

**NEVADA STATE BOARD OF  
PROFESSIONAL ENGINEERS  
AND  
LAND SURVEYORS**



**Regular Board Meeting  
September 21, 2023  
Las Vegas, NV**

# 1. Meeting Call to Order

## 2. Pledge of Allegiance

# 3. Public Comment



# 4. Introductions

# 5. NRS 625 Waiver Requests

[none at time board packet was published]

# 6. Non-Appearance Applications for Initial Licensure


Civil

# GAVIN BALAJADIA (16-637-21)


All work experience reviewed by two licensed professionals





DISCIPLINE: CIVIL

## GENERAL

 Applying To **Nevada**  
Application Type **Initial - PE**  
Application Date **09/01/2023**  
Citizenship **United States**

## SUMMARY


 Engineering Experience after EAC degree **5 years, 2 months**  
Total Engineering Experience **5 years, 2 months**  
Experience under licensed engineer **5 years, 2 months**  
Disciplinary Action **None reported**


   
 

## EDUCATION

 Bachelors in Civil Engineering (EAC)  
**University of Nevada, Las Vegas**  
**June 2013–December 2016**

## EXAMS

 Fundamentals of Engineering (FE)  
**Nevada**  
**April 2016**  
Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
**April 2019**



## LICENSES

 Additional Licenses **None**

# GAVIN BALAJADIA (16-637-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Zone Engineering Inc.  
Nevada (United States)  
Engineering Technician  
May 2016—June 2018

Verified by  
Gavin Balajadia (Self)

Experience Summary  
**Full-Time**  
**Engineering: (0%)**  
**Experience under licensed engineer:**  
**None**



### TASKS

- I was responsible for designing and producing plans for gas line utilities.
- I made sure that the design meets construction standards by City of Las Vegas, Henderson, City of North Las Vegas, and Clark County.
- I was responsible for obtaining permit approvals from City of Las Vegas, Henderson, City of North Las Vegas, and Clark County.
- I was responsible for analyzing the safety of existing gas utilities.
- I was also responsible for client relationship.



### REPRESENTATIVE PROJECTS

Dates: (May 2016 - June 2018). Project Name: "Inactive Services and Stub Abandonment Project". Location: Overall area of southern Nevada including Henderson, City of Las Vegas, City of North Las Vegas, and Clark County. Project Details: the project is to abandon and/or replace hazardous gas pipes. I worked on this project for more than 2 years. I investigated the safety of existing gas utilities. I designed the replacement and/or abandonment of existing gas lines. Further, I was responsible for producing plans for proposed gas lines. In addition, my responsibilities include making sure that design meet the construction standards by several agencies such as NDOT, City of Las Vegas, City of North Las Vegas, Clark County, and Henderson. I was responsible for client relationship with utility investigation and analysis. Moreover, I was responsible for obtaining construction permits for different agencies such as NDOT, City of Las Vegas, City of North Las Vegas, Clark County, and Henderson.

# GAVIN BALAJADIA (16-637-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

VTN  
Nevada (United States)  
Engineering Technician  
June 2018—December 2019

Verified by  
**Brian Troy Ruiz**  
brian.ruiz@prescott-az.gov

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 6 months**  
**Post EAC degree: 1 year, 6 months**  
**Experience under licensed engineer:**  
**1 year, 6 months**



### TASKS

- I was part of the Water Resources engineering team.
- I conducted water analysis, drainage analysis and sewer analysis.
- I produced water, drainage and sewer study reports.
- I designed infrastructures that meets the standards for different agencies in Southern Nevada.
- I produced construction plans in accordance with engineering analyses and studies.



### REPRESENTATIVE PROJECTS

Dates (2019-2019). Project Name: North 5th Collector Improvements. Project Location: North Las Vegas. Project Details: the project is part of regional flood control under the jurisdiction of the City of North Las Vegas. The project consists of RCB storm drain system. The scope of the project includes construction plans, specifications, cost estimates, and bid tabulation. The project must meet the criteria stated in the Clark County's Hydrologic Criteria and Drainage Design Manual (HCDDM). Responsibilities: I was responsible for the hydraulic calculations using WSPG to model the storm drain system.

Dates: (2019-2019). Project Name: Summerlin West Master Plan Area. Project Location: West of I-215 and Summerlin Parkway. Project Details: This project was conducted for Howard Hughes Company, LLC. The project includes master traffic study, master drainage study, master wastewater study, technical drainage study, and cost estimation. Further, the scope of the project includes preparing construction plans for the regional roadways, drainage facilities, water facilities, sewer facilities, and internal parks. Responsibilities: I completed the master wastewater study in which he performs hydraulic analysis according to Design and Construction Standards for Wastewater Collection Systems (DCSWCS) - Southern Nevada 2009 3rd Edition.

Dates: (2018-2018). Project Name: Coyote Springs Master Plan Community. Project Location: Coyote Springs, Nevada. Project Details: the project was performed for Coyote Springs Nevada, LLC. The project is a master plan community that consists of residential, park, commercial, golf courses, and school land uses. The scope of the project includes master drainage study, master sewer study, construction plans and drainage facility design. Responsibilities: I conducted the hydraulic calculations using HEC-RAS software to model a detention basin outlet channel design with energy dissipation system. He also conducted master sewer analysis in accordance to DCSWCS.

Dates: (2018-2018). Project Name: Sunset Airport Center II. Project Location: North-West corner of Sunset Road and Pecos Road. Project Details: This project was conducted for Harsch Investment Properties. The scope of the project includes technical drainage study, water system analysis, construction plans, and cost estimation. Responsibilities: I completed the technical drainage study and water system analysis in which I performed hydraulic calculations to design drainage and water system facilities. The drainage facilities include storm sewer, flood protection berms/walls, and Low-Impact-Development measures. The water system facilities include fire service, domestic service, back-flow assemblies, and pressure-reducing valve assemblies. The analysis and design was conducted in accordance to UDACS.

Dates: (2018-2019). Project Name: Via Centro. Project Location: Via Centro, Henderson, NV. Project Details: The project was conducted for Inspirada Builders, LLC for Inspirada master plan community. The project involves technical drainage study, construction plans, and cost estimation. Responsibilities: I completed the technical drainage study in which he performs hydraulic calculations in accordance with Clark County Regional Flood Control District (CCRFCD) Hydrologic Criteria and Drainage Manual for storm sewer, flood protection and erosion control.

Dates (2019). Project Name: Tustin. Project Location: north-west of the intersection of Russel Road and Rainbow Blvd, Las Vegas, Nevada. The project includes technical drainage study, water system study, construction plans, and cost estimation. I completed the water system analysis in which I performed the hydraulic calculations according to Uniform Design and

Construction Standards (UDACS) for Potable Water Systems. I modeled the water system using Bentley's WaterCAD software to determine the residual pressures in the system. / EIT Technician

Dates: (Dec. 2019). Project Name: Loftworks Phase II. Project Location: north-west corner of Tenaya Way and Sunset Road, Las Vegas, Nevada. The project involves technical drainage study, water system analysis, construction plans, and cost estimation. I completed the technical drainage study in which I performed hydraulic calculations for Best Management Practice to design the parking lot Low-Impact-Development (LID) measures. I conducted the hydraulic calculations in accordance with Clark County Regional Flood Control District (CCRFCD) Hydrologic Criteria and Drainage Manual. / EIT Technician



# GAVIN BALAJADIA (16-637-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Atkins  
Nevada (United States)  
Engineer II  
December 2019—December 2022

Verified by  
**Nicolas A Barcos**  
Nicolas.Barcos@Atkinsglobal.com

Experience Summary  
**Full-Time**  
**Engineering: 3 years**  
**Post EAC degree: 3 years**  
**Experience under licensed engineer:**  
**3 years**

### TASKS

- I design and develop plans and drawings for commercial, industrial, and residential land developments.
- I develop preliminary layout and/or final drawings of parking lots, roadways, sanitary sewer lines, storm drains and waterlines, storm water retention/detention facilities and mass grading.
- I provide engineering services during construction activities by reviewing shop drawings for conformance with specifications.
- I research feasibility of alternative design approaches, site conditions, and regulatory agency specifications.
- I prepare preliminary cost and material quantity estimates, including earthwork takeoffs.
- I coordinate with other disciplines.
- I perform field observations of construction.

### REPRESENTATIVE PROJECTS

Village 25 Grading Stockpile (October-2020). The project is located in Summerlin area west of I-215. The project scope includes providing stockpile grading, construction access routes, drainage design, and cost estimates. I design the drainage grading to make sure that storm water are not obstructed. Further, I estimated the cost of the project. I prepared the plans to make sure it has the required information for construction.

Village 22 Desert Foothills (March-2020). The project is located in Summerlin area west of I-215. The project scope includes utility, roadway, cost estimates, grading, streetlight, and traffic design. I have made utility revisions where I added existing test stations by investigating previous construction plans. Further, I adjusted fire hydrants to meet criteria. I added storm and sewer tight sealant to protect waterline from cross contamination. Lastly, I decreased the waterline depth to reduce the cost of maintenance.

Summerlin West Village 27 Street Y (July-2020). The project is located in Summerlin area west of I-215. The scope of the project includes roadway design, utility design, drainage design, streetlight, and traffic design. I designed the waterline to for multiple pressure zones. Further, I design the sanitary sewer. The main challenge with designing the sanitary sewer is analyzing different routes according to construction phasing of adjacent developments.

Summerlin West Overall Cost Estimates (August-2020). The project is located in Summerlin area west of I-215. The scope of the project includes estimating the cost of development for Villages 22, 27, 30A, and 31. I estimated the cost of the roadway infrastructure, waterline distribution, storm drain facilities, channels, detention basins, sanitary facilities, grading, submittal fees, application fees, and engineering fees.

East St. Louis - Portable Complex ( April 2021). The project is located North-East of the intersection of East Saint Louis Ave. and Atlantic St. The scope of the project includes grading design, drainage design, waterline, fire access, sanitary sewer, and parking lot design. Prior to working on the plans, I visited the site to verify existing conditions. Then, I design the grading for portable buildings. Further, I designed the waterline and sanitary sewer lines. I made sure that the complex meets fire requirements such as fire access road.

Village 27 Mountain Run (January 2020 - ongoing). The project is located in Summerlin area west of I-215. The scope of the project includes roadway design, drainage design, storm drain design, waterline design, sanitary design, traffic design, and Streetlight design. I was responsible in designing the drainage, storm drain, sanitary sewer, and waterline. I made sure that the roadway has proper drainage to meet all the design criteria. Further, made sure that utilities are design to provide flexibility to future adjacent parcel developments.

Village 27 Park Drift Trail (July 2020 - On going). The project is located in Summerlin area west of I-215. The project is located in

Summerlin area west of I-215. The scope of the project includes roadway design, drainage design, storm drain design, waterline design, sanitary design, traffic design, and Streetlight design. I was responsible on designing the storm drain and drainage. The biggest challenge is conveying flows through different parcels.

Village 22, 27 Lake Mead Boulevard - Roadway Infrastructure Plans (November 2020 - on going). The project is located in Summerlin area west of I-215. The scope of the project includes roadway design, drainage design, storm drain design, waterline design, sanitary design, traffic design, and Streetlight design.

# GAVIN BALAJADIA (16-637-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*Rick Engineering Company  
Nevada (United States)  
Principal Engineering Designer  
December 2022—August 2023*

Verified by  
**Paul Bates**  
pbates@rickengineering.com

*Experience Summary*  
**Full-Time  
Engineering: 8 months  
Post EAC degree: 8 months  
Experience under licensed engineer:  
8 months**



### TASKS

- I am responsible for Land Development design
- I am responsible for Grading design
- I am responsible for Utility design
- I am responsible for Water, sewer, and drainage analyses.



### REPRESENTATIVE PROJECTS

Dates (Dec. 2022 - current). Project Name: Switch. Project Location: South-West corner of Roy Horn Way and Jones Blvd., Las Vegas, Nevada. Role: I designed the water, sewer and storm drain utilities according to HCDDM standards, UDACS, and DCWCS. I designed the geometrics according to RTC standards.

# GAVIN BALAJADIA (16-637-21)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS

Start Date	End Date	Reason	Explanation
06/2006	05/2013	Unemployed	Still in high school and beginning of college.

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/14/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree  
**6 years, 11 months**

Total Engineering  
Experience  
**6 years, 11 months**

Experience under licensed  
engineer  
**6 years, 11 months**

Other Experience  
**16 years, 11 months**

Disciplinary Action  
**None reported**



## EDUCATION



Associates in Science  
**Truckee Meadows Community College**  
**August 2010–May 2016**

Bachelors in Civil Engineering (EAC)  
**University of Nevada, Reno**  
**May 2013–December 2015**



## EXAMS



Fundamentals of Engineering (FE)  
**Nevada**  
**April 2019**

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
**July 2023**



# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Gurr's Roofing  
Nevada (United States)  
Roofer  
June 1994—September 1997

Verified by

Experience Summary  
**Full-Time**  
**Other: 3 years, 3 months**  
Experience under licensed surveyor:  
**None**



## DESCRIPTION

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Ferguson Enterprises  
Nevada (United States)  
Inside Sales Plumbing Division  
September 1997 – December 2007

Verified by

Experience Summary

**Full-Time**

**Other: 10 years, 3 months**

**Experience under licensed surveyor:**

**None**



DESCRIPTION

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Horizon Mechanical  
Nevada (United States)  
Service Technician  
December 2007—August 2010

Verified by

Experience Summary

**Full-Time**

**Other: 2 years, 8 months**

Experience under licensed surveyor:

**None**



DESCRIPTION



# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*Brown and Read Engineering  
Nevada (United States)  
HVAC Service Tech  
December 2015—February 2016*

*Verified by*

*Experience Summary*

**Full-Time**

**Other: 2 months**

**Experience under licensed surveyor:**

**None**



DESCRIPTION

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Western Technologies  
Nevada (United States)  
Project Report Monitor  
February 2016—May 2016

Verified by

Experience Summary

**Full-Time**

**Other: 3 months**

Experience under licensed surveyor:

**None**



DESCRIPTION

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*Resource Concepts*  
*Nevada (United States)*  
*Surveyor Helper*  
**May 2016—September 2016**

*Verified by*

*Experience Summary*

**Full-Time**

**Other: 4 months**

**Experience under licensed surveyor:**

**None**



DESCRIPTION

# JOSEPH BARRAGAN (15-470-77)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Summit Engineering  
Nevada (United States)  
Designer Public Works  
September 2016—August 2023

Verified by  
Thomas Harvey Gallagher  
TOM@summitnv.com

Experience Summary  
**Full-Time**  
**Engineering: 6 years, 11 months**  
**Post EAC degree: 6 years, 11 months**  
**Experience under licensed engineer:**  
**6 years, 11 months**

## TASKS

### \*Geotechnical Engineering:

Conduct lab testing on soils, concrete, and asphalt in an AASHTO accredited laboratory.

Provide special inspection and testing services for projects such as subdivisions, student housing, and commercial construction that involve steel reinforcing, post tensioning, structural steel bolting, and masonry construction. Acquire and maintain certifications specific to job duties. (15% of total time with company allocated to initial title as Geotechnical Inspector).

Soils exploration, field investigations, and technical report preparation. Create field logging of subsurface findings through (CPT), (SPT), auger, backhoe, and rock coring techniques. Address concerns with settlement, expansion, and bearing capacities. Assess geologic conditions and seismicity. Make grading, slope, drainage, and foundation recommendations. Use CAD and other software to create borehole logs, site maps, vicinity maps, and test result displays. Training of new hires. (20% of total time with company allocated to title as Geotechnical EIT).

### \*Civil Engineering:

Analyze pre and post development site hydrology, learning and adhering to local and government codes/regulations. Obtaining encroachment, dust control, grading, and other project related permitting. Acquire facility mapping of existing utilities. Communicate with owners, developers, contractors, jurisdictional authorities, and various other design disciplines. Utilize Civil 3D to design infrastructure, pipe networks, corridors, assemblies, and linework for production of full plan sets to include; site plans, demo plans, grading plans, earthwork volume displays, max cut/fill displays, slope analysis displays, utility plan and profile views, signage and striping plans, earth retaining structure details, standard details, and any job specific design requirements. Use tools such as Word and Excel to produce response letters, Engineer's estimates, contractor bid documents, bid item clarifications, general provisions, and special technical provisions. Consult and provide project guidance, review submittals, and monitor project progress. (65% of total time with company allocated to current title as Public Works Designer).

## REPRESENTATIVE PROJECTS

### SOILS REPORT:

The Meadows at Inglewood- Commercial Retail

10/04/2016 to 08/19/19

I performed field soil sampling and data collection. I created the soils report using Microsoft Word. I created test pit logs and test result displays with CAD. I designed the structural road sections with Darwin and made report recommendations based on findings. I provided special inspection and testing services during construction of the multi phase project.

### SEPTIC DESIGN:

6495 Mazzeo Trail- Home Site and Septic System

07/12/2019 to 05/22/2021

I designed the septic system. I gathered information on the existing well systems in the project area of interest. I developed CAD drawings in accordance with County standards. I designed the location of the home site, finished floor elevation, tank sizing, effluent pipe network, leach field, and all associated site grading.

### FIRE SERVICE PROVISION:

5470 Reno Corporate- Fire Protection

07/15/2021 to 03/09/2022

I designed the fire system feed for a commercial building remodel. I obtained pressure request data and plan approvals from local Fire and Water authorities. I provided CAD design inclusive of the fire plan, water plan, utility modification plan, and details for fire protection installation and equipment.

**WATER TREATMENT:**

Gold Ranch Water Well #3- Water Well Design

04/03/2022 to 11/04/2022

I designed an approximate 800 ft. deep water well to include pump, borehole casing, well screens, and sounding tubes. I reviewed well logs and made recommendations for pump depth, pump sizing, and specifying equipment. I completed preliminary building and site layout with CAD that included location and sizing of chemical storage, chemical feed, water treatment equipment, filter backwash, effluent detention, mechanical piping, valves, and SCADA controls. I performed calculations for valve and pipe provisions. I conducted research and development to assure appropriate equipment use and sequencing, backwash run times, and system operation. I held contractor and owner meetings.

**LIFT STATION DESIGN:**

Construction Way- Sanitary Sewer Lift Station

12/03/2022 to 04/06/2023

I designed a 10 acre site with roadway and cul-de-sac as provision for future commercial development. I produced Civil 3D drawings displaying existing site conditions, proposed grading, paving, concrete work, project details, and proposed utilities to include water main, fire hydrants, fire services, gravity sewer main, force main with application of a sewer lift station in minimal slope conditions. I evaluated proposed hydrology conditions and designed two detention ponds and a storm drain network for capture of drop inlet flows.

**LAND DEVELOPMENT DESIGN:**

Barron Showroom and Yard- New Facility Design

09/08/2021 to 05/21/2023

I was part of a team that developed a new 10 acre site to accommodate the needs of a local growing turf supply company by constructing two buildings and a yard to store materials with room for trucking in and out. I performed hydrology studies to evaluate the containment of existing runoff and provided design of drainage channel, detention ponds, and the storm drain network. I reviewed submittals for material usage during construction. I secured revegetation bonding, dust control permitting, and waivers. I utilized Civil 3D to create max cut and fill displays, along with slope analysis. I addressed utility design modifications, project changes, planner comments, and as built construction drawings. I also performed the site Geotechnical investigation and testing/inspection services.

**LAND DEVELOPMENT DESIGN:**

Errecart Boulevard Connector- Connector Road and Master Plan

03/22/2022 to 08/09/2023

I designed 2.5 miles of connector road with six intersections. I was responsible for creating the road alignments and road corridor assemblies. I used Civil 3D to produce a 120 sheet plan set containing, project site layout, grading plan and profiles, earthwork, slope analysis, utility plan and profiles, signage and striping, details, and retaining walls. I designed concrete sidewalk, curb and gutter, paving, and concrete island medians. I performed numerous iterations of alternatives to reduce 1.4 million cubic yards of cut and minimize embankment fills with need for special storm drain construction. I designed four pressure reducing valve sustaining stations at varied pressure zones. I prepared numerous Engineer's estimates, bid documents, and special technical provisions. I have assisted the City and Survey manger in obtaining easements and dedications from parcel owners. Held meetings with City members. I have worked with CEO to create displays and supply project info in attempt of Congressional infrastructure funding.

# KATIE DURHAM (12-642-70)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/22/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree  
**11 years, 7 months**

Total Engineering  
Experience  
**11 years, 7 months**

Experience under licensed  
engineer  
**8 years, 2 months**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in Civil Engineering (EAC)  
**University of Nevada, Reno**  
**August 2006–December 2010**

## EXAMS



Fundamentals of Engineering (FE)  
**Nevada**  
**October 2012**

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
**October 2016**



## LICENSES



Additional Licenses  
**None**

# KATIE DURHAM (12-642-70)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Nevada Department of Transportation  
Nevada (United States)  
Associate Engineer Supervisor 3  
January 2012—August 2023

Verified by  
**Shawn Patrick Paterson**  
SPaterson@dot.nv.gov

Experience Summary  
**Full-Time**  
**Engineering: 11 years, 7 months**  
**Post EAC degree: 11 years, 7 months**  
**Experience under licensed engineer: 8 years, 2 months**

## TASKS

Associate Engineer Staff 1 - Rotational Engineer 18 months

Over 18 months I moved from every engineering division throughout NDOT and gain experience and exposure to the duties and responsibilities they performed.

Associate Engineer Staff 1 – Project Scheduling and Estimating 4/2013 to 1/2016

Responsible for developing and maintaining the five-year project work plan, schedule and fund issues, coordinating project information to develop and track annual performance Measure 13; providing support for the Project Scheduling and Management System.

Associate Engineer Staff 2 – Roadway Design 2/2016 to 2/2023

I worked with as a team to produced contract development for projects assigned to me. My responsibilities included training engineering staff, and calculating and checking plan quantities, developing estimates and qualities list. Furthermore, I produced CADD drawings using MicroStation/InRoads, such as typical sections, traffic control, striping, special details, and profiles. I calculated roadway geometrics and applied roadway design standards set by American Association of State Highway and Transportation Officials (AASHTO), Federal Highway Administration (FHWA), Manual on Uniform Traffic Control Devices (MUTCD), and Nevada Department of Transportation (NDOT) policy.

Associate Engineer Super 3 – Roadway Design 3/2023 to Present

I coordinate project development through different engineering divisions and consultants. I maintain the project schedule and ensure on time delivery. I provide staff 2 and staff 1 engineers with the tools to complete contracts and estimates that includes training exercises. I provided support and guidance to shape future engineers. I supervisor four design engineers and facilitate project delivery. I confirm quantities and check plan set accuracy. I also promote interpersonal conflict resolution.

## REPRESENTATIVE PROJECTS

Contract 3817 Austin NV Roadbed modification (July 2016-May 2021)

Project was located through the town of Austin, Nevada. Project scope included coordinating with the hydraulic engineer to model a barrier rail to correct drainage issues that were undermining the road and shoulder. Other aspects of the project included bringing the sidewalks, driveways and curb ramps up to ADA compliance. The roadway needed a complete roadbed modification performed and I worked with the local utility company to have their work added in as a hardship. I designed the plan sheets, structure list (Quantity list) for both roadway items and utility items. I redesigned ADA compliant sidewalk, curb ramps and driveways. I also completed the engineers estimate, elevation control and the geometric design. I drafted the plan sets for all my designs. I provided construction support.

Contract 3819 Parr Structure Replace (Aug 2019-Nov 2021)

The project location was in Reno, Nevada in the North Valleys area. The project scope was an urgent structure replacement due to the bridge no longer meeting the federal requirements to be in service. The scope included replacing a crown sloped bridge to a single plan inclined structure to meet with a future widening project and the reconstruction of two ramps due to the new elevation requirements of the single slope plane incline. I modeled the ramp reconstruction for the Northbound Offramp and designed the updated sidewalk and curb ramps. I did the profile design, elevation control and geometric design. I designed the plan sheets, structure list (Quantity list) for both roadway items and utility items. I drafted the plan sets for all my designs.

Contract #801-20 US 95 Earthquake Damage (May 2020)

This project was an emergency project that was needed due to earthquake damage on US 95 North of Tonopah. The scope of the project was to reconstruct the road that had been completely damaged by an earthquake. I design the new profile needed for the road and helped compile quantities and profile sheets.

Contract 3983 North Valley Capacity project. (May 2019-Present)

This project is located in Reno, Nevada on US 395 from Clear Arce structure to Golden Valley interchange. The scope of this project is to increase capacity, add a braided ramp to the Golden Valley interchange, hydraulic improvements, widen structures and concrete pavement replacement. I worked hand in hand with the hydraulic engineer to model the roadway surfaces along with new concrete barrier rail throughout the majority of the project. I coordinated with several divisions and the consultants to ensure a cohesive design. The departments included Location, Hydraulics, Structures, Materials, HDR, Landscape and Aesthetics, Kimley Horn, Signs and ITS, Environmental, UPRR and Project Management. I designed a construction alignment, modeled the roadway and ramps, site prep removal, redesigned the northbound off ramp at Parr Blvd, and did all the earthwork calculations, the plan sheets design and geometries design, and the quantities list and estimate with 12 different funding codes. Issues that arose were the limits needed to be updated and reevaluated due to project cost and funding. The project went through a value engineer process and then project limits stated above were confirmed and we had to resubmit a 60% design. The accuracy of the existing surface came into question, and we needed to reevaluate the existing surface versus a drone surface that hydraulics had done and a survey surface that Structures had done. The solution was to move forward with the existing surface and have the construction crew survey the whole project and provided the survey to the contractor. Construction is set to start 2024 and I will be providing construction support I am the most familiar with the project.



# KATIE DURHAM (12-642-70)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS


Start Date	End Date	Reason	Explanation
01/2011	12/2011	Unemployed	The Great Recession

# EDWARD JOHN ESGUERRA (20-286-10)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL


 Applying To **Nevada**

Application Type **Initial - PE**

Application Date **09/06/2023**

Citizenship **United States**



## SUMMARY



 Engineering Experience after EAC degree **4 years**

Total Engineering Experience **4 years**

Experience under licensed engineer **4 years**

Disciplinary Action **None reported**


 

## EDUCATION

 Bachelors in Civil Engineering (EAC)  
**San Diego State University**  
August 2012–May 2019

## EXAMS

 Fundamentals of Engineering (FE)  
**California**  
June 2019

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
July 2023



## LICENSES

 Additional Licenses **None**

# EDWARD JOHN ESGUERRA (20-286-10)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Westwood Professional Services  
Nevada (United States)  
Graduate Engineer III  
September 2019—September 2023

Verified by  
**Derick D.J Yoro**  
Derick.Yoro@westwoodps.com

Experience Summary  
**Full-Time**  
**Engineering: 4 years**  
**Post EAC degree: 4 years**  
**Experience under licensed engineer:  
4 years**

### TASKS

The major branch that I work in for Westwood is Residential Land Development, primarily single family master planned subdivisions.

The experience at Westwood has been extremely fruitful. From tentative maps, preliminary grading and utility design to client exhibits and construction exhibits. Our team specifically works in a hillside area which leads to many challenging and original problems within a site.

Graduate Engineer I: My responsibilities included addressing simple redlines from agencies (CAD Drafting), creating multitudes of different exhibits for the client, and introductions to design of utilities and grading. Laying out basic traffic plans.

Graduate Engineer II: My responsibilities included utility design layouts for an entire project. Design of rockery walls and preliminary grading of a site. Assisting with client meetings. Plan and profiles.

Graduate Engineer III: Taking a plan from tentative map stage all the way to the approval process of the plans. From preliminary site layout and grading to full grading and utility layouts including but not limited to, roadway design, wall grading, sewer/water/storm drain layout and design. I was also responsible for the growth of another Graduate Engineer I QA/QCing their work, managing their tasks and mentoring them through the tasks and responsibilities mentioned above (Graduate Engineer I). Also was responsible for running occasional client meetings and had direct correspondence with the client with any issues out in the field.

### REPRESENTATIVE PROJECTS

Single Family Residential Design/Production  
Sunstone Phase 1 - 2A, Entitlements to Approval of Civil Plan (Las Vegas)  
12/2019 - 12/2021

For Phase 1 I assisted the lead designer in plan production and utility design. I designed the 3D layout of the water and sewer based on the street alignment the lead designer had established. I had to be aware of various spacing requirements from UDACS, DCSWCS and the municipality. With the storm drain already in place I also had to design crossing with specific mitigation measures due to specific conservative clearances not being met. I also calculated if back water valves and/or PRV's were required for each lot.

For Phase 2A. I was the drafter and designer for the single family residential phase for a subdivision in City of Las Vegas. I drafted the site layout in CAD. I designed the alignments of the streets, geometry of the pads, preliminary grading and rough utility design for the Entitlement portion of the phase. After approval, I designed the vertical alignments and profiles of the roads and fine graded the entire site. I also designed the storm, sewer and water having to be aware of all the different spacing requirements. I also had to layout fire hydrants, calculate for PRVs and BWVs and designed some more complex grading elements within the subdivision. I was also in charge of taking a landscape architects design and creating a new design for the entry with the design intent in mind. I designed the traffic plans as well which included traffic signs, pavements markings, and streetlight locations. This project had some interesting interim conditions that required engineering judgement into where the drainage was going to go before the next phase was built.

Master Planned Community  
Lakemoor, Preliminary Engineering  
2022 - ongoing

I drafted and graded a 3000 lot layout for a master planned community in Las Vegas. Most of the work was to assist with the preliminary engineering of the site. I designed preliminary road alignments that went into assisted in studies for potential future intersections. I designed preliminary striping for intersections that included widening of right of way for additional left turn lanes and right turn pockets. I also designed and provided profiles for large fill areas that required a cap of fill for engineering purposes. Decision making included various lot adjustments due to grade differences, increasing radii of roads for improved drivability and multiple client led design changes such as shifting major roads 1000'+ to accommodate for city requests. I was also in charge of providing a complicated exhibit with the help of survey that identified every single easement or encumbrance that was encroaching within the 3000 lot project area. Decision making and due diligence was important as to make sure not to encroach on easements that could not be relinquished. I also designed and graded complicated rockery walls and trail areas that are across the whole site. Although preliminary, this experience assisted in my decision both as an engineer and as someone taking in client requests. The numerous changes also meant i needed to have designs that were flexible grade-wise.

# DANIEL FELIX FERREIRA (20-922-97)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL


 Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/05/2023**

Citizenship  
**Brazil**

## SUMMARY



 Engineering Experience  
after EAC degree


Total Engineering  
Experience  
**4 years, 5 months**

Experience under licensed  
engineer  
**4 years, 5 months**

Other Experience  
**3 years, 3 months**

Disciplinary Action  
**None reported**




## EDUCATION

 Bachelors in Civil and Structural Engineering  
**University of Newcastle - UK**  
**September 2011–June 2014**


Masters in Structural Engineering  
**University of Newcastle - UK**  
**September 2015–September 2016**

## EXAMS

 Fundamentals of Engineering (FE)  
**Nevada**  
**December 2020**

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
**October 2021**

## LICENSES

 Additional Licenses  
**None**

# DANIEL FELIX FERREIRA (20-922-97)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Consulasia  
Macau (Macao)  
Trainee Engineer  
July 2014—August 2015

Verified by

Experience Summary  
**Full-Time**  
**Other: 1 year, 1 month**  
Experience under licensed surveyor:  
**None**



DESCRIPTION

# DANIEL FELIX FERREIRA (20-922-97)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

AECOM  
England (United Kingdom)  
Engineer  
December 2016—February 2019

Verified by

Experience Summary  
**Full-Time**  
**Other: 2 years, 2 months**  
Experience under licensed surveyor:  
**None**



## DESCRIPTION

# DANIEL FELIX FERREIRA (20-922-97)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Connected Structural Group  
Nevada (United States)  
Associate Engineer  
March 2019—August 2023

Verified by  
**Michael John Levi**  
mlevi@connectedsg.com

Experience Summary  
**Full-Time**  
**Engineering: 4 years, 5 months**  
**Experience under licensed engineer:**  
**4 years, 5 months**

## TASKS

I am responsible for the design of structural building connections, as well as responsible for completing engineering connection details and preparing connection calculation packages.

The connections I am responsible for consists of, but is not limited to: beam shear tabs, vertical brace paddle plates, vertical brace 'claw-angles', horizontal 'wrap-around' gusset plates, moment end plates, moment welded connections, bolted and welded splices, HSS connections, and miscellaneous connections.

During the connection design process, I am responsible for coordinating with the EOR, and other relevant personal to discuss loading and design requirements. I am responsible for creating and answering connection design related RFI, pricing change order requests, and documenting relevant project information.

I am responsible for the design of egress stairs and ladders, creating analytical models to size members, design connections and preparing calculation packages. I am responsible for creating and answering stair design related RFIs.

## REPRESENTATIVE PROJECTS

Intel Lark, Hillsboro, OR (04/2019 - 05/2020). I gathered and organized output member end force data from RISA and STAAD truss and floor models. I created tables from the outputs outlining member sizes, member tags and force break down of shears, axial and moment loads. Using the output data and structural drawings, I designed connections including: claw-angles truss member connections, beam shear tabs, vertical brace paddle plates, horizontal 'wrap-around' gusset plates, moment end plates, moment welded connections, bolted and welded chord member splices. I prepared calculation packages for these connections which include: engineering sketches of each connection, load tables, and calculations with code formulation references.

Facebook CCO3 Data Center, Prineville, OR. I designed egress stairs and ladders, ensured IBC compliance, using analytical models in RISA to size stringer and landing members. I used output data from RISA to design egress stair connections to landings and to main structure members. I sized and designed stair guardrails and treads. I modelled stair stringers and connections on live 3D models using SDS2, which were used for steel detailing.

Tesla Gigafactory, Austin, TX (09/2020 - 08/2021). I designed and reviewed steel building connections including drag beams, infill beams, vertical braces and moment connections. I participated in bi-weekly meetings with the EOR and the Fabricator to discuss progress and any issues with connection design. I answered connection design related RFIs. I created connections on multiple live 3D models using SDS2 which were used for steel detailing. I reviewed the 3D models for compliance with member section sizes, member elevations and locations. I managed and reviewed the work of 1 engineer.

Samsung Semiconductor, Taylor, TX (04/2022 - 7/2023). I attended meetings for early project coordination with EOR and Fabricator. During these meetings I proposed and established suitable choices of connections types on trusses and adjacent framing. I designed and reviewed connections for FAB trusses, FAB building, and Support Steel structure connections, preparing and reviewing connection calculations packages for each. In addition to typical shear tab, horizontal brace, vertical brace and moment connections, I designed and reviewed expansion joint connections with bearing pads. On a number of connection locations with more complex loading, I used IDEA StatiCa, a FEM based software, to analyze the effects of multiple loading points on a supporting member. I modeled connections in 3D using SDS2 and created engineering connection details from them. I compiled connection details into the connection detail book, which includes mapped call outs on plan sheets for reference. I managed and reviewed the work of 3 engineers, checking their connection design choices and calculations, providing engineering code assistance and know-how. I created and answered connection design related RFIs, priced change order requests, and documented relevant project information. Once connection design work was completed, I reviewed shop drawings for compliance with connection design and provided quality control for 2 checkers reviewing shop drawings.





DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
University of Newcastle - UK / Bachelors in Civil and Structural Engineering 09/01/2011 — 06/01/2014	United Kingdom	English	27
University of Newcastle - UK / Masters in Structural Engineering 09/01/2015 — 09/01/2016	United Kingdom	English	None

COMPARABILITY SUMMARY

**Outcome: Not Equivalent**

Area	Hours	Deficiency
Math/Science	15 / 32	Missing 17 hours Missing 2 of 3 ( Biology, Chemistry, Physics )
Engineering	58 / 48	None
General Education	3 / 12	Missing 9 hours
Elective/Other	15 / N/A	None

SPECIAL NOTE

The NCEES Engineering Education Standard requires 32 college semester credit hours in Math/Science. Credits in basic sciences must include at least two courses. These courses must be in general chemistry, general calculus-based physics, or general biological sciences. The two courses may not be in the same area.

The NCEES Engineering Education Standard requires 12 college semester credit hours in general education that complement the technical content of the curriculum. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.

## Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Calculus II	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Engineering Mechanics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	5.0
Fluid Mechanics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Statistics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5

**Total semester credit hours earned: 15.00**

## Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Concrete & Steel Structures	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Design of Building Systems	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Engineering Analysis	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	5.0
Engineering Materials	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Environment Systems	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Geotechnical Design	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Geotechnical Properties of Soils	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Geotechnics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Highway & Traffic Engineering	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Hydraulics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Project	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	5.0
Structural Analysis I	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Structural Analysis II	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Sustainable Systems	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	17.5
Water & Wastewater Treatment	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5

**Total semester credit hours earned: 57.50**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
Engineering Ethics	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5

**Total semester credit hours earned: 2.50**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Architecture	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Construction Management	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Geographic Information Systems	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Introduction to Engineering	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Surveying I	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5
Surveying II	University of Newcastle - UK / Bachelors in Civil and Structural Engineering	2.5

**Total semester credit hours earned: 15.00**

**Total Semester Credit Hours Earned: 91**

PROCESS DESCRIPTION

All education is compared to the NCEES Engineering Education Standard

The evaluation of your academic studies has been prepared to provide engineering and surveying licensing boards with the required assessment of foreign qualifications to facilitate them in determining if you qualify for licensure examination. This is an advisory report prepared based on records received and verified by the institutions issuing the degrees or qualifications. Eligibility to take the examination is determined by the licensing boards.

This report does not include the assessment of written and oral communication skills, computer skills, the quality of laboratory or field work, and the scope of design experience, which require an onsite review. Academic records (such as transcripts and catalogs) do not document qualitative factors and practical constraints to desirable outcomes.

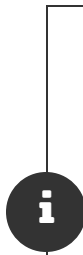
NCEES houses a library of reference materials from around the world. These references are used for the completion of evaluations in conjunction with the NCEES Engineering Education Standard.

# CAROLYN GOMBERT (18-970-49)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/09/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree

Total Engineering  
Experience  
**4 years, 9 months**

Experience under licensed  
engineer  
**4 years, 9 months**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in English  
**University of Pennsylvania**  
September 2009–May 2012

Masters in Water Resources Engineering  
**Oregon State University**  
September 2015–September 2018



## EXAMS



Fundamentals of Engineering (FE)  
**California**  
April 2019

Principles and Practice of Engineering (PE)  
**Civil**  
**Colorado**  
October 2021

## LICENSES



Additional Licenses  
**None**

# CAROLYN GOMBERT (18-970-49)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Northwest Hydraulic Consultants  
California (United States)  
Junior Engineer

November 2018—November 2020

Verified by

**Brady James McDaniel**

bmcddaniel@nhcweb.com

Experience Summary

**Full-Time**

**Engineering: 2 years**

**Experience under licensed engineer:  
2 years**



### TASKS

I worked under supervisory engineers to: (1) build and run numerical models of hydraulic transients in pipelines, (2) build and run one-dimensional (1D) and two-dimensional (2D) hydraulic models of complex river/floodplain systems, (3) survey construction sites, and (4) calculate and evaluate cut and fill volumes at bank stabilization project sites.

Hydraulic modeling demanded consideration of complexities absent in most pipeline models. Specifically, representation of riverine systems required additional input parameters such as surface roughness and model terrain, introducing increased uncertainty.

I made engineering decisions about which solvers to employ to best model hydraulic systems, basing my choice on water surface elevation profiles produced using identical model inputs run with different sets of hydraulic equations.

I completed work on model simulations, as-builts, and grading calculations independently then provided them to a supervisory engineer for review. Additionally, I drafted modeling/data collection reports and provided these to a supervisory engineer for review.



### REPRESENTATIVE PROJECTS

1. The Tule Red Marsh Restoration Project restored 420 acres of marsh habitat on the eastern Edge of Grizzly Bay, approximately 30 miles northeast of San Francisco, CA.

Project participation dates: November 2018 to November 2019

While on this project, I operated a Real Time Kinetic Global Positioning System (RTK GPS) to capture as-built grades on a constructed wetland restoration project. I incorporated the survey points into the final as-built construction plans, delineating site features using survey point codes, and recommending additional call-out notes to provide clarity on the final as-built conditions. I provided the as-built plans to a supervisory engineer for review, then implemented feedback provided before finalizing the as-built construction plans that we provided to the client.

2. The Pajaro River Hydraulic Modeling project sought to update the numerical model of the Pajaro River near Watsonville, California and provide a more robust management tool for vegetation clearing along the levees.

Project participation dates: October 2019 to November 2020

I worked in collaboration with a Staff Engineer to develop a field data collection plan to acquire approximately five miles of channel bathymetry and install several pressure transducers. I provided bathymetry data to NHC's Geographic Information Systems (GIS) specialist and then used the topo-bathy surface they generated to build a 2D hydraulic model. I independently developed the hydraulic model mesh, which required representation of bridges with a combination of data from as-built construction drawings and field photographs. I independently determined appropriate roughness characterization within the model domain, and also decided upon an appropriate model time step. Flow data collected by the pressure transducers installed in the field was not available for model calibration during my time involved with the project. However, I was the primary author on the report detailing field work and bathymetry data collection.

# CAROLYN GOMBERT (18-970-49)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

U.S Army Corps of Engineers  
California (United States)  
Civil Engineer  
November 2020 – April 2022

Verified by  
**Melissa Mika**  
Melissa.L.Mika@usace.army.mil

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 5 months**  
**Experience under licensed engineer:**  
**1 year, 5 months**



### TASKS

I worked under supervisory engineers to: (1) build, calibrate, and analyze results for 2D hydraulic models to support paleoflood studies, and (2) produce and evaluate reservoir stage-frequency curves to support Periodic Assessments (PA) of high- and significant-hazard dams.

I reviewed: (1) Probable Maximum Flood (PMF) calculations and hydrologic hazard curves produced to support a dam PA, and (2) existing hydrologic routing models slated to be used to update basin hydrology for a complex regulated system in California's central valley.

I mentored U.S. Army Corps of Engineers (USACE) Interns during Hydrology Section rotations, stepping into a supervisory role. I provided the products and guidance needed for completion of complex tasks (i.e., I prepared time series data, developed scripts to batch process hydrologic data, and refined raster data to produce ready-to-use files for interns to complete assigned modeling projects).

Review and teaching tasks required significant engineering judgement. Mentoring demanded careful planning of project scope, thorough assessment of the knowledge, tools, and information required for successful project completion, and consistent evaluation of the mentee's needs and progress.



### REPRESENTATIVE PROJECTS

I worked on the Dam Period Assessment team for the Bear and Burns Dams (both near Merced, CA), and for Martis Creek Dam (near Truckee, CA). These projects were part of the USACE dam safety program, which looks to evaluate the risk of dam failure for high- or significant-hazard USACE dams at least every 10 years.

Project participation dates: December 2020 to September 2021

I provided in-depth information on hydrologic failure modes for the Bear, Burns, and Martis Creek Dams. I built reservoir stage-frequency curves using the Risk Management Center Reservoir Frequency Analysis (RMC-RFA) tool, which required me to manage timeseries data, employ engineering judgment to select representative hydrograph shapes, and perform a Monte Carlo simulation to create uncertainty bounds. I presented results from RMC-RFA in the hydrology section of the PA report, which was reviewed by a supervisory engineer. I also provided an overview of the hydrologic failure modes of Martis Creek Dam during the USACE interdisciplinary week-long PA workshop.



# CAROLYN GOMBERT (18-970-49)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

U.S. Bureau of Reclamation  
Colorado (United States)  
Civil Engineer  
April 2022—August 2023

Verified by  
**Jennifer Anne Bountry**  
jbountry@usbr.gov

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 4 months**  
**Experience under licensed engineer:**  
**1 year, 4 months**



### TASKS

I work under supervisory engineers to: (1) build, calibrate, and analyze results for 2D hydraulic and mobile bed (e.g., sediment transport) models, (2) design river restoration features to support bank protection and improved fish passage, and (3) evaluate design alternatives.

I collaborate with engineers in other disciplines on a design team to develop emergency flood control structures, providing hydraulic model output that guides the dimensions of the final design.

I mentor engineers rotating through the Sedimentation and River Hydraulics group, planning appropriately sized tasks and providing feedback on products produced.

I am also managing two river restoration projects, communicating with clients to establish the project scope and budget. As part of this role, I monitor the progress of project tasks and take responsibility for project deadlines and deliverables.



### REPRESENTATIVE PROJECTS

I am the lead numerical modeler for the Isleta Diversion Dam Fish Passage and Sediment Management project, which is a multi-agency effort to install a fish passage structure on the Isleta Diversion Dam near Albuquerque, New Mexico and better inform gate operations to address sedimentation issues on the Rio Grande.

Project participation dates: June 2022 to present

I constructed a hydraulic and mobile bed model of the Rio Grande reach that includes the Isleta Diversion Dam by digitizing construction drawings from 1933 to generate terrain data for the model mesh. In the model domain, I included 30 river gates and two sluice gates to leverage the model's ability to calculate the passage of both water and sediment through the gates. My self-guided testing of multiple modeling "knobs" (i.e., terrain elevations, gate input parameters, model mesh density) informed research- and development-based discussions with the software developer about irregularities in the gate flow outputs (the passage of sediment through modeled gates is a new feature in the most recent version of the software). At present, I am using the calibrated model to evaluate the effect of different gate operation scenarios on the downstream passage of sediment and will capture both modeling methodology and results in a technical memorandum.

# CAROLYN GOMBERT (18-970-49)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS

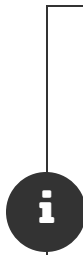
Start Date	End Date	Reason	Explanation
06/2008	08/2009	Unemployed	Freshman year of bachelor's degree completed at University of Rochester following graduation from high school in June 2008.
06/2012	08/2015	Unemployed	Following graduation from UPenn, I taught middle and elementary school in Houston, Texas for two years. Then, I worked in Buffalo Public Schools for the 2014-2015 academic year prior to beginning graduate school at OSU.

# ABDOLLAH JAVIDIALESAADI (20-910-68)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/24/2023**

Citizenship  
**Iran**

## SUMMARY



Engineering Experience  
after EAC degree

Total Engineering  
Experience  
**2 years, 10 months**

Experience under licensed  
engineer  
**2 years, 10 months**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in Civil Engineering  
**Shiraz University**  
September 2003–February 2008

Doctorate in Civil Engineering - Structural  
**University of Tennessee, Knoxville**  
August 2015–May 2020



## EXAMS



Fundamentals of Engineering (FE)  
**Tennessee PE**  
October 2020

Principles and Practice of Engineering (PE)  
**Civil**  
**Minnesota**  
October 2021

## LICENSES



Additional Licenses  
**None**

# ABDOLLAH JAVIDIALESAADI (20-910-68)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

TRC Worldwide Engineering, Inc  
Tennessee (United States)  
Structural Design Engineer  
July 2020 – May 2021

Verified by  
**David Linwood Schultz**  
Lschultz@trcww.com

Experience Summary  
**Full-Time  
Engineering: 10 months  
Experience under licensed engineer:  
10 months**



### TASKS

Throughout ten months I gained with TRC Worldwide Engineering, Inc, I worked on numerous projects where I performed engineering analysis and design of several steel, concrete and wood buildings. I prepared drawings through coordination with drafters, I conducts quantity calculations, and prepared reports. I was responsible for quality control of small tasks and segments of larger projects.

Within each project I included the use of accepted engineering and mathematical methods to analyze and design the building systems in order to ensure that the building members could withstand the loads imposed due to wind loads, earthquake loads, snow loads, live loads, and dead loads; I verified that such loads did not exceed allowable stress or strength stipulated by standards and local building code requirements.

I was responsible to review the construction drawings, shop drawing, and response to the RFI during in construction phase.



### REPRESENTATIVE PROJECTS

#### 1-Sunnyslope School Renovations and Additions – Phoenix, AZ (November 2020- May 2021)

I designed three-story educational buildings. This building consisted of steel beams and columns, steel joists, roof decks, composite beams, composite metal floor decks, moment and braced frames, and concrete foundations.

As the project engineer, I designed roof components to withstand gravity and wind uplift loads and meet applicable serviceability requirements for deflection. I designed the first and second floor as a composite beam and composite metal floor deck system to withstand gravity loads for un-shored construction per the requirements of AISC 360-10. I calculated the necessary beam sizes, camber, and some headed stud shear connectors for each beam and girder. I considered the serviceability conditions for floor vibration using the method promulgated by "AISC Steel Design Guide 11, Floor Vibrations Due to Human Activity". I then designed the columns to support the connecting roof and floor beams. I designed the buildings to be supported laterally by brace frames and moment frames, calculated the deck shears for the roof deck, and selected the appropriate attachment pattern to provide the necessary shear strength. I then designed the grade beams to span between the concrete foundations. I designed the column base plates and foundations to resist the maximum downforce and net uplift due to gravity and wind loads. Afterward, I developed numerous details demonstrating the support and attachment of various building conditions, including, but not limited to, standard framing connections, floor openings, brick ledges, interior stairs, and elevator supports. All design and calculations were done under the guidance of PE Engineers.

#### 2- North Caddo Medical Center (July 2020-October 2020)

I designed a one-story steel structure adding to the existing medical building office. I made a model the structure, calculate the gravity, and lateral loads, analysis, and design the members. I designed the brace and moment frame beams and columns. I also designed the roof beams for live, snow, and wind load. I reviewed the geotechnical engineering report and designed the foundation for service and ultimate loads. I incorporate comments from the principal engineer and collaborate with drafters to produce the construction documents.

#### 3- Elk Run Clubhouse Wood Structure (October 2020-November 2020)

I was a project engineer for engineering design for a one-story wood structure building on an existing concrete slab. I calculated gravity and lateral loads and designed this project's columns, beams, and shear walls. I used the American wood council NDS code for sizing the beams, columns, and shear walls. I designed the columns and shear walls to the existing slab structure for resistance against uplift wind load. Under the guidance of a licensed PE engineer, I checked the capacity of the existing structure

to resist all loads from the new structure. I coordinated the design with drafters and worked with them to provide construction documents.

#### 4- Baptist Healthcare Medical office (Jan 2021-May 2021)

The project was approximately 120,000 square -feet, a four-story steel structure as a medical office located in Louisville, KY. In this project, I was a structural designer under the guidance of licensed principal engineers. I worked on the structural system, framing, column location, and orientation in the design development phase. I provided

Design criteria, calculated snow

Wind, and seismic load according to ASCE-7.

I calculated live, dead, reduced live load, corridors load, rooms, mechanical areas, roof, and storage areas. I defined load combinations based on the ASCE-7 IBC and then sized the beam and columns based on the AISC-LRFD steel design. Then, I checked the floor deflection under the live and dead load. I also designed the composite deck floors and calculated the number of shear studs to transform the loads between concrete slab and beams. After designing the structure, I used the geotechnical report and ACI-318 to design and detail the pile foundations for the structure. I also calculated the size and thickness of the base plate and the size of the anchor bolts for shear, compression, and tension force. All the design and calculations were done under the guidance of Licensed PE engineers.

# ABDOLLAH JAVIDIALESAADI (20-910-68)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

VAA, LLC  
Minnesota (United States)  
Structural Design Engineer  
July 2021 – July 2022

Verified by  
**Douglas Nagel**  
DNagel@vaaeng.com

Experience Summary  
**Full-Time**  
**Engineering: 1 year**  
**Experience under licensed engineer:**  
**1 year**

### TASKS

At VAA, I have been involved in engineering design and analysis of various structures, including multi-floor platform Towers, Conveyor Bridges, Silo Roof Beams, Ring foundations, Tower and Silos foundations, retaining walls, and Industrial Buildings. Some of my duties as a structural engineer in VAA are listed below:

- Evaluation of existence tower steel structures for adding new platforms
- Responsible for providing structural analysis and design for different projects
- Analysis and design of beam and Columns for supporting mechanical equipment
- I am responsible for constantly coordinating with other project design disciplines.
- In all assigned projects, I'm responsible for using mathematical and engineering knowledge for analysis and designing the structures to resist dead, live, product, wind, and earthquake load.
- Assist senior engineers in preparing the proposals

### REPRESENTATIVE PROJECTS

At VAA, I'm working on different projects under the guidance of the PE principal engineer:

#### 1-Steel Structure and Foundation Design for Packaging Line Addition

I designed the steel tower and the foundation in this project under the guidance of a licensed principal engineer. These structures consist of steel beams and columns, horizontal and vertical braces, floor grating, and several types of equipment supported on each level. As the project engineer, I designed the beams to withstand applicable gravity, live load, product load, and wind loads to meet applicable serviceability requirements for deflection and ultimate limit states. I developed numerous details demonstrating the support and attachment of various structural conditions, including, but not limited to, standard framing connections, base plates, Vertical and horizontal brace connections, and column splices. I used ASCE-7 for loading and AISC-LRFD design code to design the structural members. I also designed the foundations of the tower. The foundation and anchor bolts were designed per ACI318-14. The foundation was designed to resist the concrete break-out due to significant wind loads' high tension in anchor bolts.

#### 2- Foundation and Tunnel design for 54' Diameter and 93 feet height Grain Bin

Steel grain bins are useful storage areas in agricultural and food processing facilities. These bins are heavy and need a specific foundation for support. As an engineer, I calculated the lateral and gravity loads on the Bin and calculated the loads on the ring foundation, and designed the foundation for the service and ultimate condition. I used ACI-318 to design the concrete slab for the tunnel below the Bin. I provided the foundation and slab reinforcement details and sketches for producing the construction documents.

#### 3-Concrete Ring Beam and Columns for Supporting hopper grain bins for Grain Export Terminal Project

As a design engineer, I used advanced ACI notes for calculating the axial, moment, and torsional load on the concrete ring beam with a 7' high and trapezoidal cross-section. I calculated bending, shear, torsion, and axial loads on the beam and columns. Then I designed the concrete column to resist the axial and moment from the ring road. I sketched detailed reinforcements per ACI-318

and worked with drafters in construction document production.

#### 4-Receiving room structure for Soybean Unloading Facility

I provided the engineering services for designing and detailing a 900 square-foot steel structure in this project. Utilizing ASCE-7, I designed a steel moment frame and a braced frame for another direction to resist the lateral loads. I designed beams, columns, and braces to resist the ultimate loads, including dead, live, wind, and seismic loads. I also designed all the bolt and weld connections in this project.

Other projects:

- Design and analysis of multiple steel structures towers for agricultural facilities
- Design, analysis, and detailing of foundations for tower structures
- Design and analysis of hoist beam and hoist frame
- Design and analysis of concrete retaining walls

# ABDOLLAH JAVIDIALESAADI (20-910-68)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Constellation Energy  
Illinois (United States)  
Engineer 3  
August 2022 – August 2023

Verified by  
**Chad Stock**  
chad.stock@constellation.com

Experience Summary  
**Full-Time**  
**Engineering: 1 year**  
**Experience under licensed engineer:  
1 year**

## TASKS

At Constellation Energy, I am engineer and doing structural analysis, design, and reviewing of various structures design calculations under guidance of PE structural engineers. Projects are including steel pipe supports, equipment supports structures, transmission line structures, and equipment foundations. Some of my duties as an engineer in Constellation Energy are listed below:

- Evaluation, analysis, and design of exiting and new structures for various type of modifications of power plants according to engineering design codes such as AISC, ACI, and power plant design documents.
- Providing calculation document for analysis and design of pipe and equipment support steel structures.
- Designing and detailing of the steel connections and anchor bolts to resist against dead, seismic, temperature, and hydrodynamic loads.
- Reviewing the design and calculation documents of transmission line and substation structures and providing engineering review for the design loads, analysis, and design.
- Structural dynamic analysis and seismic qualification of equipment and support structures under various external loads.

In all assigned projects, I am responsible for using mathematical and engineering knowledge to design and analysis of structures to resist the dead, live, hydrodynamic, wind, and earthquake loads.

## REPRESENTATIVE PROJECTS

At Constellation Energy, I am working on different projects including:

### 1- Power plant pipe support design:

I designed four steel pipe support structures to resist against the hydrodynamic and seismic load for drainage of water from a tank at power plant station. The structures consist of HSS steel column and beam and designed to support 6 and 2-inch pipes with lateral and vertical loads for different levels of operations. I used the structural analysis fundamentals to find the internal forces and then designed the support utilizing the steel manual and AISC code specification. I calculated combined stress ratio due to bending, axial, and shear force at all members and then checked against the allowable stress values to verify the adequacy of the members. I also designed the base plate, anchor bolts, and welds. The base plate and anchor bolts per steel and concrete design code. I designed the anchor bolts for combination of shear and tension and the base plate for applied bending moment.

### 2-Steel structure support design and seismic qualification for mounting Monitors at power plant :

Mounting of the monitors at power generation stations needs comprehensive structural analysis and design. Monitors should be functional during all operation modes and during extreme events. I provided the engineering services for designing and detailing of the support steel structures for the monitors in this project. Utilizing steel design code and AISC manual, I calculated the internal loads of the structure and designed the steel members. The support structure includes HSS members, plates, bolts, stiffeners, and welded connections. I qualified the support under different load combinations and designed members sizes, plates thickness, bolt diameters, and weld sizes. I used seismic response spectra to calculate the acceleration applied to the monitor and forces transferring to the steel support.

In this project, I also calculated the frequency and dynamic characteristics of the support structures utilizing finite element method and STAAD software. In addition, I used experimental seismic shake table test and response spectra method analysis to qualify the monitors for using at the plant.

### 3- Review of power transmission line structures calculation and design documents:

I am reviewing and providing technical comments and feedback regarding steel tower structure design and foundation for power transmission line project. The structure and foundation designed to resist against various loads such as wind, ice, tension, and gravity loads. My responsibility is to review and check the accuracy of the calculation of the loads, load combinations, design code selection, structural analysis software, connection design, soil geotechnical report, and construction drawings.



# ABDOLLAH JAVIDIALESAADI (20-910-68)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS

Start Date	End Date	Reason	Explanation
03/2008	07/2015	Unemployed	I was not at USA and worked as structural design engineer at Iran.



### DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
Shiraz University / Bachelors in Civil Engineering 09/01/2003 – 02/01/2008	Iran	Persian (Farsi)	53
University of Tennessee, Knoxville / Doctorate in Civil Engineering - Structural 08/01/2015 – 05/01/2020	United States	English	None

### COMPARABILITY SUMMARY

**Outcome: Not Equivalent**

Area	Hours	Deficiency
Math/Science	32 / 32	Missing Biology or Chemistry
Engineering	65 / 48	None
General Education	18 / 12	None
Elective/Other	23 / N/A	None

### SPECIAL NOTE

The NCEES Engineering Education Standard requires at least two courses in basic sciences. These courses must be in general chemistry, general calculus-based physics, or general biological sciences. The two courses may not be in the same area.

## Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	Shiraz University / Bachelors in Civil Engineering	3.0
Calculus II	Shiraz University / Bachelors in Civil Engineering	3.0
Differential Equations	Shiraz University / Bachelors in Civil Engineering	3.0
Dynamics	Shiraz University / Bachelors in Civil Engineering	3.0
Engineering Geology	Shiraz University / Bachelors in Civil Engineering	3.0
Fluid Mechanics	Shiraz University / Bachelors in Civil Engineering	3.0
Numerical Analysis	Shiraz University / Bachelors in Civil Engineering	2.0
Physics I: Calculus Based	Shiraz University / Bachelors in Civil Engineering	4.0
Physics II: Calculus Based	Shiraz University / Bachelors in Civil Engineering	3.0
Probability & Statistics	Shiraz University / Bachelors in Civil Engineering	2.0
Statics	Shiraz University / Bachelors in Civil Engineering	3.0

**Total semester credit hours earned: 32.00**

## Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Civil Engineering Project	Shiraz University / Bachelors in Civil Engineering	1.0
Concrete Technology	Shiraz University / Bachelors in Civil Engineering	3.0
Earthquake Engineering	Shiraz University / Bachelors in Civil Engineering	3.0
Engineering Hydrology	Shiraz University / Bachelors in Civil Engineering	2.0
Environmental Engineering	Shiraz University / Bachelors in Civil Engineering	2.0
Foundation Engineering I	Shiraz University / Bachelors in Civil Engineering	2.0
Foundation Engineering II	Shiraz University / Bachelors in Civil Engineering	2.0
Highway Engineering	Shiraz University / Bachelors in Civil Engineering	3.0
Hydraulic Structures	Shiraz University / Bachelors in Civil Engineering	3.0
Hydraulics	Shiraz University / Bachelors in Civil Engineering	3.0
Matrix Analysis of Structures	Shiraz University / Bachelors in Civil Engineering	3.0
Mechanics of Materials	Shiraz University / Bachelors in Civil Engineering	4.0
Pavement Engineering	Shiraz University / Bachelors in Civil Engineering	2.0
Reinforced Concrete Structures I	Shiraz University / Bachelors in Civil Engineering	3.0
Reinforced Concrete Structures II	Shiraz University / Bachelors in Civil Engineering	4.0
Soil Mechanics	Shiraz University / Bachelors in Civil Engineering	4.0
Steel Structures I	Shiraz University / Bachelors in Civil Engineering	3.0
Steel Structures II	Shiraz University / Bachelors in Civil Engineering	3.0
Structural Analysis I	Shiraz University / Bachelors in Civil Engineering	3.0
Structural Analysis II	Shiraz University / Bachelors in Civil Engineering	3.0
Structural Dynamics	Shiraz University / Bachelors in Civil Engineering	3.0
Water & Wastewater Engineering	Shiraz University / Bachelors in Civil Engineering	3.0
Water Purification	Shiraz University / Bachelors in Civil Engineering	3.0

**Total semester credit hours earned: 65.00**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
English	Shiraz University / Bachelors in Civil Engineering	3.0
Islamic Ethics	Shiraz University / Bachelors in Civil Engineering	2.0
Islamic History	Shiraz University / Bachelors in Civil Engineering	2.0
Islamic Revolution	Shiraz University / Bachelors in Civil Engineering	2.0
Islamic Studies I	Shiraz University / Bachelors in Civil Engineering	2.0
Islamic Studies II	Shiraz University / Bachelors in Civil Engineering	2.0
Islamic Texts	Shiraz University / Bachelors in Civil Engineering	2.0
Persian Language	Shiraz University / Bachelors in Civil Engineering	3.0

**Total semester credit hours earned: 18.00**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Architectural Drawing	Shiraz University / Bachelors in Civil Engineering	2.0
Architecture & Urban Development	Shiraz University / Bachelors in Civil Engineering	2.0
Building Restoration	Shiraz University / Bachelors in Civil Engineering	2.0
Computer Programming	Shiraz University / Bachelors in Civil Engineering	3.0
Construction Machinery	Shiraz University / Bachelors in Civil Engineering	2.0
Construction Materials	Shiraz University / Bachelors in Civil Engineering	2.0
Construction Methods	Shiraz University / Bachelors in Civil Engineering	2.0
Internship	Shiraz University / Bachelors in Civil Engineering	2.0
Quantity Surveying & Estimation	Shiraz University / Bachelors in Civil Engineering	1.0
Surveying	Shiraz University / Bachelors in Civil Engineering	3.0
Technical Drawing	Shiraz University / Bachelors in Civil Engineering	2.0

**Total semester credit hours earned: 23.00**

**Total Semester Credit Hours Earned: 138**

PROCESS DESCRIPTION

All education is compared to the NCEES Engineering Education Standard

The evaluation of your academic studies has been prepared to provide engineering and surveying licensing boards with the required assessment of foreign qualifications to facilitate them in determining if you qualify for licensure examination. This is an advisory report prepared based on records received and verified by the institutions issuing the degrees or qualifications. Eligibility to take the examination is determined by the licensing boards.

This report does not include the assessment of written and oral communication skills, computer skills, the quality of laboratory or field work, and the scope of design experience, which require an onsite review. Academic records (such as transcripts and catalogs) do not document qualitative factors and practical constraints to desirable outcomes.

NCEES houses a library of reference materials from around the world. These references are used for the completion of evaluations in conjunction with the NCEES Engineering Education Standard.

# FARZAN NASIRI (17-865-06)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/29/2023**

Citizenship  
**Iran**

## SUMMARY



Engineering Experience  
after EAC degree

Total Engineering  
Experience  
**4 years, 1 month**

Experience under licensed  
engineer  
**4 years, 1 month**

Disciplinary Action  
**None reported**



## EDUCATION



Meets NCEES Engineering Education Standard

Bachelors in Civil Engineering  
**University of Mazandaran**  
September 2007–September 2011

Masters in Civil Engineering - Structure  
**Babol Noshirvani University of Technology**  
September 2011–December 2013

Masters in Civil and Environmental Engineering  
**University of Nevada, Las Vegas**  
January 2019–December 2021



## EXAMS



Fundamentals of Engineering (FE)  
**Nevada**  
November 2020

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
October 2021

## LICENSES



Additional Licenses  
**None**

# FARZAN NASIRI (17-865-06)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*Innova Technnologies Inc  
Nevada (United States)  
Project Engineer  
July 2019 – August 2023*

Verified by  
**Adriana Beatriz Gonorazky**  
adrianag@innovanv.com

*Experience Summary*  
**Full-Time**  
**Engineering: 4 years, 1 month**  
**Experience under licensed engineer:  
4 years, 1 month**



### TASKS

- Provide quality engineering reports, calculations, design drawings, specifications, and cost estimates.
- Complete work within budget and time scheduled, ensuring compliance to applicable codes, accepted engineering practices, and client standards.
- Develop CAD drafts based on project design requirements.
- Measure field dimensions in construction site visits.
- Ensure compliance of drawing procedures with company standards.
- Develop coding programs in collaboration with CAD operators.
- Review work by others to ensure it meets all project requirements.



### REPRESENTATIVE PROJECTS

- TEGA Kids Superflex Gymnastics Facility, Lubbock, TX  
Project Engineer - Designing a steel stair and components including its connections being installed in Lubbock, Texas. Date: 07/17/2019
- Lifetime Fitness Pool, Peoria, AZ  
Project Engineer – Structural calculating of pool walls and slabs being constructed in Peoria, Arizona. Date: 09/19/2019
- Kent Company Office Renovation, Lewisville, TX  
Project Engineer – Designing a steel stair and components including its connections to the existing structure being installed in Lewisville, Texas. Date: 01/13/2020
- I-15 Tropicana EA Project, Las Vegas, NV  
Project Engineer – Designing hydraulic structures, such as culverts, encasing water lines, and RCP side drain junctions, that are currently being constructed in North Las Vegas, NV. Date: 04/22/2020
- Western Group Packaging, Las Vegas, NV  
Project Engineer – Designing a steel framing with a concrete mat foundation being built in North Las Vegas, NV. Date: 09/18/2020
- Edge of Cedars State Park Museum, Blanding, Utah  
Project Engineer - Designing seismic restraints for mechanical equipment, pipes, and ducts at the Edge of Cedars State Park Museum in Blanding, Utah. Date: 06/22/2021
- Aria - Statue Removal Rigging Plan, Las Vegas, NV  
Project Engineer - Designing the required rigging system to lift and relocate the Henry Moore statue between the Aria Resort and Crystals shopping center in Las Vegas, Nevada. Date: 11/01/2021
- Chase Bank, Hallandale Beach, FL  
Project Engineer - Analyzing of the repair work needed for a building that had corrosion in its metal roof system, roof truss bearings, and reinforcing steel in its concrete columns. Date: 12/09/2021
- Henderson Reaction Tank, Henderson, NV  
Project Engineer – Analyzing the structural adequacy of flat-bottom vertical tanks located in Henderson, Nevada. Date: 02/28/2022
- DalAme - Durango Station Elevator, Las Vegas, NV  
Project Engineer – Calculating the loads imposed from a dual car personnel and material hoist to the existing structure of Durango Station Elevator in Las Vegas, NV. Date: 04/27/2022
- LV Flag - GTI Skye Canyon Park, Las Vegas, NV  
Project Engineer – Designing a flagpole and its foundation in Las Vegas, Nevada. Date: 07/21/2022
- TriSce - 2314 N. Jupiter Dr CA, Los Angeles, CA  
Project Engineer – Designing a new pool and spa with a basement and family room next to the existing building, including the necessary structural slab and foundation to support them. Date: 09/27/2022
- EBI - Chase TI, Columbia, SC  
Project Engineer – Designing a replacement building for a Chase bank which includes a grounded-supported entrance tower, two



roof-supported façade towers, headers for new openings in the existing exterior wall for ATM/AHDs, and a roof awning over new drive-up ATM/AHD. Date: 08/24/2022

- CityofLV - Veterans Memorial, Las Vegas, NV

Project Engineer – Designing a new hard lid ceiling system, stud walls, and detailing all new soffit coves at the Veteran Memorial project in Las Vegas, NV. Date: 03/29/2023

- KGA - CCSD Laura Dearing ES, Las Vegas, Nevada

Project Engineer – Modeling a school building frame with a special masonry shear wall in Etabs and designing all its components, including steel framing, masonry walls, and footings. Date: 07/23/2023

- CityofLV - CLV Jail - Visitation Room, Las Vegas, NV

Project Engineer – Analyzing the new 8" fully grouted CMU wall, slab trenching for the installation of a new sink, and infilling the exterior alcove for the new community vendor at the CLV Jail - Visitation Room, Las Vegas, NV. Date: 08/16/2023

# FARZAN NASIRI (17-865-06)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS


Start Date	End Date	Reason	Explanation
01/2014	12/2018	Unemployed	No work Experience in Iran that can be verified.

# TYLER SCHMALING (17-821-08)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL


 Applying To **Nevada**

Application Type **Initial - PE**

Application Date **08/10/2023**

Citizenship **United States**



## SUMMARY



 Engineering Experience after EAC degree **5 years**

Total Engineering Experience **5 years**

Experience under licensed engineer **5 years**

Disciplinary Action **None reported**


 

## EDUCATION

 Bachelors in Mechanical Engineering (EAC)  
**University of Nevada, Reno**  
August 2013–May 2018

## EXAMS

 Fundamentals of Engineering (FE)  
**Nevada**  
April 2018

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
June 2023



## LICENSES

 Additional Licenses **None**

# TYLER SCHMALING (17-821-08)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Jensen Water Resources  
Nevada (United States)  
Project Manager  
May 2018—October 2021

Verified by  
**Walter G Stein**  
wstein63@msn.com

Experience Summary  
**Full-Time**  
**Engineering: 3 years, 5 months**  
**Post EAC degree: 3 years, 5 months**  
**Experience under licensed engineer:  
3 years, 5 months**

### TASKS

As a Project Manager at Jensen Water Resources, my duties included conducting lab certification tests on stormwater treatment devices and analyzing gathered data, writing and reviewing technical reports for product certifications, and designing and drafting proprietary stormwater treatment devices. I corresponded with a multitude of state environmental agencies to develop technical applications and submit for product approval. I acquired an understanding of the stormwater market and product development process from the design stage through the manufacturing of new product lines. I reviewed engineering drawings and reports by interns.

### REPRESENTATIVE PROJECTS

New Jersey Corporation for Advanced Technology Manufactured Treatment Device Verification and Certification Program

Sparks, NV

May 2018 – June 2020

I incorporated a stormwater treatment device verification and certification program through the New Jersey Corporation for Advanced Technology (NJCAT) into Jensen Water Resources full-scale lab. Multiple states accept the rigorous testing protocols required by NJCAT for certification into their states approved stormwater treatment device lists. I tested full-scale lab verification of two stormwater treatment devices. I followed the specifications required by the NJCAT testing protocol and corrected any errors in the design of the full-scale lab to align with those specifications. I collected, analyzed, and refined the technical data from the lab testing results. I wrote detailed verification reports to be submitted to NJCAT for final consideration for both stormwater treatment devices that I tested. I created cost estimates for conducting the verification tests. I redesigned the lab testing facility between the two stormwater treatment devices to accommodate the new device. This included calculations for determining new pipe flow capacity into the treatment device, redesigning the lab facility layout for efficient testing procedures and accommodation of new water flow rate, and construction observation.

Product Development for New Stormwater Treatment Device and Field Testing the Device through the State of Washington Department of Ecology's Certification Program

Sparks, NV

January 2020 – October 2021

I was part of a team that developed a new biofiltration stormwater treatment device that was field tested through the State of Washington Department of Ecology's Emerging Stormwater Treatment Technologies (WASDOE) certification program. I developed a new biofiltration soil mix that could exceed the required filtration certifications set forth by WASDOE. I determined the suitability of soil additives that could filter and remove various heavy metals and nutrients from stormwater. I calculated flow rate through different blends of soil mixes and verified results by conducting lab flow rate tests. I coordinated with soil suppliers to find the most cost effective biofiltration soil mix for large scale production. I analyzed the storm and water effluent data collected for the full-scale field test in accordance with WASDOE specifications. I calculated the efficiency of filtration for total suspended solids, heavy metals, and nutrients. I wrote and submitted a technical report and application for the biofiltration stormwater treatment device for a pilot level certification from WASDOE.

