

# CEU Revision Committee Meeting Minutes

Date: June 27, 2017

Time: 10:00 a.m.

Ken Todd, Committee Chair, opened the meeting by discussing the agenda for the day.

Rebecca Sammons conducted a roll call. **Those committee members in attendance were:**

Ken Todd, FBPE

Babu Varghese, FBPE

Bill Bracken, FBPE

**Public advisors in attendance were:**

Bill Dunn, Suncam

Pat Ferland, FES

Rick Barber, Licensed Engineer

Jaime Gold, Licensed Engineer

**Staff in attendance:**

Larry Harris, FBPE Counsel

Rebecca Sammons, FBPE Assist. Exec. Director

Zana Raybon, Executive Director

The following items were discussed:

There were a couple of minor grammatical revisions to the minutes that were brought forth and they were made as part of the final minutes. Rick Barber was also present for the May 31<sup>st</sup> conference call and was added to the list of attendees.

Jaime Gold said she did not have time to review her revised language with Mr. Harris. She said she would do so before the next meeting. Dr. Fred Bloestcher was not on the conference call, but Mr. Harris indicated Dr. Bloestcher had not contacted him regarding any revised language for issues he was reviewing. Mr. Todd said he would contact Dr. Bloestcher to have him call Mr. Harris to discuss any revised language he had developed.

Ken Todd and Bill offered similar language concerning better course descriptions by providers. The language was sent as part of the meeting package. After discussion by all in attendance, the following language was agreed to be sent on to the FBPE Rules Committee concerning better course descriptions by providers.

## **61G-15-22.012 Obligations of Continuing Education Providers**

(2) Providers must make available to potential participants course information sufficient to allow a participant to clearly understand the course content, learning objectives and outcomes, and level of difficulty prior to enrolling in the course. This requirement may be satisfied by either posting a detailed course description or representative excerpts of the course materials, if course materials in their entirety are not made available for review prior to course registration.

Ken Todd provided rule revision language to address the concern of licensees not being able to produce documentation of having taken the required number of CEU credits during the audit of renewing licensees. After discussion, the following language was agreed to be sent to the FBPE Rules Committee.

### **61G15-22.006 Demonstrating Compliance**

- (1) In order to demonstrate compliance with continuing education requirements, licensees must affirmatively declare ~~attest to~~ completion of the continuing education requirements upon licensure renewal.
- (2) The Board will randomly audit a minimum of three percent (3%) ~~at random a number~~ of licensees ~~as is necessary~~ to assure that the continuing education requirements are met.
  - (a) In addition, licensees audited in the previous biennium who failed to demonstrate compliance will be included with the group of licensees audited for the current renewal cycle.
  - (b) A failure to produce documentation of compliance with continuing education requirements during an audit will result in the opening of a disciplinary complaint against the licensee for violation of Rule 61G15-19.001(6)(s), F.A. C. If a violation is proven, the penalty shall be within the guidelines established by Rule 61G15-19.004(2)(g)4.i., F.A.C.
- (3) ~~(2)~~ The licensee shall retain such receipts, vouchers, certificates, or other papers as may be necessary to document completion of the continuing education pursuant to an audit for four (4) years from the date of completion of the continuing education activity. In addition, the Board shall use attendance information submitted by the provider to determine whether licensees can demonstrate compliance.

The next conference call be held on Monday, July 10<sup>th</sup> beginning at 3:30 p.m.

The meeting was adjourned at 10:58 a.m.