



**BOARD OF EXAMINERS FOR LAND SURVEYORS  
500 JAMES ROBERTSON PARKWAY  
NASHVILLE, TENNESSEE 37243  
615-741-1831**

**Board Meeting Minutes for November 22, 2016  
First Floor Conference Room 1-B  
Davy Crockett Tower**

The Tennessee Board of Examiners for Land Surveyors met on Tuesday, November 22, 2016 in the first floor conference room of Davy Crockett Tower in Nashville, Tennessee. Mr. Jay Caughman called the meeting to order at 1:30 PM. and the following business was transacted:

**BOARD MEMBERS PRESENT:** None

**BOARD MEMBERS ATTENDING BY TELECONFERENCE:** All.

**STAFF MEMBERS PRESENT:** Roxana Gumucio, Laura Martin and Kimberly Whaley.

**ROLL CALL/NOTICE OF MEETING**

Present for teleconference: Mr. Caughman, Mr. Northcutt and Mr. Lingerfelt.  
Ms. Sumerford was unable to participate in the meeting. Meeting started at 1:30 PM.

**AGENDA**

The agenda was noticed on the website on November 18, 2016. The agenda includes the statement of necessity. The purpose off the meeting is to discuss approval of a request for proposal for computer based testing.

**DISCUSSION**

Mr. Caughman chaired the meeting and recapped every section as the participants reviewed the draft version of the proposal. All three board members participating on the teleconference presented questions, concerns and changes for sections to the request for proposal (RFP).

Mr. Northcutt made a motion to submit the request for proposal with the changes made so legal council could adopt finalize the process. Mr. Northcutt seconded the motion. The motion carried unanimous by roll call vote.

Mr. Caughman adjourned the meeting at 2:35 PM.