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, November 29, 2018 in the Truman B Meeting Room, Capitol Plaza Hotel and Conference Center, 415 West McCarty Street, Jefferson City, 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

**Member Absent**

John Michael Flowers, Member of the Division

**Others Present**

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.

**Open House with Area Licensees to Discuss Items of Common Interest Relative to Licensure, Enforcement, and Regulation of Land Surveying in the State of Missouri as set Forth in Chapter 327, RSMo**

At approximately 8:00 a.m. the Members of the Professional Land Surveying Division were joined by Professional Land Surveyor licensees; Keith Brickey (PLS-2578); Bradley McCloud (PLS-2005019213); and Timothy Pohl (PLS-2324) to discuss items of common interest relating to licensure, enforcement, and regulation of land surveying in the State of Missouri as set forth in Chapter 327, RSMo.
Mr. Brickey shared with the Division Members a sample of a Missouri Department of Transportation (MoDot) document that licensed Missouri Professional Land Surveyors doing work for the Department are being required to sign and shared his concerns that the document in question does not appear to be in compliance with the Title Block Rule 20 CSR 2030-2.050. Upon discussion Mike Freeman volunteered to draft a letter to the Missouri Department of Transportation (MoDot) to address the issue. Upon conclusion of the discussion all were thanked for attending the meeting and departed at approximately 9:00 a.m.

Please note that Public Member, Sherry Cooper, entered the meeting at 8:25 a.m. and departed at 8:40 a.m.

Please note that Board Chair, Bob Hartnett, entered the meeting at 8:30 a.m. and departed at 8:40 a.m.

Please note that Executive Director, Judy Kempker, entered the meeting at 8:40 a.m. and departed at 8:45 a.m.

Approval of Minutes

On motion by Dan Govero, the minutes of the November 2, 2017 Professional Land Surveying Division open meeting were approved as submitted. Mike Freeman seconded the motion. Voting in favor of the motion were Dan Govero and Mike Freeman.

Election of Division Chair, Vice Chair, Exam Chair, PDU Audit Chair, and PDU Preapproval Chair

Dan Govero made a motion to re-elect Mike Freeman as Division Chair for the Land Surveying Division. Mike Freeman seconded the motion. A roll call vote was taken and unanimously carried.

Mike Freeman made a motion to elect Dan Govero as Vice Chair for the Land Surveying Division. Dan Govero seconded the motion. A roll call vote was taken and unanimously carried.

Mike Freeman made a motion to re-elect Dan Govero as Exam Chair for the Land Surveying Division. Dan Govero seconded the motion. A roll call vote was taken and unanimously carried.

Dan Govero made a motion to re-elect Mike Flowers as Audit Chair for the Land Surveying Division. Mike Freeman seconded the motion. A roll call vote was taken and unanimously carried.
Dan Govero made a motion to re-elect Mike Freeman as the PDU Preapproval Chair for the Land Surveying Division. Mike Freeman seconded the motion. A roll call vote was taken and unanimously carried.

**Discuss Status of, or Potential Changes to, the Board Rules and/or Chapter 327 RSMo, Regarding the Professional Land Surveying Profession**

Nothing was discussed regarding potential changes to the Board Rules and/or Chapter 327 RSMo.

**Review and Discuss Open Items on the Full Board's January 29 and 30, 2018 Agenda**

- **Update from Ad Hoc Committee Members Noel Fehr (Chair), Martha John, Mike Flowers, Mike Freeman, and Abe Adewale Regarding the Review and Potential Changes to the Seal Brochure**

  Dan Govero shared his thoughts and concerns in regards to the wording in item number 23 of the seal brochure which reads “Q: When is a Land Survey Needed?” Upon discussion, Dan Govero made a motion to recommend to the full Board to change the wording in item number 23 of the seal brochure to read “When a Land Survey Should be Performed”. Mike Freeman seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.

