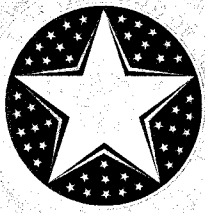


# The Board's Bulletin



**A Quarterly Publication for Licensees of the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors**

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**Executive Director/  
Newsletter Editor: Kathy Hart**  
[kathy@pels.state.ok.us](mailto:kathy@pels.state.ok.us)

## Message From the Chair . .

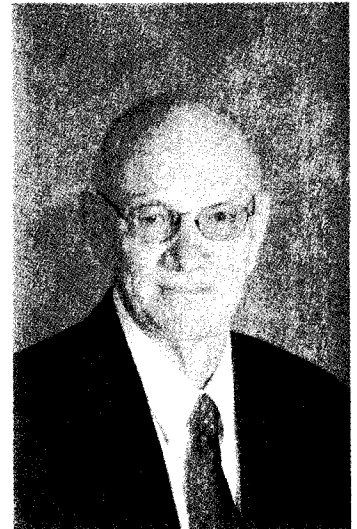
By Roy W. Entz, P.E., P.L.S.

### Rule Revisions Proposed Public Hearing Set for January 13

**A**s you all are aware by now, the Board's revisions to the statutes were approved by the legislature and became effective November 1, 2005. The next step in the process is to revise the Board's rules to reflect the changes made in Title 59, 475.1 et seq this year. The Board has been working on a draft of proposed rules and the draft will be available to download from the Board's website at [www.pels.state.ok.us](http://www.pels.state.ok.us) following the November 17-18 Board Meeting. If you wish to have a copy mailed to you, contact the Board office and they will mail you a copy.

**A** public hearing is set for Friday, January 13, 2006, at 9:00 a.m. at the Oklahoma Engineering Center, 201 NE 27th St., Oklahoma City, OK to receive comments concerning the proposed rules. If you plan to attend the public hearing, please e-mail [kathy@pels.state.ok.us](mailto:kathy@pels.state.ok.us) or call the Board Office at 405-521-2874 to ensure that there is plenty of room available for everyone. You may also submit written comments concerning the rule revisions until 4:30 p.m. January 11, 2006. These may be sent to the Board office.

**T**he following pages of the newsletter contain a brief summary of the changes that are being proposed. As stated earlier, many of the changes reflect the changes that were made to the statute the past legislative session. Other changes are administrative in nature. A few of the changes proposed have come from questions that the Board has been asked over the past few years that we felt should be



**Roy W. Entz, P.E., P.L.S.,  
Board Chair**

addressed formally, such as further defining specific signing and sealing requirements and responsible charge issues. I encourage you to read a draft of the rules and participate in this process. Once the rules have been approved by the legislature, I encourage you to familiarize yourself with any new regulations that affect your professional license.

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***In Celebration of the Lives  
& Contributions of the  
Following Professionals:***

**Gary R. Broyles** PE 15701  
**Oklahoma City, OK** 9/25/04

**Galen L. Forgy** PLS 1015  
**Salina, KS** 6/22/05

**Paul G. Brooks** PE 5739  
**Tulsa, OK** 8/6/05

**Arnold H. Anderson** PE 12040  
**Midwest City, OK** 4/30/04

**Ladislaus J. Fila** PE 2315  
**Stillwater, OK** 8/2005

**Thomas D. Rye** PE 14348  
**Omaha, NE** 7/20/05

**Charles F. Cooke** PE 21280  
**Minneapolis, MN** 12/27/04

**M. K. Cohenour** PE 2300  
**Oklahoma City, OK** 9/2005

**Jeffrey C. Schumacher** EI 12269  
**Lone Grove, OK** 4/12/04

**B.V. Randall** PE 11734  
**New Braunfels, TX** 6/17/05

**Gerald L. Cox** PE 5687  
**Edmond, OK** 9/29/05

**Lloyd R. Boyles** PE 2946  
**Locust Grove, OK** 9/2005

**James M. Delahay** PE 16063  
**Birmingham, AL** 4/16/05

**Russell E. Linton** PE 1903  
**Tulsa, OK** 3/18/05

**TITLE 245. OKLAHOMA STATE BOARD OF  
LICENSURE FOR PROFESSIONAL ENGINEERS  
AND LAND SURVEYORS**

**CHAPTER 2. ADMINISTRATIVE OPERATIONS**

**SUMMARY:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005 changed the word "registration" to "license" and all derivatives thereof.
- (b) Revise rules to match other statutory language in statute revision.

