

LOUISIANA BOARD OF PROFESSIONAL GEOSCIENTISTS

9643 Brookline Ave., Ste. 101, Baton Rouge, LA 70809



REGULAR MEETING OF LBOPG

Tuesday, July 8, 2025, 1:00 P.M.

Physical meeting at
Engineering Center Conference Room
9643 Brookline Avenue
Baton Rouge, LA 70809
and
Virtual Public Meeting Hosted on Zoom

MINUTES

Chair David Ray Williamson called the meeting to order at 1:07 p.m., Tuesday, July 8, 2025, and commenced roll call.

Present: David Ray Williamson, David Culpepper, William R. Finley, Elizabeth McDade, William Schramm, Michael Simms, and Melanie Stiegler, Board Members; David Peterson, Legal Counsel; Brenda Macon, Executive Secretary.

Absent: Chantel McCreary, Assistant Executive Secretary; Sadé Dennis and Seija Meaux, Project Coordinators.

Guests: None.

Quorum was established.

Public Comment Period

No comments were forthcoming.

Meeting Minutes

Minutes of the May 22, 2025, regular board meeting were reviewed. Finley moved to accept the minutes as presented; Schramm seconded the motion. Williamson called for discussion; none was forthcoming. He then called for a vote, and the motion passed.

Treasurer's Report

Treasurer Finley presented his report on expenses and revenue for the period May through June. He pointed out that the board is currently in the low cycle of its revenue stream and explained that the certificates of deposit are working to increase revenue through interest income. He said those accounts are in position to offset the losses during the annual low cycle to even out funds over the long term. He said he is confident that these accounts and the increased revenue from the recent fee adjustments will keep the board solvent. Discussion then turned to the expenses that will be incurred by the upcoming move. Macon pointed out that, even though expenses will be increasing, they will still be lower than market rates. She also addressed some of the unknowns of the new location, including utility costs. Finley reiterated his confidence that the board will be able to weather these changes. Schramm asked Finley how the fee increases had affected revenue. Finley drew attention to the graphs included in the Treasurer's Report that showed a significant spike in revenue in October 2024, which he attributed directly to the increased fees; Macon agreed, pointing out that the board's largest expense has already been paid, and the usual annual transfer of funds from savings to checking has not been required this time. Discussion continued. Stiegler moved to accept the report; Schramm seconded. Williamson called for discussion and a vote. The motion passed.

Standing Committees

Application Review Committee: Committee Chair Melanie Stiegler reported that five applications for license and three ASBOG testing requests had been reviewed. On behalf of the committee, Stiegler recommended license applications 2, 3, and 4 be approved; she explained that two applications needed additional information. Stiegler then moved to accept the recommendations; Culpepper seconded; and the motion passed. She further recommended that testing requests 1, 2, and 3 be approved. Schramm moved to approve the applications; Finley seconded. Williamson called for a vote, and the motion passed.

License Examination Committee: Williamson reported that he and Schramm anticipate offering aZoom presentation to testing candidates in August. Discussion also turned to other meetings at which the presentation could be made, including the upcoming Deepwater Symposium in New Orleans. Williamson also mentioned offerings at Stephen F. Austin State University in Nacogdoches, Texas, that serve as good examples for possible presentations to be included on the board's website. Discussion ensued.

Compliance Committee: Schramm reported on the progress of the 2025 continuing education audit. He said that, of the two audits reviewed in the committee's meeting earlier in the day, one had been approved. He said the other would need additional hours.

Schramm then asked the board for suggestions for replacing committee member Kaycee Garrett, the board member from Monroe who had announced her resignation from the board that morning. Garrett had problems balancing board responsibilities with work and family responsibilities and finally decided that she needed to focus on work and family for the foreseeable future. Because she had served on the Compliance Committee, Schramm expressed his concern with the loss and wanted feedback from other board members on how to find a replacement.

The discussion then turned to confusion over what Louisiana Congressional District are currently represented on the board. Because the statute requires at least one board member from each of the state's six districts and the current uncertainty over what the district boundaries are, board members were unsure how to proceed in replacing Garrett. Moreover, because no decision has yet been made to replace the engineering representative on the board, board members expressed confusion about what to

do to expedite the process. They brainstormed ideas for finding new candidates for the latest open position and discussed reaching out to the Office of Boards & Commissions for assistance.

Finally, in response to Agenda Item 6.c.iii, Culpepper moved to create a board policy related to the seal requirement. His motion stated:

“Professional Geoscientists licensed in Louisiana are required, when audited for continuing education or at any other time the Board may request, to affix their seals, either stamp, embossed, or digital, and to sign and date those seals on the continuing education log forms or other documents as evidence that they are in compliance with Title 46, Part LXII, Chapter 15, “Seal,” section 1501.A and B1.a.”

Simms seconded this motion. Williamson called for discussion, which centered on the need for licensees to be in compliance with Louisiana law. Williamson then called for a vote; the motion passed unanimously.

Outreach Committee: Culpepper reported that he and Macon had determined several topics to be addressed in an upcoming journal issue. He said some of the topics include:

- FAQs of licensing (applications, renewals, verification of licenses, etc.)
- Hiring in Louisiana
- The impact of AI on the geoscience profession
- “A Day in the Life of a Geoscientist” and
- A link to Schramm’s audit PowerPoint slides/presentation

He also added a new topic – the seal requirement in Louisiana. Discussion ensued, with general agreement of the topics and suggestions for those articles.

Strategic Five-year Plan & Rules Review Ad Hoc: McDade reminded the board that her committee is now working on changes to the statute and rules that she hopes will bring those documents into better alignment with current professional standards and with the board’s recently adopted five-year plan. She said she will be using the revisions created by previous legal counsel, Machel Hall, as a starting point for her committee’s work in revamping the statute and the rules.

Office Committee:

Macon reminded board members that, if they want board-specific email addresses, she will help them set up gmail accounts that are all linked to the board’s Google account. She explained that she could work with them to set up the accounts but that some information would need immediate verification through their own devices that she could not provide. She asked them to contact her directly for more information.

She then reported on the upcoming move to 1800 City Farm Drive, Building 5B. She said the move had already been approved by the Louisiana Office of Facility Planning and Development and the sub-lease had already been signed by the chair of the Louisiana Engineering Society and was ready to be signed by the chair of LBOPG. She explained that she had already moved most of the board’s documents and office supplies to the new location and added that the new space did not yet have internet access. She said if the space is not yet ready by the date of the next meeting, she would arrange for meeting space at another location.

Finally, Macon reminded the board that she had submitted a draft contract to the Office of the Attorney General in April but that she has not had a response. She asked Peterson about the contract, but he had no additional information on the status of the draft budget.

Old Business

Board Member Resolution: Macon presented a signature sheet for members of the board to sign so that their signatures could be added digitally to the resolution recognizing Lloyd Hoover's service to the profession. Board members then discussed the progress on the Lloyd G Hoover Memorial Service Award.

Adjournment

The date of the next regular meeting of the board was left to be decided later, as several board members had conflicts with the second Tuesday in September. Members tentatively scheduled the meeting for Wednesday, September 10, at 1:00 pm in the new location at 1800 City Farm Drive. However, that location was also determined to be tentative, as conditions after the upcoming move were still unknown. Culpepper then moved to adjourn; Finley seconded the motion. The motion passed, and the meeting adjourned at 4:24 pm.