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**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

## State of Idaho

### Division Of Occupational and Professional Licenses Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors

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#### Minutes of 11/16/2023

<b>Board Members</b>	Dick Jacobson, Chair	<b>Division</b>	Jessica Spoja, Executive Officer
<b>Present:</b>	Ray Watkins	<b>Staff:</b>	Lea Kear, Legal Counsel
	Wyatt Johnson		Don Morse, Investigations Prog. Super.
	Tom Ruby		Justin Touchstone, Trades Prog. Super.
	Sondra Miller		Nicole Kenyon, Licensing Supervisor
	Glenn Bennett		Patty Sayre, Technical Records Spc. 2
	Keith Brooks		Renee Bryant, Board Support Supervisor
			Erin Einarsson, Board Support Spc.
			Zack Trujillo, Board Support Spc.

The meeting was called to order at 9:16 AM MT by Chairman Jacobson.

#### APPROVAL OF 09/14/2023 MINUTES

The minutes were unavailable; therefore, will be reviewed at the January 2024 meeting.

#### PUBLIC COMMENTS

Aaron Blaisdell, Vice-Chairman on the State of Washington Board of Registration for Professional Engineers & Land Surveyors, has been nominated for the NCEES Western Zone Vice-President position and is seeking the Board's support.

Elizabeth Johnston, Chief Electrical Engineer with Design Alaska, is running for the NCEES Western Zone President-Elect position, and asked for the Board's support.

#### BOARD BUSINESS

**Meeting and Discussion with Deans of Idaho Engineering and Land Surveyor Programs:** Deans from the following universities presented PowerPoint presentations: Boise State University, University of Idaho, Idaho State University, Brigham Young University-Idaho, Northwest Nazarene University, and Lewis-Clark State College,

**Response to Questions Submitted by ISPLS:** The Board reviewed a handout of the answers to the Idaho Society of Professional Land Surveyors (ISPLS) questions addressed at the September meeting. With several recommended changes to the answers, Executive Officer Spoja will edit the document before sending it to ISPLS.

**QBS Presentation:** This topic will be addressed at the January 2024 meeting.

**Report on ACEC of Idaho Annual Conference:** Board Member Watkins provided a brief summary on the Conference. Board Member Miller and Executive Officer Spoja were presenters.

**Zero-Based Regulation (ZBR) Update and Discussion:** Legal Counsel Kear explained the purpose for ZBR, which is based on Governor Brad Little's Executive Order 2020-1 *Zero-Based Regulation*.

The 2024 meeting dates were discussed and the Board agreed on the following: 1/10 (ZBR) – 11 (Board Meeting); 2/26 (Board Meeting only), coincides with ISPLS Conference, Fort Hall; 3/14 (ZBR Only); 5/9 (Board Meeting) – 10 (ZBR); 7/25 (Board Meeting) – 26 (ZBR); 9/12 (Board Meeting) – 13 (ZBR); 11/14 – 15 (Dean Presentations).

**IPELS Newsletter:** Executive Officer Spoja viewed the draft Newsletter with the Board.

**Discipline Complaints and Investigations Update:** Investigations Program Supervisor Morse provided an update on the investigative process and addressed the number of cases currently being managed in the Investigations Bureau.

#### **EXECUTIVE SESSION – APPLICATIONS AND DISCIPLINE**

**Motion to Enter into Executive Session:** A motion was made and seconded for the Board to enter into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chairman Jacobson-Aye, Vice-Chairman Watkins-Aye, Board Member Bennett-Aye, Board Member Brooks-Aye, Board Member Miller-Aye, Board Member Ruby, and Board Member Johnson-Aye. The motion carried unanimously.

**Motion to Exit Executive Session:** A motion was made and seconded to exit executive session. The motion carried unanimously.

**Motion(s) re: Applications(s):** A motion was made and seconded to approve applications EX-4267; XP-1373; XP-7671; and XP-9781 (civil only). The motion carried unanimously.

A motion was made and seconded to continue or option to withdraw application XL-3144. The motion carried unanimously.

A motion was made and seconded to deny with the option to withdraw applications XL-3654; and XP-3939. The motion carried unanimously.

A motion was made and seconded to approve application XP-0870. Board Member Miller abstained. The motion carried.

A motion was made and seconded to continue applications XP-6226 and XP-7261A; requesting additional information. The motion carried unanimously.

A motion was made and seconded to deny the COA Waiver Request to Live Action General Engineering. The motion carried unanimously.

A motion was made and seconded to approve the Medical Waiver for Late Fees and refund application XP-2745. Board Member Ruby abstained. The motion carried.

**Motion(s) re: Discipline:** A motion was made and seconded to allow staff to move forward with disciplinary matters. The motion carried unanimously.

**NCEES Western Zone Meeting:** The NCEES Western Zone Conference will be held on May 17-18, 2024, in Boseman, Montana. This topic will be discussed at the January 2024 meeting.

#### **DIVISION BUSINESS**

**Investigations Training:** A handout was provided on the Investigations and Discipline Training. This topic will be discussed at the January 2024 meeting.

**Finance Report:** The Finance Report will be provided at the January 2024 meeting.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:15 PM.