

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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October 13, 2023

MINUTES – OCTOBER 11, 2023 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday October 11, 2023 in hybrid format (at Dupont Country Club, Wilmington, DE and via Zoom).

The Roll call was taken and a quorum was declared.

Council Members Present:	D. Barbato, P.E.	M. Clendaniel, P.E.
	V. Fazio, P.E.	J. Jakubowski, P.E.
	K. Maxson, P.E.	J. Puddicombe, P.E.
	D. Reinhold, P.E.	M. Smith, P.E.
	R. Smith, Esq.	K. Tadler, P.E.
	T. Thomson, P.E.	

Council Members Absent:	W. Gamgort, Esq.	J. Hastings, P.E.
	J. Kalmbacher, P.E.	C. Lingenfelder, Esq.

DAG present: E. Kelly, Esq.

DAPE lobbyist present: M. Davis

Staff present: J. Wootten

Meeting was called to order at 4:11 PM.

Open Forum

Members of the public present: M. Kondelis, Colleen (no last name), K. Kastel.

Minutes of the September 13, 2023 Council Meetings

Council reviewed the Minutes of the September 13, 2023 Council meeting.

Motion by K. Tadler, seconded by K. Maxson, to approve the minutes of the September 13, 2023 meeting. Approved unanimously.

D.A.G. Report – None.

Financial Reports

K. Maxson reported that finances for the 5 months (41.7%) of fiscal year ending April 30, 2024 reflect income has reached 85.7% of projections and expenses 38.4%.

Motion by K. Maxson, seconded by D. Barbato, Council accepts 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

D. Reinhold reported that the committee met on September 28, 2023 and discussed the following:

- Part-time investigator/outreach position. J. Wootten will revise the draft job description as discussed and organize a meeting with the Finance/Employee Benefits & Compensation Committee to discuss next steps. This will also need to be reviewed by the External Affairs Committee for the public outreach component.
- 1 file for closure
- DAG Kelly has provided additional information from the Department of Professional Regulation related to disclosure of disciplinary action, so the committee will discuss further at the November meeting.

Motion by D. Reinhold, seconded by K. Maxson, Council approve the closure of 1 case listed on Exhibit A1 of the committee report. Approved unanimously.

Examining Committee

K. Tadler reported that the Committee met on September 27, 2023 and discussed the following:

- Engineering Technology degrees and DAPE's experience requirements. The Committee was leaning towards reducing requirement for ETAC accredited Technology degrees to 6 years (from 8). More research and discussion to follow.

All recommendations for licensure or approval to take the P&PE exam are shown on Exhibits A1 and A2 which are now ready for Council action. The recommendations are summarized below:

Application Type	Total applications	Recommendation	Exhibit Reference
Comity	11	License	A1
Exam	8	Approval to take P&PE	A1
Exam	1	Backlog pending further info	B
Initial	8	License	A1
Exam (passed PE)	8	License	A2
Total Individual applications reviewed	36		

Motion by K. Tadler, seconded by D. Reinhold, Council approves the Committee's recommendations for applications for licensure as noted on Exhibits A1 and A2 of the committee's report as amended just prior to the Council meeting. Approved unanimously.

Committee recommendations for firm licensure are noted on Exhibit A3. The recommendations are summarized below:

Application Type	Total applications	Recommendation	Exhibit Reference
Certificate of Authorization	13	License	A3
Total Firm Applications	13		

Motion by K. Tadler, seconded by K. Maxson, Council approves the Committee's recommendations for Certificates of Authorization as noted on Exhibit A3 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.

Additional Committee Recommendations:

Application Type	Total applications	Recommendation	Exhibit Reference
Model Law Engineer Comity License	33	License	D
FE Exam/Decoupling	4	Approve	C
Engineer Intern Certification/Decoupling	2	Approve	C

External Affairs Committee – No Report

Public Information Committee

J. Wootten reported that the committee met on September 14, 2023 and discussed the following:

- UD/Student Outreach, including:
 - NCEES Engineering Education Award
 - September 20 FE Exam rally
 - UD scholarship for Civil engineering students that register to take the FE
 - Presentation to UD student club presidents
 - Presentation to Senior Design Civil Engineering class
 - J. Wootten will analyze data on how many UD students have passed the FE exam in last several years, to determine if DAPE can offer free engineer intern certification
- Newsletter went out in late September
- LinkedIn page
- K-12 Outreach (MathCounts, DelDot Bridge Design, possibly First Tech Challenge/robotics); T. Thomson will draft an article for the next newsletter about the ACE Mentor program.
- Upcoming Presentations (let J. Wootten know if you can participate):
 - UD Environmental Engineering Student Association October 18 at 8:15 PM
 - Chesapeake Water Environment Association Young Professionals Committee October 18 7:00 PM virtual presentation
 - IEEE student association October 23 at 5-7:00 PM
 - NCEES award ceremony October 25 at 1:00 PM
 - ASCE UD Student Chapter November 6 at 6-7:00 PM
 - Alpha Omega Epsilon (Sorority for women in engineering & technology sciences) November 12 at 7:00-7:30 PM

Government Affairs/By-Laws Committee – No Report

Nominating Committee – No Report

Ad Hoc Successor Engineer Committee – No Report

Correspondence – None

NCEES

Old Business – None

New Business

Motion by D. Reinhold, seconded by K. Tadler, to approve T. Thomson as a Law Enforcement & Ethics Committee member. Approved unanimously.

M. Clendaniel has requested the following Council members to serve as Committee chairs:

- K. Maxson: Finance/Employee Benefits & Compensation Committee, Facilities Committee
- R. Smith: Bylaws/Government Affairs Committee
- D. Reinhold & T. Thomson: Law Enforcement & Ethics Committee
- K. Tadler: Examining Committee
- J. Hastings: Public Information Committee
- D. Barbato: Nominating Committee
- J. Kalmbacher: External Affairs Committee
- J. Jakubowski: Ad Hoc Successor Engineer Committee

New Council members are welcome to join a committee. Contact J. Wootten or committee chair for more information. We still need a co-chair for the Examining Committee. J. Wootten will work with M. Clendaniel to draft committee charges. Committee Chairs should confirm committee membership for Council approval at the November meeting.

Annual Report to Governor:

Motion by K. Tadler, seconded by K. Maxson, to approve Annual Report to Governor as amended to reflect current staff positions (2 full-time, 1 part-time). Approved unanimously.

Upcoming Meetings:

Next Council Meeting: November 8, 2023 at 3:00 PM at City of Milford following LEE Committee/Council training. Meeting will be in hybrid format.

November 8 LEE & Council Training/Council Meeting Schedule:

12:00 PM Lunch

12:30-2:30 PM training (this will in hybrid format and a recording will be available after the event)

2:45 PM Executive Committee meeting (will start at 2:30 if needed)

3:00 PM Council meeting (hybrid format)

Optional dinner when Council meeting ends

Training topic will be investigation and hearing process overview.

Meeting adjourned at 4:44 PM.