- **Review and Discussion of Mineral Area College's Course Syllabi Received in Response to Letters Sent to all Acceptable Education Facilities That Offer a “Legal Principles of Surveying” Course to Determine if it is Meeting the Criteria Necessary for Successfully Educating Applicants/Examinees Who are Pursuing a Career as a Professional Land Surveyor in the state of Missouri**

  Next, the Professional Land Surveying Division Members reviewed and discussed the course syllabi submitted by Mineral Area College, upon the Board’s request, for their “Legal Principles of Surveying” course to determine if the course content is acceptable. Upon review Dan Govero made a motion to recommend to the full Board to have Executive Director, Judy Kempker, respond to Mineral Area College stating that the course content of the “Legal Principles of Surveying” course was found to be acceptable; however since Mr. McMillian, the Dean of Career and Technical Education for Mineral Area, noted in his cover letter when he submitted the course syllabi that the course is not being taught at this time, Ms. Kempker is to advise that should the course be taught in the future Mineral Area College is to provide to the Board the instructor’s name and contact information of the course for further consideration. Mike Freeman seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.
• **Review and Discussion of Missouri Western University’s Course Syllabi Received from Mr. Keith M. Stutterheim, PE, Requesting the Board’s Approval of the Surveying I Course the University Offers for 3 Credit Hours as a Step Towards Licensing**

The Land Surveying Division Members then reviewed and discussed the letter and course syllabi received from Mr. Keith M. Stutterheim, PE, with Missouri Western University requesting the Board’s approval for their Surveying I course EGT 202, for three credit hours as acceptable surveying coursework. Upon review, Dan Govero, made a motion to recommend to the full Board to have Executive Director, Judy Kempker, respond to Mr. Stutterheim stating that the course content was found to be acceptable as meeting the curriculum guidelines defined in Board Rules 20 CSR 2030-14.020; 20 CSR 2030-14.030, and 20 CSR 2030-14.040, and that this course has been added to the Board’s “Acceptable Surveying Coursework” listing that is posted on the Board’s website for reference by perspective Land Surveyors-in-Training and/or Professional Land Surveyors pursuing enrollment or licensure in Missouri. Mike Freeman seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.

• **Review of the Board’s Most Current Listing of “Acceptable Surveying Coursework” for Purpose of Making any Revisions that May be Necessary**

Upon review of the Board’s current “Acceptable Surveying Coursework” listing, Dan Govero made a motion to recommend to the full Board to have Board staff revise the “Acceptable Surveying Coursework” listing to include the Surveying I, EGT 202, Missouri Western University course and post the updated list to the Board’s website. Mike Freeman seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.

• **Review and Respond to the Comment Received from Bonieta Southers Proposing that Paragraph (3) of Proposed Rule 20 CSR 2030-15.020 – Easements and Property Descriptions, be Eliminated**

In conclusion, the Land Surveying Division Members reviewed the comment received from Bonieta Southers proposing that paragraph (3) of Proposed Rule 20 CSR 2030-15.020 “Easements and Property Description” be eliminated “because it completely negates the requirement of locating the easement, and even the boundary line of the property itself.” Upon discussion, Dan Govero, made a motion to recommend to the full Board to have Litigation Counsel, Edwin Frownfelter, respond to Bonieta Southers by stating that the Board is not in favor of eliminating paragraph (3) of Proposed Rule 20 CSR 2030-15.020 and advise that such action would require legislative action and proposal by another entity such as the Missouri Society of Professional Surveyors. Mike
Freeman seconded the motion and it unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.

**Motion to Close**

At 10:20 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 Freeman and unanimously carried. Voting in favor of the motion were Dan Govero and Mike Freeman.

**Reconvene in Open Session**

At approximately 1:45 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 Freeman to adjourn. The motion carried unanimously. The meeting adjourned at 1:45 p.m.

ATTEST:

________________________________
Executive Director

Approved by Board on: _____________