**Board of Registration for Professional Soil Classifiers of North Dakota**

**Spring Board Meeting**

**Thursday April 14, 2022. 10:30am, CST**

**Remote Conference Call due to Blizzard Warning**

**Members Present:**

Perry Sullivan

Matt Retka

Lance Loken

**Members Absent:**

Jay Volk

Bruce Bogenrief

**Others Present:**

None

**Call to Order**

The Meeting was called to order by Perry at 10:40 am.

**Minutes of last Meeting**

The previously distributed Minutes of the last meeting from November 10, 2021 were reviewed. Lance motioned to approve the minutes as written, Matt seconded. All in favor of approving the minutes, none opposed. Minutes approved.

**Secretary/Treasurer’s reports**

Treasure report was distributed. Reviewed deposits and withdrawals of the fiscal year and current account balances.

Perry motioned to approve the treasurer report. Lance seconded. All in favor, none opposed, motion carried.

**Old Business:**

**New inquiries/applicants for registration**

No new applicants for Professional registration. One individual applying to take Fundamental Exam.

**Report on meeting with ND ACEC group regarding potential changes to Soil Classifier law.**

Perry and Lance summarized meeting held on February 16th, 2021 between ND ACEC and PSC sub-committee. ND ACEC would like to work with NDBPSC on rule changes. Perry and Lance attended subsequent meeting with Assistant Attorney General. Lance and Perry referenced NDDOT requirements for Soil Classifiers. Discussion around the law which provides definitions for soil classifiers and soil classification, and how various agencies interpret this. Questioning if the law requires a PSC to be on-site for every NDDOT wetland delineation or if that would be at the discretion of the NDDOT. Discussed potential for PSCAND (Association) to establish a Hydric/Wetland certification program. Perry mentioned next step for another legislative sub-committee meeting and further discussions around the “subordinate clause.” Matt recommended involving the NDDOT in a future discussion. Perry will set-up a meeting with the sub-committee and ultimately meet with the ND ACED and NDDOT. At this point, sub-committee is hoping to find resolution without changing the law.

**Report on meeting with Assistant AG Annika Lockart**

Received letter response from Annika. Wetland Certification not likely an option under the law, specifically N.D.C.C. § 43-36-07. However, letter did offer definition for a “subordinate” to do soil classification work under the direct supervision of and verified by a person holding a certificate of registration.

**Fundamentals Exam continuous testing option.**

Matt explained his capacity as SSSA point of contact for FE and request from SSSA for continuous testing option. Lance gave some history on Fundamentals Exam in the State. Lance moved to accept continuous testing option for FE. Perry seconded. None opposed, motion passed. Matt to follow-up with SSSA.

Lance discussed field professional soil classification history, and intent not to give tests on unusual soil-landscapes in the state.

**Records disposal and management policy**

Matt provided update on State requirements for record retention and disposal, and mentioned the old records inherited from pervious secretary that he has not gone through entirely. Lance motioned to buy a paper shredder. Matt and Perry suggested to table shredder purchase for now. Lance suggested to meet in Fargo sometime and review records that are in the old files.

Matt made recommendation to identify a new secretary before his time on the Board expires to acclimate a replacement while Matt is still on the Board. Jay Volk has communicated to Matt he is likely looking to resign from the Board due to new job schedule and travel demands. Board has not received an official request for resignation from Jay. Lance asked how we need to go about nominating new Member at Large positions and discussed options to find a potential replacement if Jay officially resigns.

**New inquiries/applicants for registration**

Covered in Old business.

**Additional Non-Agenda Items**

Matt mentioned meeting reimbursements for Board members and sub-committee. Perry and Lance were supportive for reimbursement for all official meetings. Perry motioned to approve legislative sub-committee reimbursement for meetings, Lance seconded. All in favor. Perry will send voucher out to sub-committee.

Need to update website contact list. Perry mentioned to remove Alan and list Lance as “pending”, as Lance has not received official confirmation of nomination from the Governor’s office yet. Matt will follow-up with website contact to do this.

**Next Meeting Tentative Date**

November 9th, 2022. Further details TBD.

**Lance motioned to adjourn; Matt seconded. All in favor. Meeting adjourned at 12:01am**