**CHAPTER 15. LICENSING AND PRACTICE OF PROFESSIONAL  
ENGINEERS AND LAND SURVEYORS**

**SUMMARY:**

The proposed revisions to the subchapters are as follows:

**SUBCHAPTER 1. GENERAL PROVISIONS:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Delete definitions that are duplicated in Title 59, 475.1 et seq.
- (c) Move all definitions that were scattered throughout the chapter to the same section.

- (d) Further define and clarify the intent of that portion of the definition of "Practice of land surveying" which was amended in the November 1, 2005, statutory revisions in Title 59, 475.1 et seq., dealing with the preparation of legal descriptions. The new definition is not to be interpreted that only land surveyors can write legal descriptions. The control portion of geographic information systems and land information systems is also defined.

**SUBCHAPTER 3. APPLICATION AND ELIGIBILITY FOR LICENSING:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Further clarify administrative procedures for active and inactive applications.
- (c) Qualifications for engineer license – re-write section to be more readable and add a provision for one year of experience credit for the M.S. degree in engineering following a related science degree.
- (d) Qualifications for land surveyor license – re-write section per revisions to Title 59, 475.1 et seq. effective November 1, 2005, to reflect the revised educational requirements.

**SUBCHAPTER 5. EXAMINATIONS:**

- (a) Further clarify administrative procedures regarding examinations.
- (b) Revoke OAC 245:15-5-6. Re-examination – provision is addressed in other parts of this chapter.

**SUBCHAPTER 7. LICENSURE:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Further clarify administrative procedures regarding licensing.

**SUBCHAPTER 9. RULES OF PROFESSIONAL CONDUCT:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Further clarify and define appropriate rules of professional conduct for professional engineers and land surveyors to protect the health, safety, and welfare of the public.

#### **SUBCHAPTER 11. CONTINUING EDUCATION**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Revise age at which a professional, who is no longer practicing their profession may be exempt from continuing education requirements, from 70 years of age to 62.

#### **SUBCHAPTER 13. MINIMUM STANDARDS FOR LAND SURVEYING:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Move definitions to beginning of chapter.
- (c) Revise and clarify error analysis and maximum allowable positional error in surveys.
- (d) Add minimum standards for property descriptions.

#### **SUBCHAPTER 15. ETHICAL MARKETING OF SERVICES:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Further define qualifications based selection in the area of design/build.

#### **SUBCHAPTER 17. LICENSEE'S SEAL:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Require licensees to register their full legal name with the Board, but allow them to practice in a registered name, which is also registered with the Board.
- (c) Further clarify the responsible charge requirement for a licensee who becomes involved in a project when the original licensee is no longer available to complete the work.

Further clarify the signing and sealing requirement for record drawings.

#### **SUBCHAPTER 19. ORGANIZATIONAL PRACTICE:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Further define the responsible charge requirement for licensees in responsible charge of the professional services for firms.

#### **SUBCHAPTER 21. CORNER PERPETUATION AND FILING ACT:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Update language reflected in the regulations regarding signing and sealing and further define information required on a corner record form.

#### **SUBCHAPTER 23. VIOLATIONS:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registration" to "license" and all derivatives thereof.
- (b) Describe the violation of offering services without authorization.
- (c) Further define the terms fraud and misrepresentation to differentiate between the two terms.
- (d) Clarify the make-up and duties of the Investigation Committee and the investigation process.
- (e) Further define requirements for the exchange of information between the parties for hearings.

#### **Appendix A:**

- (a) Per revisions to Title 59, 475.1 et seq. effective November 1, 2005, changed the word "registered" to "licensed" on the professional seals.