# TYLER SCHMALING (17-821-08)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Nevada Department of Transportation  
Nevada (United States)  
Staff 2 Associate Engineer  
November 2021 – June 2023

Verified by  
**Brian Michael Deal**  
bdeal@dot.nv.gov

*Experience Summary*  
**Full-Time**  
**Engineering: 1 year, 7 months**  
**Post EAC degree: 1 year, 7 months**  
**Experience under licensed engineer:**  
**1 year, 7 months**



### TASKS

As an Associate Staff Engineer in the Roadway Design division of the Nevada Department of Transportation (NDOT), my duties include roadway project design, reviewing specifications and plan sets, and developing cost estimates. I regularly correspond with other engineering divisions at NDOT to solve overlapping issues in project design. I conduct on-site highway inspections to determine project design needs.



### REPRESENTATIVE PROJECTS

US Highway 50 Rehabilitation  
Carson City, NV  
January 2022 - Current

I designed a roadway rehabilitation project for the Lake Tahoe portion of US Highway 50 in the state of Nevada. I designed applicable curb and gutter necessary for hydraulic runoff in coordination with the hydraulics division at NDOT and NDOT's standard specifications. I calculated storage length requirements for auxiliary lanes. I established right of way needs for new sidewalk in compliance with the Americans with Disabilities Act (ADA) requirements. I computed pavement quantities to provide material estimates. I created cost estimates for the project construction.

# GEORGE TSIKARADZE (19-623-58)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**09/06/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree  
**4 years, 2 months**

Total Engineering  
Experience  
**4 years, 2 months**

Experience under licensed  
engineer  
**4 years, 2 months**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in Civil Engineering (EAC)  
**Purdue University, West Lafayette**  
**August 2015–May 2019**

Masters in Engineering  
**University of California, Los Angeles**  
**September 2020–December 2022**



## EXAMS



Fundamentals of Engineering (FE)  
**Indiana PE**  
**October 2019**

Principles and Practice of Engineering (PE)  
**Civil**  
**California**  
**July 2023**

## LICENSES



Additional Licenses  
**None**

# GEORGE TSIKARADZE (19-623-58)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*ENTRUST Solutions Group, LLC*  
*California (United States)*  
*Structural Design Engineer*  
**June 2019—February 2022**

Verified by  
**alejandro martinez**  
amartinez@entrustsol.com

*Experience Summary*  
**Full-Time**  
**Engineering: 2 years, 8 months**  
**Post EAC degree: 2 years, 8 months**  
**Experience under licensed engineer:  
2 years, 8 months**

## TASKS

- Performed structural analysis and provided design of distribution and transmission line stations, mechanical and electrical storage facilities, and pipe support structures.
- Supported instrumentation verification program by providing updates on over 250 Piping & Instrumentation Diagram (P&ID) drawings for SoCal Gas.
- Prepared structural design-based memorandums (DBMs), drawings, Bill of Materials (BOMs) and specifications.
- Evaluated geotechnical studies to identify potential hazards and risks associated with the site's conditions such as slope instability, liquefaction, and settlement.
- Organized design reviews and provided quality assurance and performed quality control on civil and structural drawings at project deliverables.
- Identified scope of work and proposed improvements in design development and specification requirements.
- Interacted with contractors, vendors, consultant teams and other stakeholders.
- Promoted to Senior Design Engineer in 18 months during my career at EN.

## REPRESENTATIVE PROJECTS

\*Topock Raw Water Station, Needles CA, PG&E. Dates: May 2021 to Feb 2022.

Scope/Description/Value: Replacement and upgrade of raw water storage tanks in Needles, CA. The structural scope included pipe stress analysis, design and analysis of foundation, pipe support structures and anchorage.

Tasks: I designed the foundation for T-100 raw water storage tank and pipe runs, incorporating geotechnical data to analyze soil bearing capacity and settlement characteristics. I calculated loads, stresses, and deflections to ensure stable and durable foundations. I collaborated with geotechnical contractors to interpret soil reports. I recommended appropriate foundation types during the design. I utilized software tools for structural analysis and design verification. Performed pipe stress analysis using AutoPIPE to locate optimal locations along the 160 ft downhill water supply runs of two (2) 6 in and two (2) 8 in pipes and designed steel pipe supports.

\*Topock Compressor Station, Needles CA, PG&E. Dates: Mar 2020 to Jul 2021.

Scope/Description/Value: Installation of a venting system for auxiliary generators (P-Units) in effort to vent off the fuel gas supply during emergency.

Tasks: I conducted comprehensive structural assessments and performed detailed calculations to design bracing the 15-foot vertical runs along the wall and roofs to allow the vented gas to be routed to a safe location outside the existing auxiliary building. I used AutoPIPE for pipe stress analysis and used those load distributions, stresses and forces in RISA 3D for seismic analysis and modeling. I recommended structural modifications to existing pipe support structures and designed custom steel and unistrut bracings for the vertical pipe runs.

\*AKA Gas Interconnect Rebuild, Weld County CO, Xcel. Dates: Dec 2020 to Aug 2021.

Scope/Description/Value: Expansion of the existing easement and the replacement of odorant tanks to fix the corrosion and eliminate the leakage of the threaded connections. This included the installation of a new interconnect with the following equipment: RTU, GC (generator), Linc Odorizer, 1000-gal Odorant Tanks, Ultrasonic Meter, steel platforms, chain link fence, bollards, and other equipment.

Tasks: I engineered equipment foundations, meticulously calculating load distribution, stress analysis, and anchorage design to ensure the stability and performance of key components. I utilized specialized design software to analyze forces and deflections. I designed the structural framework for steel platforms, taking into consideration the specific requirements of each component. I

collaborated closely with other teams (mechanical, electrical and automation) to integrate equipment and ensure seamless functionality within the interconnect system.

\*Harrison Gulch Station, Shasta County CA, PG&E. Dates: Jun 2019 to Dec 2019.

Scope/Description/Value: Full ILI station upgrade which included installation of new pipeline pig launchers and receivers, concrete masonry retaining walls around the site perimeter and implementation of a grading plan in the design.

Role and Responsibilities: Structural Engineer responsible for assisting EOR with the design and analysis of 208 ft perimeter retaining wall.

Tasks: I conducted comprehensive geotechnical analysis to assess soil properties, bearing capacity, and potential lateral pressures acting on the retaining wall.

I engineered the retaining wall's structural design, including calculating loads, moments, and forces to determine appropriate wall dimensions, reinforcement, and stability against overturning and sliding. I performed rigorous stability analyses, including global stability (sliding, overturning) and local stability (bearing capacity, soil-wall interaction) assessments.



# GEORGE TSIKARADZE (19-623-58)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Jacobs Solutions Inc.  
California (United States)  
Structural Engineer  
February 2022—August 2023

Verified by  
**Kamran Haghighi**  
kamran.haghighi@jacobs.com

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 6 months**  
**Post EAC degree: 1 year, 6 months**  
**Experience under licensed engineer:  
1 year, 6 months**

### TASKS

- Provide engineering support and design of structural systems while adhering to client requirements and building codes.
- Perform structural analyses using a combination of finite element analysis/design (FEM) programs.
- Develop calculation reports, design drawings and building information models (BIM) of steel-framed structures, footings, and foundations.
- Coordinate with various stakeholders to maintain package submittal timelines, meet project deadlines, develop variance letters, reports, and other strategies to mitigate and resolve complex building code issues.
- Collaborate with contractors, fabricators, and construction teams to develop variance letters, reports, and other strategies to mitigate building code issues.
- Communicate with city officials (building & permitting) to determine code compliance requirements and receive approval of construction permit applications.
- Create custom sections and composite structures using finite element modeling (FEM).
- Review Requests for Information (RFI), Requests for Proposal (RFP), submittal logs, bids, and vendor shop drawings.

### REPRESENTATIVE PROJECTS

Sparrow Project, Arizona, US & Israel. Dates: Aug 2022 to Current.

Scope/Description/Value: The scope of work is to provide a conservative replication effort for project Sparrow (international) from project Eagle (domestic). It involves application use of Eagle structural design to deliver Sparrow. To allow for MEP conveyance (MEPCON) design scopes to be replicated from Eagle to Sparrow, the design for Eagle is created with intentions that it can be used for project Sparrow.

Tasks: I design steel and unistrut structures that serve as a support MEPCON systems inside of a 3,900,600 SF manufacturing facility. I utilize STAAD.Pro software for modeling and analysis purposes of the structure, while utilizing RAM Elements or manually performing hand calculations to design connections for those structures. I perform calculations to meet client requirements and international building codes. I maintain package submittal timelines and coordinate with various stakeholders to adhere to project deadlines. I provide quality checks and review overall design of my peers and teammates on the project. I investigate discrepancies between structural and BIM (Navisworks) models and later delegate them for correction.

Added Value: Provided structural analysis, design and verification of steel & unistrut structures on over 35 areas in the manufacturing building to support MEPCON utilities and of steel design for the base build members of the facility. Each area constitutes a specific region of the total area of the facility.

Bob Project, Fremont CA. Dates: Feb 2022 to Aug 2022.

Scope/Description/Value: Closure of legacy building permits at a vehicle manufacturing facility of in Fremont, CA. The structural scope revolved around leveraging a proven knowledge of facilities engineering, performing root cause analysis, and retrofit of structures, and utilizing project coordination skills, which include working with internal and external stakeholders, interfacing with construction and engineering teams.

Tasks: I managed structural scope through the lifecycle of the legacy permit closeout program. I facilitated project deliverables with EORs and other stakeholders to close out any RFIs from the city of Fremont. I performed structural analysis and retrofit design of existing steel and concrete structures. I created and developed structural design drawings using Revit. I provided existing insight for correction in the building information models (BIM). I performed calculations, proposals, and reports. I prepared preliminary concepts and designs for quotes. I reviewed and responded to RFIs. I coordinated RFPs, submittal logs, bids, and shop drawings. I compiled permit construction drawings and calculation reports for submission to the city building department. I

provided field support to record existing field conditions, i.e. verifying measurements, taking dimensions, recording changes to the original design.

# MICHAEL WALTERS (18-911-87)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/29/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree  
**5 years, 1 month**

Total Engineering  
Experience  
**5 years, 1 month**

Experience under licensed  
engineer  
**5 years, 1 month**

Disciplinary Action  
**None reported**



## EDUCATION



Associates in Science  
**Western Nevada College**  
**June 2012–August 2014**

Bachelors in Civil Engineering (EAC)  
**University of Nevada, Reno**  
**September 2014–May 2018**



## EXAMS



Fundamentals of Engineering (FE)  
**Nevada**  
**August 2022**

Principles and Practice of Engineering (PE)  
**Civil**  
**Nevada**  
**July 2023**

## LICENSES



Additional Licenses  
**None**

# MICHAEL WALTERS (18-911-87)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Nevada Department of Transportation  
Nevada (United States)  
Staff 2, Associate Engineer  
July 2018—August 2023

Verified by  
**Scott Benjamin Hein**  
shein@dot.nv.gov

Experience Summary  
**Full-Time**  
**Engineering: 5 years, 1 month**  
**Post EAC degree: 5 years, 1 month**  
**Experience under licensed engineer:**  
**5 years, 1 month**

### TASKS

As a Associate Engineer, I was responsible for designing plans and creating estimates. I worked in Cad programs developing plans and doing 3D modeling. I have been doing transportation engineering for the state of Nevada from US highways to complete street projects in small rural towns. As a designer creating plans, I develop the Title sheet, paving structural sheets/quantities, plan sheets, profile sheets, geometric sheets, and striping sheets. I am also responsible for creating estimates for these projects, which are later sent out for bidding by private contractors. Working in the design division, I work directly with other divisions helping develop plans for hydraulics, utilities, and others.

### REPRESENTATIVE PROJECTS

My first project I took part in as a design engineer at the Department of Transportation was in Ely, Nevada located on US 50 and US 93. I worked on this project from July 2018 to October 2019. It was a complete streets project with full depth reconstruct with a roadbed modification, including curb, gutter, sidewalk and ADA improvements. It also included drainage, sewer, and lighting improvements. I was responsible for the design of the new profile from the full depth reconstruct, along with the the design for the complete streets, curb, gutter, sidewalk, and ADA improvements. I had to incorporate a design that allowed for the ADA ramps to meet regulations and also fit within the design constrictions of the narrow corridor. I drafted the plan sheets, profile sheets, typical sheets, geometric sheets, site preparation sheets, striping, and structure list. I calculated all the earthwork for the project along with the quantities for the new paving. I also calculated quantities for the curb, gutter, sidewalk, and ADA ramps. This project was very creative in the complete streets portion cause I designed it to have bulb outs and included on street parking. All of my design work was done using MicroStation a CADD program used at NDOT to allow for 3D modeling. I was also responsible for the striping design and quantities. I put together site preparation sheets and geometric sheets for the contractor to use when constructing the new design. This work was done over a 4 mile section in the town of Ely. Along with the plans I designed, I also put quantities together for the whole project from my portion of the project along with other divisions quantities and created an estimate for it.

My next project I designed was on I-80 at Beowawe Interchange. It was over a 2.5 - 3 mile section of the road. I worked on this project from July 2019 to June 2022. The project scope was construct an auxiliary truck climbing lane, provide on-ramp improvements, and design a truck parking pad. For the truck climbing lane, I modeled an additional lane that extended off the existing on-ramp for a mile or so to allow trucks coming on to reach the summit in this lane and not disrupt traffic of other vehicles traveling much faster up the summit. I had to model and determine the earthwork for the additional lane along with include a paved drainage ditch to allow for sufficient drainage along the roadway. I calculated the quantities for the paving, ditch, earthwork, and additional needs like guardrail and etc. I was also responsible for drafting the new striping for the project. I also model the improvement of the on ramp, along with modeling a truck parking pad at the bottom of the on ramp to allow for trucks to use. I drew up plan sheets, typical sections, striping sheets, and a structure list for the project. I also gathered quantities from the other divisions working on this project and created an estimate for the project.

Another project I designed was on US 395 from CA/NV Stateline to Leviathan Mine Rd. It is a 12 mile section of road that included a basic repaving and the addition of a Northbound passing lane. I worked on this project from May 2020 to June 2023. I was responsible for calculating the quantities for the repaving, the replacement of existing guardrail, curb and gutter, loop detectors. I also calculated the quantities for the restriping of the full length of the project. The design of a passing lane was also my job, I modeled the new passing lane to extend for 2 miles to meet certain requirements and determined the earthwork of the passing lane. It included drainage ditches for sufficient run off along the corridor. I drew up plan sheets, typical sheets, striping sheets, geometric sheets, special details, and a structure list for the project.

I currently have two projects I am working on now one is at SR 28 East Shore Tahoe and US 6 Major Stations. These projects I started on in May 2023 and are currently in the design process.


# Control Systems

# GRANT RUNION (18-605-73)


All work experience reviewed by two licensed professionals





DISCIPLINE: CONTROL SYSTEMS

## GENERAL

 Applying To **Nevada**  
Application Type **Initial - PE**  
Application Date **09/06/2023**  
Citizenship **United States**

## SUMMARY


 Engineering Experience after EAC degree **4 years, 1 month**  
Total Engineering Experience **4 years, 1 month**  
Experience under licensed engineer **4 years, 1 month**  
Disciplinary Action **None reported**

## EDUCATION

 Bachelors in Mechanical Engineering (EAC)  
**University of Nevada, Las Vegas**  
**August 2014–May 2019**

## EXAMS

 Fundamentals of Engineering (FE)  
**Nevada**  
**February 2019**  
Principles and Practice of Engineering (PE)  
**Control Systems**  
**Nevada**  
**October 2022**

## LICENSES

 Additional Licenses **None**

# GRANT RUNION (18-605-73)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Wunderlich-Malec Engineering  
Nevada (United States)  
Staff Engineer  
August 2019—September 2023

Verified by  
**Ronald Tan Naldoza**  
ronald.naldoza@wmeng.com

Experience Summary  
**Full-Time**  
**Engineering: 4 years, 1 month**  
**Post EAC degree: 4 years, 1 month**  
**Experience under licensed engineer:**  
**4 years, 1 month**

## TASKS

I have been a staff engineer at Wunderlich-Malec Engineering since I graduated from the University of Nevada, Las Vegas, in 2019 with my bachelor's degree. As a staff engineer, I routinely perform tasks expected of a control systems engineer and specialize in HMI development. My responsibilities and duties have grown significantly over the past four years at Wunderlich-Malec Engineering. When I first joined the firm, my role started with me working with my colleagues on various tasks and putting in the extra effort and dedication to absorb as much knowledge as possible from them. I have taken the initiative to create HMI application developments for my colleagues to review before being introduced to our clients' live production environment. My engineering skills and knowledge have grown with time, in addition to my responsibilities. I am now the designated point of contact for several of our clients if they need assistance with troubleshooting issues with their control systems, and often design HMI screens and program PLCs with little to no help from others. Additionally, I am responsible for designing HMI screens and program PLCs with little to no assistance from others. I analyze existing programming, identify flaws, and provide solutions to resolve said flaws. My colleagues view my HMI Development knowledge as extensive, so much so that they rely on me to develop and discuss this topic with clients. Additionally, I regularly create documentation and specifications for review by colleagues and clients on the functions and features of our applications.

## REPRESENTATIVE PROJECTS

From June 2020 to now, my colleagues and I have worked with a large financial institution to onboard and integrate its building management systems into a cloud-based environment. This client's real estate portfolio spans the world and has included work in locations like California, Connecticut, Delaware, Florida, New York, and South Dakota. Throughout this project, I have onboarded multiple buildings from our client's real estate portfolio in to a protocol-independent, cloud-based HMI application. I have taken a lead role in planning out the development work and estimating the time required for most recent onboardings this year. This application provides our clients with access to real-time data, the ability to monitor alarms/overrides, control building equipment, analyze data, and increase occupant comfort. I have also provided training and guidance to local and remote teams to aid them in their application use. This responsibility includes hosting regular calls with the site facility maintenance team to discuss any ongoing concerns they may have, resolving help desk tickets that users submit, and analyzing large amounts of data to determine the cause of any issues these users may be experiencing with local equipment. I also develop local, smaller-scale user interfaces at each site for the facilities maintenance team to operate, if communications are lost to the cloud application. I am responsible for creating object templates in AVEVA System Platform to represent existing field equipment, grouping I/O within objects in relation to use, designing HMI screens for displaying data to operators, developing scripts to provide additional functions in the application, testing to verify the functionality of templates, producing literature detailing template functionality, making changes to both scripting and graphics to meet the needs of the client, supporting system infrastructure, and developing training material. Additionally, I routinely review workload requirements before onboarding sites by reviewing the engineering drawings and analyzing points found on the network against our previous work to provide our project management team with time estimates.

From May 2020 to the present day, my colleagues and I have provided SCADA maintenance services for a rural municipality's wastewater system in Boulder City, Nevada. I routinely troubleshoot and resolve alarms for the engineers, crew supervisors and field techs of the operations team and identify underlying issues with equipment. I modify the HMI and PLC programming where necessary and analyze system historical data for the operations team. I provide on-call support to the operations team and respond to any outages they may experience to try to resolve within a timely manner. I have helped the team fix problems due to faulty relays and sensors.

From November 2021 to the present day, my colleagues and I have been upgrading the SCADA telemetry for a rural municipality's wastewater system in Boulder City, Nevada, from microwave radios to cell modems. I surveyed the cell reception at the location of each PLC to verify that adequate cell reception was available, tested communications between PLCs and OPC Factory Server via cell modem and documented the network infrastructure. I am currently working with my team to install these

cellular modems in the field and verify communications between each remote site and the SCADA system servers in the office.

In July 2020, my colleague and I evaluated the condition of a SCADA system in a facility purchased by a mining operation in Cedar City, Utah. I produced documentation on the SCADA network infrastructure at the facility, surveyed its condition, and provided recommendations for the next steps with regards to the HMI component.

From August 2019 to April 2020, I worked on a SCADA HMI upgrade project for a large potable water utility in Las Vegas, Nevada, where my colleagues and I provided supplemental labor to their team in migrating from Telvent to AVEVA System Platform 2017. During this project, I analyzed our client's existing database of over 10,000 tags to group them within a new object-based structure and apply a new naming standard. I also designed templates for the object-based structure based on the commonalities shared between sites, developed user interface screens for these sites, and produced documentation detailing functionality.



# Electrical

# EMMA KRACAW (19-822-57)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/16/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree  
**4 years, 1 month**

Total Engineering  
Experience  
**4 years, 1 month**

Experience under licensed  
engineer  
**4 years, 1 month**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in Electrical Engineering (EAC)  
**University of Nevada, Reno**  
**August 2015–May 2019**

Masters in Biomedical Engineering  
**University of Nevada, Reno**  
**August 2019–May 2021**



## EXAMS



Fundamentals of Engineering (FE)  
**Nevada**  
**January 2019**

Principles and Practice of Engineering (PE)  
**Electrical & Computer**  
**Nevada**  
**October 2022**

## LICENSES



Additional Licenses  
**None**

# EMMA KRACAW (19-822-57)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Sierra Nevada Corporation  
Nevada (United States)  
Electrical Engineer II  
July 2019 – August 2023

Verified by  
**Mathew Hubert Henderson**  
mathew.henderson@sncorp.com

Experience Summary  
**Full-Time**  
**Engineering: 4 years, 1 month**  
**Post EAC degree: 4 years, 1 month**  
**Experience under licensed engineer:**  
**4 years, 1 month**

## TASKS

During my time at Sierra Nevada Corporation I have worked in multiple different roles, all as an Electrical Engineer specializing in electronics. I started with the company as an intern and have advanced to an Electrical Engineer II, which is my current position. As an Electrical Engineer I, I was responsible for preparing documentation for various Circuit Card Assemblies (CCAs) and systems. I also reviewed and tracked this documentation in a configuration management system. In this role, I supported Electrical leads in system design and test. I also designed multiple CCAs, including a rigid-flex CCA. Another effort I was highly involved in was the creation of automated testing procedures for multiple different systems. I worked with different engineers and technicians to develop an automated testing area and convert manual testing procedures to be automatic. As an Electrical Engineer II, I acted as network administrator for the OrCAD product suite to manage licensing and use for the Electrical Team. I created and managed component libraries to promote reuse of components and efficiency in the design and review process. I created processes to standardize designs to adhere to IPC-7351, IPC-2221, IPC-2222, and IPC-7581. I also acted as Electrical Lead for multiple major prototype designs. I led design for custom CCAs, harnesses, and testing procedures. As part of that effort, I interfaced with customers to identify needs and implement solutions into the designs. I also led troubleshooting and tracking efforts of production CCAs and systems. I worked with Manufacturing Engineers to identify new processes and utilized new tools to discover defects. I also utilized Python to create a continuous testing procedure in order to obtain a higher level of confidence in testing.

## REPRESENTATIVE PROJECTS

Throughout my time at Sierra Nevada Corporation, I have worked on multiple projects. All projects fall under non-disclosure agreements and necessitate that their descriptions remain high-level.

I was the lead Electrical Engineer for Project 1. I was responsible for the initial harnessing design and provided a schematic and wirelist for our technicians to produce the first prototype unit. The harness design required that I characterize all subsystems to attain a thorough understanding of the power and communication requirements. Utilizing this data, I determined the proper wire gauges, twisted pairs, coaxial connections and crimp terminals needed to ensure the system would function properly in the environments required by the customer. Working with the technicians, we determined the correct connectivity and I created a Connection Diagram to aid in future production of the system as well as to help with troubleshooting efforts. As part of the design, I also designed two different Circuit Card Assemblies (CCAs). The first was a power distribution board that worked to sequence the power up of the system. This was in an effort to prevent a large inrush current. The board also was responsible for voltage regulation and creating multiple voltage rails off of one input voltage. The second board was a redesign of a similar board to handle communication. We were unable to utilize the previous design due to supply chain and obsolescence issues. Once the design was complete and the first prototype built, I worked with the technicians to determine an effective testing procedure using our Anechoic Chamber and related equipment. We determined a baseline for effective performance and created an automated testing procedure. This ensured that all systems created moving forward would be held to the same standards and the quality of product was consistent. When the system moved to the production phase, we ran into multiple issues that required troubleshooting. The first presented as the system randomly refusing to fully power up. To identify the problem, we had to look closely at the communication lines over hundreds of power cycles. Once the problem was identified and corrected, we programmed a power supply to power cycle over a number of days and then collected the data from the system to ensure that the problem was not persisting. Another problem dealt with the harness and how it had been assembled. We had to test connectivity on multiple connectors while the harness was under stress to determine where the problems were and how to best correct them. The last problem was due to a cable that we purchased. Under stress, the pins in the connector could back out. We determined this was because the construction of the connector had changed and was less rugged than previous versions. We found a way to prevent the pins backing out of the connector and provided kits to be sent to the field to correct the systems without having to recall them all.

On Project 2 I also served as the Lead Electrical Engineer. I again created the documentation for harnessing, including a schematic and wirelist. I worked with the technicians to build the first round of prototypes as well. On this project, I designed

multiple test CCAs to ensure that we could test all of the components of the system before it was fully constructed. I also worked with our mechanical team to design a power distribution board that controlled power to the cooling system. The cooling system for the project required reading multiple different measurements and turning different parts of the system on and off depending on those readings. We also had to consider the failure state of the board and ensure the cooling system would fail in an “on” state to prevent overheating. The board also included power sequencing to prevent large inrush currents. Throughout the prototyping and production process, we ran into multiple issues that required troubleshooting. The issue often presented as a failure after multiple hours of testing and was hard to replicate. To track the issues more accurately, I created a python script that recorded the data from the system and flagged when a failure occurred. This allowed us to look at the conditions that caused the failure and determine how to mitigate it.

# AUSTIN LACKEY (20-775-46)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

## GENERAL

*Date of Birth*  
**08/11/1997**

*Phone Number*  
**(828) 448-7232**

*Birthplace*  
**Morganton, North Carolina,  
United States**

*Email*  
**alackey161@gmail.com**

*Applying To*  
**Nevada**

*Application Type*  
**Initial - PE**

*Application Date*  
**09/06/2023**

*Citizenship*  
**United States**

## SUMMARY

*Engineering Experience  
after EAC degree*

*Total Engineering  
Experience*  
**4 years**

*Experience under licensed  
engineer*  
**4 years**

*Disciplinary Action*  
**None reported**



## EDUCATION

*Associates in Science*  
**Western Piedmont Community College**  
**August 2014–August 2016**

*Bachelors in Electronics and Computer Engineering  
Technology (ETAC)*  
**Western Carolina University**  
**August 2016–May 2019**

## EXAMS

*Fundamentals of Engineering (FE)*  
**North Carolina**  
**April 2021**

*Principles and Practice of Engineering (PE)*  
**Electrical & Computer**  
**North Carolina**  
**September 2022**

## LICENSES

*Additional Licenses*  
**None**

# AUSTIN LACKEY (20-775-46)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Prolec GE Waukesha  
North Carolina (United States)  
Electrical Design Engineer  
August 2019 – May 2022

Verified by  
**Jason Sterling Nelson**  
Jason.Nelson@prolec.energy

Experience Summary  
**Full-Time**  
**Engineering: 2 years, 9 months**  
**Experience under licensed engineer:**  
**2 years, 9 months**



## TASKS

Performed transformer designs to customer specification, achieving a high level of optimization: Three-phase oil filled power transformers; Stepdown, GSU, Dual-Voltage, AUTO, and PA reactors utilizing DETC, LTC and re-connectable switches. Complying with standard practices, ANSI, and IEEE.

Managed design process of units throughout mechanical and controls design to achieve goal of 100% on-time deliverables for both the customer and manufacturing.

Conducted milestone meetings for each transformer design: manufacturer review meetings, engineering review meetings, customer approval meetings.

Completed quality checks: electrical core and coil cross checks for other designs, reviewing and approving the transformer design package. (Electrical drawings, mechanical drawings, controls wiring schematics, nameplates, winding sheets and phase connection diagrams.)

Created and managed bill of materials to ensure timely procurement of all items including long lead time items to prevent any manufacturing delays. Including specification callouts to mechanical and control teams.

Generated test plans and reviewed certified test reports to meet customer specifications.

Created design review packets and conducted customer design reviews when required.

Performed transformer bid designs leveraging losses and material to minimize cost of ownership for customer quotes.

Completed new order reviews for South Central United States. (NE, IA, KS, MO, OK, AR, MS, TX, LA)

Usage of SAP software for hour entry, bill of materials, engineering changes, item entry and scheduling.

Performed manufacturing inspections, error resolution, and process standards.

Participated in failure analysis meetings as an engineering resource.

Led Winding Continuous Improvement team as well as served as a member of the Test Continuous Improvement team.

Completed a series (booster) core optimization project for load tap changers increasing efficiency.

Usage of various software applications; GenVB finite element analysis for SC faults, mechanical stresses and impulse dielectric withstand, LDesign transformer program, MinCost proposal program, VBA excel programs for Symmetrical components, Harmonics, Inrush Current, Damage curves, V/Hz, Excitation Current, etc



## REPRESENTATIVE PROJECTS

Project: TEMA  
Location: Red Springs, NC  
Date: August 2019 - April 2020

I designed a 15/20/25//28 MVA, ONAN//ONAF, 115-13.2 kV, DELTA-WYE, 55/65 Rise NLTC. As the design engineer I performed

all design calculations and thermal analysis to develop the internal assembly and cooling. The internal assembly included one high voltage winding, one low voltage winding, and one de-energized tap changer per phase. I created shop drawings and a factory test for customer approval. I completed order forms for outsourced components and created a BOM. I pulled drawings to assist the team creating the instruction manual and reviewed all drawings including those for mechanical and control groups. I performed inspections during manufacturing and reviewed test results to create a certified test report.

Project: City of Green Cove Springs  
Location: Green Cove Springs, FL  
Date: August 2020 – February 2021

I designed a 25/33/41//46 MVA, ONAN//ONAF, 230-23.9 kV, DELTA-WYE, RMV LTC. As the design engineer I performed all design calculations and thermal analysis to develop the internal assembly and cooling. The internal assembly included a fully distributed regulating winding designed for bridging, a low voltage winding, a high voltage winding with one DETC per phase and a 3-phase reactor for the reactive RMV type load tap changer. I created shop drawings and a factory test plan for customer approval. I completed order forms now including the RMV for outsourced components and created a BOM. I pulled drawings to assist the team creating the instruction manual and reviewed all drawings including those for mechanical and control groups. I performed inspections during manufacturing and reviewed test results to create a certified test report.

Project: Dickson Electric Department  
Location: Charlotte, TN  
Date: June 2021 – January 2022

I designed a 18/24/30//33.5 MVA, ONAN//ONAF, 69-13.09 kV, DELTA-WYE, UZD LTC. As the design engineer I performed all design calculations and thermal analysis to develop the internal assembly and cooling. The internal assembly included a fully distributed regulating winding, a low voltage winding, a high voltage winding with one DETC per phase and a 3-phase series transformer to reduce current to the resistive UZD type load tap changer. I created shop drawings and a factory test plan for customer approval. I completed order forms now including the UZD for outsourced components and created a BOM. I pulled drawings to assist the team creating the instruction manual and reviewed all drawings including those for mechanical and control groups. I performed inspections during manufacturing and reviewed test results to create a certified test report.

Project: Jasper Newton Electric  
Location: Gilmer, TX  
Date: December 2020- March 2022

I designed a 15/20/25//28MVA, ONAN//ONAF, 134 x 67 - 24.94 x 12.47 kV, DELTA-WYE, NLTC, 55/65 Rise, Dual Reconnectable. As the design engineer I performed all design calculations and thermal analysis to develop the internal assembly and cooling. The internal assembly included a split low voltage winding, a split high voltage winding with two custom DETC tap decks per phase, and two series/parallel switches. I created shop drawings and a factory test plan for customer approval. I completed order forms now including the custom tap switches for outsourced components and created a BOM. I pulled drawings to assist the team creating the instruction manual and reviewed all drawings including those for mechanical and control groups. I performed inspections during manufacturing and reviewed test results to create a certified test report.

Project: G&RK Consulting  
Location: Fort Thompson, SD  
Date: December 2021 - May 2022

I designed 30//50MVA, ONAN//ONAF, 230-69-13.8 kV, WYE-WYE-DELTA AUTO NLTC. As the design engineer I performed all design calculations and thermal analysis to develop the internal assembly and cooling. The internal assembly included a tertiary winding designed for 35% MVA, a common winding, and a series winding with two DETC tap decks per phase(for amp turn balancing). I calculated the co-ratio and equivalent MVA and designed the number of turns to accommodate for auto-transformer half-turn phenomenon. I coordinated with the factory to ensure manufacturability. I created shop drawings and a factory test plan for customer approval. I completed order forms for outsourced components and created a BOM. I pulled drawings to assist the team creating the instruction manual and reviewed all drawings including those for mechanical and control groups.

# AUSTIN LACKEY (20-775-46)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

POWER Engineers, Inc.  
South Carolina (United States)  
Substation Engineer II  
June 2022—September 2023

Verified by  
**Matthew Edward Bixler**  
matt.bixler@powereng.com

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 3 months**  
**Experience under licensed engineer:**  
**1 year, 3 months**

## TASKS

### Substation Engineer II

- Performed substation designs to customer specification maintaining NESC, NEC, IEEE, and client standards: Distribution and Transmission Stations with a focus in physical design.
- Detailed substation designs utilizing MicroStation and AutoCAD, exposure to BIM via SDS-P4A.
- Performed design calculations: Insulation Coordination, Lightning Protection, Lighting Studies, Concrete Reveal, Bus Analysis, Design Clearances, Single & Three-Phase Impedance, Current and Voltage, Environmental Correction Factors, Conduit Fill, Trench Sizing, Voltage Drop, Battery & AC Station Service Sizing.
- Produced substation construction packages: general arrangements, one-line diagrams, plan and section views, design modules, manufacturer's drawings, grounding plans, conduit and trench plans, foundation plans, detail drawings, demo drawings, drawing lists, and contact sheets.
- Coordinated with client project managers and client discipline leads on project progression, out of scope work, and custom equipment/special project considerations.
- Created and managed bill of material: tracking lead times to ensure on-time delivery at appropriate locations.
- Cross discipline coordination to achieve goal of 100% on-time deliverables for client IFR and IFC dates as well as 30%, 60%, and 90% internal QAQC reviews: T-Line, Civil, Physical, Protection and Control, SAS.
- Tracked utilization and budget across project term to maximize return on investment.
- Participated/conducted, milestone meetings for each project: Kick-off, Engineering Review, and Budget Evaluation meetings.
- Completed quality checks and reviews; One-Line & 3-Line Diagram, BOM, Physical and Protection calculations.
- Assembled internal design books.
- Performed scoping on new projects optimizing budget, layout, and scheme to satisfy client needs.
- Served as Transformer Subject Matter Expert: Reviewed XFMR drawings, reviewed client XFMR specifications, performed bid evaluations, participated in design reviews, performed research, and published internal articles.
- Usage of Microsoft's suite of programs for hour entry, reports, communication, project tracking, and everyday tasks.
- Usage of ProjectWise for file management.

## REPRESENTATIVE PROJECTS

Project: KINGSTON  
Location: Frierson, LA  
Date: June 2022 – Sept. 2023

I performed the physical substation design. This included installing two 138/24.9kV transformers, two custom bays, custom tie-bus, ring bus using a custom H-frame, and custom structures. I performed design calculations. This project required Auto-Turn analysis. I worked with vendors to ensure they met requirements. I created a BOM for all material. I sourced drawings to assist the team and reviewed drawings for other groups. I designed the construction package. I tracked budget and coordinated across disciplines to ensure project completion and compliance with standards.

Project: SOUTH ABINGDON  
Location: Abingdon, VA  
Date: Oct. 2022 – Aug. 2023

I performed the physical substation design. This included installing a 90MVA 138/70.5/13.09kV Auto-transformer, 69kV bay, mobile connection, CCVT's, SSVT, Circuit switcher, DICM, and Trench. I performed design calculations. I verified compliance with existing station. This site had special soil conditions, so I worked heavily with Civil to develop custom foundation drawings. I created a BOM for all material. I pulled drawings to assist the team and reviewed drawings for other groups. I designed the construction package. I tracked budget and coordinated across disciplines to ensure project completion and compliance with



client standards.

Project: QUANAH

Location: Quanah, TX

Date: Aug. 2022 – Dec. 2022

I performed the detailed physical scoping. This scope included a 138kV substation that will operate at 69kV in a 4-breaker ring bus configuration with breakers/switches, a distribution prefab bay with 138/69/13.09kV transformer, totalizer breaker, bus regulators, feeder breakers, and custom-built bay. I performed the station scope layout design. I performed a detailed lighting study and lightning analysis. I utilized client software for selecting BOM items and developed the detailed scoping documentation for the project. I pulled drawings to validate the physical design and was responsible for the custom design of the additional 5th feeder line. Site considerations included exiting transmission lines, property restrictions, and mobile transformer access.

Project: TULSA Southeast

Location: Tulsa, OK

Date: Oct. 2022 – Nov. 2022

I performed the scoping physical layout.

This included 138/13.8kV transformers, voltage regulators, circuit breakers, integration with existing underground/overhead lines, auto-transformer, two-winding transformer, 138kV 57.6 MVAR capacitor bank, control house, breaker-and-half rungs, station fence, cable trench, switches, and CCVTs. I was responsible for the station layout design. Special considerations included a local stream, highway, and private property leading to very limited space for the required equipment. I had to ensure all proper equipment and clearances were accounted for including drive isles and integration into the existing station. Extra consideration was taken for gate locations and elevation changes to ensure access to the station during construction utilizing the existing local infrastructure.

Project: PEREGRINE

Location: Dallas, TX

Date: March 2023 – June 2023

I served as a transformer SME and performed bid evaluations for (4) auto transformers, varying in voltage and LTC requirements. This included specification review for all configurations, review of bid forms, collecting, clarifying, evaluating, and making purchase recommendations to the client. I calculated evaluations based on losses and life expectancy. Evaluation items included cost, schedule, and technical compliance with specification.

Project: Corazon

Location: Paint Rock, TX

Date: July 2023 – Sept. 2023

I performed the physical station design. This included removal/rebuild of a 69kV line from Ballinger to Eden with installation of a phase-over-phase three-way switch with tap to Paint Rock station, voltage transforms and motor operators. I performed design calculations. I coordinated with transmission planning. I created a BOM for all material. I sourced drawings to assist the team and reviewed drawings for other groups. I designed the construction package. I tracked budget and coordinated across disciplines to ensure project completion and compliance with standards.

Project: Redbo

Location: Eola, TX

Date: July 2023 – Sept. 2023

I performed the physical station design. This included removal/rebuild of a 69kV line from Ballinger to Eden with installation of a phase-over-phase three-way switch with tap to Eola station, voltage transforms and motor operators. I performed design calculations. I coordinated with transmission planning. I created a BOM for all material. I sourced drawings to assist the team and reviewed drawings for other groups. I designed the construction package. I tracked budget and coordinated across disciplines to ensure project completion and compliance with standards.

# ELLA WILLARD-SCHMOE (14-870-84)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

## GENERAL



Applying To  
**Nevada**

Application Type  
**Initial - PE**

Application Date  
**08/23/2023**

Citizenship  
**United States**

## SUMMARY



Engineering Experience  
after EAC degree

Total Engineering  
Experience  
**8 years, 11 months**

Experience under licensed  
engineer  
**4 years, 1 month**

Other Experience  
**1 year, 10 months**

Disciplinary Action  
**None reported**



## EDUCATION



Bachelors in Physics  
**Haverford College**  
September 2005–May 2009

Masters in Energy Engineering  
**University of Massachusetts, Lowell**  
September 2011–December 2014



## EXAMS



Fundamentals of Engineering (FE)  
**Massachusetts**  
April 2014

Principles and Practice of Engineering (PE)  
**Electrical & Computer**  
**Nevada**  
August 2023

## LICENSES



Additional Licenses  
**None**

# ELLA WILLARD-SCHMOE (14-870-84)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

University of Washington Applied  
Physics Laboratory  
Washington (United States)  
Physicist II  
October 2009—August 2011

Verified by

Experience Summary

**Full-Time**

**Other: 1 year, 10 months**

**Experience under licensed surveyor:**

**None**



DESCRIPTION

# ELLA WILLARD-SCHMOE (14-870-84)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Zapotec Energy  
Massachusetts (United States)  
Design Engineer & Project Manager  
May 2013—June 2017

Verified by  
**Paul Eugene Lyons**  
lyons@zapotecenergy.com

Experience Summary  
**Full-Time**  
**Engineering: 4 years, 1 month**  
**Experience under licensed engineer:**  
**4 years, 1 month**



### TASKS

- o In this role I was responsible for designing, drafting, and commissioning commercial solar PV systems.
- o I selected equipment sized and suited to projects' specific requirements
- o I designed DC and AC circuits, including sizing busbars, conductors, conduits, OCPDs, and communications
- o I calculated currents, voltages, available fault current and voltage drop
- o I discussed Electrical Code interpretations with plans examiners and inspectors during the permitting process
- o I performed testing and commissioning tasks on completed installations, including testing voltage and current
- o I analyzed real-time and historical energy data to evaluate system performance
- o I reviewed electrical plan sets created by my colleagues and third parties
- o I reviewed submittals for electrical components such as boxes, conduit, wire, fittings, breakers, fuses and lugs.



### REPRESENTATIVE PROJECTS

Project 1: Rodrigues Residence solar PV, 2014

- o Located in Wakefield, MA
- o This project entailed the design of a residential solar PV system
- o I designed a PV system for a residence. I calculated required wire and conduit sizes and types and drew all the plans.

Project 2: Hobbs Brook Management 275 Wyman solar PV canopy, 2015

- o Located in Waltham, MA
- o This project entailed the design and commissioning of solar parking garage canopy with an electrical connection in the existing switchboard in the adjacent building.
- o I created the design for the DC side of this PV system. I selected all DC equipment, laid out devices to minimize cost and voltage drop, sized OCPDs, conductors and conduit, and reviewed submittals for wire, conduit, boxes, lugs and fittings. I created a commissioning plan and analyzed commissioning data.

Project 3: Hathaway Lofts solar PV, 2016-2017

- o Located in Cambridge, MA
- o This project entailed the design, construction support, and commissioning of rooftop solar PV system, including the replacement of the existing house panel of the apartment building with a larger one, to enable the connection of the solar PV system there.
- o I was the sole designer on this project. I selected all the equipment, determined how it should be arranged and installed, and sized all panelboards, OCPDs, disconnects, conductors and conduits. I inspected the installation during construction, making recommendations to the installer on preferred materials and techniques. I then commissioned and energized the system once it was completed.

# ELLA WILLARD-SCHMOE (14-870-84)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

*Puget Sound Solar*  
*Washington (United States)*  
*Senior Development Engineer*  
**July 2017 – April 2022**

*Verified by*  
**Jeremy Smithson**  
jeremy@pugetsoundsolar.com

*Experience Summary*  
**Part-Time**  
**Engineering: 3 years, 7 months**  
**(75%)**  
**Experience under licensed engineer:**  
**None**

### TASKS

- o In this role I was responsible for designing, drafting, and permitting commercial solar PV systems.
- o I selected equipment sized and suited to projects' specific requirements
- o I designed DC and AC circuits, including sizing busbars, conductors, conduits, OCPDs, and communications
- o I designed minimum import relay protection systems to prevent backfeed of solar energy onto utility networks
- o I calculated currents, voltages, available fault current and voltage drop
- o I performed load calculations to determine existing capacity for adding loads to commercial and residential services.
- o I made arguments to plans examiners and inspectors, supporting my interpretation of Electrical Code with references.
- o I reviewed electrical plan sets created by my colleagues and third parties
- o I selected and prepared submittals for electrical components such as disconnects, panelboards, breakers, fuses, conduit, wire, fittings, and lugs.

### REPRESENTATIVE PROJECTS

Project 1: Bellevue Club 114 kW rooftop PV, 2019-20

- o Located in Bellevue, WA
- o This project entailed the design and installation of a solar PV system on the roof of an athletic club
- o I designed this system: selected all the equipment, determined how it should be arranged and installed, and sized all OCPDs, disconnects, conductors and conduits, including the interconnection with a new breaker in an older main switchboard. I researched and responded to all AHJ comments during permitting.

Project 2: Brighton Apartments 100 kW rooftop PV, 2021-22

- o Located in Seattle, WA
- o This project entailed the design of a solar PV system on the roof of an apartment building
- o I designed this system: selected all the equipment, determined how it should be arranged and installed, designed the supply side connection to busbars in the existing older main switchboard, and sized all panelboards, OCPDs, disconnects, conductors and conduits.

# ELLA WILLARD-SCHMOE (14-870-84)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Distributed Solar Development, LLC  
New York (United States)  
Project Engineer II  
May 2022—August 2023

Verified by  
**Eric Lorenz**  
Eric.lorenz@dsdrenewables.com

Experience Summary  
**Full-Time**  
**Engineering: 1 year, 3 months**  
**Experience under licensed engineer:**  
**1 year, 3 months**



### TASKS

- o In this role I am responsible for the engineering aspects of solar PV system and battery storage system design and construction.
- o I select equipment sized and suited to projects' specific requirements.
- o I design DC and AC circuits, including sizing busbars, conductors, conduits, OCPDs, and communications.
- o I direct and coordinate the preparation of plans by third party engineering firms.
- o I review and approve drawing sets with regards to code compliance, design best practices, company design standards and value engineering.
- o I make arguments to plans examiners and inspectors, supporting my interpretation of Electrical Code with references.
- o I review and approve short-circuit studies, coordination studies and arc flash studies
- o I review and approve shop drawings for electrical gear: switchboards, panelboards, disconnects, transformers, circuit breakers, etc.
- o I review and approve contractors' product submittals for conformance to plans, specifications, codes and standards: conduit, wire, fittings, lugs, and other components.
- o I perform initial site visits to document existing electrical equipment and conditions.
- o I perform construction site visits to assess the conformance of installations to plans, codes and standards.
- o I respond to Requests for Information (RFIs) from contractors regarding the design, standards, and preferred installation methods, and resolve conflicts between plans and other governing standards.



### REPRESENTATIVE PROJECTS

Project: Lowe's CA portfolio of (56) stores, 2022-23

This project entailed the design and installation of (56) separate solar PV systems on the roofs of home improvement stores throughout the state of California. I reviewed and approved all interconnection, permit and construction phase plans and calculations. I devised specific details as needed to guide installation of equipment. I reviewed and approved/rejected product submittals and coordination studies, visited projects under construction to inspect the conformance of the installations to plans, codes and standards, and responded to Requests for Information (RFIs) from contractors seeking clarity on the intent of the design documents and company construction standards.

# Structural

# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

DISCIPLINE: STRUCTURAL

## GENERAL


 Applying To  
**Nevada**

Application Type  
**Comity - PE**

Application Date  
**03/26/2019**

Citizenship  
**United States**

## SUMMARY



 Engineering Experience after EAC degree  
**8 years, 5 months**



Total Engineering Experience  
**9 years, 8 months**



Experience under licensed engineer  
**9 years, 8 months**

Other Experience  
**2 years, 2 months**

Disciplinary Action  
**None reported**


 


## EDUCATION

 Bachelors in Civil Engineering (EAC)  
**University of Nevada, Las Vegas**  
**August 2010–December 2014**

Masters in Civil & Environmental Engineering  
**University of Nevada, Las Vegas**  
**January 2015–December 2018**

 **NOTE:** First discipline specific structural license. Has two years supervision under a licensed SE.


## EXAMS

 Principles and Practice of Engineering (PE)  
**Civil Nevada**  
**October 2015**

Fundamentals of Engineering (FE)  
**Nevada**  
**November 2014**

NCEES 16HR Structural (SE)  
**Nevada**  
**April 2023**

## LICENSES

 Initial License  
**Nevada**  
**Issued: May 2019**  
**Expires: December 2024**

Additional Licenses  
**ID**



# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Hirschi Masonry  
Nevada (United States)  
Data entry clerk / runner  
June 2005—May 2006

Verified by  
Daniel Ellis (Self)

Experience Summary  
Full-Time  
Other: (0%)  
Experience under licensed surveyor:  
None



### TASKS

This was a non-engineering position. I inputted data in a database to track information about the companies fleet. I picked up parts for vehicle repairs.



### REPRESENTATIVE PROJECTS

Non-engineering employment.

# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Noorda Sheet Metal Company  
Nevada (United States)  
Shop fabricator  
August 2008—October 2010

Verified by

Experience Summary

**Full-Time**

**Other: 2 years, 2 months**

Experience under licensed surveyor:

**None**



DESCRIPTION

# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Engineering System Solutions  
Nevada (United States)  
Engineering Intern  
May 2013—December 2014

Verified by  
**Greg Meyer**  
greg.meyer@es2eng.com

Experience Summary  
**Part-Time**  
**Engineering: 1 year, 3 months (75%)**  
**Experience under licensed engineer:**  
**1 year, 3 months**



### TASKS

When I started with the company, I worked at transitioning the company from AutoCAD to Revit as a part time intern. I also did drafting/modeling on structural projects. As I neared the completion of my bachelor's degree, I started taking on more structural engineering related tasks.



### REPRESENTATIVE PROJECTS

I assisted with the Church Truss Observation/Retrofit located in Southern Nevada. The project was from August 2014 through December 2014. All retrofit work has been completed. I assisted an engineer observe all of the trusses and note all structural deficiencies. I determined the gravity loads on the trusses based on plans used to construct the church originally and confirmed those loads based on actual conditions. I helped to determine the adequacy of all trusses with structurally deficiencies. I helped to determine what needed to be done to retrofit the deficient trusses.

# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Engineering System Solutions  
Idaho (United States)  
Project Manager  
January 2015—June 2023

Verified by  
**Greg Meyer**  
greg.meyer@es2eng.com

Experience Summary  
**Full-Time**  
**Engineering: 8 years, 5 months**  
**Post EAC degree: 8 years, 5 months**  
**Experience under licensed engineer:  
8 years, 5 months**



### TASKS

My duties include overseeing structural design work. I lead and mentor a small team that includes drafters and designers.



### REPRESENTATIVE PROJECTS

CVS Gilroy is a 1 story CMU retail building with steel joist framing and light gauge framing at the storefront. The project is located in Gilroy, CA. Design work started in September 2015. Construction was completed at the end of 2016. I did the gravity, lateral, and foundation design of the store. Gravity design included the CMU walls and steel framing. Lateral design included masonry shear walls and a steel deck diaphragm. The foundation design consisted of conventional shallow footings. I was also responsible for detailing the project, reviewing shop submittals, and addressing RFIs during construction.

The Golden Palms Complex consists of two 5 story wood framed hotels and a 4 level precast parking garage. The project is located in Las Vegas, NV. Design work began in June 2016. Completion of construction is expected to be completed in March 2019. I did the gravity, lateral, and foundation design of the hotels. The hotels are built out of wood with some steel at the bottom floor over the common areas. The lateral system consists of wood shear walls with a tie-down system. The foundations are conventional, shallow footings. I designed the foundations and diaphragms for the parking garage, and provided forces to the precast designer to design the shear walls. The diaphragms were concrete cast over the precast double tees that made up the floor system. The foundation was conventional shallow footings. On one side of the parking garage the foundation design included designing 8 feet retaining walls next to a property line. I also was responsible for detailing all buildings and oversaw the drafting on the project. I also reviewed shop drawings and answered RFIs on this project.

Legacy Traditional School at Cadence is located in Henderson, NV. Design work began in August 2017, and construction was completed in August 2018. I designed the gravity, lateral, and foundation systems. The classrooms and offices were all wood framed, and the cafeteria, gym, and music room were built with masonry walls and steel joists sheathed with wood. The building is two stories except at the gym and cafeteria. The lateral system was a mix of wood shear walls and masonry shear walls. The building was split into different sections by fire separation walls which added to the complexity of the project. The foundations were all conventional, shallow foundations. I also detailed the building and oversaw the creation of the plans. I was responsible to review shop drawings and respond to RFIs throughout construction.

Shoshan Park is a project in North Las Vegas, NV. Design began in March 2016. The plans were completed at the end of 2018, but the owner still has not submitted them to the building department. The project consists of one large, concrete, tilt-up building and several masonry warehouses. I was responsible for the gravity, lateral, and foundation design on all buildings. The concrete building was tilt-up with steel joists and steel deck at the roof. There was a steel framed mezzanine on one side of the building. The lateral system includes concrete shear walls, and moment frames at the mezzanine. The foundation is a conventional, shallow system. The masonry buildings also have steel joists and metal deck at the roof and include a wood framed mezzanine. The lateral system includes masonry shear walls and wood shear walls at the mezzanine. The foundation is a conventional, shallow foundation system.

CTE High School is a project in St. George, UT. Design began in May 2020. It is scheduled to be completely built by February 2023. The project consists of steel framing with concrete and masonry walls. There is mix of cast-in-place concrete and tilt-up walls. The lateral system included masonry and concrete shear walls and steel braced and steel moment frames. The foundation is conventional. I was directly involved in the design and detailing of all parts of the building.

Land Park and Broadway is a mixed-use project in Sacramento, CA. Design began in December 2021 and was completed in October 2022. Construction has not begun. The building is 4 stories of wood over a concrete PT podium. The lateral system is wood and concrete shear walls. I oversaw the entire design done by my team from start to finish.

# DANIEL ELLIS (15-428-21)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS

Start Date	End Date	Reason	Explanation
06/2006	07/2008	Unemployed	I was serving a volunteer mission for my church.

# STEPHAN HOLLINGER (17-843-33)

All work experience reviewed by two licensed professionals

DISCIPLINE: STRUCTURAL

## GENERAL


 **Applying To Nevada**

**Application Type**  
Comity - PE

**Application Date**  
08/21/2023

**Citizenship**  
Austria



## SUMMARY



 **Engineering Experience after EAC degree**


**Total Engineering Experience**  
8 years, 3 months

**Experience under licensed engineer**  
8 years, 3 months

**Disciplinary Action**  
None reported




## EDUCATION

 **Meets NCEES Engineering Education Standard**


**Non-degree**  
**Matura - Reife & Diplompruefung**  
September 2003–May 2005

**Bachelors in Civil Engineering & Management of Infrastructure**  
**Vienna University of Technology**  
October 2006–April 2010

**Masters in Civil Engineering (Structural Engineering)**  
**Vienna University of Technology**  
January 2010–October 2011

 **NOTE:** First discipline specific structural license. Has two years supervision under a licensed SE.


## EXAMS

 **Fundamentals of Engineering (FE)**  
New York  
March 2020

**Principles and Practice of Engineering (PE)**  
Civil  
New York  
January 2021

**NCEES 16HR Structural (SE)**  
New York  
April 2023

## LICENSES

 **Initial License**  
New York  
Issued: February 2021  
Expires: January 2024

**Additional Licenses**  
FL PE

# STEPHAN HOLLINGER (17-843-33)

All work experience reviewed by two licensed professionals

## WORK EXPERIENCE

Schlaich Bergermann Partner PC  
New York (United States)  
Project Manager  
September 2012—August 2023

Verified by  
**Michael Stein**  
m.stein@sbp.de

Experience Summary  
**Full-Time**  
**Engineering: 8 years, 3 months**  
**(75%)**  
**Experience under licensed engineer:**  
**8 years, 3 months**

## TASKS

I designed bridge and building structures in the U.S. using the finite element analysis software Sofistik taking geometric and material non-linearity into account. I performed the Advanced Analysis Method acc. to AISC designing steel structures. I designed concrete structures considering the ACI-318 and AASHTO LRFD Bridge Specifications requirements. I determined the required strength for concrete sections using FEM softwares and well as self-developed spreadsheets. I developed structural schemes for bridges considering the requirements from the AASHTO LRFD Pedestrian Bridge Specifications.

I designed bridge and building structures in Germany using the European Codes 1 to 9. I developed scripts in Rhino and Grasshopper to optimize and form finding structural system using the force density and hanging chain method. I develop specifications for building and bridge structure considering the requirement from various DOT Material Specifications and the AIA standard specification for buildings.

I developed and analyzed bridge construction sequences for in house bridge designs and for contractors. I performed dynamic analysis' to determine pedestrian and wind induced vibrations. I have knowledge about the Hivoss and SETRA Guidelines as well as Design Guide 11 for vibrations.

I have verified bridge and building structures for earthquake loading using the simplified base shear approach as well as the response spectrum analysis and time history analysis.

I designed cable structures using non-linear analysis and considering the ASCE 19. I developed specification for cable testing using current standards and requirements of ASCE 19.

I designed bridge foundation systems like drilled shafts, mono shafts, micropiles, slab on grades and rock anchors based on the AASHTO LRFD Bridge Design Specs. I used L-Pile to determine the stiffness and structural capacity of piles. I designed glass structures using the Software MEPLA.

75% Engineering | 25% Management of other engineers, drafters and sub-consultants like geotechnical engineers.

## REPRESENTATIVE PROJECTS

Neckarbridge in Stuttgart, 4 track railway bridge, Germany, 09/2012-12/2014

I was responsible for the final design and analysis during the construction documentation phase of the following structural elements:

- slab on grade and pile supported foundations
- concrete piers
- composite cross beams and concrete deck
- bearing replacement structure

I recommended an optimized the pile layout that reduced the risk of puncturing the layers of shale that retains the pressurized Stuttgarter Mineralwater. I designed the piles and concrete piers using a geometric non-linear analysis and multiple iterations to determine the level of concrete cracking to design the required reinforcement in those elements.

I designed the concrete piers to resist ship impact.

I designed the required concrete deck reinforcements and coordinated the layout and shop drawings with the technical drafters. I developed and designed a bearing replacement structure that allows the bearings to be replaced during regular service of the bridge without closing the bridge.

Bleichinsel bridge in Heilbronn, Germany, 06/2014-12/2014

I performed and analyzed the final design of all structural elements of the bridge. I calculated the structural behavior and response of the integral bridge using a FEM software considering the a proposed erection sequence that I had developed. I coordinated the final design document with the independent peer reviewer. I developed and coordinated rebar shop drawings based on my analysis results with the technical drafter. I produced the quantity take down and bid document for the procurement of the entire bridge.

Private Art Gallery, Artes Amant in Brooklyn, U.S., 01/2015 - 12/2015

I personally designed and form-found a double layer freeform concrete shell using Rhino and Grasshopper. I performed geometrically non-linear analysis considering reduced stiffness for the concrete elements to determine the required thickness and rebar layout for the concrete shell. I determined creep and shrinkage values for the various concrete parts and implemented this into the FEM analysis. I coordinated with the architect on the optimum geometry to fulfill all architectural and structural needs and coordinated with the geotech regarding possible and suitable foundation solutions.

Pedestrian bridge at Seattle-Tacoma International Airport, U.S, 06/2015 - 09/2017

I developed possible bridge schemes for the site condition considering special requirements for the installation of the bridge. I personally performed the analysis of all proposed schemes and presented to the Port of Seattle. I coordinated with the architects regarding the facade system and MEP. I performed non-linear analysis for the cable stayed structure and designed all cable related details of the bridge. I developed the installation sequence and personally analyzed it.

I performed check for human induced vibration and performed the earthquake analysis considering that all bridge elements remained elastically. I coordinated my results with the wind tunnel consultant and design the locations and requirement for the bridge dampers

Scioto River bridge in Dublin, Ohio, U.S, 01/2017 - 08/2019

I assisted the contractor in developing an optimized erection sequence for the bridge reducing the amount of temporary shoring for cost saving. I personally analyzed the optimized erection sequence and determined deck pre-camber and cable cut lengths. I recommended and analyzed the cable stressing sequence. I verified the integrity of the structural elements during the various installation steps.

Gateway bridge in Tulsa, Oklahoma, U.S, 09/2017 - 03/2023

I verified multiple structural design schemes. I performed the all analysis for the entire bridge structure. I used non-linear analysis and the advanced analysis method to design and verify the capacity of all structural elements. I was responsible for the coordination with the architect and geotechnical engineer. I coordinated multiple foundation solutions with the Geotec. I coordinated and presented the design to the FHWA peer review. I reviewed all shop drawings, RFIs and submittal during the construction phase.

Pedestrian Bridge in Buffalo, US, 10/2019 - 03/2023

I analyzed the entire bridge structure from schematic to final design. I performed form finding techniques and optimization for the arch structure. I coordinated with the geotec on loading requirements and final foundation solution. I participated in community engagement meetings about the bridge structure.

Nashville Pedestrian bridge, US 10/2021-03/2023

I analyzed the entire structure until design development. I performed form finding techniques and optimization for the structure. I coordinated with the geotec on loading requirements and final foundation solution.



# STEPHAN HOLLINGER (17-843-33)

All work experience reviewed by two licensed professionals

## ADDITIONAL INFORMATION



### TIME GAPS

Start Date	End Date	Reason	Explanation
06/2005	09/2006	Unemployed	During this time I had to attend the basic military training that is required for male Austrian citizens.
11/2011	08/2012	Unemployed	I worked as a structural engineer at BRUSSATI GMBH in Vienna, Austria. I have already worked during my master program at this firm and gained experience in building renovations since this is one of the main engineering tasks in Vienna.

7. Approval of  
July 20, 2023,  
Board Meeting Minutes

**NEVADA STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS**  
**Minutes of the Regular Board Meeting**  
**Held 8:30am Thursday, July 20, 2023, at the TownPlace Suites,**  
**2625 Jennings Way, Elko, NV 89801**

Board members participating were Chairman Angelo Spata, PE; Vice Chair Brent Wright, PE/SE; Thomas Matter, public member; Robert Fyda, PE; Karen Purcell, PE; Michael Kidd, PLS; Matthew Gingerich, PLS; Greg DeSart, PE. Board member Lynnette Russell, PE, was excused. Also joining were Patty Mamola, Executive Director; Chris MacKenzie, Board Legal Counsel; Murray Blaney, Operations/Compliance; Jasmine Bailey, Licensing Specialist; and Derek Vogel, Communications/Compliance. Board guests were Robert Thibault, PE/PLS, and Sami Yousef, PE.

**1. Meeting conducted by Chair Angelo Spata, call to order and roll call of board members to determine presence of quorum—board members Michael Kidd, Karen Purcell, Thomas Matter, Matt Gingerich, Robert Fyda, Brent Wright, Greg DeSart.**

The meeting was called to order by Mr Spata, and quorum was determined. Mr Spata then read the board's purpose and mission.

*The purpose of the board as stated in Nevada Revised Statute 625.005 is to safeguard life, health and property and to promote the public welfare by providing for the licensure of qualified and competent professional engineers and professional land surveyors and our mission is founded on the board's purpose, the board's mission is to uphold the value of professional engineering and land surveying licensure by assessing minimum competency for initial entry into the profession and to insure on going standard of professionalism by facilitating compliance with laws regulations and code of practice and to provide understanding and progression in licensure by openly engaging with all stake holders.*

**2. Pledge of Allegiance.**

All attendees rose for the pledge of allegiance.

**3. Public comment.**

There was no public comment.

**4. Introductions.**

All board members, staff, and board guests introduced themselves.

**5. Consideration of initial licensure applicant requests to waive certain requirements of Nevada Revised Statutes and Nevada Administrative Code Chapter 625.**

Ms Purcell recommended approval of the request to waive NRS 625.183 (4)(b) made by Taha Alamin applying for control system engineering licensure.

23-48 A motion was made by Ms Purcell, seconded by Mr DeSart to approve the waiver request. The motion passed unanimously. Ms Russell was absent for the vote.

Mr Gingerich recommended denying the request to waive NRS 625.270 (3) made by Edward Rodriguez applying for land surveying licensure. He said that the board doesn't have statutory authority to waive the four-year degree requirement for licensure. Mr Gingerich added Mr Rodriguez could re-apply after fulfilling the degree requirement that includes a minimum of 30 units of advanced surveying education.

23-49 A motion was made by Mr Gingerich, seconded by Mr Kidd to deny the waiver request. The motion passed unanimously. Ms Russell was absent for the vote.

**6. Board approval of non-appearance applications for initial licensure. Refer to Addendum A for list of applicants.**

The Board reviewed twenty applications in the board packet for initial licensure and recommendations were made.

23-50 A motion was made by Mr Spata, seconded by Ms Purcell to approve the applications for initial licensure contained in the board packet with recommendations noted (with the exception of the denied waiver request). The motion passed unanimously. Ms Russell was absent for the vote.

The Board reviewed two additional applications in the supplement to the board packet for initial licensure and recommendations were made.

23-51 A motion was made by Ms Purcell, seconded by Mr Fyda to approve the applications for initial licensure contained in the board packet with recommendations. The motion passed unanimously. Ms Russell was absent for the vote.

**7. Discussion and possible action on approval of May 11, 2023, board meeting minutes.**

23-52 A motion was made by Mr Gingerich, seconded by Mr Kidd to approve the May 11 2023, board meeting minutes with edits to be made as noted by Mr Thibault. The motion passed unanimously. Ms Russell was absent for the vote.

**8. Discussion and possible action on approval of June 8, 2023, interim board meeting minutes.**

23-53 A motion was made by Ms Purcell, seconded by Mr DeSart to approve the June 8, 2023, interim board meeting minutes. The motion passed unanimously. Ms Russell was absent for the vote.

**9. Discussion and possible action on financial statements.**

**a. April 2023.**

**b. May 2023.**

**c. June 2023.**

Ms Mamola reviewed the April 2023, May 2023, and June 2023 financial statements as presented in the board packet and provided clarifications for the board.

23-54 A motion was made by Mr Kidd, seconded by Mr DeSart to approve the April 2023, May 2023, and June 2023 financial statements. The motion passed unanimously. Ms Russell was absent for the vote.

**10. Discussion and possible action on compliance reports by Compliance Officer.**

**a. Compliance officer report on complaints being investigated.**

Mr Blaney reported on the status of the ten (10) open compliance case files. There were no questions from board members.

**b. Consideration of probation reports:**

Dooley Riva, PE #18231

Jason Caster, PLS #19338

Lazell Preator, PE #14982

Robert Mercado, PLS #10352

Timothy Prockish, PE #12931

Ali Fakh, PE #28788

Lynn Affleck, PE #7676

Douglas Fellenz, EI #OT8691

Armando Monarrez, PE #19652

Mr Blaney reviewed the status of licensees currently on probation. He said Mr Fakh had fulfilled the terms of his stipulated agreement with the board and the probation status will be removed from his Nevada license. Mr Blaney reported that Mr Preator was not currently in compliance with his settlement with the board. He added that although his license is currently suspended, he is still required to abide by the terms of the stipulated agreement.

The board discussed possible next steps regarding Mr Preator's non-compliance. Mr MacKenzie outlined the options for the board and suggested it be considered as an agenda item for the next

board meeting. (ACTION Item)

**11. Discussion and possible action on stipulated agreement for Mark Johnson, PE, license number 19830, complaint number 20220004.**

Mr MacKenzie introduced facts and the proposed terms of the stipulated agreement as shown in the board materials and asked for questions from the board. There were none.

23-54 A motion was made by Mr DeSart, seconded by Mr Wright to approve the stipulated agreement for Mark Johnson, PE, license number 19830, complaint number 20220004 as presented. The motion passed unanimously. Ms Russell was absent for the vote.

**12. Discussion and possible action on stipulated agreement for Buckley Blew, PLS, license number 24520, complaint number 20230004.**

Mr MacKenzie reviewed facts and the proposed terms of the stipulated agreement as shown in the board meeting packet.

23-55 A motion was made by Mr Kidd, seconded by Mr Fyda to approve the stipulated agreement for Buckley Blew, PLS, license number 24520, complaint number 20230004 as presented. The motion passed unanimously. Ms Russell was absent for the vote.

**13. Discussion on Board Counsel Report.**

Mr MacKenzie said other than comment on agenda item 18, which he would hold until then, the formalization of an employee handbook was still in his court. He said a draft would be forwarded to Ms Mamola for consideration by the appropriate committee before the next board meeting. (ACTION Item)

**14. Discussion and possible action on administrative report by Executive Director.**

**a. Approved licensees report.**

Ms Mamola reviewed the approved licensee report as presented in the board packet.

**b. Action items related to the 2021-2025 Strategic Plan.**

Ms Mamola asked if there were any questions relating to the strategic plan. There were none.

**c. Items related to the National Council of Examiners for Engineering & Surveying (NCEES).**

**i. Annual Meeting Conference Report and Action Items.**

Ms Mamola said included in the board packet are the action items and conference reports relating to the upcoming NCEES annual meeting for informational purposes, but if there items that members want to discuss in more detail, we can under this agenda item. Several items were discussed and a consensus to be taken forward to the NCEES annual meeting was reached. Ms Mamola added that the outcome of the voting items at the annual meeting will be reported at the September 21, 2023, board meeting. (ACTION Item)

**15. Discussion and possible action on continuing financial audit services with Casey Neilon for an additional three years at \$16,500 for 2023 audit, \$17,500 for 2024 audit, and \$18,500 for 2025 audit, for a total contract amount of \$52,500.**

Ms Mamola reviewed the proposal as presented in the board meeting materials for re-contracting with current independent auditors Casey Neilon.

23-56 A motion was made by Ms Purcell, seconded by Mr Kidd to approve the contract for continuing financial audit services with Casey Neilon for an additional three years at \$16,500 for 2023 audit, \$17,500 for 2024 audit, and \$18,500 for 2025 audit, for a total contract amount of \$52,500. The motion passed unanimously. Ms Russell was absent for the vote.

**16. Discussion and possible action on board committee reports.**

**a. Administrative Procedures Oversight Committee, Chair Angelo Spata.**

Mr Spata said the committee had not met since the last board meeting and he had nothing to report.

**b. Legislative Committee, Chair Greg DeSart.**

Mr DeSart said the committee had not met recently. He added with the moratorium on regulations lifted a meeting would need to be scheduled before the next board meeting. (ACTION Item)

**c. Professional Association Liaison Committee, Chair Brent Wright.**

Mr Wright said since he was unable to attend the last meeting asked that Mr Gingerich give the report.

Mr Gingerich said the bulk of the meeting was an overview by Dr James of projects by the UNLV civil engineering capstone class. He added that a follow-up on the topic would be discussed at the next PAL meeting.

**d. Public Outreach Committee, Chair Robert Fyda.**

Mr Fyda said the committee had not met since the last board meeting and he had nothing to report. He added that a meeting will be held before the next board meeting to review the past activities and to consider plans for the next year.

Mr DeSart suggested the committee discuss outreach opportunities when board meetings are held rurally (Elko, Tonopah etc.) and consider piggyback outreach while the board is these locations and visit engineering or land surveying related groups. The committee could consider what could be done around the 2024 Tonopah meeting as part of public outreach. (ACTION Item)

**e. PLS Standards of Practice Subcommittee of the Legislative Committee, Chair Matt Gingerich.**

Mr Gingerich said the committee had not met since the last board meeting and he had nothing to report. He added that a meeting will be held before the next board meeting considering regulation review and amendment has been given the go-ahead again.

**17. Discussion and possible action on board committee assignments for fiscal year 2023-2024.**

Mr Spata reviewed the committee assignments as presented in the board packet.

**18. Discuss legislative and regulatory matters with board's government liaison, Susan Fisher.**

Ms Mamola said Ms Fisher sends her apologies for being unable to attend the meeting.

Ms Mamola reviewed the end of session legislative report that had been prepared by Ms Fisher. She highlighted areas relating to open meeting law, regulatory review reporting requirements, and applicant background checks that were relevant to the board. Ms Mamola recognized the work done by Ms Fisher and Mr MacKenzie during the regular and special legislative sessions.

Ms Mamola highlighted AB 431 for the board and asked Mr MacKenzie to give an overview of the intent.

Mr MacKenzie gave summary of his interpretation of the intent of proposed oversight by Business and Industry and answered questions from the board.

Ms Mamola said, as mentioned previously in the committee reports, the moratorium on regulation changes had been lifted by executive order. She said the plan was to now move ahead with the process for amendment and repeal of the regulations that had been previously proposed including those proposed to be amended or repealed in the reports to the Governor.



Mr Gingerich asked if work previously conducted in the public process could be used in moving the proposed regulations changes forward.

Mr MacKenzie said that it was worth asking the question of the LCB. He said the work done was based on intent to make changes as opposed to just exploring change. He recommended staff check with LCB. (ACTION Item)

**19. Consider any bill draft requests proposed by the Legislature to amend Nevada Revised Statutes related to regulatory boards and/or changes to Nevada Revised Statutes chapter 625, 329, and 327.**

Ms Mamola said there was nothing to report at this time.

