



## State of Idaho

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

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

11341 W Chinden Blvd.  
P.O. Box 83720  
Boise, ID 83720-0063  
(208) 332-3433  
dopl.idaho.gov

#### Minutes of 05/11/2023

<b>Board Members</b>	Glenn Bennett, Chair	<b>Division</b>	Michael Hyde, Executive Officer
<b>Present:</b>	Tom Ruby	<b>Staff:</b>	Lea Kear, Legal Counsel
	Sondra Miller		Nicole Kenyon, Licensing Supervisor
	Dick Jacobson		Patty Sayre, Technical Records Spc. 2
	Ray Watkins		Renee Bryant, Board Support Supervisor
	Keith Brooks		

The meeting was called to order at 9:00 AM MT by Chairman Glenn Bennett.

#### APPROVAL OF MINUTES

Chairman Bennett stated the word “plat” is needed before “condominiums” in the first sentence of topic *Title 50 Chapter 13 Plats and Vacations*. A motion was made and seconded to approve the 03/13/2023 meeting minutes as amended. The motion carried unanimously.

#### 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: 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 leave executive session. The motion carried unanimously.

**Motion(s) re: Applications(s):** A motion was made and seconded to approve applications XC-5134, and XL-9153A. The motion carried unanimously.

#### BOARD BUSINESS

**Election of Officers:** A motion was made and seconded to elect Dick Jacobson as Chairman, Ray Watkins as Vice-Chairman, and Tom Ruby as Secretary. The motion carried unanimously.

**Board’s Strategic Plan:** Legal Counsel Lea Kear provided a comparison of the Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors (IPELS) Strategic Plan versus the Division of Occupational Professional (DOPL’s) Strategic Plan.

The Board suggested, and Executive Officer Michael Hyde agreed, the Board's agency guidance documents, interpretations of existing laws and rules of the Board, should be evaluated and updated on a yearly basis.

**Approval of Newsletter:** Mr. Hyde provided an overview of the 69<sup>th</sup> edition, Spring/Summer 2023, News Bulletin. The following will be included in the Bulletin: 1) Results of the board election, 2) List professions after new initial licensees; i.e., professional engineers, professional land surveyors, professional surveyors, or engineer interns, and 3) List board members. A motion was made and seconded to approve the Bulletin with amendments. The motion carried unanimously.

**Idaho Society of Professional Land Surveyors (ISPLS) Conference Report:** Chairman Bennett, and Board Members Ruby and Brooks informed the Board on the various topics presented at the March 2023 ISPLS Conference. The Board asked its spring meeting to be held at the same location and in conjunction with the ISPLS Conference. This topic will be addressed at the November 2023 Board meeting.

**National Council of Examiners for Engineering and Surveying (NCEES) Annual Business Meeting:** For clarity, the Board authorized Chairman Bennett, and Board Members Dick Jacobson, and Sondra Miller to be the Idaho Delegates at NCEES Annual Business meeting. It was noted NCEES website, as it pertains to IPELS Board Members, is incorrect and needs updated. Board Member Ruby addressed his experience and topics discussed at the April 2023 NCEES Zone Interim meeting.

**Licensure – Review of Applications:** Applications were reviewed.

**Motion(s) re: Applications(s):** A motion was made and seconded to approve applications XE-5260 and XC-1851. The motion carried unanimously.

Board Member Ruby abstained from the discussion and voting on application XL-2165. A motion was made and seconded to approve application XL-2165 for licensure as a land surveyor. The motion carried.

A motion was made and seconded to deny application XP-1905. The motion carried unanimously.

A motion was made and seconded to continue application XP-8511. The motion carried unanimously.

## **DIVISION BUSINESS**

**Financial Report:** The Board's Financial report, third quarter of Fiscal Year 23, was addressed.

**Title 50 Chapter 13 Plats and Vacations:** Executive Officer Hyde and Legal Counsel Kear reviewed Title 55 regarding property, as well as compared it to the Board's powers, which are set forth in the Board's practice act. There was discussion about cities/counties not enforcing the law as it pertains to the definition of "subdivisions", land surveyors and subdivisions of five parcels or more. This topic will be brought back to the July Board meeting.

**New Website:** The Board's new website was presented. Board Members provided suggestions on additions/changes to the site.

**Newest Board Member:** Mr. Wyatt Johnson has been appointed to the Board as the Public Representative.

**2018 Energy and Building Code Discussion:** The Idaho Building Code Board is going through the Zero-Based Regulations process and would like the Board and industry's opinion on barriers.

**Discipline Training:** This training will be provided at the July Board meeting.

With no further discussion, the meeting adjourned at 4:00 P.M.