
Board for Professional Engineers
Business Meeting Minutes

DATE: September 11, 2025

TIME: 09:45 AM

LOCATION: 100 S. Charles St.
Tower 1
Baltimore, MD 21202
(Teleconference via Google Meet)
Access Using Video Conferencing
meet.google.com/vez-tjmx-mbr
Phone: +1 401-552-4499
PIN: 392138700

MEMBERS PRESENT: Sallye Perrin, PE, *Chair*
Edward (Ed) Hubner, *Vice-chair, PE*
Karl Rickert, PE
Dhrubajyoti (DJ) Biswas, PE
Kathryn Gunkel, PE
Lily Kuitcha, PE
Judi Miller, RA, *Consumer*
Tracey Clark, *Consumer*

MEMBERS ABSENT: Matthew Venuti, AAG, *Board Counsel*

STAFF PRESENT: Zevi Thomas, *Executive Director*
Raquel Meyers, *Assistant Executive Director*
Robert Pambianco, AAG, *Board Counsel*
Shavon Cooper, *Board Operations Officer II*
Hannah Belcher, *Office Secretary*

OTHERS PRESENT: Sarah McDermott, *Assistant Commissioner, O&P*
Greg Morgan, NSPE-MD
Andrew Brown, NSPE-MD
Hadi Goripour

Maggie Maguire
Melissa Cannata
Amber Brook
Susaye Douglas

Meeting Called to Order

Mr. Thomas announced a quorum. Board Chair, Sallye Perrin called the meeting to order at 9:47 a.m. and confirmed the agenda. She announced that Robert Pambianco is sitting in for Board Counsel, Matthew Venuti. She reminded attendees that this meeting is being recorded.

Review of Reciprocity and Exam Applications

Confirming a review of reciprocity and exam applications. Ms. Perrin called Motion (I) for the approval of reciprocity and exam applications. Mr. Biswas moved, seconded by Mr. Rickert. Ms. Perrin asked if there was any further discussion about the exam applications, and Ms. Gunkel replied asking to clarify if these were applications that were reviewed, completed or approved. Ms. Perrin confirmed stating the applications in current discussion were the applications reviewed by Board members and that they were placed in the "Approved Folder;" applications that were denied, if any, would be discussed later. Mr. Rickert stated he has an application he would like to discuss in Executive Session. As a note, Ms. Perrin announced as a reminder the deadline for accepting applications without the FE exam requirement will end on October 1st. Ms. Perrin notified visitors attending this online meeting that they will receive notification whether they were approved by the Board within the next 24 hours. Mr. Thomas confirmed this statement.

Applications Approved By Board Members

Motion (II) was made by Ms. Perrin, seconded by Mr. Biswas, and unanimously carried to Approve 12 applications for PE licensure by reciprocity and 40 applications for the Principles and Practice of Engineering (PE) exam.

Applications for PE Licensure by Reciprocity are as follows:

Baker, John L. (65640)	Sharma, Anuj (65632)
Dimitrakopoulos, Georgios (65637)	Sridhar, Alugwelli (65634)
Duron, Joseph G. (65639)	Svolto, Kenneth (65635)
Eosakul, Dissakorn (65638)	Williams, Henry (65633)
Hamoud, Mohamed (65636)	Wolfe, Joel M. (65630)
Ishtiak, Ahmed (57138)	
Jayvendra, Chris (65631)	

Applications for PE Licensure by Transfer of Grades are as follows:

Beaudoin, Kathleen	Murali, Tharun
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One Transfer of Grades application was placed in the "Needs More Information" Folder:

Mohammed Shafaq

Transfer of Grades applications denied:

None

Applications for the Principles and Practices of Engineering Exam are as follows:

Adam Barka, Ikhlass	Lowe, Scott B
Adjei, George	Maguire, Maggie
Adkins, Bryan	Mazur, Evan
Ajy, Kimberly	Mudasiru, Taofik O.
Akbarzadeh, Amirabbas	Owoladi, Babatunde
Ali, Mohammed Murtuz	Schinner, Timothy R.
Beauchamp, Gary	Sema, Essien
Bradley, Nicholas S	Shahi, Ahmadzai
Brannan, Zachary R.	Shawel, Kidus K
Castronova, Chris	Smith, Dereck
Douglas, Susaye S.	Sori, Daniel
Drum, Madison	Thapa, Shardul
Glanz, Wesley A.	Thomas, Dylan G
Goldstein, Zachary	Thomas, Mia
Gordon, Jermaine	Toderas, Marius
Harry, Lavine	Touza, Ammar
Hensel, Timothy	Wang, Yu-Ling
Howard, Nora	Weedman, Clifford
Jackson, Steven	Whitby, Ajai N.
Legaluppi, Andrew M.	White, Dennis L.

