

**KENTUCKY STATE BOARD OF LICENSURE FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

MINUTES OF THE OCTOBER 23, 2020 BOARD MEETING

**KENTUCKY ENGINEERING CENTER
FRANKFORT, KENTUCKY**

**A VIRTUAL MEETING HELD OVER THE INTERNET
VIA THE AMAZON CHIME PLATFORM**

MEMBERS PRESENT: William Bowie, PE, PLS, Chair
Daniel Clay Kelly, PE, Vice Chair
James Bertram, PLS, Secretary/Treasurer
Nicole Galavotti, PE
Chris Gephart, PLS
Herb Goff, PE
Ryan Griffith, PE
Doug Klein

MEMBERS ABSENT: Rudolph Buchheit, Ph.D.
Emmanuel Collins, Ph.D.
Cole Mitcham, PE

STAFF PRESENT: James Ed Manning, PE, PLS, Executive Director
Jonathan Buckley, JD, General Counsel
Kyle Elliott, PLS, Director of Enforcement
Wanda Jordan, Administrative Assistant
Heather Baldwin, PE, PLS, Investigator
Tamra Chesser, Surveying & CPD Support
Sarah Uzzle, Enforcement Assistant

GUESTS PRESENT: Gregory Koopman
Russ Romine

1. Opening of Meeting – Chairman William Bowie called the meeting to order at 8:40 am.

1.1 Approval of Agenda – Ryan Griffith moved to approve the agenda. Motion carried.

1.2 Disclosure of Conflict of Interest – Chair Bowie asked if any member had a conflict with any agenda item. No member announced a conflict.

1.3 Approval of Minutes – Nicole Galavotti moved to approve the minutes of the July 31, 2020 meeting. Motion carried.

2. Information – Enforcement

Mr. Elliott introduced our new staff member Sarah Uzzle, Enforcement Assistant.

2.1 Franklin Circuit Court - none

2.2 Actions of the Executive Director

2.2.1 Closed Cases

Mr. Elliott presented a tabulation of cases closed during the third calendar quarter 2020 with actions other than disciplinary action.

3. Action Items – Enforcement

3.1 Board Actions – Enforcement - none

3.2 Settlement Agreements

3.2.1 Firooz Zandi, PE

Mr. Elliott presented the terms of the Settlement Agreement and asked for the Board's acceptance. Clay Kelly moved to accept the terms of the agreement, which terms include the voluntary surrender of Mr. Zandi's PE license. Motion carried.

3.2.2 James Clancy, PE

Mr. Elliott presented the terms of the Settlement Agreement and asked for the Board's acceptance. Nicole Galavotti moved to accept the terms of the agreement, which terms include the voluntary surrender of Mr. Clancy's PE license. Motion carried.

4. Actions Items – Other

4.1 Applications

4.1.1 Gregory Koopman – Reinstatement – James Bertram reported that the Surveying Committee had met to discuss this matter and that Mr. Koopman and his attorney had attended. Mr. Bertram reported that after discussing the matter, Mr. Koopman had requested a delay on the decision regarding his application. Mr. Bertram stated that it was the Surveying Committee's recommendation that the board table a decision on the application for reinstatement to no later than May 1, 2021 pending Mr. Koopmans submission of additional information and response to any questions from the board.

Chris Gephart moved that the board table a decision regarding Mr. Koopman's application for reinstatement to no later than May 1, 2021 pending Mr. Koopmans submission of additional information and response to any questions from the board. Motion carried.

4.2 Financial Report – Mr. Manning presented the Financial Report covering the first quarter of the 2020/2021 fiscal year and a six year trend analysis of revenues and expenditures. Ryan Griffith noted a typographical error on the header of pages 3 and 4 and a discrepancy concerning the beginning cash balance. Mr. Manning noted that the errors were the result of a transcription error when bringing over information from the last fiscal year.

Clay Kelly moved to accept the financial report with the understanding that the errors noted would be fixed and an updated report be distributed to the board. Motion carried.

4.3 Ad Interim Actions – Mr. Manning presented the Ad Interim Actions including a summary of applications and permits approved for the third calendar quarter 2020. Herb Goff moved to accept the report. Motion carried.

4.4 Surveying Committee – Committee Chair James Bertram updated the Board on the Committee’s activities and reviewed the minutes of the January 30, 2020 meeting. Mr. Bertram moved to accept the minutes of the January 30, 2020 Surveying Committee meeting. Motion carried.

4.5 Engineering Committee – No Report

4.6 CPD Committee – Committee Chair James Bertram updated the Board on the Committee’s activities and reviewed the minutes of the July 30, 2020 meeting. Mr. Bertram moved to accept the minutes of the July 30, 2020 CPD Committee meeting. Motion carried.

4.7 Denied Applications - Mr. Manning presented a tabulation of applications that had been denied during the first calendar quarter 2020. Ryan Griffith moved to accept the report. Motion carried.

5. Information Items - Other

5.1 General Update by Executive Director – Mr. Manning provided an update on office operations and other items. He said staff is divided into teams and are working in the office and from home on a rotating basis so as to have no more than 50% occupancy of the office at any time in accordance with the Governor’s orders. He forecast that the Governor’s restriction on in person meetings would likely remain in effect past the January board and committee meetings.

Board Chair Bowie announced the following schedule of committee and board meetings for 2021...

January 21 & 22
April 8 & 9
July 29 & 30
October 28 & 29

5.2 Kentucky Society of Professional Engineers – KSPE/ACEC Executive Russ Romine reported on the activities of KSPE/ACEC. The KSPE annual conference is set for July 21-23, 2021 in Lexington. The Kentucky Engineer magazine has transitioned to an all-digital format. A membership directory was published last week. There will be no in-person continuing education seminars this fall. Work on virtual alternatives is ongoing. A belated list of nominees for expired board seats will be submitted to the Governor’s office within 2 to 3 weeks.

5.2 Kentucky Association of Professional Surveyors – No report.

6. Adjournment – Nicole Galavotti moved to adjourn. Motion carried. Meeting adjourned at 10:40am

William Bowie, PE, PLS, Chair