**20. Discussion and possible action on status of Board and staff assignments.**

Ms Mamola said the action item list and status of board and staff assignments is shown in the board packet. There were no questions from the board.

**21. Discussion and possible action on meeting dates.**

Ms Mamola said future meetings were outlined in the board packet and that any new dates added would be emailed, including upcoming NCEES western zone (Bozeman, MT) and annual meetings (Chicago, IL), as schedule reminders for board members to add to their calendars. (ACTION Item)

**22. Discussion and identification of topics for future meetings including possible proposed amendments to the Nevada Professional Engineers and Land Surveyors Law, Nevada Revised Statutes and Nevada Administrative Code Chapter 625.**

Ms Mamola said that the electronic submittal digital signatures discussion was held off until the September board meeting.

Mr DeSart noted that some state agencies are not accepting electronic submittals – which seemed cumbersome given the availability of technology today. He asked that some form of outreach be considered.

Ms Mamola said she was aware that several agencies, at last check, did not have the capabilities to review electronic submittals. She said she would check to see if that situation had changed. (ACTION Item)

No other topics were put forward.

**23. Public comment.**

Mr Spata said although Ms Russell was not able to attend this meeting, he would like to thank her for her service to the board.

Ms Mamola said Ms Russell had asked her to speak on her behalf, and that Ms Russell appreciated and truly enjoyed her experience serving on the board and she's very grateful for the experience and wanted to express her gratitude to the other board members for their camaraderie and support.

Mr DeSart asked that consideration be given to reinstating some form of recognition for retiring board members. Recognition events had been put on hold by the pandemic. (ACTION Item)

**24. Adjournment.**

Mr Spata thanked the board members for their participation and adjourned the meeting at 10:50 am.

Respectfully,

Patty Mamola  
Executive Director

# Addendum A - July Initials

LNAME	FNAME	ABREV	COMMENTS
Clodfelter	Matthew	CE	Board approved; 7/20/23;
DuMonte	Cara	CE	Board approved; 7/20/23;
Mendoza Santiago	Juan	CE	Board approved; 7/20/23;
Vickery	Chad	CE	Board approved; 7/20/23;
Waldron	JoEll	CE	Board approved; 7/20/23;
Wang	Lu	CE	Board approved; 7/20/23;

LNAME	FNAME	ABREV	COMMENTS
Yohman	Tyler	CE	Board approved; 7/20/23;
Yu	Guo	CE	Board approved; 7/20/23;
Alamin	Taha Mahgoub Mohammed	CSE	Board approved; 7/20/23; Waiver Request: NRS 625.183, item 4, part b, "Two of the 4 years of active experience must have been completed by working under the direct supervision of a professional engineer of the same discipline."
Wu	Jun	EE	Board approved; 7/20/23;
Krishnamurthy	Soundarya	ENVE	Board approved; 7/20/23;
Rodriguez	Edward	PLS	Denied; Required to get 4 year degree; Waiver Request: NRS 625.270, item 3, b) of subsection 1 of NRS 625.280 unless the applicant is a graduate of a land-surveying curriculum of 4 years or more that is approved by the Board."

LNAME	FNAME	ABREV	COMMENTS
Ahrens	Kyle	SE	Board approved; 7/20/23;
Bogdani	Roland	SE	Board approved; 7/20/23;
Nguyen	Chris Tam	SE	Board approved; 7/20/23;
Pruitt	Zakary	SE	Board approved; 7/20/23;
Stanford	Jakob	SE	Board approved; 7/20/23;
Tripathi	Shree	SE	Board approved; 7/20/23;

LNAME	FNAME	ABREV	COMMENTS
Waite	Paul	SE	Board approved; 7/20/23;
Weiss	Ellen	SE	Board approved; 7/20/23;

8. Approval of  
August 10, 2023,  
Interim Board Meeting  
Minutes

**NEVADA STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS**  
**Minutes of the Interim Board Meeting**  
**Held virtually, Thursday, August 10, 2023, at 9:15AM**

Board members participating were Chairman Angelo Spata, PE; Vice Chair Brent Wright, PE/SE; Matthew Gingerich, PLS; Karen Purcell, PE; Thomas Matter, Public Member; Greg DeSart, PE; Michael Kidd, PLS; and Robert Fyda, PE. Also joining were Patty Mamola, Executive Director; Chris MacKenzie, Board Counsel; and Jasmine Bailey, Licensing Specialist. Board member Lynnette Russell, PE was excused.

**1. Meeting conducted by Chair Angelo Spata, call to order and roll call of board members to determine presence of quorum—board members Brent Wright, Michael Kidd, Thomas Matter, Karen Purcell, Matt Gingerich, Robert Fyda, Lynnette Russell, Greg DeSart.**

A quorum was determined by Mr Spata.

**2. Pledge of Allegiance**

All who were present stood for the pledge of allegiance.

**3. Public comment.**

There was no public comment.

**4. Consideration of initial licensure applicant requests to waive certain requirements of Nevada Revised Statutes and Nevada Administrative Code Chapter 625.**

Mr Fyda recommended approval of the request to waive NRS 625.183 (4)(b) made by Steven McNeese applying for environmental engineering licensure.

23-57 A motion was made by Mr Fyda, seconded by Ms Purcell to approve the waiver request. The motion passed unanimously. Ms Russell was absent for the vote.

**5. Board approval of non-appearance applications for initial licensure. Refer to Addendum A for list of applicants.**

The Board reviewed four applications in the board packet for initial licensure and recommendations were made.

23-58 A motion was made by Mr Matter, seconded by Ms Purcell to approve the applications for initial licensure contained in the board packet with recommendations noted. The motion passed unanimously. Ms Russell Fyda was absent for the vote.

Mr Spata congratulated the new licensees.



**6. Public comment**

There was no public comment.

**7. Adjournment**

Mr Spata thanked the meeting attendees and adjourned the meeting at 9:30 am.

Respectfully,

Patty Mamola  
Executive Director

DRAFT

# Addendum A - August Initial

LNAME	FNAME	ABREV	COMMENTS
Dalpe	Jonathan	CE	Board approved; 8/10/23
Hanna	George	CE	Board approved; 8/10/23
Roberts	Emily	CE	Board approved; 8/10/23
McNeece	Steven	ENVE	Board approved; 8/10/23; Waiver Request: NRS 625.183, item 4, part b, "Two of the 4 years of active experience must have been completed by working under the direct supervision of a professional engineer of the same discipline."

# 9. Financial Statements

# 9.a. July 2023

[not available at time board packet was published]

# 9.b. August 2023

[not available at time board packet was published]

# 10. Compliance Officer Report

# 10.a. Compliance Report

## 10. a. Compliance Investigations

Currently there are eight (8) cases to report on:

1. 20220005 – Incompetency and misconduct  
Investigation complete
2. 20220006 – Failure to act as faithful agent  
Investigation complete
3. 20220007 – Gross negligence and misconduct  
Investigation complete
4. 20220009 – Failure to act as faithful agent  
Investigation complete
5. 20230002 – Failure to act as faithful agent  
Investigation complete
6. 20230006 – Failure to act as faithful agent and incompetency  
Investigation complete
7. 20230007 – Failure to execute contract for and deliver services in a timely manner  
Under investigation
8. 20230008 – Incompetency in engineering  
Under investigation



### 1. 20220005 – Incompetency and misconduct

Summary:

Complaint filed by a public entity against a civil engineer alleging incompetency and misconduct relating to submittals for an addition to a commercial building.

Status:

Case under board liaison review.

### 2. 20220006 – Failure to act as faithful agent

Summary:

Allegations by a contractor against a civil engineer for failure to deliver services in a timely manner relating to fence and gate system for an existing subdivision in Las Vegas.

Status:

Case under board counsel review.

### 3. 20220007 – Gross negligence and misconduct

Summary:

Complaint filed by a public entity against a civil engineer alleging the stamping and signing of false and manipulated information, and the submittal of testing information for which the engineer was not in responsible charge.

Status:

Case under board counsel review.

### 4. 20220009 – Failure to act as faithful agent

Summary:

Complaint filed against a PE/PLS for failure to deliver services in a timely manner relating to residential new build in the Red Rock area north of Reno.

Status:

Case under board counsel review.

### 5. 20230002 – Failure to act as faithful agent

Summary:

Complaint filed against a PE for failure to deliver services in a timely manner relating to three separate civil projects in the greater Las Vegas area.

Status:

Case under board liaison review.

## 6. 20230006 – Failure to act as faithful agent and incompetency

### Summary:

Two complaints filed by a developer/contractor against a PE relating to two residential projects in the Henderson area. The complaint alleges engineering services were not delivered in a timely manner, excessive number of correction comments generated during plan review, inconsistency in design, and incompetence that prompted a homeowner to file a complaint with the Nevada State Contractor's Board against the complaining developer/contractor.

### Status:

Case under board liaison review.

## 7. 20230007 – Failure to execute contract for and deliver services in a timely manner

### Summary:

Complaint relates to surveying services to resolve a neighborhood boundary dispute.

### Status:

Under investigation.

## 8. 20230008 – Incompetency in engineering

### Summary:

Allegation of incompetency against a CE providing structural services to a contractor on an elementary school repair project in northern Nevada.

### Status:

Under investigation.

# 10.b. Probation Reports

## 10. b. Probation reports

### Probation Summary:

Name	Case #	Status/Action	Date Ending
Dooley Riva	20190001	Good Standing	October 10, 2029
Lazell Preator	20190008 & 20200003	Non-compliant	February 1, 2024
Robert Mercado	20230005	Good Standing	June 1, 2025
Timothy Prockish	20210002	Good Standing	October 1, 2023
Jason Caster	20210004	Good Standing	February 1, 2025
M Armando Monarrez	20210011	Good Standing	February 1, 2025
Mark Johnson	20220004	Pending	August 15, 2025
Buckley Blew	20230004	Pending	August 15, 2026
Lynn Affleck	Petition – Board D&O	Good Standing	December 1, 2023
Douglas Fellenz	Petition – Board D&O	Good Standing	January 1, 2024

### Payment Summary:

Name	Case #	Paid	Remaining	Final Due Date
Dooley Riva	20190001	\$20,800.00	\$3,950.00	September 12, 2024
Lazell Preator	20190008 & 20200003	\$6,569.50	\$3,200.00	October 15, 2023
Jason Caster	20210004	\$5,127.50	\$2,000.00	July 29, 2024
Mark Johnson	20220004	\$0.00	\$7,105.50	November 7, 2023

**Robert “Dooley” Riva, PE 018231**

Case Number: 20190001

Violation of NRS 625.520, NRS 625.565, NAC 625.510, and NAC 625.610

Mr Riva allowed his license to lapse on December 31, 2009, and continued to practice professional engineering with an expired license until self-reporting to the Board on January 10, 2019.

Mr Riva admitted, during the investigation in this matter, that he stamped, signed, and put false expiration dates for his license on the plans that he had submitted to reviewing agencies, as well as to his clients.

Mr Riva has maintained his California Professional Engineering license throughout this period from December 31, 2009, to the present. Mr Riva's California license is currently in good standing. A third-party competency review of a sampling of the thirty-seven (37) identified Nevada projects, that Mr Riva stamped while unlicensed has been completed, and his work was found to be competent.

NRS 625.410 states that the Board may take disciplinary action against a licensee for practicing after the license of the professional engineer has expired or has been suspended or revoked. NRS 625.520 also states that it is unlawful for any professional engineer to practice in a discipline of professional engineering in which the Board has not qualified him and for any person to use an expired license. Accordingly, NRS 625.565 makes it unlawful for any person to impress any documents with the stamp of a professional engineer after that person's license has expired. In addition, NAC 625.610 requires that licensees include the date of expiration of his or her license on the stamp or seal. Moreover, under NAC 625.510, licensees must be honest and impartial, and serve their employers, clients, and the public with devotion. Mr Riva has violated the aforementioned provisions by continuing to practice professional engineering for nine (9) years after the expiration of his license and knowingly falsifying expiration dates when signing and stamping plans for submission to building departments for permits.

NRS 625.410(5) authorizes the State Board to take disciplinary action against a licensee for a violation of any provision of NRS Chapter 625 or NAC Chapter 625. Further, pursuant to NAC 625.640(3)(b)(2) this matter may be resolved without a formal hearing by Stipulated Agreement.

Mr Riva and the State Board hereby stipulate to the following terms for the above-referenced violation(s):

1. Mr Riva's license shall be reinstated and suspended for ten (10) years immediately following entry of this Agreement, but with the suspension stayed and probation imposed for the duration of that time period.
2. The stay of Mr Riva's license suspension may be lifted by the State Board upon notice and the opportunity for Mr Riva to be heard should Mr Riva fail to abide by the terms hereof.
3. Mr Riva's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:
  - a. Mr Riva shall pay all of the State Board's legal and investigative costs associated with this matter, in the total amount of Two Thousand Three Hundred Fifty and No/100 Dollars (\$2,350.00), which includes One Thousand Three Hundred Fifty and No/100 Dollars (\$1,350.00) in legal fees and One Thousand and No/100 Dollars (\$1,000.00) for the cost for a third-party competency review of a sampling of the thirty-seven (37) projects stamped by Mr Riva while practicing without a license. This payment is due to the State Board within thirty (30) days of the State Board's acceptance and execution of this First Revised Stipulated Agreement.
  - b. Mr Riva shall pay an administrative fine to the State Board in the amount of Fifteen Thousand and No/100 Dollars (\$15,000.00), plus Two Hundred and No/100 Dollars (\$200.00) for each of the thirty-seven (37) projects lawfully stamped by Mr Riva, for a total of Twenty-Two Thousand Four Hundred and No/100 Dollars (\$22,400.00). Two Thousand Six Hundred Fifty and No/100 Dollars (\$2,650.00) of this amount is due to the State Board within thirty (30) days of the Board's acceptance and execution of this First Revised Stipulated Agreement. The balance thereof shall be due in five (5) equal annual installments of Three Thousand Nine Hundred Fifty and No/100 Dollars (\$3,950.00). The first (1st) due on or before one year of the State Boards acceptance and execution of this First Revised Stipulated Agreement, and the remaining four payment due on or before each subsequent anniversary thereof, through the fifth (5th) anniversary of the State Boards acceptance and execution of this First Revised Stipulated Agreement.
  - c. Mr Riva shall undertake and assume all costs associated with reviewing and re-stamping the drawings associated with the aforementioned projects that are on file with the appropriate building departments and provide the Board with sufficient proof thereof.

d. Mr Riva registering in, paying for, and completing an advanced level ethics course with Texas Tech University Murdough Center for Engineering Professionalism, and providing proof of completion thereof to Board staff within one (1) year of the date of full execution of this First Revised Stipulated Agreement.

**LAST PROBATION REPORTS DUE October 1, 2029**

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH

CLIENT:

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

SIGNATURE:

DATE:



## **Lazell Preator, PE 014982**

Case Numbers: 20190008 and 20200003

Violations: NRS 625.410(2), NRS 625.540, NRS 625.560, NAC 625.510, NAC 625.530, and NAC 625.540

### **Previous 2018 Complaint and Stipulated Agreement**

Before setting forth the facts for the two complaints at issue, the following summation of a previous Stipulated Agreement is relevant. A Stipulated Agreement was entered by and between the State Board and Mr Preator on November 8, 2018 ("2018 Stipulated Agreement"), regarding previous Complaint number 20180006. In the 2018 Stipulated Agreement, Mr Preator acknowledged violations of NRS Chapter 625 in which his conduct constituted gross negligence, incompetence, or misconduct in the practice of professional engineering and failure to exercise due care and oversight in submitting the plan set to the office of the Deputy Building and Safety Director for the City of Las Vegas.

The facts pertaining to the 2018 Stipulated Agreement involved the filing of a complaint alleging the submission of plans containing the forged signatures of two senior building officials in an attempt to obtain a building permit.

Specifically, on March 7, 2018, the office of the Deputy Building and Safety Director for the City of Las Vegas received a plan set. The plan set included an irregular and misspelled signature of the City Engineer, Allen Pavelka, with his name signed "Alan" as opposed to the proper spelling "Allen." The plan set further included a signature of a retired Director of Building and Safety, Chris Knight. Mr Preator asserted that he relied on a third party, Jorge Guzman, to acquire said signatures, and that said third party, unbeknownst to Mr Preator, obtained or affixed the forged signatures. Although Mr Preator denied forging the signatures at issue, he admitted that he is responsible for documents that he seals and signs and that he is responsible to use due care and oversight to manage originals and copies of all documents he has signed and sealed.

In the 2018 Stipulated Agreement, Mr Preator's Nevada license was placed on probation for twelve (12) months. As part of his probation, Mr Preator was required to pay certain fines, costs, and fees, and require that he write a Whitepaper on Responsible Charge. The probation under the 2018 Stipulated Agreement has since been completed.

## **Case No. 20190008 - "Forgery Case"**

In regard Case No. 20190008, a complaint has been submitted against Mr Preator by the Executive Director for the State Board on behalf of a professional land surveyor, alleging fraudulent stamping and signing of legal descriptions.

Specifically, On December 18, 2017, Mr Preator submitted two legal descriptions for a project on Du Fort Avenue to the City of Henderson. The complainant land surveyor inadvertently discovered the two legal descriptions while reviewing projects on the City of Henderson website in August 2019. The two legal descriptions were produced for Preator Consulting by the land surveyor. However, Preator Consulting had not paid for the work, and thus, the land surveyor had not completed the work, as he had not signed or dated the two legal descriptions. The two legal descriptions were, hand signed, dated and submitted to the city on December 18, 2017.

In an effort to explain how the legal descriptions at issue were fraudulently signed, Mr Preator asserts that he relied on the same third-party blamed in the 2018 Stipulated Agreement, i.e., Jorge Guzman, to obtain the stamp and signature of the land surveyor before submitting the legal descriptions now at issue. Mr Preator again asserts that Jorge Guzman must have forged the surveyor's signature before submitting the legal descriptions to the City of Henderson. Although Mr Preator denied forging the signatures at issue, he admits that he is responsible for documents that he submits and that he is responsible to use due care and oversight to manage originals and copies of all said documents.

Mr Preator has not been able to provide any information or documentation regarding his working relationship with Mr Guzman, or any evidence that Mr Guzman exists.

NRS 625.410(2) provides authority for the State Board to administer discipline in Nevada for any gross negligence, incompetency, or misconduct in the practice of professional engineering as a professional engineer. NRS 625.410(5) provides authority for the State Board to administer discipline in Nevada for a violation of any provision of NRS Chapter 625. A licensee violates NRS 625.540 by unlawfully practicing land surveying. Specifically, it is unlawful to present or attempt to use, as his or her own, the license or stamp of another person and to impersonate any other licensee of the same or a different name. Additionally, it is a violation of NRS 625.560 to sign a description unless the person holds an unsuspended and unrevoked license as a professional land surveyor.

NRS 625.410(5) provides authority for the State Board to administer discipline in Nevada for a violation of any regulation adopted by the Board. A licensee violates NAC 625.510 by failing to uphold and advance the honor and dignity of the profession by maintaining high standards of

ethical conduct regarding honesty. It is a violation of NAC 625.530 for a licensee to fail to act in professional matters as a faithful agent. A licensee violates NAC 625.540(1) by failing to take care that credit for engineering or land surveying work is given to those to whom credit is properly due and violates NAC 625.540(4) by failing to not maliciously injure the professional reputation, business prospects or practice of another engineer or land surveyor.

Based on the foregoing, Mr Preator stipulates that he violated NRS 625.410 (2), in that his conduct constituted gross negligence, incompetence, or misconduct in the practice of professional engineering. Mr Preator stipulates that he violated NRS 625.540 by unlawfully practicing land surveying by presenting the license or stamp of another person and by impersonating another licensee. Likewise, Mr Preator stipulates that he violated NRS 625.560 by signing a description without a license as a professional land surveyor.

Further, Mr Preator stipulates that he violated NAC 625.510 by failing to uphold and advance the honor and dignity of the profession by maintaining high standards of ethical conduct regarding honesty. In addition, Mr Preator stipulates that he violated NAC 625.530 by failing to act in professional matters as a faithful agent. Finally, Mr Preator stipulates that he violated NAC 625.540 by failing to take care that credit for land surveying work was given to those to whom credit was properly due and by failing to not maliciously injure the professional reputation, business prospects or practice of another engineer or land surveyor.

### **Case No. 20200003 - "Faithful Agent Case"**

In regard Case No. 20200003, a complaint has been submitted against Mr Preator alleging misconduct and failure to meet terms of a contract.

Specifically, on February 2, 2018, the complainant contracted with Mr Preator to provide civil engineering for an auto body repair shop construction project, and paid Mr Preator a \$7,100 retainer. Per the contract, Mr Preator was to begin working on the project within two days of receiving the retainer. Between February 2018 and February 2020, no work product was provided to the client nor to the professionals and contractors working on the client's behalf. There were various interactions and requests for updates on the status of the project. Mr Preator asserts that, during the project, he was unable to speak with the architect on the project, from whom Mr Preator asserts that he received differing site plans. Nevertheless, Mr Preator informed the client that various items were under review by planning authorities, even though they were never actually submitted.

NRS 625.410(2) provides authority for the State Board to administer discipline in Nevada for any gross negligence, incompetency, or misconduct in the practice of professional engineering as a professional engineer. NRS 625.410(5) provides authority for the State Board

to administer discipline in Nevada for a violation of any regulation adopted by the Board. A licensee violates NAC 625.510 by failing to uphold and advance the honor and dignity of the profession by maintaining high standards of ethical conduct regarding honesty. It is a violation of NAC 625.530 when a licensee fails to act in professional matters as a faithful agent.

Based on the foregoing, Mr Preator stipulates that he violated NRS 625.410(2), in that his conduct constituted gross negligence, incompetence, or misconduct in the practice of professional

engineering. Further, Mr Preator stipulates that he violated NAC 625.510 by failing to uphold and advance the honor and dignity of the profession by maintaining high standards of ethical conduct regarding honesty. Finally, Mr Preator stipulates that he violated NAC 625.530 by failing to act in a timely and professional matters as a faithful agent.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve Complaint Numbers 2019008 and 20200003, Mr Preator and the State Board resolve this matter on the following basis:

(1) Mr Preator's Nevada license shall be suspended for thirty-six (36) months following entry of this Agreement, pursuant to NRS 625.410 (2) and NAC 625.530, but with the suspension stayed and probation imposed for the duration of that time period.

(2) The stay of Mr Preator's suspension may be lifted by the State Board upon notice and the opportunity to be heard should Mr Preator fail to abide by the terms hereof.

(3) Mr Preator's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:

(a) Mr Preator shall pay a fine of Five Thousand and Noll 00 Dollars (\$5,000.00) for the Forgery Case and a fine of Two Thousand and No/1 00 Dollars (\$2,000.00) for the Faithful Agent Case, for a total fine of Seven Thousand and No/100 Dollars (\$7,000.00), within six (6) months of acceptance and execution of this Agreement by the State Board.

(b) Mr Preator shall pay the professional land surveyor in full under his contract therewith for work on the Du Fort project.

(c) Mr Preator shall pay for cost of hiring a Nevada licensed professional land surveyor to review, re-stamp and sign the Du Fort legal descriptions.

(d) Mr Preator shall immediately notify client and the relevant public entity via letter, with copy to the Board, of the necessity of the Du Fort legal descriptions to be re- submitted with lawful stamping and signature.

(e) Mr Preator shall reimburse in full the deposited amount the complainant paid for the Autobody Repair Shop project.

(f) Mr Preator shall pay the State Board Two Thousand Seven Hundred Sixty-Nine and 50/100 Dollars (\$2,769.50) as reimbursement of administrative expenses in this matter.

(g) Mr Preator registering in, paying for and completing an entry level ethics course with Texas Tech University Murdough Center for Engineering Professionalism, and providing proof of completion thereof to Board staff.

(h) Mr Preator shall provide to the State Board staff, within thirty (30) days of execution of this agreement by the State Board, a list of projects that were submitted for governmental review in 2017 and 2018, and provide project names, clients, and to which agencies submissions were made. These submissions will be reviewed by State Board staff to determine and identify any other possible statutory and/or regulatory violations.

(i) Mr Preator shall submit detailed bi-monthly probation reports to the Executive Director of the Nevada Board, which shall report any work completed in Nevada during the previous two (2) month period. A report shall be filed even if no work is performed in Nevada during the previous two (2) month period. The first report shall be due within two (2) months of the effective date of this Stipulated Agreement. Each report shall include client contact information and a copy of the contract executed for any work in Nevada, including the scope of work detail.

(j) Mr Preator shall provide proof of the completion of thirty (30) professional development hours that are required on a biennial basis for license renewal, pursuant to NAC 625.430 and NAC 625.480.

**LAST PROBATION REPORTS DUE February 1, 2024**

**Lazell Preator, PE 014982**

Case Numbers: 20190008 and 20200003

Violations: NRS 625.410(2), NRS 625.540, NRS 625.560, NAC 625.510, NAC 625.530, and NAC 625.540

As of September 6, 2023, the following probation report has not been received:

- Nevada work performed Nov 14, 2023 – Feb 9, 2023 (reports due April 1, 2023)

**Robert Mercado, PLS 010352**

Case Number: 20210001 and 20230005

Violation of NRS 625.410(5), NRS 625.340, NAC 625.425, NAC 625.545, and NRS 625.410 (8)

**Case No. 20210001 - "Faithful Agent Case"**

On September 10, 2020, Sundance Surveying, Inc was hired to provide surveying and mapping services for a vacant property located in Las Vegas. As part of the contract, Mr Mercado was to file a Record of Survey Map with the Clark County Recorder's Office. Although the contract did not contain an anticipated date of completion, Mr Mercado informed his client that the work would only take a few weeks. Mr Mercado completed the survey on October 11, 2020, and emailed the survey map to his client on October 12, 2020. The survey map was not recorded at that time. On October 16, 2020, Mr Mercado was paid in full for his work.

Thereafter, the client made numerous attempts to contact Mr Mercado regarding the status of the recordation of the survey map, but he was unresponsive. As a result of Mr Mercado's unresponsiveness, coupled with his failure to have the survey map recorded, a complaint was filed on January 12, 2021. When contacted by the State Board, the complainant stated that she filed the complaint in an effort to prompt Mr Mercado to record the survey map and her only objective in filing the complaint was to ensure the survey map was recorded.

On January 14, 2021, the State Board staff left a voicemail for Mr Mercado regarding the complaint. On January 19, 2021, Mr Mercado responded to staff's voicemail and informed the State Board that, although the survey map had not yet been recorded, he intended to file it with the Clark County Recorder's Office on January 22, 2021. Mr Mercado did not file the survey map with the Clark County Recorder's Office on January 22, 2021, as promised. On two more occasions (January 26, 2021, and February 1, 2021), Mr Mercado assured the State Board staff that the survey map would be recorded, however, in each instance, Mr Mercado failed to make good on his promises. During this time, Mr Mercado provided a number of explanations for the delay in filing the survey map, which have not proven to be credible. As of February 5, 2021, the survey map was still not recorded.

On February 5, 2021, the State Board staff requested that Mr Mercado submit a formal response to the Complaint no later than March 8, 2021. The State Board staff followed up with Mr Mercado on multiple occasions in that regard. On March 8, 2021, Mr Mercado informed the State Board staff that he would be submitting his formal response to the complaint by the end of the day, but he did not.

On March 8, 2021, nearly 150 days after the survey was completed, the survey map was recorded with the Clark County Recorder's Office. The survey was stamped, signed, and dated by Mr Mercado on March 7, 2021.

On March 9, 2021, Mr Mercado submitted his formal response to the complaint. The State Board staff still determined that Mr Mercado's actions were in violation of various provisions of NRS Chapter 625 and NAC Chapter 625

It is a violation of NAC 625.425 for a land surveying firm to engage or offer to engage in the practice of professional engineering without first registering with the State Board and paying the annual fee of Fifty and No/100 Dollars (\$50.00).<sup>1</sup> It is a violation of NAC 625.545 to fail to provide a written contract to each client which sets forth the scope of work, costs, and anticipated date of completion of the work.<sup>2</sup> It is a violation of NRS 625.340 to fail to file a survey map with the county recorder in the county in which the survey was made a record of survey relating to land boundaries and property lines within ninety (90) days of the creation of such survey.<sup>3</sup> It is a violation of NAC 625.530 for a licensee to fail to act in professional matters as a faithful agent.

Based on the foregoing, Mr Mercado stipulates that he violated NAC 625.425 by failing to register Sundance Surveying, Inc. with the State Board for the past ten (10) years. Further, Mr Mercado stipulates that he violated NAC 625.545 by failing to include the anticipated date of completion in his written contract with his client. Also, Mr Mercado stipulates that he violated NRS 625.340 by failing to file the survey map with the Clark County Recorder within ninety (90) days of the creation of such survey map. Finally, Mr Mercado stipulates that he violated NAC 625.530 by failing to act in professional matters as a faithful agent of his client in connection with his performance of the services therefor.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve the complaint, Mr Mercado and the State Board resolve this matter on the following basis:

(1) Mr Mercado shall pay an administrative fine of \$1,500.00 for his violations of NAC 625.545, NRS 625.340 and NAC 625.530 within 90 days of the board's approval of the stipulated agreement.

(2) Mr Mercado shall reimburse the State Board \$2,271.00 for administrative expenses in this matter.

(3) Mr Mercado shall prepare and submit a whitepaper within 90 days of the board's approval of the stipulated agreement on the following topics:

- a) Elements necessary for a valid written contract for providing professional land surveying



services in the State of Nevada (NAC 625.545).

- b) Applicable deadlines and requirements for the timely recordation of records of surveys (NRS 625.340).

(4) Mr Mercado's Nevada license shall be suspended for twenty (24) months following entry of this agreement, but with the suspension stayed and probation imposed for the duration of that time period.

### **Case No. 20230005 - "Failure to Comply with Stipulated Agreement Case"**

The board initiated a complaint against Mr Mercado for failing to comply with the stipulated agreement for the above referenced complaint executed on July 14, 2021. The terms of the settlement required filing bi-monthly probation reports for work performed in Nevada, submitting a white-paper, reimbursement of board legal fees, and payment of an administrative fine.

Mr Mercado failed to meet the milestone dates for submissions required by the agreement. Board staff offered extended milestone dates and a payment plan for the fees and fine, which were acceptable to by Mr Mercado. Mr Mercado continued to not meet the terms of the stipulated agreement despite the accommodations made for extending the milestones and the payment plan.

The board notified Mr Mercado, via written notice, to appear at a hearing on January 20, 2022, to provide Mr Mercado the opportunity to explain his continued failure to meet the terms of the stipulated agreement. Mr Mercado acknowledged receiving the notice to appear but failed to appear or participate virtually. Based on the presentation of facts at the hearing, and a non-showing of Mr Mercado, the board entered a Decision and Order, dated February 8, 2022, lifting the stay of suspension on Mr Mercado's license.

Due to Mr Mercado's continued failure to satisfy the terms of the July 14, 2021, Stipulated Agreement, even after the February 8, 2022, Decision and Order by the board to lift the stay on his license suspension, the board filed a second complaint which was heard on May 11, 2023, after due notice was provided to Mr Mercado.

At the May 11, 2023, hearing, Mr Mercado admitted and acknowledged that he had continually failed to abide by the terms of the stipulated agreement by failing to make timely payments of fees and fines, not submitting the white-paper as specified, and not meeting submittal dates for bi-monthly probation reports, and that he also no-showed to the January 20, 2022, hearing.

Mr Mercado paid the over-due fees and fines, submitted the delinquent whitepaper, and provided all required bi-monthly probation reports on May 9, 2023, two days prior to the May 11, 2023, hearing.

Upon hearing the matter and deliberation, the board ordered the following:

(1) Mr Mercado's Nevada Professional Land Surveying license was suspended through July 24, 2025, but the suspension is stayed, and probation imposed for the duration of the stayed suspension.

(2) Mr Mercado is to submit detailed bi-monthly probation reports to board staff for any Nevada work complete during the previous two-month period.

(3) The stay of Mr Mercado's license suspension may be lifted by the board, upon due notice and the opportunity to be heard, should Mr Mercado fail to abide by the terms above.

**LAST PROBATION REPORTS DUE June 1, 2025**

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Robert Mercado PE/PLS #: 10352

EMPLOYER: Sundance Surveying Inc

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 12, 2023 THROUGH: Jul 1, 2023

CLIENT:

NAME: Richard Sierra

ADDRESS: 1520 Gold Ave

CITY: Sandy Valley STATE: NV ZIP CODE: 89019

PROJECT:

NAME: Sierra Residence

LOCATION OF PROJECT: 1520 Gold Ave

CITY: Sandy Valley STATE: NV ZIP CODE: 89019

SIZE: 2 Acres START DATE: 05/20/2023 END DATE: 06/30/2023

STATUS OF PROJECT: complete

FEE PAID BY CLIENT: \$2500.00

SCOPE OF WORK:

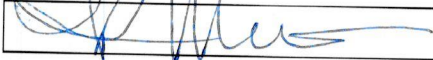
Lot Survey  
Masonry Wall Staking

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

The project began with site visit, research, and boundary survey.  
Second visit returned to layout masonry walls.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Each time I draft a Contract I get better at it.

SIGNATURE: 

DATE: August 8, 2023

**Timothy Prockish, PE 012931**

Case Number: 20210001

Violation of NRS 625.565(3) and NAC 625.610 (5)

The disciplinary action was a result of facts brought to the attention of the Board in February 2021 relating to the improper use and incorporation of another firm's work into electrical designs submitted by Mr Prockish and Dinter Engineering for the Washoe County School District O'Brien Middle School project (the Project).

The complaint alleged that Mr Prockish and Dinter improperly used and copied another firm's designs, specifications, and drawings from several of the firm's projects including: Wildcreek High School; Sun Valley Middle School; and Spanish Springs Middle School. The complainant became aware of Mr Prockish's and Dinter's improper use of their electrical designs when an electrical contractor working on the Project, believing he was looking at electrical designs created by the complainant firm (despite the fact the designs had the Dinter title block), contacted the complainant with questions regarding the Project. The complainant obtained copies of Dinter's designs for the Project and identified multiple references to sheets and details that are not actually part of the Project, but rather were specific to one or more of the complainant firm's designs.

Mr Prockish acknowledged therein that certain elements from the complainant's designs were incorporated into Dinter's electrical designs for the Project. However, Mr Prockish denied that such unauthorized use of complainant's designs was done intentionally by him. Mr Prockish also stated that, upon learning that complainant's work product had erroneously been incorporated into the designs for the Project by a drafter for Dinter, he immediately took corrective action and redesigned the electrical designs from start to finish. Mr Prockish added that, following the incident, he implemented new policies, procedures, and training to ensure that this type of situation does not occur in the future.

Board staff conducted a review and noted that the revised designs for the Project were markedly unique when compared to the original designs that were stamped and signed by Mr Prockish for the Project. Staff also noted that the original designs for the Project contained obvious incorrect references to non-existent sheets, missing construction details, and erroneous design details. While it is unclear who, if anyone, directed the Dinter drafter(s) to copy specific elements from the complainant's designs, Mr Prockish admitted that portions of the complainant's designs were indeed obviously copied, and that he stamped and signed the original designs for the Project.

NRS 625.565(3) provides that "(i)t is unlawful for a professional engineer to sign or stamp any plans, specifications or reports that were not prepared by the professional engineer or for which he or she did not have responsible charge of the work."1 NRS 625.080 defines "responsible charge of work" as "the independent control and direction, by the use of initiative, skill and independent judgment, of the investigation or design of professional engineering or land surveying work or the supervision of such work". Further, pursuant to NAC 625.610(5), "[w]hen a licensee signs, stamps or seals a document containing the work of others, the licensee represents that the licensee has prepared or has been in responsible charge of the production of the entire document unless the licensee includes a written statement adjacent to his or her signature, stamp or seal identifying the portion of the document that the licensee prepared or for which the licensee had responsible charge of the work".

Based on the above, Mr Prockish stipulated that he violated NAC 625.610(5) and NRS 625.565(3) by signing and stamping work for which he did not have responsible charge, ie the complainant's designs that were incorporated into the Project designs and the work of the Dinter drafter that incorporated the complainant's work into the Project designs.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve the complaint, Mr Prockish and the State Board resolve this matter on the following basis:

- (1) Mr Prockish shall pay an administrative fine of \$4,000.00 for his violations of NRS 625.565(3) and NAC 625.610 (5) within 90 days of the board's approval of the stipulated agreement.
- (2) Mr Prockish shall reimburse the State Board \$2,679.00 for legal fees incurred in this matter.
- (3) Mr Prockish shall prepare and submit a whitepaper within 90 days of the board's approval of the stipulated agreement on the following topics:
  - a) Mr Prockish's and Dinter Engineering's roles in what "responsible charge of work" in means (NRS 625.080).
  - b) What it means to ensure responsible charge of documents signed stamped by him (NAC 625.610).
- (4) Mr Prockish's Nevada license shall be suspended for twenty (24) months following entry of this agreement, but with the suspension stayed and probation imposed for the duration of that time period.

**LAST PROBATION REPORTS DUE February 1, 2025**

**PROBATION REPORT**

(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Hilltop Community Church

ADDRESS: 3588 Romans Rd

CITY: Carson City STATE: NV ZIP CODE: 89706

PROJECT:

NAME: Hilltop Community Church Exterior Lighting - CA Services J-4521.3

LOCATION OF PROJECT: 3588 Romans Rd

CITY: Carson City STATE: NV ZIP CODE: 89706

SIZE: Small START DATE: 8/1/2022 END DATE: TBD

STATUS OF PROJECT: Under Construction - Phase 1 Parking Lot Improvements

FEE PAID BY CLIENT: T & M

SCOPE OF WORK:


Construction administration for the Phase 1 Parking Lot Improvements. Work includes review of material submittals and responding to Contractor RFI's.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: TSK Architects

ADDRESS: 225 S Arlington Ave

CITY: Reno STATE: NV ZIP CODE: 89501

PROJECT:

NAME: O'Brien Middle School Replacement Design through CA J-4661.2

LOCATION OF PROJECT: 10500 Stead Blvd,

CITY: Reno STATE: NV ZIP CODE: 89506

SIZE: Large START DATE: 03/03/2020 END DATE: 07/2022

STATUS OF PROJECT: Ongoing Construction Administration. Status unchanged since last period.

FEE PAID BY CLIENT: \$525,000.00

SCOPE OF WORK:

This project is to replace the existing O'Brien Middle School that is in need of upgrading. This project will build a new 180,000 square foot Facility to house up to 1400 students. The new Facility is being built on the existing School Ballfields and when completed the existing School will be demolished and the new Ballfields/ Play area will be built on the current School location. The electrical design includes new lighting, lighting controls, general power receptacles, power to special classrooms, power to Mechanical and Plumbing equipment, and Kitchen equipment; new Classroom telcom/data systems; security systems including CCTV cameras, door controls, and motion sensors; Sound/Paging systems; Fire Alarm system; site lighting; power to site water system(s) pumps and controls; new power, telephone, and cable television systems from serving utility companies. The project has now moved into the final stages of construction and inspections are being done for portions of the School. Dinter has been performing punch lists for all of the electrical systems and providing reports that are submitted to the Contractor(s) for corrections.

The School Building is now complete so the project continues to be site work of the Ballfields and parking lot. This includes the demolition of the existing O'Brien School building and parking lot. Construction administration will include site observations, reports, and responding to Contractor RFIs.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

For this period the project remains in the construction phase. My involvement continues to be to review requests for information, requests for clarification, contract change requests and provide direction as

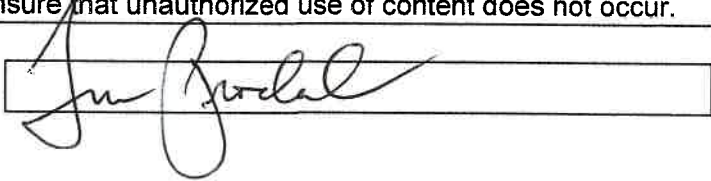
**PROBATION REPORT**  
**(MUST BE TYPED)**

required, review meeting minutes and construction reports and provide input to staff for resolution of issues that arise during construction. Also I am involved in supervising the design of connections for added or changed materials and production of revisions to the construction documents.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

I have implemented a policy for document handling which will qualify documents received from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed reviews of clarifications or revisions to ensure that unauthorized use of content does not occur.

SIGNATURE:



DATE:

07/25/2023



**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: JP Copoulos Architect

ADDRESS: PO Box 2517

CITY: Carson City STATE: NV ZIP CODE: 89702

PROJECT:

NAME: New Frontier Care Facility Design J-4687.1

LOCATION OF PROJECT: New Frontier Facility

CITY: Fallon STATE: NV ZIP CODE: 89408

SIZE: small START DATE: Mar 1, 2023 END DATE: TBD

STATUS OF PROJECT: Design Development

FEE PAID BY CLIENT: \$45,000.00

SCOPE OF WORK:

This project will add on to an existing building for Adult Substance abuse care. The total square footage will be 16,191. The electrical design will include new LED lighting, power, telephone/data, and fire alarm systems, and upgrades to the electrical distribution. New site lighting will be designed for the revised site plan. Design will also include power to new mechanical equipment and Owner supplied laundry and kitchen equipment. This will be a CMAR cooperation project so the design team will work closely with the selected CMAR Contractor to provide a completed project for the Owner.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.


Reviewed and coordinated electrical design progress with other disciplines. Directed and supervised designers activities and efforts to produce schematic documents package. Participate in project status meetings and progress review meetings. Performed detailed review of document package prior to progress submittal.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

**PROBATION REPORT**  
(MUST BE TYPED)

SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish

PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Watry Design Architects & Engineers Inc

ADDRESS: 2099 Gateway Place Suite 550

CITY: San Jose

STATE: CA

ZIP CODE: 95110

PROJECT:

NAME: UNR Gateway Parking Garage J-4693

LOCATION OF PROJECT: Gateway District eastern half of block-N Center, E 9th, Lake St, E 8th

CITY: Reno

STATE: NV

ZIP CODE:

SIZE: Medium

START DATE: 09/19/2019

END DATE: 12/2022

STATUS OF PROJECT: Ongoing Construction Administration

FEE PAID BY CLIENT: \$162,000.00

SCOPE OF WORK:

The project consists of a new multi-level parking structure for the University of Nevada Reno. The project includes a 235' pedestrian bridge. The electrical design includes new lighting, lighting controls, general power receptacles, power to elevators, power to Mechanical and Plumbing equipment, and heat trace for ice melt systems; telcom/data systems; fire alarm system; emergency call system; site lighting; power to site water system(s) boxes for heating; new power, and telephone systems from serving utility companies. Work includes relocation of existing overhead utility lines to underground. The project is now into construction and Dinter is performing field observations with reports. Dinter has also been performing added design services requested by UNR, which are then submitted to the Contractor(s) for completing the work.

Dinter has completed as-built plans based on Contractor supplied red-line mark-ups. Some of the added services construction is currently being performed.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

For this period the project has been in the construction phase. My involvement is to review requests for information and provide direction as required, review meeting minutes and construction reports and provide input to staff for resolution of issues that arise during construction. Perform detailed review of design change documents prior to sealing, signing and issuance of design changes/additions.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

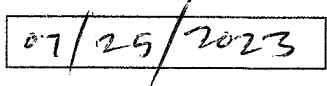
**PROBATION REPORT**  
**(MUST BE TYPED)**

Although it isnt usually an issue in this phase of the project I have implemented a policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or ineligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed reviews of clarifications or revisions to ensure that unauthorized use of content does not occur.

SIGNATURE:

A rectangular box containing a handwritten signature in black ink. The signature is cursive and appears to read "Jim Proctor".

DATE:

A rectangular box containing the handwritten date "07/25/2023" in black ink.

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Pierce/Cooley Architects Inc

ADDRESS: 11871 Gonsalves St

CITY: Cerritos STATE: CA ZIP CODE: 90703

PROJECT:

NAME: Design for Bldg 12 Replace Transformers, Switchboard and Feeders J-4698

LOCATION OF PROJECT: VA Sierra Healthcare System

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: Medium START DATE: 06/15/2022 END DATE: project on going

STATUS OF PROJECT: Status unchanges since last period.

FEE PAID BY CLIENT: \$120,806.00

SCOPE OF WORK:

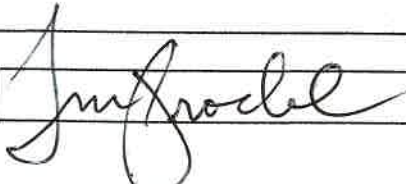
Replace two existing 2000kVA pad-mount transformers, two existing 3000amp main switchboards, and associated feeders, equipment, and demand calculations. Construct of new electrical room for new switchboards will require lighting, power, life safety, fire protection, communications, controls, and changes to some existing electrical panels and ATSS.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No engineering work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No engineering work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 20, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Nevada State Public Works Division

ADDRESS: 515 E Musser Street, Suite 102

CITY: Carson City STATE: NV ZIP CODE: 89701

PROJECT:

NAME: Install Emergency Generator - Washoe County Armory J-4716

LOCATION OF PROJECT: 19980 Army Aviation Drive

CITY: Reno STATE: NV ZIP CODE: 89506

SIZE: medium START DATE: 04/14/2020 END DATE: May 31, 2023

STATUS OF PROJECT: Project complete. Last report.

FEE PAID BY CLIENT: \$63,590.00

SCOPE OF WORK:

THE PURPOSE OF THIS PROJECT IS TO PROVIDE (2) NEW STANDBY GENERATORS WITH PARALLELING CAPABILITY TO POWER THE EXISTING FACILITY. DIESEL AND NATURAL GAS FUEL IS REQUIRED TO PROVIDE REDUNDANCY IN THE EVENT OF A DISASTER, THAT MAY AFFECT THE SUPPLY AND AVAILABILITY OF EITHER FUEL SOURCE. ADDITIONAL DESIGN IS REQUIRED FOR TIE-IN TO EXISTING ELECTRICAL DISTRIBUTION SYSTEM AND TIE-IN NATURAL GAS PIPING. SITE WORK FOR GENERATOR, FENCING, EQUIPMENT PADS, INTERIOR DOOR MODIFICATIONS, SAWCUTTING, AND TRENCHING FOR GAS AND ELECTRIC LINES WILL ALSO BE DESIGNED AS PART OF THIS PROJECT.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Supervised generation of punch list, verification of list implementation and close out of project.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

While it usually isnt an issue at this stage in a project, I have implemented a policy where each design input, record drawing or other document received from team members or the Owner was documented and qualified for use, or not, based on the document provider's ownership or authority to provide the document as a design

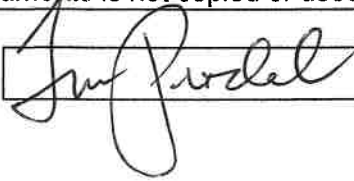


**PROBATION REPORT**  
**(MUST BE TYPED)**

input.

If the document is not qualified for use it is documented as such and during detailed reviews of the progress of the project, I have verified that these documents were not used. This ensures that content from reference or sample documents is not copied or used in our designs.

SIGNATURE:



DATE:

01/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish

PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023

THROUGH: Jul 20, 2023

CLIENT:

NAME: Tate Snyder Kimsey Architect Ltd (TSK)

ADDRESS: 225 South Arlington Avenue

CITY: Reno

STATE: NV

ZIP CODE: 89501

PROJECT:

NAME: UNR Building 58 Renovation Phase 2 J-4739.1

LOCATION OF PROJECT: University of Nevada Reno

CITY: Reno

STATE: NV

ZIP CODE:

SIZE: Medium

START DATE: 05/10/2021

END DATE: TBD

STATUS OF PROJECT: Ongoing Construction Administration.

FEE PAID BY CLIENT: \$65,000.00

SCOPE OF WORK:

The electrical design work includes developing the electrical construction documents for remediation and remodel construction of existing 3-story building. Electrical design work will meet UNR, NEC and Nevada State standards. The electrical design includes new lighting, lighting controls, general power receptacles, power to special classrooms, power to Mechanical and Plumbing equipment, and elevator equipment; new Classroom and Offices telcom/data systems; security systems including CCTV cameras, door controls, and motion sensors; Fire Alarm system; exterior building lighting; power to site water system(s) boxes heat trace; new power and telcom/data systems from existing UNR facilities. The project is now into construction and Dinter is performing reviews of product submittals and responding to RFI's.

A final field observation punch list has been performed and the contractor is correcting noted items.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

For this period the project is in the construction phase. My involvement is to review requests for information and provide direction as required, review meeting minutes and construction reports and provide input to staff for resolution of issues that arise during construction.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

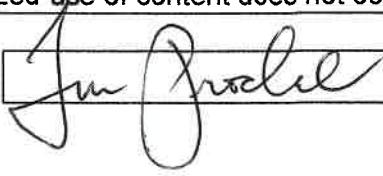
Have implemented policy for document handling which will qualify documents recieved from facility managers



**PROBATION REPORT**  
**(MUST BE TYPED)**

and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Dube Group Architecture

ADDRESS: 458 Court St

CITY: Reno STATE: NV ZIP CODE: 89501

PROJECT:

NAME: Evelyn Way Apartments J-4743

LOCATION OF PROJECT: Evelyn Way, Reno NV

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: Small START DATE: Nov 23, 2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$16,670.00

SCOPE OF WORK:

Dinter is providing the electrical engineering and design for this new 9-unit Multi-Family building. Work includes design for providing Utilities to the site from NV Energy, AT&T Telephone, and Spectrum TV; pole mounted lights for illumination of the parking lot; interior design for each unit includes lighting, general receptacles, Kitchen and Laundry receptacles, Fire Alarm system, telephone and television outlets and cabling, and mechanical equipment connections. Includes coordination with other design consultants and Architect.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.


No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

**PROBATION REPORT**  
(MUST BE TYPED)

SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: 05/21/2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: HNTB Corporation

ADDRESS: 200 E Sandpointe Ave Suite 200

CITY: Santa Ana STATE: CA ZIP CODE: 92707

PROJECT:

NAME: LAS RIM Projects and Rehabilitation of Runways 1/19 J-4745

LOCATION OF PROJECT: Harry Reid International Airport, 5757 Wayne Newton Blvd

CITY: Las Vegas STATE: NV ZIP CODE: 89119

SIZE: Large START DATE: 05/27/2021 END DATE: TBD

STATUS OF PROJECT: Continued construction support services

FEE PAID BY CLIENT: \$105,926.00

SCOPE OF WORK:

Construction administration for project with the following scope: replacement of existing incandescent taxiway centerline lights (on Taxiways D, E, F, W, and Z) and runway edge lights (on Runways 1L-19R and 1R-19L) with new LED lights, design new taxiway edge lights, taxiway centerline lights, and guidance signs where three hot spots are being reconfigured, reconfigure the lighting on the end of Runways 19R and 8L, and change guidance signs where taxiways being redesignated, add new LED in-pavement and elevated RGL lights at 23 runway hold positions, replace RDR signs on Runway 1L-19R, add or replace three constant current regulators (CCRs) in two airfield lighting vaults, update the existing ALCMS to include all taxiway reconfigurations, new RGL locations, and new CCRs.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

For this period the project continues to be in the construction phase. My involvement includes review of requests for information, requests for clarification, contract change requests and provide direction as required, review meeting minutes and construction reports and provide input to staff for resolution of issues that arise during construction. Also I am involved in supervising the design of connections for added or changed materials and production of revisions to the construction documents.

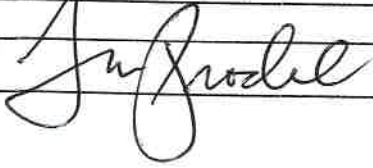
DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers

**PROBATION REPORT**  
**(MUST BE TYPED)**

and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE:



DATE:

07/26/2023

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Pierce/Cooley Architects Inc

ADDRESS: 11871 Gonsalves St

CITY: Cerritos STATE: CA ZIP CODE: 90703

PROJECT:

NAME: Bldg 1 Replace Transformer J-4749

LOCATION OF PROJECT: VA Sierra Healthcare System

CITY: Reno STATE: NV ZIP CODE:

SIZE: Small START DATE: 05/17/2021 END DATE: project on going

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$37,313.00

SCOPE OF WORK:

Replace existing building #1 service transformers and existing primary and secondary feeder conductors. Design to reuse underground infrastructure for new primary and secondary transformer feeders.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Nevada State Public Works Board

ADDRESS: 515 Musser St Suite 102

CITY: Carson City STATE: NV ZIP CODE: 89710

PROJECT:

NAME: Replace Interior Lighting - Nevada Youth Training Center J-4751

LOCATION OF PROJECT: 100 Youth Center Road

CITY: Elko STATE: NV ZIP CODE: 89801

SIZE: large START DATE: 08/09/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period, waiting for plan check assignment.

FEE PAID BY CLIENT: \$107,680.00

SCOPE OF WORK:

Provide design and construction documents for replacement of aged and inefficient interior and exterior lighting systems (fixtures and controls) at the following buildings at the Nevada Youth Training Center:

- Administration
- classroom & infirmary
- Multi-purpose
- warehouse
- Gymnasium
- Industrial/vocational buildings
- Eight cottages

Photometric and IECC Calculations will be performed

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

**PROBATION REPORT**  
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SIGNATURE:

*Jim Prodel*

DATE:

07/25/2023



# PROBATION REPORT

(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish

PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023

THROUGH: Jul 20, 2023

CLIENT:

NAME: Nevada State Public Works Board

ADDRESS: 515 Musser St Suite 102

CITY: Carson City

STATE: NV

ZIP CODE: 89710

PROJECT:

NAME: Access Control Systems - Nevada Youth Training Center J-4751.1

LOCATION OF PROJECT: 100 Youth Center Road

CITY: Elko

STATE: NV

ZIP CODE: 89801

SIZE: Large

START DATE: 08/18/2021

END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period, waiting for plan check assignment.

FEE PAID BY CLIENT: \$103,905.00

SCOPE OF WORK:

The purpose of this project is to replace the existing door assemblies, door locks and magnetic door controls in the Administration, classroom & infirmary, warehouse, Mountaineer, Indian and Explorer R & C cottages at the Nevada Youth Training Center. The doors, locks and controls are approximately 40 years old, and have reached the end of their useful life.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Carson City Public Works Dept

ADDRESS: 3505 Butti Way

CITY: Carson City STATE: NV ZIP CODE: 89701

PROJECT:

NAME: Carson Juvenile Probation Modular Power Well #4 J-4754

LOCATION OF PROJECT: 740 S Saliman Rd

CITY: Carson City STATE: NV ZIP CODE: 89701

SIZE: Small START DATE: 10/07/2021 END DATE: TBD

STATUS OF PROJECT: Currently on hold per CCPWD.

FEE PAID BY CLIENT: \$3,000.00

SCOPE OF WORK:

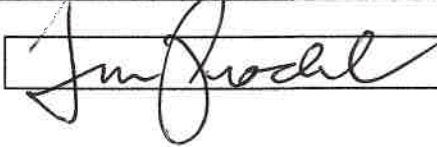
Determine if existing well electrical service is adequate to serve addition of modular building by performing load calculation, then develop appropriate design to upgrade service or feed from existing service.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: 21-M02-7 Replace Fire-Smoke Dampers-Dini Townsend Psychiatric Hospital J-4756

LOCATION OF PROJECT: 480 Galletti Way

CITY: Sparks STATE: NV ZIP CODE: 89431

SIZE: SMALL START DATE: 11/03/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$6,500.00

SCOPE OF WORK:


The purpose of this project is to Replace Fire-Smoke Dampers at Dini-Townsend hospital located on the Northern Nevada Adult Mental health services campus in Sparks, NV. Dinter will design modifications to power and fire alarm systems resulting from smoke damper replacements.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No engineering scope performed this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No engineering scope performed this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Replace HVAC in Bldgs 1,2,3,5,6 - Carlin Readiness Center J-4757

LOCATION OF PROJECT: Carlin Readiness Center

CITY: Carlin STATE: NV ZIP CODE: 89801

SIZE: Small START DATE: 11/11/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$24,500.00

SCOPE OF WORK:

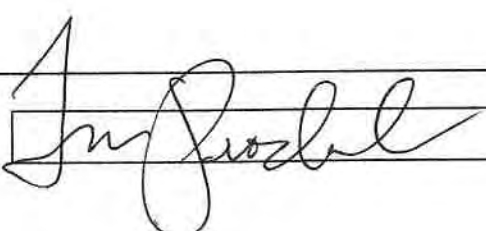
The purpose of this project is to Replace the HVAC in buildings 1,2,3,5,and 6 (21-M19) at the Carlin readiness center in Carlin, NV. Dinter will design modifications to power systems necessary for these upgrades to the mechanical systems.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work performed this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work performed this period.

SIGNATURE: 

DATE: 07/29/2023

# PROBATION REPORT

(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish

PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023

THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno

STATE: NV

ZIP CODE: 89521

PROJECT:

NAME: Replace Water Heater - Carlin Readiness Center J-4757.1

LOCATION OF PROJECT: Carlin Readiness Center

CITY: Carlin

STATE: NV

ZIP CODE: 89801

SIZE: Small

START DATE: 11/11/2021

END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$8,200.00

SCOPE OF WORK:

The purpose of this project is to Replace the water heaters (21-M-27) at the Carlin readiness center in Carlin, NV. Dinter will design modifications to power systems necessary for these upgrades to the plumbing systems.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE:



DATE: 07/25/2023



**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Nevada Supreme Court Snow Melt 21-M17 J-4757.2

LOCATION OF PROJECT: 201 S Carson St #201

CITY: Carson City STATE: NV ZIP CODE: 89701

SIZE: Small START DATE: 08/25/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period

FEE PAID BY CLIENT: \$8,500.00

SCOPE OF WORK:

This project will replace the existing electrical-based driveway snow melt system with a hot water-based system. The electrical design includes demolition of the existing snow melt system cables, controls, wiring and connections for the driveway system, and new power connections to new hot water pumps and controls.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 20, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Stewart Facility Bldg 89 Chiller Replacement J-4757.3

LOCATION OF PROJECT: 5500 Snyder Ave

CITY: Carson City STATE: NV ZIP CODE: 89701

SIZE: Small START DATE: 08/25/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period

FEE PAID BY CLIENT: \$7,500.00

SCOPE OF WORK:

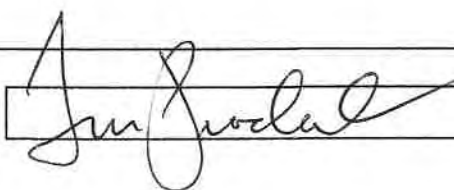
This project will replace the air-cooled chiller, chilled water pumps, piping, and temperature controls serving the existing Stewart Facility, Building 89. The electrical design includes demolition of the existing chiller and pumps controls, wiring and connections, and new power connections to the new chiller and chilled water pumps and controls.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Performance Electric

ADDRESS: 3945 Glen St

CITY: Reno STATE: NV ZIP CODE: 89502

PROJECT:

NAME: BG301 Relocate Transformer and Switchgear J-4758

LOCATION OF PROJECT: FNAS

CITY: Fallon STATE: NV ZIP CODE: 89408

SIZE: small START DATE: 12/15/2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$22,500.00

SCOPE OF WORK:

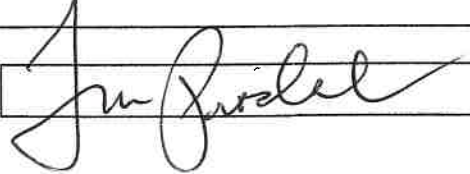
Design to replace existing substation and enclosed circuit breakers with a new substation with new 5KV switch, 500KVA transformer and 1600A switchboard sections. Design will require design for new unit substation to fit in existing unit substation room.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023



**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Performance Electric

ADDRESS: 3945 Glen St

CITY: Reno STATE: NV ZIP CODE: 89502

PROJECT:

NAME: BG301 New Service Feeder J-4758.1

LOCATION OF PROJECT: FNAS

CITY: Fallon STATE: NV ZIP CODE: 89408

SIZE: small START DATE: 08/15/2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period

FEE PAID BY CLIENT: \$4100.00

SCOPE OF WORK:

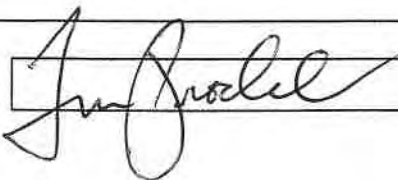
Design to replace aging and inadequately sized feeder to the existing substation at BLDG 301at FNAS.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Case Inc

ADDRESS: PO Box 4825

CITY: Lafayette STATE: LA ZIP CODE: 70502

PROJECT:

NAME: Battle Mountain Grinding Plant Expansion J-4759

LOCATION OF PROJECT: Raymond Mill

CITY: Battle Mountain STATE: NV ZIP CODE: 89820

SIZE: Small START DATE: Nov 26, 2021 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$7,800.00

SCOPE OF WORK:

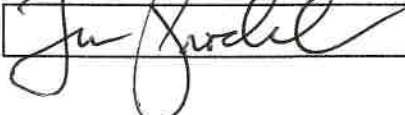
Design for electrical and grounding system for new grinder mill and grinder mill building. Scope amended to include coordination of utility requirements and placement of service entrance equipment.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: 5/21/2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: HNTB Corporation

ADDRESS: 200 E Sandpointe Ave Suite 200

CITY: Santa Ana STATE: CA ZIP CODE: 92707

PROJECT:

NAME: LAS Holding Pad 7 and Main Gate J-4762

LOCATION OF PROJECT: Harry Reid International Airport, 5757 Wayne Newton Blvd

CITY: Las Vegas STATE: NV ZIP CODE: 89119

SIZE: Large START DATE: 05/30/2022 END DATE: TBD

STATUS OF PROJECT: Construction phase

FEE PAID BY CLIENT: \$119,698

SCOPE OF WORK:

Design and construction administration for a project with the following scope: revise taxiway edge lighting and signage where Taxiway Q geometry is changing, removal and replacement of high mast apron lights, removal of miscellaneous power equipment related to the retractable bollard system, removal and replacement of components of main gate in construction area, addition of conduit, handholes, and enclosure for future fiber optic service for use by Air Force One, consolidate all high-mast lights on cargo apron and holding pad 7 onto existing power and control for cargo apron, reconfigure the cargo apron switchgear, removal of electrical utilities along Spencer Street and retrofit existing cargo apron high-mast lights to LED.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

For this period the project entered into the construction phase. My involvement included supervision of review of material submittals.

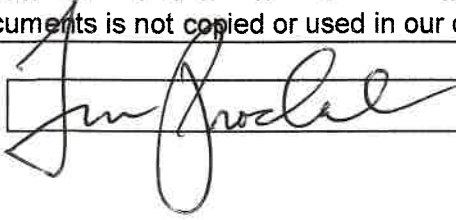
DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Each design input, record drawing or other document received from team members or the Owner was documented and qualified for use, or not, based on the document provider's ownership or authority to provide the document as a design input.  
If the document is not qualified for use it is documented as such and during detailed reviews of the progress

**PROBATION REPORT**  
**(MUST BE TYPED)**

of the project, I have verified that these documents were not used. This ensures that content from reference or sample documents is not copied or used in our designs.

SIGNATURE:

A handwritten signature in black ink, appearing to read "Jim Grode", is written over a rectangular box.

DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: City of Reno Public Works

ADDRESS: PO Box 1900

CITY: Reno STATE: NV ZIP CODE: 89505

PROJECT:

NAME: Paradise Park Gates J-4768

LOCATION OF PROJECT: Paradise Park

CITY: Reno STATE: NV ZIP CODE: 89505

SIZE: Small START DATE: Feb 16, 2022 END DATE: TBD

STATUS OF PROJECT: Status has not changed since last period

FEE PAID BY CLIENT: \$9,520.00

SCOPE OF WORK:

Project scope is to provide power for (4) electric gates at various entrances to the Park. This will require using existing power from the existing light pole receptacles and/or existing panels. This will also require cutting and patching of existing parking lots, curbs, sidewalks, and landscaping. Coordination with the City of Reno Civil Engineering Department is required for the new gate power requirements and gate controls.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: City of Carson

ADDRESS: 3505 Butti Way

CITY: Carson City STATE: NV ZIP CODE: 89701

PROJECT:

NAME: Electrical Design for Well #40 Generator J-4769

LOCATION OF PROJECT: Carson City

CITY: Carson City STATE: NV ZIP CODE: 89701

SIZE: Small START DATE: May 29, 2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period. Shelved due to lack of funding

FEE PAID BY CLIENT: \$19,100

SCOPE OF WORK:

This project will provide electrical engineering design for a new emergency generator at Existing Well #40 Building for the existing 300HP Well pump; and provide mechanical engineering(outsourced) design for a new ventilation fan for the building. Work includes: 1. Provide new electrical feeder conduits and conductors from the new generator to the existing electrical service inside the building; Remove old pump starter equipment from electrical gear; 3. Replace existing low-voltage transformer; relocate transformer to the wall to minimize corrosion damage; 4. Control wiring to Generator and Automatic Transfer Switch; 5. Coordination with Generator Supplier- Caterpillar; 6. Coordination with Carson City Public Works.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.



**PROBATION REPORT**  
(MUST BE TYPED)

SIGNATURE:

*Jim Prodel*

DATE:

07/25/2023

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Pierce/Cooley Architects Inc

ADDRESS: 11871 Gonsalve St

CITY: Cerritos STATE: CA ZIP CODE: 90703

PROJECT:

NAME: Taylor Street Lighting - VA Reno J-4771

LOCATION OF PROJECT: Taylor Street

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: Small START DATE: Feb 15, 2022 END DATE: TBD

STATUS OF PROJECT: Construction Phase

FEE PAID BY CLIENT: \$14,543.00

SCOPE OF WORK:

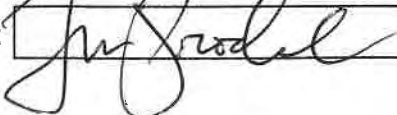
Provide design for exterior lighting along Taylor street on the North side of the VA Campus in Reno including compliance with VA and city requirements for lighting, design of electrical service, connections and control.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No design work this period. Performed review of vendor documents submitted by contractor for use on the project. to verify that the materials/products to be used are adequate based on the requirements of the project documents.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

ongoing performance of detailed review/comparison of the submittals with reference to the requirements of the project documents.

SIGNATURE: 

DATE: 07/25/2023



# PROBATION REPORT

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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: Mar 21, 2023 THROUGH: May 20, 2023

CLIENT:

NAME: Frame Architecture

ADDRESS: 4090 S McCarran Blvd Suite E

CITY: Reno STATE: NV ZIP CODE: 89502

PROJECT:

NAME: Nurses Station Security Enclosure - Dini Townsend J-4773

LOCATION OF PROJECT: Northern Nevada Mental health services 480 Galletti way

CITY: Sparks STATE: NV ZIP CODE: 89431

SIZE: small START DATE: Jan 31, 2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$7,100.00

SCOPE OF WORK:

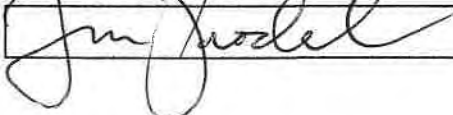
Electrical design for security system modification to accommodate revised nurses station protective enclosures.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Ormat Nevada Inc

ADDRESS: 1010 Powerplant Dr

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Solar Projects Churchill and Washoe County J-4774

LOCATION OF PROJECT: Tungsten Mnt, City of Reno, Brady, North Valley

CITY: Various sites STATE: NV ZIP CODE:

SIZE: medium START DATE: Mar 9, 2022 END DATE: May 24, 2023

STATUS OF PROJECT: Status unchanged since last period

FEE PAID BY CLIENT: \$84,500.00

SCOPE OF WORK:

Provide electrical engineering support for addition of solar fields to (4) sites. Scope of design will include the following elements:

- Partial Single line diagram for electrical distribution tying inverters back to main distribution.
- Electrical site plan depicting electrical distribution tying inverters back to main distribution.
- Conductors will be specified and properly sized per NEC.
- Undergrounding details for trenching and associated infrastructure.
- Grounding Plan and details including details fencing.
- Schedules and other details pertaining electrical distribution design.
- Short Circuit Study and voltage drop/load flow model and lighting calculation.
- Exterior lighting site with controls

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

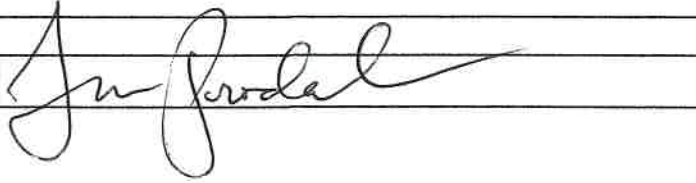
No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

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No work this period.

SIGNATURE:

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DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Carson City Public Works

ADDRESS: 3505 Butti Way

CITY: Carson City STATE: NV ZIP CODE: 89701

PROJECT:

NAME: Corporate Yard Parking Lot Electrical J-4775

LOCATION OF PROJECT: Carson City Public Works Corporate Yard

CITY: Carson City STATE: NV ZIP CODE: 89701

SIZE: small START DATE: Mar 15, 2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$7,700.00

SCOPE OF WORK:


This project is to provide electrical and lighting design for a parking lot upgrade. New lighting is to be controlled by existing controls. Provisions for future security cameras to be included.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: McFadden Electric

ADDRESS: PO Box 5148

CITY: Fallon STATE: NV ZIP CODE: 89407

PROJECT:

NAME: B-17, B-19 Arc Flash Calcs - 5 Generators J-4776

LOCATION OF PROJECT: Fallon Naval Air Station

CITY: Fallon STATE: NV ZIP CODE: 89406

SIZE: Small START DATE: Apr 2, 2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$2,500.00

SCOPE OF WORK:

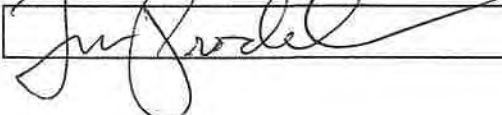
Perform Arcflash calculations for (5) generators providing standby emergency power to various buildings at Fallon Naval Air Station.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Structural Systems Solutions

ADDRESS: PO Box 19669

CITY: Reno STATE: NV ZIP CODE: 89511

PROJECT:

NAME: Office Addition Building 1003 J-4780

LOCATION OF PROJECT: Creech AFB

CITY: STATE: NV ZIP CODE: 89502

SIZE: small START DATE: 8/1/2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$8,600.00

SCOPE OF WORK:

Design of electrical systems for small addition to an existing government office building. Production of drawings, details and specification in GSA format.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Nor work this period

SIGNATURE: 

DATE: 07/25/2023



**PROBATION REPORT**  
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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Structural Systems Solutions

ADDRESS: PO Box 19669

CITY: Reno STATE: NV ZIP CODE: 89511

PROJECT:

NAME: B85 Bedrooms J-4780.1

LOCATION OF PROJECT: Creech AFB

CITY: STATE: NV ZIP CODE: 89502

SIZE: Small START DATE: 8/1/2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$7,400.00

SCOPE OF WORK:

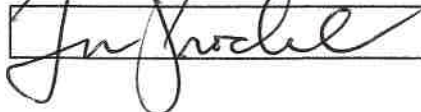
Design of electrical systems for addition of two bedrooms with adjoining bathroom in an existing dormitory building. Production of drawings, details and specifications using GSA format.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
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PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Stantec Consulting

ADDRESS: 6995 Sierra Center Parkway

CITY: Reno STATE: NV ZIP CODE: 89511

PROJECT:

NAME: Meadowood RAPID Bus Station J-4781

LOCATION OF PROJECT: Meadowood Mall

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: small START DATE: 8/12/2022 END DATE: TBD

STATUS OF PROJECT: Status unchanged since last period.

FEE PAID BY CLIENT: \$9,000.00

SCOPE OF WORK:

This project will provide electrical design for a new RTC Bus Shelter/Station that will replace the current Station that needs to be removed to make room for a driveway to the adjacent property. The design will include new service meter pedestal, lighting, power, and security devices to meet RTC requirements, and will include the need to remove the existing NV Energy service to the existing Station and provide new service to the new location. Coordination with NV Energy and the General Contractor will be required for the existing and new services

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

No work this period.