Six exam applications were placed in the "needs more information" folder.

Colpitts, Kyle	O'Grady, John
Gohil, Falgun A.	Yarrow, Ryan M
Knutsen, Daniel	Zewdie, Amanuel B.

There was one Denied Application.

Fiseha, Zerayohanes G

Approval of August 14, 2025, Meeting Minutes

Ms. Perrin announced that Ms. Cooper sent a revised copy of August Minutes to Members of the Board before the start of this meeting due to an editing error. The error stated the Board would move to NCEES approving applications. Ms. Kuitcha raised a question about the approval of exam applications; asking if voting "I" or "yes" means that the Board is approving the exam results of other Board reviewers' disciplines. Ms. Perrin clarified that each of the Board members are a committee of reviewers either recommending approvals, asking for more information or denying the applications, then the Board as a whole, votes on those recommendations. Ms. Kuitcha asked if this applied to reciprocity applications or exam applicants. Ms. Perrin confirmed that this applied to both reciprocity and exam applications. Ms. Perrin added that if an application is not placed in the "Approved folder", then it may be discussed in an Executive Session.

Mr. Rickert stated that once the Board votes on the approval of an application, that vote is final. If an application requires additional information, the staff has been diligent in obtaining the necessary details from applicants prior to the Board meeting. However, on the day of the meeting, and once a vote has been taken, the Board will not accept supplemental information. The application will be deferred to the next Board meeting for consideration.

Ms. Perrin stated that a key benefit of reviewing applications prior to the Board meeting is the Board's ability to identify and resolve issues with applications ahead of time. This provides applicants with the opportunity to submit additional information, but such information must be received and provided to the Board members before the scheduled meeting.

Ms. Perrin announced the approval of the revised August 14, 2025, meeting minutes, confirming that the correction reflected the Board's discussion regarding the potential process for NCEES to review exam applications. That discussion will take place during October 9, 2025, Board meeting, including a discussion from an NCEES representative. Motion (II) was called by Ms. Perrin to approve the revised August 14, 2025, meeting minutes. The motion was moved by Mr. Rickert and unanimously approved.

New Business

Recap of NCEES Annual Meeting-New Orleans

Mr. Hubner discussed 2 major topics during this year's meeting. First, NCEES presented a rubric defining work experience, intended as a guide for NCEES reviewers when applicants provide their work experience, including guidance on what to include when documenting their experience and how to report when not supervised by a licensed PE. The Maryland Board of Surveyors and Engineers voted against the rubric due to concerns that it may cause confusion among licensed professionals; however, the motion ultimately passed, with the rubric to be applied only for initial applicants. Mr. Hubner added that some of the wording within the rubric needs clarification to properly convey the intended instructions. The second issue concerned a motion by the Virginia Board to expand the NCEES Board of Directors to a voting position for a Member Board Executive (MBE). Currently an MBE attends every Board meeting, but in an advisory role. Some MBEs believe they should have that right. This proposal was controversial because MBEs are paid employees of the State, which could create a conflict of interest. Mr. Hubner noted that some states do not permit their MBEs to attend NCEES meetings, which means those states would never have the opportunity for representation on the voting Board. An additional concern was raised regarding state employees receiving benefits from attending meetings outside of their official state responsibilities. NCEES subsequently withdrew the motion to revise it and circulate it again, perhaps at next year's business meeting.

