



## Alabama Board of Licensure for Professional Geologists

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### MINUTES

Special/Called Board Meeting  
May 9, 2024

A meeting of the Alabama Board of Licensure for Professional Geologists was held on Thursday, May 9, 2024, at the Board's office located at 2777 Zelda Road in Montgomery, Alabama. The following members attended: Mr. Troy Perry, Jr. (Board Chair), Mr. Russell Griebel (Board Vice Chair), Dr. David King (Secretary/Treasurer joined virtually), Dr. Scott Brande (member) and Mr. Richard Katz (member). Board members absent were Mr. Chris Bryant (member) and Ms. Leslie Noble (member). Also in attendance were Mr. Keith Warren (Executive Secretary attending virtually), Mr. Dan Wisniewski (Assistant Attorney General-Legal Counsel), Ms. Hope Childers (Board Administrator), Ms. Angela Warr (Executive Assistant), and Ms. Renee' Reames (recording secretary) and guest.

The special/called meeting was advertised to the public on the Board's website, ([www.algeobd.alabama.gov](http://www.algeobd.alabama.gov)), as well as the Secretary of State's website, ([www.sos.alabama.gov](http://www.sos.alabama.gov)), in accordance with the Alabama Open Meetings Act.

Chairman Perry called the meeting to order at 10:32 a.m. Ms. Reames called the Board member roll and indicated that a quorum was present to conduct business. Chairman Perry welcomed board members and staff in attendance. Chairman Perry indicated that he would vote on matters before the Board to maintain a quorum.

Approval of Meeting Agenda: Chairman Perry presented a copy of the May 9, 2024, special/called meeting agenda for the Board's approval. A copy of the agenda was provided to the members prior to the meeting for their review.

MOTION: Mr. Griebel made the motion to accept the agenda as presented. The motion was seconded by Mr. Katz and, following a roll call vote, was unanimously approved by the Board.

### SPECIAL BUSINESS

#### A. Review and approval of RFP Proposal(s) for Administrative Services:

The staff of Smith Warren Management Services left the meeting at 10:39 a.m. Mr. Wisniewski presented a copy of the proposal from Smith Warren Management Services in response to the RFP for administrative services. Following a review of the proposal, the Board scored the proposal at 9 based on a low to high rating of 1 to 10. The staff of Smith Warren joined the meeting at 11:16 a.m.

MOTION: Mr. Griebel made the motion to authorize the Board Chairman and counsel the authority to take whatever steps were necessary to negotiate and finalize a contract with Smith Warren Management Services, Inc., in substantial compliance with the RFP. This included, but was not limited to, recommending approval of the contract to the State

Procurement Office, negotiating and finalizing the terms of the contract with Smith Warren, and presenting the contract recommendations to the Legislative Contract Oversight Committee. The motion was seconded by Dr. Brande and, following a roll call vote, the motion was unanimously approved by the Board.

Ms. Warr provided to the Board members, physically in attendance at the meeting, a copy of the Resource Manual for Alabama Regulatory Boards and Commissions dated August 2023, 20<sup>th</sup> edition. She explained that the Resource Manual was from the Department of Examiners of Public Accounts and copies of the Manual would be provided to the other Board members who were not in attendance.

- B. Planning Session for Board-sponsored Continuing Education Program:  
Chairman Perry lead discussion regarding plans for the upcoming CE program sponsored by the Board, to include Pelham Civic Complex location on September 10, 2024, rental cost of venue, solicitation of sponsors for lunch and refreshments, award 8-hour CEU program, identifying presenters and topics, satisfaction survey, etc.

The Board agreed to seek assistance from former board members in planning the program. Former sponsors were also discussed as potential supporters and sponsors of the upcoming event and identifying approximately 8 speakers at 45-45 minutes each, plus Board member topics to include the Neathery award presentation.

The Board considered the approximate cost for food and refreshments as sponsor costs and if technical assistance would need to be available beyond of the venue's services.

Notices to the licensees and Board website information was discussed by the Board to include (1) save the date notices, sponsor solicitation, begin online registration to identify number of attendees related to sponsor costs, separate from the Board's eligible costs that would include stage risers, podium, projector, microphone, etc.

The Board discussed establishing a presenter deadline of August 15, 2024.

- C. Neathery Committee Report – Award Recommendations:  
Dr. King and Dr. Brande recommended the 2024 Neathery award be presented to Ms. Morgan Harris, a nominee from the University of Alabama.  
MOTION: Dr. King made the motion to award the 2024 Neathery award to Ms. Morgan Harris and to recognize her at the upcoming CE program in September. The motion was seconded by Dr. Brande and, following a roll call vote, the motion was unanimously approved by the Board.

Dr. King recommended that the letter acknowledging the award to Ms. Harris be sent to the department chair, Dr. Delores Robinson, to notify Ms. Harris. He also suggested that we seek the assistance of Dr. Robinson to identify university media platforms to announce the award. He reminded the Board that the Board was unsuccessful in identifying media outlets to promote the 2023 Neathery award.

ANNOUNCEMENTS

A. Next Meetings:

Chairman Perry reminded the members that the next regular business meeting of the Board was scheduled July 11, 2024 at the Board's office and October 10, 2024 tentatively at University of South Alabama in Mobile. Mr. Warren will coordinate arrangements for the October meeting and will keep the Board advised.

B. Other Announcements:

Dr. King reminded the members about the ADEM sponsored groundwater conference in August in Wetumpka.

The Board discussed encouraging university faculty to become licensed by the Board and consider future rule changes regarding exemptions to licensure, etc.

The Board also discussed encouraging universities to make passing the Fundamentals of Geology exam as part of graduation, etc.

ADJOURNMENT

There being no further business of the Board, Mr. Katz made the motion to adjourn the meeting. The motion was seconded by Mr. Griebel and, following a roll call vote, the motion was unanimously approved by the Board. Chairman Perry adjourned the meeting at 12:25 p.m.

Respectfully Submitted,

Troy J. Perry, Jr.  
*Board Chair*

Keith E. Warren  
*Executive Secretary*

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Approved on \_\_\_\_\_(date)/\_\_\_\_\_