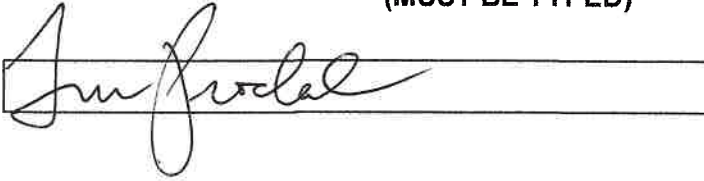
DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

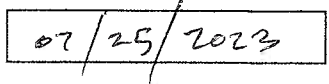


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**PROBATION REPORT**  
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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: McFadden

ADDRESS: PO Box 5148

CITY: Fallon STATE: NV ZIP CODE: 89407

PROJECT:

NAME: Truckee Canal Gate Structure J-4784

LOCATION OF PROJECT: 205 E First St

CITY: Sparks STATE: NV ZIP CODE: 89433

SIZE: Small START DATE: Mar 1, 2023 END DATE: TBD

STATUS OF PROJECT: In construction phase.

FEE PAID BY CLIENT: \$10,020.00

SCOPE OF WORK:

Design power connections and grounding for automated flow regulation gate controller at Truckee Canal feeding the Newlands Project/Truckee Carson Irrigation district system.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Processed contractor requests for information and owner comments regarding design details. Supervised design and production of document changes. Performed detailed review of document changes prior to sealing, signing and issuance.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE: 

DATE: 07/25/2023

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Architects +

ADDRESS: 35 Martin Street

CITY: Reno STATE: NV ZIP CODE: 89509

PROJECT:

NAME: Our Lady of Snows Holy Child Learning Center Electrical Assessment J-4786

LOCATION OF PROJECT: Our Lady of Snows Church

CITY: Reno STATE: NV ZIP CODE: 89509

SIZE: small START DATE: Dec 1, 2022 END DATE: TBD

STATUS OF PROJECT: status unchanged since last period

FEE PAID BY CLIENT: \$5,500.00

SCOPE OF WORK:

Dinter provided evaluation of the existing electrical systems for the building including service from the power company pole to the electrical main disconnect, distribution to electrical panels, and the general receptacles to existing classrooms and offices. Light fixtures were evaluated for light types, conditions of the units, and lighting levels in the rooms. Other systems evaluated included telephone, security, and fire alarm. A report of the findings and recommendations was submitted to the Architect, to include in the overall report to the Owner.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.


No work this period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

No work this period.

**PROBATION REPORT**  
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SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Clark Construction

ADDRESS: 180 Howard St Suite 1200

CITY: San Francisco STATE: CA ZIP CODE: 94105

PROJECT:

NAME: UNR Matthewson University Gateway Development Phase 1 J-4793

LOCATION OF PROJECT: UNR

CITY: Reno STATE: NV ZIP CODE: 89512

SIZE: small START DATE: Dec 9, 2022 END DATE: TBD

STATUS OF PROJECT: Submitted to SPWB for review; Final coordination with NVE

FEE PAID BY CLIENT: \$15,500.00

SCOPE OF WORK:

Dinter is responsible for the coordination with Utility Companies for relocating existing overhead utility lines to underground, providing design drawings for the underground conduits and vaults for the utilities to the new College of Business and continuing services to off site customers. Dinter also will be coordinating with other design consultants for routing of the conduits through the new site.

Coordinated NV Energy application for new electrical design to the Business Building and the new underground service lines.

Dinter completed design and coordination with other disciplines and provided final stamped/signed drawings to the Architect that will be submitted to State Public Works for plan check review.

Coordinated with Contractor, Civil, and NV Energy for desired routing of new ductbank from north to south end of site.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

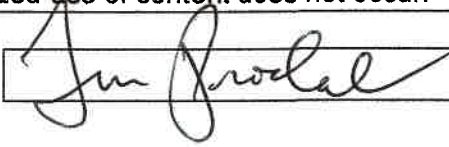
Supervision and direction of design and document production. Performed detailed review of design media prior to sealing and signing of documents.

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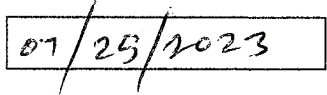
DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents received from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE:



DATE:



**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 20, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: SGF Engineering

ADDRESS: 9500 Prototype Ct

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: WCSO Master Plan Update J-4794

LOCATION OF PROJECT: 911 Parr Blvd

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: Small START DATE: Mar 23, 2023 END DATE: TBD

STATUS OF PROJECT: Electrical report has been submitted

FEE PAID BY CLIENT: \$3,000.00

SCOPE OF WORK:

Dinter's work is to update the electrical report for the Master Plan study done in 2017. We have participated in meetings with the Washoe County Sheriff's Office personnel and the Architect for a future Medical Infirmary that needs to be added to the original report and will present recommendations for electrical services that will be needed.

Final report has been submitted to the Architect.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Supervision and direction of design and document production. Performed detailed reviews of updates to report prior to sealing and signing of documents.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents received from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

**PROBATION REPORT**  
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SIGNATURE:

*Jim Prodel*

DATE:

*07/25/2023*



**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Ormat Nevada Inc

ADDRESS: 1010 Powerplant Dr

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Solar Projects - SB Solar Phase 2 J-4795

LOCATION OF PROJECT: Steamboat Plant

CITY: Reno STATE: NV ZIP CODE:

SIZE: small START DATE: Jan 23, 2023 END DATE: Aug 25, 2023

STATUS OF PROJECT: 100% design submitted to client for review.

FEE PAID BY CLIENT: \$12,500.00

SCOPE OF WORK:

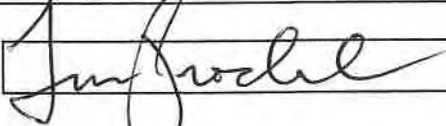
Design of electrical systems for addition of solar array at the existing Steamboat springs geothermal power plant and tie in the the medium voltage switchboard.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Reviewed and coordinated electrical design progress with other disciplines. Directed and supervised designers activities and efforts to produce construction documents package. Participate in project status meetings and progress review meetings. Performed detailed review of document package prior to sealing and signing.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE: 

DATE: 07/25/2023

# PROBATION REPORT

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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Ormat Nevada Inc

ADDRESS: 1010 Powerplant Dr

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Beowawe Geothermal Project J-4796

LOCATION OF PROJECT: Eureka County

CITY: Beowawe STATE: NV ZIP CODE: 89821

SIZE: medium START DATE: 12/14/2022 END DATE: TBD

STATUS OF PROJECT: 100% design.

FEE PAID BY CLIENT: \$41,541.00

SCOPE OF WORK:

Cable sizing and routing for connection of electrical equipment at a new geothermal power plant.  
Layout of electrical room with electrical equipment, cable trays and conduits  
conduit and cable schedule  
connection of new injection pumps with VFD's  
Grounding Plan and details including details for grounding of cable trays and fence with associated BOM  
Heat Trace Plans with circuiting and details  
Short Circuit Study  
Arc Flash Study  
Production and application of AF labels  
Interior and exterior lighting with controls  
Building systems connection plans(power, HVAC Etc)  
Lightning protection  
Plant process and control by others

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Supervision and direction of design staff in production of layout and single line diagrams for conduit routing, conductor sizing, preparation of electrical system model and studies, lighting design and control, grounding design etc. Performance of detailed reviews of progress and design media prior to transmitting progress sets to client and/or sealing and signing of documents.

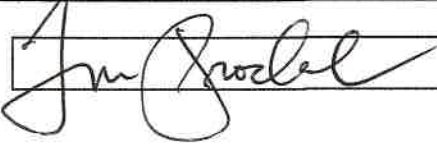
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**(MUST BE TYPED)**

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

SIGNATURE:



DATE:

07/25/2023

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: TSK Architects

ADDRESS: 225 S Arlington

CITY: Reno STATE: NV ZIP CODE: 89501

PROJECT:

NAME: WCSD Vaughn Middle School J-4800

LOCATION OF PROJECT: Reno, NV

CITY: Reno STATE: NV ZIP CODE:

SIZE: large START DATE: Feb 2, 2023 END DATE: TBD

STATUS OF PROJECT: Design Development phase

FEE PAID BY CLIENT: \$200,000.00

SCOPE OF WORK:

This project is to replace the existing Vaughn Middle School that is in need of upgrading. This project will build a new 180,000 square foot Facility to house up to 1400 students. The new Facility is being built on the existing School Ballfields and when completed the existing School will be demolished and the new Ballfields/ Play area will be built on the current School location. The electrical design includes new lighting, lighting controls, general power receptacles, power to special classrooms, power to Mechanical and Plumbing equipment, and Kitchen equipment; new Classroom telcom/data systems; security systems including CCTV cameras, door controls, and motion sensors; Sound/Paging systems; Fire Alarm system; site lighting; power to site water system(s) pumps and controls; new power, telephone, and cable television systems from serving utility companies.

Schematic design is ongoing for proposed layout of electrical rooms, NVE transformer, site lighting, and other Utilities to the building.

Schematic design submitted to Architect. Project is now into design development stage. Continuing ongoing coordination with other disciplines, Owner, and Utilities

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Reviewed and coordinated electrical design progress with other disciplines. Directed and supervised designers activities and efforts to produce construction documents package. Participate in project status

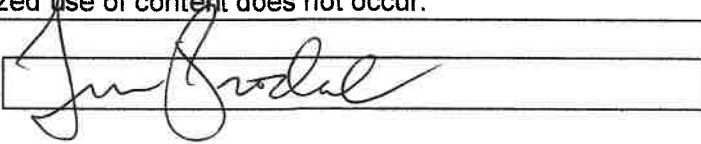
**PROBATION REPORT**  
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meetings and progress review meetings. Performed a detailed review of document package prior to sealing, signing and/or issuance of progress sets to client.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Jaeger Electrical

ADDRESS: 6155 Plumas St. Apt 131

CITY: Reno STATE: NV ZIP CODE: 89519

PROJECT:

NAME: Holcomb Ranch Lane Electrical Upgrade J-4805

LOCATION OF PROJECT: 3400 Holcomb Ranch Lane

CITY: Reno STATE: NV ZIP CODE: 89511

SIZE: Small START DATE: Feb 22, 2023 END DATE: TBD

STATUS OF PROJECT: Utility coordination, detailed design, Issued for permit

FEE PAID BY CLIENT: \$2,350.00

SCOPE OF WORK:

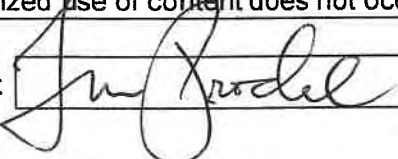
Residential service upgrade.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Supervised design and ongoing production of document package, including vendor document review, resource scheduling, etc.. Performed detailed review of document package prior to sealing, signing and issuance.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

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PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: New Millennium Building Systems

ADDRESS: 8200 Woolery Way

CITY: Fallon STATE: NV ZIP CODE: 89406

PROJECT:

NAME: New Millennium Building Systems J-4806

LOCATION OF PROJECT: 8200 Woolery Way

CITY: Fallon STATE: NV ZIP CODE: 89406

SIZE: small START DATE: Feb 6, 2023 END DATE: TBD

STATUS OF PROJECT: IFP/IFC Design phase

FEE PAID BY CLIENT: \$5,000.00

SCOPE OF WORK:

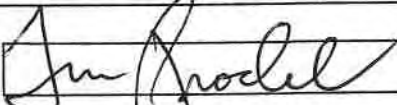
Project is to upgrade the existing electrical service from 480 volt. 3 phase, 2000 amp to 4000 amps. Dinter will be coordinating with NV Energy, Electrical Contractor, and the Owner to determine how to provide the new service transformer, switchboard, and re-feed the existing switchboard.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Reviewed and coordinated electrical design progress with other disciplines. Directed and supervised designers activities and efforts to produce construction documents package. Participate in project status meetings and progress review meetings. Performed detailed review of progress submittal prior to transmitting to client and Have scheduled a detailed review of document package prior to sealing, signing.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Carollo Engineers Inc

ADDRESS: 100 W Liberty Street

CITY: Reno STATE: NV ZIP CODE: 89501

PROJECT:

NAME: Reno Pump Stations Corey and Sky Vista Project J-4807

LOCATION OF PROJECT: 2 sites in Reno

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: small/medium START DATE: 5/30/2023 END DATE: TBD

STATUS OF PROJECT: Scoping, contracting and preliminary design

FEE PAID BY CLIENT: \$65,700.00

SCOPE OF WORK:

**Scope of Work – Corey Lift Station**

- Review and verification of electrical service points to coordinate with serving utility and meet proposed improvements relating to converting service from high leg delta to 480V or 208V, 3 phase, 4wire grounded wye system.
- Determination of electrical service point of connection for SCADA system tie-in and integration to existing SCADA system network for PS controls, alarms etc.
- Design & size power distribution components, connections, and ratings.
- Design motor controls (New VFDs for pumps to replace across-the-line starters).
- Size standby Generator and loadbank.
- Create P&ID with close coordination and support from Carollo.
- Design of low voltage connections and conduit routing for instruments.
- Design and specify PLC per COR standards.
- Perform all code required electrical calculations.
- Attend design meetings, (1) kick-off and (2) review/coordination.

**Scope of Work – Sky Vista Lift Station**

- control integration associated with the new magnetic flow meter, ultrasonic level transducer, and diesel driven pump (sending status signals back from the new diesel pump panel to their SCADA system)
- Create P&ID with close coordination and support from Carollo and COR.
- Provide Demo plan for ATS removal and ensure system continuity.



**PROBATION REPORT**  
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- Design and specify new above ground ATS with connections to generator and controls systems.

Construction Administration Phase:

- Permitting and Bid phase services.
- Answer RFIs and Requests for clarifications.
- Review submittals.
- Provide final inspection with punch list.
- Provide record drawings based on contractor redlines.
- Review O&M manuals.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Involvement Included preparation for data gathering, scoping and contracting, direction of preliminary design concepts, attendance at scoping and design kickoff meetings, review of record drawings, and coordination with other disciplines. Also responsible for resource allocation including scheduling of detailed review prior to sealing signing and release of package to client,.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Each design input, record drawing or other document received from team members or the Owner was documented and qualified for use, or not, based on the document provider's ownership or authority to provide the document as a design input.

If the document is not qualified for use it is documented as such and during detailed reviews of the progress of the project, I have verified that these documents were not used. This ensures that content from reference or sample documents is not copied or used in our designs.

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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Arrington Watkins Architects LLC

ADDRESS: 3003 N Central Ave

CITY: Phoenix STATE: AZ ZIP CODE: 85012

PROJECT:

NAME: WCSO B-10 Cell House Conversion J-4808

LOCATION OF PROJECT: 911 Parr Blvd

CITY: Reno STATE: NV ZIP CODE:

SIZE: Small START DATE: Mar 31, 2023 END DATE: TBD

STATUS OF PROJECT: Schematic design- submitted

FEE PAID BY CLIENT: \$13,550.00

SCOPE OF WORK:

This project will provide a proposed schematic design for the remodel of the existing programs building to a Womens Detention facility. Our work will provide proposed demolition of the existing electrical systems and then new lighting, power, data, fire signal system, and security equipment layouts. This will include coordination with other design disciplines and the cost estimator.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.


Reviewed and coordinated electrical design progress with other disciplines. Directed and supervised designers activities and efforts to produce schematic design documents package. Participate in project status meetings and progress review meetings. Performed a detailed review of document package prior to issuance of progress sets to client.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Have implemented policy for document handling which will qualify documents recieved from facility managers and/or the Owner as eligible or in-eligible for use in our designs and documents going forward. Procedure also includes verification for these documents status during my detailed project progress reviews to ensure that unauthorized use of content does not occur.

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PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Jaeger Electrical

ADDRESS: 6155 Plumas St. Apt 131

CITY: Reno STATE: NV ZIP CODE: 89519

PROJECT:

NAME: Replace Existing Service Panel J-4811

LOCATION OF PROJECT: 630 Greenbrae Dr

CITY: Sparks STATE: NV ZIP CODE: 89431

SIZE: Small START DATE: May 23, 2023 END DATE: TBD

STATUS OF PROJECT: in detailed design

FEE PAID BY CLIENT: \$3,535.00

SCOPE OF WORK:

Specification of switchboard and breakers to replace existing panel which was vandalized and disassembled.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Involvement Included scoping and contracting, preparation for field data gathering, resource allocation and scheduling, have scheduled detailed review in anticipation of sealing, signing and issuance of design package.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

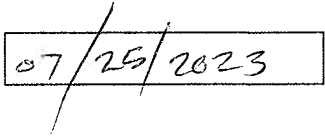
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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Dube Group Architecture

ADDRESS: 458 Court Street

CITY: Reno STATE: NV ZIP CODE: 89501

PROJECT:

NAME: City Hall Remodel J-4813

LOCATION OF PROJECT: Nevada

CITY: Reno STATE: NV ZIP CODE: 89502

SIZE: Small START DATE: May 31, 2023 END DATE: TBD

STATUS OF PROJECT: Scoping, contracting and preliminary design

FEE PAID BY CLIENT: \$42,000.00

SCOPE OF WORK:

This project will include the interior demolition of (4) four existing floors at City Hall of Reno. Design to include new LED lighting, lighting controls, receptacles, data outlets, fire alarm signaling devices, power connections to HVAC equipment, and connections to Owner supplied equipment.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.


Involvement included scoping and contracting, preparation for field data gathering, resource allocation and scheduling, attendance at scoping and design kickoff meetings, review of record drawings and coordination with other disciplines.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

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07/25/2023



**PROBATION REPORT**  
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Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Paradise Plaza Retail LLC c/o Cire Investment Services LLC

ADDRESS: 530 B Street Suite 2050

CITY: San Diego STATE: CA ZIP CODE: 92101

PROJECT:

NAME: Paradise Plaza J-4814

LOCATION OF PROJECT: Sparks

CITY: Sparks STATE: NV ZIP CODE:

SIZE: Small START DATE: May 31, 2023 END DATE: TBD

STATUS OF PROJECT: IFC Design

FEE PAID BY CLIENT: \$3,230.00

SCOPE OF WORK:

Electrical scope to include providing the design for conduit stub-outs from the electrical room for connection to future grocery store panel; and stub conduits down through the roof from roof-top mechanical equipment for connections to future grocery store panels.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Involvement Included scoping and contracting, preparation for field data gathering, resource allocation and scheduling, supervision of design and production of documents and scheduled a detailed review prior to sealing, signing and issuance of design package.

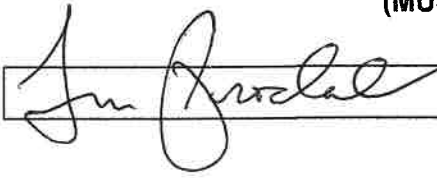
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**(MUST BE TYPED)**

Print Form

PROBATIONER: Timothy Prockish PE/PLS #: 012931

EMPLOYER: Dinter Engineering Company

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 21, 2023 THROUGH: Jul 20, 2023

CLIENT:

NAME: Ormat Nevada Inc

ADDRESS: 1010 Power Plant Rd

CITY: Reno STATE: NV ZIP CODE: 89521

PROJECT:

NAME: Steamboat standby generatrro addition J-4816

LOCATION OF PROJECT: Steamboat Plant

CITY: Reno STATE: NV ZIP CODE: 89521

SIZE: small START DATE: 6/15/2023 END DATE: Sep 8, 2023

STATUS OF PROJECT: Scoping, contracting and preliminary design.

FEE PAID BY CLIENT: \$23,743.00

SCOPE OF WORK:

Detailed engineering for upgrade of an existing power plant located at 1010 Power Plant Rd, Reno NV 89511 and includes:

- Addition of a 350kW, 480V 3 phase diesel generator set
- Addition of a 1600A, 4 pole, open transition automatic transfer switch
- Integration of new equipment into the existing electrical system

System designs which will be included as part of our work are:

- Modification to the plant single line diagram
- Layout plans for new equipment and circuitry
- Grounding Plan and details for new equipment
- Short Circuit Study
- Production of Data sheets to support procurement
- o Generator set
- o Automatic transfer switch

Our tasks to accomplish the work will include:

- Coordination with Ormat
- Coordination with Engineers of other disciplines(contractd or employed by Ormat)

**PROBATION REPORT**  
**(MUST BE TYPED)**

- o Civil for Pads and Anchorage
- o Mechanical for fuel system
- Site visit for field data gathering
- Attend regularly scheduled progress meetings
- Submit regular bi-weekly project status reports to Ormat
- o Report on scope, schedule and budget of design project
- o Identify issues which may impact design

Construction Support Services will include:

- Pre- Construction: Production of drawings, data sheet, material lists and schedules sufficient for contractor bidding
- Post-Construction: Production of As Built plans from contractor redlines

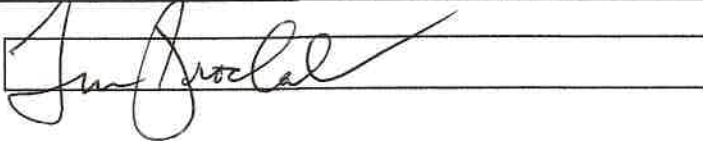
DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Involvement Included preparation for field data gathering, scoping and contracting, direction of preliminary design, attendance at scoping and design kickoff meetings, review of record drawings and coordination with other disciplines. Also responsible for resource allocation including scheduling of detailed review prior to sealing signing and release of package to client.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

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SIGNATURE:



DATE:

07/25/2023

**Jason Caster, PLS 019338**

Case Number: 20210004

Violation of NRS 625.410(2), NRS 625.565(2) and NAC 625.545

On or about February 25, 2021, the State Board received a complaint against Mr Caster. The complaint alleged incompetence and failure to provide a written contract. In July 2019, Mr Caster was hired to perform a boundary survey on a property and requested, through email, that Mr Caster locate property corners, stake them, and create an exhibit. Mr Caster completed the boundary survey in August 2019. In September 2019, the client requested Mr Caster to perform a topographic map and encumbrance survey. The survey was completed in October 2019. In June 2020, the project had been through the design and review process and subsequently permitted.

During construction, it was discovered that Mr Caster's survey was "busted" horizontally by approximately 6 feet and vertically by 7 inches. In June 2020, Mr Caster was made aware of the error. Subsequently, the client, through his company, filed a court action for damages against Mr Caster. In February 2021, Mr Caster filed for bankruptcy.

Mr Caster planned to use the boundary survey as the basis and control for the topographic survey, but Mr Caster did not perform the topographic map himself. Rather, Mr Caster had an employee of his company that is not a Professional Land Surveyor do the field work and create the map. Mr Caster failed to notice the errors in the topographic survey, and Mr Caster's failure to maintain responsible charge of the work performed resulted in the errant map being released to the client.

No formal contract was executed between Mr Caster and the client. Mr Wagner and Mr Caster exchanged emails for surveying services, including the scope of the project, cost, and time frame. Mr Caster indicated to client that a contract for the work would be forthcoming, but no contract was ever presented to the client. Additionally, Mr Caster did not disclose to the client that he did not have professional liability insurance until after the damage was done.

Based on the foregoing, Mr Caster stipulates that he violated NRS 625.410(2) and NRS 625.565 (2), as Mr Caster is grossly negligent in fulfilling his obligation as demonstrated by not being in responsible charge of his employee's work. Mr Caster further stipulates that he violated NAC 625.545 by failing to provide an appropriate written contract to a client prior to completion of work he performed.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve the complaint, Mr Caster and the State Board resolve this matter on the following basis:

1. Mr Caster's Nevada license shall be suspended for three (3) years following entry of this Agreement, pursuant to NRS 625.410 (2) and NAC 625.530, but with the suspension stayed and probation imposed for the duration of that time period.

2. Mr Caster shall submit detailed bi-monthly probation reports to the Executive Director of the State Board, which shall report any work completed in Nevada during the previous two (2) month period. The first report shall be due within two (2) months of the effective date of this Stipulated Agreement. Further, when stamping any work in Nevada, Mr Caster shall have his work reviewed by another Nevada licensed surveyor, and the cost therefor shall be paid by Mr Caster. When submitting his bi-monthly probation reports to the Executive Director, said reports shall include an attestation of review from the Nevada licensed surveyor for any work listed in the probation report that required a stamp by Mr Caster. A probation report shall be filed even if no work was performed in Nevada during the previous two (2) month period.

3. Mr Caster's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:

(a) Mr Caster shall pay a fine of Five Thousand and No/100 Dollars (\$5,000.00), payable in ten (10) quarterly payments of Five Hundred and No/1 00 Dollars (\$500.00) apiece, the first due three (3) months from the date of acceptance and execution of this Agreement by the State Board, and the final due thirty (30) months from the date of acceptance and execution of this Agreement by the State Board.

(b) Mr Caster shall pay the State Board Two Thousand One Hundred Twenty-Seven and 50/100 Dollars (\$2,127.50) as reimbursement of legal and administrative expenses expanded by the State Board in this matter, within six (6) months of acceptance and execution of this Agreement by the State Board.

(c) Mr Caster shall provide to the State Board staff, within thirty (30) days of execution of this agreement by the State Board, an attestation that he has reviewed the current statutes under NRS Chapter 625 and regulations under NAC Chapter 625.

(d) Mr Caster shall prepare a White Paper and submit it to the Executive Director of the State Board within sixty (60) days of the State Board's approval of this Stipulated Agreement, for

State Board review and approval, on the meaning of being in responsible charge of land surveying, as it is defined under Nevada law.

**LAST PROBATION REPORTS DUE October 1, 2023**

**PROBATION REPORT**  
**(MUST BE TYPED)**

Print Form

PROBATIONER: Jason E. Caster PE/PLS #: 19338

EMPLOYER: Multnomah County

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: Jun 1, 2023 THROUGH: Jul 31, 2023

CLIENT:

NAME:

ADDRESS:

CITY: STATE: ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY: STATE: ZIP CODE:

SIZE: START DATE: END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I did not perform any work in the State of Nevada during this time period.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

SIGNATURE: Jason E. Caster

Digitally signed by Jason E. Caster  
Date: 2023.07.31 13:40:40 -07'00'

DATE:

**M Armando Monarrez, PE 019652**

Case Number: 20210011

Violation of NAC 625.530(1) and NAC 625.545

In 2017, Mr Monarrez's current client was contracted with the then President of CVL, to provide civil engineering services for a project in Henderson, Nevada. This project was a master improvement plan that included services such as hydraulic and hydrologic calculations, precise grading and wall plan, sewer plans, and technical drainage study. The contract for this project provided, "[i]f the site plan should change after CVL has commenced work, any revision required will be considered extra to the contract, subject to renegotiation of our fees."

In 2018, when the engineering work was well underway, the President of CVL passed away. CVL was then purchased by Mr Monarrez.

On or about February 12, 2019, Mr. Monarrez sent an email to the client stating that part of the original design for the Hills project would no longer work and that he (Mr Monarrez) had revised the design plan.

On or about February 13, 2019, Mr Monarrez sent an email to the client, informing them that his designs could save a significant amount of money. In addition, this email stated, among other things, that "Typically Value Engineering is rewarded at 50/50 between owner and engineer of all cost savings."

On or about May 17, 2019, Mr Monarrez sent a letter to the client titled, "The Hills Value Engineering Agreement" (hereinafter "The Change Order"). The Change Order included a term that stated, "CVL will be compensated with 30% of all construction costs savings from Cut, Blasting, Fill, Over-excavation, Import, Export, and Rock wall construction." The Change Order also included a term that stated, "Growth Construction shall make payments of \$50,000 / month until the full compensation (30% of savings) has been paid, or prior to the recordation of the Final Map." The Change Order stated that compensation would be based on the differences between a contractor's bid price on the original design and the revised design.

On or about May 18, 2019, the client sent Mr. Monarrez an email that rejected Mr. Monarrez's proposed Change Order, stating, "we are NOT in agreement regarding the attached change order."

In the following months, despite the client's rejection, CVL sent invoices pursuant to the requested but rejected Change Order.



## Violations and Disciplinary Actions

Pursuant to NAC 625.545, it is a violation for a licensee to perform work for a client before the licensee enters into a written contract with the client. Here, no written contract existed between Mr Monarrez and the client with regard to Mr Monarrez receiving a certain percentage of the costs saved, and no written contract existed for CVL to invoice the client \$50,000 per month. Even if Mr Monarrez believed a verbal agreement existed between him and the client, NAC 625.545 is clear that a written contract must exist before a licensee performs work for a client. Thus, Mr Monarrez's actions were in violation of NAC 625.545, as he performed work without a written contract and sent invoices pursuant to his proposed Change Order that was not accepted by the client.

Further, pursuant to NAC 625.530, it is a violation for a professional engineer to fail to act as a faithful agent or trustee for each client in the professional engineer's relations with his or her clients. As noted previously, the client had rejected Mr Monarrez's proposal for the Change Order, but Mr Monarrez continued to submit invoices pursuant to the Change Order over several months. Such behavior is not acting as a faithful agent for a client in the professional engineer's relationship. Accordingly, Mr Monarrez's actions violated NAC 625.530.

Based on the foregoing, Mr Monarrez stipulates that he violated NAC 625.545 and NAC 625.530(1).

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve the complaint, Mr Monarrez and the State Board resolve this matter on the following basis:

1. Mr Monarrez's Nevada license shall be suspended for twenty-four (24) months following entry of this Agreement, but with the suspension stayed and probation imposed for the duration of that time period. The stay of Mr Monarrez's suspension may be lifted by the State Board, upon notice and the opportunity to be heard, should Mr Monarrez fail to abide by the terms hereof. Mr Monarrez's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:

- (a) Mr Monarrez shall submit detailed bi-monthly probation reports to the Executive Director of the State Board, which shall report any work completed in Nevada during the previous two (2) month period. A report shall be filed even if no work is performed in Nevada during the previous two (2) month period. The first report shall be due within two (2) months of the effective date of this Stipulated Agreement. Each report shall include client contact information and a copy of the contract executed for any work in Nevada, including the scope of work detail.

(b) Mr Monarrez shall pay an administrative fine of Two Thousand and No/100 Dollars (\$2,000.00) within six (6) months of acceptance and execution of this Agreement by the State Board.

(c) Mr Monarrez shall pay the State Board Three Thousand Sixteen and No/100 Dollars (\$3,016.00) as reimbursement of legal expenses expended by the State Board in this matter, within six (6) months of acceptance and execution of this Agreement by the State Board.

(d) Mr Monarrez shall, within one (1) year of the effective date of this Stipulated Agreement, successfully complete an intermediate level ethics course with Texas Tech University, Murdough Center for Engineering Professionalism, and submit proof of completion to the Board within sixty (60) days of completion of the course.

(e) Within thirty (30) days of license renewal, Mr Monarrez shall provide proof of completion of thirty (30) professional development hours that are required on a biennial basis for license renewal, pursuant to NAC 625.430, NAC 625.470 and NAC 625.480.

**LAST PROBATION REPORTS DUE Feb 1, 2025**

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

SIGNATURE:

DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Perform Engineering Services for up to 80 Condominium unit project in the hillside including, assistance with Zone Change, Tentative Map, Survey, Drainage Study, Traffic Study, Water Network Analysis, Water Master Plan, Civil Improvement Plans, and Final Map.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am the project manager and stamping engineer for the civil engineering tasks. I coordinate the progress with the design team including sub-consultants. I update the client with the progress of the project and review the changes the architect makes to make sure we are staying in compliance. I personally prepared the grading design, utility design, and QC the plans, survey, and drainage study.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I do not performed tasks that are outside the scope of work without having a written change order/additional service request. I do not invoice for any tasks for which I do not have a written contract or change order for.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Perform engineering services as requested by Client. Such services may include revisions to previously approved plans, attend meetings, perform site inspections, coordinate with contractors and client as necessary.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I personally attend the meetings, perform field inspections, coordinate with client and contractors. I also review the revisions to the improvement plans and stamp for submittal.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I do not performed tasks that are outside the scope of work without having a written change order/additional service request. I do not invoice for any tasks for which I do not have a written contract or change order for.

SIGNATURE: 

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

SIGNATURE:

DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Perform Engineering Services for up to 53 Townhome unit project in Henderson NV including Drainage Study, Traffic Study, Water Network Analysis, Civil Improvement Plans, and Final Map.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am the project manager and stamping engineer for the civil engineering tasks. I coordinate the progress with the design team including sub-consultants. I update the client with the progress of the project. I personally prepared the grading design, utility design, and QC the grading plans that was submitted with the drainage study. Preparing civil improvement plans and coordinating with design team.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I do not performed tasks that are outside the scope of work without having a written change order/additional service request. I do not invoice for any tasks for which I do not have a written contract or change order for.

SIGNATURE: 

DATE:



**Mark Johnson, PE 019830**

Case Number: 20220004

Violation of NRS 625.410(2).

In July 2018, a client contracted with Mr Johnson's employer to provide engineering services for a single-family home and work barn located in Gardnerville, NV. These services included the site layout, design of the engineered septic system, mapping of the existing site, submittal to Douglas County, and follow-up. There was an estimated cost for these services, but the actual charges would be based on "time and materials."

Mr Johnson, as the professional engineer in charge on behalf his employer, requested the client commission and provide a Geotechnical Report for the property. SC received this report in late August 2018. This geotechnical report noted that "local groundwater levels are expected to fluctuate during flood irrigation, changes in precipitation, seasonal variations."

The septic tank was installed in July 2019. Soon after the installation, the farmland in the immediate area of the client's home was predictably flood irrigated. Within a week, water was found to have entered into the septic tank as a result of pipes in the system being compromised due to the tank "floating" i.e. vertical displacement, due to the rise in surrounding ground water.

Following discovery of this failure, Mr Johnson recommended a system design change, requiring installation of the tank above-ground (change from gravity flow to pump system). The client agreed to this recommendation.

After installation of the revised septic tank layout, the client learned that the above- ground tanks could have been located anywhere. The client reported that, had she known this, she would have placed the tanks next to the large leach field mound, instead of directly outside her bedroom window, where the revised installation was sited by Mr Johnson. The client questioned whether Mr Johnson's employer would bear responsibility for the extra expense incurred for the reinstallation of the above- ground septic tank system.

Mr Johnson's employer agreed to absorb the engineering fees for the above-ground system, but not the additional expense associated with the removal and reinstallation of the septic tank.

During the investigation, Mr Johnson admitted that he did not anticipate that the flood irrigation would have any impact on the groundwater level.

## VIOLATIONS and DISCIPLINARY ACTION

Pursuant to NRS 625.410, in relevant part, the State Board may take disciplinary action against a licensee for “[a]ny gross negligence, incompetency or misconduct in the practice of professional engineering as a professional engineer or in the practice of land surveying as a professional land surveyor.” NRS 625.410(2). Here, Mr Johnson had the information that local groundwater levels would fluctuate during flood irrigation, changes in precipitation, and seasonal variation. Mr Johnson, however, failed to factor the known ground water variability into the in- ground septic tank design.

Based on the foregoing, Mr Johnson stipulates that he was grossly negligent in the engineering of the client’s septic system, and thus in violation of NRS 625.410(2).

NRS 625.410(5) provides authority for the State Board to administer discipline in Nevada for a violation of any NRS Chapter 625 statute and/or any regulation adopted by the State Board. Further, pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement.

To that end, to resolve Complaint Number 20220004 now pending, Mr Johnson and the State Board resolve this matter on the following basis:

- 1.) Mr Johnson’s Nevada license shall be suspended for twenty-four (24) months following entry of this Agreement, but with the suspension stayed and probation imposed for the duration of that time period.
- 2.) Mr Johnson shall submit, to the State Board, a complete list and description of his projects from July 01, 2018 to December 31, 2022 that involved septic design undertaken by Mr Johnson. The State Board will then randomly select three (3) of those projects to be subjected to an independent third-party peer review to evaluate Mr Johnson’s septic competency as a civil engineer. The third-party engineer shall be selected by the State Board, and Mr Johnson shall be responsible to pay for the services thereof upon presentment of the service’s invoice. The third-party engineer shall have no conflict of interest relating to Mr Johnson, his employer, or the client.
- 3.) Mr Johnson shall pay an administrative fine of Five Thousand and No/100 Dollars (\$5,000.00) within ninety (90) days of acceptance and execution of this Agreement by the State Board. A payment plan may be granted by State Board staff if requested by Mr Johnson and deemed warranted by State Board staff.

4.) Mr Johnson shall pay legal and investigative costs to the State Board a total of Two Thousand One Hundred Six and 50/100 Dollars (\$2,106.50) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

5.) Mr Johnson shall, within one (1) year of the effective date of this Stipulated Agreement, successfully complete a NAWT Designer Course, and submit proof of completion to the State Board within sixty (60) days of completion of the course.

6.) Mr Johnson shall pay the client restitution in the amount of \$15,816.40 pursuant to NRS 625.460(1)(e), within ninety (90) days of acceptance and execution of this Agreement by the State Board.

**LAST PROBATION REPORTS DUE Aug 15, 2025**

**Mark Johnson, PE 019830**

Case Number: 20220004

Violation of NRS 625.410(2)

**The first probation reports for Mr Johnson will be included for review in the Nov 16, 2023, board meeting packet.**

**Buckley Blew, PLS 024520**

Case Number: 20230004

Violation of NRS 625.410 (2), 625.340, NRS 625.350(2)(a); and NRS 329.140(1).

Mr Blew self-reported a disciplinary action imposed against his California professional land surveyor license by the California Board of Professional Engineers, Land Surveyors, and Geologists (the “California Board”) in his license renewal application.

*CALIFORNIA BOARD DISCIPLINARY ACTION*

The California Board action against Mr Blew was based on the following:

A) California Business and Professions Code (“Code”) § 8780(d) and § 8762(b)(4) and (c) for failing to file a record of survey within ninety (90) days of his survey of the following properties:

- 555 and 575 Market Street, San Francisco
- 1281 W. National Drive, Sacramento
- 1520 and 1620 W. National Drive, Sacramento
- 1534 N. Market Blvd. and 4201 Sierra Point Drive, Sacramento
- 1700 W. National Drive, Sacramento
- 3200-3298 Orange Grove Avenue, Sacramento
- 1401 Civic Court, Concord

B) Under Code § 8780(b) for negligence in the practice of land surveying, in that Mr Blew did not meet the standard of care for a licensed land surveying when he failed to file a record of survey for the aforementioned properties. In addition, for the properties located at 1520 and 1620 W. National Drive, Sacramento, at 1534 N. Market Blvd. and 4201 Sierra Point Drive, Sacramento, and at 1700 W. National Drive, Sacramento, Mr Blew was disciplined under Code § 8780(b) for negligence in the practice of land surveying, in that Mr Blew did not meet the standard of care for a licensed land surveying when he failed to set monuments.

C) Under Code § 8780(d) and § 8765(d) for failing to file a corner record for 8845 Washington Blvd., Roseville. In addition, Mr Blew was disciplined under Code § 8780(b) in that he was negligent in his practice of land surveying regarding 8845 Washington Blvd., Roseville.

D) Under Code § 8780(b) in that he was negligent and/or incompetent in the practice of land surveying in that the establishment of boundaries shown on Mr Blew’s ALTA/NSPS maps indicated a practice of using a minimum of unreferenced control points and using “record” information from a single direction to establish boundary lines. This practice is reasonably foreseeable to lead to gaps and overlaps in boundaries.

Based on the above Mr Blew stipulated with the California Board to the following violations: (1) failure to file a timely record of survey; (2) negligence in the practice of land surveying; (3) failure to file a corner report; and (4) incompetence in the practice of land surveying. Pursuant to the California Board Stipulation and Order, Mr Blew's license was revoked, but the revocation was stayed pending the successful completion of three (3) years probation, reimbursement of investigative costs in the amount of Twelve Thousand Six Hundred Thirteen and 75/100 Dollars (\$12,613.75), completion and passage of the California Laws and Board Rules examination, passage of a Board approved ethics course within one (1) year, and completion and passage of two (2) college-level Board approved land surveying courses.

#### *NEVADA BOARD DISCIPLINARY ACTION*

NRS 625.410 states that the Nevada State Board may take disciplinary action against a licensee for discipline by another state or territory if at least one of the grounds for discipline is the same or substantially equivalent to any ground under Nevada law.

The State Board does not have statutory authority to take disciplinary action against licensees for mere negligence. Thus, Mr Blew's cause for discipline due to his negligence does not constitute a violation of NRS 625.410(6).

Mr Blew's cause for discipline for failure to file a timely record of survey, however, is substantially equivalent to NRS 625.340, in which professional land surveyors shall "within 90 day after the establishment of points or lines, file . . . a record of survey relating to land boundaries and property lines." In addition, NRS 625.350 states that a record of survey must show, among other things, "[a]ll monuments found, set, reset, or replaced, describing their kind, size and location and giving other data relating thereto." NRS 625.350(2)(a).

Mr Blew was also disciplined for failing to file a corner record. This cause for discipline is substantially equivalent NRS 329.140, in which a "a surveyor shall complete, sign and record or cause to be recorded . . . a written record of the establishment or restoration or a corner The survey information must be recorded within 90 days after the survey is completed." NRS 329.140(1).

Finally, Mr Blew was disciplined for negligence and/or incompetence. NRS 625.410 states that the Board may take disciplinary action against a licensee for "[a]ny gross negligence, incompetency or misconduct in the practice of professional engineering as a professional engineer or in the practice of land surveying as a professional land surveyor." NRS 625.410(2).

Thus, since at least one of the grounds for discipline in California is substantially similar to a ground for discipline in Nevada, the State Board may take disciplinary action against Mr Blew.

NRS 625.410 states that the State Board may take disciplinary action against a licensee for discipline by another state or territory if at least one of the grounds for discipline is the same or substantially equivalent to any ground under Nevada law.

Pursuant to NAC 625.640(3)(b)(2), a disciplinary matter against a licensee may be resolved without a formal hearing by Stipulated Agreement. As such, Mr Blew and the State Board hereby stipulate to the following terms for the above-referenced violation(s):

1. Mr Blew's license shall be revoked following entry of this Agreement, but with revocation stayed and probation imposed for a term of three (3) years.
2. The licensee shall submit detailed bi-monthly probation reports to the Executive Director of the State Board, which shall report any work completed in Nevada during the previous two (2) month period. A report shall be filed even if no work was performed in Nevada during the previous two (2) month period. The first report shall be due within two (2) months of the effective date of this Stipulated Agreement. Each report shall include a copy of the contract executed for any work in Nevada, including the scope of work detail.
3. Mr Blew shall provide the State Board with proof of fulfilling the California Stipulated Agreement obligations.

**LAST PROBATION REPORTS DUE Aug 15, 2026**

**Buckley Blew, PLS 024520**

Case Number: 20230004

Violation of NRS 625.410 (2), 625.340, NRS 625.350(2)(a); and NRS 329.140(1).

**The first probation reports for Mr Blew will be included for review in the November 16, 2023, board meeting packet.**



**Lynn Affleck, PE 007676**

Petition for Re-Licensure

Decision and Order

Through a series of disciplinary hearings against Mr Affleck, the the first being held on May 11, 2006, and the final held on January 14, 2010, Mr Affleck's Nevada Professional Engineering License was revoked. In addition, Mr Affleck was prohibited from petitioning for re-licensure until January 14, 2012, and Mr Affleck could only be considered for re-licensure if he complied with certain terms set forth by the State Board in its January 25, 2010, Decision and Order.

The January 25, 2010, Decision and Order was subject to Petition for Judicial Review by Mr Affleck in Nevada District Court, and, subsequently by appeal to the Nevada Supreme Court, and the State Board's Decision and Order was upheld at both levels, ultimately by a February 10, 2012 Order of the Nevada Supreme Court.

On or about April 23, 2021, Mr Affleck submitted his Petition for Re-Licensure to the Nevada Board, and the matter was heard on May 20, 2021. Following deliberation, a motion was made, seconded, and adopted, and the Board ruled that Mr Affleck be re-licensed upon satisfying the following conditions:

- a. Mr Affleck obtains and delivers to the Executive Director of the Nevada Board a letter from his present employer, Jeffrey J. Jensen, P.E. No. 15737, of GIS Engineering, recommending that Mr Affleck be immediately re-licensed as a Professional Civil Engineer in the State of Nevada.
- b. Mr Affleck pays the Board the amount of Two Thousand Five Hundred and No/100 Dollars (\$2,500.00) still owed to the Board pursuant to its January 25, 2010 Decision and Order.
- c. Mr Affleck provides proof of obtaining thirty (30) Professional Development Hours in the immediately previous two (2) year period, plus proof of one (1) hour of review of Nevada engineering law and two (2) hours of professional engineering ethics.
- d. Mr Affleck's license shall be suspended for two (2) years immediately upon issuance, but the suspension stayed, and probation imposed for the duration of that time period.
- e. The stay of Mr Affleck's license suspension may be lifted by the State Board, upon notice and the opportunity for Mr Affleck to be heard, should Mr Affleck fail to abide by the terms hereof.

- f. Mr Affleck's successful completion of probation is expressly conditioned upon his full compliance with the above terms and following conditions of probation:
  - i. Mr Affleck shall submit detailed quarterly probation reports to the Executive Director of the Board, which shall report any work performed and/or completed in Nevada during the previous three (3) month period. A report shall be filed even if no work has performed during the previous two (2) month period. The first report shall be due within two (2) months of Mr Affleck's re-licensure. Each report shall include a copy of the contract executed for any work in Nevada, including the scope of work detail, as well as the supporting project documentation.

**LAST PROBATION REPORTS DUE December 1, 2023**

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER: Lynn H. Affleck PE/PLS #: 007676

EMPLOYER: Affleck Civil Engineers

PROBATION REPORT SUBMITTED FOR THE PERIOD OF: May 15, 2022 THROUGH: Aug 14, 2023

CLIENT:

NAME: MONTERREY VILLAS L L C

ADDRESS: PO BOX 18865

CITY: AUSTIN STATE: TX ZIP CODE: 78760

PROJECT:

NAME: Monterrey Villas Subdivision

LOCATION OF PROJECT: 3265 E Viking Road

CITY: Las Vegas STATE: NV ZIP CODE: 89121

SIZE: TBD START DATE: Sep 16, 2015 END DATE: Continuing

STATUS OF PROJECT: Tentative Map & Drainage Study are approved. Sewer POC received.

FEE PAID BY CLIENT: \$5,000.00

SCOPE OF WORK:

Provide engineering documents and design for a 16 lot single family residence subdivision

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Because of changes in scope and because of changes in management within the owner's organization, a new contract proposal was offered. The contract was signed, however, no starting funds as applicable to the new contract have been received. The project is still on hold, pending financing for the project.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

I have been crucial to understanding the existing conditions due to my previous experience on the project. I saw the need to inform the client, in a tangible way, so he could understand what is required, before the project could be completed. I was a consultant in establishing a new contract.

SIGNATURE: Digitally signed by LYNN H. AFFLECK, P.E.  
Date: 2023.08.29 19:04:24-07'00' DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

CLIENT:

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

Street Improvement Plans, Bond Estimate, and Processing Coordination with another engineering firm which is doing work adjacent to this project.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

Previously, I did a complete work for this project, which allowed for the completion of the Zone Change and the recordation of the Parcel Map. Now we are moving onto the next phase. I am working on the Street Improvement Plans. However, there are other improvement plans by others, which need coordination.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

In my communications with County staff, I represent my clients interest. At the same time, I am responsible to have the project comply with County standards and requirements. I also have a responsibility to uphold professional ethics and quality in design. This project has provided a way to practice all three.

SIGNATURE:  DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

CLIENT:

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

This project was previously approved and completed. Now, during construction it is discovered that there is a conflict between crossing sewer and water mains. A bypass detail had to be added to the plans as a revision.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I negotiated the contract. I coordinated between three entities and the owners. I drew up the plans. I have now drawn up the bypass detail and submitted it for review and signature. The plans have now been approved.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

As I have negotiated between three entities and the client, I was obliged to adapt to different protocols for each entity and represent all on the same plan. This has required a bit of engineering skill.

SIGNATURE:

DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

CLIENT:

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

Plot and Grading Plan for single family residence, 100 year flood plain review, Design Review for Excess Fill, Waiver for Excess Fill, On-site Utilities Plan, Septic System Design. To provide electrical power to the site, NV Energy plans had to be processed through the Public Works system. A solar farm to be added.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I handled the entire project. I wrote the proposals, researched the existing Drainage Study, coordinated with Clark County Planning and Public Works. I designed, the revised the Septic System and made application to the Health District. I processed the NV Energy plans through the system.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

Although this is a single family residence, there are a lot of plans for the site and a lot going into putting the site together. There were a lot of complications along the way and a lot of coordination necessary. I found myself to be a guide for these people as they make applications for permits.

SIGNATURE:  DATE:

**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

CLIENT:

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

Develop an undeveloped site ready for the construction of a new church building. This includes: Drainage Study, Grading Plan, Off-Site Improvement Plans.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I met with the representative at the site. I wrote the contract and the scope of work. I wrote the Drainage Study and received review comments back from the City. I am addressing the comments and drawing the Grading Plan.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

This project is in the City of Las Vegas jurisdiction, however it is surrounded on 3 sides by properties in Clark County jurisdiction. I am coordinating between the two entities, whereas street improvements will affect both. This project was previously started, then abandoned, I now have new architectural plans to conform with.

SIGNATURE:

DATE:



**PROBATION REPORT**  
(MUST BE TYPED)

Print Form

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

CLIENT:  
NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

PROJECT:  
NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

SIGNATURE:

DATE:



## **Douglas Fellenz, EI OT8691**

### Petition for Engineering Intern Certification

#### Decision and Order

Mr Fellenz submitted an application with the Nevada Board to be registered in Nevada as an Engineering Intern on October 12, 2021, pursuant to NRS 625.385 and NAC 625.210. In his application Mr Fellenz disclosed that he had entered into a Consent Agreement with the Arkansas State Board of Licensure for Professional Engineers and Professional Surveys (“Arkansas Board”), which provided for the entry of an order of professional discipline by the Arkansas Board, revoking Mr Fellenz’ engineering and surveying intern certifications in Arkansas, based upon his admission of violating various provisions of Arkansas Code.

Due to concerns regarding the circumstances of Mr Fellenz previous discipline by the Arkansas Board, the Executive Director of the Nevada Board submitted the question of whether Mr Fellenz satisfies the qualifications and competency requirements to be certified as an engineering intern under NRS 625.152(1), and the matter was heard by the Board at its November 18, 2021, Meeting. Following deliberation, a motion was made, seconded, and adopted, and the Board that Mr Fellenz be certified as an engineering intern in the state of Nevada, subject to the following conditions:

- a. Mr Fellenz takes an ethics in engineering course, pre-approved by State Board staff, and provides proof of completion to Nevada Board staff by May 18, 2022.
- b. Mr Fellenz’ engineer intern certification, or if applied for and granted, engineering and/or land surveying licensure, shall be suspended until November 18, 2023, but the suspension shall be stayed, and probation imposed for that time period.
- c. Mr Fellenz successful completion of probation is expressly conditioned upon his full compliance with the above terms and the following conditions of probation:
  - i. Mr Fellenz shall submit detailed bi-monthly (i.e., every two months) probation reports to the Executive Director of the Board, which shall report any engineering related and/or surveying related work performed and/or completed in Nevada during the previous two (2) month period, as well as the name of the employer for whom/which the work was performed. The report shall be filled even if no work was performed during the previous two (2) month period. The first report shall be due on January 31, 2022.
  - ii. During his probation, Mr Fellenz shall disclose this discipline by the Board, and the basis therefor, to any and all organizations or individuals that hire Mr Fellenz.

**LAST PROBATION REPORTS DUE January 1, 2024**

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Final Engineering services to prepare Civil Construction Plans for Site Improvements to be made to the existing Taco Bell leasehold space, including site layout, site grading & drainage, site utilities layout/tie ins, cross sections, and hydrology report for City of Reno Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

I am acting in a professional and ethical manner in all aspects of the project, and I will not be affixing a stamp to any of the drawings or reports submit. I also do not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Final Engineering services to prepare a site layout, as well as site grading & drainage, site utilities layout/tie ins, cross sections, and hydrology report for Final Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase. Currently working with various jurisdictions through redlines, meetings, etc.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I acted in a professional and ethical manner in all aspects of the project, and I did not affix a stamp to any of the drawings or reports submitted. I also did not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Final Engineering services to prepare construction drawings for Phase 1 of the overall project, including subdivision layout, roadway alignments and lot/building configurations, as well as site grading & drainage, site utilities layout/tie ins, plan & profiles, and final hydrology report for Final Subdivision Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase.

DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.

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SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Final Engineering services to prepare a site layout, as well as site grading & drainage, site utilities layout/tie ins, cross sections, and hydrology report for Final Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase. Currently working with various jurisdictions through redlines, meetings, etc.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I acted in a professional and ethical manner in all aspects of the project, and I did not affix a stamp to any of the drawings or reports submitted. I also did not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Preliminary & Final Engineering services to prepare a site layout, as well as site grading & drainage, site utilities layout/tie ins, cross sections, and hydrology report for Preliminary & Final Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase. Currently working with different jurisdictions through redline process, meetings, etc.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I am acting in a professional and ethical manner in all aspects of the project, and I will not be affixing a stamp to any of the drawings or reports submit. I also do not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Final Engineering services to prepare a final design site layout, as well as site grading & drainage, site utilities layout/tie ins, cross sections, and hydrology report for Final Site Improvement Permit review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the application process.

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I am performing all phases of Scope of Services from beginning to final submittal, and I participate in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I am acting in a professional and ethical manner in all aspects of the project, and I will not be affixing a stamp to any of the drawings or reports submit. I also do not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:

**PROBATION REPORT**  
**(MUST BE TYPED)**

PROBATIONER:  PE/PLS #:

EMPLOYER:

PROBATION REPORT SUBMITTED FOR THE PERIOD OF:  THROUGH:

**CLIENT**

NAME:

ADDRESS:

CITY:  STATE:  ZIP CODE:

**PROJECT**

NAME:

LOCATION OF PROJECT:

CITY:  STATE:  ZIP CODE:

SIZE:  START DATE:  END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

**SCOPE OF WORK:**

Re-Design: Final Engineering services to prepare site layout, grading drainage, utility plan, details, SWPPP, final hydrology report and final sewer report for Construction Drawings review & approval, along with Administrative Services to coordinate with Client, Client's representatives and jurisdictional agencies as necessary throughout the process. Plans approved – project in construction phase, acting as EOR

**DESCRIBE IN DETAIL YOUR INVOLVEMENT IN THIS PROJECT AND HOW YOU HANDLED THIS PROJECT.**

I performed all phases of Scope of Services from beginning to final submittal, and participated in all correspondence with Client, Client's representatives, jurisdictional agencies as necessary during design phase. Currently working through redline comments from City & TMWA.

**DESCRIBE IN DETAIL HOW YOU IMPROVED ON THIS PROJECT IN THE AREAS FOR WHICH YOU ARE ON PROBATION.**

I acted in a professional and ethical manner in all aspects of the project, and I did not affix a stamp to any of the drawings or reports submitted. I also did not represent during any interactions as a currently licensed PE.

SIGNATURE:

DATE:



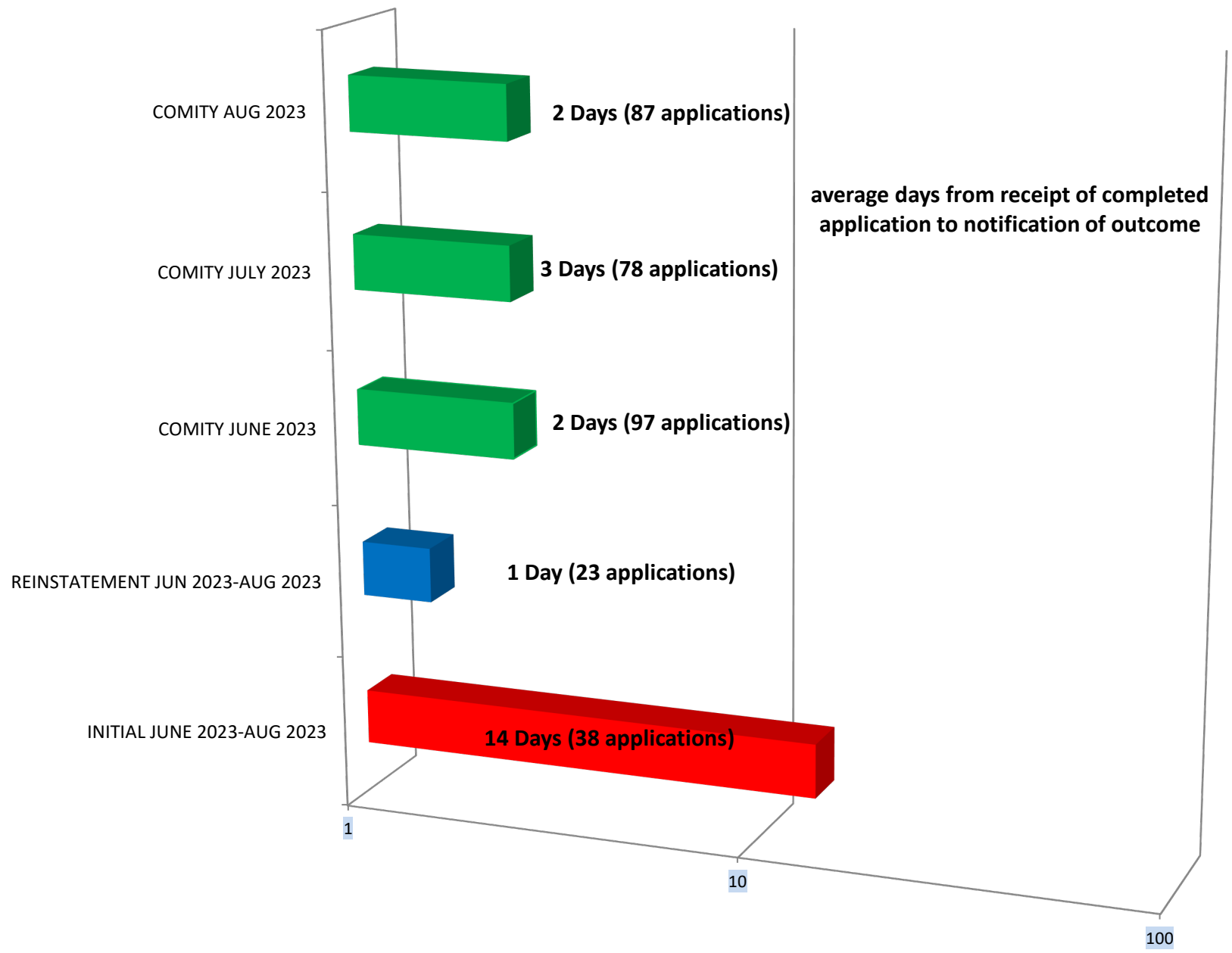
# 11. Stipulated Agreement for Xxxxx Xxxx, PE, Lic# xxxxx

[not available at time board packet was published]

# 12. Board Counsel Report

# 13. Executive Director Report

# 13.a. Approved Licensees Report



# 13.b. 2021-2025 Strategic Plan



# STRATEGIC PLAN UPDATE

## Executive Summary

Approved November 12, 2020

UPDATED Fall 2020

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# EXECUTIVE SUMMARY

## STRATEGIC PLAN UPDATE ~ SEPTEMBER 11, 2020

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The Nevada Board of Professional Engineers and Land Surveyors developed a comprehensive Strategic Plan in March 2017. The plan was created using a 10-30 year planning horizon based on the board's core ideology consisting of a core purpose and core values.

Because the Strategic Plan had been developed in 2017, the board felt it was timely to reconsider its contents. The Board met September 11, 2020 to comprehensively review its Strategic Plan and consider any needed updates to that plan.

At the September 11, 2020 Strategic Planning Session, the board reaffirmed that the goals developed in the current Strategic Plan based on a 10-30 year planning horizon were still relevant. The session then focused on review and refresh of strategies. It was agreed that tactics and action items would be driven by the strategies and developed by the board and its committees at future meetings.

This document restates the board's goals for its updated Strategic Plan and captures the board's strategies for the next 3-5 year planning horizon.



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## EXECUTIVE SUMMARY

### PURPOSE ~ MISSION ~ CORE VALUES

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#### Purpose

The purpose of the board, as stated in Nevada Revised Statute 625.005, is to safeguard life, health and property and to promote the public welfare by providing for the licensure of qualified and competent professional engineers and professional land surveyors.

#### Mission

Founded on the board's purpose, the board's mission is to uphold the value of professional engineering and land surveying licensure by assessing minimum competency for initial entry into the profession, and to ensure ongoing standard of professionalism by facilitating compliance with laws, regulations, and code of practice; and to provide understanding and progression in licensure by openly engaging with all stakeholders.

#### Core Values

The board's core values are:

*Integrity*

*Transparency*

The core values were identified by board members and staff during the strategic planning sessions as guiding principles in the performance of their duties. A commitment was made to deliver on these values and provide governance that is ethical, honest, and consistent, and to function on a daily basis with accessibility and openness that is without obstruction.

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## 3-5 YEAR PLANNING HORIZON

~ OUTCOME-FOCUSED GOALS AND STRATEGIES ~

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The following thinking represents the organization's goals for the next 3-5 years. These **Goals** are outcome-oriented statements that represent what will constitute the Nevada board's future success. The achievement of each goal will move the organization towards the realization of its Envisioned Future. The **Strategies** reflect the broad range of direction that will be undertaken to change the existing conditions in order to achieve the goal – they drive **Tactics** -- the type of work and initiatives that will need to be undertaken to achieve the goal.

**Strategies** considered at the the September 11, 2020 strategic planning session discussion were presented for board consideration November 12, 2020. New or updated strategies are in bold text.

### Outcome-Focused Goals

#### 1. Outreach

The general public, prospective licensees and other key stakeholders have a greater understanding that engineering and surveying licensure are essential to safeguarding public health, safety and welfare.

#### 2. Licensure

The demonstrated value of licensure results in continued growth in the number, quality and diversity of licensed engineers and surveyors practicing in Nevada.

#### 3. Regulation

Nevada regulations are compatible with and reflective of the current state of practice in engineering and surveying and are in alignment with Nevada's economic development strategy.

#### 4. Operational Excellence

The Nevada Board's efficient and effective use of technology and streamlined systems, processes and procedures result in high levels of satisfaction by all stakeholders.

## Goal 1: Outreach

The general public, prospective licensees and other key stakeholders have a greater understanding that engineering and surveying licensure are essential to safeguarding public health, safety and welfare.

### Strategies

1. Increase legislators understanding of criticality of services provided by the board and professional engineers/professional land surveyors
2. **Evolve technical capability and expand social media presence**
3. Increase visibility of the Board
4. **Sustain appropriate allocation of resources for effective content development**

## Goal 2: Licensure

The demonstrated value of licensure results in continued growth in the number, quality and diversity of licensed engineers and surveyors practicing in Nevada

### Strategies

1. Increase/stress the importance of licensure to university level students
2. Increase the public's knowledge about the value of licensure
3. Increase kids' knowledge of what engineers/land surveyors do
4. **Continuously work to improve the process and portability of licenses**
5. Provide options to meet land surveyor educational requirements
6. **Increase knowledge of the quality of experience required for licensure to potential licensees**

7. **Maintain relevancy of engineering licensure, specifically as it relates to emerging technologies**

### Goal 3: Regulation

Nevada regulations are compatible with and reflective of the current state of practice in engineering and surveying and are in alignment with Nevada's economic development strategy.

#### Strategies

1. **Maintain currency and applicability of statutes and regulations**
2. Increase relationships with key stakeholders
3. **Increase awareness of new/emerging technologies in relation to statutes and regulations**

### Goal 4: Operational Excellence

The Nevada Board's efficient and effective use of technology and streamlined systems, processes and procedures result in high levels of satisfaction by all stakeholders.

#### Strategies

1. **Maintain effective staff capacity**
2. **Maintain business plan for resource allocation to support board goals**
3. **Maintain effective office and administrative processes**
4. Build a data collection strategy to ensure we have data needed for effective decision making
5. **Increase transparency and communication with stakeholders of board functions, operations, and initiatives**

# 13.c. NCEES

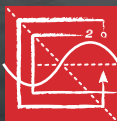
# 13.c.i. Annual Meeting Conference Report and Action Items

NCEES ANNUAL MEETING

# BOSTON

No 102

AUGUST 15-18, 2023



**NCEES**

ACTION ITEMS AND CONFERENCE REPORTS

**Action Items and Conference Reports  
102nd NCEES Annual Meeting  
Boston, Massachusetts  
August 15–18, 2023**



**Vision**

The vision of NCEES is to provide leadership in professional licensure of engineers and surveyors through excellence in uniform laws, licensing standards, and professional ethics in order to safeguard the health, safety, and welfare of the public and to shape the future of professional licensure.

**Mission**

The mission of NCEES is to advance licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public.

This mission is supported through its member boards, board of directors, staff, board administrators, and volunteers by:

- Providing outstanding nationally normed examinations for engineers and surveyors
- Providing uniform model laws and model rules for adoption by the member boards
- Promoting professional ethics among all engineers and surveyors
- Coordinating with domestic and international organizations to advance licensure of all engineers and surveyors



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Cover photo courtesy of Kyle Klein for Greater Boston CVB

## Contents

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Introduction	1
Annual meeting business agenda	2
Consent agenda	3
Board of directors' positions on all motions	3
<b>Meeting information</b>	
Convention rules	6
Provisions of the <i>Bylaws</i> relating to the 2023 annual meeting	7
NCEES official motions form	11
Acronyms and abbreviations	12
<b>Officer reports</b>	
2022–23 NCEES leadership	14
President's report	15
President-elect's report	17
Treasurer's report	21
Central Zone vice president's report	23
Northeast Zone vice president's report	25
Southern Zone vice president's report	27
Western Zone vice president's report	29
Chief executive officer's report	31
<b>Committee reports with motions</b>	
Special Committee on Bylaws	34
Advisory Committee on Council Activities	62
Committee on Education	67
Committee on Examination Policy and Procedures	79
Committee on Examinations for Professional Surveyors	88
Committee on Finances	94
Committee on Law Enforcement	107
Committee on Uniform Procedures and Legislative Guidelines	129
Engineering Licensure Model Task Force	150
Board of directors' motions	154
New business	155
Unfinished business	156
<b>Committee reports without motions</b>	
Committee on Awards	157
Committee on Examination Audit	159
Committee on Examinations for Professional Engineers	161
Committee on Member Board Administrators	167

## Introduction

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This publication includes all officer, committee, and task force reports from the 2022–23 fiscal year, along with the motions that will be presented for Council vote at the annual meeting. The proposed 2023–24 operating and capital budgets are also included. We encourage all member boards to review these reports and motions so that your board can decide on its vote before the annual meeting.

The latest meeting information and resources are posted at [ncees.org/annual\\_meeting](https://ncees.org/annual_meeting).

Please contact NCEES if you have questions about any reports or motions so we can respond before the annual meeting.

Sincerely,



B. David Cox  
NCEES Chief Executive Officer

# Annual Meeting Business Agenda

NCEES President Christopher Duhamel, P.E., P.L.S., presiding

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## Wednesday, August 16

### 9:00–10:30 a.m., Business Session 1

- Call to order
- Welcome
- Pledge of Allegiance
- Invocation
- Introduction of NCEES board of directors and past presidents
- Quorum report
- Introduction of guests from other organizations
- Announcements and practice motions
- Officer reports
  - President
  - President-elect
    - Actions taken by board of directors
    - Approval of 2022 annual meeting minutes
    - Approval of consent agenda
  - Treasurer
  - Central Zone vice president
  - Northeast Zone vice president
  - Southern Zone vice president
  - Western Zone vice president
  - Chief executive officer
    - Speeches from nominees for 2023–24 president-elect (if election is contested)
    - Speeches from nominees for 2023–26 treasurer

## Thursday, August 17

### 9:00–10:00 a.m., Business Session 2

- Call to order
- Introduction of new motions to agenda
- Election of 2023–24 president-elect
- Election of 2023–26 treasurer
- Committee and task force reports with motions
  - Special Committee on Bylaws (4 motions)
  - Advisory Committee on Council Activities (2 motions)
  - Committee on Education (3 motions)
  - Committee on Examination Policy and Procedures (10 motions)

### 11:15 a.m.–12:15 p.m., Business Session 3

- Call to order
- Committee and task force reports with motions (continued)
  - Committee on Examinations for Professional Surveyors (1 motion)
  - Committee on Finances (4 motions)
  - Committee on Law Enforcement (1 motion)

### 2:00–4:00 p.m., Business Session 4

- Call to order
- Committee and task force reports with motions (continued)
  - Committee on Uniform Procedures and Legislative Guidelines (27 motions)
  - Engineering Licensure Model Task Force (1 motion)
- Board of directors motions (2 motions)
- Zone resolutions
- New business
- Unfinished business
  - Approval of budgets

## Consent Agenda

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The board of directors endorses the following motions as potential consent items. Council delegates will be asked to approve the individual motions on the consent agenda. It is proposed that this ratification be made with a single motion. However, any member board may request that an item be removed from the consent agenda and returned to the non-consent agenda for separate consideration and action by the Council.