## **Remaining Board Meeting Dates 2005**

**November 17-18, 2005**

### **Exam Dates &**

### **\*NEW\* Cut-off Dates for Submitting Applications:**

**Application forms are on our website**

**[www.pels.state.ok.us](http://www.pels.state.ok.us)**

**Please Share These Dates with Others**

**January 3, 2006 - cut-off date for P.E. and L.S. applications for the April 21, 2006 exams AND the cut-off date for E.I. and L.S.I. applications for non full-time students for the April 22, 2006 exams.**

**February 5, 2006 - cut-off date for E.I. & L.S.I. applications for full-time students for the April 22, 2006 exams**

**June 1, 2006 - cut-off date for P.E. & L.S. applications for the October 27, 2006 exams AND the cut-off date for E.I. & L.S.I. applications for non full-time students for the October 28, 2006 exams.**

**Sept. 5, 2006 - cut-off date for E.I. & L.S.I. applications for full-time students for the October 28, 2006 exams.**



## License Expirations August 1, 2005 to September 30, 2005

**EXPIRATION/REVOCATION** - Licenses may be revoked by the Board for non-payment of renewal fees. Licensees will be notified of revocation by certified mail. Typically this notification is mailed 10 days following expiration.

**RENEWALS** - Each license issued by the Board expires on the last day of the month in which renewal fees are due, and becomes invalid on that date unless paid. One notice of the renewal is sent by first class mail to the address of record in the board files. This in effect provides notice two months prior to revocation.

**REINSTATEMENT** - Former licensees whose licenses have expired and were revoked for failure to pay renewal fees and desire to reinstate shall make application for reinstatement within 180 days after expiration and pay the prescribed renewal fee and penalty. After 180 days, a new application will be required, which shall be considered by the Board.

### Professional Engineers

Baber, Jerry L.	8862	Bass, C. Calvin	7709	Bessette, Steven	17705
Bagby, John R.	14726	Batchelor, Lori Rae	18298	Bevil, G. David	12287
Bagzis, John Michael	13304	Batt, Robert Douglas	16506	Bhan, Roop K.	10689
Bahouth, Saba B.	16868	Battle, I. H. Jr.	14128	Bhat, Dinesh	18985
Bailey, Keith E.	10724	Battles, William M.	16503	Bieberly, Gregory E.	19642
Bailey, Lawrence L.	6674	Bauers, Gerald T.	18825	Billen, Larry D.	10854
Bailey, R. H.	9031	Baumgardner, Debra R.	21589	Birkel, Todd	20548
Bair, Peter Starr	16263	Baxter, Gary R.	11848	Bittle, Darrell G.	5991
Baker, Charles D.	8086	Baxter, Kinney R.	15260	Black, William L.	16402
Baker, Joe M.	10401	Bayless, Glenn D.	5642	Blackard, Jean Paul	9607
Baker, Michael III	6772	Baysden, James N.	11964	Blackledge, John W.	17062
Baker, Richard J.	8680	Beach, Charles L.	8520	Blackwell, Dennis Joel	16153
Balaz, Joseph K.	13378	Beach, Lewis C.	9498	Blackwell, Robert D.	16039
Balcomb, Nicholas F.	15163	Bear, Jon H.	7613	Blackwood, Charles F.	9897
Baldwin, Bradley N.	12205	Beasley, Wesley R.	18684	Blackwood, Randal L.	16013
Ball, Thomas W. Jr.	6897	Beattie, James F.	9362	Blaess, Jack Lee	6340
Ballard, Brian A.	20186	Beattie, Robert M.	20769	Blake, Phillip J.	17167
Ballard, Kenneth L.	10095	Beck, Blaine E.	16158	Blalock, Sammy Eston	8531
Ballard, Ronald J.	12306	Becker, William H.	10132	Blanton, Roger E.	15909
Banks, Billy E.	12273	Belanger, Richard J.	15477	Blazek, Thomas Andrew	12522
Bannister, James R.	6505	Belev, George Cyril	13364	Bless, Ralph E. Jr.	18185
Bannister, James W.	20091	Bell, Stephen S.	12004	Bley, John H.	12788
Barber, Gene R.	5900	Bengard, Mark L.	17146	Blick, Edward F.	5548
Barber, I. E.	14084	Bennett, Carolyn	17583	Bliss, Norman R.	15408
Barberii, Efrain E.	1935	Bennett, Jim R.	20601	Block, Keith S. Jr.	19510
Barbieri, Paul	20944	Bennett, Patrick J.	17579	Boatright, Kirk Ewell	9892
Bare, Walter H.	12632	Bentley, Terry L.	11310	Bogaty, Anton C. Jr.	16412
Barker, K. Dale	11253	Benton, Joseph N. IV	21380	Bohannon, Joe M.	5776
Barker, Ronald L.	8349	Berman, Irwin A.	19177	Bolar, Donald Wayne	12353
Barnes, Edward M. Jr.	6154	Bert, Charles W.	5965	Bollinger, Harvey K.	10294
Barnes, Walter Cameron	8827	Bertels, Jack A.	10761	Bond, D. Matt	20739
Barr, William E.	13203	Bertoglio, Paul C.	16150	Bonds, Kelly B.	19378
Barton, H. Wayne	10875	Beshara, Robert J.	5903	Bordner, Randolph H.	11954

