



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 01/11/2024**

<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		Nicole Kenyon, Licensing Supervisor
	Tom Ruby		Renee Bryant, Board Support Supervisor
	Sondra Miller		Erin Einarsson, Board Support Spc.
	Glenn Bennett		
	Keith Brooks		

The meeting was called to order at 9:12 AM MT by Chairman Dick Jacobson.

**BOARD BUSINESS**

**International Engineering Alliance:** Patty Mamola, Deputy Chair International Engineering Alliance (IEA) Governing Group, presented a PowerPoint Presentation on the Washington Accord Agreement for International Professional Engineers titled “International Initiatives”. Ms. Mamola spoke on the benefits of joining the IEA, specifically discussing how it would allow Idaho to create a more streamlined comity pathway for twenty different jurisdictions.

**QBS of Idaho Presentation:** Elizabeth Conner, American Council of Engineering Companies of Idaho, Inc., presented a PowerPoint Presentation titled “Idaho’s Qualifications Based Selection Process”. Idaho QBS trains and assists governmental agencies to comply with [Idaho Code § 67-2320](#). This topic will be included in the Fall-Winter 2023 newsletter.

**PUBLIC COMMENTS:** In October 2023, a member of the engineers and land surveyors’ community filed a complaint against a sub-contractor, and as of today, has not heard from DOPL. Executive Officer (EO) Spoja will bring this to the attention of the Investigations Supervisor and there will be a response within 24 hours.

**APPROVAL OF 09/14/2023 MINUTES**

Board Member Bennett stated in the September 2023 minutes, page three, the motion to approve application XL-5382, the initial license should be PLS, not ELS.

A motion was made and seconded to approve the September 14, 2023 meeting minutes as corrected. The motion carried unanimously.

**APPROVAL OF 11/16/2023 MINUTES**

A motion was made and seconded to approve the November 16, 2023 meeting minutes as presented. The motion carried unanimously.

## **DIVISION BUSINESS**

**Finance Report:** EO Spoja addressed the Financial Report, “FY2023 YEAR END REVENUES and EXPENDITURES as of June 30, 2023”. The Board’s restricted fund currently has a cash balance of 197.7%. Rather than the Legislature review and remove fees that are over 150% DOPL has proposed transferring any fines over 150% of operating expenses, currently \$159,175, to the Adult Launch Program for education. This projection will be updated yearly.

The Board requested a review that includes expenses prior to the formation of DOPL, specifically as it relates to staffing changes and investigations. EO Spoja noted that DOPL has added professional reviewers and a prosecuting attorney for investigations. Detailed presentations on financials will be provided at future meetings.

**Response to ISPLS Questions:** The Idaho Society of Professional Land Surveyors (ISPLS) sent in several questions to the Board and DOPL to learn more about the agency’s processes. EO Spoja reviewed the questions with the Board and made changes based on their recommendations. The responses will be posted in the DOPL IPELS Fall-Winter 2023 News Bulletin. EO Spoja will be in attendance for the ISPLS Board Meeting on February 27, 2024, at the Shoshone-Bannock Hotel, Fort Hall, Idaho.

**Effect of NCEES New PLSS Module on Idaho Laws:** The intent was to break down the exam into modules so that each state could determine which modules they would require. Board Member Bennett stated that a decision was not made at the National Society of Professional Surveyors (NSPS) annual meeting, and this will likely be revisited in the spring.

**New Agreement Between NCEES & British Board of Engineers:** At the 2023 NCEES annual meeting, representatives from the British Board of Engineers joined NCEES to discuss the development of a mutual recognition agreement. This agreement is in development and has not yet been finalized.

**Comity Surveyor Applications:** The Board discussed [Idaho Code § 67-9409](#). An action item of reviewing the NCEES exam with legal counsel will be added to the next board meeting. EO Spoja recommended capturing data to demonstrate if this code is affecting public safety. Board Member Ruby removed the request of an action item for this meeting as the Board will move forward to review the exam at the next meeting.

**IPELS Newsletter:** EO Spoja will have the Newsletter reviewed and out to licensees by the end of the month.

**Licensing Report:** EO Spoja presented the IPELS Licensing Report for FY2022 – FY2023. Board Member Bennett requested that DOPL share NCEES test results for Idaho. DOPL will share 2023 and 2024 numbers at the next board meeting and will continue to share this information quarterly.

**NCEES Western Zone Meeting (May 16-18, 2024):** NCEES will fund three board members. Board members Ruby, Brooks and Miller will be the delegates.

**Investigations Training:** Legal Counsel Kear provided a handout to the Board Members on statutes that apply to discipline at the November 2023 meeting, and followed up to see if the Board had any questions. There were none.

**Review of Licensure Applications:** The Board reviewed applications XP-8310, XP-4624, XP-6226, XP-4735, and XC-4467; making the following motions.

A motion was made and seconded to approve applications XP-8310, XP-4624, and XP-6226. The motion passed unanimously.

A motion was made and seconded to continue applications XP-4735, and XC-4467, requesting additional information. The motion passed 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: Chairman Jacobson-Aye, Vice Chairman Watkins-Aye; Secretary Ruby-Aye; Board Member Bennett-Aye, Board Member Brooks-Aye, Board Member Johnson-Aye and Board Member Miller-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: Discipline(s):** A motion was made and seconded to approve applications XC-1946, XP-8947A, XP-5755, and XP-6064. The motion carried unanimously.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:20 PM.