- Bylaws ..... Motions 1–4
- ACCA..... Motion 1
- Education ..... Motions 1–2
- EPP..... Motions 1–7, 9–10
- Finance..... Motions 1–4
- Law Enforcement..... Motion 1
- UPLG..... Motions 1–3, 5–8, 10–12, 14–25, 27
- ELMTF ..... Motion 1

## Board of Directors' Positions on All Motions

---

Motion number	Topic	Board of directors' position	Consent agenda	Page number
Bylaws 1	Amend <i>Bylaws</i> 4.05	Endorses	Yes	35
Bylaws 2	Amend <i>Bylaws</i> 3.021	Endorses	Yes	37
Bylaws 3	Amend <i>Bylaws</i> 3.09	Endorses	Yes	37
Bylaws 4	Amend <i>Bylaws</i> 11.04	Endorses	Yes	38
ACCA 1	Charge Bylaws Committee with amending <i>Bylaws</i> 3.021	Endorses	Yes	65
ACCA 2	Charge Bylaws Committee with amending <i>Bylaws</i> 4.05	Endorses	No	66
Education 1	Modify Surveying Education Award to expand eligibility	Endorses	Yes	70
Education 2	Charge UPLG with amending <i>Model Rules</i> 240.30 B	Endorses	Yes	70
Education 3	Charge UPLG with amending <i>Model Rules</i> 240.30	Endorses	No	71
EPP 1	Amend EDP 2	Endorses	Yes	80
EPP 2	Amend EDP 3	Endorses	Yes	81
EPP 3	Amend EDP 4	Endorses	Yes	82
EPP 4	Amend EDP 5	Endorses	Yes	83
EPP 5	Delete EDP 6	Endorses	Yes	83
EPP 6	Amend EDP 7	Endorses	Yes	84
EPP 7	Amend EDP 9	Endorses	Yes	84
EPP 8	Amend EDP 10	Does not endorse	No	85
EPP 9	Amend EAP 2	Endorses	Yes	86
EPP 10	Amend EAP 8	Endorses	Yes	87

<b>Motion number</b>	<b>Topic</b>	<b>Board of directors' position</b>	<b>Consent agenda</b>	<b>Page number</b>
EPS 1	Approve development of PS exam PLSS module	No position	No	92
Finance 1	Postpone adoption of operating budget until end of last business session	Endorses	Yes	97
Finance 2	Postpone adoption of capital budget until end of last business session	Endorses	Yes	97
Finance 3	Amend FP 1C	Endorses	Yes	98
Finance 4	Amend FP 6 to set price for PS exam PLSS module if EPS Motion 1 passes	Endorses	Yes	98
Law Enforcement 1	Amend FP 3	Endorses	Yes	112
UPLG 1	Replace "certificate of licensure" with "license" in <i>Model Law</i> and <i>Model Rules</i>	Endorses	Yes	131
UPLG 2	Replace "licensed engineer" and "licensed surveyor" with "professional engineer" and "professional surveyor" in <i>Model Law</i> and <i>Model Rules</i>	Endorses	Yes	131
UPLG 3	Amend <i>Model Law</i> 110.20 A	Endorses	Yes	132
UPLG 4	Amend <i>Model Law</i> 110.20 A	Endorses	No	132
UPLG 5	Amend <i>Model Law</i> 110.20 B	Endorses	Yes	133
UPLG 6	Amend <i>Model Law</i> 110.20 J	Endorses	Yes	134
UPLG 7	Amend <i>Model Law</i> 110.20 N	Endorses	Yes	134
UPLG 8	Amend <i>Model Law</i> 110.20 O	Endorses	Yes	134
UPLG 9	Amend <i>Model Law</i> 120.20	Endorses	No	135
UPLG 10	Amend <i>Model Law</i> 120.60 B	Endorses	Yes	136
UPLG 11	Amend <i>Model Law</i> 130.10 B	Endorses	Yes	136
UPLG 12	Amend <i>Model Law</i> 130.10 B	Endorses	Yes	137
UPLG 13	Amend <i>Model Law</i> 130.10 C	Endorses	No	137
UPLG 14	Amend <i>Model Law</i> 130.20	Endorses	Yes	139
UPLG 15	Amend <i>Model Law</i> 150.30 A	Endorses	Yes	140
UPLG 16	Amend <i>Model Law</i> 160.20	Endorses	Yes	141
UPLG 17	Delete <i>Model Law</i> 170.20	Endorses	Yes	142
UPLG 18	Amend <i>Model Rules</i> 210.30	Endorses	Yes	142
UPLG 19	Amend <i>Model Rules</i> 230.10	Endorses	Yes	143
UPLG 20	Amend <i>Model Rules</i> 230.40 A	Endorses	Yes	143
UPLG 21	Amend <i>Model Rules</i> 230.40 B	Endorses	Yes	144
UPLG 22	Amend <i>Model Rules</i> 230.40 C	Endorses	Yes	145
UPLG 23	Amend <i>Model Rules</i> 230.40 D	Endorses	Yes	145

<b>Motion number</b>	<b>Topic</b>	<b>Board of directors' position</b>	<b>Consent agenda</b>	<b>Page number</b>
UPLG 24	Amend <i>Model Rules</i> 230.40 E, K–M	Endorses	Yes	146
UPLG 25	Amend <i>Model Rules</i> 230.60 E	Endorses	Yes	147
UPLG 26	Amend <i>Model Rules</i> 240.20	Endorses	No	147
UPLG 27	Amend <i>Model Rules</i> 240.30 H and 240.40	Endorses	Yes	149
ELMTF 1	Charge Bylaws Committee with amending <i>Bylaws</i> Section 7 to establish Committee on Licensure	Endorses	Yes	153
BoD 1	Approve SELC as POLC member	Endorses	No	154
BoD 2	Direct NCEES staff to remove references to pencil-and-paper exams from NCEES documents and website	Endorses	No	154

## Convention Rules

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- In accordance with NCEES *Bylaws* 6.05, Rules of Order, “The Council shall be governed by the most recent edition of *Robert’s Rules of Order, Newly Revised* when not in conflict with the *Bylaws*. The presiding officer shall rule on all questions pertaining to the *Bylaws* and rules of order in the conduct of the meetings. The President may appoint a parliamentarian to assist the presiding officer.”
- Individuals who desire to address the annual meeting delegates shall approach a microphone and wait to be recognized by the chair. When recognized, they will give their name and the name of their member board or organization.
- Any delegate wishing to make additions or changes to the published agenda must present the addition in writing to Chief Executive Officer David Cox or Chief Operating Officer Davy McDowell and to all delegates no later than 8:00 a.m. (EDT) on Thursday, August 17.
- All main motions, except those made by a committee, a task force, or the NCEES board of directors, shall be in writing on the official motions form. The official motions form is on page 11 of this publication. It is also available for download at [ncees.org/annual\\_meeting](http://ncees.org/annual_meeting) and will be available electronically on the NCEES guest business office computers. Whoever is making a motion that was not already published in the *Action Items and Conference Reports* (zone, member board, or individual) is responsible for distributing a hard copy of the motion on the official motions form to all delegate seats no later than 8:00 a.m. (EDT) on Thursday, August 17. The NCEES guest business office has the equipment necessary for printing and copying.
- Motions proposed by committees, task forces, zones, and the board of directors do not need a second. Motions and amendments proposed by individuals/member boards do require a second.
- In all cases, the maker of the motion or resolution shall be entitled to speak first. The chair will then ask for those who wish to speak in favor and then those who wish to speak against the motion or resolution in alternating fashion. This procedure will continue until there are no persons desiring to speak on one side of the question, at which time debate will cease and the issue will be voted on.
- A delegate who moves to close debate must do so immediately upon recognition by the presiding officer. A delegate may not first make comments in favor or opposed to the motion on the floor and then move to close debate at the end of those comments.
- For contested offices, each candidate will be permitted to make a five-minute speech during Business Session 1, and each candidate will be given five minutes to answer questions from the floor during the business session.
- Where there is only one candidate for election, a ballot vote may be dispensed with and an election by acclamation shall be held. However, upon the request of a single member, a ballot vote will be conducted electronically.
- A consent agenda shall be presented to the delegates for adoption without debate. Upon request of a single member board, any item may be removed from the consent agenda for separate consideration and action by the Council.
- Voting on motions and the election of officers will be conducted using the electronic voting keypads placed at each board’s placard. In accordance with NCEES *Bylaws* 6.02, Quorum and Voting, “Only Member Boards shall be entitled to vote. Voting shall be by Member Boards, with each board entitled to one vote.”
- An associate member may serve as a member board delegate for voting purposes only when so designated by the board’s chair through written, signed communication presented to NCEES staff prior to the opening session of the meeting. For boards that require authorization from the state, such designation may come from the agency director for that board.
- A majority vote of the member boards represented shall be required for affirmative action on all motions except for amendments to the *Bylaws*. An affirmative vote of two-thirds of member boards present and in good standing shall be required to adopt amendments to the *Bylaws*.
- Should any delegate have an emergency that requires early departure from the meeting, the delegate must notify a member of the NCEES staff before departing.



## **Provisions of the *Bylaws* Relating to the 2023 Annual Meeting**

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**Section 3.01 Member Boards.** A Member Board of NCEES shall be a State Board, as defined in Article 1, Section 1.02, which is a member of the Council. Acceptance of a Member Board shall be by majority vote of the Council. Member Boards shall pay fees as set forth in the *Bylaws*.

**Section 3.02 Members.** A member of NCEES shall be a person who is a member of a Member Board.

**Section 3.021 Associate Members.** An Associate Member of NCEES shall be a designee of a Member Board, but not a member of a Member Board, who is appointed by the NCEES Board of Directors as an Associate Member of NCEES.

Recommendations for associate members of NCEES shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Associate Members of NCEES shall have the privilege of the floor at meetings of the Council. Associate Members may serve on any committee or task force to which duly appointed under the *Bylaws*. Associate Members are eligible to hold the elective office of zone Secretary-Treasurer but are not eligible to serve on the NCEES Board of Directors.

**Section 3.022 Emeritus Members.** An Emeritus Member of NCEES shall be a person who is a former member of a Member Board who is duly recommended by that Member Board and approved by the NCEES Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Emeritus Members of NCEES shall have the privilege of the floor at meetings of the Council. Emeritus Members may serve on any committee or task force to which duly appointed under the *Bylaws*.

**Section 3.05 Delegates.** A delegate shall be a member or an associate member designated by a Member Board to represent it at meetings of the Council. A Member Board may have as many delegates as it has members but may cast votes only as prescribed. Any delegate shall have the privilege of the floor.

**Section 4.04 Elections and Terms of Office.** The President-Elect shall be elected by the Council at each Annual Business Meeting in the manner prescribed in the *Bylaws*. The President-Elect shall serve the Council for a period of three years. The first year shall be as President-Elect. The second year, without further election, the President-Elect shall become President, holding that office until a successor has been installed. The third year, without further election, the President shall become Immediate Past President. Any member elected to the office of President-Elect shall be eligible to serve as President-Elect, President, and Immediate Past President, with full authority of the offices and board privileges. Past Presidents shall be ineligible for reelection as President-Elect of the Council.

The Treasurer shall be elected at the Annual Business Meeting every three years in the manner prescribed in the *Bylaws*. Treasurers shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Treasurer, a partial term served shall not be considered a term for term-limit purposes.

Vice Presidents shall be elected at their respective Zone Interim Meeting every two years in the manner prescribed in the *Bylaws*. Vice Presidents from the Northeast and Southern Zones shall be elected in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected in even-numbered years. Vice Presidents shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Vice President, a partial term served shall not be considered a term for term-limit purposes.

New members of the Board of Directors shall assume their duties at the conclusion of the Annual Business Meeting. Board members may continue to serve until the conclusion of the term of office to which they were elected even if their terms with Member Boards have ended.

**Section 4.05 Qualifications.** Any member of NCEES who is a citizen of the United States and a member of a Member Board sometime during the calendar year in which the nomination occurs is eligible to hold an elective office. Associate members are not eligible to serve on the NCEES Board of Directors.

To be eligible for the office of President-Elect, a person shall be a licensed engineer or surveyor, shall have been a member of NCEES at least three years, and shall have attended at least two NCEES Annual Business Meetings.

Members of the Board of Directors may run for President-Elect if

- Their term on their state board has expired during their term as NCEES Treasurer or Vice President;
- They have obtained emeritus standing within the Council, they have the approval of their state board;
- It is their zone's rotation to elect a President-Elect; and
- They have been nominated by the zone.

The President-Elect shall not be from the same zone as the President.

To be eligible for the office of Treasurer, a person shall be a licensed professional engineer, licensed professional surveyor, or public member.

To be eligible for the office of Vice President, a person shall be a licensed professional engineer or surveyor and shall be from the zone that elects him or her.

**Section 5.01 President.** The President shall be the chair of the Board of Directors and shall preside over all meetings of the Board as well as the Annual Business Meeting of the Council. The President shall be an ex-officio member of all committees and task forces of the Council. The President shall perform all other duties ordinarily pertaining to the office of President. The President shall prepare and present to the Council at the Annual Business Meeting a report of the President's activities during the term of office.

The President shall appoint all members, chairs, vice-chairs, and consultants of the standing committees as defined in Article 7 of the *Bylaws*. The President shall also appoint all members, chairs, vice-chairs, and consultants of special committees and task forces unless specific action of the Council or of the Board of Directors names the personnel of the committee or task force. The President shall also appoint one member of the Board of Directors to serve as board liaison to each standing committee, special committee, and task force. The President shall appoint all official representatives of the Council to any other organizations. If needed during the annual meeting, the President shall appoint a Tellers Committee for the election of the President-Elect and/or Treasurer.

If the President is absent, the President-Elect will serve as the acting President in accordance with *Bylaws* 5.02. If both the President and the President-Elect are absent, the Vice President from the zone that will be nominating the next President-Elect will serve as the acting President. The acting President shall have all powers of the President while presiding in this capacity.

**Section 6.01 Annual Business Meetings.** The Annual Business Meeting of the Council shall be held at the time and place selected by the Board of Directors.

Notice of the Annual Business Meeting shall be provided to each Member Board, member, associate member, International Affiliate Organization, and Participating Organization not less than four weeks prior to each meeting.

The Board of Directors shall prepare a consent agenda for each Annual Business Meeting. Individual motions may be removed from the consent agenda upon request by any Member Board.

**Section 6.02 Quorum and Voting.** A quorum for the transaction of business at the Annual Business Meetings of the Council shall be delegates from a majority of Member Boards. A majority vote of the Member Boards represented shall be required for affirmative action unless otherwise provided for in the *Bylaws*.

Only Member Boards shall be entitled to vote. Voting shall be by Member Boards, with each board entitled to one vote. An associate member may serve as a Member Board delegate for voting purposes only when so designated by the Member Board's chair through written, signed communication presented to NCEES staff prior

to the opening session of the meeting. For Member Boards that require authorization from the state, such designation may come from the agency director for that board.

Voting by one Member Board on behalf of another Member Board not physically present in the meeting room at the time of the vote shall not be permitted.

**Section 6.05 Rules of Order.** The Council shall be governed by the most recent edition of *Robert's Rules of Order, Newly Revised* when not in conflict with the *Bylaws*. The presiding officer shall rule on all questions pertaining to the *Bylaws* and rules of order in the conduct of the meetings. The President may appoint a parliamentarian to assist the presiding officer.

The order of business for the Annual Business Meeting shall be established by the President and published as part of the meeting agenda prior to the beginning of the meeting.

**Section 9.01 Budget Preparation.** The Committee on Finances shall submit a recommended annual budget for review by the Board of Directors. The Committee on Finances will present the budget as part of its committee report for Council approval at the Annual Meeting.

The fiscal year shall begin on October 1 and extend through September 30 of the following calendar year.

**Section 10.012 Inactive Status.** Any Member Board in arrears in membership fees 90 days prior to the Annual Business Meeting shall be placed in an inactive status by the Board of Directors. Member Boards in an inactive status shall not be entitled to vote. Individual members of Member Boards may not hold office or serve on committees. Representatives of boards in inactive status may attend meetings of the Council and may have the privilege of the floor. To be reinstated to an active status and to all the rights and privileges pertaining thereto, an inactive Member Board shall pay all fees and assessments in arrears plus those that have accrued during such inactive status period.

**Section 11.01 Nominations.** A nomination for the office of President-Elect shall be presented to the Board of Directors by the respective Zone Vice President as voted on by the respective zone at its Zone Interim Meeting. The order of rotation for President-Elect shall be Northeast Zone, Central Zone, Southern Zone, and Western Zone.

Member boards may submit nominations for qualified Treasurer candidates in the third year of the outgoing Treasurer's term. These nominations shall be filed with the Chief Executive Officer not later than 60 days prior to the opening of the Annual Business Meeting.

Any delegate shall have the privilege of making nominations for President-Elect and Treasurer from the floor. Such nominees from the floor must meet requirements set out in Section 4.05 and be seconded by at least four Member Boards.

**Section 11.02 Tellers Committee.** The Tellers Committee shall consist of five members, including a chair and one representative from each zone. No member of the committee is eligible to serve as a teller for an election in which he or she is a candidate. The Tellers Committee will tabulate the results for all votes taken and report the results to the President.

**Section 11.03 Voting.** All elections shall be by ballot at the Annual Business Meeting. All elections shall be by a majority of votes cast unless otherwise stipulated by the *Bylaws*.

**Section 12.02 Amendments.** The *Bylaws* may be amended at any annual business meeting by a two-thirds affirmative vote of the member boards present and in good standing. Any amendment proposed shall be sent to a Special Committee on Bylaws by the President at the President's initiative or as requested based on action by the Council. Any amendments recommended by a Special Committee on Bylaws shall be submitted to all member boards at least 60 days prior to the date of the earliest zone meeting preceding the next annual business meeting. Voting shall be by sections. All sections shall be considered in their proposed form, including punctuation and verbiage. Changes to the published amendments will not be permitted during the annual business meeting. Copies of the proposed amendments to be voted upon shall be distributed in written form to delegates at the annual business meeting.

**Section 12.021 Effective Date of Amendments.** An amendment to the *Bylaws* shall become effective upon certification by the presiding officer at the annual business meeting of a two-thirds affirmative vote of the member boards in good standing represented.



## Acronyms and Abbreviations

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AAEES	American Academy of Environmental Engineers and Scientists
ABET	Accreditation Board for Engineering and Technology, Inc.
ACCA	Advisory Committee on Council Activities
ACEC	American Council of Engineering Companies
ADA	Americans with Disabilities Act
AEI	Architectural Engineering Institute of ASCE
AIA	American Institute of Architects
AIChE	American Institute of Chemical Engineers
AIME	American Institute of Mining, Metallurgical, and Petroleum Engineers
ANS	American Nuclear Society
ANSAC/ABET	Applied and Natural Science Accreditation Commission of ABET
AP	NCEES administrative policy
APEC	Asia-Pacific Economic Cooperation
APEGA	Association of Professional Engineers and Geoscientists of Alberta
APEGBC	Association of Professional Engineers and Geoscientists of British Columbia
APEGM	Association of Professional Engineers and Geoscientists of Manitoba
APEGNB	Association of Professional Engineers and Geoscientists of New Brunswick
APEGS	Association of Professional Engineers and Geoscientists of Saskatchewan
ARPL	Alliance for Responsible Professional Licensing
ASABE	American Society of Agricultural and Biological Engineers
ASCE	American Society of Civil Engineers
ASEE	American Society for Engineering Education
ASHRAE	American Society of Heating, Refrigerating, and Air-Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASPE	American Society of Plumbing Engineers
ASPRS	American Society for Photogrammetry and Remote Sensing
AUC	American University in Cairo
AUS	American University of Sharjah
CBT	Computer-based testing
CEAB	Canadian Engineering Accreditation Board
CESB	Council of Engineering and Scientific Specialty Boards
CIDQ	Council for Interior Design Qualification
CIE	Chinese Institute of Engineers (Taiwan)
CLARB	Council of Landscape Architectural Registration Boards
CLEAR	Council on Licensure, Enforcement, and Regulation
CLSA	California Land Surveyors Association
CPC	Continuing professional competency
CSBSR	Colonial States Boards of Surveyor Registration
E.I.	Engineer intern
E.I.T.	Engineer-in-training
EAC/ABET	Engineering Accreditation Commission of ABET
EAP	NCEES examination administration policy
EDP	NCEES examination development policy
EES	Egyptian Engineers Syndicate
EPE	Committee on Examinations for Professional Engineers
EPP	Committee on Examination Policy and Procedures
EPS	Committee on Examinations for Professional Surveyors
ETAC/ABET	Engineering Technology Accreditation Commission of ABET
EWB–USA	Engineers Without Borders USA
EWeek	DiscoverE Engineers Week
FE exam	Fundamentals of Engineering examination
FP	NCEES financial policy
FS exam	Fundamentals of Surveying examination
ICOR	Interprofessional Council on Registration
IEA	International Engineering Alliance
IEEE-USA	Institute of Electrical and Electronics Engineers-USA
IISE	Institute of Industrial and Systems Engineers

IPEA	International Professional Engineers Agreement
ISA	International Society of Automation
ITU	Istanbul Technical University
JPEC	Japan PE/FE Examiners Council
KPEA	Korean Professional Engineers Association
L.S.	Land surveyor
L.S.I.	Land surveyor intern
L.S.I.T.	Land-surveyor-in-training
MBA	Member board administrator
MLE	Model Law Engineer
MLS	Model Law Surveyor
MLSE	Model Law Structural Engineer
MSPS	Michigan Society of Professional Surveyors
NAE	National Academy of Engineering
NAFE	National Academy of Forensic Engineers
NCARB	National Council of Architectural Registration Boards
NCEES	National Council of Examiners for Engineering and Surveying
NCSEA	National Council of Structural Engineers Associations
NICET	National Institute for Certification in Engineering Technologies
NIEE	National Institute for Engineering Ethics
NSAE	National Society of Architectural Engineers
NSBE	National Society of Black Engineers
NSPE	National Society of Professional Engineers
NSPS	National Society of Professional Surveyors
PAKS	Professional activities and knowledge study
P.E.	Professional engineer
PE exam	Principles and Practice of Engineering examination
P.L.S.	Professional land surveyor
POLC	Participating Organizations Liaison Council
PP	NCEES professional policy
PS	NCEES position statement
P.S.	Professional surveyor
PS exam	Principles and Practice of Surveying examination
SaGES	Surveying and Geomatics Educators Society
SAME	Society of American Military Engineers
SCE	Saudi Council of Engineers
S.E.	Structural engineer
SEI	Structural Engineering Institute of ASCE
SFPE	Society of Fire Protection Engineers
SHPE	Society of Hispanic Professional Engineers
S.I.	Surveyor intern
S.I.T.	Surveyor-in-training
SME	Society for Mining, Metallurgy, and Exploration
SNAME	Society of Naval Architects and Marine Engineers
SPE	Society of Petroleum Engineers
SWE	Society of Women Engineers
TAMUQ	Texas A&M University at Qatar
TMS	The Minerals, Metals, and Materials Society
UESI	Utility Engineering and Surveying Institute of ASCE
UPLG	Committee on Uniform Procedures and Legislative Guidelines

## 2022–23 NCEES Leadership

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### **BOARD OF DIRECTORS/OFFICERS**

#### **President**

Christopher Duhamel, P.E., P.L.S.  
Rhode Island

#### **President-Elect**

Laura Sievers, P.E.  
Iowa

#### **Immediate Past President**

Brian Robertson, P.E.  
Colorado

#### **Treasurer**

Paul Tyrell, P.E., P.L.S.  
Massachusetts

#### **Central Zone Vice President**

Janice Bostelman, P.E., PMP  
Nebraska

#### **Northeast Zone Vice President**

Thomas Orisich, P.L.S.  
Maryland

#### **Southern Zone Vice President**

Andrew Zoutewelle, P.L.S.  
North Carolina

#### **Western Zone Vice President**

Mohammad Qureshi, Ph.D., P.E.  
California

#### **Secretary/Chief Executive Officer**

David Cox  
South Carolina

### **ZONE ASSISTANT VICE PRESIDENTS**

#### **Central Zone**

Ryan Callaghan, P.E.  
South Dakota

#### **Northeast Zone**

Samuel Wilson, P.E.  
District of Columbia

#### **Southern Zone**

Lamberto Ballí, P.E.  
Texas

#### **Western Zone**

Elizabeth Johnston, P.E.  
Alaska

### **ZONE SECRETARY-TREASURERS**

#### **Central Zone**

Sam Reed, P.E.  
Indiana

#### **Northeast Zone**

Azuanuka Etoniru, P.E., P.L.S.  
Massachusetts

#### **Southern Zone**

Linda Bergeron, P.E.  
Louisiana

#### **Western Zone**

Karl Tonander, P.E.  
New Mexico





## **President's Report**

*Christopher Duhamel, P.E., P.L.S.*

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It is with great honor and gratitude that I thank you for allowing me to serve as the 2022–23 NCEES president. Working with the volunteer committee members, NCEES staff, and the board of directors this year has been rewarding, and together we have made significant progress on NCEES initiatives.

### **Advancement of licensure**

Our organization remains dedicated to advancing licensure for engineers and surveyors to safeguard the health, safety, and welfare of the public. To this end, the NCEES board of directors, with the authority granted by the Council, has provided support for various programs in 2022–23 to advance the NCEES mission and vision.

In February 2023, the board of directors approved a \$1 million contribution to support DiscoverE's expansion of its popular Future City competition to high school students. This funding will support the expanded program's first two years, and we look forward to seeing this program's extended impact on promoting the professions of engineering and surveying.

In April, the board of directors voted to partner with the American Council of Engineering Companies scholarship program for each state and the District of Columbia. This is a grassroots program to support undergraduate engineering and surveying students, helping keep students in the career pipeline.

In an effort to expand our ability to advance the NCEES mission, the board of directors also approved the transfer of \$7 million from the organization's reserves to establish the NCEES Foundation. A separate board of directors will focus on supporting programs that will fulfill the NCEES mission to advance engineering and surveying licensure. Future funding of the foundation will be at the discretion of the Council, with recommendations through the Committee on Finances. The foundation structure will ensure that the priority of promoting licensure receives the focus it requires.

### **Committee and task force efforts**

The work of volunteers serving on NCEES standing committees and task forces has been impressive this year—many hours are required to address the various charges.

Highlights of these efforts include the Committee on Uniform Procedures and Legislative Guidelines' review of the *Model Law* and *Model Rules*, a comprehensive assessment undertaken every five years. The Committee on Examinations for Professional Surveyors reviewed the results of the Principles and Practice of Surveying exam's professional activities and knowledge study and is recommending the development of a Public Land Survey System module for jurisdictions that require such an exam. Consideration of the future needs of the PS exam will continue with a Surveying and Mapping Sciences Licensure Task Force in 2023–24. The Engineering Licensure Model Task Force has concluded three years of study begun under Past President Christopher Knotts, P.E. One of the results of its extended study is a motion to take the first step toward creating a standing committee on licensure. The Committee on Finances charges included evaluating reserve amounts in the NCEES policy on Council funds. The committee will present a motion at the annual meeting to amend this policy.

Each committee and task force was tasked to advance initiatives that support licensure for engineers and surveyors, with the ultimate goal of protecting the health, safety, and welfare of the public. The reports and proposed motions included in the *Action Items and Conference Reports* are the result of their hard work. As president, I am very appreciative of their dedication.

### **Staff support**

As president, I want to sincerely thank the NCEES staff for all their support for the organization and the member boards. Much of the work is behind the scenes, with research, staff meetings, and project planning—all of which

supports the member boards. Serving as NCEES president has affirmed how fortunate we are to be served by CEO David Cox and his staff supporting the board of directors and the Council.

**In closing**

I want to thank the Council again for this opportunity to serve as president, and I look forward to the incoming leadership of Laura Sievers, P.E.



## **President-Elect's Report**

*Laura Sievers, P.E.*

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It has been an honor serving as the 2022–23 president-elect. Since last August, I have participated in numerous meetings and committee assignments. As I serve in this position, my thoughts are always on our mission to advance licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public. NCEES is an amazing organization, and the staff of NCEES and our volunteers on standing committees, task forces, and exam development committees are the best.

Thank you, President Duhamel, Past President Robertson, and many other NCEES past presidents for your support and help with getting me up to speed on everything this year.

A big thank you to the Texas board for its hospitality at the first ever all-zone interim meeting. The zone vice presidents and committee chairs covered a lot of information in Houston, and it was great hearing many conversations and perspectives from across the United States. Thank you all!

Along with being guided by our mission, I really want to accomplish three things: 1) to inspire many, 2) to educate many, and 3) to create the desire for many to be licensed.

To inspire many, we all are striving every day. Thank you for your hard work in your profession. Thank you for taking a seat on your state board to safeguard the health, safety, and welfare of the public. The NCEES Foundation will further advance these endeavors, allowing organizations that align with our mission to get monetary support to broaden our reach and encourage many more people to consider engineering and surveying as a profession and, further, to encourage licensure. When we partner with others that need support, it advances our mission without preaching it, and I love that approach.

To educate many, we are utilizing outreach partnerships, like our support for DiscoverE to expand the Future City competition to high school students. This initiative will expose soon-to-be college students to the exciting and important contributions that they can make with engineering and surveying careers and to the vital role of licensure in public protection.

To create the desire to be licensed, the student ambassador program and the FE and FS honor cords available at graduation for students who have passed their Fundamentals of Engineering or Fundamentals of Surveying exam will promote taking a fundamentals exam—and starting the path to licensure—while still in college. Programs such as these will encourage individuals to pass the exam while everything is still fresh from their classes.

All examinations will soon be computer based. This will expand the type of exam questions that can be asked and will offer individuals more locations and more scheduling options for the exams. We will need to transition the rest of our policies and procedures to reflect this in the next year. The computer-based exams, reference materials, and practice exams are outstanding! Our exams have embraced new methods, and now I hope to work with many of you on emerging disciplines in engineering. I also hope to have many conversations on the surveying exams. We all want examinations that work for our states and their needs.

In over 100 years, the states' licensing laws and the exams have evolved into what we all uphold today. What other ways can we find competent individuals who have the same desires that we had years ago when we decided that we wanted to be a licensed engineer or surveyor?

I started with it, but also want to end with it—my gratitude for NCEES committee participants and exam volunteers. Thank you! I cannot say it better than Pericles: “What you leave behind is not what is engraved in stone monuments, but what is woven into the lives of others.” So, keep doing great things in your profession, for your state, and for the public, and tell others about licensure and NCEES.

## **Board of Directors Action Items**

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### **Action items from the fourth meeting of the 2021–22 board of directors August 22, 2022, Carlsbad, California**

- Approved the minutes of the third meeting of the 2021–22 board of directors
- Approved the appointment of emeritus and associate members
- Approved the recommendation from the Committee on Examination Policy and Procedures, for NCEES staff to request assistance from the American Nuclear Society with the preparation of a specific remedial action plan for increasing the number of first-time takers to a level that meets or exceeds the minimum candidate requirements, and for staff to submit this plan to NCEES Exam Development staff by March 31, 2023
- Waived the requirements of Examination Development Policy 16 for the PE Structural examination that state that examinations shall have no more than four years between audits and that the next audit of the examination occur after conversion to computer-based testing
- Approved not holding the Board Presidents' Assembly in 2023 and the cessation of planning another assembly until the board feels there is a need to do so
- Approved an additional 4 percent contribution to the 401(k) retirement plan for all eligible NCEES staff participants

### **Action items from the first meeting of the 2022–23 board of directors August 26, 2022, Calsbad, California**

- Approved the proposed resolution authorizing the CEO to execute contracts and other documents on behalf of the board and to select banks or other thrift institutions for the deposit of Council funds

### **Action items from a conference call of the 2022–23 board of directors October 17, 2022**

- Adopted a resolution regarding the request from the American Society for Engineering Education leadership that authorized CEO Cox to provide financial assistance to ASEE in the form of donations, loans, and prepayments with a maximum total of \$700,000 and to execute all documents necessary in connection with the foregoing and to take such other action as he deems necessary or advisable to carry out the purpose and intent of the foregoing resolution

### **Action items from the second meeting of the 2022–23 board of directors October 28–29, 2022, Nashville, Tennessee**

- Approved the minutes of the fourth meeting of the 2021–22 board of directors
- Approved the minutes of the first meeting of the 2022–23 board of directors
- Ratified ABET commission representatives
- Approved the appointment of emeritus and associate members
- Approved Participating Organizations Liaison Council dues at \$0
- Approved International Affiliate Organizations dues at \$0
- Approved minutes from the board conference call held October 17, 2022
- Approved conveyance to the Committee on Examinations for Professional Surveyors that the current approach to a multidivisional examination could adversely impact examinees due to increased cost and increased length of the examination
- Approved exam item replacement costs for 2022–23 as \$2,900 for each CBT item and \$15,770 for each constructed response item; further, approved \$7 million in designated assets as replacement costs in the event of a total examination breach
- Approved the NCEES Travel Policy as submitted

### **Action items from the third meeting of the 2022–23 board of directors February 17–18, 2023, Tuscon, Arizona**

- Approved the \$1,012,000 DiscoverE funding request for inclusion in the 2023–24 budget
- Approved the minutes of the second meeting of the 2022–23 board of directors
- Approved the appointment of emeritus and associate members
- Ratified the audit report of the 2021–22 NCEES financial records

- Approved the 2022–23 auditors
- Ratified the Arizona lobbying contract
- Ratified a one-time \$39,000 expenditure to fund National Society of Professional Engineers scholarships for the upcoming year
- Approved the Engineering Change Lab-USA funding request of \$50,000

**Action items from the fourth meeting of the 2022–23 board of directors**

**April 29–30, 2023, Houston, Texas**

- Approved the minutes of the third meeting of the 2022–23 board of directors
- Approved the appointment of emeritus and associate members
- Ratified modifications to the investment guidelines
- Ratified the appointment of Brian Robertson as a substitute attendee at the International Engineering Alliance meeting in Taiwan
- Ratified the 2024 Southern Zone interim meeting date change
- Approved funding an American Council of Engineering Companies scholarship program that would award annual \$5,000 scholarships over the next five years in each state that has an ACEC scholarship program
- Approved the changes to the Travel Policy with revisions as noted
- Directed NCEES staff to establish the NCEES Foundation
- Authorized the transfer of \$7 million from the NCEES reserve fund to the NCEES Foundation, which will support the mission of NCEES once the foundation is established
- Placed the PE Nuclear examination on probation for two exam administrations
- Approved the 2023–24 operating budget and the 2023–24 capital budget as recommended by the Committee on Finances
- Approved charging the 2023–24 Special Committee on Bylaws with incorporating Category 1 modifications to the *Bylaws*
- Approved directing NCEES staff to organize and recommend Category 2 modifications to the *Bylaws* and report back to the board at the August 2023 meeting
- Approved the NCEES Committee on Awards recommendations for the NCEES Distinguished Service Award and Distinguished Examination Service Award
- Adopted the consent agenda as approved for the 2023 annual meeting
- Adopted the order of business as noted for the 2023 annual meeting
- Approved a motion to present at the 2023 NCEES annual meeting that approves the application of the Structural Engineering Licensure Coalition to become a member of the NCEES Participating Organizations Liaison Council
- Approved a motion to present at the 2023 NCEES annual meeting that directs NCEES staff to prepare amended language to remove references to pencil-and-paper examinations in all NCEES documents after completion of the last pencil-and-paper examination, to present such amended language to the NCEES board of directors for approval, and to add additional language as needed to clarify any references to pencil-and-paper examinations that cannot be changed by staff
- Approved the 2022–23 committee, task force, and officer reports for publication in the annual meeting *Action Items and Conference Reports*

**Approval of 2022 Annual Meeting Minutes**

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The 2022 NCEES annual meeting minutes are posted at [ncees.org/annual\\_meeting](https://ncees.org/annual_meeting).

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## **Treasurer's Report**

*Paul Tyrell, P.E., P.L.S.*

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As I round third and head for home on my three-year term as treasurer, I am proud to say that we have lots to be thankful for. We have weathered a pandemic that brought our income to a screaming halt and required that we return payments to many of our examinees, converted our highest-volume exam—the Principles and Practice of Engineering (PE) Civil—to computer-based testing (CBT) and withstood its much-planned negative impact to our income, and approved new exam prices to avoid an adverse impact on the future finances of our organization.

I am proud to hand the keys to the new treasurer knowing that the financial health of NCEES is as strong as it's ever been.

The transition of nearly all our exams to CBT is not only an example of our exam development competence but also evidence of our financial strength.

As treasurer, I have served as board liaison to the Committee on Finances, the Financial Audit Committee, and the Investment Advisory Group. I also participated in the Council's annual budget development process, during which staff presents the proposed budget. I have found this to be an informative, transparent, and collaborative process. Finally, I proudly served this past year as board liaison on the Committee on Examinations for Professional Surveyors as it wrestled with the difficult decision on the future of the Principles and Practice of Surveying exam.

The 2021–22 financial audit resulted in an “unmodified opinion from the auditors”—a less-than-exciting way to give us a 100% grade on the audit.

The \$194,000 operational surplus for the fiscal year was a result of lower Fundamentals of Engineering (FE) exam deliveries, due to lingering impacts from the COVID-19 pandemic, as well as reduced PE exam volumes. While these volume-reductions in our two largest exams had a substantial impact to our revenue, that impact was partially offset by effective expense controls and monitoring.

As treasurer, the one meeting I enjoyed the most was our quarterly meeting with the Wealth Enhancement Group (WEG) representatives and NCEES staff. During these meetings, we monitor the current financial trends and performances, and we consider appropriate portfolio-allocation adjustments to our investments. Like other organizations (and individuals, including myself), the Council has experienced substantial reductions in the valuation of its investments, especially since fall 2021; however, it is anticipated that there will be a valuation recovery longer term. Through May 31, 2023, the valuation increase was 3.4 percent, or \$1.8 million for the calendar year.

In March 2023, WEG representatives met with the Investment Advisory Group to review the investment portfolio's comparative performance with prior years, as well as the current asset allocation. Through that discussion, they recommended minor changes to the asset allocation. These recommendations are consistent with our conservative investment strategies and are designed to protect and grow the Council reserves. The recommended changes to the asset allocation were approved by the NCEES board of directors at the May board meeting. Information about the value of NCEES investments can be found on page 43 of the 2022 annual report, which is available at [ncees.org/annualreport](https://ncees.org/annualreport). As reported above, the WEG recommendations were always minor adjustments (a testament to the strength of our current portfolio balance) to allow our investments to better navigate the expected market adjustments over the short term, and I always felt proud of the strength WEG reported in the economic outlook of our country and our organization.

I have considered my position as treasurer to be one of oversight as well as being a strong advocate for the hard work of the many groups that I mentioned above, and I cannot speak highly enough of each and every one of them.

Through the first eight months of the fiscal year, we have continued to experience lower FE exam volumes versus pre-pandemic levels, and PE exams are maturing in their transition from pencil-and-paper to CBT. The good news is that we are seeing an uptick in FE volumes compared to last year and the PE exams are transitioning at the projected pace. Through May 31, 2023, there is a loss from operations of \$703,000, which is \$356,000 better than the year-to-date budget. With the exam-revenue challenges, the appropriate expense controls have been implemented to ensure overall financial alignment with budget. Beyond exam volumes, we are experiencing elevated Member Services revenue, growing outreach opportunities, a more normal exam development schedule (post-pandemic), and increased Study Materials publication sales, which is a great indication of future exam-delivery revenue.

As we conclude 2022–23 and begin a new fiscal year, there is much to be thankful for financially. As mentioned, exam volumes are improving, and the new exam prices will become effective January 1, 2024. Expense monitoring, especially during these transitional times, will continue at an elevated level. Finally, we are working toward the establishment of an NCEES Foundation, a separate entity with a sole purpose of supporting and advancing the mission of the Council. This will allow for greater focus on operations and mission advancement.

That which I have found most rewarding is our work on mission initiatives. Our efforts in this area have been expanding for a number of years. Initially, we were proud to help support well-deserving programs in some small manner, but NCEES has now moved to more significant investments, maintaining the financial integrity of a strong licensing partner. I am proud that during my tenure we have realized the need for a focused approach on this and that the board is creating a philanthropic arm devoted to mission initiatives.

I have heard stories about the financial health of our organization in the past, and I can't say that my term was the worst a treasurer has had to deal with, but I can't say it wasn't.

I thank you all for the honor to serve.





## **Central Zone Vice President's Report**

*Janice Bostelman, P.E., PMP*

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Greetings from the Central Zone!

### **Committee meetings**

I had the honor of serving as board of directors liaison to the Committee on Examination Policy and Procedures for 2022–23. A highlight of this year for me was attending and participating in the EPP Committee meetings.

### **Member board visits**

Due to my demanding work schedule, I was not able to get to various member board meetings within the Central Zone this past year. With a little more leeway in my schedule, I hope to be able to visit board meetings in the upcoming year. Please let me know if you would like a visit to your board, and I will attempt to make it happen either in person or virtually.

### **Board of directors meetings**

I was able to attend all NCEES board of directors meetings in 2022–23, either in person or remotely.

### **2023 combined zone interim meeting**

I participated in the first combined zone interim meeting in Houston, Texas, in April. This all-zone meeting was originally a suggestion from the member board administrators and postponed from 2020 due to the COVID-19 pandemic, so it was great to finally hold this meeting of all four zones.

Over 300 people attended the meeting. All enjoyed an enthusiastic Texas welcome, I thank the Texas board for their hospitality. I also thank my fellow Central Zone officers—Assistant Vice President Ryan Callaghan, P.E., and Secretary-Treasurer Sam Reed, P.E.—for their support at the Central Zone sessions and for welcoming folks to kick off the meeting. We had almost 60 people in attendance from the Central Zone.

Sixteen of the 17 Central Zone member boards were present in Texas. We were able to hear from these boards during the Central Zone breakout sessions. I compliment those speaking on their board's issues, trends, and questions. It is always humbling to learn of the various volunteer efforts that boards conduct on behalf of supporting licensure. Feedback from the Central Zone was that they would like to see the all-zone meeting concept repeated in the future.

The Awards Committee identified a very deserving Central Zone Distinguished Service Award winner in Kevin Skibiski, P.E., S.E., P.L.S., of the Missouri board. The award was presented to Missouri board representatives on Kevin's behalf at a luncheon during the interim meeting. Kevin was able to record an acceptance video for us, which we watched during the luncheon.

I will be seeking to fill positions on the Central Zone committees for 2023–24, so please let me know if you would like to serve on a zone committee. Zone service is a great way to learn more about NCEES if you are new to a member board or if you want to take that first step to be more engaged. Please let me know if you have a desire to serve, I will be more than glad to talk with you.

### **Election results**

The Central Zone held an election for 2023–25 Central Zone secretary-treasurer at the interim meeting. Jason Suelter, P.E., S.E. (NE-PE) was elected; he will be installed at the conclusion of the 2023 annual meeting.

We thank Sam Reed, P.E. (IN-PE) for his efforts as 2021–23 secretary-treasurer for the Central Zone.

We closed out the Central Zone meeting with a presentation from Marlon Vogt, P.E. (IA emeritus) to tempt us with the upcoming 2024 Central Zone interim meeting in Des Moines, Iowa. We look forward to that meeting.

### **2022–23 zone committees**

I would like to note our Central Zone committee volunteers and thank them for their service. Without their efforts, work would not be accomplished in a timely matter within the zone.

#### **Awards Committee**

- Chair—Jennifer Taylor, P.E. (KS)
- Laura Sievers, P.E. (IA)
- Larry Graham P.E., P.S. (KS)

#### **Leadership Committee**

- Chair—Ryan Callaghan, P.E. (SD)
- Jason Suelter, P.E., S.E. (NE-PE)
- Kimberly Kramer, Ph.D., P.E., S.E. (KS)
- Darcie Handt (ND MBA)

#### **Nominating Committee**

- Chair—John Greenhalge (OH MBA)
- Amanda Uwague (OH staff)
- Timothy Platz, P.S. (MI-PS)
- Lisa VanDenBerg, P.E. (IA)

#### **Resolutions Committee**

- Sherrie Dyer (SD MBA)

#### **Site Selection Committee**

- Chair—Marlon Vogt, P.E. (IA emeritus)
- Robert Lampe (IA MBA)

#### **Future NCEES and Central Zone meetings**

**2023 annual meeting:** August 15–18; Boston, Massachusetts

**2024 Central Zone interim meeting:** April 25–27; Des Moines, Iowa

**2024 annual meeting:** August 20–23; Chicago, Illinois (dates may be adjusted)

**2025 Central/Western Zone joint interim meeting:** New Mexico

**2025 annual meeting:** August 19–22; New Orleans, Louisiana

In closing, I want to thank each zone member for allowing me this opportunity to serve you as Central Zone vice president. I hope to see many of you in Boston, Massachusetts, in August.



## **Northeast Zone Vice President's Report**

*Thomas Orisich, P.L.S.*

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I respectfully submit my 2022–23 Northeast Zone vice president's report.

My two-year board position has been a rewarding and educational experience as I attended to the ever-changing issues that this outstanding organization addressed. It is an honor to serve you all. I can report that the NCEES staff were outstanding, with timely support and guidance to navigate through any uncertainties in planning and executing the numerous meetings, whether in person or virtual, and with addressing their various duties. I was able to attend all meetings of the board of directors and my assigned committees—UPLG and Education—in person.

The 2023 Northeast Zone interim meeting was, for the first time, part of an all-zone meeting. It was held April 27–29 in Houston, Texas. Our meeting was well attended, with all 20 Northeast Zone member boards in attendance. Reports were given by the officers, nine standing committees, the Engineering Licensure Model Task Force, and the Special Committee on Bylaws in the joint zone business sessions. The committees and task force reviewed motions that will be presented at the annual meeting in Boston, Massachusetts, August 15–18, to help prepare us for the important business that we will address there. Breakout sessions were held for the member board administrator, engineering, surveying, and law enforcement forums in the joint format. These sessions allowed for collaborative discussion on issues facing each group. I think these forums allow the greatest exchange of information due to the limited sizes and ability for each attendee to speak and be heard.

The agenda included time for the individual zones to meet to discuss other zone business, hold elections, provide updates on individual state activities, and have separate award luncheons.

The meeting also included a joint luncheon with guest speaker Assistant Director Montgomery Goforth, Strategic Pursuits and Partnerships, Engineering Directorate, NASA Johnson Space Center, who provided an insightful presentation titled “Artemis: NASA's Plan for Sustainable Lunar Exploration,” as well as a dinner event at the Houston Astros game and a tour of Space Center Houston.

I would like to thank the Texas Board of Professional Engineers and Land Surveyors, especially chair Sina Nejad, P.E., for their warm hospitality at this meeting.

Other business completed at the interim meeting includes the following.

### **Northeast Zone Awards Committee**

- Lesley Rosier-Tabor, P.E. (WV-PE), Chair
- Azuanuka (Azu) Etoniru, P.E., P.L.S. (MA)

The 2023 Northeast Distinguished Service Award (ENNY) recipient is John Mettee III, P.L.S. (MD-PS). Congratulations to John on this well-deserved honor.

### **Northeast Zone Nominating Committee**

- Joseph Flynn, L.S. (VT-PS), Chair
- Mandy Holway, P.E. (ME-PE)
- Scott Sabol, P.E. (VT-PE)
- Daniel Barbato, P.E. (DE-PE)

Nominations for the 2023–25 Northeast Zone vice president and assistant vice president were received, and the elections were held at the interim meeting. Congratulations to Samuel Wilson, P.E. (DC), who was elected zone vice president, and Michael Brinkash, P.L.S. (PA), who was elected assistant zone vice president. With them, I am confident that the Northeast Zone will continue to have strong leadership and an active presence in the Council.

**Northeast Zone Leadership Development Committee**

- Samuel Wilson, P.E. (DC), Chair
- William Atkinson, P.E. (VT-PE)
- Erin Joyce, P.E. (MA)
- Mandy Holway, P.E. (ME-PE)
- Barry Lucas, P.E. (DC)

The committee members have been sent Leadership Development Committee guidance included in the *Zone Meeting and Continuity Guidelines* and are to meet virtually and provide a brief report at our zone annual meeting in August.

**Northeast Zone Site Selection Committee**

- Sallye Perrin, P.E. (MD-PE)
- Christine Horne (NH-PE & PS)
- Joyce Hastings, P.L.S. (MA)
- Samuel Wilson, P.E. (DC)

The schedule of the Northeast Zone interim meetings is as follows:

- 2024: May 2–4, Washington, D.C.
- 2025: Massachusetts
- 2026: New York
- 2027: Maryland
- 2028: Pennsylvania

**Interim meeting minutes**

Draft minutes from the zone interim meeting will be available for download on the MyNCEES portion of the NCEES website by August.

**In closing**

I want to thank Samuel Wilson, P.E., for his service as Northeast Zone assistant vice president for the past two years. Sam is also chair of the District of Columbia Board of Professional Engineering and has been very active in leadership roles for various professional, academic, and community organizations and is a strong advocate for licensure.

A special thanks also to Azuanuka (Azu) Etoniru, P.E., P.L.S., Northeast Zone secretary-treasurer, for preparing the meeting minutes.

Finally, I express my sincere gratitude for your support as zone vice president. I look forward to seeing you all at the annual meeting.



## **Southern Zone Vice President's Report**

*Andrew Zoutewelle, P.L.S.*

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This year, I was honored to serve as vice president of the Southern Zone. I am appreciative of the leadership of 2021–23 Southern Zone Assistant Vice President Lamberto (Bobby) Ballí, P.E. (TX) and the 2022–24 Southern Zone Secretary-Treasurer Linda Bergeron, P.E. (LA). Their service to our zone is greatly appreciated. I also have enjoyed serving with each of the NCEES board of directors, and I appreciate having the opportunity to learn from each of them and NCEES staff.

The Southern Zone conducted its first ever “four-way” interim meeting in Houston, Texas. The meeting was a combined meeting with the Central Zone, Northeast Zone, and Western Zone. It was a productive meeting, and everyone was glad to have the opportunity to meet together and to hear the officer and committee reports together. Several elections were held within the Southern Zone: Chimin (Jimmy) Chao, P.E. (SC) was elected assistant vice president of the Southern Zone; James Kelly, P.E. (VA) was elected vice president of the Southern Zone; and I was the successful candidate for president-elect nominee. The new officers will begin their terms in August. The minutes from the zone interim meeting will be available for download on the MyNCEES section of the NCEES website prior to the August annual meeting.

For upcoming meetings, we will meet as a zone in Boston, Massachusetts, during the 2023 NCEES annual meeting. The 2024 Southern Zone interim meeting will be held in Asheville, North Carolina. Arkansas will host the 2025 Southern Zone interim meeting, and Puerto Rico will host the 2026 Southern Zone interim meeting. At its 2022 interim meeting, the Southern Zone adopted the recommendations presented by the Site Selection Committee for future interim meeting sites as follows: Georgia will host the 2027 interim meeting, Kentucky will host the 2028 interim meeting, and Mississippi will host the 2029 interim meeting.

The 2022–23 Awards Committee received nominations for the Southern Zone Distinguished Service Award. The 2023 recipients are Doyle Allen, L.S. (VA); Christopher Knotts, P.E. (LA and past president of NCEES); and Ivan Hoffman, P.S. (AR, awarded posthumously). The awards were presented to the recipients in person in Houston, with the Arkansas board and executive director Heather Richardson accepting Ivan's award on behalf of his family. These were well-deserved choices for their contributions to the Southern Zone.

I thank all of the Southern Zone committee members for their service to the zone. The following were the committee appointments for 2022–23:

### **Awards Committee**

- Chair—Dennis Hoyle, P.E., P.L.S. (NC)
- Nathan Johnson, P.E., P.L.S. (AL)
- Pankaj (P.J) Shah, P.E. (FL-PE)

### **Leadership Development Committee**

- Chair—Lamberto (Bobby) Ballí, P.E. (TX)
- Vicki Anglin, P.L.S. (VA)
- Linda Bergeron, P.E. (LA and Southern Zone Secretary-Treasurer)
- Chimin (Jimmy) Chao, P.E. (SC)
- Patricia (Liz) Compton (FL-PS MBA)
- Nicole Galavotti, P.E. (KY)
- Iarelis (Ia) Hall, P.S.M. (FL-PS)
- Andrew Ritter (NC MBA)

**Nominating Committee**

- Chair—Doyle Allen, L.S. (VA)
- Raymond Burton, P.E. (VI)
- Robert Campbell, P.E. (TN-PE)
- James (Jay) Caughman, P.L.S. (TN-PS)
- Brenda Moore, P.E. (NC)
- William Mitchell, P.E., P.L.S. (MS)

**Resolutions Committee**

- Lamberto (Bobby) Ballí, P.E. (TX)

**Site Selection Committee**

- Chair—Kathy Hart (OK MBA)
- Antonio Medina-Delgado, P.E. (PR, PR MBA)
- Heather Richardson (AR MBA)
- James (Don) Pedigo, P.L.S. (KY)
- Darien Sykes, P.E. (GA)

In closing, I thank each zone member for allowing me this opportunity to serve you as vice president. Also, I offer special thanks to Past President Christopher Knotts, P.E., for providing guidance this year.



## **Western Zone Vice President's Report**

*Mohammad (Dr. Q) Qureshi, Ph.D., P.E.*

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As my first year of service as Western Zone vice president closes, I would like to thank my fellow 2022–23 zone officers: Assistant Vice President Elizabeth Johnston, P.E. (AK) and Secretary-Treasurer Karl Tonander, P.E. (NM). We had regular communication to stay connected and coordinated and met regularly to prepare for the zone interim meeting. I appreciate that our zone leadership was a team effort.

My ability to travel for visits to boards this year was more restricted than I anticipated. However, we were able to hold virtual visits with the member board administrators in Hawaii (interim) and Idaho to advise them, and I hope to conduct a few more visits this fall. I was also able to virtually join the Utah board as they considered hosting the zone interim meeting in 2027. I am pleased to report that they have expressed their desire to host.

The Western Zone was able to have a unique in-person zone interim meeting in April in Houston, Texas, where we met in conjunction with the other three zones. The venue was exceptional, the location was beautiful, the meeting went well, and the weather even cooperated. The best part was being back together to renew friendships and create new ones. I would like to thank the Texas board for their hospitality and thank NCEES meetings staff for all that they did to make it a successful meeting.

During the meeting, we were able to present Jeffrey Jones, P.L.S. (WY); Sean St.Clair, Ph.D., P.E. (OR); and Perry Valdez (NM) the Western Zone Distinguished Service Award. These individuals have contributed greatly to the zone, and it was an honor to recognize them for their service and present them their awards.

As a zone, we voted to hold a combined zone meeting with the Central Zone in 2025 when we meet in New Mexico.

I would like to congratulate David Peden, P.E., S.E. (WA) on his election as 2023–25 Western Zone secretary-treasurer and look forward to working with him following the end of the annual meeting in Boston.

Future Western Zone interim meetings are currently scheduled as follows:

- May 16–18, 2024    Bozeman, Montana
- 2025                New Mexico (joint with Central Zone)
- 2026                Oregon
- 2027                Utah

Contracts are in place for the 2024 meeting, and negotiations are already in the works for the joint meeting with the Central Zone in New Mexico scheduled for 2025.

It has truly been my pleasure to serve as your zone vice president this year. I want to thank all the Western Zone committee members for their service. The following were the committee appointments for 2022–23:

### **Awards Committee**

- Chair—Shannon Stanfill (WY)
- Roy Reyes, P.E. (NMI)
- Richard (Ric) Moore, P.L.S. (CA)

### **Leadership Development Committee**

- Chair—Elizabeth Johnston, P.E. (AK)

**Nominating Committee**

- Chair—Marie Elizabeth Cristi, P.E. (GU)
- Cevin Imus, L.S. (WY)
- Karl Tonander, P.E. (NM)

**Resolutions Committee Representative**

- Esther Fleming (NMI)





## **Chief Executive Officer's Report**

*David Cox*

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NCEES staff is committed to supporting the member boards in protecting the public through engineering and surveying licensure. In 2022–23, we developed and implemented new programs and supported established initiatives to further this support. This report highlights some of those efforts.

### **Mission initiatives**

Mission initiatives—our activities and programs to support our vision and mission—are a key part of efforts to advance licensure.

### **FE and FS honor cords**

At the 2022 Southern Zone interim meeting, a member of the South Carolina board reported that the University of South Carolina was providing graduation honor cords for its students who pass the Fundamentals of Engineering (FE) exam before graduation.

NCEES staff have worked diligently to implement this idea nationally, including for students who pass the Fundamentals of Surveying (FS) exam. Almost 2,500 students at over 80 colleges and universities are wearing FE and FS honor cords at spring graduation ceremonies. And those numbers continue to grow. The cords have been extremely popular and appear to be a motivating factor in influencing when students take the exams.

I ask that member boards continue to encourage schools in their state or territory to participate. Simply identify an on-campus contact who is willing to receive and distribute the cords each semester and send the name and contact information to [outreach@ncees.org](mailto:outreach@ncees.org).

### **FE Ambassadors**

Another program within mission initiatives is the FE Ambassador program. Staff is in the final planning stages for the program's pilot version, which will place two student ambassadors each at five campuses this fall. These students will be responsible for using on-campus, peer-to-peer networking to promote licensure and the FE exam to their fellow students. They will coordinate and present licensure information to on-campus groups, represent NCEES at on-campus career fairs, and host regular Q&A sessions for those who have questions or need information.

This program, as well as the honor cords initiative, is an innovative on-campus approach that I am confident will increase the number of students taking the FE and FS exams before graduation.

### **Future City expansion**

NCEES is a longstanding supporter of the outreach programs of DiscoverE, including the Future City competition. Since 1992, Future City has been challenging middle-school teams to design and build cities of the future. NCEES is going to help DiscoverE expand that reach.

At its February 2023 meeting, the board of directors approved a funding request from DiscoverE for \$1,012,000 to expand Future City to include high school students. This funding will support the first two years of the high school program. As a signature sponsor, NCEES will also provide scholarships to students from the top three teams. This financial contribution is included in the proposed operating budget for 2023–24.

Support for DiscoverE is central to NCEES efforts to engage with K–12 students. The collaboration allows NCEES to promote the professions of engineering and surveying and the importance of licensure to a wider audience. And the expansion of Future City, a key program of DiscoverE, will spread that message even further.

### **ACEC scholarships**

At its April 2023 meeting, the board of directors approved a partnership with the American Council of Engineering Companies (ACEC) to create an NCEES scholarship program to award annual \$5,000 scholarships over the next three years in all 50 states and the District of Columbia. These scholarships will be open to current engineering and surveying students.

While it remains important to implement strategies that help build the pipeline of high school students who choose to study engineering or surveying at college, it is increasingly important to implement strategies that help keep them there. These scholarships are designed to help do that. The goal is to have everything ready for ACEC's next awards cycle, which will launch at the start of the upcoming fall semester.

### **NCEES Foundation**

In response to these increased mission initiative efforts, the board of directors recently approved the establishment of an NCEES Foundation. At its April 2023 meeting, the board authorized the transfer of \$7 million from the NCEES reserve fund to the NCEES Foundation, which will support the mission of NCEES once the foundation is established. A foundation will allow us to better support our mission initiatives by formalizing our financial support and giving process. Although it will be primarily funded by NCEES and completely under NCEES control, it will be able to accept financial contributions from individuals and other groups to support our efforts to build and strengthen the professions. It will also have a separate board of directors, allowing the NCEES board to remain focused on the strategic operational initiatives of the Council.

We have considerable work to do before the foundation is established—including drawing up bylaws and articles of incorporation, as well as finalizing decisions on the size, background, and terms of the foundation's board of directors. All will be completed in due course, but NCEES has taken an important first step toward meaningful expansion of our efforts to advance licensure for engineers and surveyors.

### **Redesigned website**

NCEES launched a redesigned website in April 2023 to help users more quickly and easily find information. The new design gives the site a fresh look and a fresh focus—now that the transition to computer-based testing is complete, the site can focus on a more holistic approach to the user experience, instead of funneling examinees to resources and support needed for pencil-and-paper versus computer-based exams.

The new site offers clear and concise navigation paths. Dropdown menus at the top of each page guide users to five broad topic areas: exams, licensure, NCEES services, outreach, and about (a general information area). MyNCEES, the members-only section of the website, continues to provide advocacy, board, enforcement, new-member, and volunteer resources.

### **Threats to public protection**

NCEES remains committed to helping its member boards address attempts to weaken licensure's public protections. This assistance is provided both through NCEES staff efforts and our active membership in the Alliance for Responsible Professional Licensing (ARPL).

Legislative efforts related to professional licensing have continued to increase during the current sessions, and universal licensure bills remain prevalent throughout the country. Several board reform bills have attempted to merge independent boards into larger umbrella boards and, in many cases, limit the board's authority.

NCEES staff monitors legislative activity throughout the United States and has worked with many member boards in 2022–23 to provide necessary resources at the state level.

Resources are available to all member boards in the Advocacy Resources section of MyNCEES and through ARPL's online resource portal at [responsiblelicensing.org](https://responsiblelicensing.org). I encourage you to review these resources if you are not familiar with them.

### **PE Structural exam**

NCEES began transitioning pencil-and-paper exams to computer-based testing (CBT) in 2010, and now we are preparing to transition our last—the Principles and Practice of Engineering (PE) Structural exam—to CBT in 2024.

Due to its small volume of examinees, the pencil-and-paper PE Structural exam is being administered at regional sites throughout the country until the transition to CBT is completed. More than 1,500 examinees registered for the April 2023 administration—a record number—and the last pencil-and-paper administration will be held in October 2023.

The process to transition our exams to a computer-based format has been a tremendous undertaking. I'm sure many of us wondered at times if we would ever get to the end. But here we are in the homestretch. NCEES staff—especially the Exam Services department—has done a tremendous job in making this happen. But we could not have done it without the support of our member boards and the contributions of our many exam volunteers. We look forward to celebrating with everyone when the computer-based PE Structural exam launches in 2024.

**In closing**

I am excited about the future of NCEES, as we continue to find new ways to address our enduring mission. I remain grateful for the dedication of those who volunteer their energy and expertise toward our efforts to advance licensure and public protection.



**Special Committee on Bylaws**  
*Nancy Gavlin, P.E., S.E., Chair*

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**ABSTRACT**

The 2022–23 Special Committee on Bylaws was established to provide revisions to the *Bylaws* based on actions by the Council at the 2022 annual meeting.

The committee met several times virtually via Zoom to address its charges. On February 24, 2023, the committee emailed NCEES members, associate members, and board administrators to inform them that the proposed amendments to the *Bylaws* were posted online at MyNCEES/Board Resources. This notification was made in accordance with *Bylaws* Section 12.02, which requires member boards to be notified about proposed amendments to the *Bylaws* at least 60 days prior to the first zone interim meeting.

*Bylaws* 12.02 states that voting shall be by sections and that changes to the published amendments will not be permitted during the annual meeting. An affirmative vote of two-thirds of boards present and in good standing is required to adopt amendments to the *Bylaws*.

The committee has four motions for Council action. **The motions are shown beginning on page 35.**

**CHARGES**

**Charge 1**

*Review the current Bylaws with consideration of parliamentary comments/guidance and develop recommendations for discussion by the board of directors and the Council at the August 2023 annual meeting.*

At the request of the NCEES chief executive officer, parliamentarian Sarah Merkle, JD, CPP-T, PRP, conducted a thorough and thoughtful review of the *Bylaws*. She provided more than 60 comments and suggestions to NCEES. The Special Committee on Bylaws reviewed and responded to each comment individually. The parliamentary comments can be found in **Appendix A**. The committee’s responses can be found in **Appendix B**.

The committee’s responses are divided into three categories.

**Category N:** No changes or clarifications to the *Bylaws* are considered necessary.

**Category 1:** Category 1 responses are related to grammatical and spelling corrections, capitalizations, wording cleanup, removal of redundant statements, etc. Changes to the *Bylaws* based on Category 1 responses would not result in substantive changes to the *Bylaws*. These responses may be able to be incorporated into the *Bylaws* directly by a Special Committee on Bylaws without first being reviewed by another committee.

**Category 2:** Changes or clarifications to the *Bylaws* based on Category 2 responses could create substantive changes to the *Bylaws*. The Category 2 comments and responses should be referred to an appropriate committee for additional review.

Category 2 responses include several terms and other items that seem to hold historical meaning for NCEES but are not defined anywhere. One example of this is the term “privilege of the floor.” This term is used throughout the *Bylaws* but is not defined. The term typically means the right to be admitted onto the floor of a legislative assembly while it is in session. The definition does not refer to any rights to address the assembly, make a motion, vote, etc. The *Bylaws* should clarify which rights NCEES intends “privilege of the floor” to include.

Several items in the Category 2 responses are related to various types of votes and how the results of these votes are to be decided. *Bylaws* sections 3.01, 4.01, 4.07, 6.02, 11.03, and 12.02 all are related to voting. There are subtle differences in these sections in the different criteria for how the votes are decided. See **Appendix C**, Quorums and Majorities in the NCEES *Bylaws* and Beyond, for clarification of the differences. The Special

Committee on Bylaws is not suggesting that all these sections should be changed. It is suggesting that these sections should be carefully reviewed to verify that what is in the *Bylaws* is what is intended.

Additional Category 2 comments can be found in Appendix B.

### **Charge 2**

*Review revisions to Bylaws 4.05 as presented by the Advisory Committee on Council Activities and approved by the Council at the 2022 annual meeting. Propose an amendment to clarify eligibility of members of the board of directors to run for President-Elect and to modify the qualifications to be President-Elect or Zone Vice President to include public members as eligible to serve in that capacity.*

At the 2022 annual meeting, the Advisory Committee on Council Activities (ACCA) presented a motion for a Special Committee on Bylaws to be charged with modifying *Bylaws* Section 4.05. The motion passed, and the committee received Charge 2 as a result. **Motion 1** will be presented to amend the *Bylaws* accordingly. A rationale is included with the motion.

During its review, the committee noted that the term “public member” is not defined in the *Bylaws*. The committee recommends that the president-elect charge a committee to propose a definition for this term to provide clarification.

### **Charge 3**

*Propose amendments as necessary to remove “Treasurer” from the “Secretary-Treasurer” zone officer title throughout the Bylaws.*

President Duhamel, in consultation with NCEES Chief Executive Officer David Cox, asked the committee to review the *Bylaws* and remove any references to treasurer related to zone officer functions. **Motions 2–4** will be presented to amend the *Bylaws* accordingly.

In addition, the Special Committee on Bylaws has two recommendations that resulted from this charge. First, the committee recommends that NCEES staff be charged with making corresponding changes to remove “Treasurer” from the “Secretary-Treasurer” zone officer title in the *Zone Meeting and Continuity Guidelines*. Second, the committee recommends charging a future committee with reviewing *Bylaws* Section 3.09, Zone Organization, to consider amendments to reflect that each zone shall operate under these guidelines and to change the publication title to the *Zone Meeting and Continuity Manual*.

Respectfully submitted, the **Special Committee on Bylaws:**

Nancy Gavlin, P.E., S.E., Chair

#### **Members**

Gene Dinkins, P.E., P.L.S.  
Jason Henderson, P.S.  
Coby King  
David Widmer, P.L.S.

#### **Board liaison**

Laura Sievers, P.E.

#### **Staff liaison**

Davy McDowell, P.E.

### **MOTIONS**

#### **Bylaws Motion 1**

Move that *Bylaws* 4.05 be amended as follows:

**Section 4.05 Qualifications.** Any member of NCEES who is a citizen of the United States and a member of a Member Board sometime during the calendar year in which the nomination occurs is eligible to hold an elective office. Associate members are not eligible to serve on the NCEES Board of Directors.

To be eligible for the office of President-Elect, a person shall be a licensed [professional](#) engineer, ~~or licensed~~ [professional](#) surveyor, [or public member](#); shall have been a member of NCEES at least three years; and shall have attended at least two NCEES Annual Business Meetings.



**Bylaws Motion 2**

Move that *Bylaws* 3.021 be amended as follows:

**Section 3.021 Associate Members.** An Associate Member of NCEES shall be a designee of a Member Board, but not a member of a Member Board, who is appointed by the NCEES Board of Directors as an Associate Member of NCEES.

Recommendations for associate members of NCEES shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Associate Members of NCEES shall have the privilege of the floor at meetings of the Council. Associate Members may serve on any committee or task force to which duly appointed under the *Bylaws*. Associate Members are eligible to hold the elective office of zone Secretary-~~Treasurer~~ but are not eligible to serve on the NCEES Board of Directors.

**Rationale**

Monies for each zone meeting are now handled through the budget approval process. Therefore, the sole duty of the zone officer currently titled “Secretary-Treasurer” is to act as the secretary for the zone. The title change is proposed to reflect the duties of the office, which no longer include handling zone financial affairs or submitting financial statements.

**Board of directors’ position**

Endorses, consent agenda

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**Bylaws Motion 3**

Move that *Bylaws* 3.09 be amended as follows:

**Section 3.09 Zone Organization.** Each zone shall adopt the *Zone Meeting and Continuity Guidelines* for its organization and operation consistent with and in conformity to the NCEES *Bylaws*.

Each zone shall submit copies of its minutes to the Council at the Annual Business Meeting of the Council. Each zone shall elect an Assistant Vice President who shall serve a two-year term concurrent with the Vice President. The Assistant Vice President shall assist the Vice President, shall perform the duties outlined in the *Zone Meeting and Continuity Guidelines*, and shall perform all duties of the Vice President in the event that the Vice President is unable to perform for any reason. This shall include fulfilling the duties as Vice President on the Board of Directors.

Each zone shall elect a Secretary-~~Treasurer~~. Members and associate members shall be eligible to hold the office of Secretary-~~Treasurer~~. The Secretary-~~Treasurer~~ shall keep and have published zone minutes and maintain records of zone activities.

Administration of the financial affairs of the zone shall be consistent with those of the Council as governed by the Council’s Articles of Incorporation and the *Bylaws*.

**Rationale**

Monies for each zone meeting are now handled through the budget approval process. Therefore, the sole duty of the zone officer currently titled “Secretary-Treasurer” is to act as the secretary for the zone. The title change is proposed to reflect the duties of the office, which no longer include handling zone financial affairs or submitting financial statements.





# BYLAWS

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August 2020



# APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

## CONTENTS

Article	Subject	Page
1	Name.....	<a href="#">12</a>
2	Purpose .....	<a href="#">12</a>
3	Membership .....	<a href="#">12</a>
4	Board of Directors .....	<a href="#">32</a>
5	Duties of the Officers and the Board of Directors .....	<a href="#">62</a>
6	Meetings of the Council .....	<a href="#">72</a>
7	Committees of the Council .....	<a href="#">82</a>
8	Staff .....	<a href="#">122</a>
9	Finances .....	<a href="#">122</a>
10	Membership Fees .....	<a href="#">122</a>
11	Elections .....	<a href="#">132</a>
12	Adoption and Amendments.....	<a href="#">132</a>

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

### ARTICLE 1. NAME.

**Section 1.01 Name.** The name of this organization shall be the National Council of Examiners for Engineering and Surveying.

**Section 1.02 Definitions and Abbreviations.** Wherever the word “Council” is used, it shall mean the National Council of Examiners for Engineering and Surveying, for which the official abbreviation shall be NCEES. The words “State Board” shall mean a legally constituted board of any state, territory, or political subdivision of the United States of America that administers an Act regulating the practice of professional engineering, a single branch of professional engineering or surveying, or a combination of professional engineering and surveying; or a board that serves in an advisory capacity to a state agency in the administration of such an Act. Wherever the word “State” is used, it shall mean any state, territory, or political subdivision of the United States of America.

### ARTICLE 2. PURPOSE.

**Section 2.01 Purpose.** The purpose of this Council shall be to provide an organization through which state boards may act and counsel together to better discharge their responsibilities in regulating the practice of engineering and surveying as it relates to safeguarding the health, safety, and welfare of the public. The Council shall also provide such services as may be required by the boards in their mandate to safeguard the public.

**Section 2.02 Objectives.** In the public interest, NCEES shall provide to licensing boards services that assist in the development and administration of the licensing process by promoting

- (1) Improvements of licensing laws for engineering and surveying, including the administration and effectiveness of ~~these~~ those laws;
- (2) Uniformity of standards and practices used in engineering and surveying licensure;
- (3) General acceptance and recognition of comity for engineering and surveying licensure among boards;
- (4) Definition and maintenance of nationally recognized licensing qualifications to become professional engineers and professional surveyors;
- (5) Identification and observation of international engineering and surveying licensing procedures and the maintenance of a liaison with international licensing agencies;
- (6) Improvement and uniformity of standards for law enforcement and disciplinary action in engineering and surveying licensing laws and their administration; and
- (7) Value of the licensure of engineers and surveyors as it relates to safeguarding the health, safety, and welfare of the public.

### ARTICLE 3. MEMBERSHIP.

**Section 3.01 Member Boards.** A Member Board of NCEES shall be a State Board, as defined in Article 1, Section 1.02, which is a member of the Council. Acceptance of a Member Board shall be by majority vote of the Council. Member Boards shall pay fees as set forth in the *Bylaws*.

**Section 3.02 Members.** A ~~member~~ Member of NCEES shall be a person who is a member of a Member Board.

**Section 3.021 Associate Members.** An Associate Member of NCEES shall be a designee of a Member Board, but ~~not a member~~ of a Member Board, who is appointed by the NCEES Board of Directors as an Associate Member of NCEES.

Recommendations for ~~a~~ Associate ~~m~~Members of NCEES shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors. Such appointments shall be

**Commented [A1]:** And also not a former member of a Member Board? In other words, completely distinct from a Member and Emeritus Member?

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Associate Members of NCEES shall have the privilege of the floor upon approval of the presiding officer and may serve on any committee to which duly appointed under the *Bylaws*. Associate Members are eligible to hold the elective office of zone Secretary-Treasurer but are not eligible to serve on the NCEES Board of Directors.

**Section 3.022 Emeritus Members.** An Emeritus Member of NCEES shall be a person who is a former member of a Member Board, who is appointed by the NCEES Board of Directors as an Emeritus Member of NCEES.

Recommendations for emeritus members of NCESS shall be submitted by Member Boards to the Board of Directors and become effective upon appointment by the Board of Directors, duly recommended by that Member Board and approved by the NCEES Board of Directors. Such appointments shall be reviewed annually by each Member Board and shall remain in effect until the Board of Directors is notified otherwise by the Member Board.

Emeritus Members of NCEES shall have the privilege of the floor upon approval of the presiding officer and may serve on any committee to which duly appointed under the *Bylaws*.

**Section 3.03 International Affiliate Organization.** An International Affiliate Organization of NCEES shall be a legally constituted entity located outside the United States having a collateral and supportive position with the licensure of engineers or surveyors. International Affiliate Organizations are entitled to representation at Council meetings without voting privileges and, on approval of the presiding officer, may have the privilege of the floor. Acceptance of an International Affiliate Organization shall be by majority vote of the Council.

**Section 3.04 Participating Organizations.** A Participating Organization shall be a society, institute, association, or organization of national scope whose membership is composed predominantly of engineers and/or surveyors engaged in work at the professional level and whose policies include advancement of professional ethics and standards and encouragement of licensure, and which actively supports the policies and objectives of the Council. Participating Organizations are entitled to representation at meetings of the Council without voting privileges and, on approval of the presiding officer, may have the privilege of the floor. They shall be privileged to communicate with the officers and Board of Directors of the Council on matters of mutual concern. Acceptance of a Participating Organization shall be by majority vote of the Council.

**Section 3.05 Delegates.** A delegate-Delegate shall be a member-Member or an associate-memberAssociate Member designated by a Member Board to represent it at meetings of the Council. A Member Board may have as many delegates-Delegates as it has members but may cast votes-only the number of votes as prescribed in the Bylaws. Any delegate-Delegate shall have the privilege of the floor.

**Section 3.06 Representatives.** A representative-Representative shall be a member of an International Affiliate Organization or a Participating Organization designated to represent his or her respective organization at meetings of the Council.

**Section 3.07 Past Presidents.** Past presidents of the Council who are not members of Member Boards shall be considered as honorary participants in the Council eligible to serve on the committees, to have the privilege of the floor at meetings of the Council, to take part in discussions, and to perform all functions of members except to hold office and vote.

