He encourages Council members to look for a chance to serve on an NCEES Committee (all Council members will receive an invitation directly from NCEES). J. Wootten will notify NCEES of DAPE's Council changes.

Motion by C. McAllister, seconded by M. Clendaniel, to nominate C. Balascio for Emeritus status with NCEES. Approved unanimously. J. Wootten will complete and submit a nomination form.

Upcoming Meeting:

October 14 2020 at 3:00 PM +1 929 436 2866 Meeting ID: 968 485 585 Password: 851686

Browser link:

<https://us02web.zoom.us/j/968485585?pwd=RkxVZmxzemRPR2NFRytGS1VPeDirUT09>

NCEES Zone and Annual Meetings:

Board Presidents Assembly (all member board administrators and board presidents invited): January 29-30, 2021 in Greenville, SC

Northeast Zone Meeting: May 20–22, 2021 in Newport, Rhode Island

2021 Annual Meeting: August 18–21, 2021 in New Orleans, Louisiana

Motion by M. Clendaniel, seconded by M. Siwek, to adjourn. Approved unanimously. Meeting adjourned at 5:02 p.m.