

1 MINUTES OF THE REGULAR MEETING OF THE
2 LOUISIANA PROFESSIONAL ENGINEERING
3 AND LAND SURVEYING BOARD
4 9643 BROOKLINE AVENUE, SUITE 121
5 BATON ROUGE, LOUISIANA 70809-1433
6 November 13, 2017
7

8 At 8:00 a.m. on November 13, 2017 Terry J. Huval, P.E., called the meeting to order at
9 the Board's office in Baton Rouge, Louisiana, with the following members present:

10
11 Terry J. Huval, P.E. Chairman
12 David L. Patterson, P.L.S. Vice Chairman
13 Christopher P. Knotts, P.E. Treasurer
14 Paul N. Hale, Jr., Ph.D., P.E. Secretary
15

16 Alan D. Krouse, P.E.
17 Thomas R. Carroll, III, P.E., P.L.S.
18 Charles G. Coyle, III, P.L.S.
19 Jeffrey A. Pike, P.E.
20 Christopher K. Richard, P.E.
21 Chad C. Vosburg, P.E.
22

23 Also present: Donna D. Sentell, Executive Director
24 Richard L. Savoie, Jr., P.E., Deputy Executive Director
25 Joe H. Harman, P.E., Technical Support Staff
26 William Hyatt, Board Investigator
27 D. Scott Landry, Board Attorney
28 Bill Tripoli, Board Staff
29 LaTasha Andrews, Board Staff
30 Nancy Donald, Board Staff
31 Cassandra Gray, Board Staff
32 Shanna Hubble, Board Staff
33 Paulette James, Board Staff
34 Mona Lisa Johnson, Board Staff
35 Holly Lavigne, Board Staff
36 Janet Lindsey, Board Staff
37 Cheron Seaman, Board Staff
38

39 The invocation and pledge was led by Mr. Richard.

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41 The Board unanimously approved the motion made by Mr. Knotts, seconded by Mr.
42 Carroll, to accept the November 13, 2017 proposed Call and Agenda for the Meeting.

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44 Public comment time was recognized by Chairman Huval. Tyson Ducote, Deputy
45 Director of the Louisiana State Board of Architectural Examiners, was present.

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47 The Board unanimously approved the motion made by Mr. Patterson, seconded by
48 Mr. Krouse, to approve the minutes from the September 18, 2017 Board meeting.

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50 Mr. D. Scott Phillips, P.E., P.L.S. entered the meeting at 8:15 a.m.
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52 **Compliance and Enforcement**
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54 **Case #2014-48** - Mr. Savoie reported on a professional engineer who **(a)** sealed,
55 signed and issued engineering documents not prepared him or under his responsible
56 charge, **(b)** failed to provide immediate written notice of his engagement to the prior
57 licensee once he was engaged to complete, correct, revise or add to the prior
58 licensee's engineering work and failed to include on his work a notation describing
59 the work done by him and **(c)** failed to seal and sign engineering documents that were
60 issued by him to a client or a public or governmental agency as completed work. The
61 proposed consent order contained the following sanctions:

- 62 1. Fine of \$1,500
- 63 2. Costs of \$985.79
- 64 3. Louisiana Laws and Rules Quiz
- 65 4. Louisiana Professionalism and Ethics Quiz
- 66 5. Publication on the Board's website and in the Journal with name
- 67 6. Report to NCEES with name

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Mr. Knotts, Mr. Krouse and Mr. Carroll, to approve the signed consent order. The name of the respondent is **Thomas M. Smith, P.E.**

Case #2016-40 - Mr. Savoie reported on a professional land surveyor who failed to meet the Board's standards of practice for boundary surveys. The proposed consent order contained the following sanctions:

1. Fine of \$1,000
2. Costs of \$1,201.75
3. Louisiana Standards of Practice for Boundary Surveys Quiz
4. Correct the standards of practice violations on revised survey plats, provide the revised survey plats to the Board for review, properly file the revised survey plats into the public record, and provide copies of the filed revised survey plats to the Board
5. Publication on the Board's website and in the Journal with name
6. Report to NCEES with name

After discussion, the Board approved the motion made by the Complaint Review Committee, consisting of Mr. Carroll, Mr. Pike and Mr. Coyle, with Mr. Knotts, Dr. Hale, Mr. Krouse, Mr. Phillips, Mr. Carroll, Mr. Pike, Mr. Coyle, Mr. Richard and Mr. Vosburg for and Mr. Patterson abstaining, to approve the signed consent order. The name of the respondent is **David L. Patterson, P.L.S.**

Case #2016-63 - Mr. Savoie reported on a professional engineer who committed fraud, deceit, material misstatement or perjury, or the giving of false or forged evidence, in applying for a renewal license with the Board. The proposed consent order contained the following sanctions:

1. Fine of \$1,000
2. Costs of \$857.23
3. Louisiana Laws and Rules Quiz
4. Louisiana Professionalism and Ethics Quiz
5. Publication on the Board's website and in the Journal with name
6. Report to NCEES with name

After discussion, the Board approved the motion made by the Complaint Review Committee, consisting of Mr. Knotts, Mr. Pike and Mr. Richard, to approve the signed consent order. The name of the respondent is **Bobby D. Morrison, P.E.**

Case #2017-33 - Mr. Savoie reported on a professional engineering firm which committed fraud, deceit, material misstatement or perjury, or the giving of false or forged evidence, in applying for a renewal license with the Board. The proposed consent order contained the following sanctions:

1. Fine of \$1,000
2. Costs of \$866.60
3. Louisiana Laws and Rules Quiz by supervising professional
4. Louisiana Professionalism and Ethics Quiz by supervising professional
5. Have its certificate of authority to transact business in Louisiana reinstated by the Louisiana Secretary of State and thereafter be in "good standing" with the Louisiana Secretary of State
6. Immediate suspension of its license if it fails to comply with any portion of the consent order, with said suspension continuing until it so complies
7. Publication on the Board's website and in the Journal with name
8. Report to NCEES with name

After discussion, the Board approved the motion made by the Complaint Review Committee, consisting of Mr. Knotts, Mr. Pike and Mr. Richard, to approve the signed consent order. The name of the respondent is **HTS, Inc., Consultants**

Committee Reports

Geoscientist-Engineer Liaison Committee

Mr. Krouse presented the report for the Geoscientist-Engineer Liaison Committee.

