



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 01/13/2023

Board Members	Glenn Bennett, Chair	Division Staff:	Michael Hyde, Executive Officer
Present:	Tom Ruby		Yvonne Dunbar, Legal Counsel
	Sondra Miller		Lea Kear, Legal Counsel
	Dick Jacobson		Julie Redd, Licensing Supervisor
	Ray Watkins		Patty Sayre, Tech. Records Spc. 2
	Keith Brooks		Renee Bryant, Brd. Support Supv.
			Linda Pratzner, Brd. Support Spc.

The meeting was called to order at 9:04 AM MT by Glenn Bennett.

APPROVAL OF MINUTES

A motion was made and seconded to approve the 11/17/2022 minutes. The motion carried unanimously.

DIVISION BUSINESS

Review DOPL Strategic Plan: The Division's Strategic Plan was reviewed. The Board decided to review their prior plan at the next Board meeting to identify if they need to create a board Strategic Plan.

Discuss License Application Denial Process: The Board discussed whether to allow an applicant to withdraw an application in lieu of proceeding to a formal denial. This discussion will be continued at the next meeting.

Discuss Applicant Work Experience: A comment was made that the Land Surveyor Board members would want to see the Public Land Survey System experience. There was discussion of requiring a detailed summary on boundary experience from land surveying applicants and adding an FAQ on IPELS website. In addition, it was suggested verbiage be added to the land surveyor application that applicant provide a detailed written explanation of experience, and a signed work product (optional). Chairman Glenn Bennett and Board members Tom Ruby and Keith Brooks will review the application; bringing suggested changes to the next Board meeting.

Legislative Update: Executive Officer Hyde addressed potential legislation.

BOARD BUSINESS

Duplicative License Numbers Update: There was discussion on how to eliminate duplicative license numbers. Licensing staff will prevent any duplication of license numbers moving forward.

Executive Officer Hyde will identify the number of duplicate license numbers issued and provide to the Board at the next meeting for review and discussion.

Newsletter Update: The Division is able to create an inhouse PDF version of the newsletter that will be presented at the next Board meeting for the Board's review.

Public Member Vacancy Update: An update of the vacant public member position was provided and the appointment of such is pending.

License Application Review Timeline Update: The timeline to provide license applications to the Board for review will be two weeks prior to a board meeting.

Board Review of Engineering & Land Surveying Lawbook: The Board members received copies of the Engineering & Land Surveying Lawbook for review and discussion. The Lawbook will be posted on the Division's website.

Review Board Financial Report: The Financial report was reviewed.

Discussion of Professional Societies Request for Information: There was discussion on ways associations/societies can request professional engineers and professional land surveyors contact information from DOPL.

Discussion on Industry Inquiries Received by DOPL Staff: There was conversation on the industry inquiries received by DOPL staff. Moving forward a report will be provided to the Board regarding the number of inquiries and content of such.

NCEES Western Zone Conference Attendance: There was discussion on which Board members, three funded delegates, would attend the NCEES Western Zone Conference. A motion was made and seconded for Sondra Miller, Tom Ruby, and Ray Watkins to attend the NCEES Western Zone Conference. The motion carried unanimously.

2023 Idaho Society of Professional Land Surveyors (ISPLS) Conference Attendance: There was discussion on which of the Board members should attend the ISPLS Conference. A motion was made and seconded for Glenn Bennett, Tom Ruby, and Keith Brooks to attend the conference. The motion carried unanimously.

Applications: A motion was made and seconded to approve the following applications: P-10788, XE-9750, XP-6604A, XP-6827, XL-3602, XL-9463, XP-0637, and XL-5342. The motion carried unanimously.

A motion was made and seconded to continue the following applications pending additional information: XL-9582, XP-1031, XP-3151, and XE-7023. The motion carried unanimously.

A motion was made and seconded to deny application XL-9153A. The motion carried unanimously.

A motion was made and seconded to approve the following application as a CE only: XP-0107. The motion carried unanimously.

EXECUTIVE SESSION – APPLICANT APPEARANCES 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 Public Records Act, Idaho Code § 74-106(9). Roll call: Sondra Miller-aye, Glenn Bennett-aye, Dick Jacobson-aye, Ray Watkins-aye, Keith Brooks-aye, and Tom Ruby-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: A motion was made and seconded to approve the following applications: XC-4755, XC-5506, XC-7183, and XC-8242. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made and seconded to approve staff recommendation to close a complaint case. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:24 p.m.