REGULAR MEETING OF LBOPG
Tuesday, March 25, 2014
10:00 A.M.
Louisiana Department of Justice
1885 North Third Street
Livingston Building
Sixth Floor Main Conference Room
Baton Rouge, Louisiana  70802

MINUTES

1. Call to Order – 10:22 a.m.
2. Roll Call – Present: Kelli Hardesty, Arthur Johnson, William Finley, John Johnston, Mudhureadu Kumar, Todd Perry, Lloyd Hoover, Board Members; Ethel Graham, Legal Counsel; and Georgeann McNicholas, Executive Secretary to the Board. Absent: Daisy Pate and William Meaney, Board Members. Quorum established.
3. Approval of Minutes of the Last Meeting – Clarification of letter to applicants received after 12/31/14 to be drafted by Hardesty and approved by Kumar. Moved by Hardesty to accept minutes. Finley seconded. Carried unopposed.
1. Reports from Committee
   a. HB167 - Will be heard by Commerce Committee. Kumar will supply to Rep. Green any further explanation needed.
   c. Executive Secretary position – Counsel presented Executive Secretary employment contract to the Board and required hiring forms. Noted travel
expenses reimbursed same as Board Members for out of town travel. Civil Service requires a number but allowing Board to hire and then submit at a later time. Johnston made motion to sign contract. Johnson seconded. Carried unopposed. Contract executed and forms completed and returned to Graham.

d. Office - McNicholas presented report on available telephone and internet services. 3 proposals must be presented to The Real Estate Leasing Section, Facility Planning and Control. McNicholas to get two more proposals and submit. Discussion of necessary office equipment. McNicholas to obtain costs for furniture and office equipment. Access information to Board website and government website to be supplied to McNicholas to update as required.


f. Rules - Finley presented a draft Continuing Education (CE) requirements. Discussion ensued. Suggestions: Renewals by birth month; 1 hour of ethics; Licensee to use the 30 hrs. of CE in 3 years or lose them; inactive status; roll over credits. All drafts to be submitted to McNicholas to make revisions for the next meeting.

g. Johnson reported on printing of cards for licensees and renewals. McNicholas to check with local printers for pricing.

2. Legal Counsel’s Comments – nothing at this time.

3. Status Report on the LBOPG Website – Finley presented information regarding status of database, dashboard allows Board to review applications. Pate provided some graphics, photographs of Louisiana and geoscience community and is defining what fields should be included. Board to supply needed information to Usable Creative. Functionality is most important.

4. Any other Business – Letterhead to Kelli for letters to applicants received after 12/31/13. She will add text.

5. Next Meeting Date 4/11/14 at 10:00 a.m. at Livingston Building. Tuesday, April 22, 2014 at 1:30 p.m. will be the date and time of the meeting after the 4/11/14 meeting.

6. Motion made to adjourn meeting by Johnston. Finley seconded. Carried unopposed. Meeting Adjourned at 12:00 p.m.