Ms. Perrin inquired whether there were any ongoing issues with alternate pathways to licensure and ETAC degrees, and whether those issues had been resolved. It was noted that Dave Truitt, who had spoken against this topic at the previous NCEES meeting, did not attend the current meeting, and as a result, the topic was not raised. Mr. Biswas added that another significant matter discussed was the NCEES surplus fund. Historically, 25% of the surplus had been allocated to the NCEES Foundation; however, this year the allocation was increased to 50%, amounting to nearly \$49 million. Mr. Hubner further explained that NCEES maintains financial reserves, including 100% of a year's operating fund, a separate exam reserve, and a separate building fund. Last year, the operating requirement was reduced from 100% to 75%, and this year it was further reduced to 50%. Spending limits were also set, permitting the organization to use up to 4% of the 12-month average of accounts containing held or donated monies in any given year. Concerns were raised that, as a nonprofit, NCEES should not appear to be creating wealth for itself or operating as a monopoly. By reallocating excess funds to the Foundation, NCEES reinforced its nonprofit status while also reinvesting in the community. Mr. Hubner noted that this year the Foundation launched its own grant program, with funding available for universities, internships, and other specialty initiatives, including potential stipends. Ms. Clark expressed her gratitude for the opportunity to attend as a consumer member, noting her appreciation for learning more about national-level issues and observing how individual states operate differently.

Old Business

Ms. Perrin announced that Accreditation Board for Engineering and Technology (ABET) is reviewing Morgan State University School of Engineering in November, and she will be present as an observer. She encourages other Board members to participate when the next opportunity arises because this process is informative on how ABET reviews these university programs, their requirements, what it takes for the program to prepare and having performance-based outcomes.

Mr. Hubner confirmed collaboration with Ms. Kuitcha to better understand the application review processes. The law changes which apply to §305(d), at the end of this month will be allowed for the current option §305(d) qualifications without the FE Exam. Applications that are submitted by September 30th; upon the Board review process of the application if the Board finds that there is more information needed and if it is not received by October the Board can extend addition time if more information is needed. The outcome remains if the application needs more information the application can stay open for 4 months to become administratively complete before having to reapply and then at that time, the applicant will be required to take the FE Exam. Ms. Belcher confirmed that this is in writing via applicants receiving an email stating the 4-month application submission deadline. Procedurally, Mr. Hubner asked if an application was placed in the "Needs More Information" folder can the staff move it to the "Approved" folder if the additionally requested information is received once it's approved by a Board member. Ms. Cooper then replied to Mr. Hubner by confirming if any discrepancies are received from Board members regarding an application, she will call or request an email to confirm the appropriate changes or deletions from the corresponding Board member. Mr. Hubner confirms Ms. Cooper's effective collaboration to ensure applications can be moved from "Needs More Information" to the "Approved" folder to ensure applications can be accurately approved and maintain efficient record-keeping.

Ms. Kuitcha asked for clarity surrounding the new law effective October 1, 2025, and asked if the four months will begin when the application is deemed administratively completed by the Board for Professional Engineers staff or does it start when the Board begins review of the application and provides a follow-up which means the Board will still be reviewing applications without the option(d) FE requirement beginning January 2026. Mr. Thomas answered the clock will start once the Board member's reviews. Mr. Hubner reiterated that applicants have 4 months

to gather documents, become administratively complete and then submitted to the Board for the initial review. If an applicant needs more information, then the applicant will have 2 more months to gather the remaining information and submit it to the Board.

Ms. Kuitcha thanked Mr. Hubner, Mr. Thomas and Ms. Cooper for assistance with learning how to review applications, warm welcomes, and the overall process of successfully reviewing applications and placing them in the appropriate folders. Ms. Perrin added her acknowledgments to Ms. Cooper of being of good assistance to the Board.

Update from CPC Committee

Two CPC applications. One which is newly submitted, was from GPS Air and did not provide all the requested information and was placed in the "Needs More Information" folder. Last month's CPC Provider applicant is still missing a resume for one of the course instructors/facilitators.

Update from Ethics Committee

None.

Report from Executive Director

Mr. Thomas shared an update about coordinating with NCEES and getting a representative present for the PE Boards' October meeting. The aim is to discuss the decoupling process and provide any best practices from those jurisdictions that have already implemented it. He will confirm via the agenda if a representative will be present.

Additionally, he mentioned that we're currently working on launching an electronic submittal process. The new portal will allow all documents via one portal to streamline the process, which will benefit customers and be less taxing on the staff. This should be implemented by the end of this month.

Report from Board Counsel

As previously mentioned, Matthew Venuti is off today, and Robert Pambianco will report to the Board. Mr. Pambianco states Mr. Venuti would like to update the Board about a previously denied reciprocity application; a petition for juridical review has been filed in the Circuit Court, which is a routine process that happens in licensing actions. A litigator in his office will handle this matter, the Board is not required to do anything at this time regarding this case. The court will either uphold the Board's decision, reverse or remand it back to the Board to modify it. Mr. Venuti will keep the Board abreast on this case.

