

OPEN MINUTES
Professional Engineering Division of the
Missouri Board for Architects, Professional Engineers,
Professional Land Surveyors and Landscape Architects

Missouri Conference Room
Division of Professional Registration
3605 Missouri Boulevard
Jefferson City, Missouri
Friday, June 29, 2012

The Professional Engineering Division of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects was called to order by Mr. Kevin C. Skibiski at 10:00 a.m. on Friday, June 29, 2012. A quorum being present, Mr. Skibiski declared the meeting open for business.

Members Present

Kevin C. Skibiski, Vice Chair of the Division
Abiodun "Abe" Adewale, Member of the Division
Kelley P. Cramm, Member of the Division
Melissa J. Edwards, Member of the Division

Others Present

Judy Kempker, Executive Director
Sandra Robinson, Executive Assistant

To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order it was discussed in the meeting.

Self-Introductions of Members and Board Staff

The Members of the Professional Engineering Division introduced themselves followed by introductions of the Board's Executive Director, Judy Kempker, and its staff, Sandy Robinson, Nancy Plaster, Kevin Oligschlaeger, Jane Coffman, Laurie Koelling and Leah Hauck. After introductions, Mr. Oligschlaeger, Ms. Plaster, Ms. Coffman, Ms. Koelling and Ms. Hauck departed the meeting.

Election of Division Chair, Exam Chair and PDH Audit Chair

Mr. Adewale nominated Mr. Skibiski for Professional Engineering Division Chair. Ms. Cramm seconded the nomination and it unanimously carried. The Professional Engineering Division Members decided to elect a Vice Chair of the Division. Therefore, Ms. Cramm nominated Mr. Adewale for Vice Chair of the Professional Engineering Division. Ms. Edwards seconded the nomination and it unanimously carried. Mr. Adewale nominated Ms. Edwards as Exam Chair for the Professional Engineering Division. Ms. Cramm seconded the nomination and it unanimously carried. Mr. Adewale nominated Ms. Cramm as PDH Audit Chair for the Professional Engineering Division. Ms. Edwards seconded the nomination and it unanimously carried.

Training of New Division Members

Ms. Laurie Koelling, who handles per diem and expense accounts for the Board, joined the meeting at approximately 10:30 a.m. Ms. Koelling provided information and addressed questions to the Division Members regarding the procedure for completing and submitting per diem claim forms and expense accounts.

Ms. Kempker asked Ms. Cramm and Ms. Edwards if they preferred using their home or work email address for Board Business. Both Ms. Cramm and Ms. Edwards stated that they would prefer using their work email addresses. Ms. Kempker also inquired if Ms. Edwards and Ms. Cramm would prefer using their home or work mailing addresses for Board business. Ms. Edwards and Ms. Cramm again replied that they preferred using their work mailing addresses. Ms. Kempker asked Ms. Koelling to order UPS labels for the Board meeting packets to be mailed to Ms. Cramm and Ms. Edwards.

Ms. Kempker stressed that all discussions held by the Board and the Division Members must be kept confidential. Ms. Kempker stated that the Board's General Counsel, Curt Thompson, will also be discussing this matter with all Board Members at its August 7, 2012 meeting.

Ms. Kempker advised Ms. Cramm and Ms. Edwards that the Board had just recently ordered shirts from Lands End. A catalog was presented to Ms. Cramm and Ms. Edwards to view and decide if they wished to order Board shirts. Ms. Kempker advised Ms. Cramm and Ms. Edwards that if they were interested, to please contact Ms. Robinson as she had been the contact person for the Board to order shirts from Lands End.

Attendance at the 2012 NCEES Annual Meeting in St. Louis, Missouri from August 22 through August 25, 2012

Ms. Kempker announced that the 2012 National Council of Examiners for Engineering and Surveying (NCEES) Annual Meeting is being held in St. Louis, Missouri from August

22, 2012 through August 25, 2012. The Board encouraged Board Members to attend this meeting since it is being held in Missouri and since Missouri is the host state. Ms. Kempker stated that she had obtained permission from the Director of the Division of Professional Division, for both Ms. Cramm and Ms. Edwards to attend the meeting and stay at the Hyatt Regency St. Louis hotel. Ms. Cramm and Ms. Edwards stated they would like to attend depending upon their schedules. Ms. Cramm and Ms. Edwards will get back to Ms. Kempker prior to the July 13th registration deadline.

Please note that Ms. Koelling departed the meeting at approximately 11:00 a.m.

Discuss revisions to Section 327.091 Practice of Engineering Defined as well as Discuss the Proposed Definition of "Incidental Practice"

Mr. Skibiski discussed revisions to Section 327.091 Practice of Engineering Defined as well as the proposed definition of "Incidental Practice" with the Division Members. After much discussion, Ms. Cramm made a motion directing Ms. Kempker to forward the latest proposed revisions to Chapter 327 RSMo and proposed final proposed definition for "Incidental Practice" as discussed and agreed upon by the Members of the Professional Engineering Division to the Members of the full Board so that everyone has ample opportunity to review and study the proposed changes prior to discussion at the Board's August 7, 2012 meeting. The motion was seconded by Mr. Adewale. A roll call vote was taken and unanimously carried.

Discuss email from Lt. Tim Bach, Assistant Fire Marshal, Columbia Fire Department, wherein he states that they have been approving Guardian systems for smaller cooking operations with residential type stove in locations such as small day cares and independent living facilities and inquires if these "out of the box" type systems still require a sealed plan from engineers?

The Members of the Professional Engineering Division discussed an email received from Lieutenant Tim Bach, Assistant Fire Marshal with the Columbia, Missouri Fire Department, wherein he states that they have been approving Guardian systems for smaller cooking operations with residential type stove in locations such as small day cares and independent living facilities and inquires if these "out of the box" type systems still require a sealed plan from engineers? The Members of the Professional Engineering Division reviewed and discussed the email and its attachments from Lt. Bach. Upon discussion, the Professional Engineering Division Members directed Ms. Kempker to send an email response to Lt. Bach advising that it is the opinion of the Division Members that the plan submittal, or shop drawing, for the Guardian hood fire suppression system should be signed and sealed by a licensed Professional Engineer; or, in cases where there is no design professional, then the manufacturer of the Guardian hood suppression system should provide a certificate or specification which is signed and sealed by a professional engineer.

Motion to Close

At approximately 12:40 p.m., Mr. Skibiski then called for a motion to close the meeting to the general public for the purpose of discussing confidential or privileged communications between this agency and its attorney as well as to discuss pending litigation and complaint matters. Mr. Adewale made a motion that the meeting be closed to the general public pursuant to Chapter 610.021 subsection (14) and 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative reports, complaints, audits and/or other information pertaining to licensees or applicants; Chapter 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under Chapter 610.021 RSMo which authorizes this agency to go into closed session during those meetings. The motion was seconded by Ms. Cramm. A roll call vote was taken and the motion unanimously carried. Mr. Skibiski asked that all visitors leave the room. There being none, Mr. Skibiski then declared the meeting closed to the general public.

Reconvene in Open Session

At 2:52 p.m., the Professional Engineering Division Members reconvened in Open Session for the purpose of adjourning.

Adjournment

There being no further business, on motion of Mr. Adewale seconded by Ms. Cramm and unanimously carried, the meeting adjourned at 2:52 p.m.

ATTEST:

Executive Director

Date Approved:_____