



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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Board Meeting Minutes of 09/30/2026

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

Division Staff Present: Jessica Spoja, Executive Officer
Greg Loos, General Counsel
Liz McClung, Investigations Supervisor
Claire England, Licensing Supervisor
Amanda Lee, Board Support Specialist

Board Members Absent: Tom Ruby

Others Present: Reid Peterson, Prosecuting Attorney

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

Approval of 07/29/2026 Minutes:

A motion was made and seconded to approve the July 29, 2026, meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: The 2027 Quarter 1 Financial Report and a fee holiday report will be presented at the next meeting.

BOARD BUSINESS

2026 NSPE Annual Meeting Conference Report: Dr. Miller shared her report on the 2026 National Society of Professional Engineers' Annual Meeting. Topics included ethics within the practice, classroom types, and highlighting the transportation used by students on the daily.

2026 NCEES Annual Meeting Conference Reports: Mr. Brooks and Dr. Miller discussed key takeaways from the 2026 National Council of Examiners for Engineering and Surveying Annual Meeting, including the use of AI, fraudulent seal usage, and Public Land Survey System Exam questions.

2026 ISPE Annual Meeting Conference Reports: Mr. Jacobson, Mr. Brooks, and Dr. Miller reviewed their 2026 Idaho Society of Professional Engineers Annual Meeting reports.

CLARB and NCARB Annual Meetings: Executive Officer (EO) Spoja encouraged the Board to consider attending the 2027 National Council of Architectural Registration Boards Annual meeting on June 24-26, 2027, and the 2027 Council of Landscape Architectural Registration

Boards Annual meeting on September 20-21, 2027. The Board will discuss potential attendance at a later meeting.

Discipline Report: Investigations Supervisor McClung provided a report on the current cases with the Attorney General's Office.

License Renewals and Professional Development Hours: As the new two-year renewal cycle based on birth year goes into effect, those born on odd years will have their license renewed for a one-time three-year period and then two-year periods subsequently after. Those born on even years will renew their licenses for the standard two-year period. The Continuing Education requirements remain as 24 hours per two-year cycle.

Request for Declaratory Ruling: General Counsel Loos introduced the Petition for Declaratory Ruling (I.C. 67-5232; IDAPA Rule 725) presented by Ms. Sarah McOwen on behalf of petitioner Mr. Bradley Stevens. The Board discussed how the law affects the specific situations presented by the petitioner.

A motion was made and seconded to direct board staff to draft a Declaratory Ruling to be signed by the chair and published on the Board's website.

2027 Board Meeting Dates: The Board discussed scheduling Board meetings at 10 AM MT for the following dates in 2027: January 13, March 10, May 26, July 7, September 8, and November 10.

Public Comment: There were no public comments.

EXECUTIVE SESSION

A motion was made and seconded for the Board to enter into executive session under Idaho Code Section 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code Section 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 Brooks-aye; Vice Chair Miller-aye; Secretary Kral-aye; Board Member Burch-aye; and Board Member Jacobson-aye. The motion carried unanimously.

Motion to Exit Executive Session: A motion was made and seconded to exit executive session. The motion carried unanimously.

MOTIONS RESULTING FROM THE EXECUTIVE SESSION

Motions Regarding Applications: A motion was made and seconded to approve application numbers 1856156, 2138451, 2153427, 2158985, 2101554, and 2165554. The motion carried unanimously.

A motion was made and seconded to table application number 1789672. The motion carried unanimously.

Motions Regarding Discipline: A motion was made and seconded to close case numbers 2067079, 2068212, and 2142849 with no action. The motion carried unanimously.

A motion was made and seconded to close case numbers 2091944 and 2152158 with an advisory letter. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:47 AM.

The next meeting date is November 20, 2026.

DRAFT