**Section 3.08 Zones.** The Member Boards of the Council shall be divided into four zones as follows: **Central Zone:** Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, Wisconsin; **Northeast Zone:** Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia; **Southern Zone:** Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina,

**Commented [A2]:** We should be more specific. Do we want them to be able to speak, make motions, vote? If I'm remembering correctly, it's just the right to speak. That's probably well-understood internally, but we should be clear here. We should change throughout.

**Commented [A3]:** This originally said "approval." I'm not sure if you're trying to distinguish that from "appointment," but I think it's probably a distinction without a difference.

**Commented [A4]:** I revised this section to mirror the Associate Member section for consistency. I think you want it to be easy to follow the difference between each type of member, and how each type becomes a member, and what privileges each type of member has.

**Commented [A5]:** Should probably specify here – like in the Associate Member section – regarding whether Emeritus Members are eligible for elective office and/or the Board of Directors?

**Commented [A6]:** Is there any termination of the acceptance – i.e., once accepted, always accepted? Or renewed each year?

**Commented [A7]:** I'm not sure what this means. Maybe it's clear internally, and if so, that's completely fine. Just want to be sure we are being as clear a necessary.

**Commented [A8]:** Same as comment on International Affiliates as far as how long the acceptance is effective.

**Commented [A9]:** I attempted to make the wording here a little bit more precise but may have missed what that clause is getting at.

**Commented [A10]:** Once we are further along in the revision process, let's circle back to this sentence and make sure we are comfortable that the document is clear about privileges of Associate Members at meetings of the Council. My understanding is that an Associate Member has unfettered speaking privileges if he/she is a Delegate, and if not a Delegate, then only if the presiding officer approves. But, you have to piece the sections together to come to that conclusion. That could be completely fine, but I just want to be sure as we work towards refining the document.

**Commented [A11]:** Is there a certain number of Representatives to which each organization is entitled?

**Commented [A12]:** Consider making "zone" a defined term that can be referenced throughout.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virgin Islands (U.S.), Virginia; **Western Zone:** Alaska, Arizona, California, Colorado, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Mariana Islands, Oregon, Utah, Washington, Wyoming.

**Section 3.09 Zone Organization.** Each zone shall adopt the *Zone Meeting and Continuity Guidelines* for its organization and operation consistent with and in conformity to the *NCEES Bylaws*.

Each zone shall submit copies of its minutes to the Council at the Annual Business Meeting of the Council. Each zone shall elect an Assistant Vice President who shall serve a two-year term concurrent with the Vice President. The Assistant Vice President shall assist the Vice President, shall perform the duties outlined in the *Zone Meeting and Continuity Guidelines*, and shall perform all duties of the Vice President in the event that the Vice President is unable to perform them for any reason. This shall include fulfilling the duties as Vice President on the Board of Directors.

Each zone shall elect a Secretary-Treasurer. Members and ~~associate members~~ **Associate Members** shall be eligible to hold the office of Secretary-Treasurer. The Secretary-Treasurer shall keep and have published zone minutes and maintain records of zone activities.

Administration of the financial affairs of the zone shall be consistent with those of the Council as governed by the Council's Articles of Incorporation and the *Bylaws*.

### ARTICLE 4. BOARD OF DIRECTORS.

**Section 4.01 Board of Directors.** The Board of Directors shall be the executive board of ~~the National Council of Examiners for Engineering and Surveying~~ **NCEES**. The Board of Directors shall exercise the corporate powers as set forth in the South Carolina Nonprofit Corporation Act.

The Board of Directors shall function as the executive board of the Council and may authorize all expenditures, provide direction to the office of the Chief Executive Officer through the President, authorize the borrowing of funds for Council purposes, and do all things necessary to conduct the affairs of the Council between the Annual Business Meetings.

The Board of Directors shall not take any action that shall interfere with the rights of any Member Board in the regulation of licensees or determine the licensing requirements of applicants within any Member Board's jurisdiction. The Board of Directors shall not be authorized to make expenditures in excess of its annual income and general reserves. In no event shall the Board of Directors be authorized to increase NCEES membership fees of a constituent member.

Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present. The President shall call meetings of the Board of Directors. A majority of the board members may submit a written request to the President to call such meeting, and the President shall call such meeting within 30 days of receiving such request. The written request must include the signatures of the board members requesting the meeting and the specific purpose for the meeting. Notice of the date, time, place, and specific purpose of the meeting shall be given to each member of the Board at least [XX] days prior to the day of the meeting.

**Section 4.02 Board Membership.** The Board of Directors shall consist of the President, the President-Elect, the Immediate Past President, the Treasurer, and the four Vice Presidents (one from each zone).

**Section 4.03 Officers.** Officers of the Council shall be the President, the President-Elect, the Immediate Past President, the Treasurer, the four Zone Vice Presidents (one from each zone), and the Chief Executive Officer as the Secretary.

**Commented [A13]:** What does this mean? A State Board? I would recommend using a term we've used in the member section if possible.

**Commented [A14]:** This is a higher threshold than a majority of the votes cast. That's completely fine. Just calling it to your attention so you're aware. The effect of this choice vs. majority of votes cast is that the individuals that might abstain from voting are effectively voting "no."

**Commented [A15]:** I don't see any place where the Bylaws specify when the regular meetings are held, or a certain number of regular meetings that must occur each year. I would encourage you to consider adding something along those lines.

**Commented [A16]:** What is your quorum requirement for the Board? I don't see that stated anywhere except for as to filling vacancies.

**Commented [A17]:** This could be a little much, especially if the request comes by email, but it's something to consider.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

**Section 4.04 Elections and Terms of Office.** The President-Elect shall be elected by the Council at each Annual Business Meeting in the manner prescribed in the *Bylaws*. The President-Elect shall serve the Council for a period of three years. The first year shall be as President-Elect. The second year, without further election, the President-Elect shall become President, holding that office until a successor has been installed. The third year, without further election, the President shall become Immediate Past President. Any member elected to the office of President-Elect shall be eligible to serve as President-Elect, President, and Immediate Past President, with full authority of the offices and board privileges. Past Presidents shall be ineligible for reelection as President-Elect of the Council.

The Treasurer shall be elected at the Annual Business Meeting every three years in the manner prescribed in the *Bylaws*. Treasurers shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Treasurer, a partial term served shall not be considered a term for term-limit purposes.

Vice Presidents shall be elected at their respective Zone Interim Meeting every two years in the manner prescribed in the *Bylaws*. Vice Presidents from the Northeast and Southern Zones shall be elected in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected in even-numbered years. Vice Presidents shall not be eligible for reelection to the same office until at least one full term has elapsed. For the office of Vice President, a partial term served shall not be considered a term for term-limit purposes.

New members of the Board of Directors shall assume their duties at the conclusion of the Annual Business Meeting. Board members may continue to serve until the conclusion of the term of office to which they were elected even if their terms with their respective Member Boards have ended.

**Section 4.05 Qualifications.** Any member of NCEES who is a citizen of the United States and a member of a Member Board sometime during the calendar year in which the nomination occurs is eligible to hold an elective office. Associate members are not eligible to serve on the NCEES Board of Directors.

To be eligible for the office of President-Elect, a person shall be a licensed engineer or surveyor, shall have been a member of NCEES at least three years, and shall have attended at least two NCEES Annual Business Meetings.

Members of the Board of Directors may run for President-Elect if

- Their term on their ~~state board~~State Board has expired during their term as NCEES Treasurer or Vice-President;
- They ~~have obtained emeritus standing within the Council~~are an Emeritus Member, and they have the approval of their ~~state board~~State Board to run for President-Elect;
- It is their zone's rotation to elect a President-Elect; and
- They have been nominated by the zone.

The President-Elect shall not be from the same zone as the President.

To be eligible for the office of Treasurer, a person shall be a licensed professional engineer, licensed professional surveyor, or public member.

To be eligible for the office of Vice President, a person shall be a licensed professional engineer or surveyor and shall be from the zone that elects him or her.

**Section 4.06 Vacancies.** If a vacancy occurs in the office of President, the President-Elect shall succeed to the office of President for the completion of ~~that the President's~~ term and subsequently serve the full one-year term as President that he or she was originally elected to serve as President. A vacancy in the office of President-Elect shall remain unfilled until the next NCEES Annual Business Meeting. At that time, if the vacancy in the office of President-Elect occurred because the President-Elect succeeded to the office of President to complete the President's term, the Council will elect a President-Elect from the next zone in the President-Elect rotation. However, if the vacancy in the office of President-Elect occurred irrespective of any vacancy in the office of

**Commented [A18]:** I wasn't sure if this should be "and" or "or."

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

President, the Council will elect a President-Elect from the same zone of the vacant President-Elect position that held the President-Elect position prior to the vacancy.

A vacancy in the office of Immediate Past President shall be filled by the most recent available Past President that served as President most recently.

A vacancy in the office of Treasurer shall be filled by the Board of Directors within 30 days; the selected individual shall fill the position until an election for a new full-term Treasurer is held at the next Annual Business Meeting.

A vacancy in the office of a Vice President shall be filled by that zone's Assistant Vice President.

Appointments by the Board of Directors shall be made in accordance with the required qualifications and limitations for duly elected members of the Board of Directors.

A quorum of the Board of Directors for filling of vacancies shall consist of six members, present in person or by proxy, except in the event of two vacancies, when five members, present in person or by proxy, shall constitute a quorum. For the filling of vacancies, the members of the Board of Directors may be represented by proxies, duly Each proxy must be duly signed and verified.

**Section 4.07 Sanction or Removal.** By a majority vote and pursuant to the grievance procedure of the Council's *Manual of Policy and Position Statements*, which shall set forth appropriate due process, the Board of Directors may recommend the removal or sanction of a member of the Board of Directors. Upon a finding of the Board of Directors that the Board member has violated the ethics policy set forth in Section 4.08 of the *Bylaws*, that finding, along with stated grounds therefor, shall be transmitted to the chair of the Advisory Committee on Council Activities.

A Grievance Committee shall be appointed to address the removal or sanction recommended by the Board of Directors. The Grievance Committee members shall be selected as follows: two members of the Board of Directors, selected by the Board; one member from each zone, selected by the Assistant Vice President of each respective zone; and three members of the Advisory Committee on Council Activities, selected by said committee.

If by a majority vote of its members, the Grievance Committee concurs with the Board-recommended removal or sanction, the Board of Directors shall implement such removal or sanction.

A sanction may include a period of suspension from Board activities, including attendance at Board of Directors or Council conferences and meetings.

In the event of removal of a Board member, the vacancy on the Board of Directors shall be filled pursuant to Section 4.06 of the *Bylaws*.

**Section 4.08 Ethics Policy.** A member of the Board of Directors is in violation of the ethics policy of the Board of Directors if he or she:

- (1) Commits a criminal act that reflects adversely on the Board member's honesty, trustworthiness, or fitness as a Board member in other respects.
- (2) Engages in conduct involving dishonesty, fraud, deceit, or misrepresentation.
- (3) Engages in conduct involving moral turpitude.
- (4) States or implies an ability to influence improperly the Board of Directors or any committee or officer of the Council.
- (5) Grossly abuses his or her authority in the discharge of the duties of the Council.

**Commented [A19]:** I may have complicated this, but I think as currently written you could have a situation where one zone gets a President-Elect two years in a row and/or where the President-Elect is from the same zone as the President. Obviously glad to discuss.

**Commented [A20]:** I'm not sure what this means. If this is a provision to allow the Board to appoint individuals to fill a vacancy, then we should make it clearer.

**Commented [A21]:** I'm unclear on when this scenario would exist. It seems that all vacancies except for Treasurer are filled automatically or remain vacant until the next Annual Meeting.

**Commented [A22]:** As written, this means a majority of votes cast, which could be fewer than the number you would require on a non-disciplinary motion. I would recommend that you increase this to a majority of the members present, or a majority of the entire membership of the board.

**Commented [A23]:** You might also consider different vote thresholds for sanction vs. removal.

**Commented [A24]:** Same as comment above.

**Commented [A25]:** Same as comment above.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

(6) Engages in any action that harms the public image or professional reputation of the Council.

**Section 4.09 Board Audit Committee.** The President, President-Elect, Immediate Past President, Treasurer, and Finance Committee chair shall comprise the Board Audit Committee. The Board Audit Committee shall annually select and recommend for approval by the full Board the accounting firm that shall conduct the annual financial audit and prepare the annual financial statements of NCEES. The Board Audit Committee shall also review and recommend for formal action by the full Board of Directors the audit results and final financial statement. The Board Audit Committee shall also approve the engagement of other financial consultants as may be necessary to facilitate its review of NCEES finances. Members of the Board Audit Committee must be free from any relationship that, in the opinion of the Board, would interfere with the exercise of independent judgment. The Board Audit Committee shall have a working familiarity with basic finance and accounting principles and practices.

### ARTICLE 5. DUTIES OF THE OFFICERS AND THE BOARD OF DIRECTORS.

**Section 5.01 President.** The President shall be the chair of the Board of Directors and shall preside over all meetings of the Board as well as the Annual Business Meeting of the Council. The President shall be an ex-officio member of all committees and task forces of the Council. The President shall perform all other duties ordinarily pertaining to the office of President. The President shall prepare and present to the Council at the Annual Business Meeting a report of the President's activities during the term of office.

The President shall appoint all members, chairs, vice-chairs, and consultants of the standing committees as defined in Article 7 of the *Bylaws*. The President shall also appoint all members, chairs, vice-chairs, and consultants of special committees and task forces unless specific action of the Council or of the Board of Directors ~~names the personnel of the committee or task force~~ ~~directs otherwise~~. The President shall also appoint one member of the Board of Directors to serve as board liaison to each standing committee, special committee, and task force. The President shall appoint all official representatives of the Council to any other organizations. If needed during the annual meeting, the President shall appoint a Tellers Committee for the election of the President-Elect and/or Treasurer.

If the President is absent, the President-Elect will serve as the acting President in accordance with *Bylaws* 5.02. If both the President and the President-Elect are absent, the Vice President from the zone that will be nominating the next President-Elect will serve as the acting President. The acting President shall have all powers of the President while ~~presiding~~ ~~serving~~ in this capacity.

**Section 5.02 President-Elect.** ~~The President-Elect shall serve as a member of the Board of Directors.~~ In the absence of the President or the incapacity of the President, the President-Elect shall exercise the duties of and possess all the powers of the President, including the appointment of committees. The President-Elect shall serve as an ex-officio member of the Committee on Finances.

**Section 5.03 Treasurer.** ~~The Treasurer shall serve as a member of the Board of Directors.~~ The Treasurer shall, under the direction of the Board of Directors, oversee the financial ~~operation~~ ~~of the Council~~ and shall obtain an annual audit of Council finances and submit such audit to the Board of Directors. The Treasurer shall serve as an ex-officio member of the Committee on Finances.

**Section 5.04 Vice Presidents.** Vice Presidents shall be identified as Central Zone Vice President, Northeast Zone Vice President, Southern Zone Vice President, and Western Zone Vice President. The Vice President of each zone shall be the administrative officer of their zone ~~and serve as a member of the Board of Directors.~~

**Section 5.05 Secretary.** The Chief Executive Officer shall serve as the Secretary of the Corporation. As such, the Secretary shall serve as the custodian for corporate records of the Council and shall be the officer responsible for preparing minutes of the directors' and members' meetings and for authenticating all corporate records. The

**Commented [A26]:** I think the Council or the Board should be able to pick the individuals, or just the Chair, and then allow the Chair to pick the rest, or to direct some other group to pick them.

**Commented [A27]:** Voting or non-voting?

**Commented [A28]:** Already stated above.

**Commented [A29]:** Already stated above.

**Commented [A30]:** I'm on the fence about this word. Seems like that's the CFO's job? Perhaps "oversee the financial condition"?



## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

Secretary shall have the authority to execute documents on behalf of the Council and as directed by the Board of Directors.

**Section 5.06 Restrictions on Endorsements.** No member of the Board of Directors shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

### ARTICLE 6. MEETINGS OF THE COUNCIL.

**Section 6.01 Annual Business Meetings.** The Annual Business Meeting of the Council shall be held at the time and place selected by the Board of Directors.

Notice of the Annual Business Meeting shall be provided to each Member Board, ~~m~~Member, ~~a~~Associate ~~m~~Member, International Affiliate Organization, and Participating Organization not less than four weeks prior to each meeting.

The Board of Directors shall prepare a consent agenda for each Annual Business Meeting. Individual motions may be removed from the consent agenda upon request by any Member Board.

**Section 6.02 Quorum and Voting.** A quorum for the transaction of business at ~~the an~~ Annual Business Meetings of the Council shall be delegates from a majority of Member Boards. ~~Unless otherwise provided in the Bylaws, all matters shall be decided by a~~ majority vote of the Member Boards represented ~~by delegates shall be required for affirmative action unless otherwise provided for in the Bylaws.~~

Only Member Boards shall be entitled to vote. ~~Voting shall be by Member Boards, with each board Member Board entitled to one vote. If a Member Board is represented by more than one delegate present at the time of voting, the vote may be split proportionately if its delegates wish. An a~~Associate ~~m~~Member may serve as a ~~Delegate for a Member Board delegate~~ for voting purposes only ~~when so~~ designated by the Member Board's chair ~~(or if required by a state, the agency director for the Member Board)~~ through written, signed communication presented to NCEES staff prior to the opening session of the meeting. ~~For Member Boards that require authorization from the state, such designation may come from the agency director for that board.~~

~~Voting by one Member Board on behalf of another Member Board not physically present in the meeting room at the time of the vote~~Proxy voting shall not be permitted.

**Section 6.03 Special Meetings.** Special meetings of the Council may be called by the President, ~~shall be called by the President within [XX] days of receiving the written request of or by~~ the delegates, representatives, or officers of the majority of the Member Boards. ~~The specific purpose of the meeting shall be stated in the written request. Notice of the date, time, place, and specific purpose of the meeting shall be given to each member of the Council, or published on the Council website at least [XX] days prior to the day of the meeting. The same Bylaws relative provisions regarding~~to quorum, voting, procedure and conduct of business at an Annual Business Meeting shall apply to special meetings.

**Section 6.04 Zone Meetings.** Zone meetings may be held each year. A quorum for the transaction of business at zone meetings shall be delegates from a majority of Member Boards of the zone. The Vice President from the zone shall preside at the zone meetings and submit copies of its minutes to the Council ~~Secretary.~~

**Section 6.05 Rules of Order.** The Council shall be governed by the most recent edition of *Robert's Rules of Order, Newly Revised* when not in conflict with the *Bylaws*. The presiding officer shall rule on all questions pertaining to the *Bylaws* and rules of order in the conduct of the meetings. The President may appoint a parliamentarian to assist the presiding officer.

The order of business for the Annual Business Meeting shall be established by the President and published as part of the meeting agenda prior to the beginning of the meeting.

**Commented [A31]:** Per motion adopted

**Commented [A32]:** Are you saying that they can vote but not speak or make motions on behalf of the Member Board?

**Commented [A33]:** This is the first time we've referred to these types of individuals. Could it be sufficient to say "the delegates of the majority of the Member Boards"?

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

### ARTICLE 7. COMMITTEES OF THE COUNCIL.

**Section 7.01 Standing Committees.** The standing committees of the Council shall be the following: Advisory Committee on Council Activities (ACCA), Awards, Education, Examination Audit, Examinations for Professional Engineers (EPE), Examinations for Professional Surveyors (EPS), Examination Policy and Procedures (EPP), Finances, Law Enforcement, Member Board Administrators (MBA), and Uniform Procedures and Legislative Guidelines (UPLG).

The structure and membership of all standing committees shall be commensurate with the charges unless otherwise provided for in the *Bylaws*. The composition of the committees should reflect the diversity of the Council membership.

A committee member may be appointed to serve on only one standing committee during any administrative year.

Appointments shall limit the tenure on any one committee to a maximum of four consecutive years, including any time as chair, except that (1) an individual may serve for three years as an EPS Committee member, two additional years as the EPS Committee vice chair, and two additional years as the EPS Committee chair; and (2) an individual may serve for three years as an EPE Committee member, two additional years as the EPE Committee vice chair, and two additional years as the EPE Committee chair. The chairs of the EPE and EPS Committee shall have had experience in developing NCEES examinations before assuming the position of chair. This experience is defined as involvement in at least two of the following activities: item writing or review, participation on a cut score panel, involvement in a Professional Activities and Knowledge Study (PAKS) committee or on examination specification committees, or participation on an examination development committee. The ascension track to the chair shall also include psychometric training approved by NCEES. A committee chair appointment shall be limited in tenure to a maximum of two consecutive years on any one committee.

Members, ~~A~~associate ~~m~~Members, ~~p~~Past ~~p~~Presidents, and ~~e~~Emeritus ~~m~~Members shall be eligible to serve on any committee or task force. Committee members may continue to serve until the conclusion of the term of office to which they were appointed even if their terms with Member Boards have ended.

**Section 7.02 Advisory Committee on Council Activities.** The Advisory Committee on Council Activities (ACCA) shall consist of a chair and members from each zone. At least one member shall be a professional engineer, one member a professional surveyor, and one member a member board administrator. The committee shall provide advice and briefing to the President and the Board of Directors on new policy issues, problems, and plans that warrant preliminary assessment of policy choices and procedures not as yet assigned to a standing committee or involving several existing committees. Consultants appointed to this committee shall have served on the Board of Directors.

The committee will act as principal advisor to the President and the Board of Directors on such specific non-recurring problems or plans as the President may explicitly assign to the committee. The committee shall review the *Manual of Policy and Position Statements*, in consideration of past and current action of the Council, and present any proposed revisions as needed.

**Section 7.03 Committee on Awards.** The Committee on Awards shall have one member from each zone plus the chair. When available, these members should be past members of the Board of Directors who have received the Distinguished Service Award of NCEES. It shall, by October 1 of each year, canvass the Member Boards for nominations for the awards to be given at the Annual Business Meeting, including the Distinguished Service Award. It shall be guided by the established policies and procedures for the awards. Nominations shall be submitted by entities as defined in Council policy by January 31 of the next year.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

The committee shall complete its recommendations and submit its report to the Board of Directors by April 1. The Board of Directors shall review the report and approve individuals to receive awards.

**Section 7.04 Committee on Education.** The Committee on Education shall consist of a chair and two members from each zone. At least two members of the committee shall be professional surveyors. Committee appointments shall strive to include representatives from academia, private practice, industry, and government. The NCEES representatives to the ABET board of directors and Engineering Accreditation Commission shall be consultants to the committee. Other consultants shall be appointed as necessary.

The committee shall serve in an advisory role for education issues related to ABET, requirements prior to initial licensure, continuing professional competency, and foreign degree or unaccredited program evaluation. The committee shall also review the NCEES *Engineering Education Standard* and *NCEES Surveying Education Standard* annually and propose any revisions to the Council for approval at the annual meeting. The committee shall review and update the *Continuing Professional Competency Guidelines* as necessary, but at least every five years.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

**Section 7.05 Committee on Examination Audit.** The Committee on Examination Audit shall consist of a chair and one member selected from each zone representing when possible private practice, academia, government, and industry. In addition, the President shall appoint as consultants the chairs of the Committees on Examinations for Professional Engineers and Examinations for Professional Surveyors.

This committee shall be responsible for an independent audit annually of the NCEES examination program.

This committee will report directly to the Board of Directors.

**Section 7.06 Committee on Examinations for Professional Engineers.** The Committee on Examinations for Professional Engineers (EPE) shall consist of a chair and three members from each zone. It shall supervise the preparation of examination specifications and be responsible for the content and scoring of all examinations in the fundamentals and principles and practice of engineering.

The committee, in the interest of uniformity and efficiency, may prepare examination development procedures and shall review examination scores and make recommendations of minimum passing grades for examinations.

At least 50 percent of the committee members should be carryover members to provide continuity of the program.

This committee shall have the authority to recommend, in connection with its work, the appointment of consultants.

**Section 7.07 Committee on Examinations for Professional Surveyors.** The Committee on Examinations for Professional Surveyors (EPS) shall consist of a chair and three members from each zone. All members shall be professional surveyors. EPS shall supervise the preparation of examination specifications and be responsible for the content and scoring of all examinations in the fundamentals and principles and practice of surveying.

The committee, in the interest of uniformity and efficiency, shall prepare examination development procedures and shall review examination scores and make recommendations of minimum passing grades for examinations.

At least 50 percent of the committee members should be carryover members to provide continuity of the program.

This committee shall have the authority to recommend, in connection with its work, the appointment of consultants.

**Section 7.08 Committee on Examination Policy and Procedures.** The Committee on Examination Policy and Procedures (EPP) shall consist of a chair, two members selected from each zone, and the chairs of the Committee on Examinations for Professional Engineers and Examinations for Professional Surveyors (or their representatives) as consultants. In addition, the President may appoint other consultants as deemed necessary, including a member board administrator.

This committee shall be responsible for reviewing the effectiveness of the examinations and recommending policies, specifications, and procedures consistent with the trends in the engineering and surveying professions.

**Section 7.09 Committee on Finances.** The Committee on Finances shall consist of a chair and two members from each zone. It shall study the financial needs of the Council, recommend sources of income and ways and means of securing adequate funds for the proper operation of the Council, and assist the Board of Directors in the financial year's budget performance and report its findings to the Council. This committee shall recommend to the Board of Directors the next year's budget for approval. Financial procedures shall be in accordance with Article 9, Finances, and established policies and procedures of the Council. The President-Elect and Treasurer shall serve as ex-officio members of the committee.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

**Section 7.10 Committee on Law Enforcement.** The Committee on Law Enforcement shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall receive comments and suggestions from Member Boards regarding state board regulatory functions and submit recommendations for action to the Board of Directors. The committee will consider and recommend methods for Member Boards to achieve more effective and uniform enforcement of licensing acts and for greater interstate coordination of enforcement actions, including better utilization of available technologies. The committee is responsible for periodically updating the *Investigation and Enforcement Guidelines* to assist Member Boards in investigative techniques, hearing procedures, and settlements.

**Section 7.11 Committee on Member Board Administrators.** The Committee on Member Board Administrators shall consist of a chair, who shall be a member board administrator; at least two member board administrators from each zone; and two current members or emeritus members of Member Boards. The committee shall arrange for the conference of administrators at the Annual Meeting and Interim Meetings of the NCEES zones. Throughout the year, the committee shall strive to provide close cooperation between administrators and to facilitate and assist any efforts by the Member Boards in addressing licensure processes and practices.

**Section 7.12 Committee on Uniform Procedures and Legislative Guidelines.** The Committee on Uniform Procedures and Legislative Guidelines (UPLG) shall consist of a chair and members from each zone. At least one member shall be a surveyor. The committee shall promote effective procedures for uniform comity by maintaining the *Model Law* and *Model Rules*. The committee shall incorporate revisions to *Model Law* and *Model Rules* language as result of motions, suggestions, and comments from other NCEES committees, task forces, and Member Boards. The committee is empowered to recommend amendments that it feels may be necessary. A comprehensive review of the *Model Law* and *Model Rules*, with the view of possible revision, is to be made by the committee at least once every five years.

**Section 7.13 Special Committees and Task Forces.** Special committees and task forces may be appointed at any time by the President for any purpose pertinent to the work of the Council. Such committee or task force shall be assigned specific charges and time for completion of their work and report to the Board of Directors. Such committee or task force membership shall be representative of the knowledge and experience required.

**Section 7.14 Participating Organizations Liaison Council.** In addition to the committees of the Council, there shall be a Participating Organizations Liaison Council (POLC). This council shall consist of one representative appointed by each participating organization. The President shall serve as chair of POLC. A two- or three-year term of appointment is suggested for each designated representative, each of whom should have ready communication with the governing board of the organization represented in order to effectively serve in a consultative and advisory capacity for the Council.

POLC should bring to the Council the policies and thinking of the board of directors of the participating organizations on all matters pertaining to licensure and legal recognition of engineers and surveyors, and should also serve as a channel of communications of Council policies and procedures to participating organizations.

**Section 7.15 Restrictions on Endorsements.** No committee or committee member of the Council shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

### ARTICLE 8. STAFF.

**Section 8.01 Council Staff.** The Council shall employ a Chief Executive Officer and such other staff as required to conduct the affairs of the Council.

**Section 8.02 Chief Executive Officer.** The Chief Executive Officer shall be appointed by vote of the Board of Directors and shall hold office subject to the terms of an employment contract.

The Chief Executive Officer shall serve as the Secretary of the Corporation and as “chief employed officer” of the Council with full authority for the management of its affairs, subject to the duties specified by the *Bylaws*, the policies and procedures of the Council, and the employment contract, or the Board of Directors.

**Section 8.03 Restrictions on Endorsement.** No staff member of the Council shall endorse, recommend, or certify, gratuitously or for profit, on behalf of the Council, any product or service or any publication not issued, published by the Council, or authorized by the Board of Directors.

### ARTICLE 9. FINANCES.

**Section 9.01 Budget Preparation.** The Committee on Finances shall submit a recommended annual budget for review by the Board of Directors. The Committee on Finances will present the budget as part of its committee report for Council approval at the Annual Meeting.

The fiscal year shall begin on October 1 and extend through September 30 of the following calendar year.

**Section 9.02 Annual Audit.** An annual audit shall be made by an independent certified public accountant according to generally accepted auditing standards and reported in the usual auditing format.

**Section 9.03 Business Travel Expenses.** All business travel expenses submitted for reimbursement to the Council shall be in accordance with the travel policy established by the Board of Directors.

### ARTICLE 10. MEMBERSHIP FEES.

**Section 10.01 Fees.** Member Board annual membership fees are due within 30 days ~~within of~~ receipt of an invoice from NCEES. The fee schedule for Member Boards shall be based on the number of licensees of record as of December of the preceding calendar year.

**Section 10.011 Fee Schedule.** The annual membership fees for Member Boards shall be determined by the Council in accordance with the financial policy.

**Section 10.012 Inactive Status.** Any Member Board in arrears in membership fees 90 days prior to the Annual Business Meeting shall be placed in an inactive status by the Board of Directors. Member Boards in an inactive status shall not be entitled to vote. Individual members of Member Boards may not hold office or serve on committees. Representatives of boards in inactive status may attend meetings of the Council and may have the privilege of the floor. To be reinstated to an active status and to all the rights and privileges pertaining thereto, an inactive Member Board shall pay all fees and assessments in arrears plus those that have accrued during such inactive status period.

**Section 10.0125 Examinees.** Examinees may register and sit for NCEES examinations even when their NCEES ~~member~~ Member board ~~Board~~ is in arrears.

**Section 10.013 Dues.** Annual dues for International Affiliate Organizations and Participating Organizations are due on January 1 for the ensuing calendar year.

**Section 10.014 Dues Schedule.** Any annual membership dues of International Affiliate Organizations and Participating Organizations shall be paid in accordance with a schedule established annually by the Board of Directors.

**Commented [A34]:** Flagging this so we can refine this wording throughout to state whether they can speak, make motions, etc.

## APPENDIX A: PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS

### ARTICLE 11. ELECTIONS.

**Section 11.01 Nominations.** A nomination for the office of President-Elect shall be presented to the Board of Directors by the respective ~~Zone-zone~~ Vice President as voted on by the respective zone at its Zone Interim Meeting. The order of rotation for President-Elect shall be Northeast Zone, Central Zone, Southern Zone, and Western Zone.

Member boards may submit nominations for qualified Treasurer candidates in the third year of the outgoing Treasurer's term. These nominations shall be filed with the Chief Executive Officer not later than 60 days prior to the opening of the Annual Business Meeting.

Any ~~delegate-Delegate~~ shall have the privilege of making nominations for President-Elect and Treasurer from the floor. ~~Such nominees from the floor must meet the requirements set out in Section 4.05 and be seconded by at least four Member Boards.~~

**Section 11.02 Tellers Committee.** The Tellers Committee shall consist of five members, including a chair and one representative from each zone. No member of the committee is eligible to serve as a teller for an election in which he or she is a candidate. The Tellers Committee will tabulate the results for all votes taken and report the results to the President.

**Section 11.03 Voting.** All elections shall be by ballot at the Annual Business Meeting. ~~All elections shall be by a majority of votes cast shall elect unless otherwise stipulated by the Bylaws.~~

**Section 11.04 Election of Vice Presidents.** Vice Presidents from the Southern and Northeast Zones shall be elected at their Zone Interim Meeting in odd-numbered years. Vice Presidents from the Central and Western Zones shall be elected at their Zone Interim Meeting in even-numbered years.

The Secretary-Treasurer of the zone shall file with the Chief Executive Officer the name of the zone-elected Vice President and Assistant Vice President not less than 60 days prior to the opening of the Annual Business Meeting of the Council.

### ARTICLE 12. ADOPTION AND AMENDMENTS.

**Section 12.01 Adoption.** The *Bylaws* shall become effective upon adoption by the Council at its ~~annual-Annual business-Business meeting~~Meeting. For such adoption, a two-thirds affirmative vote of the ~~member-Member boards-Boards~~ present and in good standing shall be required.

**Section 12.02 Amendments.** The *Bylaws* may be amended at any ~~annual business meeting~~Annual Business Meeting by a two-thirds affirmative vote of the ~~member-Member boards-Boards~~ present ~~and voting in good standing~~. Any amendment proposed shall be sent to a Special Committee on Bylaws by the President at the President's initiative or as requested based on action by the Council. Any amendments recommended by a Special Committee on Bylaws shall be submitted to all ~~m~~Member ~~b~~Boards at least 60 days prior to the date of the earliest zone meeting preceding the next ~~annual business meeting~~Annual Business Meeting. ~~Voting shall be by sections. All sections shall be considered in their proposed form, including punctuation and verbiage. Changes-Amendments to the published amendments will not be permitted during the annual business meeting~~Annual Business Meeting. Copies of the proposed amendments to be voted upon shall be distributed in written form to ~~delegates-Delegates~~ at the ~~annual business meeting~~Annual Business Meeting.

**Section 12.021 Effective Date of Amendments.** An amendment to the *Bylaws* shall become effective upon certification by the presiding officer at the ~~annual business meeting~~Annual Business Meeting of a two-thirds affirmative vote of the member boards ~~in good standing represented~~present and voting.

**Commented [A35]:** You could also require that that the nominee have already consented to serve if elected.

**Commented [A36]:** You could add a provision that allow election by acclamation if there is only one candidate for an office.

**Commented [A37]:** This lowers the threshold just a little to votes cast instead of a majority of boards present. That seems a bit more attainable for the long-term, but glad to discuss.

**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN COMMENTS ON NCEES BYLAWS**

**Charge 1 Appendix B  
Committee Responses to Parliamentarian Comments on NCEES Bylaws  
NCEES Special Committee on Bylaws**

Notes

1. The comments below should be read in conjunction with the Bylaws as annotated by the Parliamentarian.
2. Each Bylaw comment response is assigned a Group. Groups are defined as follows:
  - Group 1: Relates to non-substantive changes
  - Group 2: Relates to substantive changes
  - Group N: No change required to Bylaws

Group	Responses to Bylaws Comments
	<b>Article 2 Purpose</b>
1	<b>Section 2.02 Objectives:</b> Wording cleanup
	<p><b>Article 3 Membership</b>—Many changes were proposed to the membership definitions to provide consistency and clarity.</p> <p>The three most common comments throughout the Membership section are:</p> <ol style="list-style-type: none"> <li>1. Capitalize each member type throughout the Bylaws. The committee agrees with this suggestion.</li> <li>2. Clarify the meaning of the term “privilege of the floor.” The term “privilege of the floor” occurs throughout the Bylaws but is not defined anywhere. Technically, it simply means that a person can attend the meeting. The term does not address whether a person can speak, make a motion, vote, etc. The privileges that are intended should be more clearly stated.</li> <li>3. Some sections refer to eligibility to hold office and/or to vote, and some don’t. The committee thinks that we should be consistent about what is included in each section. Since eligibility to hold office and/or to vote is clearly described in other sections of the Bylaws, references to this should be removed from the Membership section.</li> </ol>
1	<b>Section 3.02 Members</b> —Agree with capitalization of the word Member
	<b>Section 3.021 Associate Members</b>
N	1. First paragraph—Do not agree that any clarification is necessary regarding the words “but not a member”
1	2. Second paragraph—Agree that Associate Members should be capitalized and “of NCEES” be removed
	3. Third paragraph
2	a. The term “privilege of the floor” should be clarified.
1	b. The last sentence regarding holding office should be removed, as this is specified in sections 3.09 and 4.05.



**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN  
COMMENTS ON NCEES BYLAWS**

	<b>Section 3.022 Emeritus Members</b>
1	1. First paragraph—The recommended changes are wording cleanup. They aren’t necessary but are ok.
2	2. Second paragraph—The term “privilege of the floor” should be clarified.
N	3. Nothing needs to be added regarding elective office, as the qualifications for this are defined in Section 4.05.
	<b>Section 3.03 International Affiliate Organizations</b>
1	1. The phrase “without voting privileges” should be removed from this section, as voting is specified elsewhere in the Bylaws.
2	2. As suggested in the comments, it should be considered whether acceptance of an Affiliate Organization is forever or if some language should be added regarding renewal or termination.
	<b>Section 3.04 Participating Organizations</b>
1	1. The phrase “without voting privileges” should be removed from this section, as voting is specified elsewhere in the Bylaws.
N	2. It is unclear what the purpose of the second to the last line is, but at the same time it does not seem necessary to remove it, especially if removing it will create misunderstandings.
2	3. As with International Affiliate Organizations, it should be considered whether acceptance of an Affiliate Organization is forever or if something should be added regarding renewal or termination.
	<b>Section 3.05 Delegates</b>
1	1. Wording cleanup
1	2. Agree that Delegate should be capitalized
2	3. The term “privilege of the floor” should be clarified.
N	4. A side comment expressed concerns regarding possible confusion of the privileges of Associate Members at meetings of the Council. The committee thinks that the Bylaws are clear on this subject as written.
	<b>Section 3.06 Representatives</b>
1	1. Agree that Representative should be capitalized
N	2. Do not think that it is necessary to limit the number of Representatives for each organization
	<b>Section 3.08 Zones</b>
	1. Wording cleanup
N	2. Do not think it’s necessary to define Zone other than as already defined in the Bylaws
	<b>Section 3.09 Zone Organization—</b> Wording cleanup

**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN  
COMMENTS ON NCEES BYLAWS**

	<b>Article 4 Board of Directors</b>
	<b>Section 4.01 Board of Directors</b>
1	1. Paragraph one—Wording cleanup
2	2. Paragraph three—Agree that the term constituent member is unclear. It probably should be replaced with a better-defined term such as Member Board.
	3. Paragraph four
2	a. Consider how votes are decided.
2	b. The number and timing of regularly scheduled board meetings should be added.
2	c. A quorum should be defined. The only place that a quorum is defined is in regard to vacancies in Section 4.06.
2	d. More details should be included regarding the calling of a special meeting.
1	<b>Section 4.03 Officers</b> —Wording cleanup
1	<b>Section 4.04 Elections and Terms of Office</b> —Wording cleanup
	<b>Section 4.05 Qualifications</b> —This section is addressed in Charge 2, and ACCA is looking into additional changes.
	<b>Section 4.06 Vacancies</b>
	1. Paragraph one
1	a. Agree with the wording cleanup in the first sentence
1	b. Agree that the case of a vacancy in the President-Elect office needs to be clarified, but not as suggested. The section regarding the vacancy in the President-Elect office should be a separate paragraph. Then, two separate cases should be addressed. One is when the vacancy has been created by a vacancy in the office of President. The second is when the office of President-Elect is vacant, but not the office of President. Currently, this paragraph adequately addresses the second case, but not the first.
N	2. Paragraph two—The sentence is more correct as originally written. The suggested change should not be made.
2	3. Paragraph five—The sentence provided is confusing. The only appointment made by the Board of Directors is to a vacancy in the office of Treasurer. It would be more direct to add a sentence to the end of paragraph three regarding the qualifications to be met.
2	4. Paragraph six—This paragraph is the only place in the Bylaws where a quorum is defined. As noted previously, it is recommended that a quorum be defined in Section 4.01. That definition should include the cases of vacancies in the BOD. Then, paragraph six should be removed from Section 4.06.

**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN  
COMMENTS ON NCEES BYLAWS**

	<b>Section 4.07 Sanction or Removal</b>
2	1. Consider how votes are decided.
1	2. Correct the spelling of the word “therefore” in the last sentence of the first paragraph.
	<b>Article 5 Duties of the Officers and the BOD</b>
	<b>Section 5.01 President</b>
	1. Paragraph 2
N	a. Leave the committee appointments as is.
2	b. Clarify whether the board liaison is a voting or non-voting comm. member. This should be specified in Article 7. Also, clarify the responsibilities of the board liaison in the Committee Guidelines and in the Board Orientation Manual.
1	2. Paragraph 3—Wording cleanup
	<b>Section 5.02 President-Elect</b>
1	Remove the first sentence because it has been previously stated in Section 4.02.
	<b>Section 5.03 Treasurer</b>
1	1. Remove the first sentence because it has been previously stated in Section 4.02.
2	2. The term “oversee the financial operation” does not seem to be an appropriate responsibility of the Treasurer. Agree that a more appropriate word than “operation,” such as “condition,” should be used.
2	3. The Treasurer does not actually obtain the audit. Revise the language as appropriate.
	<b>Section 5.04 Vice Presidents</b>
1	The last phrase, “and serve as a member of the Board of Directors,” should be removed because it has been previously stated in Section 4.02.
	<b>Article 6 Meetings of the Council</b>
	<b>Section 6.01 Annual Business Meetings</b>
	1. Paragraph 2
1	a. Capitalize words as shown.
1	b. Consider adding Emeritus Members and Past Presidents to the list of those notified of the Annual Meeting.

**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN  
COMMENTS ON NCEES BYLAWS**

	<b>Section 6.02 Quorum and Voting</b>
	1. Paragraph 1
1	a. Wording cleanup
2	b. Consider how votes are decided.
	2. Paragraph 2
2	a. Reconsider where the new Associate Member voting criteria should be located. Most of what is covered in 6.02 already exists in 3.01 and 3.05. It seems that the extra information that has been provided in 6.02 should be added to either 3.01 or 3.05 instead. Doing this also should show that the parenthetical comment “for voting purposes only” may not be necessary and may not be correct.
1	3. Paragraph 3—Wording cleanup
	<b>Section 6.03 Special Meetings</b>
2	Clarify and provide additional details to the whole section per parliamentarian comments.
1	<b>Section 6.04 Zone Meetings</b> —Wording cleanup
	<b>Article 7 Committees of the Council</b>
1	<b>Section 7.01 Standing Committees</b> —Capitalization
	<b>Article 10 Membership Fees</b>
1	<b>Section 10.01 Fees</b> —Wording cleanup
	<b>Section 10.012 Inactive Status</b>
2	The term “may have the privilege of the floor” should be clarified.
1	<b>Section 10.0125 Examinees</b> —Capitalization
	<b>Article 11 Elections</b>
	<b>Section 11.01 Nominations</b>
1	1. Capitalizations
1	2. Wording cleanup
	<b>Section 11.03 Voting</b>
2	Consider how votes are decided.

**APPENDIX B: COMMITTEE RESPONSES TO PARLIAMENTARIAN  
COMMENTS ON NCEES BYLAWS**

	<b>Article 12 Adoption and Amendments</b>
1	<b>Section 12.01 Adoption</b> —Capitalizations
	<b>Section 12.02 Amendments</b>
1	1. Capitalizations
2	2. Consider how votes are decided.
1	3. Remove the term “in good standing,” as the qualifications for voting are defined elsewhere in the Bylaws.
2	4. Remove the clause on voting by section. There may be many instances where voting by a specific change would be much more efficient. For example, if the Council were to want to change all membership categories to be capitalized throughout the Bylaws, it would be much more efficient to accomplish this with one vote rather than with a separate vote for every section it occurs in.
	<b>Section 12.021 Effective Date of Amendments</b>
1	1. Capitalizations
2	2. Change “in good standing” to more appropriate terminology.

## APPENDIX C: QUORUMS AND MAJORITIES IN THE NCEES *BYLAWS* AND BEYOND

### Charge 1 Appendix C Special Committee on Bylaws Memorandum Quorums and Majorities in the NCEES *Bylaws* and Beyond

This memorandum clarified the implications of a quorum and the number of votes necessary to adopt a regular motion.

For all of these examples, let's assume that the full membership of the body totals 100 members in good standing with full voting rights. For NCEES purposes, each "board" gets one vote, so for the purpose of ease of the math in these examples, we'll assume 100 voting boards.

A body can define a quorum however it desires. NCEES, in Section 6.02<sup>1</sup>, defines a quorum as "delegates from a majority of Member Boards." Thus, in our example of 100 boards, a quorum for conducting business would be 51 boards represented.

The *Bylaws* further state that a "majority vote of the Member Boards represented shall be required for affirmative action unless otherwise provided for in the *Bylaws*." We interpret "represented" to mean the same thing as "credentialed and present."

This brings up an important distinction.

*Robert's Rules* generally requires that for action to be taken, there must be an affirmative vote of a majority of voters present AND voting, with a quorum being present.

Thus, let's say in our example, there are 80 members present out of the total membership of 100. Clearly, a quorum is present.

A majority of 80 is 41, so clearly any action that garners 41 or more yes votes is adopted. (However, see the example later in this memo of a requirement of a majority of the total membership present or not.)

But what about a proposal that garners 40 or fewer votes?

Under the Robert's Rule (majority of present and voting), if the vote of the 80 members present is 35 yes, 30 no, and 15 abstaining or not voting, then the action is adopted. The rationale behind this rule is that people who abstain or do not vote should not be able to cast a "phantom no vote," that is, practically casting a no vote without explicitly doing so.

But under the NCEES *Bylaws* "majority...of...boards represented" rule, the motion would fail because the vote did not garner an absolute majority of the 80 board members "represented." In practice, the abstaining or not voting "votes" would be combined with the no votes so that the practical result would be 35 yes votes and 45 no votes.

Thus, there is a major difference between "majority of present and voting" and "majority of those present."

As an aside, note that voting for officers in NCEES has its own special rule. Section 11.03 provides, "All elections shall be by ballot at the Annual Business Meeting. All elections shall be by a majority of votes cast unless otherwise stipulated by the *Bylaws*." (Emphasis added.) Thus, for elections (done by ballot), people not voting do not count, because they are not a "vote cast." Under *Robert's*, abstentions would not impact the result.

Also, note that amendments to the *Bylaws* under Article 12 must be adopted by "a two-thirds affirmative vote of the member boards present and in good standing." So, in our example, if 80 member boards are

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<sup>1</sup> All section references are to the NCEES *Bylaws*.

## APPENDIX C: QUORUMS AND MAJORITIES IN THE NCEES *BYLAWS* AND BEYOND

credentialed and present, then 54 members (53.33333 rounded up) would be needed to adopt the amendment. (As an aside, if the members present was 60, then two-thirds is exactly 40, not 41.)

There is the possibility of an even more restrictive requirement for adopting an action by a “majority.” This is where a vote must be adopted by a “majority of all members in good standing,” regardless of whether they are actually present/credentialed at the meeting.

In the previous example, with 100 members in good standing, and 80 members present/credentialed, then a majority necessary to adopt is 51 votes. Thus, even if all 80 members present voted, and the vote was 50 to 30, the motion would fail, because it didn’t receive 51 votes (a majority of all member boards, in our case).

While such a restrictive rule is unusual in large plenary bodies, it is actually not uncommon for small boards of directors.

Speaking of the NCEES Board of Directors, note the following:

Section 4.01 provides, “Decisions of the Board of Directors shall be made by a majority of the members present at a regularly scheduled or called meeting at which a quorum is present.” Presumably, a quorum (of the 8-member board) is 5 members present. And if only 5 members are present, 3 is a majority.

However, Section 4.06 provides, “A quorum of the Board of Directors for filling of vacancies shall consist of six members except in the event of two vacancies, when five shall constitute a quorum.” (Emphasis added.) Presumably, the Board may take action with a majority of those present, a quorum being present as detailed above.

But what about *Bylaws* Section 3.01, which provides, “Acceptance of a Member Board shall be by majority vote of the Council”? Presumably this means “the entire Council, including all member boards in good standing, whether voting or present or not.”

There are also detailed provisions in Section 4.07 for how the Board and a Grievance Committee would effectuate the removal of a member of the Board.



## Advisory Committee on Council Activities

David Whitman, Ph.D., P.E., Chair

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### ABSTRACT

The Advisory Committee on Council Activities (ACCA) provides advice and briefing to the NCEES president and board of directors on new policy issues, problems, and plans that warrant preliminary assessment of policy choices and procedures not yet assigned to a standing committee or involving several existing committees.

ACCA used Basecamp to conduct the preliminary work on charges, held one virtual meeting through Zoom on December 13, 2022, and met in person in Phoenix, Arizona, on January 23, 2023, to finalize the work and to make recommendations to the Council.

ACCA was assigned five charges and will present two motions. **The motions begin on page 65.**

### CHARGES

#### Charge 1

*Accomplish all recurring committee activities:*

- *Review all administrative policies, professional policies, and position statements in the Manual of Policy and Position Statements. Determine if each policy and position statement remains relevant and whether any are covered in other NCEES manuals. Propose revisions as necessary.*

#### Background

All committee members were charged with reviewing these documents and bringing forth any suggested changes. However, since all 2021–22 NCEES committees were tasked with reviewing these policies, ACCA is not proposing any changes this year.

#### Charge 2

*Consider recommending that a Special Committee on Bylaws amend Bylaws Section 3.021 to automatically designate member board administrators associate members.*

#### Background

Essentially every member board administrator (MBA) is named an associate member (except Puerto Rico because its MBA is an actual board member). NCEES reaches out when new MBAs are hired and asks that the member board complete a request for the MBA to be an associate member. Requests are approved by the board of directors at its next meeting. Investigators, board attorneys, and some other board staff are also often named associate members. Thus, some boards have multiple associate members.

#### Discussion

After discussion, the committee will present **Motion 1** to propose that MBAs (but no other board staff) be automatically designated associate members.

#### Charge 3

*Consider recommending that a Special Committee on Bylaws amend Bylaws Section 4.05 to allow members of the board of directors to run for president-elect if their term on their state board expired after election to their position instead of during their term as NCEES treasurer or vice president.*

#### Background

Election to the position of zone vice president happens at the zone interim meetings (generally April or May of each year). Newly elected officers officially assume their positions immediately after the annual meeting in August. Thus, if someone is elected zone vice president in April, they do not start their term on the board of directors until August. If their member board term ended in May, they can still serve as zone vice president but are not eligible for a future term as president-elect because of the wording in *Bylaws* Section 4.05: “Members of



the Board of Directors may run for President-Elect if their term on their state board has expired **during their term as NCEES Treasurer or Vice-President...**”

### Discussion

ACCA members were in agreement that once a member board member is elected zone vice president or treasurer, they should be able to continue through the entire leadership pathway (zone vice president/treasurer, president-elect, president, and immediate past president) even if their term on their member board expires prior to the end of this pathway. ACCA will present **Motion 2** to eliminate the timing issue described in the Background section above.

It should be noted that the Council voted to refer modifications to *Bylaws* Section 4.05 as proposed by the 2021–22 ACCA to a Special Committee on Bylaws. The 2022–23 Special Committee on Bylaws is presenting amendments to Section 4.05 at the 2023 annual meeting. The amendments that ACCA is proposing in its Motion 2 would be made to the amended Section 4.05 if Bylaws Motion 1 passes.

### Charge 4

*Review proposed revisions to Model Law 130.10 B and C as presented by the Western Zone and discussed by the Council at the 2022 annual meeting. Propose amendments to the Committee on Uniform Procedures and Legislative Guidelines, if appropriate, to modify the requirements for licensure by comity for a professional engineer or a professional surveyor.*

### Background

The proposed Western Zone motion was as follows:

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law 130.10 B.2.b*:

### 130.10 General Requirements for Licensure

#### B. Engineering

#### 2. Licensure as a Professional Engineer

#### b. Licensure by Comity for a Professional Engineer

The following shall be considered as minimum evidence satisfactory to the board that the applicant is qualified for licensure by comity as a professional engineer:

- 1) An individual holding a certificate of licensure to engage in the practice of engineering issued by a proper authority of any jurisdiction or any foreign country, based on requirements that do not conflict with the provisions of this Act and possessing credentials that are, in the judgment of the board, of a standard that provides proof of minimal competency and is comparable to the applicable licensure act in effect in this jurisdiction at the time such certificate was issued may, upon application, be licensed without further examination except as required to examine the applicant’s knowledge of statutes, rules, and other requirements unique to this jurisdiction; or
- (2) An individual holding an active Council Record with NCEES, whose qualifications as evidenced by the Council Record meet the requirements of this Act, may, upon application, be licensed without further examination except as required to examine the applicant’s knowledge of statutes, rules, and other requirements unique to this jurisdiction; ~~or~~
- (3) An individual holding a certificate of licensure to engage in the practice of engineering issued by any jurisdiction may, upon application, be licensed without further examination except as required to examine the applicant’s knowledge of statutes, rules, and other requirements unique to this jurisdiction, if they meet all three of the following criteria:
  - (a) has been actively licensed for a minimum of 10 years continuous immediately preceding application to this jurisdiction;
  - (b) has not received any form of disciplinary action related to professional conduct or practice from any jurisdiction within the five years immediately preceding application to this jurisdiction; and
  - (c) has not had their professional license suspended or revoked at any time from any jurisdiction.

The Western Zone provided the following rationale: “Proposed changes to existing licensure laws by local legislative bodies have been increasing in frequency and severity[,] and...this addition to the *Model Law* will allow jurisdictions, if they so wish, to remove regulatory barriers and allow expediency to professional

engineering licensure without increased hazard to the public that each board serves. The intent is to utilize a history of board-monitored safe practice in lieu of any unique licensure criteria applied on a jurisdiction-by-jurisdiction basis that could prevent licensure of otherwise qualified individuals.”

At the 2022 annual meeting, the board of directors chose not to endorse this motion, providing the following rationale: “[This change] essentially plays to the lowest engineering licensure requirements. A number of boards have educational requirements, and this change would allow an experience-only path for those states, since some other jurisdictions have experience-only paths. This path would conflict with the current model documents and professional policies that refer to the three-legged stool of education, experience, and examinations. The board also questions whether 10 years is a long enough license requirement.”

After some discussion at the 2022 annual meeting, the Western Zone agreed to withdraw the motion and have it forwarded to a committee for further consideration. ACCA was chosen as the committee to review the motion.

### **Discussion**

ACCA developed a survey regarding this change and sent it to all MBAs. ACCA received 25 responses to the survey. Six jurisdictions indicated that they already have similar wording in their rules and regulations, 17 jurisdictions indicated that they do not have similar wording, and two jurisdictions indicated that they think they can interpret their current rules and regulations to fit the concept of the motion.

ACCA members discussed the pros and cons of this motion and ultimately supported the board of directors’ reasons for not endorsing it. They strongly concur that this should be handled by individual jurisdictions. If jurisdictions have identified legitimate licensure pathways from other jurisdictions for which they are unable to grant comity licensure due to their own rules and regulations, ACCA encourages them to modify their rules and regulations to allow for such comity recognition.

### **Charge 5**

*Review Bylaws Section 4.04 Elections and Terms of Office and consider if the President's term should be two years instead of one.*

### **Background**

NCEES presidents have, traditionally, started initiatives that are near and dear to them. If the initiatives take more than one year, the next president is not bound to continue to study those initiatives. Modifying the president’s term to two years would be one option to maintain continuity.

### **Discussion**

ACCA membership includes a number of past presidents who certainly understand this concept. However, after much discussion, it was decided not to make a motion to change the term of the president. ACCA feels that good communication between the president and president-elect should be the vehicle to continue longer-term initiatives. The leadership pathway is typically a five-year one, so there was some concern that adding a sixth year would dissuade some volunteers.

Respectfully submitted, the **Advisory Committee on Council Activities:**

David Whitman, Ph.D., P.E., Chair

#### **Members**

Scott Bishop, P.S.  
Howard (Skip) Harclerode II, P.E.  
Kathy Hart  
Jeffrey Jones, P.L.S.  
Christopher Knotts, P.E.  
James Purcell, P.E.  
Sam Reed, P.E.  
Dean Ringle, P.E., P.S.

#### **Board liaison**

Christopher Duhamel, P.E., P.L.S.

#### **Staff liaison**

Donna Moss, SHRM-CP, PHR







## Committee on Education

Sina Nejad, P.E., Chair

### ABSTRACT

The Committee on Education serves in an advisory role for education issues related to ABET, requirements prior to initial licensure, continuing professional competency (CPC), and foreign degree or unaccredited program evaluation.

The committee met four times virtually and in person January 7–8, 2023, in Phoenix, Arizona, to discuss and address its charges. The committee was assigned five charges that relate to the NCEES Engineering and Surveying Education awards, several NCEES education-related documents, continuing education, and other engineering and surveying education-related issues.

The 2022–23 committee will present three motions. **The motions begin on page 70.**

### Charge 1

*Accomplish all recurring committee activities:*

- *Review the NCEES Engineering Education Standard and Surveying Education Standard. Propose revisions as necessary.*
- *Review the Continuing Professional Competency Guidelines. Propose revisions as necessary.*

The Committee on Education completed a review of both education standards as well as a review of the *CPC Guidelines*.

In its review of the Engineering Education Standard, the committee noted that the Engineering Accreditation Commission of ABET (EAC/ABET) has different curriculum criteria compared to the NCEES Engineering Education Standard. The table below shows the differences:

	NCEES Engineering Education Standard	EAC/ABET Criteria
Higher mathematics and basic sciences	32	30
Engineering science/engineering design	48	45
General	12	a broad education component that complements the technical content of the curriculum and is consistent with the program's educational objectives

\*All numbers in this table reflect college semester credit hours.

The committee noted that the NCEES education standards are not meant to be equivalent to ABET criteria. They exist separately for the use of NCEES member boards in evaluating degrees from programs that are not ABET accredited, typically for degrees from programs outside the United States. This led to a discussion of graduates from programs of Washington Accord signatories and which boards accept and do not accept graduates from Washington Accord programs as having met the educational requirement for licensure. The International Engineering Alliance (IEA) website describes the Washington Accord as a “multi-lateral agreement between bodies responsible for accreditation or recognition of tertiary-level engineering qualifications within their jurisdictions who have chosen to work collectively to assist the mobility of professional engineers.”

Given that this is an important issue and that questions about the standard and other educational requirements are common, the committee recommends holding an NCEES annual meeting session on education requirements for licensure that includes information from ABET, IEA (Washington Accord), and the American Society for Engineering Education (ASEE).

The committee recommends no changes to either standard.

The committee reviewed the *CPC Guidelines* and recommends no revisions. It was noted that the lack of uniformity in CPC requirements around the country is one of the biggest complaints from engineers and surveyors licensed in multiple jurisdictions: number of hours, timing/cycle/year, in-person versus virtual, and technical versus non-technical content. Also, licensees are seeing more nuances in specific jurisdictions regarding synchronous versus asynchronous courses.

The committee believes that course content on ethics is relevant in all jurisdictions, and it agreed that NCEES should produce content that licensees could use for professional development hours (PDHs). Thus, the committee recommends that NCEES staff investigate ways to offer all licensees a continuing education course or courses on ethics.

The committee further reviewed the CPC Standard as part of its consideration of Charge 5.

### **Charge 2**

*Review the NCEES Surveying Education Award program and judging rubric. Propose modifications as necessary.*

The committee discussed the award's purpose, noting that it is intended to encourage programs to engage their students with other professionals, introduce them to historical and new technology, and promote licensure. The committee reviewed comments from past jury members, the judging rubric, and the list of schools that have won the award. The committee believes the program has accomplished a lot of the original goals and thinks the program should consider the following suggestions:

- Modify the judging rubric to spotlight one area each year, giving it more weight in terms of judging.
- Select "Outreach and Recruitment" as the focus area for the 2023 award cycle.
- Review how programs that are part of the "2+2 model," which allows students to earn a bachelor's degree by completing two years of community college study for an associate's (A.A. or A.S.) degree, followed by two years of study at a four-year college or university, culminating in a bachelor's degree in surveying, geomatics, etc., can be eligible for an award.

The committee will present **Motion 1** for NCEES staff, working in conjunction with the Committee on Education, to develop criteria for how schools with an articulation agreement with another school to complete a degree in surveying can be awarded as part of the Surveying Education Award program. The motion will include an additional \$50,000 in award money to be allocated as prizes for such schools.

### **Charge 3**

*Review the NCEES Engineering Education Award program and evaluation criteria. Consider opening the competition to programs accredited by the Engineering Technology Accreditation Commission of ABET. Solicit input from the American Society for Engineering Education. Propose modifications as necessary.*

The committee discussed the award's intent, noting that it recognizes college engineering programs for engaging their students in collaborative projects with licensed professional engineers to promote an understanding of the value of licensure and to encourage partnerships between the engineering profession and education.

The committee discussed several different aspects of the program. Is the award meeting its intended goals? Is there a better method for rewarding schools that engage professional engineers in the education process? Should engineering technology programs be included?

Several ideas to modify the program were discussed, including completely shifting the award from what has become a project-based award program to a program in which schools are rewarded for showing innovative and creative ways of encouraging professional licensure and involvement of professional engineers in an academic setting.

Additionally, to further the goal of connecting professional practice and education, the committee discussed the possibility of NCEES hosting a symposium for invited academia to learn more about licensure, provide feedback to NCEES on educational issues, and designate a "champion" on campus for initiatives related to professional licensure.

The committee recommends that the awards program stay as is for the 2023 cycle and that staff develop plans to modify the program and provide recommendations to the 2023–24 Education Committee.

#### **Charge 4**

*Perform a complete review of the NCEES white paper Benefits of a Four-Year Degree Requirement for Surveying Licensure. Work with the Committee on Examinations for Professional Surveyors. Propose revisions as necessary to the board of directors.*

A committee subgroup comprised of professional surveyors reviewed the NCEES white paper *Benefits of a Four-Year Degree Requirement for Surveying Licensure*. The white paper was then presented to the Committee on Examinations for Professional Surveyors for comment. The two committees worked together to revise the white paper.

The Committee on Education, with endorsement of the Committee on Examinations for Professional Surveyors, recommends that the board of directors accept the newly revised document (see **Appendix A**).

#### **Charge 5**

*Review the NCEES Continuing Professional Competency Standard to determine if it should include a certain number of professional development hours in technical content. Propose revisions as necessary.*

The current NCEES CPC Standard can be found in **Appendix B**. The committee discussed the idea of designating a certain number of PDHs in technical content. It was mentioned that ethical enforcement violations are more common than technical ones. After discussion, the committee is recommending no changes in regard to setting a minimum of PDHs designated for technical content.

However, as a result of considering this charge and Charge 1, the committee concluded that the CPC Standard would be better served with several changes.

First, the committee felt that the CPC definitions for ethics courses and business-related courses in *Model Rules 240.30* should be separated. Several jurisdictions require an ethics course as part of continuing education requirements for license renewal, and separating the definitions would clarify that such a course should be in ethics and not business practices. The committee will present **Motion 2** as a result of this discussion.

Second, as noted above, the committee discussed the prevalence of ethical enforcement violations compared to technical ones. The committee concluded that, given the importance of ethical practice to public protection, one PDH out of the 15 required in the CPC Standard should be ethics related (instead of ethics or improving a licensee's methods of business practices or operations, as is currently stipulated in the standard). The committee presented the revised standard (shown in Appendix B) to the board of directors, which the board approved at its April 2023 meeting.

Third, the *Model Rules* and *CPC Guidelines* reference the NCEES CPC Standard, but the standard is only posted on the NCEES website. The committee believes that incorporating a definition of the standard in the *Model Rules* will make it easier for jurisdictions to use and reference. The committee will present **Motion 3** (with the revision approved by the board of directors) to incorporate a definition of the CPC standard into *Model Rules 240.30*.

Respectfully submitted, the **Committee on Education:**

Sina Nejad., P.E., Chair

**Members**

Marie Elizabeth Cristi, P.E.  
Bruce Dvorak, Ph.D., P.E.  
Teresa Helmlinger-Ratcliff, Ph.D., P.E.  
Brenda Moore, P.E.  
Jeanne Nebre, P.L.S., L.S.  
Sallye Perrin, P.E.  
Timothy Platz, P.S.  
Karen Purcell, P.E.

**Consultants**

Steven Barrett, Ph.D., P.E.  
Michelle Roddenberry, Ph.D., P.E.  
  
Gary Thompson, P.L.S.  
Marlee Walton, P.E., P.L.S.

**Resource**

Jenna Carpenter, Ph.D.

**Board liaison**

Thomas Orisich, P.L.S.

**Staff liaison**

Davy McDowell, P.E.

**MOTIONS**

**Education Motion 1**

Move that the NCEES Surveying Education Award program be modified to include two-year programs offering surveying education through articulation agreements with four-year college/university programs.

**Rationale**

The committee feels that two-year programs that lead to a four-year degree in surveying, geomatics, etc., should be recognized for their work through the NCEES Surveying Education Award program. The committee requests that staff develop the program and bring a recommendation back to the committee as soon as possible.

**Board of directors’ position**

Endorses, consent agenda

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**Education Motion 2**

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules 240.30 B*:

**240.30 Continuing Professional Competency**

**B. Definitions**

Terms used in this section are defined as follows:

1. Professional Development Hour (PDH)—One contact hour (nominal) of instruction or presentation. The PDH is the common denominator for other units of credit.
  - a. The term “contact hour” is defined as a minimum of 50 minutes of course/activity.
  - b. The total number of hours allowed for a course/activity cannot exceed the actual number of clock hours.
2. Ethics Course or Activity—A qualifying course or activity with content areas related to (1) the awareness of ethical concerns and conflicts, (2) an enhanced familiarity with the codes of conduct, or (3) an understanding of standards of practice or care.
23. ~~Ethics/Business-Related Course or Activity—A qualifying course or activity with content areas related to (1) the awareness of ethical concerns and conflicts; (2) an enhanced familiarity with the codes of~~



~~conduct; (3) an understanding of standards of practice or care (4) project management and risk-assessment management; or (5) other similar topics aimed at maintaining, improving, or expanding the skills set and knowledge relevant to the licensee’s field and methods of practice.~~

- 34. Continuing Education Unit (CEU)—Unit of credit customarily used for continuing education courses. One continuing education unit equals 10 contact hours in an approved continuing education course.
- 45. College Semester/Quarter Hour—Credit for course in ABET-accredited programs or other related college course approved in accordance with subsection E of this section.
- 56. Course/Activity—Any qualifying course or activity with a clear purpose and objective that will maintain, improve, or expand the skills and knowledge relevant to the licensee’s field of practice. Regular duties are not considered qualified activities.
- 67. Dual Licensee—An individual who is licensed as both a professional engineer and a professional surveyor

**Rationale**

The definitions contained within *Model Rules 240.30 B* are accurate; the committee is only proposing revisions to define ethics separately from business-related courses. The committee noted that several jurisdictions require an ethics course as part of continuing education requirements for license renewal, and separating the definitions will make it clear that such a course should be in ethics and not business practices.

**Board of directors’ position**

Endorses, consent agenda

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**Education Motion 3**

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating amendments to *Model Rules 240.30* to accommodate the following definition for the NCEES Continuing Professional Competency Standard:

**240.30 Continuing Professional Competency**

I. NCEES CPC Standard Definition

The NCEES CPC Standard requires a licensee to obtain the equivalent of 15 PDHs per calendar year (January 1–December 31) with no carryover allowed. A minimum of 1 PDH of the 15 PDHs shall be earned by successfully completing a course or activity that has a content area focusing on engineering or surveying ethics.

**Rationale**

The *Model Rules* and *CPC Guidelines* reference the NCEES CPC Standard, but a search of the NCEES website is required to find the standard. The committee believes that incorporating the standard’s definition in the *Model Rules* will make it easier for jurisdictions to use and reference.

**Board of directors’ position**

Endorses, non-consent agenda

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## APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER

### Benefits to Requiring a Bachelor's Degree for Professional Surveying Licensure

The purpose of this document is to outline the advantages of requiring a bachelor's degree for professional surveying licensure. With new, fast-developing technologies and methodologies, surveying is a different, broader profession than in the past. Therefore, the scope of surveying knowledge and competencies is more complex, larger, and more dynamic than before, requiring more expertise and skills. This trend will continue in the future. To obtain the needed knowledge, skills, and competencies, a bachelor's degree is required. The public, clients, consumers, government entities, jurisdictional boards, other professions using survey deliverables/services, and the land surveying industry itself benefit from this requirement. The benefits would ameliorate all as the world around us continues to become more complex, exacting, and sophisticated.

### Changes in technology have reshaped the professional surveyor

Throughout history, the public expected professional surveyors to be stewards of land boundaries while meeting society's need for certainty in boundary location. It was clear that, in order to effectively locate features on the surface of the earth and to graphically describe their position on a map, one would need to seek the services of a professional surveyor. After all, no other profession understood and applied boundary law and principles like the professional surveyor. However, with the passage of time, the profession experienced significant technological developments and changes to services offered so that the term *land surveyor* now embraces much more than the classic boundary surveying.

By the mid-1990s, use of the Global Positioning System (GPS) had become commonplace among surveying companies, which wholly embraced the capabilities of the system for precise positioning over long distances. More global positioning systems, including GLONASS, BeiDou, and Galileo, collectively known as Global Navigation Satellite Systems (GNSS), enabled the establishment of new regional and global three-dimensional (3D) coordinate reference frameworks underpinning survey infrastructure and expanding the boundaries of international cooperation when collecting and distributing spatial data.

In recent decades, profession surveying and spatial data collection—as well as spatial data management in particular—have undergone a number of significant developments. These developments have been made possible by developing information technology, by the increasing speed of computer processors, and by the accessibility to large banks of spatially related information via the internet.

In 2008, with this changing scope of the surveying profession, a new definition of the term *surveying* was introduced. The General Assembly of the International Federation of Surveyors (FIG) adopted a definition that describes a surveyor as “a professional person with the academic qualifications and technical expertise to conduct one, or more, of the following activities:

- to determine, measure and represent land, three-dimensional objects, point-fields and trajectories,
- to assemble and interpret land and geographically related information,
- to use that information for the planning and efficient administration of the land, the sea and any structures thereon, and,
- to conduct research into the above practices and to develop them.” (FIG 2008, p. 10)

Government entities and other professions often require custom deliverables (coordinate system or digital format) that can be utilized in their specific software. Local and global applications of data necessitate spatial data structures and interoperability that allow multiple digital deliverables from authoritative data sources. Spatial data is generally held in geographic information systems (GIS), which are widely used and have become an indispensable tool for governance, commerce, and environmental and social science. Metadata and attribute information within these databases is increasingly originating from a wider and non-technical or professional population, as the universal use of the internet enables crowdsourcing to become a significant data collection tool. These technological advancements have given rise to data quality issues, whereby the quality of data must be based on purpose or usage, currency, relevance, accuracy, and precision; thus, it must be “fit for purpose.” Professional surveyors are required to adequately understand GIS and the technical matters pertaining to that industry to opine and advise.

Within the last two decades, conventional total stations have morphed into complex equipment that uses automated tracking and laser scanning. This has modified the surveying process from collecting single data points with limited coverage to collecting vast data point clouds with extensive coverage. Laser scanning technology has improved in speed and quality so that it is almost standard practice to start new projects with scanning. This new technology is often combined with 3D digital twin modeling and building information

## APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER

modeling (BIM), offering numerous possibilities to improve performance and productivity within many industries, including architecture, engineering, and construction. The digital twin modeling and BIM provide a digital representation of a physical object, process, or service and often serves as a digital replica of an object in the physical world (e.g., building, bridge, wind farm, or even larger items such as a development or whole cities). This model gives a multidimensional view of how an asset will perform by simulating, predicting, and informing decisions based on real-world conditions. It is an excellent tool for visualizing potential scenarios and enables users to anticipate and prepare for problems. The applications of point cloud technology even extend beyond the land disciplines into areas such as hydrography, which now uses multibeam echo sounders to accurately map the seabed surface.

Over the past decade, an explosion in aerial 3D data capture has resulted from lightweight drone platforms capable of carrying multiple geocoded measurement sensors. The developments in digital technology data capture and processing provide users with new and imaginative deliverables, such as 3D models and location-based services, in real time. Such data sets can be an effective means of presenting geospatial data fly-through or virtual reality (VR) and augmented reality (AR) to non-specialist audiences, and thus significantly increased the demand for geospatial data.