## License Expirations (cont.) August 1, 2005 - September 30, 2005

### Professional Engineers (cont.)

Bottomley, James Clinton	10864	Briggs, Phillip W.	16558	Buhler, H. C.	21187
Bourgeois, John C.	20979	Brittain, Charles A.	8078	Buhrer, Wayne E.	13262
Bousum, Dana Stanton	10479	Brolick, Henry John	9934	Bullinger, John Patrick	17044
Boutros, Youssef F.	13945	Brooks, Leo Chester Jr.	6098	Burdette, Sam R.	18176
Bowles, Gary E.	19902	Brooks, Theresa L.	21575	Burford, John L. Jr.	12623
Bown, Kenneth E.	18024	Broussard-Welther, Patricia	14034	Burgoyne, Richard S.	13624
Bowser, Andrew Keith	19265	Brown, Buck F.	4807	Burke, Robert E.	18795
Box, Gary Grover	17728	Brown, Jacky S.	10149	Burkhart, Logan T.	10830
Box, James L.	5873	Brown, James Hurley	19625	Burks, Barry L.	15586
Boyd, Alva L.	11397	Brown, James Stephen	6106	Burle, William L. Jr.	21572
Boyd, Charles L.	6845	Brown, John David	15413	Burnett, Clyde H.	20101
Boyer, Michael J.	17849	Brown, Leslie W	12415	Burnett, Randall M	13816
Boyles, Bill W.	9118	Brown, Max E.	6500	Burns, Dennis L.	12776
Bradford, David B.	15459	Brown, Neil J.	21581	Burris, Lester A.	7373
Bradford, Kenneth O.	8572	Brown, Robyn Davis	18681	Butcher, Houston D.	10696
Bradford, Ray Arthur	10517	Brown, Ronald Wayne	14145	Bybee, Eugene Claude	16697
Bradley, Alton M.	21159	Bruehl, Daniel L. Jr.	10082	Byers, Justin N. Jr.	6149
Bradley, Christine Miller	14596	Bruner, Max T.	1788	Byrd, J. Wayne	11183
Bradshaw, R. D.	7669	Brunjes, John D.	20665	Kong, Jianwei	21970
Brady, David F.	10194	Brunner, Dirk R.	18853		
Brady, Scott L.	16443	Brunner, Ronald G.	9738		
Bragg, Clyde W. Jr.	20517	Brunton, Steve	20182		
Braley, William R.	10552	Bruque, Enrique E.	11594		
Brandt, William G.	18242	Bruton, Robert O.	4298		
Brawley, Russal B.	7785	Bryan, Everett	17835		
Brazill, K. Michael	15900	Bryant, John Haley	14466		
Breitenbach, John D.	20404	Buchanan, Donald E.	12687		
Breslawec, Oleksa P.	20374	Buck, R. F.	1488		
Bresler, Mark Irwin	17926	Buford, Herbert W. Jr.	20729		
Brewer, Brian Keith	19905	Bugg, LeRoy H.	6194		

### Correction from the Summer 2005 Newsletter:

Jerald A. Alvarez, PE 15091 and Mark A. Abbott, PE 15068 were listed as inactive. Their licenses are in good standing and should not have been listed in the last newsletter. My sincerest apologies for this error.

