



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 05/08/2025

Board Members	Ray Watkins, Chair	Division	Jessica Spoja, Executive Officer
Present:	Tom Ruby, Vice-Chair	Staff:	Gus Tate, Legal Counsel
	Keith Brooks, Secretary		Kolby Reddish, Lead Legal Counsel
	Dick Jacobson		Don Morse, Investigations Supervisor
	Sondra Miller		Nicole Kenyon, Licensing Supervisor
	Laila Krall		Craig Boyack, Investigator
			Delphina Feige, Tech. Records Specialist 2
			Erin Einarsson, Board Support Specialist

The meeting was called to order at 9:00 AM MT by Chair Ray Watkins.

APPROVAL OF 03/13/2025 MINUTES

A motion was made and seconded to approve the March 13, 2025 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: The Fiscal Year (FY) 2025, Quarter 3 Financial Report was provided to the Board.

DOPL Legislative Process Presentation: Lead Legal Counsel Kolby Reddish presented the DOPL legislative process to the Board.

Legislative Session Update: Executive Officer (EO) Jessica Spoja presented the 2025 Legislation Update memo, which included DOPL Executive Agency Legislation as well as any statutory changes that affect DOPL, to the Board.

Conference Summary Report: EO Spoja reviewed the Conference Summary Report with the Board. Board members will be required to provide a written summary of conferences they attend on behalf of the Board and present their report to the Board. Conference Summary Reports will be stored on the Board's SharePoint site.

BOARD BUSINESS

Board Introductions: Newly appointed Board member Laila Krall, Professional Engineer, was introduced to the Board.

Board Elections: A motion was made and seconded to elect Tom Ruby as Chair, Keith Brooks as Vice-Chair and Sondra Miller as Secretary. The motion carried unanimously. A motion was made and seconded

to award Emeritus Member status to Ray Watkins. The motion carried unanimously. EO Spoja thanked Chair Watkins for his many years of dedicated service to consumer protection and the Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors.

Licensing Data: EO Spoja presented the licensing data as of April 30, 2025 to the Board. A fiscal year report will be provided at the July Board Meeting. Chair Watkins and Board Member Sondra Miller commented that the number of Professional Engineer Faculty licenses appeared to be lower than they expected. EO Spoja will examine the data to see if any licenses are missing. Board Member Miller suggested creating an outreach program for the Professional Engineer Faculty license and will create a list of contacts in the education field that the Board can contact.

NSPE 2025 Annual Conference: Board Member Miller will be attending the NSPE 2025 Annual Conference and shared various topics that will be covered at the conference including artificial intelligence, jurisdiction and ethics training.

Work Experience Supervision: Chair Watkins confirmed that per Idaho Code § 54-1212-1(a) an applicant must demonstrate four (4) years of progressive experience and that the experience must be satisfactory to the Board. Chair Watkins asked if the supervisor's name and license number is required on the application and EO Spoja confirmed that it is.

NCEES Exam Fees: DOPL will send an email to all licensees, interns, deans and department chairs about the NCEES exam schedule and fee changes. This information will also be posted on the DOPL website.

Public Comment(s): There were no public comments.

EXECUTIVE SESSION – NEWS BULLETIN, APPLICATION(S) AND DISCIPLINE

Motion to Enter into Executive Session: A motion was made and seconded for the Board to enter 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: Chair Watkins-Aye, Vice-Chair Ruby-Aye, Secretary Brooks-Aye, Board Member Jacobson-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) RESULTING FROM THE EXECUTIVE SESSION

Motion(s) re: Application(s): Upon reviewing licensure applications, the Board made the following motions:

A motion was made and seconded to approve applications 1624378, 1523791 and 1592056. The motion carried unanimously.

A motion was made and seconded to approve, pending receipt of requested information, applications 1646836 and 1510326. The motion carried unanimously.

A motion was made and seconded to continue, pending receipt of requested information, application 1613606. The motion carried unanimously.

A motion was made and seconded to deny, with the option to withdraw, application 1646849. The motion carried unanimously.

A motion was made and seconded to deny the COA Waiver Request for Geophysical Survey LLC. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made and seconded to close cases 1507342 and 1538756. The motion carried unanimously.

A motion was made and seconded to issue a warning letter to case 1553707. The motion carried unanimously.

A motion was made and seconded to direct Board Legal Counsel to determine whether Idaho Code § 54-12 authorizes the board to pursue disciplinary action with civil penalties, and if so to delegate authority to Board Legal Counsel to determine and initiate disciplinary action in case 1631104. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:50 PM.