

MINUTES

BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS

CONTINUING EDUCATION COMMITTEE MEETING

January 15, 2003

Embassy Suites
3974 NW South River Drive
Miami, Florida 33142

The meeting was called to order by Beverly Sutphin, Chair, at 9:10 a.m.

Members Present:

Beverly Sutphin, Chair
Dennis Blankenship
Omar Armenteros
John O'Neill

Others Present:

1 Ed Tellechea, Asst. Attorney General
2 Christa Patterson, Government Analyst I
3 Leon Biegalski, Executive Director
4 Harley Gilmore
5 Ronnie Taylor
6 Steven Woods
7 Ted Madson
8 Marilyn Evers
9 Henry Echezabal
10 Allen Nobles
11 Pam Nobles
12 Scott Sikorski
13 David Butler
14 Andy Bertron

15

REVIEW AND APPROVAL OF THE OCTOBER 14, 2002 CONTINUING EDUCATION MINUTES

17

18

19

The committee reviewed the October 14, 2002 continuing education minutes.

20

21

MOTION: Mr. Blankenship made a motion to approve the October 14, 2002 minutes.

22

SECOND: Mr. Armenteros seconded the motion and it passed unanimously.

23

24

25

26

REVIEW/CONSIDERATION OF CONTINUING EDUCATION PROVIDER APPLICATIONS

27

28

David Gibson

29

30 The committee reviewed David Gibson's application for provider status and after review the
31 following motion was made.

32
33 Mr. Armenteros stated that the certificate of attendance had Red Vector's name on it.

34
35 Mr. Biegalski advised the board that a revised certificate was included in their board meeting
36 folders and that the certificate reflects Dr. Gibson's name not Red Vector.

37
38 MOTION: Mr. Blankenship made a motion to approve David Gibson for provider status.

39 SECOND: Mr. O'Neill seconded the motion and it passed unanimously.

40
41 Land Pro Seminars

42
43 Ms. Patterson advised the board that the Land Pro Seminars provider application was added to
44 the agenda due to the 90-day review requirement. The committee reviewed Land Pro Seminars
45 application for provider status and after review the following motion was made.

46
47 MOTION: Mr. O'Neill made a motion to approve Land Pro Seminars for provider status.

48 SECOND: Mr. Blankenship seconded the motion and it passed unanimously.

49
50 **DISCUSSION OF THE APPLICATION REVIEW PROCESS FOR CONTINUING EDUCATION**
51 **PROVIDER AND COURSES.**

52
53 Mr. Tellechea stated that until changes to 61G17-5, F.A.C. have an effective date the
54 committee nor the full board should review course applications for approval.

55
56 Ms. Sutphin advised the board that the past procedure for course review was that the
57 board office staff would review the courses for approval. Mrs. Sutphin stated that
58 current procedure is that the continuing education office reviews the courses and she
59 was not confident that that office could review the courses for compliance.

60
61 After discussion it was the consensus of the committee that the continuing education
62 office was not qualified to review courses for compliance to continuing education rules.

63 Mr. Tellechea stated that the board office staff should continue to review courses until
64 the revisions to 61G17-5, F.A.C. have an effective date.

65
66 Mr. Biegalski advised the committee that the continuing education office is no longer
67 reviewing the courses that the information is being forwarded to Ms. Sutphin for review.
68 Mr. Biegalski stated that the continuing education office is only conducting the initial
69 review.

70
71 Ms. Sutphin stated that the continuing education providers and courses are coming up
72 for renewal and she asked the committee for recommendations on how to handle the
73 processing of renewals for this biennium since the board rules were not in place and the
74 monitoring program has an effective date of March 1, 2003.

75

76 Mr. Armenteros stated that during the 2000 provider audit the committee reviewed all of
77 the continuing education courses offered by approved providers and he would be willing
78 to make a motion to give all of those courses and providers blanket approval for
79 renewal.

80
81 Mr. Tellechea stated that during the 2000 provider audit the board was under the
82 impression that the monitoring program was going into effect within months. Mr.
83 Tellechea stated that if it was the consensus of the committee to give blanket approval
84 for the 2003 renewal the committee should make recommendation to the full board.

85
86 The Committee discussed the possibility of having a one-person committee review the
87 course applications and if the one-person committee did not recommend approval then
88 the course application be brought before the committee and full board.

89
90 After discussion it was the consensus of the committee that all course applications and
91 provider applications be brought to the committee for review.

92
93 It was the consensus of the committee to recommend blanket approval for the 2003
94 renewal and that for the future process the providers will be required to submit a list of
95 approved courses with no change and a list of courses with change. The committee
96 stated that if the course has changed the provider must submit a course application with
97 supporting documentation and the committee will review and make recommendations to
98 the full board as if it was a new application for course approval.

99
100 Ms. Patterson advised the committee that she would request that the continuing
101 education office provide a list of courses approved through the audit and approved by
102 board office staff.

103
104 Ms. Patterson stated that she would schedule a telephone conference call so the board
105 could ratify the course list.

106
107 MOTION: Mr. O'Neill made a motion to schedule a telephone conference call to
108 ratify the lists of courses and these courses will be renewed through 2005.

109 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.

110
111 Ms. Sutphin advised the committee that the continuing education office included a copy
112 of the provider application and course application for their review and comments.
113 Copies of the applications were included in the committee's agenda materials.