### Land Surveyors

Willingham, Billy Jack	754
Altman, Alan	1350
Anderson, Anthony Paul	1423
Anderson, James Stuart	1043
Blansett, Brendan	1561
Brawley, Russal B.	1089
Brown, Jim Richard	573
Bruton, Robert O.	132

### Certificates of Authorization

dba Walls & Associates	4626	(PE)
WBS Engineering, PLLC	4800	(PE)



## *George Gibson & Bill Dickerson Recipients of NCEES Distinguished Service Award*

Oklahoma's volunteer work at the national level was duly recognized at the 2005 NCEES Annual Meeting held in Memphis, Tennessee in August. Two (2) of the five (5) NCEES Distinguished Service Award recipients were from Oklahoma.

### ***George T. Gibson, P.E.***

George T. Gibson, P.E., has served as a member of the Oklahoma Board for the past seven years. He has played multiple roles, serving as the Board's Secretary from 2001-2002, Vice Chair from 2002-2003, and Chair from 2003-2004. In his service to the engineering profession, George served as President of the Oklahoma Society of Professional Engineers from 1979-1980 and chaired the Oklahoma Engineering Foundation for seven years. He has actively promoted licensure to students at Oklahoma universities and served as Chair of the Engineering Fair for the Oklahoma Engineering Foundation, a fair that introduces high school students to engineering licensure and examination through discussions and contests. He is also currently serving as Chair of the Professional Engineer Continuing Education Committee of the Board.

As a member of NCEES, George has proven himself a valuable asset in the area of education assessment. He served on the Committee on Education Assessment and Qualification from 2001-2002 and has been either a member or consultant to the Education/Accreditation Task Force from 2003 to 2005. He has also served as an NCEES representative to TAC/ABET since 2002 and assisted in exam composition from 1998 to 2004.



NCEES Distinguished Service Award Winner, George T. Gibson, P.E. (right) and wife Dottie (left).

### ***Bill I. Dickerson, P.E.***

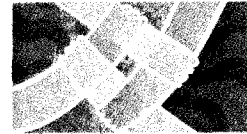
Bill Dickerson, P.E. has served the Oklahoma Board in one capacity or another for more than 20 years. After serving as a member of the Board from 1981-1986, he returned in 1990 to serve as the Principal Assistant to the Board and is currently an emeritus member of the Board. Bill's service to the Board includes acting as liaison with ELSSES for examination administration, reviewing professional applications, and working locally with universities on Student Outreach Programs to promote the use of the Fundamentals of Engineering examination for outcomes assessment.

Bill has been an associate member of NCEES since 1990 and has attended more than 50 NCEES meetings. He has served two years as Chair of the FE Examination Committee and two years as Chair of the Examination Policy and Procedures (EPP) Committee. He currently serves as Vice Chair of the Examinations for Professional Engineers (EPE) Committee. As the result of an EPE subcommittee charge in 2002, Bill developed the Random Guesser prototype software and introduced the "honest effort" concept, which NCEES is continuing to use as a result of recommendations from the Exam Security Task Force (ESTF) and security audit in 2004. Through his work on the examination committees, ESTF, and software development, Bill has made great improvements in the overall examination process.



Jon Nelson, P.E., President of NCEES (left) presenting Bill Dickerson, P.E. (right) the NCEES Distinguished Service Award.

# The A/E Interchange



*A joint communication by the Board of Governors of Licensed Architects and Landscape Architects and Board of Licensure for Professional Engineers and Land Surveyors to keep you informed of current happenings important to your professions.*

**by : Kathy Hart, Executive Director - Professional Engineers and Land Surveyors  
& Jean Williams, Executive Director - Licensed Architects and Landscape Architects**

## FROM THE BOARD OF GOVERNORS OF LICENSED ARCHITECTS AND LANDSCAPE ARCHITECTS

We want to continue to encourage you to familiarize yourself with each profession's rules and regulations. We will continue to inform you of new policy, declaratory ruling and Attorney General Opinions that effect the professions as we continue the joint effort to keep everyone informed.

