

**BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS**  
**Minutes of the Strategic Planning Meeting**  
**held in Las Vegas, Nevada**  
**Wednesday, March 29, 2017, and Thursday, March 30, 2017**

Chairman Christopher M. Roper, PE/SE, declaring a quorum present, called the meeting to order at 8:00 a.m. on Wednesday, March 29, 2017, in the Siena Room, Red Rock Resort, 11011 W. Charleston Boulevard, Las Vegas, Nevada. Board members present were Vice Chairman Robert O. LaRiviere, PLS; Past Chairman Randall M. Long, PE; Amy Y. Cheng, PE; Bud A. Cranor, Public; Michael G. Kidd, PLS; Karen D. Purcell, PE; and Kent B. Anderson, PE. Board member Gregory P. DeSart, PE, arrived at 8:05 a.m. Also present were Patty Mamola, PE, Executive Director; Sarah Wiley, Compliance Officer; Kay Smith, Administrative Assistant; and Chris MacKenzie, Board Legal Counsel. The following persons attended as guests of the Board:

Cate Bower, FASAE, IOM,  
President, Cate Bower Communications  
Jane Cretty, EI  
Slater Hanifan Group, Las Vegas  
Andy Terzich, LSI  
GCW, Las Vegas

**1. Call to Order by Chairman Chris Roper**

**2. Public Comment**

There were no public comments.

**3. Strategic Planning Session Facilitated by Cate Bower**

Ms. Bower asked those present to introduce themselves and share one thing he or she appreciated about the Board and its accomplishments over the past few years. She then outlined the basics of the planning session and what to expect for the next couple days.

The group discussed the results of the survey sent to some of the Board's licensees, engineer interns and land surveyor interns prior to the meeting. Some of the results caused the Board to question how it can become more approachable to the public and its licensees. It was found that licensees desire to have more communication with the Board.

Also, keeping up with technology is important, response from the engineer interns and land surveyor interns was low, and there appear to be differences between those persons under 35 years of age and everyone else. In addition, the profession wants the Board to become more engaged proactively, which raises the need to exam how the Board communicates changes in the law, especially to those outside of Nevada.

The group discussed barriers to success and identified priorities via mind mapping. The top four priorities identified were licensure, education, regulation and communication.

Ms. Bower asked those persons at the three tables to assign the roles of discussion leader, scribe, recorder, and reporter. Each group identified five trends according to the identified priorities and then discussed what the Board is doing now, what it wants to do, and if there were any regrets. The reporter for each table informed the whole group on the trends its table identified.

The group also discussed the Board's mission statement and agreed that no changes were needed. Ms. Bower spoke about core values, explaining that these are the guiding principles that reflect the culture of an institution and provide a sense of what it is all about. Two words came from discussion about core values: integrity and transparency. Ms. Bower suggested the Board provide its mission statement and core values on its web site.

By the end of the afternoon session, the group drafted four goals: Licensure, Communication, Education and Regulation. Ms. Bower outlined the tasks planned for the following day's session.

### **Recess**

There being no further discussion, Chairman Roper recessed the meeting at 4:30 p.m. He said the Board would meet the next day at 8:00 a.m.

### **Call to Order**

Chairman Roper, declaring a quorum present, called the meeting to order at 8:00 a.m. on Thursday, March 30, 2017. He said the record reflected that all Board members were present, except Mr. Cranor who was excused. All Board staff members, Board legal counsel, and guests were present.

### **Public Comment**

There were no public comments.

### **3. Strategic Planning Session – Continued**

Ms. Bower asked the group to review the goals identified the previous day and then vote on the most important conditions listed under the goals. She spoke about building a plan around these goals and strategies on how to accomplish objectives. She will draft a plan for the Board to discuss and approve at the next meeting. Ms. Bower suggested that staff take what came out of the meeting today and determine what works or what does not. She thanked everyone for participating and said great work was done.

