



State of Idaho

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

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Draft Meeting Minutes of 05/27/2026

Board Members Present: Tom Ruby, Chair
Keith Brooks, Vice-Chair
Sondra Miller, Secretary
Rodney Burch
Dick Jacobson
Laila Kral

Division Staff Present: Jessica Spoja, Executive Officer
Greg Loos, Legal Counsel
Melissa Ferguson, Ed. Program Supr.
Claire England, Licensing Supervisor
Skip Liddle, Investigations Program Mgr.
Liz McClung, Investigations Supervisor
Amanda Lee, Board Support Specialist

Others Present: Reid Nelson, Prosecuting Attorney

The meeting was called to order at 9:01 AM by Chair Ruby.

Approval of 03/23/2026 Minutes:

A motion was made and seconded to approve the March 23, 2026, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) Spoja presented the Fiscal Year 2026, Quarter 3 Financial Report.

Legislative Update: EO Spoja noted that House Bill 703, the Executive Agency Legislation which establishes a Division-wide disciplinary framework, was approved and will go into effect on July 1, 2026.

BOARD BUSINESS

Election of Officers: A motion was made and seconded to elect Keith Brooks as Chair, Sondra Miller as Vice-Chair, and Laila Kral as Secretary. The motion carried unanimously.

Board Meeting Start Times: The Board discussed the pros and cons of delaying meeting start times to 10 AM. A motion was made and seconded to delegate the decision of Board meeting start times to Division staff. The motion carried unanimously.

PLS Guidance Manual: Legal Counsel Loos presented the updated Professional Land Surveying (PLS) Manual to the Board. A motion was made and seconded to accept content as presented and to allow staff to correct spelling, grammar, and formatting inconsistencies. The motion carried unanimously.

PDH Credit: A motion was made and seconded to allow Board staff to provide language within the Education Policy that would allow licensees to be awarded up to four (4) Continuing Education Hour Credits per two (2) year renewal cycle for attending the Board of Licensure of Professional Engineers and Professional Land Surveyors regular meetings. The motion carried unanimously.

NCEES FE/PE Exam Data: Education Program Supervisor (EPS) Ferguson reviewed the License Examination Statistics for National Council of Examiners for Engineering and Surveying (NCEES) exams. Secretary Sondra Miller suggested discussing with NCEES the possibility of allowing certified testing centers to administer exams to help alleviate capacity constraints at existing testing facilities.

Idaho PLS State Exam Update: EPS Ferguson reported that progress is being made towards integrating the Idaho Professional Land Surveyor State Exam into the Learning Management System. Board Members were encouraged to direct any questions regarding the exam to Vice-Chair Brooks.

Negotiated Rulemaking (NCEES PLSS Exam): A Public Hearing is scheduled for June 15, 2026, to receive public comment regarding the Board's intent to enter into negotiated rulemaking. The Board discussed the potential addition of the NCEES Public Land Survey System (PLSS) exam to the three existing written exams for Land Surveying Licensure.

NCEES Western Zone Meeting Reports: Vice-Chair Brooks, Secretary Miller, and Board Member Jacobson presented their key takeaways from the NCEES Western Zone Meeting. Noted topics included the use of Artificial Intelligence in land surveying, the use of fraudulent seals and signatures, the Western Zone election results, and legislative developments that are impacting the professions nationwide.

ISPE 2026 Annual Meeting Attendance: A motion was made and seconded to send Secretary Miller, Board Member Jacobson, and Board Member Kral to the 2026 Idaho Society of Professional Engineers Annual Meeting. The motion carried unanimously.

Spring/Summer 2026 Newsletter: EO Spoja presented the draft Spring/Summer 2026 Newsletter to the Board.

Discipline Report: Investigations Program Manager Liddle provided an update on disciplinary case trends and the number of upcoming cases that will be presented to the Board.

North Carolina Drone Surveying Licensing Case: Chair Ruby informed the Board of a North Carolina court case involving a licensing dispute between the North Carolina Board of Examiners for Engineers and Surveyors and a drone-operating company. Chair Ruby encouraged the industry to remain diligent in the promotion of public safety.

Public Comment: There were public comments.

EXECUTIVE SESSION – Application(s) and Discipline

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: Chair Ruby-Aye, Vice Chair Brooks-Aye, Secretary Miller-aye, Board Member Burch-Aye, Board Member Jacobson-Aye, and Board Member Kral-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): A motion was made and seconded to approve applications LS 1998207, PE 2029609, PE 2037967, and PE 2066047. The motion carried unanimously.

A motion was made and seconded to deny, with the option to withdraw within thirty days of notification, application PE 1584238. The motion carried unanimously.

Motion(s) re: Discipline: A motion was made and seconded to extend time with justifiable cause for cases 2049390, 2068212, 2062932, and 2067079. The motion carried unanimously.

A motion was made and seconded to dismiss cases 1998085 and 2068135. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:49 AM.