The Board of Governors of the Licensed Architects and Landscape Architects recently issued policy on the standard of care for professional's work and signing, sealing and dating work. The policy is posted on the Board's website [www.ok.gov/architects](http://www.ok.gov/architects) in the "What's New-News Items" section. Here's an excerpt:

*"The **standard of care** for the quality of work performed by licensed professionals is the same for buildings requiring an architect by the State Architectural Act, as it is for buildings not requiring an architect. As such, **you are required** to professionally design all projects, as well as to sign, seal and date **all** your architectural work. This **includes** other buildings, such as single family residential, even though they are not required to be designed by an architect. The Board expects your standard of work to be of the same nature and quality on every project across the board. There is no time you can dispense with your professional status and become a building designer, for instance. This policy simultaneously*

*applies to landscape architects and the projects and work they execute and is applied in exactly the same manner, requiring the same professional standard of care and signing, sealing and dating **all** executed work."*

A letter was also sent at the direction of the Board of Governors of the License Architects and Landscape Architects requesting an official Attorney General Opinion. Here were the questions asked:

- 1. Are architects and landscape architects allowed to bid their professional fees for services on work to be performed on any or all public or private projects, prior to being selected as the professional?*
- 2. Are architects and landscape architects allowed to quote their professional fees for services on work to be performed on any or all public or private projects prior to being selected as the professional?*
- 3. Are architects and landscape architects allowed to give their professional services away for free without violating O.A.C. 55: 10-11-7 (3)?*
- 4. Are architects and landscape architects allowed to design-build public or private projects? (Noting that it is done as a flat fee and usually not bid)*

The Board received a "Not an official Attorney General opinion" that can be found in detail at [www.ok.gov/architects](http://www.ok.gov/architects) in the "What's New-News Items" section.

## FROM THE BOARD OF ENGINEERS AND LAND SURVEYORS CORRECTIONS TO THE A/E REGULATIONS BROCHURE

Two (2) items in need of correction have been identified in the A/E Regulations Brochure.

(1) "Must Professional Corporations Use Corporate Seals on Plans?" The "e" statement should have read "No. However, all firms must include the certificate of authorization number and date of expiration, along with the registrant's seal, handwritten signature, and handwritten date of signature."

(2) "Plans for Churches, Commercial & Educational Structures Less Than \$40,000 in Value?" - the answer given applies to architects only. The engineering answer can be found on the reverse side of the brochure, which answers the question as to when different disciplines of engineers are needed.

*We apologize for any confusion this caused, and will correct these items in the next printing of the brochure.*



# First Continuing Education Audit Held for PE's

The First Continuing Education Audit for professional engineers was just conducted. The following is a summary of the process for conducting an audit:

1. All renewals received between July 31, 2004 and July 31, 2005 were eligible for selection for audit.
2. A random computer selection was made to select 5% of the renewals during this renewal period. (250 were selected for this audit)
3. Letters were mailed certified to the selected individuals. These individuals were allowed 3 weeks to gather their documentation and send it in to the Board. **(Many people did not meet this deadline and were allowed to submit their documentation late. In the future the deadlines must be met.)**
4. A meeting was scheduled for the continuing education audit committee to review the documentation and approve or disapprove the PDH's claimed and the documentation provided.
5. Of the 250 individuals selected randomly for the audit, one individual had died and two were displaced by Hurricane Katrina. So, of the 247 actual audited individuals, 2 did not provide any information and 40 others had disallowed credit or insufficient documentation that would affect their 30 PDH's required for renewal and up to 15 PDH's of carryover.
6. If the renewals had disallowed credit or documentation, but the individual had provided 45 hours of acceptable PDH's and documentation, the individuals were notified by mail that they had been

approved. The 42 individuals that had disallowed credit that would affect their carryover or their required 30 PDH's (or did not provide any information) were notified by mail that they had 120 days to provide additional documentation or additional PDH's with supporting documentation to keep their carryover and/or to keep their license from being revoked.

7. During the 120 day "grace period", additional documentation that is provided will be reviewed and the individual will be notified as to how many PDH's have been approved.
8. If after the 120 day "grace period" additional documentation has not been provided and the individual does not have 30 PDH's approved, the license of the individual will be revoked.

