

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS

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



REGULAR MEETING OF LBOPG

Tuesday, June 17, 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., June 17, 2014.

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

Absent: L. Todd Perry, Board Member.

Roll Call sheet was circulated for signatures.

Johnston made a motion to accept minutes of May 27, 2014 meeting. Finley seconded. Motion carried unanimously.

Act 228: Kumar gave a report on the signing into law of Act 228 on May 28, 2014 and the importance of this milestone.

Membership: All Board members but two, Johnson and Hoover, are licensed professional geoscientists in Louisiana. Johnson and Hoover will apply once website is launched.

Office – Johnston reported on the delivery of the replacement guest chair for the office. He reported on findings concerning Champion Printing and the Louisiana State Printing Office for the licensing certificates and wallet size cards. Johnston reported that Quickbooks 2014 installed and accounting input from the beginning. Johnston reported the need for a LBOPG

credit card with a credit limit of \$500 to enable access to Intuit Payroll 2014 software. Discussion was held. Motion made by Johnston to authorize McNicholas to explore options and apply for a credit card with no annual fee and a credit limit of \$500. Seconded by Meaney. Motion passed unopposed. Johnston reported that all late grandfathering applicants whose checks and applications had been returned, have been notified of the extension of time to be grandfathered and sent a new application for doing so. The Board reviewed the mocked up licensing certificate and membership cards. Johnston made motion that LBOPG use Louisiana State Printing for printing needs. Seconded by Johnson. Discussion ensued regarding the licensee's seal to be supplied to vendors. Motion passed unopposed. Johnston made motion to increase McNicholas' salary to \$50,000.00 annually effective immediately. Seconded by Finley. Motion passed unopposed. Discussion ensued regarding the licensee's seal. Kumar established that all geological societies, state geological surveys and state licensing boards, and ASBOG had been notified of extension of grandfathering and that environment geoscientist groups need to be notified as well. Johnson to call the President of APG's DEG. Johnston asked McNicholas to follow-up on our name and office number added to signage in the LES building. Johnston asked if issue was financial and McNicholas said she will follow-up with LEF.

Rules – Finley working on with assistance from Meaney, Johnson and Johnston. Finley questioned 711.8(c)(1) regarding firms. Confirmed that firms must abide by rules as well as those licensed that work for them, not that LBOPG is licensing firms. Kumar introduced Temporary License under 711.18. requirement, history and need. He has been receiving telephone calls regarding obtaining a temporary license. Kumar presented the application for Temporary License form. Kumar suggested that it be put on the website as a PDF that they may print, complete and send with fee by mail. Kumar explained that this is in cases where they only need a Temporary License for a 90 day job, or they have a project starting and are waiting for their license to be issued, either way they are licensed temporarily. Discussion ensued. Graham noted that law does not address renewals. Kumar confirmed that holder of temporary license must provide proof of their certification in another state or foreign country. Discussion ensued concerning renewals, procedure and requirements and need to be added to the rules. Further discussion ensued concerning Board response to person's working before licenses are available. Graham noted that any legal questions should be directed to her office. Finley continued Rules Committee report noting that he was rewording section dealing with definition of geoscientist, testing and defining classification of licensure: "active", "inactive", "expired" and "retired". Discussion ensued concerning classifications and the need to define. Established fees were reviewed by the Board. Further discussion ensued concerning the process of licensors obtaining their seals. Finley reported that he had received Johnson and Meaney's sections of the rules. Johnston will have his completed and to Finley shortly. Finley stated that he hopes to have the first draft of rules available at next meeting.

Website – McNicholas reported that website was ready to launch and that she will be notifying 25 grandfathered applicants per day once launched. Johnston made a motion to launch the website on June 18th. Seconded by Finley. Motion passed unopposed. Discussion

ensued regarding Geologists-in-Training and Temporary Licenses to be added as a PDF to website. Determined not at this time. Pate explained that the website launching the application is only phase one. Phase two is the dashboard. Phase three is the GIT application, the test registration and the payment section. Pate gave overview of what the dashboard should be able to do and what reports it should create. Pate further stated that we need to get the board's paper applications onto the web database. Johnston

Legal Counsel Report – Graham stated that any increases in salary must be reported to the Civil Service Office. McNicholas asked, for accounting purposes, that the salary increase be effective July 1, 2014. Johnston amended his earlier motion to increase McNicholas' salary from "effective immediately" to "July 1st". Seconded by Finley. Motion passed unopposed.

Other Business – Johnston brought up Zoho Group invitation to join. All Board members will join. Johnson confirmed that all LBOPG business should be done through the board member's Zoho mail accounts. If an email comes to a personal email address, forward it to the Zoho mail account and respond to the query from the Zoho mail account. Business cards for the Board members discussed. Business cards will have name, "Board Member", office contact address and telephone numbers and the individual board members email addresses. Discussion ensued about the Board card's issued by the Secretary of State's office and how Hoover and Johnson may obtain they're cards.

Treasurer's Report – The Treasurer's Report was distributed for review. Invoice from Usable Creative and history of one year contract v. three year contract was discussed. Motion made by Johnson that payment be made based on the work accomplished and withhold payment on the work that has not be completed up to \$4500.00. Seconded by Meaney. Motion passed unopposed.

Next meeting will be July 8th at 1:30 p.m. at the Louisiana Engineering Society Building Conference Room, 9643 Brookline Ave., Baton Rouge, LA and the following one will be July 22nd.

Motion to adjourn meeting was made by Finley, seconded by Johnson. Motion passed unopposed. Kumar adjourned meeting at 3:30 p.m.