

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS
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September 23, 2016

MINUTES – COUNCIL MEETING, September 14, 2016

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday, September 14, 2016, at the offices of DAPE, New Castle, Delaware.

President Barbato convened the meeting at 3:00 p.m.

Council Members Present:	C. Balascio, P.E.	M. Lester, P.E.
	D. Barbato, P.E.	J. Ludman, P.E.
	M. Clendaniel, P.E.	C. McAllister, P.E.
	S. Gharebaghi, P.E.	E. Retzlaff, P.E.
	R. Hayden, P.E.	J. Tracey, Esq.
	J. Jakubowski, P.E.	R. Wheatley

Council Members absent:	W. Balascio, P.E.	-	excused
	M. Lennon, P.E.	-	excused
	R. Smith, Esq.	-	excused

Staff present: P. Abshagen

DAG present: Catherine Hickey

The Roll call was taken and a quorum was declared.

Open Forum -- No report.

Election of Officers

The proposed slate of officers presented to Council for the 2016/2017 Council year:

President	-	D. Barbato, P.E.
Vice President	-	M. Lennon, P.E.
Secretary	-	S. Gharebaghi, P.E.
Treasurer	-	C. McAllister, P.E.

Motion by C. Balascio, seconded by Wheatley, the nominations for Council officers be closed. Approved unanimously.

Motion by Lester, seconded by Tracey, the 2016/2017 slate of Council officers be approved. Approved unanimously.

Minutes of the August 10, 2016 Council Meeting

Council reviewed the Minutes of the August 10, 2016 Council meeting and requests an addition to the Minutes that reflects that M. Clendaniel, P.E. attended the meeting as a guest.

Motion by C. Balascio, seconded by McAllister, the Council Minutes of the August 10, 2016 meeting be approved with the noted clarification. Motion approved (Tracey – Abstained).

D.A.G. Report

Law Enforcement Session at the NCEES Annual Meeting – DAG Hickey thanked Council for the opportunity to attend the enforcement sessions at the Annual Meeting in Indianapolis. In addition to roundtable discussions, there was a full-day session on linguistics and useful techniques and observations in the interview process.

Delaware Professional Licensing Review Committee Update – DAG Hickey reported that Council members Lester and C. Balascio attended a progress hearing in this matter on August 23, 2016. The concern of the committee are those decisions that create barriers to practicing within the profession within the state, i.e., enforcement actions against unlicensed practice, etc. Council members Lester and C. Balascio plan to attend the next meeting.

HVACR Overlapping Practice – The HVACR statute permits design, which overlaps with the responsibility of the engineer. The question is what kind of design can an HVACR do – it doesn't appear to be limited to residential or light commercial, etc. DAG Hickey is following up with the DAG of the HVAC board.

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.

Financial Report

- Finances for the first four months (33%) of fiscal year ending April 30, 2017 reflect income has reached 75% of projections; and expenses 22%.
- Committee to meet in Fall to discuss 2016 audit, new auditors, new financial advisor, job description, guidelines, etc.
- Draft audit report has been received. A recommendation from the report is to increase the Reserve Fund limit to \$600,000. in accordance with the bylaws.

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

Motion by McAllister, seconded by Lester, Council approve increasing the Reserve Fund limit to \$600,000. Approved unanimously.

Employee Benefits & Compensation -- No report.

Law Enforcement/Ethics Committee -- No report.

Examining Committee

The committee met on August 31, 2016. Fifty (50) applications for licensure, including 34 for **comity** and 16 applications for **examination** were reviewed.

Motion by Lester, seconded by Tracey, Council approve the applications for licensure as listed on Exhibits A1-A2 of the Committee's report. Approved unanimously.

Committee also reviewed 14 applications for **Certificates of Authorization**; and 1 application for **Reinstatement**. Committee recommendations are listed on Exhibits A2-A3 of the committee's report.

Motion by Lester, seconded by Tracey, Council approve the applications for Certificates of Authorization and Reinstatement as listed on Exhibits A2 – A3. Motion approved (Retzlaff – Abstained).

University of Delaware – Senior Design Class – Chair Lester met with the Senior Design class to encourage registering for the FE exam, offering free study guides to those that did. Several students indicated difficulty with the NCEES registration process. Executive Director Abshagen will contact NCEES to determine whether she can register to experience the process.

ASCE Crab Feast – New P.E.'s recognized with the presentation of their framed certificates. Very well received event.

External Affairs Committee -- Working on scheduling a JAC meeting.

Facilities Committee

Server Update -- On September 6, 2016, the hard drives of the DAPE server failed. Our IT consultant was able to replace the bad drives to keep the office running, but a new server was required. This was immediately ordered and installed about a week later with little downtime.

Government Affairs/By-laws Committee

Lobbyist -- Have advised Mary Davis that DAPE has opted to proceed in another direction and thanked her for her many years of service to DAPE. There has been no response to date.

Public Information

- Chair Gharebaghi reported the Laboratory for Learning Program was discontinued for lack of students and the availability of other mentoring programs.
- Fall issue of the newsletter to be published soon (President's Message, Bios of new Council members, etc.)

Ad-Hoc/Law Revision Committee -- No report.

Correspondence -- None.

NCEES

- Annual meeting 8/24 – 8/27/2016 in Indianapolis, IN. Director Abshagen reported:
 - FE fees to be reduced to \$175 (effective 1/2018)
 - PE fees will be \$375 for all exams (paid to NCEES directly, eff. 5/2017) This will impact DAPE's budget considerations, as we still have expenses for holding the paper and pencil exams.
 - UP&LG Motion 12 which adds language for structural engineers parallel to that of professional engineers and surveyors previously discussed with Council was defeated.
- NCEES has extended an invitation to all boards to have a representative attend a DAPE board meeting. NCEES has advised 15 boards have expressed interest. We will most likely be scheduled in early 2017.

Following a discussion on the increase and payment method of PE exam fees, Council proposes an increase in the PE application fee.

Motion by Wheatley, seconded by Retzlaff, Council approve increasing the PE application fee to \$150 effective May 1, 2017. Approved unanimously.

Old Business

- President Barbato reported on the Crab Feast on September 13, 2016, at which he presented 15 certificates to the new P.E.'s, of which 40% were DelDOT employees. Also in attendance was Senator David McBride, P.E., who was recognized as the ASCE Engineer of the Year.

New Business

- Director Abshagen will look into the logistics and costs of creating a webinar on ethics for licensees for the year 2017.

Next meeting is scheduled on **Wednesday, October 12, 2016**, in Sussex County.

Meeting adjourned at 3:50 p.m.

/pa