The day of assumed datums, azimuths, and coordinate systems are rejected by the masses. The simple approach to surveying is no longer deemed acceptable. Professional surveyors are required to embrace the discussed technology and new-age deliverables and provide precise and accurate spatial data.

### **The importance of the professional surveyor today and in the future**

The nature of surveying and related fields has been changing because of new technologies, methodologies, and the growing demands of society for spatial data and information related to the geographical location. Consequently, surveyors are now involved in collecting, merging, linking, improving, visualizing, and interpreting diverse geospatial information. In the future, surveyors will continue to remain a critical part of the integrated processes where geospatial data serves as foundation of location-based decision making.

The geospatial data developed through surveys are critical in many aspects of society. Global society is facing major challenges, and geospatial data can play an important part in helping to address many of these, such as modeling climate change and natural disasters, protecting our oceans, monitoring and managing disease-spread, and planning for utilities and internet services for network optimization. Of course, there is a wide spectrum of other potential applications, including autonomous vehicles, surveillance, and insurance. Geospatial data connects people, communities, and technologies to help them solve global challenges and address everyday needs. The information that professional surveyors provide serves as the foundation for this important work.

Professional surveyors are often the custodians of enabling technologies and systems that are critically important to the future of the human race (FIG 2014, p.10). Professional surveyors' work covers all facets of interdependence between land, people, and infrastructure to bring about socioeconomic development. It is evident that the scope of the surveying profession will stretch further across the pillars of sustainable development—social, economic, and environmental. Undoubtedly, this relationship provides professional surveyors with an important role as agents of societal change in the future.

### **Surveyors' competencies**

Despite technological advancements and digitalization, surveyors are still needed to measure the physical world and collect information that forms the foundation for digital models. These professionals are required to understand the basic concepts of surveying and must have traditional competencies in the following areas:

- Mathematical concepts and reasoning
- Boundary law and analysis
- Historic knowledge of land surveying
- Legal elements of land ownership
- Data and error analysis
- Survey measurements and techniques
- Photogrammetry
- Mapping sciences
- Geodesy

## APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER

- GNSS expertise
- Expert testimony

In consideration of technological developments and the changing role of professional surveyors, a knowledge base in the following areas is also needed:

- Physics
- Communication
- Teamwork
- Business, economics, and management
- Project management and administration
- Advanced surveying equipment knowledge/capabilities (scanners, inertial measurement unit, etc.)
- Various sophisticated software applications (GIS, BIM, digital twins, etc.)
- Complex problem-solving
- Quality assurance and quality control measures
- Sound judgment and decision making

These foundational competencies are the building blocks for today's professional surveyor; even more will be demanded of tomorrow's professional surveyor. The surveying profession has been adopting and following the spatial information revolution while, at the same time, endeavoring to maintain traditional services. Professional surveyors must retain this flexibility to quickly adapt to developing technology, changing demands of society, and broadening topics in spatial information studies.

The contemporary scope of surveying competencies is more complex and dynamic than before, requiring more expertise and skills. The modern professional surveyor must be capable of not only managing within change but managing the change itself. This trend will undoubtedly continue in the future.

### **Changes in field crews and mentorship**

Many surveying technicians with limited education have become accomplished professional surveyors. In the past, a lot of professional surveying knowledge was passed down through experience in the field while working with others in a master–apprentice relationship. Although this method was a great way to pass along knowledge of the surveying profession, it has significant limitations and today is virtually no longer a viable path.

Yesterday's professional surveyors had to do more legwork on their own to solidify an understanding of theoretical concepts such as adjustments and proper checks of field data to ensure accurate results. Most work-experienced surveyors did not learn the proper procedures to check their data until much later in their career, creating a time span when something disastrous could occur. This knowledge of data adjustments is one of many aspects that sets a bachelor's degree holder apart from those with less formal education. A true understanding of how to adjust and check data properly is required in an accredited surveying program. Classes specifically focus on making sure that students understand how adjustments are made and why the processes work.

With the advances in surveying technology, there is only a need for one person—versus the two or more needed previously—to complete surveying processes. In addition, the technical process of field survey measurement has become programmed and automated, which means that technicians can perform functions without knowing the underlying theory. The mentor is no longer required to be in the field with the apprentice; therefore, the field experience is not adequate for professional preparation today.

Additionally, the scope of professional surveying has broadened beyond the mere administration, mapping, and measurement of land and related practices. This shift requires surveyors to collect, interpret, manage, and analyze spatial data. To complete these tasks effectively and to meet the changes in the future, a bachelor's degree requirement is essential.

Work experience can and does provide a wealth of knowledge and is certainly critical for the complete development of a professional surveyor. Today, however, work experience alone is a far longer and less effective path to reaching the ultimate goal of becoming a licensed professional surveyor.

## APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER

### Accessibility of bachelor's degree

Previously, there was a concern in the profession about the availability of the bachelor's degree programs, since online access to surveying programs was rare. However, with recent advances in technology and the need to provide online instruction during the COVID-19 pandemic, many institutions started to provide online surveying programs. The success of these programs has shown that it is feasible to reach a wide audience and to accommodate those students who would otherwise not have access to a surveying degree program. Many of these online programs have even seen an increase in student enrollment.

In addition, many bachelor's degree programs are instituting articulation agreements with associate (two-year) degree programs to allow students to attend a community college before transferring to a bachelor's degree program. These agreements benefit students by allowing them to begin their studies at an institution that is more readily available and typically less expensive, with the assurance that their courses will be applied to the bachelor's degree program. If an articulation agreement is not in place for a particular institution, a student can still initially attend a community college of their choice, however, they are responsible for checking on transferability of courses with their desired bachelor's degree program.

### The professional surveyor

A "profession" is defined as "a calling requiring specialized knowledge and often long and intensive academic preparation" (Merriam Webster Dictionary). Therefore, a "professional" is a member of such a profession.

A "professional" is a person who is a member of a professional body due to the education qualification and follows the prescribed moral and professional code of conduct. ([thelawdictionary.org/professional](http://thelawdictionary.org/professional))

"If a surveyor wants to be in a learned profession, the individual must seek the attributes of the learned professions. Ten of these attributes are as follows: 1. Having a unique and superior education in a specific field of knowledge, 2. providing a service to the public in having the ability to persuade, 3. Placing oneself in a position of trust, 4. Conducting practice within a code of ethics, 5. Desiring to gain high eminence with financial return of secondary importance, 6. Using independent judgement and accepting liability, 7. Providing services to those unable to pay, 8. Charging fees to those able to pay, such fees being dependent on the services rendered rather than labor or product, 9. Becoming a persuasive and effective communicator, and 10. Seeking continued education to maintain professional competency." (Robillard, Wilson, and Brown; *Evidence and Procedures for Boundary Location*)

"Because of a surveyor's professional status: 1. The surveyor is elevated to recognition in the courts of law above that of a layman. 2. He/she is held to a higher degree of liability for his/her errors than is an ordinary person because of the degree of trust placed upon him/her for impartiality, capability and responsibility. 3. He/she is presumed to possess those skills and education required of an expert in his/her field." (Clark on Surveying and Boundaries)

"A 'Learned Profession' must have a college base—A learned profession requires college education to understand adequately. A true learned professional must understand the mathematical, scientific, legal, environmental, and societal framework within which the work takes place. It also requires attributes of a college general education—the ability to speak confidently, write authoritatively, research published information, analyze issues, apply math and science when needed, and so forth." (Gibson 2009)

"Learned professions don't elevate the working support staff (technicians) to professional rank. Legal aids don't become lawyers unless they go through law school. Nurses and medical assistants are terminal nurses and medical assistants. Engineering technicians (drafters, etc.) are well paid terminal technicians." (Gibson, 2009)

"The 1992 [Florida] Supreme Court followed a 1988 Supreme Court definition of the statutory term 'professional' in a case involving insurance underwriters/agents, *Pierce v. AALL Insurance Co.*, 531 So.2d 84 (Fla.1988). The 1992 court stated: 'Accordingly, in harmony with the central thrust of *Pierce*, we hold that a 'profession' is any vocation requiring at a minimum a bachelor's college degree before licensing is possible in Florida. There can be no equivalency exception.'" "Accordingly, some future admittees could be licensed without a bachelor's degree, and land surveyors thus are not professionals for purposes of the statute of limitations." (Gibson, 2009)

## APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER

“In 2008–2009, Maine surveyors were surprised to find that the U.S. Department of Labor ruled that they were not members of a ‘learned profession,’ because Maine state statutes do not require surveyors to have a bachelor’s degree to be licensed. Maine surveyors fought the DOL decision and asked ACSM to help. After a diligent challenge to the ruling, the surveyors lost, and the DOL decision stands” (Gibson, 2009).

*Gibson, D. (2009) Licensed Profession or Licensed Trade—The 4-Year Degree’s Impact on Surveying*

### **Positive effects of formal education for the professional**

Formalized education through a bachelor’s degree program is significantly more effective at teaching a wide variety of concepts and principles than an associate’s degree or work experience alone. Typically, through the associate’s program or work experience, the knowledge obtained is in limited areas. By completing a bachelor’s degree program, students have adequate time to be exposed to and learn more diverse geospatial theory and applications from qualified faculty. It also offers students the benefit of expanded career opportunities because of the wide array of courses available.

In general, the focus of bachelor’s degree programs is on “learning to learn.” The aim is a broad understanding of interrelationships between different fields, the ability to communicate and deal with the characteristics of human nature, and the ability to deal with the unknown problems of the future. There is no doubt that the main challenge of the future will be that the only constant is change. Graduates possess skills to adapt to a rapidly changing labor market and to deal with the unknown problems of the future. Certainly, additional professional and technical skills can be acquired and updated later in one’s career, but skills for theoretical problem-solving and learning to learn are best achieved through academic training at the university level.

Projects will continue to become more complex, so that multiprofessional groups will be created to generate holistic complete life-cycle solutions of projects. The surveying profession will be an integral component in these groups, providing fundamental, well-trusted, quality-controlled data sets on which society is built. Surveyors will work closely with other engineering firms, public agencies, private developers, and contractors to determine what tool is best for the project and deploy as necessary to deliver an accurate and reliable finished product.

The next generation of the internet will provide more intense, real-time experiences based on a smart digital reality. The geospatial profession will have an essential part in bringing the real world to life in that digital world because there will be a greater need for more frequent—and in some cases real-time—updates to maintain the digital reality. Once the smart digital reality is up and running, intelligence will be added to the digital world for simulations and analysis.

In the ever-evolving world, surveyors will need to stay ahead of the technology curve. Technology is continuing to advance rapidly, and innovations are increasing, such as those related to cloud computing, edge computing, artificial intelligence, and space exploration. Technological developments and advances in artificial intelligence will enable even more sophisticated capabilities, virtually making it possible to introduce automation into all aspects of work processes. New techniques for building, refurbishing, and enhancing the safety of the United States’ critical infrastructure calls for the use of even newer technologies. On most projects, a single form of measurement technology is deployed, but with new projects calling for more intricate tracking and modeling, a combination of methods of collecting data becomes a must.

### **Degree specification**

By vote of the National Society of Professional Surveyors (NSPS) Board of Directors on October 24, 2014, the NSPS Education Policy states, “The official position of the National Society of Professional Surveyors shall be that a bachelor’s degree in Surveying, Surveying Engineering, or Surveying Engineering Technology be the minimum educational requirement for licensure as a Land Surveyor in all jurisdictions.” Education Policy—National Society of Professional Surveyors ([nsps.us.com](http://nsps.us.com))

The NCEES *Model Law*, a model for state practice legislation that reflects best practices as determined by NCEES member licensing boards, includes graduating from a surveying-related program of four years or more as a requirement for certification or enrollment as a surveyor intern (an initial step toward professional surveying licensure). Many jurisdictions have framed their respective licensing requirements around the *Model Law* language and included this education requirement for licensure as a professional surveyor.

## **APPENDIX A: REVISED SURVEYING EDUCATION WHITE PAPER**

### **Public trust and welfare**

The main reason for regulated, licensed professions is that members of the public, in going about their daily lives, require services that demand a specialized degree of education, knowledge, and experience to perform these services in a safe and responsible manner and to protect their interests. A professional license indicates to the public that they can rely on that professional's expertise. To maintain that public trust, the standards that determine whether individuals are minimally competent to practice in a particular professional field cannot be compromised or negotiated. To do so would mean the effective death of the profession and a breach of our duty and of the public trust.

Like architecture and engineering, the work that professional surveyors do directly impacts the welfare of the general public. Not only can land surveying affect monetary assets, but the work done in this profession can also affect public health and safety. Inaccurate measurements in the surveying field can lead to costly, time-consuming mistakes or even catastrophic failures that can be both expensive and dangerous. For these reasons, having work completed by a properly educated and licensed professional is critical. The professional license assures the client that the surveyor has the knowledge base to competently perform the work requested. The most effective way to obtain the knowledge necessary to be a professional surveyor is through formal education. Though work experience is necessary, a combination of education and work experience makes the competent surveyor. The more education the surveyor has, the broader their understanding of all aspects of the current and future surveying profession.

### **Summary**

The requirement for a bachelor's degree is essential for the professional surveyor of today and the future. The breadth and depth of the profession has grown exponentially over the past two decades and will grow faster in the future. The associate degree and work-experience limited educational tracks to becoming a surveying intern are no longer appropriate options, considering the additional knowledge, skills, and competencies now needed by the professional surveyor.

Protecting the health, safety, and welfare of the general public and servicing the public good are the hallmarks of the professional surveyor's duty. It is evident that the educational requirement of a bachelor's degree is necessary to continue to provide that duty.

## APPENDIX B: NCEES CONTINUING PROFESSIONAL COMPETENCY STANDARD

### Current NCEES Continuing Professional Competency Standard

NCEES Position Statement 10, Continuing Professional Competency, endorses the establishment of uniform continuing professional competency (CPC) requirements for licensed professional engineers and surveyors to safeguard health, safety, and welfare of the public by requiring licensees to remain competent within their profession.

Uniform requirements benefit licensees by facilitating licensure renewal and supporting mobility across jurisdictions. Licensees are expected to meet the CPC requirements of the jurisdictions in which they have been granted a license by comity, reciprocity, or endorsement.

Because many engineers and surveyors are licensed in multiple jurisdictions, uniformity of CPC requirements among licensing jurisdictions that mandate CPC is imperative to simplify the licensure-renewal process, to enhance the mobility of licensees, to facilitate the recognition of CPC by multiple jurisdictions, and to ensure the viability of continuing professional competency.

NCEES encourages boards to allow their licensees to satisfy either the CPC requirements of their board or to satisfy the NCEES CPC Standard as defined below. Doing so will promote licensure mobility, especially for boards whose CPC requirements differ from the NCEES *Model Rules*.

The NCEES CPC Standard requires a licensee to obtain the equivalent of 15 professional development hours (PDHs) per calendar year (January 1–December 31) with no carryover allowed. A minimum of 1 PDH of the 15 PDHs shall be earned by successfully completing a course or activity that has content areas focusing on engineering or surveying ethics, improving a licensee's business practice or operations, or advancing professionally related skills and practices as applicable to the practice of engineering or surveying.

The qualifying activities for these PDHs are defined in *Model Rules* 240.30.

### Proposed revision to NCEES Continuing Professional Competency Standard

The NCEES CPC Standard requires a licensee to obtain the equivalent of 15 professional development hours (PDHs) per calendar year (January 1–December 31) with no carryover allowed. A minimum of 1 PDH of the 15 PDHs shall be earned by successfully completing a course or activity that has a content areas focusing on engineering or surveying ethics, ~~improving a licensee's business practice or operations, or advancing professionally related skills and practices as applicable to the practice of engineering or surveying.~~

The qualifying activities for these PDHs are defined in *Model Rules* 240.30.





## Committee on Examination Policy and Procedures

Elizabeth Johnston, P.E., Chair

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### ABSTRACT

The Committee on Examination Policy and Procedures (EPP) is responsible for reviewing the effectiveness of the examinations and recommending policies, specifications, and procedures consistent with trends in the engineering and surveying professions. The committee met virtually via Zoom as well as in person February 3–4, 2023, in Phoenix, Arizona, and performed additional work through the Basecamp collaboration website.

The EPP Committee has 10 motions for Council action and one recommendation. **The motions begin on page 80.**

### Charge 1

*Accomplish all recurring committee activities:*

- *Review all examination development policies and examination administration policies in the Manual of Policy and Position Statements for redundancy and clarity. Recommend revisions as appropriate.*
- *Review exam volumes regarding Exam Development Policy 7 and provide recommendations to the board of directors.*
- *Review the NCEES Examinee Guide for content and effectiveness.*

### EDP and EAP review

The committee reviewed examination development policies (EDPs) and examination administrative policies (EAPs) for clarity and consistency and proposed minor editorial changes, as reflected in **Motions 1, 2, 8, and 9**. EDPs 4–7 were considered separately under Charge 2, and EAP 8 was considered separately under Charge 3.

### Exam volumes

The committee reviewed exam volumes regarding EDP 7.

### Recommendation

The EPP Committee recommends placing the PE Nuclear examination on probation for a period of two exam administrations, with updates to its remedial action plan provided annually by the exam development committee and supporting technical society, including updated milestones. The board of directors should evaluate the specific recommendations of the action plan for further action.

### Rationale

The PE Nuclear exam development committee and the supporting technical society were asked to prepare and submit a specific remedial action plan for increasing the number of first-time test takers to a level that meets or exceeds the minimum candidate requirements in 2022. They provided this report, which was reviewed by EPP. The EPP Committee believes that the plan should be given two exam administrations to meet its milestones and measure its impacts.

### NCEES Examinee Guide review

The committee reviewed the *NCEES Examinee Guide* and forwarded recommendations related to clarity and consistency to NCEES staff.

### Charge 2

*Review EDPs 4–7 regarding methodology of requesting new exams and develop a comprehensive policy covering the process from start to finish.*

EDPs 4–7, which all concern adding, deleting, or modifying an examination, were reviewed together, with a specific look at the total combined result. EDP 6 is recommended for incorporation into EDP 4 and EDP 9.

These proposed amendments are reflected in **Motions 3, 5, and 7**. EDPs 5 and 7 were edited for clarity and consistency, and minor editorial changes were proposed, as reflected in **Motions 4 and 6**.

**Charge 3**

Review EAP 8 to consider removing the five-year requirement to complete all parts of the PE Structural examination. Also, review the policy regarding the definition of components versus sections of the PE Structural. Propose revisions as necessary.

The EPP Committee had a productive and multifaceted discussion of this charge, including a review of the historic reasoning behind the five-year requirement; a reflection on what other organizations, such as the National Council of Architectural Registration Boards (NCARB), are considering; and an evaluation of the current utility of this portion of EAP 8. The committee noted that removing this policy would result in a limited number of examinees with in-progress partial results completing their PE Structural examination in both pencil-and-paper and computer-based formats. **Motion 10** reflects the results of this discussion.

Respectfully submitted, the Committee on Examination Policy and Procedures:

Elizabeth Johnston, P.E., Chair

**Members**

- Ademola (Peter) Adejokun, P.E.
- Azuanuka Etoniru, P.E., P.L.S.
- Christopher Gephart, P.L.S.
- James Hollandsworth, P.E., P.S.
- Dennis Martenson, P.E.
- Stanley Postma, S.E.
- Sean St.Clair, Ph.D., P.E.
- Garth Thomas Jr., P.E.

**Consultants**

- Joseph Flynn, L.S.
- George Murgel, Ph.D., P.E.

**Board liaison**

- Janice Bostelman, P.E.

**Staff liaison**

- Jason Gamble, P.E.

**MOTIONS**

**EPP Motion 1**

Move that Exam Development Policy 2 be amended as follows:

**EDP 2 Examination ~~Quality~~ Development Standards**

The goal of the NCEES examinations program shall be for the development, use, and scoring of examinations prepared by, or under control of, NCEES to comply with the current edition of *Standards for Educational and Psychological Testing*—as published jointly by the American Educational Research Association, the American Psychological Association, and the National Council on Measurement in Education—or other nationally accepted standards.

**Rationale**

The committee believes this policy deals with more topics than just exam quality and that a broader title provides more clarity.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 2**

Move that Exam Development Policy 3 be amended as follows:

**EDP 3 Engineering and Surveying Examinations and Formats**

**B. Principles and Practice of Engineering Examinations**

The Principles and Practice of Engineering examinations shall be offered in the following disciplines and shall be open-book, via pencil-and-paper examinations or offered closed-book via CBT with supplied references as defined in EAP 4:

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**24. Structural**

The PE Structural examination shall consist of two components: ~~the Vertical Forces (gravity/other) and Incidental Lateral component and the Lateral Forces (wind/earthquake) component.~~ The PE Structural examination and shall be considered and referred to as one examination.

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**D. Examination Item Banks**

Examination items for all examinations shall be maintained either at NCEES headquarters or at an offsite testing service that is able to demonstrate insurance, bond, or reserve to cover the pecuniary liability for the items should the items be compromised, lost, or damaged by the testing service.

1. At the time an exam development committee releases a linear, fixed-form (LFF) exam to be published, the exam item bank shall contain sufficient operational items to create three times the number of exam forms available to examinees in a testing window.
2. At the time an exam development committee releases a pool of items to be published for linear-on-the-fly testing (LOFT), the pool shall contain, at a minimum, the number of operational items required to create three unique, non-overlapping exam forms. At the time of publishing, the exam item bank shall have sufficient operational items to create two additional pools of similar composition. Pool size will-shall be determined by the psychometric consultant per the criteria listed in the NCEES *Exam Development Procedures Manual*.

\*\*\*\*

**F. Exam Preparation Material Development**

Exam preparation material shall be developed for each NCEES examination. This material shall ~~provide~~ include both a standard reference handbook and sample questions and solutions on each major topic area sufficient to provide candidates with a sense of the structure, scope, and difficulty of the examination. ~~Exam preparation material shall remain current and be available six months prior to the administration of an examination. Standard reference handbooks shall be made available to candidates six months prior to the exam administration during an exam re-specification year and a minimum of three months prior to the exam administration during a standard exam administration year. Sample questions and solutions materials shall remain current and be available six months prior to the administration of an examination during a re-specification year.~~

**Rationale**

The committee felt that this policy included extraneous information regarding the PE Structural exam. While no other exam has multiple components and it is important to clarify terminology, the additional information, although correct, is unnecessary and should be eliminated for clarity and consistency.

After consulting with NCEES staff responsible for the dissemination of exam preparation material, the committee felt revisions were required to include the standard reference handbook and a minimum delivery time for these materials.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 3**

Move that Exam Development Policy 4 be amended as follows:

**EDP 4 Entry of New Discipline or Depth Module or Reinstatement of PE Examination Status**

**A. Accreditation Requirement**

No discipline shall be added or reinstated to the examination program unless there is an EAC/ABET-accredited program ~~in the discipline that offers an undergraduate degree program or a graduate degree program focused on the examination topic area.~~

**B. Professional or Technical Society Involvement**

No discipline shall be added or reinstated unless a national professional or technical society agrees to support the examination. All professional or technical societies that support examinations shall sign an agreement with NCEES delineating the responsibilities of both parties.

**C. Member Board Requirement**

Requests for examinations and/or depth modules shall be made by no fewer than 10 member boards collectively who can each demonstrate a need for the examination or depth module in their jurisdiction by each providing a letter of support for the new discipline or depth module in accordance with paragraph D. A request older than four years must be reaffirmed by the member boards.

**D. Letters of Support**

All ~~R~~requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public. Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination or module and that additional knowledge areas and skills required for the discipline are sufficient to support a new examination or module. The estimate of usage shall include the methodology used to derive that estimate.

**DE. Minimum Number of Exam Candidates**

No discipline or depth module shall be added or reinstated to the examination program unless the number of candidates for an ongoing examination conforms to NCEES policies and procedures. If that is demonstrated, a professional activities and knowledge study (PAKS) shall be conducted to establish that the addition in question ~~is composed of~~ comprises a unique ~~set~~ body of knowledges important for safeguarding the health, safety, and welfare of the public.

**EF. CBT Format**

The request shall include a plan to develop the exam in CBT format.

**FG. Notification to Member Boards**

Member boards shall be notified one year in advance of the addition or reinstatement of any discipline or depth module to the PE examination program.

**H. Requests to Divide an Existing Examination**

Requests to divide an existing examination into multiple examinations shall be made to the Committee on Examinations for Professional Engineers (EPE). Requests shall include proof of such need in accordance with sections A–D of this policy.

**Rationale**

These changes align the language of EDP 4 and EDP 9 to clarify the expectations of supporting member boards. Specifically, the changes clarify the types of degrees required and that, while local support is valued, broad technical or professional society involvement is required. They also incorporate language previously contained in EDP 6 for clarity and consistency.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 4**

Move that Exam Development Policy 5 be amended as follows:

**EDP 5 Adoption of a New Discipline-Specific FE Examination**

- A. Accreditation Requirement  
No discipline-specific FE examination shall be added to the examination program unless there is an EAC/ABET-accredited program in the discipline.
- B. Member Board Requirement  
~~A~~ Requests for ~~the a~~ discipline-specific FE examination must be made by no fewer than 10 member boards collectively who can each demonstrate a need for that discipline in their jurisdiction. Requests shall include proof of such need, ~~an~~ estimate of usage, and ~~the~~ impact on safeguarding the health, safety, and welfare of the public. Proof of such need shall include evidence that knowledge areas and skills are not adequately measured in an existing FE examination and evidence that those knowledge areas and skills required for the discipline are sufficient to support a new FE examination. The estimate of usage shall include the methodology used to derive that estimate.
- C. Notification to Member Boards  
Member boards shall be notified at least one year in advance of the addition of any discipline-specific ~~module to the~~ FE examination ~~program~~.

**Rationale**

These changes align the language of EDP 4 and EDP 5 and clarify the expectations of supporting member boards.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 5**

Move that Exam Development Policy 6 be deleted.

**~~EDP 6 Dividing an Existing Examination into Multiple Examinations~~**

~~Requests to divide an existing examination into multiple examinations should be made to the Committee on Examinations for Professional Engineers (EPE) or the Committee on Examinations for Professional Surveyors (EPS). Requests shall include proof of such need (PAKS), estimate of usage, and impact on safeguarding the health, safety, and welfare of the public. Requests shall include evidence that knowledge areas and skills required for the discipline are sufficient to support separate examinations. The EPE/EPS Committee will perform due diligence with regard to the request and make a recommendation to the board of directors for action. Requests to create an examination for which there are no existing depth modules shall comply with EDP 5.~~

**Rationale**

EDPs 4–7 deal with similar topics. After considering them together, the committee determined that EDP 6 addresses creating a new examination by dividing an existing examination, and therefore its contents would be more appropriately incorporated within EDP 4 and EDP 9.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 6**

Move that Exam Development Policy 7 be amended as follows:

**EDP 7 Deleting/Combining/Renaming a Discipline or Module from the Examination Program**

**B. Deleting/Combining CBT Examinations**

If the population of first-time examinees from NCEES jurisdictions for any NCEES CBT examination or module is not adequate to provide for accurate psychometric analysis, the EPP Committee shall review the desirability of continuing the subject examination or module and make one of the following recommendations to the board of directors:

1. Continue to prepare the examination or module.
2. Request the appropriate exam development committee and the supporting technical society to prepare and submit a specific remedial action plan for increasing the number of first-time takers to a level that meets or exceeds the minimum candidate requirements in the time period specified by the EPP Committee.
3. Place the examination, section, or module on probation. The EPP Committee shall specify the conditions of the probation, including a time frame for corrective action. The recommendation may include ~~the combination of the examination with another examination or other~~ such action as the EPP Committee deems appropriate.
4. Discontinue the examination, section, or module.
5. Combine the examination, section, or module with another examination, section, or module.

**C. Request to Delete an Examination, Section, or Module**

If an NCEES committee, technical society, or other group desires to have an examination, section, or module deleted, it should make a request to the EPE/EPS Committee. The EPE/EPS Committee ~~will~~shall review the request and make a recommendation to the board of directors.

**Rationale**

The committee proposes adding the term “section,” as used in the computer-based PE Structural examination, to clarify that the combination of an examination, section, or module can be a separate outcome and not strictly associated with placing the examination, section, or module on probation.

**Board of directors’ position**

Endorses, consent agenda

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**EPP Motion 7**

Move that Exam Development Policy 9 be amended as follows:

**EDP 9 Adoption of a New Depth Module or Division of an Existing Examination into Multiple Examinations for the PS Examination**

**A. Member Board Requirement**

Requests for depth modules shall be made by no fewer than 10 member boards collectively who can each demonstrate a need for the depth module in their jurisdiction. A request older than four years must be reaffirmed by the member boards. Requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public. Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination or module and that additional knowledge areas and skills required for the discipline are sufficient to support a new module. The estimate of usage shall include the methodology used to derive that estimate.

B. Minimum Number of Exam Candidates

No discipline or depth module shall be added or reinstated to the examination program unless the number of candidates for an ongoing examination conforms to NCEES policies and procedures. If that is demonstrated, a professional activities and knowledge study (PAKS) shall be conducted to establish that the addition in question ~~is composed of~~ comprises a unique ~~set~~ body of knowledges important for safeguarding the health, safety, and welfare of the public.

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F. Requests to Divide an Existing Examination

Requests to divide an existing examination into multiple examinations shall be made to the Committee on Examinations for Professional Surveyors (EPS). Requests shall include proof of such need in accordance with paragraphs A and B of this policy.

**Rationale**

These changes align the language of EDP 4 and EDP 9 to clarify the expectations of supporting member boards.

**Board of directors' position**

Endorses, consent agenda

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**EPP Motion 8**

Move that Exam Development Policy 10 be amended as follows:

**EDP 10 Item Writers, Pass-Point Evaluators, Reviewers, and Scorers**

C. Restriction on Teaching Refresher Courses

Any person serving on an NCEES examination development committee or involved in a pass-point evaluation panel shall not teach a refresher course related to the preparation for that examination within three years after of serving on the committee or panel.

**Rationale**

EDP 10 was reexamined after amendments were approved at the 2022 NCEES annual meeting. The intention is not to prohibit these individuals from teaching normal coursework that would naturally prepare a candidate for an exam as part of their regular education but to prohibit teaching a specific class expressly designed to help a candidate prepare for the exam. Adding the word “refresher” back returns clarity to this policy’s intent.

**Board of directors' position**

Does not endorse, non-consent agenda

**Board of directors' rationale**

The board is not endorsing the motion because it feels that the term “refresher” is too limiting and that a more comprehensive description for courses taught specifically to aid someone in passing an NCEES examination is needed.

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**EPP Motion 9**

Move that Exam Administration Policy 2 be amended as follows:

**EAP 2 Examination Schedules**

~~A. Pencil and Paper Examinations~~

~~A schedule of examination dates shall be published for the PE Structural examination, and the schedule shall be updated annually by NCEES staff and affirmed by the board of directors. NCEES will administer examinations in the published timeframes or on the published dates as noted in the Security and Administrative Procedures Manual. The schedule shall be updated annually by NCEES staff. The examination dates should avoid conflicts with public and religious holidays.~~

~~NCEES will schedule and administer the PE Structural examination on the published dates. The Vertical Forces (gravity/other) and Incidental Lateral component and the Lateral Forces (wind/earthquake) component will be administered on subsequent days.~~

Any request for a deviation from this policy must be submitted within the prescribed lead time to be considered for approval. A request for any deviation must conform to the applicable NCEES guidelines and must be approved by the NCEES compliance and security manager. Each request will be reviewed on its own merits.

~~B. CBT Examinations~~

~~NCEES will administer CBT examinations in the published timeframes or on the published dates as noted in the Security and Administrative Procedures Manual. The schedule shall be updated annually by NCEES staff and affirmed by the board of directors.~~

**Rationale**

These changes eliminate language that is not needed today and will not be needed after the conversion of the PE Structural examination to computer-based testing.

**Board of directors' position**

Endorses, consent agenda

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## Committee on Examinations for Professional Surveyors

*Joseph Flynn, L.S., Chair*

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### ABSTRACT

The Committee on Examinations for Professional Surveyors (EPS) supervises the preparation of exam specifications, or blueprints, and is responsible for the content and scoring of all Fundamentals of Surveying (FS) and Principles and Practice of Surveying (PS) exams.

The committee was assigned three charges. It held one virtual meeting and one in-person meeting at NCEES headquarters in Greenville, South Carolina, and performed additional work through the Basecamp collaboration website. The charges centered around maintenance of the exam, with one exception: to bring closure to the 2017 Council decision to authorize the development of one or more depth modules to supplement the PS exam.

The committee will present one motion for Council action. **The motion is shown beginning on page 92.**

### CHARGES

#### Charge 1

*Accomplish all recurring committee activities:*

- *Oversee the development and maintenance of necessary exam items for future Fundamentals of Surveying and Principles and Practice of Surveying examinations in accordance with existing exam development policies.*
- *Review and evaluate exam administrations for conformity of results; prepare, review, and refine future examinations.*
- *Review the pass rates and item performance for recent exam administrations.*
- *Review the Committee on Examination Audit recommendations and implement any changes approved by the board of directors.*

Overall, the performance of the FS and PS exams is statistically strong in terms of test performance and volume of test takers. Alternative item types (AITs) are performing well and accomplishing the intended goals. The volume of test takers is the highest it has been since 2010, having rebounded well from the COVID-19 pandemic. No motions resulted from this charge.

#### Charge 2

*Review the results (final report and specifications) of the completed professional activities and knowledge study (PAKS) for the PS examination:*

- *Recommend what, if any, PS divisional examinations are feasible as a result of the PS PAKS.*
- *Work with NCEES staff to determine the cost of the proposed divisional examination(s) and report it to the Committee on Finances so that the committee can determine the associated exam fee.*

The EPS Committee recommends moving forward with a revised PS exam format. This revised format includes a single PS exam and a single Public Land Survey System (PLSS) module. The PS exam's blueprint was generated from the combined Core and Boundary content development during the 2022 PAKS process. Removing all PLSS items from the PS exam will allow for additional Mapping Science and Boundary content to provide a more robust PS exam. The updated PS exam may alleviate concerns related to testing candidates on content outside of each jurisdiction's oversight.

The PS exam will include 85 operational items and 15 pretest items and have a 7-hour appointment.

The proposed PLSS module will be developed in accordance with NCEES exam development policies and procedures and the results from the 2022 PAKS. This exam module may also lessen the burden on jurisdictions to create and include PLSS-related content on their state-specific exams, thus lowering the potential cost and effort for the development of state-specific exams.

The PLSS module will include 60 operational items and 15 pretest items and have a 5-hour appointment.

The following process was used to reach this recommendation.

At the 2019 annual business meeting in Washington, D.C., a motion was presented by the Surveying Exam Module Task Force and approved by the Council that the PS examination be restructured into five separately scored divisions and that the EPS Committee be charged with implementation. The five divisions were Core PS, Boundary, PLSS, Mapping Science, and Incidental Drainage Design.

The task force's rationale for the motion included the following factors: A divisional exam approach would allow for less duplication between jurisdictional exams and the national exams. It would allow those member boards that separately license mapping scientists/photogrammetrists to have an option for evaluating the minimum competency of those professionals. Also, jurisdictions that have mapping science and/or incidental drainage in their definition of surveying would be able to adequately test for competence in those areas.

The Surveying Exam Module Task Force conducted multiple surveys through questionnaires to member boards to determine the purpose and need for a divisional exam format. After a thorough review and discussion of the compiled research, the task force determined that the current PS examination should be restructured into five separate divisional examinations, each scored individually. Without the support of a completed PAKS, the task force recommended that the following exams be created:

1. Core PS exam with 50 items
2. PS Boundary exam with 25 items and a 2.5-hour appointment time
3. PS PLSS exam with 25 items and a 2.5-hour appointment time
4. PS Mapping Science exam with 25 items and a 2.5-hour appointment time
5. PS Incidental Drainage Design exam with 25 items and a 2.5-hour appointment time

As a follow-up to the task force recommendation and in accordance with NCEES exam development policies and procedures, a PAKS was conducted in the fall of 2022. The recommended exams contrasted greatly when compared to the exam recommendations borne out of a successfully completed, psychometrically led PAKS process. Through the PAKS, it was determined that the following exams could be developed:

1. PS Core exam with 70 items and a 5-hour appointment time
2. PS Boundary exam with 65 items and a 5-hour appointment time
3. PS PLSS exam with 75 items and a 5-hour appointment time
4. PS Mapping Science exam with 75 items and a 5-hour appointment time

The 2019 Surveying Exam Module Task Force's motion was put forward and gained approval under the perception that adding any or all of the 2.5-hour exams with a length of 25 items did not create a significant barrier to licensure. However, upon the completion of the 2022 PAKS, the results contradict the 2019 motion and many of its assumptions, and adding these exams can now be viewed as creating barriers to licensure.

As per exam development policies and procedures, NCEES conducts a PAKS to determine if an examination is needed, and if needed, what topics are to be included on the test blueprint. NCEES follows industry testing standards and psychometric protocols to develop reliable and defensible exams. A PAKS asks professionals, in this case licensed surveyors who were actively practicing within their jurisdiction, to rate the importance level of knowledge and task statements as developed by a panel of professional surveyors. Data was collected from over 1,000 responses and used by the current EPS Committee in its efforts to address this charge.

The process and procedures implemented in the review for PS divisional exams were based on data generated by the five PAKS surveys conducted in 2022 and on input from member boards at various forums over the last three years. While many considerations were regarded during the process, the following considerations contributed primarily to this committee's final conclusions:

- Reduction of barriers to licensure, which included the number of exams and cost per exam
- Impact of divisional exams on jurisdictional exams and the possible reduction of or format changes for those exams
- Implications of existing state statutes/rules and how they relate to changing the existing PS exam to multiple divisions

This process resulted in the committee's final recommendations for the PS divisional exams as follows:

#### Incidental Drainage Design division—Removed

- Results indicated the relatively minor importance of incidental drainage to surveyors and mapping professionals in a sufficient number of jurisdictions, regions, and subgroups.
- An unexpected lack of importance was attached to the majority of tasks and knowledge statements and activities in the Incidental Drainage content outline by those currently licensed to practice incidental drainage as a matter of professional surveying in their jurisdiction.
- There was a lack of content generally recognized as important to practitioners with four to six years of experience that could be used to populate a defensible exam.
- Too few qualifying responses were received from those who consider this knowledge area important to their professional practice.

#### Core and Boundary divisions—Combined

- The combined length and cost of the proposed Core and Boundary division is comparable in scope and development to the current PS exam. A more robust exam will be created due to the removal of any PLSS items from the combined Core and Boundary division.
- The content outline for the Core and Boundary division will contain sufficient Mapping Science items to meet minimally competent practice standards for jurisdictions that currently include mapping science content in their practice authority definition.

#### Mapping Science division—Study ongoing

- Thirty-six out of 50 jurisdictions regulate topography and not necessarily mapping science, as reported through a survey conducted by the 2018 NCEES Surveying Exam Module Task Force. The number of jurisdictions that issue a separate license solely for mapping science is currently much smaller, and the PS exam is considered sufficient for testing competency of topography methods.
- The Mapping Science content outline was reviewed by several committee members during the meeting. The critical facets of mapping science could be expanded, updated, and included in the Core and Boundary content outline to provide a more comprehensive and contemporary examination.
- The committee concluded that mapping science is an evolving and developing professional surveying practice; thus, a separate division may become necessary in the future.
- The Mapping Science content outline was geared more toward photogrammetrists and remote sensing professionals. The PAKS delved into the finer points, and in some cases possibly above minimal competence, of mapping science, which is outside the base information contained in the Core and Boundary content outline.
- The committee recommends that the Council consider monitoring the need to add a separate Mapping Science exam in the future, should jurisdictions later decide that it is needed for licensure.
- A subcommittee reviewed the blueprint overlap between the current PS exam, Mapping Science, and combined Core and Boundary. The review yielded the following:
  - Current PS exam: 11 items within blueprint items
    - GPS/GNSS, including satellite constellations, static GPS, RTK, PPP, and virtual networks
    - General business practices and procedures
    - Risk management procedures
    - Control networks and geodetic network survey
    - Topography
  - Mapping Science exam: 22 items within blueprint items
    - Identify appropriate requirements from standards, guidelines, regulations, and specifications
    - Determine technical specifications (e.g., levels of precision, order of accuracy, and resolution requirements)
    - Plan control, method(s) of data acquisition, and integration
    - Perform site evaluation and reconnaissance
    - Select appropriate reference frame, datum, and epoch
    - Perform preliminary field data analysis and review

- Verify that data meet appropriate requirements from standards, guidelines, regulations, and specifications
- Evaluate levels of precision, order of accuracy, resolution, and completeness
- Core and Boundary exam combined: 19 items within blueprint items
  - Utilize applicable surveying methods to map geodetic positions to datums/projections/coordinate systems
  - Apply surveying principles and computations to determine solutions and final documentation
  - Apply NGS standards for horizontal and vertical control
  - Apply the National Map Accuracy Standards (NMAS) and the Federal Geographic Data Committee (FGDC) standards
  - Perform general business practices and procedures to discern the client’s needs and your capabilities to provide an effective and efficient service
  - Determine and implement risk management procedures to limit liability and protect the public
  - Establish, densify, and tie into control networks and geodetic network surveys relative to datums/projections/coordinate systems
  - Perform corridor surveys and alignments for roads, utilities, and other linear features
- Based on the nearly identical number of items between the Mapping Science exam and the combined Core and Boundary exam, the majority of the committee members believed that combining Core and Boundary would provide sufficient coverage of mapping science to support the PAKS results, further limiting the required number of exams and reducing barriers to licensure.
- The committee also identified that by simply creating one PLSS exam, the number of Mapping Science items in the PS exam will nearly double when compared to the current PS exam blueprint. This was also apparent regarding the ratio of Boundary items.

PLSS division—Remains

- Providing a separate divisional exam for PLSS was the intention of the original motion presented to the Council in 2017. The motion was subsequently modified from the floor to include the investigation of potential multiple divisions.
- The content outline for PLSS developed out of the 2022 PAKS process meets the requirements for a fair and defensible exam.
- Barriers to licensure will be minimized by creating a module in lieu of a stand-alone division and will allow for a more robust PS exam.
- The module will allow for additional testing on PLSS knowledge areas, which had been noted as a concern by several Western Zone jurisdictions.
- Removing the PLSS items from the PS exam would allow for additional items in other knowledge areas.

**Charge 3**

*Work with the Committee on Education to review and revise, if necessary, the NCEES white paper Benefits of a Four-Year Degree Requirement for Surveying Licensure.*

An EPS subcommittee was formed to review the white paper *Benefits of a Four-Year Degree Requirement for Surveying Licensure*. From discussions, the subcommittee agreed that a full rewrite of the white paper was necessary due to changes in the surveying profession. Committee member Marlee Walton, P.E., P.L.S., a consultant to the Committee on Education, created a first draft of the revised white paper, with committee members Kayce Keane, P.L.S., and Coleen Johnson, R.L.S., assisting. More information on the white paper review can be found in the Committee on Education’s report.

The committee recommends charging the appropriate committees with a full review of NCEES publications for references to “four-year degree” versus “bachelor’s degree” to ensure consistent and appropriate use.

Respectfully submitted, the **Committee on Examinations for Professional Surveyors:**

Joseph Flynn, L.S., Chair

**Members**

James Riney, P.E., P.S., Vice Chair  
Aaron Blaisdell, P.L.S.  
James Chustz, P.L.S.  
Michael Drewyor, P.E., P.S.  
Coleen Johnson, R.L.S.  
Kayce Keane, P.L.S.  
Christina Martin, P.L.S.  
John Mettee III, P.L.S.  
Richard (Ric) Moore, P.L.S.  
Richard Smith Jr., P.S.  
Marlee Walton, P.E., P.L.S.  
Joseph Wichert, L.S.

**Consultant**

Timothy Lingerfelt, P.L.S.

**Board liaison**

Paul Tyrell, P.E., P.L.S.

**Staff liaison**

Jason Gamble, P.E.

**MOTIONS**

**EPS Motion 1**

Move that NCEES develop a Public Land Survey System module to be used in conjunction with the Principles and Practice of Surveying examination for jurisdictions that require such an exam.

**Rationale**

The committee’s review of the 2022 PAKS report identified that a PS exam with updated blueprint and a PLSS module would continue to protect the public without increasing barriers to licensure. The five separate divisions recommended in the 2019 motion that passed were addressed as follows.

*Core PS and Boundary:* The two divisions were combined because the PAKS showed them to be closely aligned. This will be the new NCEES PS examination. Removal of Public Land Survey System (PLSS) items from the combined Core and Boundary division will allow for a more robust PS examination, with the addition of more items within the Mapping Science and Boundary knowledge areas of the blueprint.

*Mapping Science:* The content on the new PS examination will contain sufficient Mapping Science items to meet minimally competent practice standards for jurisdictions that currently include mapping science content in their defined practice authority. However, the Council should further study if a stand-alone Mapping Science examination is needed based on how boards license mapping scientists currently or in the future. The overall process and path toward possible licensure for mappers should be investigated.

*PLSS:* Move forward with developing a module for boards that currently need to evaluate candidates on PLSS.

*Incidental Drainage Design:* The PAKS data indicated an average rating of “not important” across the four NCEES zones. Such little support for a content outline results in an inability to link items to the necessary knowledge, skills, and abilities to produce a robust body of knowledge for testing; therefore, there was no reason to move forward with the development of this examination.

**Financial impact**

Expenses related to developing the PLSS module in 2023–24 would be \$51,900.

**Board of directors’ position**

No position, non-consent agenda





## **Committee on Finances**

*Larry Smith, P.E., Chair*

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### **ABSTRACT**

The Committee on Finances was established under the NCEES *Bylaws* to study the financial needs of NCEES, to recommend sources of income, to recommend ways and means of securing adequate funds for the proper operation of NCEES, and to assist the board of directors in financial matters. The committee reviews the previous year's budget performance and recommends the next year's budget.

The committee was assigned five charges. The committee met virtually nine times, including for the work of two subcommittees, and then met in person March 10, 2023, in Scottsdale, Arizona.

The committee will present four motions. **The motions begin on page 97.**

### **CHARGES**

#### **Charge 1**

*Accomplish all recurring committee activities:*

- *Review the results of the 2021–22 financial audit and the current financial condition of the Council.*
- *Recommend a 2023–24 budget for the board of directors to approve before it is presented to the Council for final approval at the annual meeting.*
- *Study the financial needs of the Council, recommend sources of income and ways and means of securing adequate funds for the proper operation of the Council, assist the board of directors in assessing the financial year's budget performance, and report these findings to the Council.*
- *Review all financial policies. Determine if all are necessary or if changes are needed. Propose revisions as necessary.*

#### **2021–22 audit review**

The committee reviewed and discussed the independent auditor's report and financial statements for the 2021–22 fiscal year. The committee noted that no concerns, irregularities, or audit adjustments were identified in the audit report.

The committee also reviewed the February financial statements for fiscal year 2022–23 and noted that the year-to-date results are favorable to the budget. This is primarily due to expense savings resulting from reduced outreach opportunities (a continuing COVID-19 impact), delayed exam development costs, and decreased study materials expenses from transitioning to electronic publications. Overall revenue is lower than budgeted due to reduced exam volumes.

#### **2023–24 budget**

The committee reviewed and discussed the proposed income and expense budget prepared by staff for the 2023–24 fiscal year. The committee noted that the proposed budget—before mission initiatives—projects a gain from operations of approximately \$327,000. NCEES continues to experience exam-loss in its largest volume exam, the Fundamentals of Engineering (FE) examination, post-COVID. In addition, the Principles and Practice of Engineering (PE) Civil exam volumes have been—and will continue to be—impacted by the transition from a pencil-and-paper format to computer-based testing (CBT), which occurred in early 2022. This budget also reflects exam fee increases approved in August 2022, with an effective date of January 1, 2024. Finally, this budget includes the PE Structural exam in both the final pencil-and-paper format (October 2023) and the initial computer-based format (April 2024).

In reviewing the 2023–24 proposed budget, the committee compared the gain from operations to the financial projections developed by the 2021–22 Finance Committee during the exam pricing review, and the committee found the result reasonable. The committee did not recommend any changes to the proposed 2023–24 operating budget. The committee also discussed the capital budget and recommended no changes.



The operating budget and capital budget are included in **Appendices B and C** of this report. The committee will present **Motions 1–2** as a result of this charge.

### **Financial needs study**

After reviewing the current financial condition of the Council, the committee concluded that the overall financial condition of NCEES remains good, despite the overall loss in 2021–22. As previously mentioned, exam revenue continues to be hindered post-pandemic, and the transition of the largest PE exam (Civil) to CBT also has had a financial impact. Fortunately, these revenue losses were more than offset by expense savings related to exam development and outreach costs during fiscal year 2021–22. Like many organizations, NCEES experienced a significant unrealized loss to the investment reserves balance at September 30, 2022, as a result of the market downturn. At this time, the loss is anticipated to be temporary in nature.

Exams are the primary source of revenue for NCEES and must generate a nominal amount of positive income to ensure that sufficient short- and long-term resources are available to the Council. This income is used to fund many programs and services that support the NCEES mission and provide value to the member boards. The committee considered these needs during its discussion of post-pandemic FE exam volumes and the PE Civil exam’s CBT transition.

The committee also reviewed the NCEES reserve funds and concluded that the Council currently has adequate reserve funds to satisfy the various requirements of Financial Policy (FP) 1C. These requirements were discussed—and the amounts revised—as part of Charge 2.

### **Financial policy review**

The 2021–22 Finance Committee reviewed and revised the financial policies. The 2022–23 Finance Committee revisited the financial policies and did not make any changes other than those related to Charges 2 and 4 (Motions 3–4).

### **Charge 2**

*Review all reserve amounts contained in Financial Policy 1C. Propose revisions as necessary.*

The committee reviewed and discussed the current requirements within FP 1C:

- (1) 100 percent of the annual operating budget
- (2) Exam breach
- (3) Non-exam data breach
- (4) Long-term capital system and/or component replacements for the headquarters building

The last two requirements were added by the 2021–22 Finance Committee; the second requirement was approved by the board of directors in August 2022. The committee reviewed each requirement to ensure reasonable amounts, understanding that the resulting amount (after the requirements) is available for mission initiatives. In reviewing and revising the current requirement amounts, the goal of the committee was to consider the probability of the potential reserve events and the financial impact of those potential events and to provide sufficient reserve funds for mission initiatives—all while ensuring the long-term financial health of NCEES.

The committee adjusted three requirement provisions. First, the provision related to 100 percent of the annual operating budget was revised to 75 percent, as the committee felt that 100 percent was too high considering the ever-growing budget size and the financial strength of the organization. In addition, the dollar-difference from 100 percent to 75 percent was approximately the sum of the reserve amounts established by the 2021–22 Finance Committee when the non-exam breach and the building requirements were added. Second, the non-exam breach provision was lowered by approximately \$2 million, as staff purchased an additional \$2 million of insurance. Third, the committee lowered the headquarters building system and/or component replacement provision to \$1.5 million to reflect the highest cost replacement items and the items that are most likely to occur at the same time.

The committee recommends that staff and the board of directors annually review the procedures and processes used to set the exam breach reserve as the final exam transitions from pencil-and-paper to CBT.

The committee will present **Motion 3** as a result of this charge.

### **Charge 3**

*Continue to monitor the revenue and cost trends throughout the transition of all examinations to computer-based testing, monitoring both exam volumes and exam recovery rates.*

This has been a charge for several years. As the examinations transition from a pencil-and-paper format to CBT, it has typically taken approximately five to seven years for an exam to return to the original pencil-and-paper exam volume. With that, it is important to understand the individual exam recovery rates, as those rates dictate the financial impact of the transition: the faster the recovery to pencil-and-paper volumes, the greater the revenue and less the financial impact.

This year's committee continued the review of exam volumes and exam recovery rates, noting the exam-delivery impact of the COVID-19 pandemic, the differing recovery rates of individual exams, and both the positive and concerning exam recovery trends. The committee also discussed the limited data related to many of the larger PE exam transitions, as the PE Mechanical, Electrical and Computer: Power, and Civil exams have transitioned the past few years during the pandemic.

The committee recommends continued monitoring of the cost and revenue trends associated with CBT exams over the next several years to determine exam volumes and recovery rates.

The committee has no motions as a result of this charge.

### **Charge 4**

*Continue to work with the Committee on Examinations for Professional Surveyors, providing any necessary financial information if and when the Principles and Practice of Surveying examination transitions to a multidivisional examination.*

This charge was also a continuation from prior years. As the Committee on Examinations for Professional Surveyors (EPS) has continued to discuss the merits of a multidivisional Principles and Practice of Surveying (PS) exam to replace the current PS exam, the Finance Committee has compiled, reviewed, and communicated the costs associated with the various divisions.

Last year, the Finance Committee computed the anticipated costs and developed the preliminary volumes associated with five divisions: Core PS, Boundary, Public Land Survey System (PLSS), Mapping Science, and Incidental Drainage Design. This year, per the EPS motion, the Finance Committee focused on compiling costs, projecting volumes, and developing potential pricing for both a revised PS exam, based on Core+Boundary specifications, and a PLSS module. In working within the motion, the Finance Committee collected fixed exam-related costs, such as psychometric fees and travel expenses, as well as professional activities and knowledge study (PAKS) and standard-setting costs. In addition, the committee considered variable exam costs and indirect revenue and expenses. The committee forwarded this cost information, along with recommended pricing for the updated PS exam and the PLSS module, to the EPS Committee and the board of directors. There was no price change to the PS exam with the change in specifications. Additional information can be found in the EPS Committee report.

The committee will present **Motion 4** if the EPS Committee motion to establish a PLSS module is adopted.

### **Charge 5**

*Using the building assessment tool, develop a capital outlay schedule/timeline for the NCEES headquarters building.*

The committee used an outside consultant to assist in developing a capital replacement schedule—with replacement costs—for the NCEES headquarters building. Examples of these replacement items are an HVAC replacement or a roof replacement. It would not include maintenance and repair items, as these costs are part of the annual operating budget. The committee noted that, due to the relative newness of the facility and the proactive maintenance performed, the building should not require substantial replacement costs in the near future. However, in cooperation with Charge 2, the committee's work resulted in revising the reserve provision related to the headquarters system and/or component replacements.

The committee recommends future monitoring of the replacement items and the associated costs.

The committee has no motions as a result of this charge.

Respectfully submitted, **the Committee on Finances:**

Larry Smith, P.E., Chair

**Members**

Kelly Fedele, P.E., P.S.  
Brian Hanson, P.E.  
Joseph Jakubowski III, P.E.  
Dale Jans, P.E.  
Michael Kidd, P.L.S.  
Andrew Ritter  
Sarah Tracy, P.E.  
Samuel Wilson, P.E.

**Consultant**

Timothy Rickborn, P.E., S.E.

**Ex officio member**

Laura Sievers, P.E.

**Board liaison**

Paul Tyrell, P.E., P.L.S.

**Staff liaison**

Joe Scheving, CPA

**MOTIONS**

**Finance Motion 1**

Move that the adoption of the 2023–24 operating budget as shown in **Appendix B** be postponed to the end of the last business session in order to take into account any subsequent actions adopted by the Council that may affect this budget.

**Board of directors' position**

Endorses, consent agenda

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**Finance Motion 2**

Move that the adoption of the 2023–24 capital budget as shown in **Appendix C** be postponed to the end of the last business session in order to take into account any subsequent actions adopted by the Council that may affect this budget.

**Board of directors' position**

Endorses, consent agenda

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**Finance Motion 3**

Move that Financial Policy 1C be amended as follows:

**FP 1 Council Funds**

- C. The reserve funds (current tangible assets plus tangible marketable long-term investments minus current liabilities) should be accumulated to and maintained at a level sufficient for each of the following:
  1. A designated reserve equal to a minimum amount of ~~100~~75 percent of the annual operating budget
  2. A designated exam breach reserve equal to the computed cost of a probable or potential exam breach based on the current approved item replacement costs
  3. A data breach reserve equal to the anticipated costs of such an incident, including lost revenue during recovery, less insurance provisions
  4. A building reserve for long-range capital improvements and replacements for the NCEES headquarters building system and/or component replacements

**Rationale**

The committee recommends that the current language in FP 1C be revised to reflect the financial changes to the reserve provisions and to clarify the intent of the NCEES headquarters building reserve.

**Board of directors' position**

Endorses, consent agenda

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**Finance Motion 4**

Move that Financial Policy 6 be amended to add the Public Land Survey System module for the Principles and Practice of Surveying exam at a price of \$325, effective January 1, 2025, if EPS Motion 1 is adopted.

**Rationale**

Implementation of the PLSS module for the PS exam will require an exam price.

**Board of directors' position**

Endorses, consent agenda

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**APPENDIX A: OPERATING BUDGET SUMMARY**

	<b>2023–24 Proposed Budget</b>	<b>2022–23 Approved Budget</b>
<b>INCOME</b>		
Support Services Revenue	559,020	556,950
Examination Services Revenue	29,171,992	28,869,584
Member Services Revenue	<u>5,863,712</u>	<u>5,669,956</u>
<b>Total Income</b>	<u>35,594,724</u>	<u>35,096,490</u>
<b>EXPENSES</b>		
General and Administrative	8,126,783	7,649,556
Meetings and Outreach Services	4,900,828	4,716,640
Examination Services	20,905,194	22,424,329
Member Services	<u>1,334,480</u>	<u>1,754,220</u>
<b>Total Expenses</b>	<u>35,267,285</u>	<u>36,544,745</u>
<b>NET OPERATING INCOME (LOSS)</b>	<b>327,439</b>	<b>(1,448,255)</b>
Mission Initiatives	<u>1,755,000</u>	<u>2,575,000</u>
<b>Subtotal</b>	<b>(1,427,561)</b>	<b>(4,023,255)</b>
<b>NONOPERATING ITEMS</b>		
Interest and Investment Income	1,675,000	1,298,750
Other Income	<u>0</u>	<u>0</u>
<b>NET INCOME</b>	<u><b>247,439</b></u>	<u><b>(2,724,505)</b></u>
<b>TRANSFER</b>		
Transfer to NCEES Foundation	<u>7,000,000</u>	

## APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET

### SUPPORT SERVICES REVENUE

Member Board Fees	419,350
Participating Organizations Liaison Council (POLC) Fees	0
Annual Meeting Fees	67,550
Other Meeting Fees	65,620
Miscellaneous Income	6,500
<b>Total Support Services Revenue</b>	<b><u>559,020</u></b>

### SUPPORT SERVICES OPERATING EXPENSES

#### Officer/Staff Travel

President	33,000
Past President	17,250
President-Elect	29,000
Central Zone Vice President	17,000
Northeast Zone Vice President	17,000
Southern Zone Vice President	17,000
Western Zone Vice President	17,000
Treasurer	15,500
Chief Executive Officer	33,000
Staff	26,620
International	58,700
<b>Subtotal</b>	<b><u>281,070</u></b>

#### Committee Travel and Expenses

Advisory Committee on Council Activities	18,000
Bylaws Committee	1,500
Finance Committee	22,000
Member Board Administrators (MBA) Committee	19,000
Law Enforcement Committee	18,000
POLC	15,000
Education Committee	22,000
Uniform Procedures and Legislative Guidelines Committee	18,000
Ad Hoc Committees	57,000
<b>Subtotal</b>	<b><u>190,500</u></b>

#### Annual Meeting

Staff Travel	49,447
Expenses	894,936
Publications	60,000
Award Recipient Travel	9,719
Awards and Presentations	10,880
Funded Delegate Travel	543,485
<b>Subtotal</b>	<b><u>1,568,467</u></b>

Board Presidents/MBA Assembly	0
MBA Meeting and Board Attendee	5,893
Zone Meeting Expenses	603,508
Meeting Registration Expenses	12,540

**APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET****Promotion and Outreach**

Engineering Education Award	101,450
Surveying Education Award	105,400
Discretionary Outreach	500,000
Licensure Outreach	591,500
Marketing	907,500
Newsletter	33,000
<b>Subtotal</b>	<b><u>2,238,850</u></b>

**Total Meetings and Outreach****4,900,828****GENERAL AND ADMINISTRATIVE****Personnel and Human Resources**

Salaries	4,033,848
Payroll Taxes (FICA)	276,884
Payroll Insurance (State)	2,500
Group Insurance	453,996
Employee Retirement Fund	424,867
Recruiting	7,328
Employee Development	151,516
<b>Subtotal</b>	<b><u>5,350,939</u></b>

**Office**

Rent and Property Tax	5,100
Electricity	110,737
Water	8,785
Building Security	19,354
Building Maintenance	70,971
Cleaning and Ground Maintenance	157,752
<b>Subtotal</b>	<b><u>372,699</u></b>

**Administrative**

Postage	6,204
Supplies	34,558
Credit Card/Bank Fees	18,321
Administrative Printing	60,000
Strategic Planning	18,257
Noncapitalized Purchases	8,500
<b>Subtotal</b>	<b><u>145,840</u></b>

**Technology Services**

Communications	194,384
Equipment Lease/Rental	107,400
Software	270,220
Noncapitalized Purchases	93,147
Hardware Maintenance	44,000
<b>Subtotal</b>	<b><u>709,151</u></b>

**Insurance and Bond**

Travel	6,074
Building and Liability	8,402
Directors and Officers	20,411
Professional Liability	37,096
Workers' Compensation	14,341
<b>Subtotal</b>	<b><u>86,324</u></b>

**APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET**

<b>Dues and Professional Fees</b>	
ABET Dues and Meetings	24,250
Federations of Associations of Regulatory Boards	9,100
Alliance for Responsible Professional Licensing	52,900
Other Memberships and Dues	13,012
Legal Fees	105,500
Audit and Payroll Fees	53,354
Lobbying	75,000
Other Professional and Consulting Fees	167,359
<b>Subtotal</b>	<b><u>500,475</u></b>
<b>Depreciation and Interest</b>	
Interest Expense	9,295
Equipment and Furniture Depreciation	535,151
Building Depreciation	416,909
<b>Subtotal</b>	<b><u>961,355</u></b>
<b>Total General and Administrative Expenses</b>	<b><u>8,126,783</u></b>
<b>TOTAL SUPPORT SERVICES OPERATING EXPENSES</b>	<b><u>13,027,611</u></b>
<b>GAIN/(LOSS) FROM SUPPORT SERVICES</b>	<b><u>(12,468,591)</u></b>
<b>EXAMINATION SERVICES OPERATING REVENUE</b>	
<b>EXAMINATIONS</b>	
Fundamentals of Engineering	13,212,874
Principles and Practice of Engineering	11,612,655
Structural Engineering	1,179,000
Fundamentals of Surveying	525,944
Principles and Practice of Surveying	419,128
Examination Regrading	300
<b>Subtotal</b>	<b><u>26,949,901</u></b>
<b>STUDY MATERIALS</b>	
Publication Sales	2,222,091
Postage and Shipping Revenue	0
<b>Subtotal</b>	<b><u>2,222,091</u></b>
<b>TOTAL EXAMINATION SERVICES OPERATING REVENUE</b>	<b><u>29,171,992</u></b>
<b>EXAMINATION SERVICES OPERATING EXPENSES</b>	
<b>EXAMINATIONS</b>	
<b>Fundamentals of Engineering</b>	
Computer-Based Testing (CBT) Seat Fees	7,129,635
Contracted Services	875
Psychometric Consulting Services	255,225
Travel	398,934
<b>Subtotal</b>	<b><u>7,784,669</u></b>



**APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET**

<b>Principles and Practice of Engineering</b>	
CBT Seat Fees	4,458,379
Contracted Services	25,500
Psychometric Consulting Services	1,050,175
Printing	0
Travel	1,132,638
<b>Subtotal</b>	<b><u>6,666,692</u></b>
<b>Structural</b>	
CBT Seat Fees	242,933
Contracted Services	2,500
Psychometric Consulting Services	75,000
Grading	37,200
Printing	41,050
Travel	267,816
<b>Subtotal</b>	<b><u>666,499</u></b>
<b>Fundamentals of Surveying</b>	
CBT Seat Fees	295,072
Contracted Services	550
Psychometric Consulting Services	38,625
Travel	33,477
<b>Subtotal</b>	<b><u>367,724</u></b>
<b>Principles and Practice of Surveying</b>	
CBT Seat Fees	172,058
Contracted Services	575
Psychometric Consulting Services	44,375
Travel	41,846
<b>Subtotal</b>	<b><u>258,854</u></b>
<b>Committee Travel and Expenses</b>	
Examination Audit Committee Travel	17,462
Examination Audit Psychometric Services	11,000
Committee on Examination Policy and Procedures (EPP) Travel	20,796
Committee on Examinations for Professional Engineers (EPE) Travel	45,089
EPE Psychometric Services	27,885
Committee on Examinations for Professional Surveyors (EPS) Travel	24,478
EPS Psychometric Services	15,045
<b>Subtotal</b>	<b><u>161,755</u></b>
<b>Examination Materials and Shipping</b>	
Freight and Shipping	14,200
Printing and Distribution	4,400
ADA Consulting Expense	127,820
Meeting Registration Fees	12,540
<b>Subtotal</b>	<b><u>158,960</u></b>
<b>Examination Development</b>	
Principles and Practice of Engineering Development—Cut Scores	277,747
Principles and Practice of Engineering Task Analysis	533,385
Principles and Practice of Surveying Development—Cut Scores	53,627
Principles and Practice of Surveying Task Analysis	0
<b>Subtotal</b>	<b><u>864,759</u></b>
<b>Total Examination Expenses</b>	<b><u>16,929,912</u></b>

**APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET**

**STUDY MATERIALS**

Publication Printing Expense	86,353
Digital Product Expense	40,000
Postage and Shipping Expense	20,000
<b>Total Study Materials Expenses</b>	<b><u>146,353</u></b>

**OTHER DIRECT EXPENSES**

Salaries (Direct)	2,342,080
Payroll Taxes (Direct)	178,403
Benefits and Retirement (Direct)	608,141
Credit Card Processing (Revenue Ratio Allocation)	642,111
Compliance and Security	58,194
<b>Total Other Direct Expenses</b>	<b><u>3,828,929</u></b>

**TOTAL EXAMINATION SERVICES OPERATING EXPENSES**

**20,905,194**

**GAIN/(LOSS) FROM EXAMINATION SERVICES**

**8,266,798**

**MEMBER SERVICES OPERATING REVENUE**

**EXAM ADMINISTRATION SERVICES REVENUE**

Exam Administration Fees	<u>0</u>
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**NCEES RECORDS/CREDENTIALS EVALUATIONS SERVICES REVENUE**

Application Fees—Records	1,752,625
Transmittal Fees—Records	3,107,087
Application Fees—Credentials	983,500
Reevaluation Fees—Credentials	20,500
<b>Total Records/Credentials Revenue</b>	<b><u>5,863,712</u></b>

**TOTAL MEMBER SERVICES OPERATING REVENUE**

**5,863,712**

**MEMBER SERVICES OPERATING EXPENSES**

**EXAM ADMINISTRATION SERVICES EXPENSES**

Site Rentals	0
Proctor Expense	0
Security Guards	0
Secure Storage	0
Supplies/Miscellaneous	0
Postage and Shipping	0
Printing	0
Travel	0
Training	0
<b>Total Exam Administration Services Expenses</b>	<b><u>0</u></b>

**NCEES RECORDS/CREDENTIALS EVALUATIONS SERVICES EXPENSES**

Postage and Shipping	1,000
Travel/Audit—Credentials	5,748
Electronic Transcript Services	12,330
<b>Total Records/Credentials Expenses</b>	<b><u>19,078</u></b>

**APPENDIX B: 2023–24 PROPOSED OPERATING BUDGET****OTHER DIRECT EXPENSES**

Salaries (Direct)	910,030
Payroll Taxes (Direct)	70,503
Benefits and Retirement (Direct)	204,108
Credit Card Processing (Revenue Ratio Allocation)	130,761
<b>Total Other Direct Expenses</b>	<b><u>1,315,402</u></b>

**TOTAL MEMBER SERVICES OPERATING EXPENSES****1,334,480****GAIN/(LOSS) FROM MEMBER SERVICES****4,529,232****OPERATION TOTALS****TOTAL REVENUE** 35,594,724**TOTAL EXPENSES** **35,267,285****GAIN/(LOSS) FROM OPERATIONS****327,439**

Mission Initiatives 1,755,000

**GAIN/(LOSS) BEFORE NONOPERATING ITEMS****(1,427,561)****NONOPERATING ITEMS**

Interest and Investment Income 1,675,000

**GRAND TOTALS****247,439****TRANSFER**Transfer to NCEES Foundation **7,000,000**

**APPENDIX C: 2023–24 PROPOSED CAPITAL BUDGET**

**CAPITAL PURCHASES/LEASES**

**Equipment**

Security System Server/Camera Upgrade

25,000

Miscellaneous Equipment

20,000

45,000

**TOTAL**

45,000



## Committee on Law Enforcement

Grant Grigg, Chair

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### ABSTRACT

The Committee on Law Enforcement was established under NCEES *Bylaws* Section 7.10. The committee considers and recommends methods for member boards to achieve more efficient and uniform enforcement of licensing acts necessary for greater interstate coordination.

This year's committee addressed 10 charges and prepared recommendations for each charge using its NCEES Basecamp project and one in-person meeting in January 2023.

The committee has one motion for Council action. **The motion is shown on page 112.**

### CHARGES

#### Charge 1

*Accomplish all recurring committee activities:*

- *Review the 2022 Law Enforcement Program. Organize similar activities for the 2023 annual meeting.*
- *Submit articles for inclusion in Licensure Exchange related to law enforcement issues.*
- *Review the Investigation and Enforcement Guidelines. Revise as appropriate.*
- *Review the Enforcement Exchange Instruction Manual. Revise as appropriate.*

#### **Review the 2022 Law Enforcement Program. Organize similar activities for the 2023 annual meeting.**

The 2022 Law Enforcement Program included a forum and workshop and was held as part of the NCEES annual meeting in Carlsbad, California.

The 2022 Law Enforcement Forum consisted of a three-hour interactive presentation that included an overview of the enforcement resources available from NCEES, including Enforcement Exchange and investigative materials. The second part of the forum was a discussion of law enforcement topics and issues affecting the law enforcement community.

The 2022 Law Enforcement Workshop was a presentation from the Council on Licensure, Enforcement and Regulation, or CLEAR. Seventy-eight individuals attended the workshop. The program consisted of three sessions:

- **Developing a Professional Attitude: Ethics for the Regulatory Investigator**—Participants gained an advanced understanding of guidelines for ethical behavior as a regulatory investigator.
- **Professional Conduct**—The session focused on the development of professional attitudes, conduct, and relationships with other regulatory and law enforcement agencies.
- **Testifying in Administrative and Criminal Proceedings**—Participants learned the basic skills and techniques for effective witness testimony.

The 2023 Law Enforcement Forum will be held Thursday, August 17, 1:00–4:00 p.m., as part of the annual meeting schedule of events. An interactive program is planned for board investigators, attorneys, members, and member board administrators (MBAs). The forum will begin with an overview of the Alabama board's licensing management system, including the board's investigation module, and an Enforcement Exchange update. Participants will then take part in roundtable discussions of law enforcement topics provided during registration. The forum will conclude with an open discussion of current law enforcement issues.

The 2023 workshop will be held Friday, August 18, 9:00 a.m.–4:00 p.m., as part of the annual meeting schedule of events. Patti Wood, an expert on body language, will conduct a fast-paced, interactive program on the secrets to reading people and

- forming an accurate first impression,
- establishing credibility and rapport, and
- reading stress, comfort, and power cues.

This workshop is intended to help individuals be more effective in their interactions with others and enhance their face-to-face, phone, and virtual interviews.

#### **Submit articles for inclusion in *Licensure Exchange* related to law enforcement issues.**

The following articles were published in *Licensure Exchange*:

- October 2022: “Committee on Law Enforcement presents first in-person program since 2019” (Grant Grigg)
- December 2022: “Active listening is a tool for board investigators” (Kyle Elliott, P.L.S.)
- February 2023: “Maryland board provides multiple pathways to reinstate engineering licensure” (Karl Rickert, P.E.)
- April 2023: “Why are some boards apprehensive to consider ethical violations?” (Karl Tonander, P.E.)
- June 2023: “Solving an ongoing problem in the surveying community” (Bob Herbert)
- August 2023: TBD

#### **Review the *Investigation and Enforcement Guidelines*. Revise as appropriate.**

The committee reviewed the *Investigation and Enforcement Guidelines* and recommended no changes.

Chapter 7, Exam Irregularities, and Appendix N, Guide to Disciplinary Sanctions, were reviewed separately; see Charges 5 and 6.

