

## STATE OF DELAWARE



### DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS

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September 12, 2025

### **MINUTES – SEPTEMBER 10, 2025 COUNCIL MEETING**

A meeting of the Council of the Delaware Association of Professional Engineers was held on Wednesday September 10, 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:	D. Barbato, P.E.	D. Calloway, P.E.
	V. Fazio, P.E.	A. Ingram
	J. Jakubowski, P.E.	A. Kline, P.E.
	C. Lingenfelder, Esq.	S. McNatt, P.E.
	J. Puddicombe, P.E.	M. Rasmussen
	D. Reinhold, P.E.	M. Scarborough, P.E.
	M. Smith, P.E.	K. Tadler, P.E.
	T. Thomson, P.E.	

Council Members Absent: None.

DAG present: A. Corbin, Esq.

Staff present: J. Wootten

Meeting was called to order at 3:05 PM.

### **Open Forum**

Members of the public present: M. Davis and M. Cannata

### **New Business: Officer Elections**

The proposed slate of officers presented to Council by the Executive Committee for the 2025/2026 Council year is:

- President: V. Fazio
- Vice President: T. Thomson
- Secretary: K. Tadler
- Treasurer: J. Puddicombe
- Immediate Past President: M. Clendaniel

*President Fazio opened the floor for further nominations for the office of President. Hearing no further nominations, motion by T. Thomson, seconded by D. Barbato, nominations for the office of President was closed. Approved unanimously.*

*Motion by T. Thomson, seconded by A. Ingram, V. Fazio be approved as Council President. Approved unanimously.*

*President Fazio opened the floor for further nominations for the office of Vice President. Hearing no further nominations, motion by A. Ingram, seconded by K. Tadler, nominations for the office of Vice President was closed. Approved unanimously.*

*Motion by D. Barbato, seconded by K. Tadler, T. Thomson be approved as Vice President. Approved unanimously.*

*President Fazio opened the floor for further nominations for the office of Secretary. Hearing no further nominations, motion by T. Tadler, seconded by A. Ingram, nominations for the office of Secretary was closed. Approved unanimously.*

*Motion by T. Thomson, seconded by D. Barbato, K. Tadler be approved as Secretary. Approved unanimously.*

*President Fazio opened the floor for further nominations for the office of Treasurer. Hearing no further nominations, motion by A. Ingram, seconded by K. Tadler, nominations for the office of Treasurer was closed. Approved unanimously.*

*Motion by T. Thomson, seconded by A. Ingram, J. Puddicombe be approved as Treasurer. Approved unanimously.*

M. Clendaniel will continue to serve as Immediate Past President.

#### **Minutes of the August 13, 2025 Council Meetings**

Council reviewed the Minutes of the August 13, 2025 Council meeting.

*Motion by K. Tadler, seconded by D. Barbato, to approve the minutes of the August 13, 2025 Council meeting as amended to correct a typo. Approved unanimously.*

#### **D.A.G. Report**

- HB 81 was signed by the Governor on 8/21/2025.
- Hearing Committee Recommendation and Final Consent Order related to File 24-098 will be reviewed and voted on under old business

#### **Financial Reports**

Finances for the 4 months (33%) of fiscal year ending April 30, 2026 reflect income has reached 29% of projections and expenses 30.2%. Once the final audit is issued, income will include deferred income related to last year's PE's renewal. With that estimated number, income has reached 61% of projections.

*Motion by T. Thomson, seconded by M. Rasmussen, 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/Facilities Committee**

T. Thomson reported that the Finance Committee met on September 2 and discussed the following:

Audit for fiscal year ending April 30, 2025. A representative from Gunnip & Co. attended the meeting to answer committee members' questions. They requested a clarification in classification terminology, and asked about the management letter.

The committee also discussed revisions to the employee handbook. One topic that will be added is a process for employee disputes. The Government Affairs/Bylaws Committee will be asked to address this topic in proposed amendments to the Bylaws, since it is not currently clear how an employee dispute would be handled. The Executive Committee suggested that employees go first to the Executive Director, then the Employee Benefits & Compensation Committee, which would be asked to make a recommendation to Council.

J. Wootten will work with Santora to further revise for discussion at the committee's next meeting.

### **Law Enforcement Committee**

T. Thomson reported that the Committee met on September 3, 2025 and discussed the following:

Revisions to the Code of Ethics. The Committee will discuss further and make a recommendation to Council to amend this document. Topics currently under review include use of pronouns (throughout), conflicts of interest (Canon 4), and the list of crimes (Canon 6).