This was, of course, the first time we had used this process at the Board to audit the professional development hours of the professional engineer licensees of the Board, and it was a learning experience for all of us. The continuing education committee had suggestions for the staff that would expedite the process in the future. George Gibson, PE, Board Member, Chairs the committee, and Bill McVey, PE, Board Member serves as a representative of the Board on the Committee. Other members of the committee are all professional engineers and selected for their diversity of disciplines of engineering, as well as where they reside in the state. Members from education, government, industry and private practice were selected to insure we had a wide variety of expertise on the committee.

***We thank the committee members for their efforts in this process and their expertise in making this process more efficient.***

## **Continuing Education Committee for Professional Engineers**

Eric Strong, P.E., Oklahoma Transportation Authority, Oklahoma City

Dayton Sitz, P.E., Halliburton, Duncan

John Veenstra, P.E., Oklahoma State University, Stillwater

Charles Darr, P.E., Darr & Collins, LLC, Oklahoma City

Steve Almon, P.E., City of Muskogee, Tulsa

Julie Guy, P.E., Guy Engineering, Tulsa

Ellen Stevens, P.E., Painter & Associates, LLC, Stillwater

Shawn Thompson, P.E., ENGINEERING, INC., Edmond

Jim Kersey, P.E., The Benham Companies, Oklahoma City

Monte Tull, University of Oklahoma, Oklahoma City



## **CONTINUING EDUCATION RECORD KEEPING TIPS FOR ALL LICENSEES:**

Many people were caught unprepared when notified that their continuing education professional development hours were being audited. Learning from other people's mistakes and misfortune is a good idea and hopefully these tips will help you from repeating other people's mistakes.

### **1. Pick up your certified mail from the Board!**

- ◆ This happens frequently and leaves licensees completely unaware of what is happening that can affect their professional license.

### **2. Keeping appropriate documentation for professional development hours claimed!**

- ◆ Receipts for registration fees, programs from presentations, and airline tickets **do not** show proof of actual attendance at a seminar or meeting. **Request a certificate of attendance** with your name and the date and hours of the class for proper documentation.
- ◆ If you belong to a professional organization, make sure they give you a certificate for technical sessions during lunch meetings etc. showing the topic, date and number of hours earned.
- ◆ If your company gives in-house training, make sure that you are provided with documentation that you attended the training and the nature and number of hours of the training.
- ◆ Credit claimed for active participation in a professional society must be documented by the society that you served as an officer or committee chair. Proof of membership in the society is not sufficient proof of "active participation" in a professional society.

*In the future, the only type of documentation that will be accepted is documentation that shows specific proof of your actual attendance at a meeting, seminar, in-house training program, etc.*

### **3. Keep track of your continuing education activities online as they occur!**

- ◆ The Board's online renewal system allows you to log in and keep track of your continuing education activities throughout the year. Then when you are ready to renew, just log onto the online renewal system and your log form will reflect all of the activities you have entered throughout your two-year renewal period. If you have questions about this process please e-mail [cindy@pels.state.ok.us](mailto:cindy@pels.state.ok.us).

### **4. Make sure the information on your log form is correct before you submit it with your renewal!**

- ◆ If the documentation you provide does not match the date and hours you submit on your log form with your renewal, further information will be requested from you to explain the discrepancy during an audit.



