

Nebraska State Board of Geologists  
**Board Meeting Agenda**  
**July 23, 2009**  
**215 Centennial Mall South, Fifth Floor, Large Conference Room, Lincoln, NE**

**CALL TO ORDER**

The meeting was held at 215 Centennial Mall South, 5<sup>th</sup> Floor, Large Conference Room, Lincoln, Nebraska. Chairperson Shroder called the meeting to order at 1:01pm and informed the public of the location of the Open Meetings Act.

**Roll Call:** John (Jack) Shroder, Dennis Anderson, Thomas Correll, David Svingen, Andrew Grimm; Absent: Susan Olafsen Olafsen-Lackey, Robert (Steve) Kemp, Emeritus Member Nan Lindsley-Griffin (non-voting)

**Staff Present:** Melinda Pearson, Executive Director (ED); Sandra Weaver, Administrator; Jean Lais, Administrative Assistant (AA)

**Public Comments/Appointments**

1:00pm DeMmaris Johnson, The Johnson Group, Legislative Update (E.3.a)

**Agenda Items**

No corrections were made

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**A Consent Agenda**

**1 Meeting Minutes**

a April 23, 2009 meeting minutes approved as submitted

**2 Organizational Practice – Certificate of Authorizations**

a CAG0044 Hinckley Groin Inc, CAG0045 HDR Engineering Inc, CAG0046 Milco Environmental Services Inc, CAG0047 Delta Environmental Consultants Inc

**Approval of Consent Agenda**

**Action:** Motion by Anderson, second by Correll to approve the consent agenda. Voting Yes: Anderson, Correll, Svingen, Grimm, Shroder. Voting No: None. Absent: Kemp, Olafsen-Lackey

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**B Financial Reports/Matters**

**1 Budget Status Report – April, May, June 2009**

NIS reports provided for review. Administrator Weaver explained the roll over from FY08-09 will be put into other operating expenses to better tract the FY09-10 budget.

**2 General Ledger by Business Unit – April, May, June 2009**

NIS reports provided for review

**3 Fund Summary Report – April, May, June 2009**

NIS reports provided for review.

**4 Financial Profile Report – April, May, June 2009**

Report provided for review.

**5 Fiscal Activity Report – FY08-09 and FY09-10**

FY08-09 and FY09-10 database reports provided for review

**6 Other Financial Matters**

a **LB 315 Final Appropriation FY 2009-11**

The final appropriation for the FY2009-11 Biennium Budget as approved in LB 315 was reviewed by the Board.

b **LB 533 Travel Reimbursement Statute Changes**

The Travel Policy was revised to reflect LB 533 changes which became effective May 27, 2009, by emergency clause. Expenses must be submitted within 60 days from the date of expense (or from the last day of a trip) and all food/meal expenses equal to or greater than \$5.00 must have an itemized meal receipt.

c **Memorandum of Understanding Update from Board of Engineers & Architects**

ED Pearson informed the members the Board of Engineers and Architects (NBEA) held a strategic planning meeting on May 28, 2009. One agenda item was to determine the relationship with “allied” boards and/or professions, namely the Board of Landscape Architects (LA) and the Board of Geologist (the Board). The Allied Board Committee (the Committee) was formed with the following members: Dale Sall, Chair; Albert Hamersky, Facilitator; Fred Choobineh; Mike Conzett; Melinda Pearson, Staff. The committee was charged

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with reviewing ED Pearson's time analysis for the last fiscal year, review projected fee analysis, present recommended MOU to the NBEA at their August board meeting for approval, and determine the next step or steps to be taken. ED Pearson informed the Board the new MOU should be ready for review in time for the October 22<sup>nd</sup> meeting. The Committee has agreed to meet with the Board once all information has been reviewed. The breakdown of the time analysis and future evaluation was discussed. ED Pearson stated the Committee's recommendation should be completed in time to initiate any needed legislative actions. ED Pearson will email the completed time analysis for the Board's.

**d State Purchasing Card Program**

Administrator Weaver and AA Lais noted the purchasing card program allows for more efficient and cost effective purchasing process. It could reduce costs associated with accounting transactions. It may be used for in store purchases as well as mail, telephone, internet, and fax orders, such as conference registration, special purchases for items not on contract, etc. There is no penalty for non use. Currently there is a cash rewards basis of 1.44% on all purchases.

**7 Contract Review and Approval for FY 09/10**

**a E-mail Requesting Contracts for Charles Borcharding and The Johnson Group**

Correspondence confirming the need for contract drafts was reviewed.

**b Charles Borcharding Contract**

The contract with Charles Borcharding provides exam proctoring services for the ASBOG exams for a maximum fee of \$12.00 per hour for the FY 2009-10. The exams are given twice a year.

**c The Johnson Group Contract**

The contract with the Johnson Group Contract provides legislative liaison activities with the Nebraska Unicameral Legislature and attendance of board meetings or written updates during the legislative session for a maximum fee of \$1,000 for FY2009-10.

**d DAS Accounting Division Internal Controls MOU**

A MOU with DAS State Accounting outlining the requirements of establishing an Internal Control Plan was provided for review. The plan will establish comprehensive standards, policies, and procedures to ensure a strong and effective system of internal control within the agency. It shall include control environment, risk assessment, control activities, information and communication, and monitoring. The principal executive officer and principal fiscal officer must certify annually the agency has in place a proper system of internal control.

**Approval of Financial Matters as presented**

**Action:** Motion by Anderson, second by Svingen to accept all financial matters as presented including contracts. Voting Yes: Anderson, Correll, Svingen, Grimm, Shroder. Voting No: None. Absent: Kemp, Olafsen-Lackey.

