

**LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS**

9643 Brookline Ave, Ste. 101, Baton Rouge, LA 70809



**REGULAR MEETING OF LBOPG**

Tuesday, May 6, 2014

1:30 P.M.

Louisiana Engineering Society Building

Conference Room

9643 Brookline Ave., Baton Rouge, LA 70809

**MINUTES**

Dr. Kumar called the meeting to order at 1:30 p.m., May 6, 2014.

Present: William Finley, Lloyd Hoover, Arthur Johnson, John Johnston, William Meaney, Madhurendu Kumar, Todd Perry, Daisy Pate, Board Members. Ethel Graham, Legal Counsel, and Georgeann McNicholas, Executive Secretary to the Board

Absent: Kelli Hardesty, Board Member.

Roll Call sheet was circulated for signatures.

Johnston made a motion to accept minutes. Finley seconded. Motion carried unanimously.

HB 167: Kumar said HB 167 will be heard in the Senate committee tomorrow morning, May 7, 2014, then it will go to the full Senate.

Membership: Kumar in receipt of Kelli Hardesty's license verification from Mississippi. Graham distributed a letter dated May 6, 2014 regarding references requirements. Graham explained that under La. R.S. 37:711.15(A)(1), letters of reference are optional, at the Board's discretion, when an applicant is licensed elsewhere that requires references. The Board's Application Checklist waives the letters of reference requirement for those applicants who are "already licensed/registered in Texas, Arkansas, Mississippi, and/or Alabama". Therefore, provided that the applicant holds a license issued by one of the above jurisdictions, the letters of reference would not be required. Discussion ensued concerning letters of reference for experience and

for moral and ethics and reciprocity. Graham explained that letters of reference are required by law if the applicant is applying for the first time in any jurisdiction (La. R.S. 37:711.13). Once they have been registered in another jurisdiction, the Board may determine that their checklist requirements are so similar to Louisiana's, they may pass LBOPG's checklist requirements (La. R.S. 37:711.17(B)). Further discussion ensued concerning waiving references for experience and references for moral/ethics for applicants licensed in other states. Graham emphasized that it is up to the Board and it is not mandatory. Motion made by Johnston that LBOPG will waive letters of reference from applicants who are already licensed in Texas, Arkansas, Mississippi, and/or Alabama, and other states on a state-by-state basis. Johnson seconded the motion. Vote: 5 yes, 1 opposed (Finley). Motion carried<sup>i</sup>. Johnston made motion to accept Kelli Hardesty's application for licensing, Finley seconded. Unanimously carried.

Office – Johnston reported on email addresses. Discussion ensued. Johnston made motion for ZoHo to provide 10 email accounts for 1 year at price listed. Finley seconded. Vote: 5 yes, Pate abstained. Motion carried. Johnston reported on office furniture and equipment purchased and monthly expenditures. Johnston reported further office need for 2- 4 drawer filing cabinets and 2 chairs. Discussion ensued. Motion made by Johnston to approve the purchase of 2-4 drawer filing cabinets, seconded by Johnson. Motion carried. Motion made by Johnston to approve the purchase of two chairs, seconded by Perry. Motion carried. Motion made by Johnston to terminate the P.O. Box and mail be sent to the physical address to save money, time and gas. Seconded Perry. Motion carried.

Rules – Finley still working on. Very interesting format requirements.

Website – Board reviewed the website application. Photographs need to be chosen or abstracts used for the time being in place of the three photographs that are presently on the site. The Board discussed and suggested the following revisions: 1.) All the letters the same size "LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS". Currently "Louisiana Board of" are in a smaller font; 2.) For adding the 2nd and 3rd colleges to their Education qualifications, please revise to "Would you like to enter another college/university where you studied geoscience?", then when they click on "Yes", the other windows open for school name, major, hours, and dates and degree earned. If they click "No", then it goes to the next section. Please call me if this is not clear; 3.) For Work Experience, please state that they are to list their most recent work experience first; 4.) On the bottom of each webpage and where ever our address is listed it should read "9643 Brookline Ave., Ste. 101, Baton Rouge, LA 70809". At this time, Ste. 101 is missing; 5.) Where the references put in information, please revise to "Name of your employer"; and 6.) Please confirm that all applications include a statement affirming that the information contained on the application is true and correct to the best of the applicant's knowledge, information, and belief and all electronic "signatures" are encrypted. Discussion ensued regarding the review of applications through the dashboard. Committee will review all applicants and narrow to those for full review by the Board. McNicholas to review meeting minutes to determine if electronic transcripts sent directly from Universities are acceptable.

McNicholas to confirm that she will received a notification when new items have been submitted and then notify the Committee when applications are complete for Committee review. The Committee will then submit to the Board the applicants that meet the qualifications for licensing in Louisiana.

Legal Counsel Report – see Membership Committee above.

Other Business – Contracts: Tatman Group contract expires August 31, 2014. Without notice it will automatically expire. 30-day notice to terminate contract. Discussion ensued. Board agreed to let it expire naturally August 31, 2014.

Treasurer’s Report – Pate reported on invoices received. Tatman invoices reviewed by Pate. Moved to be paid by Meaney. Seconded by Finley. Motion carried unanimously. Pate reviewed invoice for rent May 18 to May 31st. Pate made motion to pay rent. Seconded by Finley. Motion carried unanimously. Pate reviewed May internet invoice. Pate made motion. Seconded by Finley. Motion carried unanimously. Pate discussed Cloud Nine invoice. Tried to get it reduced. Contract was signed by Johnston. Kumar recommended that CPA should be consulted. Graham noted that since it is under \$2000, LBOPG did not have to go through Contract Review Office. Meaney made a motion, based on our CPA’s recommendation, that LBOPG pay the bill, Johnson seconded. Hoover asked what Cloud Nine did. Pate explained what Cloud Nine did and why the Board determined that they were not the web developers to use for LBOPG needs. Motion carried unanimously. Kumar would like the CPA to clarify LBOPG funds stay with us post June 30, 2014. Discussion ensued and determined that this had already been determined. Pate confirmed that all expenditures must be approved by the Board. Going forward, McNicholas will provide list of invoices for approval to Treasurer and copies to board members to review prior to meeting so that the list may be revised, approved or disapproved with one vote.

Meaney again requested that the Board Meetings be regularly scheduled. Kumar stated that, going forward, all meetings will be held the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month. May 27 at 1:30 pm is the next meeting.

Meaney made motion to adjourn. Pate seconded. Motion carried unanimously. Meeting adjourned at 3:20 p.m.

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<sup>i</sup> This action was withdrawn on November 11, 2014 requiring all applicants to submit 3 letters of reference.