

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS
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May 11, 2018

MINUTES – COUNCIL MEETING, May 9, 2018

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday, May 9, 2018, at Trevi Ristorante in Smyrna, DE.

President Gharebaghi convened the meeting at 3:02 p.m.

Council Members Present:	C. Balascio, P.E.	W. Balascio, P.E.
	D. Barbato, P.E.	M. Clendaniel, P.E.
	S. Gharebaghi, P.E.	J. Jakubowski, P.E.
	J. Kalmbacher, P.E.	M. Lester, P.E.
	J. Ludman, P.E.	C. McAllister, P.E.

Council Members absent:	R. Hayden, P.E.	M. Lennon, P.E.
	E. Retzlaff, P.E.	R. Smith, Esq.
	J. Tracey, Esq.	R. Wheatley

Staff present: P. Abshagen and J. Wootten

DAG present: Eileen Kelly, Esq. (for Catherine "Terry" Hickey, Esq.)

Also present: Frank Newton

The Roll call was taken and a quorum was declared.

Open Forum

No members of the public present.

Minutes of the April 11, 2018 Council Meeting

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

Motion by C. McAllister, seconded by C. Balascio, to approve the minutes of the April 11, 2018 meeting. Approved unanimously.

D.A.G. Report -- None.

Financial Reports

- Finances for the twelve months (100%) of fiscal year ending April 30, 2018 reflect income has reached 70.9% of projections; and expenses 75.2%.

Motion by C. Balascio, 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.

Employee Compensation & Benefits Committee

The committee will schedule a meeting to discuss P. Abshagen's transition plan.

Law Enforcement/Ethics Committee

Chair McAllister reported that the Committee met on May 2, 2018.

- Code of Ethics proposed revisions still pending.
- DAG Jarosz has a new position, and introduced DAG Daniel Mulveny to the committee.
- The Committee is recommending the closure of 9 cases as listed in its report.

Motion by C. McAllister, seconded by C. Balascio, Council approve the closure of the 9 cases as listed on Exhibit A of the committee's report. Approved unanimously.

Examining Committee

Chair Lester reported that the Committee met on April 25, 2018 and reviewed forty-one **(41)** applications for licensure including **33** applications for **comity**; **6** applications for **examination**; **1** application for initial licensure; and **1** applicant who now meets all licensing requirements after successful passage of the PE exam. The Committee also reviewed fourteen **(14)** applications for **Certificate of Authorization** and eight **(8)** applications for **Certificate of Authorization Reinstatements**.

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

C. Balascio and M. Lester presented at a University of Delaware Senior Design class. M. Lester will email the Council with dates of their next presentation, as she is looking for additional volunteers.

External Affairs Committee -- No report.

Facilities Committee -- No report.

Public Information -- No Report.

Government Affairs/By-laws Committee

P. Abshagen reviewed three suggestions for changes to the bylaws, which would need to be included in our June Council ballot mailing for a membership vote.

- 1) Change the Certificate of Authorization renewal date to September 30 each year (from June 30), to stagger the PE and CA renewals.
- 2) Change the Initial Fee for Certificate of Authorization from \$187.50 to \$200.

- 3) Update the Temporary Permit section to reflect a recent change in the law, making Temporary Permits valid for only 60 days (from one year).

Motion by C. Balascio, seconded by M. Clendaniel, Council approve the inclusion of these bylaws changes in the June ballots. Approved unanimously.

There are three Council seats up for election this June, and one petitioner for each seat:

New Castle County: Dan Barbato

Civil: Joe Jakubowski

Industry: Karen Maxson

Correspondence

R. Greer of DNREC was sent a copy of DAPE's correspondence to D. Hokuf at NCC, along with a cover letter, on April 12, 2018. J. Wootten will ask DAG Hickey to follow up with the DAG for DNREC, since DAPE is not aware of DNREC publishing a clarification.

NCEES

DAPE will send 9 representatives to the Northeast Zone Meeting in Maine.

Old Business

The Ethics workshop hosted on May 3 received positive feedback on both location and the presenter (although some attendees thought the content was too similar to last year).

New Business

The Public Information Committee is looking for a new chair. S. Gharebaghi will follow up with M. Clendaniel. J. Wootten will distribute Committee Charges, and committees are encouraged to review and provide any recommendations for new charges. This is typically done in September, when new Committee chairs are appointed.

Next Meeting

Next meeting scheduled for June 13, 2018 at DAPE offices.

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

Meeting adjourned at 3:36 p.m.

/jw