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**C Applications**

**1 a Application Overview Sheet with licensing requirements and checklist**

Forms provided.

**2 Licensure/Examination**

**a Applications for Licensure by Reciprocity – None at this time**

**b Applications for Licensure Reinstatement – None at this time**

**c Applications for Geologist-Intern by ASBOG FG Exam - Approved:** Richard Anderson, Amanda Flynn, Chris Hobza

**d Applications for Licensure by FG/PG ASBOG Exams - Approved:** Paula Berger, David Dander, Virginia McGuire

**e Applications for Licensure by PG ASBOG Exam - Approved:** Jesse Bradley, Erica Gnuse; **Denied:** Leo Tegels - Does not have four years of work experience

**3 Appeals - None at this time**

**Approval of Licensure/Examination Applications as discussed except Leo Tegels**

**Action:** Motion by Anderson, second by Correll to accept recommendations for approval of applications with the exception of Leo Tegels. Voting Yes: Anderson, Correll, Svingen, Grimm, Shroder. Voting No: None. Absent: Kemp, Olafsen-Lackey

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**Action:** Motion by Anderson, second by Correll to deny Leo Tegels application for Licensure by PG ASBOG exam on the basis he is short 4 months of work experience. Voting Yes: Anderson, Correll, Svingen, Grimm, Shroder. Voting No: None. Absent: Kemp, Olafsen-Lackey

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**D Compliance Cases**

- 1 **Logs** - *None at this time*
- 2 **New Cases**
  - 09.01 **Summary and Documentation**

The Board recommended a second letter be written with more stringent language.
- 3 **Pending Cases** – *None at this time*
- 4 **Case Recommendations** – *None at this time*
- 5 **Compliance Issues** – *None at this time*

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**E General Information/Committee Reports**

- 1 **Meeting Schedules/Rosters**
    - a **Board Meeting Schedule**

2009-2010 Calendar provided for review – Next meeting is October 22, 2009.
    - b **Roster of Board Members** – Susan Olafsen-Lackey and N. Lindsley-Griffin 2009 expiration
    - c **Board Appointment Correspondence**

An update for the Governor's office was included on Ralph Martin's application. He has applied for the position left vacant by Susan Olafsen Olafsen-Lackey. Notice of resignation from Robert "Steve" Kemp informing the Board he took a position with the US EPE in Kansas City. His resignation was effective upon notice. A copy of correspondence to the Governor's office notifying them of Kemp's resignation and that Martha Link had applied for the position was included. Copies of Ms. Link's resume and recommendation letter from the NDEQ were provided for review.
  - 2 **Committee Reports** – *None at this time*
  - 3 **Legislative Update**

**The Johnson Group – Legislative Update, DeMaris Johnson**

DeMaris Johnson provided a handout outlining the interim studies which will take place throughout the year. The Governor has asked the committees to prioritize the studies this year. Work has already begun on the Natural Resources study on the expanded development of wind energy in the state. Johnson has a meeting scheduled for August 4, 2009, with the Surface and Ground Water interim study group and will update the board afterwards. Senator McCoy introduced an interim study to examine the use of eminent domain by natural resource districts for the development or management of recreational trails or corridors, specifically the trails between Lincoln and Omaha. Johnson will inform the board when hearings have been scheduled. Johnson informed the board the Water Round Table will begin meeting in October for their monthly meetings and asked if anyone interested in speaking. The Board asked for more information before any commitments were made.
- 4 **ASBOG**

Memo from ASBOG with reference to a new publication being funded by the National Science Foundation entitled *Earth Science Literacy Principles*. Though the publication is aimed at non-geologists, ASBOG requested we help the Foundation spread the word and wanted ASBOG members and SMEs to be aware of its existence.
- 5 **Office/Staff** – *None at this time*

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**F New Business**

- 1 **Governance Issues**
  - a **Board Actions**

Board Action Summary provided
  - b **Rules and Regulations**
  - c **Statutes**
  - d **Legislative Items**
- 2 **Geologist Items**

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- a **ASBOG Council of Examiners Workshop, November 5-6, 2009 in Birmingham, AL** – Anderson and one other member were approved to attend the Council of Examiners Workshop in Birmingham, AL, November 5-6, 2009. Chairperson Shroder will notify the new board members and inquire if have interest in attending once confirmation has been received on their appointments.

**Approval of delegate selection for ASBOG Council of Examiners**

**Action:** Motion by Correll, second by Svingen to approve Dennis Anderson and one other board member to attend the ASBOG Council of Examiners Workshop, November 5-6, 2009 in Birmingham, AL. Voting Yes: Anderson, Correll, Svingen, Grimm, Shroder. Voting No: None. Absent: Kemp, Olafsen-Lackey

- b **ASBOG Annual Meeting, November 5-7, 2009 in Birmingham, AL**  
Voting delegate selection and approval. This item was tabled until the next meeting
- c **Emeritus Board Member expiration**  
N. Lindsley-Griffin term expires July 22, 2009. Chairperson Shroder indicated Lindsley-Griffin maybe retiring. He will follow up with her and inform the Board at next meeting. This item was tabled until the next meeting.

**Adjournment** Motion by Anderson to adjourn the meeting at 2:26pm, second by Correll.

The next Board of Geologists meeting will be held on October 22, 2009, at 1:00pm at 215 Centennial Mall South, Lincoln, Nebraska on the Fifth floor, in the large conference room.

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**Board Member Signature**

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**Date**