

**BOARD MEETING  
Montgomery, Alabama  
December 6-7, 2012**

**I. MINUTES**

**A. Approval of Minutes and Agenda**

- ◆ 1. [Review Meeting Agenda](#)
- ◆ 2. [Approve Minutes October 2012 Meeting](#)
- ◆ 3. [Review Action Items from Previous Meetings](#)

**II. HEARINGS**

**B. Public Hearings – None**

**C. Formal Hearings –**

- ◆ 1. [Case No 2011-42-B – Jerry W. Hutcherson – 9:00 AM, Thursday](#)

**III. COMMITTEE REPORTS**

**D. Applications – Phillip E. Santora**

- ◆ 1.\* [Without personal appearance](#)
- ◆ 2. [Request for Extension](#)
- ◆ 3. [With personal appearance](#)

**E. Law Enforcement – W. Gerald Wilbanks**

1. Complaint Investigations

- ◆ a. [Pending Investigative Files](#)
- ◆ b. [Board Actions 2012 – 2013](#)

2. [NCEES Enforcement Exchange](#)

3. Files Presented for Board Action

- ◆ a. [Case # 2012-04-B](#)      [Mr. Wilbanks](#)
- ◆ b. [Case # 2012-21-C](#)      [Mr. Santora](#)
- ◆ c. [Case # 2012-22-C](#)      [Mr. Foust](#)
- ◆ d. [Case # 2012-25-B](#)      [Mr. Wilbanks](#)
- ◆ e. [Case # 2012-26-C](#)      [Mr. Arnold](#)
- ◆ f. [Case # 2012-27-B](#)      [Dr. Turner](#)

**F. Certificates of Authorization – Marc S. Barter**

- ◆ 1. [Engineering and Land Surveying Certificates of Authorization](#)
- ◆ 2. [Request for Reconsideration](#)
- ◆ 3. [Reconsideration of Decision](#)

**G. Communications and Publications – Charles P. Willis - None**

**H. Legislative – W. Gerald Wilbanks**

- ◆ 1. [2013 General Session](#)

**I. Continuing Professional Competency – Earl R. Foust**

- ◆ 1. [Waiver of Continuing Education](#)
- ◆ 2. [Request for Clarification](#)

**J. Finance/Personnel -**

- 1. Finance – Daniel S. Turner
  - ◆ a. [Monthly Finance Reports](#)
  - ◆ b. [FY 2013-2014 Proposed Budget](#)
- 2. Personnel – Marc S. Barter - None

**K. Land Surveying - Education & Examinations – C. Michael Arnold**

- 1. Education – None
- 2. Examination –
  - ◆ a. [Approve Oct Exam Results](#)

**L. Engineering - Education & Examinations – Charles P. Willis**

- 1. Education – None
- 2. Examination – None

**IV. OTHER REPORTS****M. Chair's Report -****N. Executive Director's Report –**

- ◆ 1. [Legal Services Collection](#)
- ◆ 2. [Approve 2013 Meeting Dates](#)
- ◆ 3. [Office Update](#)
- ◆ 4. [NCEES Exam Administration Agreement](#)
- ◆ 5. [Comity Licensure and Intern Certification Process](#)

**V. UNFINISHED BUSINESS AND CORRESPONDENCE****O. Unfinished Business – None****P. Correspondence – action required**

- ◆ 1. [Clarification on Sealing Requirements](#) – 10:00 Friday
- ◆ 2. [Clarification on Responsible Charge Requirements](#)

**Q. Information only - no action required**

- ◆ 1. [Newsletters & General Correspondence](#)




**VI. NEW BUSINESS**

**R. New Business**

**VII. OPEN FORUM** - Time during which anyone who may be attending meeting as a member of the public can ask questions or make comments.)

**CLOSING REMARKS**

**Color Code**

-  Motion
-  Discussion
-  Information Only
- \* Requires Closed Session

**2012 Board Meeting Dates**

December 6-7