114
115 The committee reviewed the applications and made changes. Ms. Patterson stated she
116 would notify the continuing education office of the requested changes.

117
118 MOTION: Mr. O'Neill made a motion to approve changes to the continuing education
119 provider application and course application.

120 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.

121
122 Mr. Armenteros stated that the application should include a checklist of items necessary
123 for supporting documentation.

124
125 Mr. Tellechea reviewed the board's approved revisions to 61G17-5.005, F.A.C. with the
126 committee and stated the new language requires the following supporting
127 documentation for course review: an application, detailed course outline, sample
128 certificate, and circuculum vitae for the instructor.

129
130 The committee discussed the possibility of providing a sample of what information they
131 are expecting in the detailed course outline. After discussion the committee instructed
132 staff to notify the continuing education office to accept course outlines submitted by the
133 provider and that the committee would review for compliance. Mr. Tellechea advised
134 the committee that if the course outline does not provide information necessary to
135 approve the course then the committee could recommend denial to the full board.

136
137 Ms. Sutphin stated that the revised continuing education rule needs improvements and
138 during the implementation period there will be some confusion.

139
140 Mr. Armenteros suggested that the continuing education office send a letter to each
141 provider notifying them of the numbers assigned to the courses. Mr. Armenteros stated
142 that if the provider notifies the continuing education office of courses not listed and the
143 course was approved during the audit then the continuing education office is to issue a
144 course number. Mr. Armenteros stated that if the provider is requesting a new course
145 they are to complete a course application and the committee would review.

146
147 Mr. Tellechea stated that until the revisions to 61G17-5, F.A.C. have an effective date
148 the board office staff should continue to review courses.

149
150 Ms. Sutphin reported that she was currently reviewing the provider course applications
151 due to the confusion and her concern with the continuing education office reviewing the
152 courses. Ms. Sutphin stated that she brought a list with her of the courses she reviewed
153 and asked that the committee review the courses and her recommendations.

154
155 The committee recessed to allow time for Ms. Sutphin to make copies of the lists.

156
157 Ms. Sutphin provided the committee with a list of courses she reviewed with Mr. Ewaldt.

158
159 The committee reviewed the information and the following motions were made.

160
161 MOTION: Mr. Armenteros made a motion to approve course Project Management
162 offered by Chitester.

163 SECOND: Mr. O'Neill seconded the motion and it passed unanimously.

164

165 MOTION: Mr. Armenteros made a motion to deny the following courses offered by
166 provider Chitester: Basic Blueprint Reading and Related Math,
167 Construction Claims Acceleration, Construction Claims Changed Work,
168 Construction Claims Delay, Construction Claims Labor Productivity Loss,
169 Construction Claims Termination, CPM Scheduled, Mitigating Urban Heat
170 Islands, OSHA Underground Construction, Personal Protection
171 Equipment, Preventing and Investigating Accidents, and Alternative
172 Dispute Resolutions.

173 SECOND: Mr. O'Neill seconded the motion and it passed unanimously.
174

175 MOTION: Mr. Armenteros made a motion to deny the following courses offered by
176 Provider Mr. John Herrick: Basic Civil Engineering Water Supply, Basic
177 Engineering Water Distribution, Basic Engineering Sewers and Sewerage,
178 Basic Civil Engineering Sewage Treatment, Basic Civil Engineering
179 Asphalt, Basic Civil Engineering Culvert Design, and Construction
180 Payment Collections.

181 SECOND: Mr. O'Neill seconded the motion and it passed unanimously.
182

183 MOTION: Mr. O'Neill made a motion to approve the following courses offered by
184 Provider David Gibson: Akin v. Godwin-A Dave Gibson Lot and Block,
185 Barbav.Walker- A Dave Gibson Public Land, Dave Gibson's All-Star
186 Metes and Bounds Boundary Cases, Dave Gibson All-Star Metes &
187 Bounds Boundary Cases, Frost's Servey- A Dave Gibson Metes and
188 Bounds Case, Henderson et al- A Dave Gibson Metes and Bounds Case,
189 Lot 21- A Dave Gibson Lot and Block Case, Palm Court- A Dave Gibson
190 Lot and Block Case, Palm Harbor- A Dave Gibson Lot and Block Case,
191 Rivers vs. Lozeau- A Dave Gibson Public Lands, Simple 300 x 100
192 Parcel- A Dave Gibson Metes and Bounds Case, and Stefanic et al- A
193 Dave Gibson Metes and Bounds Case.

194 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.
195

196 MOTION: Mr. O'Neill made a motion to approve Introduction to Wetland Indicators
197 offered by Land Pro Seminars.

198 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.
199

200 MOTION: Mr. O'Neill made the motion to approve the following courses offered by
201 FSMS:
202 Legal Principles, Photogrammetry, GIS, Policies and Procedures for
203 establishing Control Networks, Chapter 177, Platting, and Professional
204 Negligence.

205 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.
206

207 MOTION: Mr. O'Neill made a motion to approve DOT course "Using GPS in
208 Determination of Elevations which satisfy MTS".

209 SECOND: Mr. Armenteros seconded the motion and it passed unanimously.

210
211 Ms. Sutphin stated she would provide a report with recommendations to the full Board.

212
213 **OTHER BUSINESS**

214
215 No other business.

216
217 There being no further business the committee adjourned at 2:45 p.m.

218