The Board unanimously approved the motion made by Mr. Krouse, seconded by Mr. Knotts, to approve the Memorandum of Understanding with the Louisiana Board of Professional Geoscientists as presented.

The Board recessed at 9:10 a.m. and resumed at 9:25 a.m.

[illegible]

The Board unanimously approved the motion made by the Liaison and Law Review Committee to begin the formal rulemaking process for the proposed housekeeping rule changes approved at the September Board meeting.

Mr. Knotts presented the report for the Finance Committee.

The Board unanimously approved the motion by the Finance Committee to accept the proposed budget for FY 18-19 as presented.

Policy #4

Adopted: September 18, 2007
Revised: September 22, 2009
Revised: November 13, 2017

LAPELS recognizes that monies that it collects and uses to operate are public funds, and LAPELS further recognizes that it is mandated to handle these funds in a prudent and lawful manner.

Income from investments made by LAPELS shall be credited to the fund from which the investments were made.

Investments shall be in the form of time certificates of deposits of any bank domiciled or having a branch office in the state of Louisiana, in savings accounts or shares of savings and loan associations and savings banks, as defined by La. R.S. 6:703(16) and (17)(a), or in share accounts and share certificate accounts of federally or state-chartered credit unions.

These funds shall not exceed at any time the amount insured by the Federal Deposit Insurance Corporation in any one banking institution, by the Federal Savings and Loan Insurance Corporation in any one savings and loan association or by the National Credit Union Administration.

LAPELS staff shall keep copies of financial documents on file in the LAPELS office and at an offsite location.

All monies invested by LAPELS shall be for a duration of no longer than 36 months.

When investing in time certificates of deposit, LAPELS shall do so using a “laddering” approach whereby certificates become due at staggered intervals so as to provide a degree of liquidity for the funds invested. It is recommended that time certificates of deposit are targeted for maturity at the 12-month, 24-month and 36-month intervals.

Investments shall be made under the priority of safety of principal first, liquidity second, and yield third.

1 It is recommended that the services of more than one institution shall be
2 utilized for investment of LAPELS monies.

3
4 It is the intention of this policy to adhere to the provisions of La. R.S. 49:327.
5 Compliance with this policy shall be verified by the annual financial audit of
6 LAPELS.
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8 **Old/New Business**

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10 Chairman Huval designated Mr. Krouse and Dr. Hale to be the Board's funded
11 delegates to the Joint Engineering Societies Conference in Lafayette, LA on January
12 31/February 1, 2018.
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14 The Board unanimously approved the motion made by Mr. Krouse, seconded by Mr.
15 Knotts, to schedule the 2018 Board meetings as follows:
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- 17 • Tuesday, January 30, 2018
 - 18 • Monday, April 9, 2018
 - 19 • Monday, June 18, 2018
 - 20 • Monday, September 10, 2018
 - 21 • Monday, November 5, 2018
- 22

23 The Board unanimously approved the motion made by Mr. Krouse, seconded by Mr.
24 Knotts, to request Emeritus Status with NCEES for former Board members Kevin E.
25 Crosby, P.E., P.L.S. and John W. "Billy" Moore, P.E.
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27 At 10:30 a.m., the Board unanimously approved the motion made by Mr. Knotts,
28 seconded by Mr. Krouse, to enter into executive session to discuss personnel matters.
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30 At 11:00 a.m., the Board unanimously approved the motion made by Mr. Knotts,
31 seconded by Mr. Pike, to exit the executive session.
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33 The Board unanimously approved the motion made by the Executive Committee to
34 authorize a 5% salary increase for the Executive Director, effective November 13,
35 2017.
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37 **Closing Business**

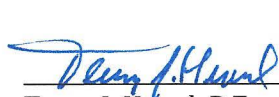
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39 The Board unanimously approved the motion made by Mr. Carroll, seconded by Mr.
40 Phillips, to approve all committee recommendations and actions.
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42 The Board unanimously approved the motion made by Mr. Carroll, seconded by Mr.
43 Pike, to acknowledge and confirm all licenses and certificates issued and renewed
44 since the last Board meeting.
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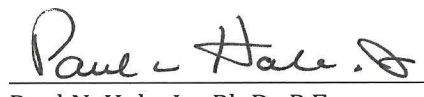
46 The Board unanimously approved the motion made by Mr. Patterson, seconded by Mr.
47 Coyle, to approve all Board expenses.
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49 The Board unanimously approved the motion made by Mr. Coyle, seconded by Mr.
50 Vosburg, to adjourn.
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52 The meeting adjourned at 11:10 a.m. on Monday, November 13, 2017.
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57 Terry J. Huval, P.E.
58 Chairman
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Paul N. Hale, Jr., Ph.D., P.E.
Secretary