The Professional Land Surveying Division of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects was called to order at 8:00 a.m. on Monday, April 20, 2015 in the Conference Room I, of the DoubleTree by Hilton Hotel St. Louis-Chesterfield, Chesterfield, Missouri. A quorum being present, Chairman Mike Freeman declared the meeting open for business.

**Members Present**

Michael C. Freeman, Chair of the Division  
Dan Govero, Member of the Division  
John Michael Flowers, Member of the Division

**Others Present**

Bob Shotts, Professional Landscape Architect Chair and Professional Land Surveyor  
Judy Kempker, Executive Director  
Laurie Koelling, Board Staff  
Karen Payne, Board Staff

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.

**Approval of Minutes**

On motion by Dan Govero, the minutes of the January 26, 2015 Professional Land Surveying Division open meeting were approved as submitted. Mike Flowers seconded the motion. Voting in favor of the motion were Dan Govero and Mike Flowers.
Decide who will be the Funded Delegates to the NCEES Annual Meeting which will be held on August 19, 20, 21 and 22, 2015 in Williamsburg, Virginia

The Professional Land Surveying Division Members discussed the upcoming NCEES annual meeting to be held August 19, 20, 21, and 22, 2015 in Williamsburg, Virginia. Upon discussion, Mike Freeman stated that he will be attending the NCEES annual meeting and therefore he will be one of the Board’s funded delegates. It was also noted by Ms. Kempker that one of the Professional Engineering Division Members would be attending the meeting as well as the Board’s Public Member, Sherry Cooper.

Discuss a Video Promoting Kansas City that the PE & PLS Divisions are to give at the Upcoming May 2015 NCEES Central Zone Meeting inviting other Member Boards to attend the 2016 Central Zone Meeting in Kansas City, Missouri

The Professional Land Surveying Division Members discussed putting together a video to be presented by the Professional Engineering & Professional Land Surveying Division Members to other Member Boards at the May 2015 NCEES Central Zone Meeting to promote attendance at the 2016 Central Zone Meeting in Kansas City, Missouri. Upon discussion, Ms. Kempker stated that Professional Engineering Division Member, Kelley Cramm, had volunteered to put this video together and therefore no further action was taken regarding this matter.

Discuss what, if any, Changes Need to be made to the Missouri State-Specific Examination since NCEES’ Professional Surveyor (PS) Examination will be Computer-Based Beginning October 2016

The Professional Land Surveying Division Members then discussed and considered changes regarding the Missouri State Specific examination once the NCEES Principles & Practice of Surveying examination becomes computer-based in October 2016. Upon discussion and review of the “Board Staff's Thoughts Regarding the Missouri State Specific Exam Once the NCEES Principles & Practice of Surveying Examination goes Computer Based in October 2016” that was presented at the meeting the Division Members unanimously agreed that they are in favor of offering the Missouri State Specific Exam four times a year (January, April, July & October) and to have it administered the 3rd Wednesday of those months at the Professional Registration building with Part I being given in the morning and Part II in the afternoon. (Exact time length of each exam has yet to be determined). In addition, the Division Members discussed the passing score for each part of the exam and agreed that a 70% passing score could be used in scoring Part I of the exam but that Part II would need to be adjusted and that this adjustment could be made determined based on the January pass/fail results for the remaining three exams of that calendar year. The Division Members were also in favor of making the exam candidates that failed the exam wait six months to re-take the exam. Exam fees that would be collected from applicants would be as follows: The initial application filing fee for applicants would be
$100 for examination applicants and $200 for comity applicants. Applicants would apply to the Board once they had successfully passed the NCEES Principles & Practice of Surveying examination. Once the PLS Division Members had reviewed and approved the applicant to take the Missouri State Specific examination the applicant would be notified of such and then he/she would be required to complete a “Missouri State Specific Exam Request” form indicating which month he/she wished to take the exam and pay a $100 examination fee. (Due to exam space there would be a cut-off on how many exam candidates could be accommodated for each exam and therefore the applicant may be approved for the next available exam date instead of their first choice). The Division Members also agreed that all first time comity applicants would be required to take the State Specific Exam in Missouri. However, the Division Members are in favor of allowing comity applicants that failed the Missouri State Specific Examination the option of having the exam proctored by their State Board for “re-takes”. Since this is all in the early stages of planning Mr. Freeman stated that he would be polling other state Boards at the upcoming NCEES May 2015 Central Zone Meeting regarding their Board’s procedures and thoughts on the state portion of the exam as well as the possibility of offering it via computer-based.

In conclusion, Dan Govero made a motion directing Ms. Kempker to request Exam Consultant, Dr. Dick Elgin, to modify Part I of the exam to include one or two questions regarding writing legal descriptions and ask him to provide these questions to her for review by the Professional Land Surveying Division Members at their next Division meeting in Kansas City on August 3rd. Mike Flowers seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Flowers.

Please note that Executive Director, Judy Kempker, departed the meeting at 8:35 a.m.

Please note that Professional Engineer, Craig Lucas, entered the meeting at 8:35 a.m. and departed the meeting at 9:00 a.m.

**Possible Changes to the Board Rules and/or Chapter 327 RSMo (For Information or Discussion)**

During discussion of possible revisions to the Board Rules and/or Chapter 327, RSMo, the Division Members decided to hold further discussion in abeyance with regard to Proposed Rule 20 CSR 2030-15.020 Easements and Property Descriptions due to the pending status of HB 1052 and SB 499. However, prior to the Division’s August 3rd meeting, the Division Members would like to get an opinion from the Board’s legal counsel, Mr. Curt Thompson, with regard to how easements will affect real property rights. The Division Members specifically want this opinion so that they can be proactive when addressing future complaints that may be filed.
Motion to Close

At 9:40 a.m., Chairman Freeman 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. Dan Govero 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 Mike Flowers and unanimously carried. Voting in favor of the motion were Dan Govero and Mike Flowers.

Reconvene in Open Session

At 3:30 p.m. the Professional Land Surveying Division Members reconvened in open session for the purpose of adjourning.

Adjournment

There being no further discussion, a motion was made by Dan Govero and seconded by Mike Flowers to adjourn. The motion carried unanimously. The meeting adjourned at 3:30 p.m.

ATTEST:

____________________________________
Executive Director

Date approved: _________________________