

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS
5802 Highland Road, Baton Rouge, Louisiana 70808

REGULAR MEETING OF LBOPG

Friday, October 11, 2013

9:00 A.M.

Louisiana Department of Justice
1885 North Third Street
Livingston Building
Sixth Floor Main Conference Room
Baton Rouge, Louisiana 70802

Minutes as recorded by Mr. Bill Meaney

Meeting called to order at 9:03 A.M.

The following Board members were present: M.B. Kumar, John Johnston, Bill Finley, Kelli Hardesty, and Bill Meaney. In addition, Ethel Graham, Assistant Attorney General, attended as Legal Counsel.

Approval of the Minutes of the October 1, 2013 meeting was deferred to the next meeting.

Committee Reports:

- M. B. Kumar, the Executive Committee Chairman, reported that the Board's bank account at J P Morgan-Chase Bank is now in order and that deposits are being made. Dr. Kumar, Daisy Pate, and John Johnston are authorized to sign checks. Checks for less than \$1,000 require one signature. Checks for \$1,000 or more require two signatures.
- There were no other committee reports however Dr. Kumar did mention that he is acquiring a list of states to approach about reciprocity agreements.

Ethel Graham distributed draft copies of proposed Bylaws for the Board's consideration and comment. She also reported that a contract for Board office space and administrative/secretarial services has been forwarded to the appropriate department within the Attorney General's office. The Patman Group contract stipulates a one-year term, \$65/hour rate, and includes a 30 day cancellation clause. Mr. Johnston suggested that we request a six month term rather than the proposed one year term. After discussion it was agreed that the 30 day cancellation clause made a shorter term unnecessary.

Mr. Johnston pointed out that the Board needs to start looking for long-term office space and begin the process of hiring a part-time secretary. Dr. Kumar asked Mr. Johnston to draft an advertisement for the secretarial position.

Dr. Kumar suggested that the Board members use the standard state expense form to get reimbursed for board related expenses. There is a separate form for mileage which caps mileage reimbursement at 99 miles. Mrs. Graham will email copies of the state forms to the Board. *Per diem* reimbursement is limited to \$100 per day and applies only to the day that official Board work is conducted.

Discussion followed concerning what constituted official Board work. Mrs. Graham offered to consult with Ryan Seidemann for clarification of the law and its intent. In the interim it was agreed that, as much as possible, Board work should be conducted on the days of official Board meetings or at official committee meetings. Official committee meetings must be properly noticed to the public, have an agenda, and an announced location. More than 50% of the committee members must be present to meet the legal quorum requirements.

Mr. Johnston moved that membership of all committees previously established by the Board be reduced to three. The motion was seconded by Mr. Finley. Discussion centered on the respective chairman's role in the reduction of committee membership from 4 to 3. It was also noted that, being public meetings, other Board members could attend committee meetings and help with the administrative work of the committee. Question being called, the Board approved the motion unanimously.

The meeting was then opened to other discussion.

- Mr. Johnston expressed his concern that the Board needed to establish specific degree/education requirements/qualifications for licensure. Mrs. Graham and Mr. Meaney suggested that it might be better to wait until we had reviewed some applications to see where problems might arise. The Board informally decided to not establish more specific requirements at this time. It was noted that ACT No. 974 allows the Board leeway in substituting experience for academic hours and/or degrees. Mrs. Graham agreed to provide a memo setting out her thoughts on the authority regarding requirements and qualifications.
- Dr. Kumar circulated a copy of his Texas License for the Board's inspection. He suggested that we use a similar format. Mr. Johnston moved that the Board use the Louisiana Geological Survey map of Louisiana as the certificates' background. The motion was seconded by Ms. Hardesty and passed unanimously. Mr. Finley then moved that both the Seal of Louisiana and the Board's Seal be used in a fashion similar to the Texas certificate. The motion was seconded by Mr. Johnston and passed unanimously.
- Regarding the Board's website, Dr. Kumar said that he would ask Daisy Pate to email a status update to the Board. He still anticipates that the application forms and support information will be on the website by November 1, 2013.
- Dr. Kumar then discussed a letter he received from the Office of the Commissioner(??) that advised the Board of its obligation to post all notices, minutes, and financial information in the appropriate section of the Louisiana State website. The Board was reminded that we must comply with the applicable financial disclosure law(s). For now Dr. Kumar will complete and post all necessary information on the State website.
- The meeting schedule for the balance of 2013 will be: 10/28, 11/12, 12/3, 12/17, and 12/30. It was agreed that we would tentatively schedule 2014 meetings on the 1st & 3rd Tuesday of each month.

The meeting was adjourned at 10:30 A.M.