## DISCIPLINARY ACTIVITY

September 8-9, 2005

**In the Matter of Sam Lane Gresham, and Harold W. Conner, P.E. 11991; Case No. 2004-123; Through Consent:** Sam Lane Gresham is a licensed architect in the state of Oklahoma. For preparing structural engineering design plans for a project without being licensed as a professional engineer, Mr. Gresham is found **Guilty of practicing engineering without a license and assessed an administrative penalty in the amount of \$1,000.** Mr. Gresham is ordered to **cease and desist from the practice of engineering** until such time as he is licensed to do so. For signing and sealing engineering plans that were not prepared under his direct supervision or control; for failing to demonstrate concern attention and involvement in a project which constitutes gross negligence; for failing to use due diligence and proper restraint in design procedures and failing to clearly, accurately and completely develop designs, plans and specification thus endangering the safety, health and welfare of the public which constitutes gross incompetence; and for aiding and assisting a company in the practice of engineering without a certificate of authorization; Harold W. Conner is found **Guilty and assessed an administrative penalty of \$4,000.** Mr. Conner is ordered to **cease and desist from affixing his professional engineer's seal and signing any work that was not prepared under his direct supervision or control.** Further, Mr. Conner is placed on **Probation for a period of one year from this order during which time all structural design work done by Mr. Conner shall be reviewed and approved in writing by a structural engineer approved by the Board. During the period of probation Mr. Conner may check foundations of manufactured homes and certify compliance with HUD requirements without review by the Reviewing engineer.**

**In the Matter of James E. Graber, Graber & Imel, Architects, P.L.L.P.; Case No. 2004-128; Through Consent:** James E. Graber is a licensed

architect in the state of Oklahoma. For signing and sealing engineering plans for a project without being licensed as a professional engineer, Mr. Graber is found **Guilty of practicing engineering without a license and assessed an administrative penalty in the amount of \$500.00** Mr. Graber is **ordered to cease and desist from the practice of engineering until such time as he is licensed do so.** For Grabel & Imel, Architects, P.L.L.P. issuing engineering plans without a certificate of authorization to do so, it is found **Guilty of practicing engineering without a certificate of authorization and assessed an administrative penalty in the amount of \$500.00.** It is **ordered to cease and desist from the practice of engineering until such time as it has been authorized to do so.**

**In the Matter of Gary Don Rayner, PLS 1222; Case No. 2005-008; Through Consent:** For failing to file 24 corners Mr. Rayner is found **Guilty, assessed an administrative penalty in the amount of \$6,000 and ordered to file all corners referenced in this order and provide proof of filing these corners to this Board within 90 days. He is also ordered to submit to this Board for review all surveys he prepares in which he uses any government corners for a period of one year.**

**In the Matter of Kenneth Robert Hinchee, PLS 52(revoked); Case No. 2005-009; Through Consent:** For offering and performing surveying services on several projects in the state of Oklahoma with an expired professional land surveyor license, Mr. Hinchee is found **Guilty and assessed an administrative penalty in the amount of \$1,500.** Mr. Hinchee is ordered to **cease and desist from the practice of land surveying until such time as he is licensed to do so.**

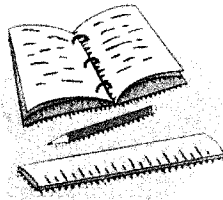
(continued on page 11)

## DISCIPLINARY ACTIVITY (cont.)

September 8-9, 2005

**In the Matter of Sacre-Davey Engineering d/b/a Sacre Consultants LTD, CA 4817 and William J. Alcock, TP 655; Case No. 2005-046; Through Consent:** For offering and practicing engineering in the state of Oklahoma without an engineering license, Mr. Alcock is found **Guilty and assessed an administrative penalty in the**

**amount of \$500.** For offering and practicing engineering in the state of Oklahoma without a certificate of authorization to do so, Sacre-Davey Engineering d/b/a Sacre Consultants LTD is found **Guilty and assessed an administrative penalty in the amount of \$1000.**



## OLS EXAM PAK STUDY RESULTS

Thank you to the surveyors who responded to the OLS Exam PAK study that was recently sent out by the Board to all surveyors licensed in the state of Oklahoma. Surprisingly, we received approximately 300 responses to the survey. Considering there are currently approximately 600 active surveyors licensed in Oklahoma (and approximately half of those are out of state residents) this was an outstanding response.

Once the results of the survey are tabulated and reviewed by members of the Board, the OLS Exam will be revised to reflect the input from the surveying community.

*Again, thank you for participating in this important study!*

### Diane Spicer Leaves Board Staff

*After 17 years of service to the Board, Diane Spicer resigned as of October 14, 2005, to take another position with the state of Oklahoma. We thank Diane for her many years of dedicated service to the Board and wish her the best in her new position.*

*We welcome Kim Taber as the new Executive Secretary for the Board.*

