

STATE OF DELAWARE



DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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January 10, 2025

MINUTES – January 8, 2025 COUNCIL MEETING

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday January 8, 2025 in hybrid format (at DAPE office, New Castle, DE and via Zoom).

The Roll call was taken and a quorum was declared.

Council Members Present:	M. Clendaniel, P.E.	V. Fazio, P.E.
	J. Kalmbacher, P.E.	J. Puddicombe, P.E.
	D. Reinhold, P.E.	M. Scarborough, P.E.
	M. Smith, P.E.	R. Smith, Esq.
	T. Thomson, P.E.	

Council Members Absent:	D. Barbato, P.E.	D. Calloway, P.E.
	W. Gamgort, Esq.	J. Jakubowski, P.E.
	C. Lingenfelder, Esq.	K. Tadler, P.E.

DAG present: Z. Naylor, Esq.

Staff present: J. Wootten

DAPE Lobbyist present: M. Davis

Meeting was called to order at 3:02 PM.

Open Forum

No members of the public were present.

Minutes of the December 11, 2024 Council Meetings

Council reviewed the Minutes of the December 11, 2024 Council meeting.

Motion by T. Thomson seconded by M. Clendaniel, to approve the minutes of the December 11, 2024 Council meeting as amended to reflect the correct times related to the executive session. Approved unanimously.

D.A.G. Report

DAG Naylor provided draft legislative changes to J. Wootten. She'll distribute them to the Government Affairs/Bylaws Committee and schedule a meeting to review. He expects to finalize the hearing committee report for File 24-090 soon. The committee will need to review and approve, and the goal is to present a recommendation to Council on February 12, 2025.

Financial Reports

T. Thomson reported that the finances for the 8 months (66.7%) of fiscal year ending April 30, 2025 reflect income has reached 92.7% of projections and expenses 60.9%.

Motion by T. Thomson, seconded by M. Clendaniel, 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.

Law Enforcement/Ethics Committee

T. Thomson reported that the committee met on January 7, 2025 and discussed the following: A licensee attended the meeting to express concern DNREC's requirements related to signing/sealing/dating Certified Construction Review (CCR) reports. This is similar to ongoing questions the Committee has discussed related to what constitutes "final drawings, specifications and documents involving the practice of engineering." After further discussion, Council agrees with the DNREC requirements. The CCR training is available to licensed PEs if they do not feel familiar enough with the CCR requirements and reports. J. Wootten will work with the LEE Committee to prepare an article related to this topic for the next newsletter.

Motion by T. Thomson, seconded by M. Clendaniel, Council approves the closure of 2 cases listed on Exhibit A of committee report. Approved unanimously.

Examining Committee

M. Smith reported that the Committee met on December 18, 2024 and discussed the following:

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	6	License	A1
Exam	4	Approval to take P&PE	A1
Initial	3	License	A1
Exam (passed PE)	6	License	A2
Total Individual applications reviewed	19		

Motion by M. Smith, seconded by M. Clendaniel, 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	5	License	A3
Certificate of Authorization	1	Refer to LEE (backlogged)	A3

Motion by M. Smith, seconded by M. Clendaniel, 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	29	License	D
FE Exam/P&PE Exam Decoupling	3	Approve for FE & decoupling P&PE	C

External Affairs Committee – No Report

Public Information Committee – No Report

Government Affairs/By-Laws Committee – No Report

Nominating Committee – No Report

Ad Hoc Website Committee

M. Clendaniel reported that the committee met on December 19, 2024 and January 7, 2025 to discuss proposals from 2 vendors for new licensing software to be incorporated into the DAPE website.

Motion by M. Clendaniel, seconded by M. Smith, Council hire Big Picture Software for website project. Approved unanimously.

Correspondence -- None

NCEES

J. Wootten will be attending MBA Committee/MBA meeting January 12-15. Funded delegates have been identified for NCEES Zone meeting (Clendaniel, Reinhold, Tadler). NCEES will send invitations to the rest of the Council mid-January.

J. Wootten drafted a nomination of Charles McAllister for the NCEES Distinguished Service Award and asked Council members to review.

Old Business

- Committee charges are finalized and committees will review and discuss as they meet in next few months.
- Annual Report to Governor: J. Wootten shared a draft, and several Council members noted minor edits.

Motion by M. Clendaniel, seconded by T. Thomson, Council approve the draft Annual Report for distribution to Governor and State Legislators as amended. Approved unanimously.

New Business

M. Clendaniel asked for feedback on behalf of the NCEES Law Enforcement Committee related to signing and sealing BIM models.

Next Council Meeting

February 12, 2025 Hybrid format (Zoom or DAPE).

Meeting adjourned at 3:47 PM.