Correspondence

Mr. Thomas announced the Correspondence received from the Maryland Society of Professional Engineers (MDSPE) and it regards signing and sealing. Ms. Perrin asked Mr. Brown to briefly introduce the topic. Mr. Brown stated they are seeing increasing concerns from engineering professionals surrounding the fraudulent use of engineers' seals and the lack of security around the digital seal and signature. The issue has become increasingly so as more review agencies and counties moving to completely digital plan submittals and final plans of record. This will become a priority of MDSPE as they work through ideas on how to better safeguard engineer seals and make some recommendations. He would like to start this process by having a conversation with the Maryland PE Board discussing concerns, thoughts and recommendations surrounding this

issue. Ms. Perrin stated the PE Board is clear about the requirements of the regulations to reduce this issue but is happy to further discuss this conversation. Mr. Hubner suggested compiling a taskforce to possibly review this matter. Mr. Brown concluded by saying a PDF has no certifications for signatures and no protection against editing regarding final record drawings across the industry. Mr. Biswas added that this topic was discussed at the annual NCEES Conference, and they are taking steps to prevent this.

Ms. Perrin stated this conversation will be placed on the agenda for a future date to further discuss details, suggestions and ideas. Mr. Brown confirmed and gave his appreciation for the time to discuss and collaborate with the Maryland PE Board regarding this matter.

Complaint Committee Report

Mr. Rickert reported on the status of complaints discussed by the Complaint Committee on September 11, 2025.

04-PE-26 - Investigating

03-PE-26 - Closed

18-PE-25 - Investigating

16-PE-25 - Closed

14-PE-25 - Closed

13-PE-24 – Closed once letter is sent to respondent

-Audit Review

Licensee to be fined due to CPC audit failure

-Reinstatements

1. Investigating
2. Fine due to late renewal, plus an additional ethics course to be completed.

Motion (II) was made by Ms. Perrin, seconded by Ms. Gunkel, and unanimously carried to approve the report of the Complaint Committee. A discussion was called by Mr. Rickert to discuss the motion to approve the report. Mr. Rickert states it's essential for all Board members to understand the purpose of the Complaint Committee. Historically this has helped the practice of the Complaint Committee by giving other Board members enough information to understand the basic facts of the case. He wants the Board to understand the precedence that the Complaint Committee uses to make their decisions. Ms. Perrin encouraged a future discussion when Mr. Venuti, when Board Counsel is present. Mr. Biswas had to leave this meeting at this time. Motion (III) was called by Ms. Perrin for the approval of the Complaint Committee report; Mr. Hubner, Ms. Perrin, and Ms. Gunkel vote to approve, Mr. Rickert votes to disapprove and Ms. Clark, Ms. Kuitcha, votes to extend this discussion. Since the extension votes goes with the majority according to Robbert's Rules; Mr. Hubner confirms the passing of this motion with an agenda item of this discussion at the next scheduled meeting October 9, 2025. Mr. Pambianco verified that the administrator has accurate record of this vote. Ms. Cooper confirmed this meeting is being transcribed and recorded. Ms. Perrin had to exit the meeting and handed the meeting over to Vice-chair Ed Hubner to preside over the remainder of the meeting.

Executive Session

Motion (IV) was called by Mr. Hubner, moved by Ms. Gunkel, seconded by Ms. Miller and unanimously to enter Executive Session at 11:01 am. *This session was permitted to be closed pursuant to General Provisions Article, Annotated Code of Maryland, §3-305(b) (7) to seek consul on an application matter.* Upon completion of this closed session, the Board reconvened its public meeting at 11:25 a.m.

Applications Approved Administratively for Reciprocity

There were 61 applications, supported by NCEES Model Law Engineer records, that were administratively approved for licensure.

Other Business

Mr. Hubner confirmed the next Board meeting is October 9, 2025 at 9:45 a.m.

Adjournment

Motion (V) was made by Mr. Hubner, seconded by Mr. Rickert and unanimously carried to adjourn the meeting at 11:30 a.m.

_____ With Corrections

_____ × _____ Without Corrections

Chair's Signature: _____ Signature-on-File

Date: _____ 10/22/2025