### **4. Executive Director Performance and Evaluation**

Chairman Roper asked Ms. Mamola to review her goals and achievements since becoming the director in June 2016. Ms. Mamola said the Board's website was updated and it went live on March 10, 2017, a one-year application backlog was eliminated, paper was reduced in the office by scanning applications of which 1/3 have been done and five cabinets of paper eliminated, and online applications for license and certification have been implemented.

In addition, Ms. Mamola said that six-month evaluations of staff have been done, with additional reviews to be done by the end of this fiscal year, the Board's rules have been updated and filed with the Secretary of State's office, the review of NAC 625 is in process, and the Board member manual update is progressing.

The Board members complimented Ms. Mamola on her job performance, noting she has improved technology in the office, has proven she could move smoothly from being a former Board member to executive director, and has been very accessible and responsive to Board members.

Chairman Roper asked the Board to consider Ms. Mamola's compensation. He said that Ms. Mamola's starting salary was roughly based on the previous director's salary since that person was employed by the Board for over 20 years. He proposed adjusting Ms. Mamola's salary to a range of \$115,000 per year.

17-30 Motion was made by Chairman Roper, seconded by Vice Chairman LaRiviere, to increase Ms. Mamola's salary to \$115,000 per year.

Ms. Mamola said the offer was fair and reasonable since she has served as director for eight months, and she understood that upon being hired she would be reviewed after serving six months.

The motion passed unanimously.

Vice Chairman LaRiviere questioned whether the increase should take effect now or on July 1, 2017. He proposed increasing the salary as of April 1, 2017.

17-31 Motion was made by Chairman Roper, seconded by Vice Chairman LaRiviere, to have Ms. Mamola's salary increase take effect on April 1, 2017. The motion passed unanimously.

Ms. Mamola will do a salary study for the director position as well as staff positions. Mr. Long suggested that the market study include not only salaries but benefits as well. He also suggested that the Administrative Procedures Oversight Committee discuss future goals with Ms. Mamola. It was noted that goals and objectives could be based on what comes out of the strategic planning session.

## 5. Proposed Legislation

Ms. Mamola referenced SB354, which would authorize the issue of a license by endorsement to practice certain professions in Nevada. She said the proposed modifications to the bill would restrict the Board's ability to license persons by reciprocity. As such, she said Board lobbyist Susan Fisher has been working with the senator who sponsored the bill about the revisions. Ms. Fisher also testified at a hearing earlier in the week that the Board supports endorsement.

Ms. Mamola asked the Board to decide whether to allow her, Mr. Kidd or Ms. Fisher to testify on behalf of the Board if short notice on a bill's hearing arises.

17-32 Motion was made by Vice Chairman LaRiviere, seconded by Ms. Purcell, to allow Ms. Mamola, Mr. Kidd or Ms. Fisher to testify on behalf of the Board on legislative issues.

Ms. Mamola said that those testifying could clarify that the Board would be in support of a bill based on prior discussions with the Board. The person could explain that there was not full support since the Board had not met and given approval. Ms. Mamola said that if need be a Board meeting could quickly be posted and then held.

There being no further discussion, the motion passed unanimously.

Mr. MacKenzie referred to AB328 that could affect the Board's exemption from NRS 622a, Administrative Procedure Before Certain Regulatory Bodies. He said that the bill would remove the Board and eight other boards from the exemption. He explained that if a conflict arose between NRS 625 and NRS 622a, the Board would be subject to the latter statute.

Mr. MacKenzie said that removing the exemption from NRS 622a causes concern because the Board has adopted all its regulations based on NRS 625. He added that even if AB328 does not pass the Board will be required to have separate legal counsel for advising the Board and prosecuting a case at a formal hearing. Mr. MacKenzie said that at this point the Board would not be required to use counsel from the Attorney General's office.

**Public Comment**

There were no public comments.

**Adjournment**

There being no further discussion, Chairman Roper declared the meeting adjourned at 3:00 p.m. on Thursday, March 30, 2017.

Respectfully,

Patty Mamola, PE  
Executive Director