*Motion by T. Thomson, seconded by D. Barbato, Council approves the closure of 13 cases listed on Exhibit A of committee report. Approved unanimously.*

*Motion by T. Thomson, seconded by K. Tadler Council dismiss the complaint related to File 25-040. Approved unanimously.*

*Motion by T. Thomson, seconded by A. Ingram Council approve amended MOU related to File 22-017. Discussion: the LEE Committee recommends that no further edits be considered. Approved unanimously.*

J. Wootten will email the hearing committee assigned to File 24-099, DAG Naylor, and DAG Lydia-Moore in order to get a hearing scheduled.

### **Examining Committee**

K. Tadler reported that the Committee met on August 27, 2025 and discussed the following:

- Edits to the Application Review Requirements, including the Council-approved foreign jurisdictions.
- Annual meeting recap.

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	9	License	A1
Comity	1	License with LEE review	A1
Comity	1	Backlog (LEE)	B
Exam	2	Approval to take P&PE	A1
New	1	License	A1
Exam (passed PE)	1	License	A2
Total	15		

*Motion by K. Tadler, seconded by M. Smith, 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	10	License	A3
Certificate of Authorization Reinstatement	1	License	A3

*Motion by K. Tadler, seconded by M. Smith, 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	23	License	D
FE Exam/P&PE Exam Decoupling	3	Approve for FE & decoupling P&PE	C

**External Affairs/Public Information Committee** – No Report

**Government Affairs/By-Laws Committee** – No Report

**Nominating Committee** – No Report

**Ad Hoc Website Committee** -- No Report.

**Correspondence** -- None

## **NCEES**

An NCEES Annual Meeting recap was provided by attendees (M. Scarborough, T. Thomson, D. Reinhold and J. Wootten). Main discussion topics at the meeting included:

- Artificial Intelligence (used by PEs, by Pearson VUE for exam questions, and by non-PEs to impersonate them)
- NCEES Board's Artificial Intelligence Position Statement
- Licensure motion regarding Experience Reporting Guidelines for Initial Licensure. This was approved, but will not be called a rubric.
- Licensure motion related to supervision or mentorship. This was approved, so model law will create a pathway to licensure for candidates not working directly under a PE., although the definition of mentorship was not clear.
- Engineer for hire marketplace: DAPE outreach to municipalities will include this topic. This is also a potential topic for ethics training for our licensees.
- Model Law will include a pathway for ETAC degrees.
- Change of title from Member Board Administrator (MBA) to Member Board Executive (MBE)
- Motion from floor related to how NCEES Council handles amended motions for UPLG recommendations. This was not approved, but will be a charge for a committee to discuss further.
- Motion from the floor related to adding an MBE to the NCEES Board. This was not approved, but will be a charge for a committee to discuss further.

## **Old Business**

HB 81 Status (see DAG Report)

*Motion by D. Barbato, seconded by A. Ingram, to approve Final Council Order related to File 24-098. Approved: Barbato, Calloway, Ingram, Jakubowski, Kline, Lingenfelder, McNatt, Puddicombe, Rasmussen, Smith, Tadler; Abstained: Fazio, Scarborough, Reinhold, Thomson. Motion passed.*

## **New Business (Continued)**

*Motion by T. Thomson, seconded by D. Barbato, Council accept the audit as presented by Gunnip & Co. with an amendment to address the Management Letter to Council rather than Board of Directors. Approved unanimously.*

Council President V. Fazio reported that he has assigned the following Committee Chairs:

- Finance: T. Thomson
- By-laws/Governance: C. Lingenfelder & J. Jakubowski
- Examining: K. Tadler
- Public Information/External Affairs: S. McNatt
- LEE: T. Thomson & D. Reinhold
- Nominating: D. Barbato
- Ad Hoc Website: J. Jakubowski volunteered for this role, since M. Clendaniel is no longer a Council member. M. Clendaniel will continue to serve as a committee member.

Chairs should nominate committee members at next month's meeting. J. Wootten has a few new recruits/changes, which she'll pass along to committee chairs.

Conflict of Interest Policy: J. Wootten will send this to all Council members to sign.

## **Next Council Meeting**

October 8, 2025 Hybrid format (Zoom or DAPE). This will be followed by DAPE's annual Volunteer Appreciation dinner at Riverfront Events.

Meeting adjourned at 4:13 PM.