

STATE OF DELAWARE



**DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS
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August 10, 2018

MINUTES – AUGUST 8, 2018 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday, August 8, 2018, at the DAPE offices in New Castle, DE.

President Gharebaghi convened the meeting at 3:10 p.m.

Council Members Present:	C. Balascio, P.E.	W. Balascio, P.E.
	M. Clendaniel, P.E.	S. Gharebaghi, P.E.
	R. Hayden, P.E.	J. Jakubowski, P.E.
	M. Lennon, P.E.	M. Lester, P.E.
	C. McAllister, P.E.	

Council Members absent:	D. Barbato, P.E.	J. Kalmbacher, P.E.
	J. Ludman, P.E.	E. Retzlaff, P.E.
	R. Smith, Esq.	J. Tracey, Esq.
	R. Wheatley	

Staff present: J. Wootten

DAG present: Catherine "Terry" Hickey, Esq.

The Roll call was taken and a quorum was declared.

Open Forum

No members of the public present.

Minutes of the July 11, 2018 Council Meeting

Council reviewed the Minutes of the July 11, 2018 Council meeting.

Motion by C. Balascio, seconded by M. Clendaniel, to approve the minutes of the July 11, 2018 meeting. Approved unanimously.

D.A.G. Report -- None.

Financial Reports

- Finances for the three months (25%) of fiscal year ending April 30, 2019 reflect income has reached 73.7% of projections; and expenses 22.5%.

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

J. Wootten will contact auditors to complete audit for fiscal year ending April 30, 2018.

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.

Employee Compensation & Benefits Committee – No Report.

Law Enforcement/Ethics Committee

Chair McAllister reported that the Committee met on August 1, 2018.

- The committee requested an update from DAG Hickey regarding the Code of Ethics/Crimes Substantially-Related to the Practice of Engineering, as this topic has been tabled for some time. DAG Hickey recommended that the committee revisit this issue, since the most recent Delaware legislative session did not address the topic. LEE will discuss at next meeting, and consider language used by other licensing boards/states.
- The committee discussed a question from a contractor regarding the State Fire Marshall. DAPE shared a copy of DAPE's MOU with the State Fire Marshall dated 2/24/93 with the contractor.
- The committee discussed a question regarding 3-D laser scanning, and referred the firm to the Surveyor's board.
- The committee is recommending closure of 10 cases as listed in its report.

Motion by C. McAllister, seconded by M. Clendaniel, Council approve the closure of the 10 cases as listed on Exhibit A of the committee's report. Approved unanimously.

Examining Committee

Co-Chair W. Balascio reported that the Committee met on July 25, 2018 and reviewed **fifty-two (52)** individual applications for licensure including **twenty-nine (29)** applications for **comity**; and **twenty-three (23)** applications for **examination**. All recommendations are shown on **Exhibit A1** which is now ready for Council action.

The Committee reviewed **six (6)** applications for **Certificate of Authorization** and **four (4)** applications for **Certificate of Authorization Reinstatements**. Committee recommendations are noted on **Exhibit A2**.

Motion by W. Balascio, seconded by M. Clendaniel, Council approve the Committee's recommendations for applications for licensure as noted on Exhibit A1 and Certificates of Authorization as noted on Exhibit A2 of the committee's report. Approved unanimously.

External Affairs Committee -- No report.

Facilities Committee -- No report.

Public Information -- No report. M. Lester will forward details on University of Delaware Senior Design outreach to C. Balascio. Contact J. Wootten if you'd like to contribute to the next newsletter. J. Wootten will draft a press release regarding her appointment as ED, and new Council members.

Correspondence – None.

Government Affairs/By-laws Committee -- No report.

NCEES

Annual meeting August 15-18 will be attended by S. Gharebaghi, C. McAllister, C. Balascio, J. Wootten and D. Reinhold (who will be attending the law enforcement sessions only). C. Balascio reviewed action items that will be discussed at the meeting.

Motion by C. Balascio, seconded by C. McAllister, to nominate J. Wootten for associate membership to NCEES. Approved unanimously.

Old Business

DAG Hickey summarized LEE Case 15/098.

Motion by W. Balascio, seconded by R. Hayden, Council approve the Hearing Panel's Decision and Order dated July 12, 2018 and authorize Council signatures on final order to be prepared by DAG Hickey.

Approved: W. Balascio, S. Gharebaghi, R. Hayden, M. Lennon and M. Lester

Recused: C. Balascio, M. Clendaniel, J. Jakubowski and C. McAllister

Motion carried.

New Business

2018 Council Election Results:

- D. Barbato, P.E. - New Castle County Seat
- K. Maxson, P.E. - Industry Seat
- J. Jakubowski, P.E. - Civil Seat

Motion by M. Lester, seconded by M. Clendaniel, Council ratify the results of the 2018 Council election.

Approved unanimously.

Bylaws Revisions:

- Bylaws Revision changing the permit fee term from 1 year to 60 days was approved by the membership
- Bylaws Revision changing the Initial Certificate of Authorization fee from \$187.50 to \$200 and the renewal date from June 30 to September 30 was approved by the membership

Motion by C. Balascio, seconded by M. Clendaniel, Council ratify the bylaws revisions. Approved unanimously.

Executive Committee presented its slate of officers for 2018/2019:

President: Soheil Gharebaghi, P.E.

Vice President: Carmine Balascio, P.E.

Secretary: Charles L. McAllister, P.E.

Treasurer: Joseph Jakubowski, P.E.

Immediate Past President: Daniel P. Barbato, P.E.

Election of officers will take place at the September Council meeting. Nominations may be taken from the floor.

ASCE Crab Feast – New PE's will be presented with their framed certificates at the Crab Feast scheduled for 9/11/18 at White Clay Creek state park. J. Wootten will follow up with N. Buttorff and D. Barbato regarding event planning.

DAPE's bylaws call for an annual report from each committee at the September meeting. J. Wootten will upload committee charges for review.

Next Meeting

Next meeting scheduled for September 12, 2018 in Kent County.

Motion to adjourn by C. Balascio, seconded by M. Clendaniel. Approved unanimously.

Meeting adjourned at 4:10 p.m.

/jw