#### **Review the *Enforcement Exchange Instruction Manual*. Revise as appropriate.**

The committee reviewed the *Enforcement Exchange Instruction Manual* and recommended no changes. The committee recommended a change to Enforcement Exchange; a field for fines has been added to search-by-date range results.

#### **Charge 2**

*Consider removing the Law Enforcement Program from the annual meeting and replacing it with a funded meeting at NCEES headquarters.*

The committee discussed replacing the Law Enforcement Program at the annual meeting with a funded meeting at NCEES headquarters. The annual meeting Law Enforcement Program includes a forum on Thursday afternoon and a workshop on Friday. Participants include board investigators, attorneys, board members, and MBAs. Holding the program at NCEES headquarters could limit attendance by board members and MBAs. During recent years, attendance has increased from 58 participants in 2017 to 70 participants in 2018 and 78 participants in 2022. Also, forum attendance increases when the annual business meeting concludes early. The capacity of the largest meeting room at NCEES headquarters is 48, which would not allow sufficient space for even one person per member board.

Therefore, the committee recommends keeping the Law Enforcement Program as part of the NCEES annual meeting. In addition, the committee will present **Motion 1** to amend the financial policy regarding travel expenses to provide for funding one person from each member board to attend the Law Enforcement Program at the annual meeting.

#### **Charge 3**

*Develop topics and/or presentations for three webinars or virtual meetings throughout the 2022–23 fiscal year.*

The committee discussed the schedule for future webinars and recommended offering three webinars as follows:

- April–June: Responsible charge presentation; virtual; June 28
- July–September: Law Enforcement Program (forum and workshop); in person at NCEES annual meeting; August 17–18
- October–December: TBD; virtual

#### **Charge 4**

*Review the Idaho rule on expungement of records and how it impacts NCEES Records and Enforcement Exchange. Make recommendations to the board of directors.*

The Idaho rule on expungement of records provides Idaho licensing authorities criteria to grant a request for the expungement of disciplinary action previously imposed on a person's license, whether formal, informal, or corrective action or action in lieu of discipline.

The committee reviewed the Idaho rule and does not recommend removing an expunged disciplinary action from an NCEES Record or Enforcement Exchange. Instead, a comment should be added to the NCEES Record or Enforcement Exchange to note that the disciplinary action was expunged, pursuant to a jurisdiction's statute. This would allow other member boards to decide how to proceed based on their rules and laws.

#### **Charge 5**

*Review the Investigation and Enforcement Guidelines Chapter 7; revise as appropriate based on changes to Exam Administration Policy 8.*

The committee recommends changes to Chapter 7, Exam Irregularities, as noted in **Appendix A** of this report.

#### **Charge 6**

*Review the Investigation and Enforcement Guidelines Appendix N; revise as appropriate.*

The committee reviewed the *Investigation and Enforcement Guidelines* Appendix N, Guide to Disciplinary Sanctions, and found the guidelines to be sufficient. The guidelines provide a baseline for member boards to be consistent in how they discipline individuals. The committee recommends removing the average sanctions from the Penalty Guidelines table within Appendix N.

#### **Charge 7**

*Develop guidelines for responsible charge and supervision. Determine if the guidelines should be included in the Investigation and Enforcement Guidelines, as a white paper, in the Model Law or Model Rules, and/or during one of the committee's virtual webinars/forums.*

The committee reviewed this charge and determined that standard investigative procedures should be used to investigate a licensee who may have certified a work product that was not prepared by the licensee or under the licensee's direct supervisory control. Unique investigative procedures or guidelines are not required.

The investigation should consider the involvement of the professional engineer or surveyor with the work from its inception through its completion. The following should be considered to determine whether a professional engineer or surveyor exercised responsible charge and supervision during the preparation of the work product in question:

- Have and exercise the authority to review and to change, reject, or approve both the work in progress and the final work product, through a continuous process of examination, evaluation, communication, and direction throughout the development of the work
- Be personally aware of the project's scope, needs, parameters, limitations, and special requirements
- Be capable of answering questions relevant to the engineering or surveying decisions made as part of the services provided, in sufficient detail to demonstrate reasonable knowledge of and proficiency in the work
- Be reasonably satisfied with the product of the services rendered and accept full responsibility for the engineering or surveying work
- Be in direct supervisory control and have personal professional knowledge of the preparation of the work product and supervise other design professionals and/or support staff working on the project

A licensee should not certify or sign and seal any work product that was not prepared by the licensee or under the licensee's direct supervisory control.

A virtual webinar will be held in June 2023 to discuss responsible charge and supervision.

### **Charge 8**

*Review the following guidelines and revise as appropriate:*

- *Applications and information on criminal convictions/disciplinary action*
- *Evaluating an applicant's criminal history*
- *Investigating and evaluating disciplinary actions*
- *Investigating professional engineers and surveyors practicing outside area of competence*
- *Law Enforcement position paper on Enforcement Exchange*

The committee reviewed the guidelines and recommends changes to the following guidelines, as noted in **Appendix B** of this report:

- *Licensure Applications Requesting Information on Criminal Convictions and Disciplinary Actions*
- *Investigating Allegations of a Professional Engineer or Professional Surveyor Practicing Outside His or Her Area of Competence*

The revised guidelines will be posted on the Enforcement Resources section of [nces.org/resources](https://nces.org/resources).

### **Charge 9**

*Review the feasibility of developing and publishing an annual statistical report that shows the following:*

- *Number and types of violations reported by each member board*
- *Five- or ten-year trends*
- *Other data as appropriate*

The committee discussed the feasibility of developing and publishing an annual statistical report to show the number and types of violations reported by each member board. The major challenges with publishing an annual report include incomplete data (not all member boards use Enforcement Exchange) and inconsistency in the types of violations/penalties entered by member boards. Based on this information, the committee concluded that it was not feasible to publish a meaningful annual report.

The committee developed a one-time statistical report based on the following:

- The number of disciplinary actions (individuals and firms) from 2018 through 2022 for all member boards and each member board (individuals) was obtained from Enforcement Exchange by action date.
- The number of member board licensees (engineers and surveyors, resident and nonresident) was obtained from the member board profiles in the NCEES E3 system; dual licensees were not included.

The statistical report is included as **Appendix C** of this report.

### **Charge 10**

*Determine the feasibility of obtaining legislative and individual reporting requirements for each member board. Determine the best way to collect the data and develop a template for showing the information for possible distribution to member boards.*

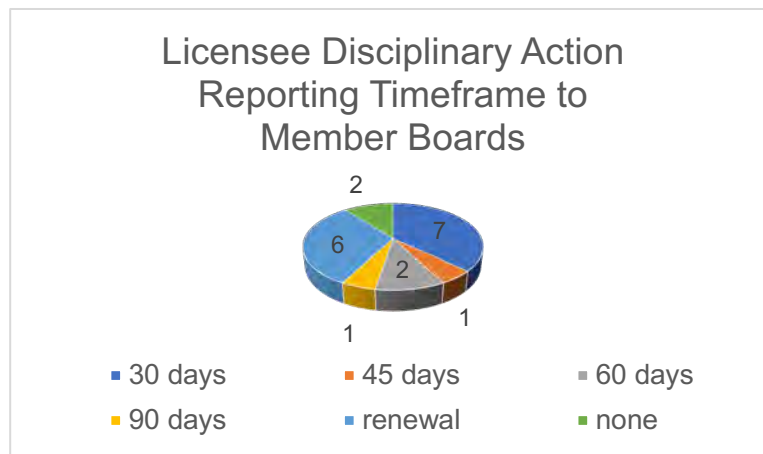
The committee requested member boards to respond to the following questions:

1. Does your state/jurisdiction have a statutory requirement for licensees to report to your board once they have been disciplined in another state/jurisdiction?
2. If so, how long do they have to make that report?
3. If so, what is the required method (copy of disciplinary action, cover letter, etc.) of reporting the disciplinary action?
4. Does your state/jurisdiction have a statutory requirement for a licensee to report to your board if they have been convicted of a criminal act, after being licensed?
5. Does your state have a procedure/schedule for reporting your state disciplinary actions to the NCEES Enforcement Exchange, and if so, how often?
6. Finally, there are several “violations” and “penalties” listed in the drop-down boxes in the reporting section of Enforcement Exchange. Are there any violations or penalties your state does not report in Enforcement Exchange?

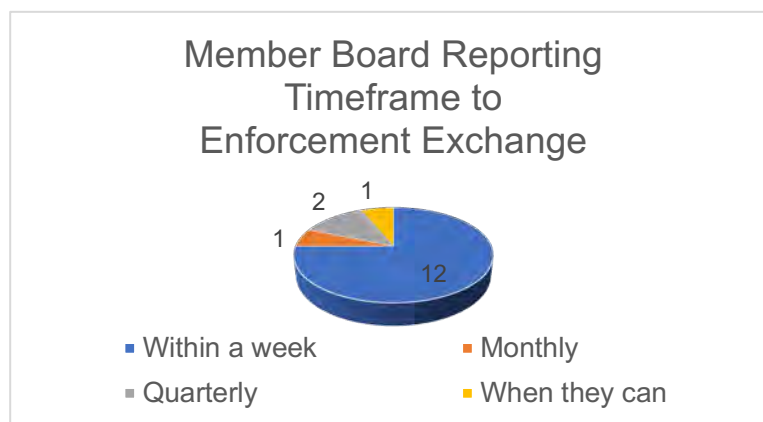
Nineteen member boards responded, with four being engineering or surveying only. All 19 member boards had statutes for a licensee to report a disciplinary action from another jurisdiction.



The majority (90 percent) of the member boards required written notification of the disciplinary action with a copy of the final order. The same percentage (90 percent) required notification of a criminal conviction. The reporting timeframe for licensees to report disciplinary action to their member boards is shown below.



Sixty-three percent of the member boards reported that they report disciplinary action to Enforcement Exchange within a week of the final order being issued. Most of the member boards stated that they report all disciplinary actions, while some member boards do not report warning letters and exam irregularities.



A summary of the responses from the member boards is shown in **Appendix D** of this report.

The committee recommends adding the above questions to the Enforcement section of the member board profiles in the NCEES E3 system.

Respectfully submitted, the **Committee on Law Enforcement:**

Grant Grigg, Chair

**Members**

- Michael Clendaniel, P.E.
- Daren Cone, P.E., P.L.S.
- Tiffany Criswell
- Kyle Elliott, P.L.S.
- John Greenhalge
- Bob Herbert
- Karl Rickert, P.E.
- Amy Strauss, P.E.
- Ronald Willey, Ph.D., P.E.

**Board liaison**

Andrew Zoutewelle, P.L.S.

**Staff liaison**

Bob Whorton, P.E.

**MOTIONS**

**Law Enforcement Motion 1**

Move that the following paragraph be added to Financial Policy 3:

**FP 3 Travel Expenses**

F. Approved Law Enforcement meetings

- 1. Members of the current NCEES board of directors as authorized by the president
- 2. A designated enforcement person from each member board

**Financial impact**

Assuming that one individual each from 30 member boards would attend the Law Enforcement Program at the NCEES annual meeting, the financial impact would be approximately \$60,400. This total includes travel, hotel, funding check, parking, and other meeting expenses.

**Rationale**

The Law Enforcement Program at the annual meeting includes a forum and workshop that provide important learning and collaboration opportunities for individuals involved in enforcement issues. Thus, funding someone designated by the board to handle enforcement issues is highly recommended. The proposed amendment to FP 3 mirrors the policy language for approved member board administrator meetings (paragraph E of FP 3), which provides funding for the MBA Meeting.

**Board of directors' position**

Endorses, consent agenda

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## APPENDIX A: REVISIONS TO INVESTIGATION AND ENFORCEMENT GUIDELINES (CHARGE 5)

### Investigation and Enforcement Guidelines Chapter 7—Exam Irregularities

#### SECTION 1—EXAMS

NCEES develops and scores exams for engineering and surveying licensure. Exams are administered in a computer-based or a pencil-and-paper format. A third-party contractor administers the computer-based exams based on prescribed administrative procedures. NCEES publishes administrative procedures for the paper exams. These procedures help ensure that all licensure candidates are examined under comparable conditions.

#### SECTION 2—NCEES EXAMINEE GUIDE

The NCEES *Examinee Guide* is the official examinee guide to policies and procedures for all NCEES exams. All examinees are required to read this document before starting the exam registration process. Examinees must also confirm they agree to comply with all requirements in the NCEES *Examinee Guide* during exam registration and again on exam day. The NCEES *Examinee Guide* is posted on [ncees.org](http://ncees.org), and examinees can access it from their MyNCEES account.

#### SECTION 3—EXAM IRREGULARITIES

Fraud, deceit, dishonesty, unprofessional behavior, and other irregular behavior in connection with taking any NCEES exam are strictly prohibited. Irregular behavior includes but is not limited to the following: failing to work independently; impersonating another individual or permitting such impersonation (surrogate testing); possessing prohibited items; [violating an exam scheduling restriction](#); communicating with other examinees or any outside parties by way of cell phone, personal computer, the Internet, or any other means during an exam; disrupting other examinees; creating safety concerns; and possessing, reproducing, or disclosing nonpublic exam questions, answers, or other information regarding the content of the exam before, during, or after the exam administration.

#### SECTION 4—COMPUTER EXAMS: INVALIDATING EXAM RESULTS

~~If an examinee who fails to comply with the conditions in the NCEES *Examinee Guide*, could have their results invalidated by NCEES~~ [has the authority to invalidate the examinee's results and suspend the examinee's ability to take an NCEES examination for up to three years](#). Evidence of an exam irregularity may be based on the performance of the examinee, a report from an administrator or a third party, or other information.

All irregularities are reviewed by the NCEES compliance and security manager. The following are typical reasons an examinee's exam results are invalidated by NCEES:

- Having a prohibited item in the testing room;
- Accessing a cell phone during an unscheduled break; ~~and~~
- [Exiting the building during an unscheduled break](#)
- Testing twice during a testing window;
- [Testing more than three times in a 12-month period](#)

~~If an examinee failed to comply with the conditions in the NCEES *Examinee Guide*, the NCEES chief executive officer, NCEES chief operating officer, and the NCEES director of exam services review the irregularity and make the decision to invalidate.~~

~~NCEES will report the identity of the examinee and the reason for invalidation to the affected member board. Based on their rules and laws, member boards should review the irregularity and determine if additional sanctions are required, i.e., restrictions on future testing.~~

[The NCEES chief executive officer, chief operating officer, and chief officer of examinations review the irregularity and make the decision to invalidate results or ban an examinee from future testing. NCEES will report the identity of the examinee and the reason for invalidation and/or ban to the affected member board. Based on its rules and laws, the member board should review the irregularity and determine if additional sanctions are required. If a member board objects to NCEES' decision to ban an examinee from](#)

## APPENDIX A: REVISIONS TO INVESTIGATION AND ENFORCEMENT GUIDELINES (CHARGE 5)

future testing, NCEES will update the examinee's account to allow the examinee to select that member board and register for an examination in accordance with the terms set forth by that member board.

### SECTION 5—PAPER EXAMS: INVALIDATING EXAM RESULTS

If an Examinees who fails to comply with the conditions in the NCEES *Examinee Guide*, are subject to dismissal from the exam. Examinees who are dismissed will have their exam results invalidated. Examinees who fail to comply with the conditions in the NCEES *Examinee Guide*, but are not dismissed during the exam, could have their results invalidated. NCEES has the authority to invalidate the examinee's results and suspend the examinee's ability to take an NCEES examination for up to three years. Evidence of an exam irregularity may be based on the performance of the examinee, a report from an administrator or a third party, or other information. All irregularities are reviewed by the NCEES compliance and security manager.

Exam irregularities that are grounds for exam invalidation by NCEES are: The following are typical reasons that an examinee's exam results are invalidated:

- Having a device with copying, recording, or communication capabilities in the exam room
- Having a calculator that is not on the NCEES-approved list
- ~~Removing pages from the exam booklet~~
- Leaving the exam area without authorization
- Copying from another examinee's answer sheet or colluding with another examinee
- Beginning the exam before the proctor announces that the exam has begun
- Failing to stop writing immediately when time is called
- Writing on anything other than the exam booklet or answer sheet

NCEES will report the identity of the examinee whose results are invalidated, and the reason for invalidation, to the affected member board.

Exam irregularities that may be grounds for exam invalidation by member boards are as follows:

- ~~Copying from another examinee's answer sheet or colluding with another examinee~~
- ~~Having loose paper, legal pads, writing tablets, or unbound notes in the exam room~~
- ~~Using a non-NCEES writing instrument or eraser to complete any portion of the exam~~
- ~~Beginning the exam before the proctor announces the starting time~~
- ~~Failing to stop writing immediately when time is called~~
- ~~Writing on anything other than the exam booklet or answer sheet~~
- ~~Violating any other terms of the NCEES *Examinee Guide* or Candidate Agreement~~

The NCEES manager of compliance and security provides affected member boards with an irregularity report that includes exam location, name of the person making the report, examinee's name, ID number, and seat number, and the nature and circumstances of the irregularity.

The member board should investigate the irregularity to determine the appropriate action to take. After completing the investigation, the board should notify the NCEES manager of compliance and security to either release or invalidate the results of the examinee.

The NCEES chief executive officer, chief operating officer, and chief officer of examinations review the irregularity and make the decision to invalidate results or ban an examinee from future testing. NCEES will report the identity of the examinee and the reason for invalidation and/or ban to the affected member board. Based on its rules and laws, the member board should review the irregularity and determine if additional sanctions are required. If a member board objects to NCEES' decision to ban an examinee from future testing, NCEES will update the examinee's account to allow the examinee to select that member board and register for an examination in accordance with the terms set forth by that member board.

## APPENDIX A: REVISIONS TO INVESTIGATION AND ENFORCEMENT GUIDELINES (CHARGE 5)

### SECTION 6—PAPER EXAMS: COPYING/COLLUSION

NCEES enlists a third-party contractor to perform a set of analyses to identify examinees who may have engaged in copying/collusion behavior. The analysis uses statistical methods to identify pairs of examinees whose response patterns show an unusual commonality of answer responses, particularly incorrect responses. NCEES then reviews seating charts to determine if the pairs of examinees were seated close to one another during the exam. NCEES notifies member boards about pairs of examinees meeting these criteria and recommends that the board conduct an investigation. NCEES will provide each board a copying/collusion analysis, copies of seating charts and answer sheets, and a report describing any work the examinees wrote in their exam books.

Member boards should consider the following before starting their investigation:

- Review member board rules and law for legal authority to act.
- Consider rulemaking, if need be, to provide for board authorization to act.
- Consider acting under administrative authority rather than an enforcement action to shift the burden of proof from the board to the applicant.
- Coordinate with the NCEES manager of compliance and security to gather additional information, if required.

#### Gathering evidence

After the member board receives the irregularity report, the board should review or gather the following evidence for the investigation:

- Review seating charts and answer sheets.
- Review exam results.
- Coordinate review of the examination booklets by or through NCEES.
- Review proctor irregularity reports, if available.
- Send written correspondence to identified individuals requesting a reenactment of the exam day's events. Appendix U includes a sample letter.
- Interview proctors and some nearby examinees not suspected of a testing irregularity, if required.

#### Evaluating evidence

Based on the strength and credibility of the evidence from each individual and the comparison of evidence between identified pairs, it may be possible to identify individuals as either the possible originator of the exam answers or the possible copier of the answers. For example, the exam pair may be seated front and back rather than side by side. For those identified as possible originators and therefore not involved in collusion, evidence and a recommendation should be presented to the member board. The member board may request the release of the results of those examinees by NCEES. For those individuals identified as possible copiers, or for any identified examinees for which the evidence of collusion is strong, the member board should confer with legal counsel. Depending on the advice of counsel, the member board may continue with arranging an interview with the suspected examinee(s).

**Interviewing suspected examinees:** Interview participants from the member board may include the following: enforcement investigators, agency or outside legal counsel, administrator and licensing and compliance/enforcement managers, board member(s), and exam coordinator. The interviewees may request the attendance of representation or witnesses during the interview. The member board should determine if and to what extent these resources may participate. The interviewees may request copies of information related to the accusations, including seating charts, exam statistics, proctor reports, or other non-confidential information. Finally, the interview should be conducted. See Appendix V for interview process, topics, questions, and insights.

**Recommended member board action and follow up:** The suggested board action and recommendation should be made to member board. Results of the interview may vary widely from confession to denial. The member board should weigh all evidence along with its legal limitations and take appropriate action. Individuals for whom there is not substantial enough evidence to allow the board to act should be cleared and given their exam results. After completing the investigation, the board should advise the NCEES manager of compliance and security to either release or invalidate the results of the examinees.

## APPENDIX A: REVISIONS TO INVESTIGATION AND ENFORCEMENT GUIDELINES (CHARGE 5)

~~Follow up the member board's decision accordingly:~~

- ~~▪ Member boards that have investigated individuals and taken a final action to ban them from taking the exam should enter the information into the NCEES Enforcement Exchange.~~
- ~~▪ The NCEES Enforcement Exchange shall list the action taken by the member board, the examinee's name, and exam registration number.~~
- ~~▪ Other states should uphold the ban and disallow administration of the exam to these individuals until the ban is lifted.~~

## **APPENDIX B: REVISIONS TO ENFORCEMENT GUIDELINES (CHARGE 8)**

### **Licensure Applications Requesting Information on Criminal Convictions and Disciplinary Actions**

The goal of Member Boards is to safeguard the health, safety, and welfare of the citizens they serve by administering the respective laws efficiently, fairly, and judiciously. Member Boards have a responsibility to ensure that they are granting professional licensure only to individuals who are of good character and reputation. To determine an applicant's eligibility for licensure, the application process needs to be thorough and provide the Member Board with all the information it needs to make its decision.

The Committee on Law Enforcement recommends that NCEES Member Boards include the following questions on their applications and renewal applications to ensure accurate reporting of criminal convictions and disciplinary actions:

- Have you ever been convicted, found guilty, pled guilty, or received treatment in lieu of conviction for any criminal offense (felony or misdemeanor) ~~or any offense involving moral turpitude~~ in this state or another U.S. state or territory?
- Have you ever been subjected to a disciplinary action involving a professional or vocational license or registration, or had an application for the same denied in this state or any local, state, or national regulatory board?
- If you answered "yes" to any of the above questions, you must provide a written statement explaining the incident(s) and attach certified copies of the court records and any other relevant documentation, such as final orders and consent agreements.

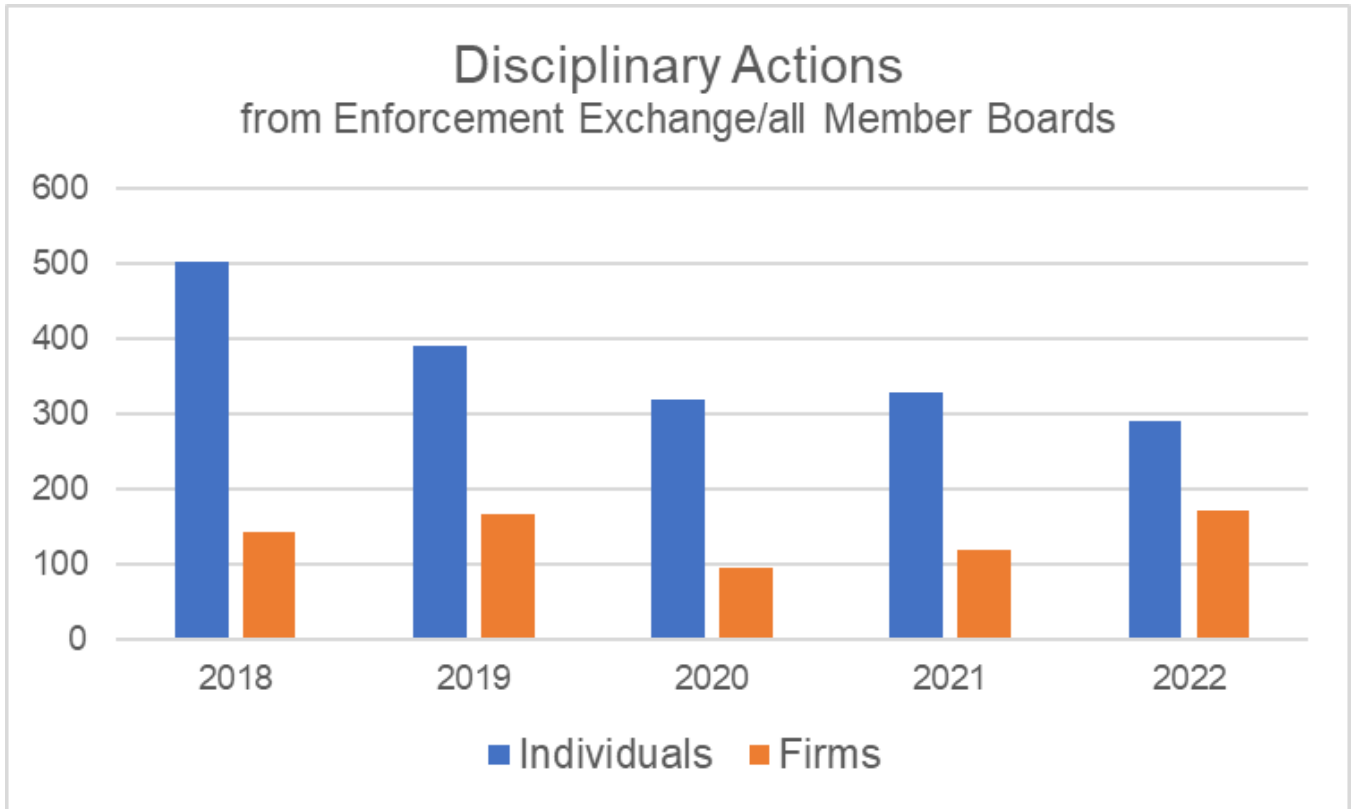
### **Investigating Allegations of a Professional Engineer or Professional Surveyor Practicing Outside His or Her Area of Competence**

The NCEES Committee on Law Enforcement developed these guidelines to assist Member Boards in gathering information to determine whether a professional engineer or professional surveyor is trained and/or experienced in the area he or she is practicing or if the individual is practicing outside his or her area of expertise and experience.

The Committee on Law Enforcement recommends the following actions:

- Develop a proactive program to help building officials and other agencies that regularly provide plan review to identify and report offenders in their respective jurisdiction.
- Check the individual's registration file to determine degree type, NCEES examinations taken, and experience listed.
- Request more examples of the individual's work, including copies of plans, plats, filed notes, and design notes. Request that the respondent ~~explain what~~ provide a résumé explaining the experience and/or education he or she acquired after obtaining an initial license that would allow him or her to practice in an area outside the primary discipline. Request that the respondent furnish references or other proof of obtaining that training.

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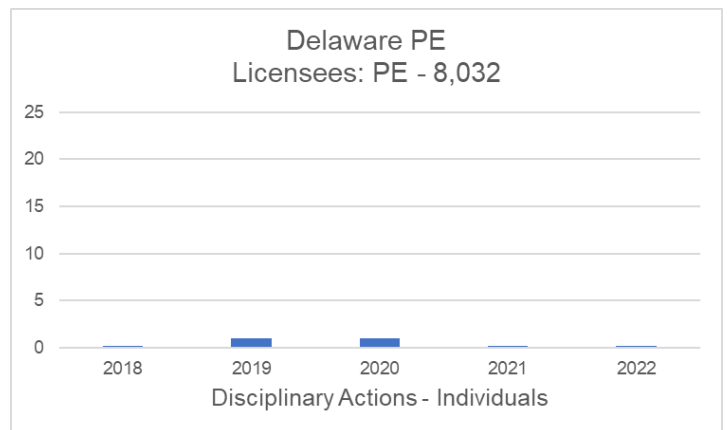
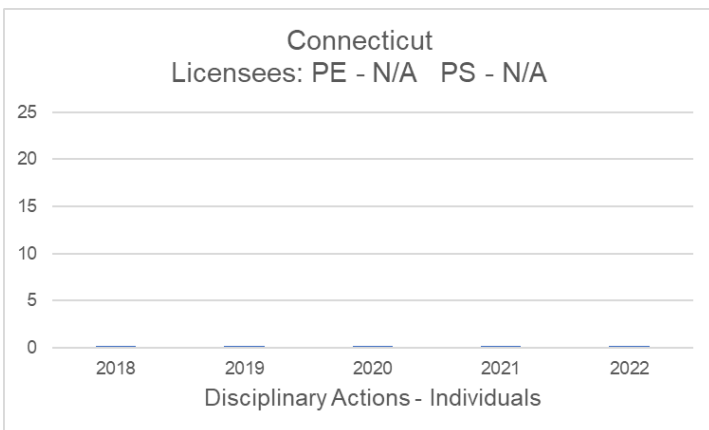
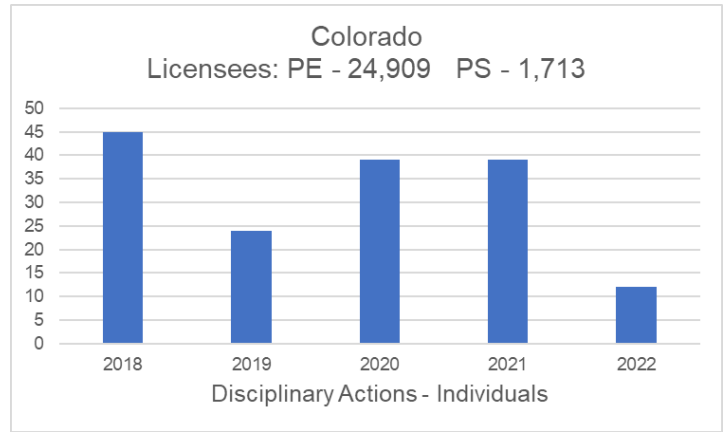
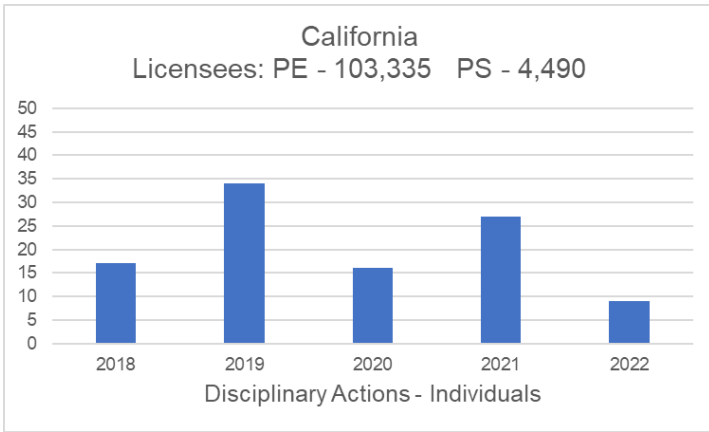
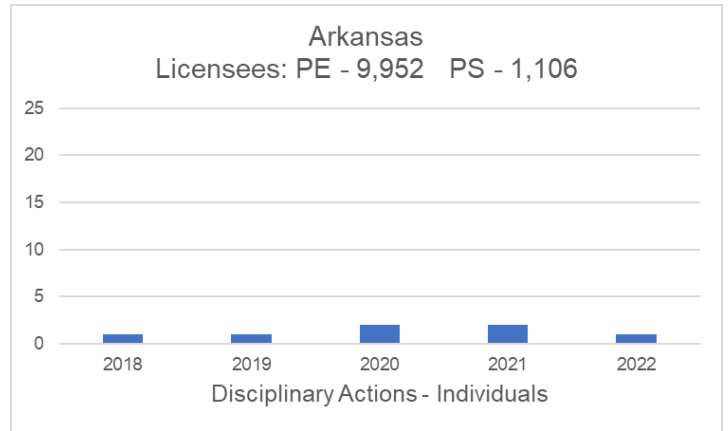
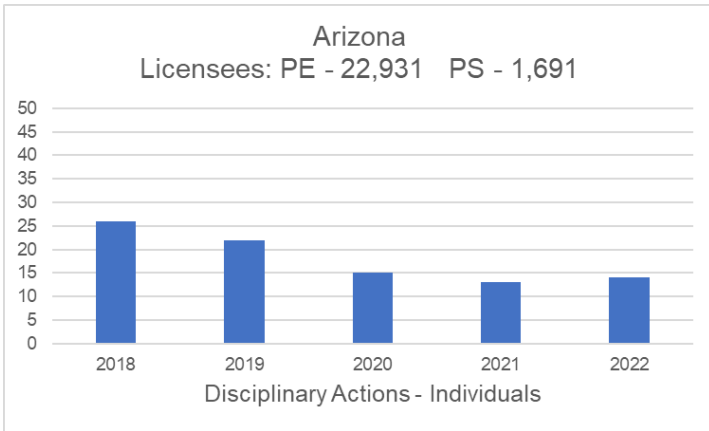
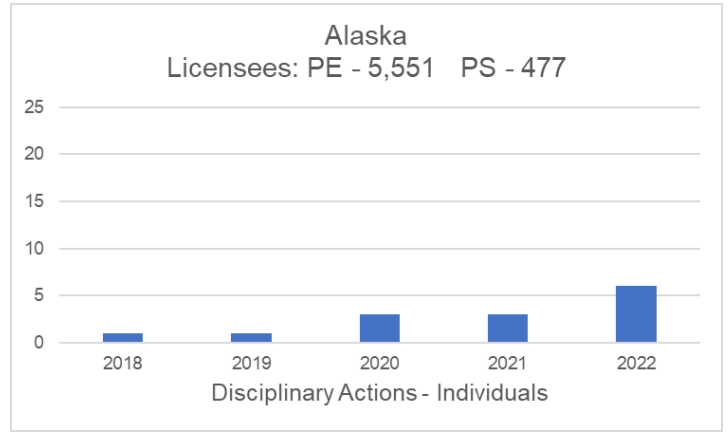
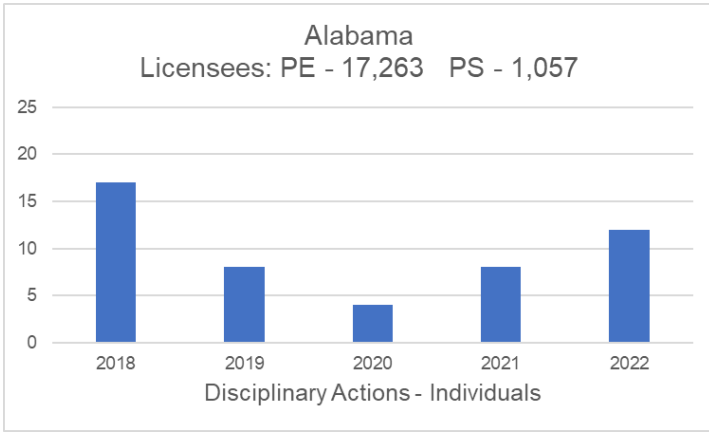
	Disciplinary Actions				
	2018	2019	2020	2021	2022
Individuals	501	389	318	328	289
Firms	143	165	94	118	171

Notes:

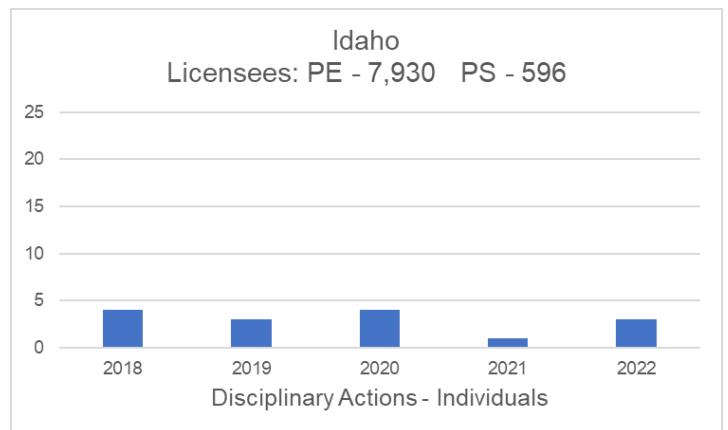
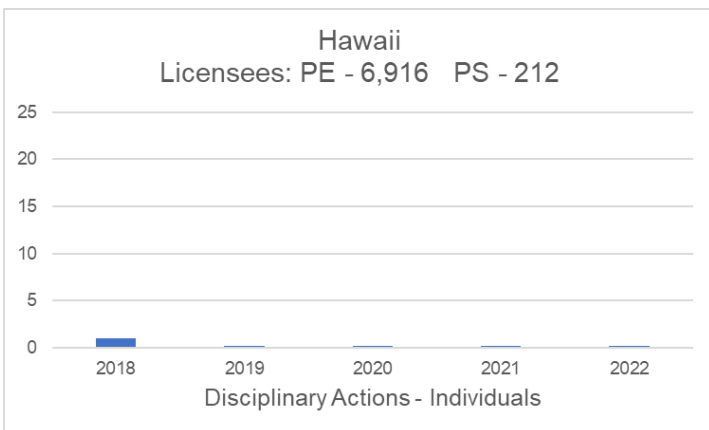
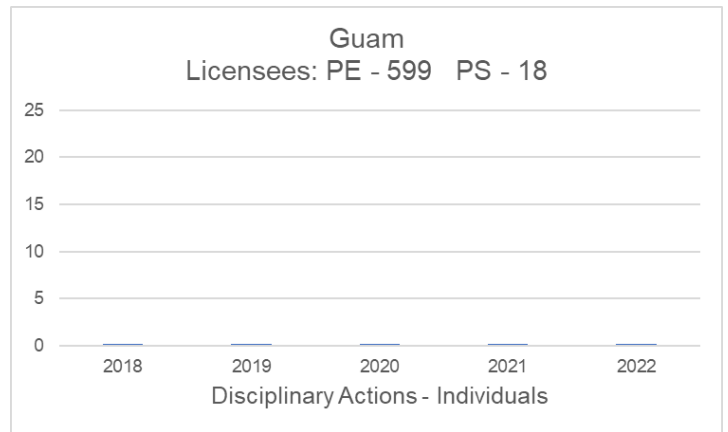
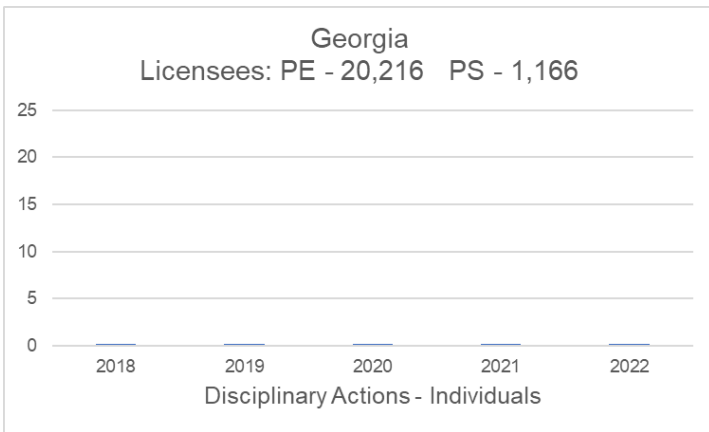
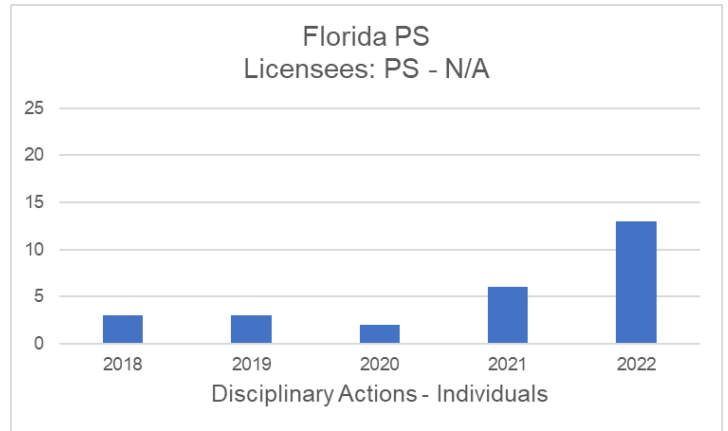
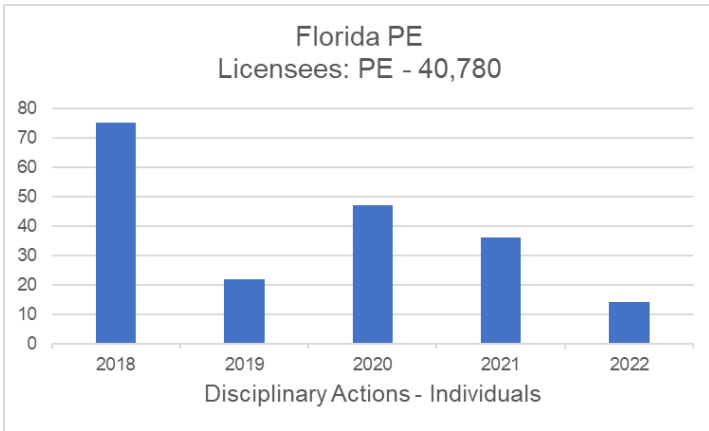
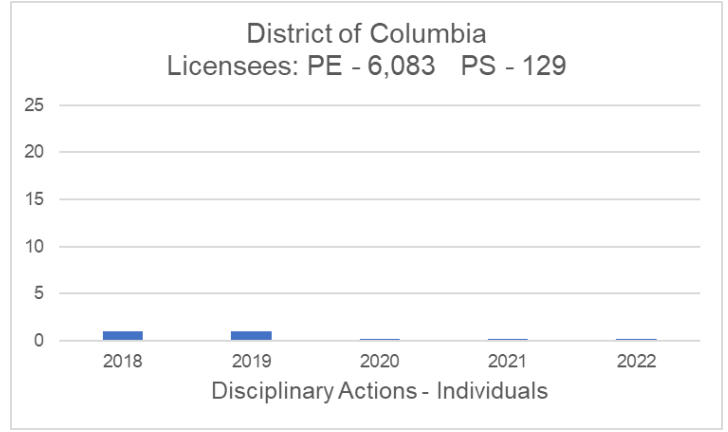
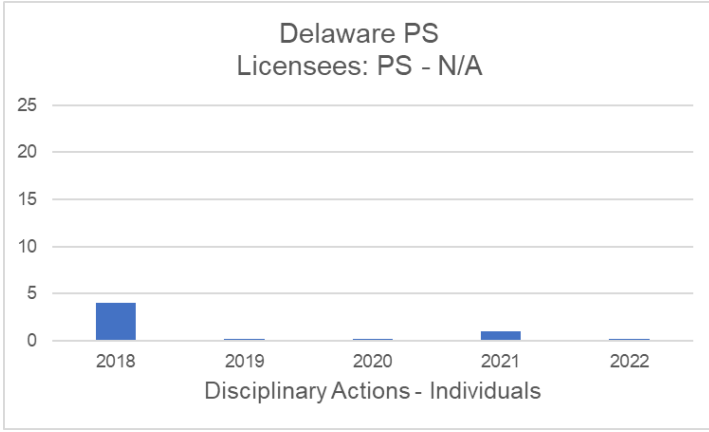
- Data – as of 2/10/2023
- Disciplinary Actions – from Enforcement Exchange by Action Date
- Member Board Licensees – current licensed engineers (resident and nonresident) and licensed surveyors (resident and nonresident) from Member Board Profiles in the NCEES E3 System; Dual Licensees not included



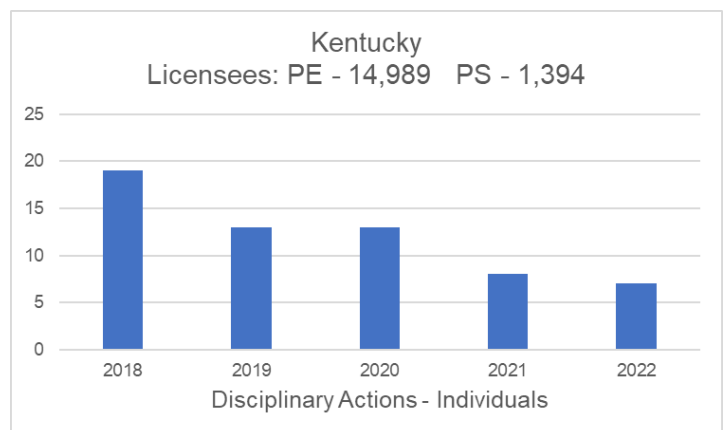
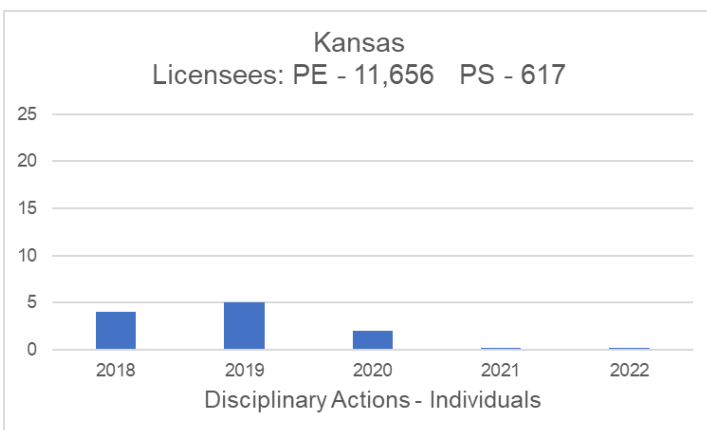
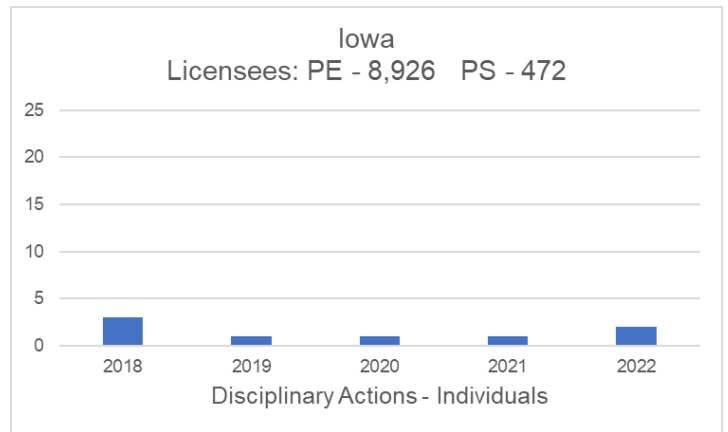
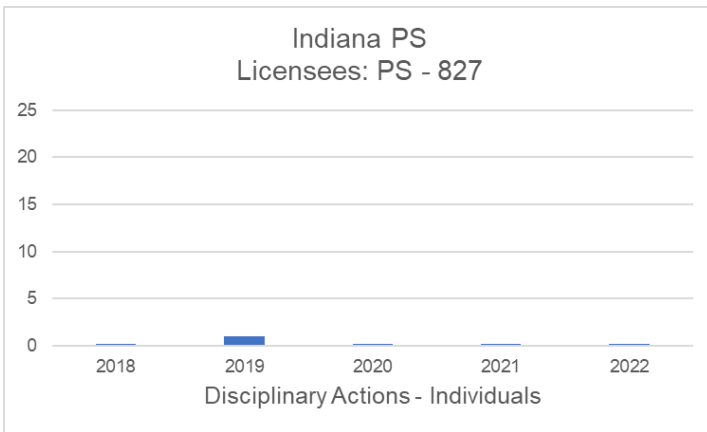
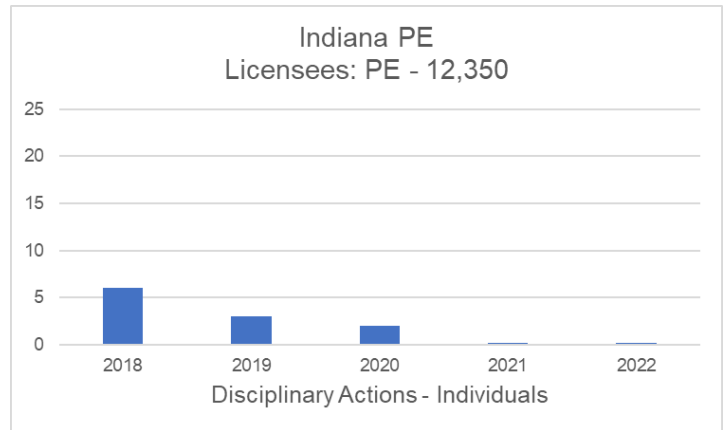
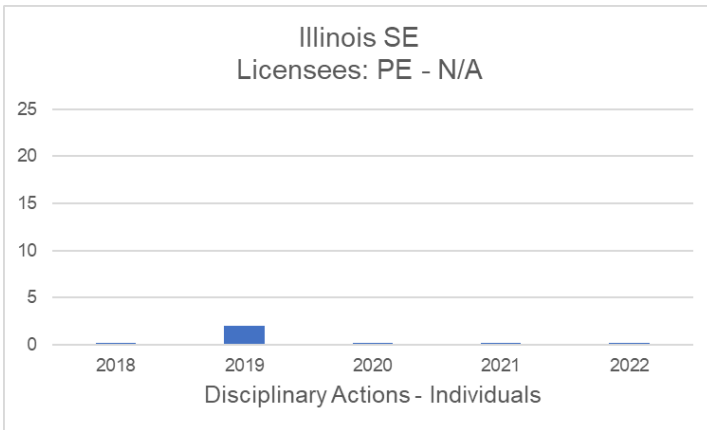
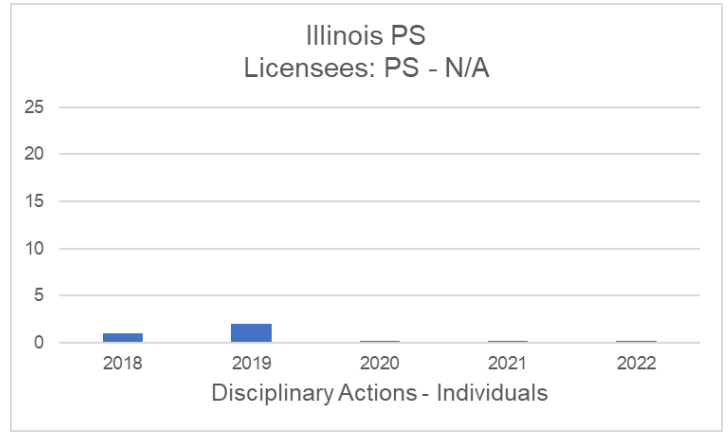
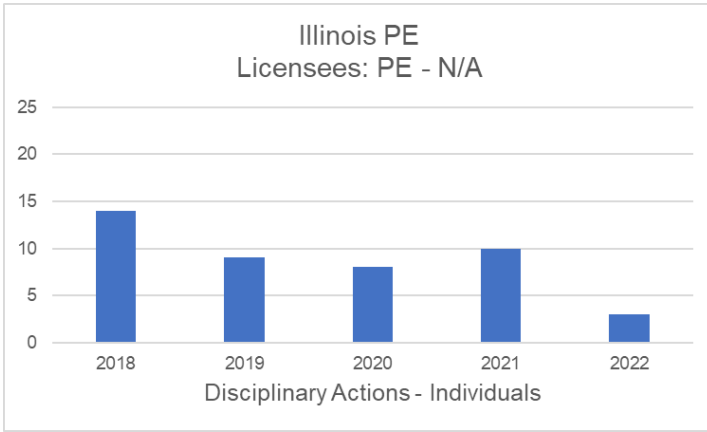
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



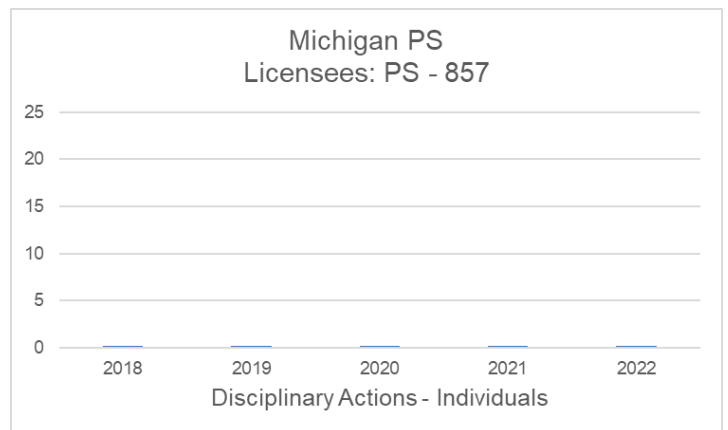
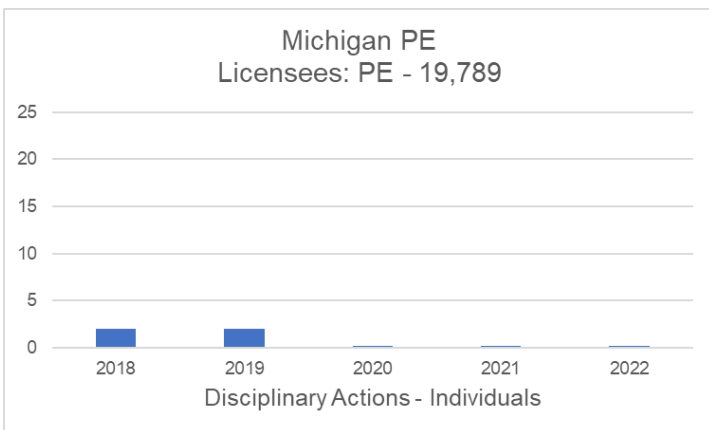
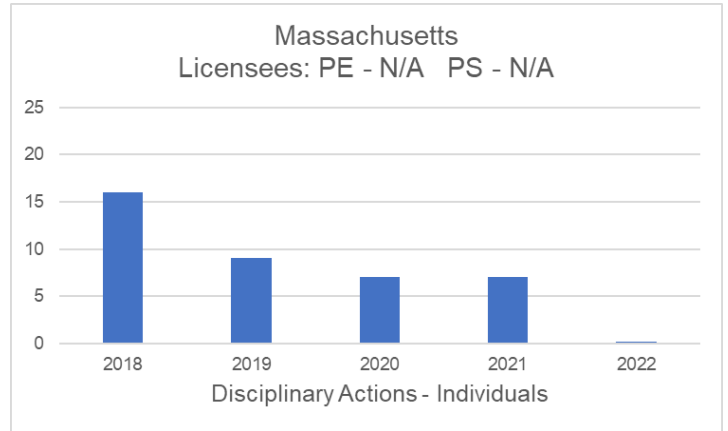
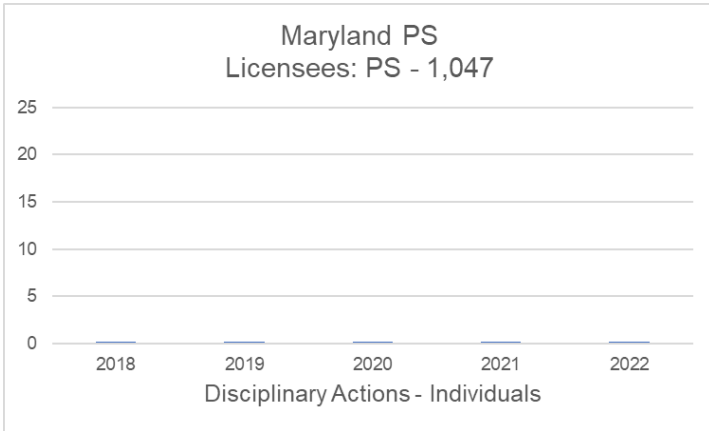
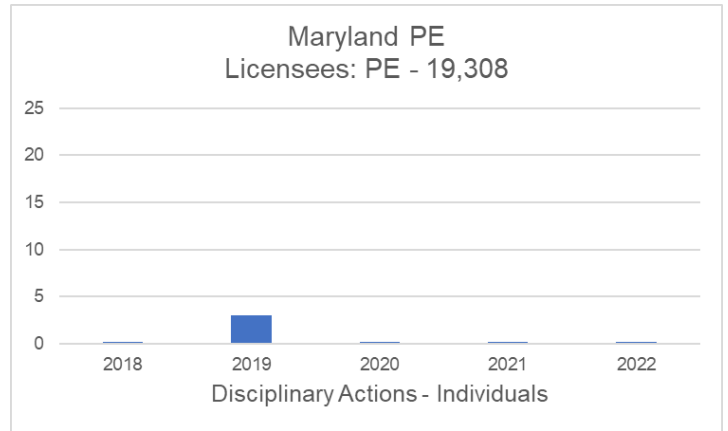
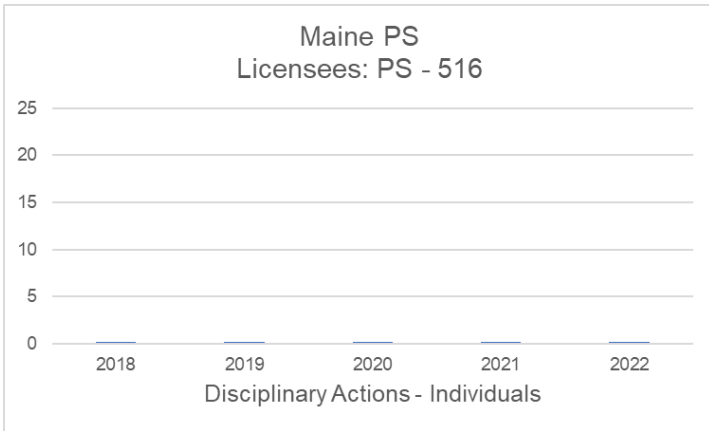
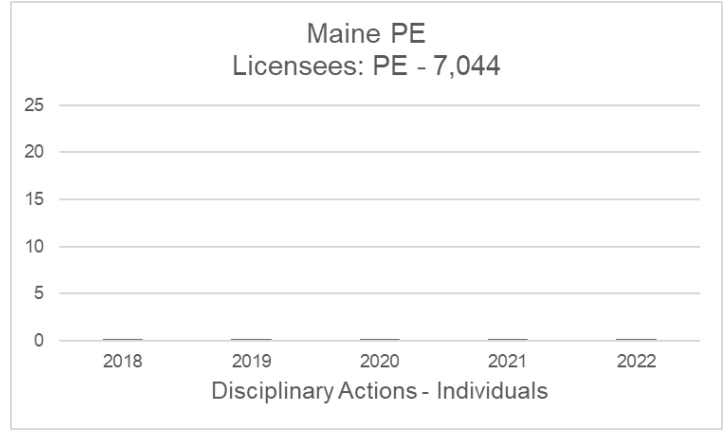
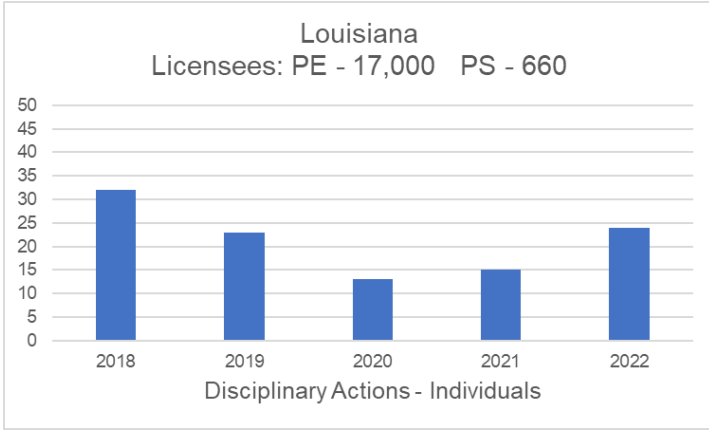
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



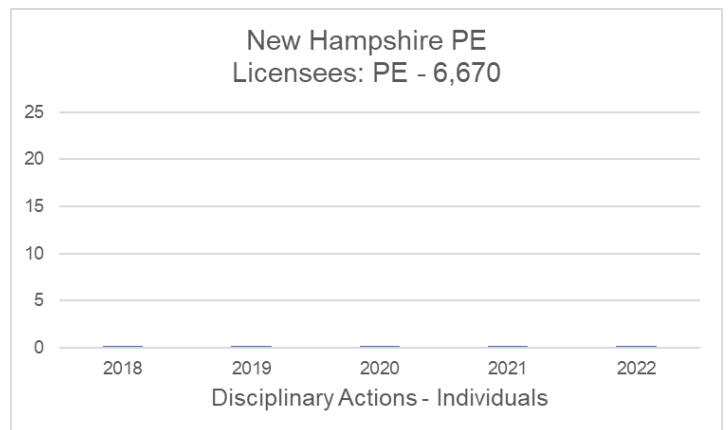
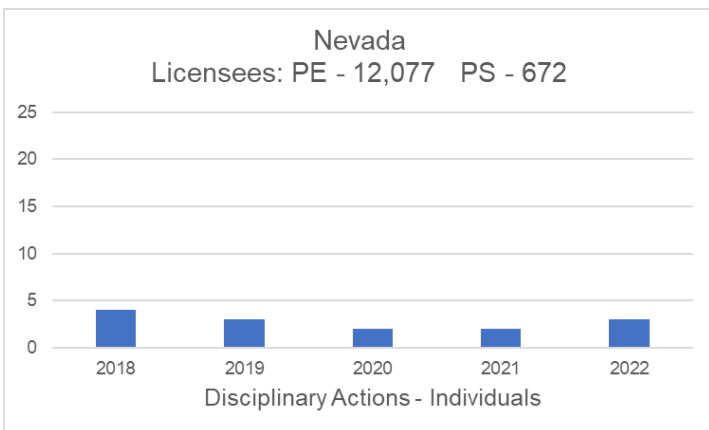
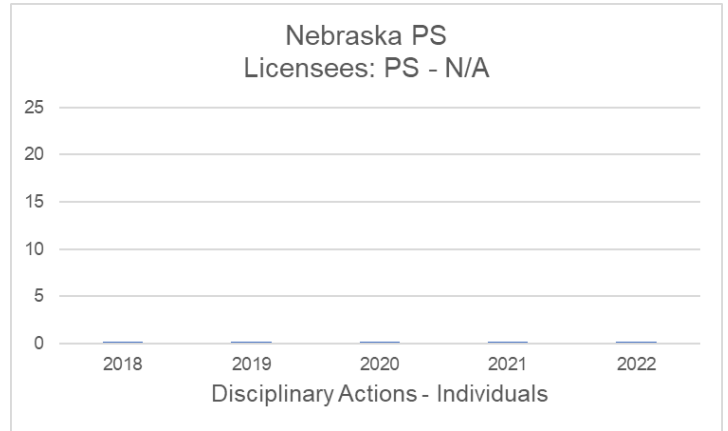
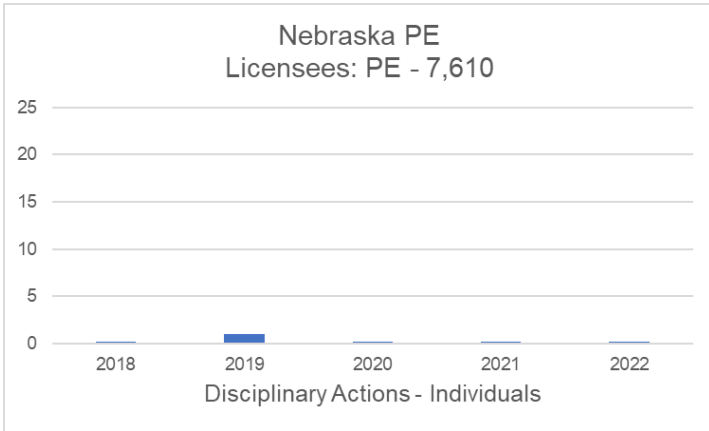
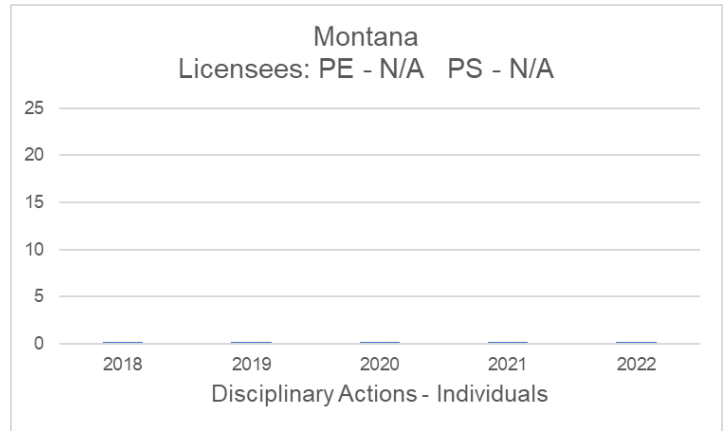
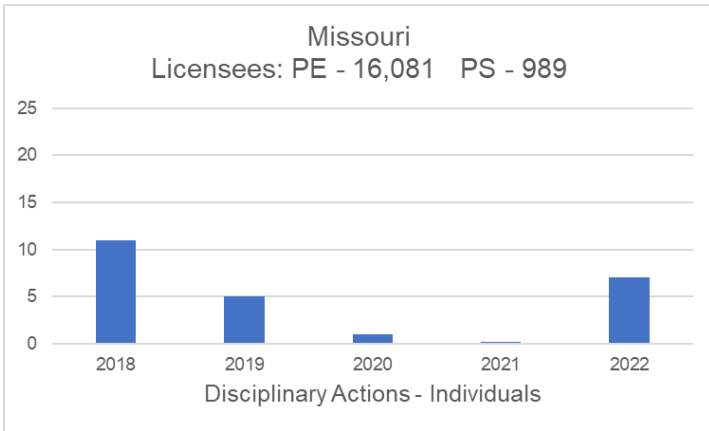
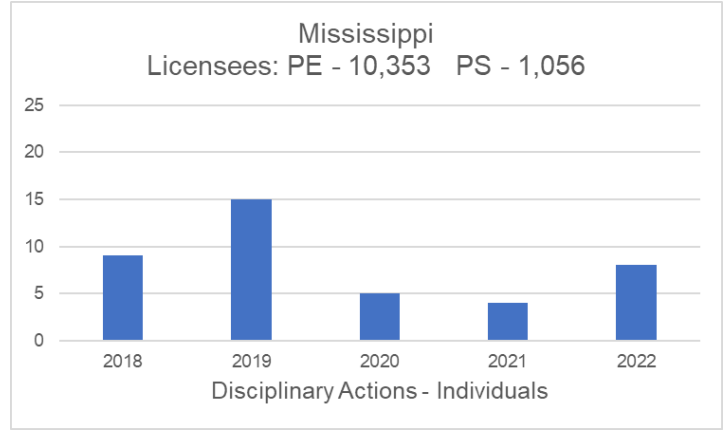
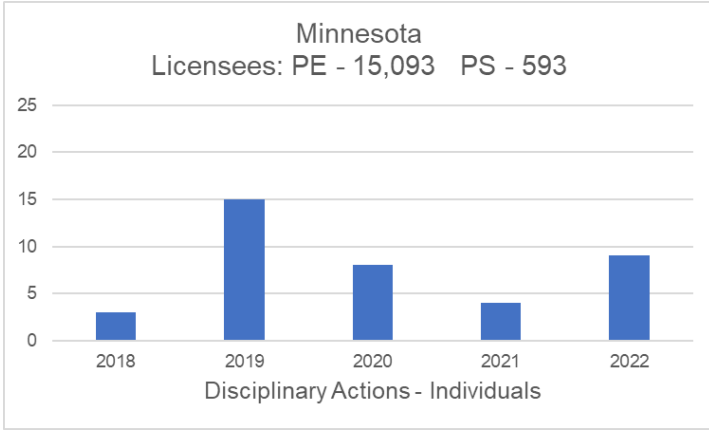
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



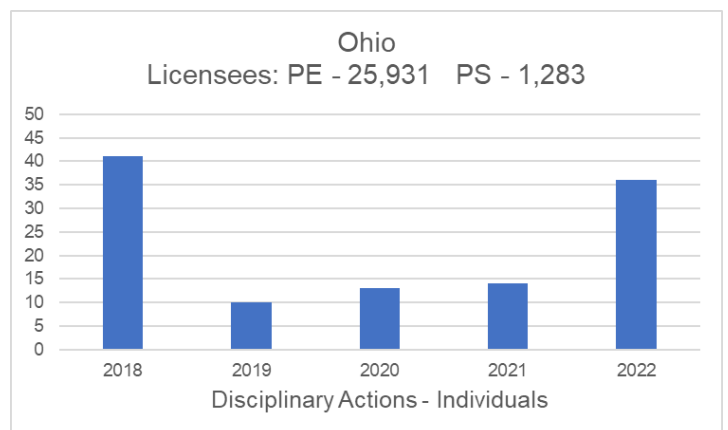
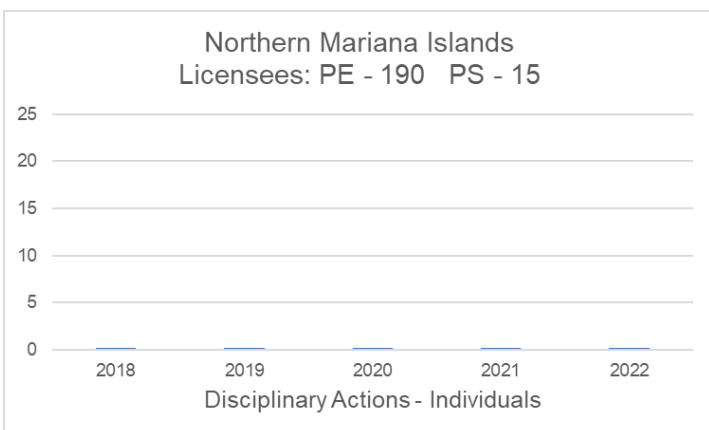
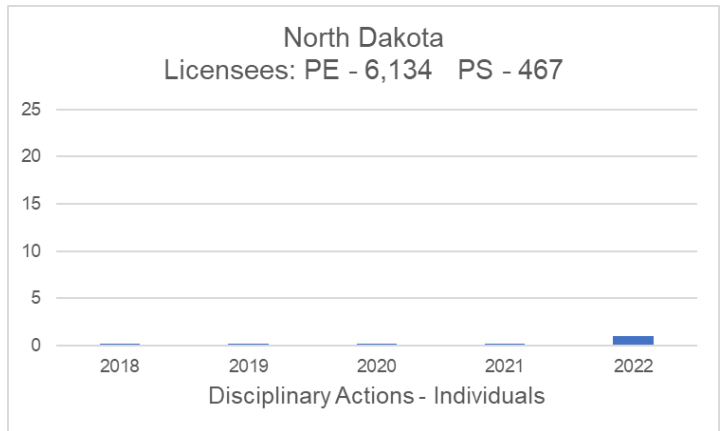
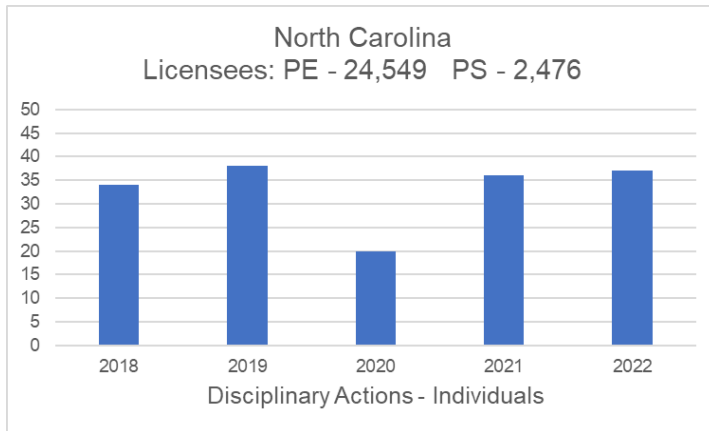
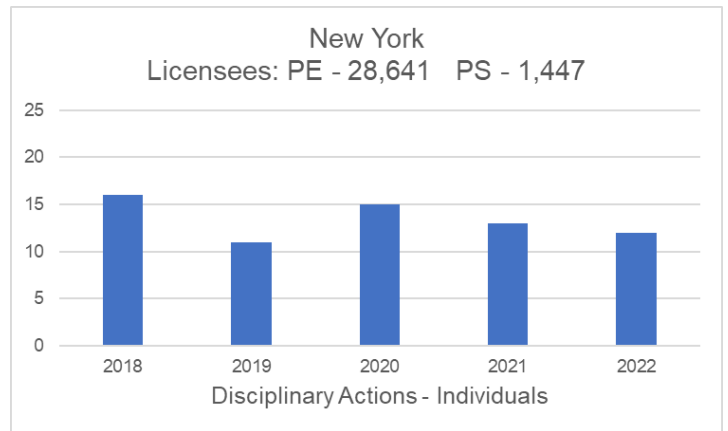
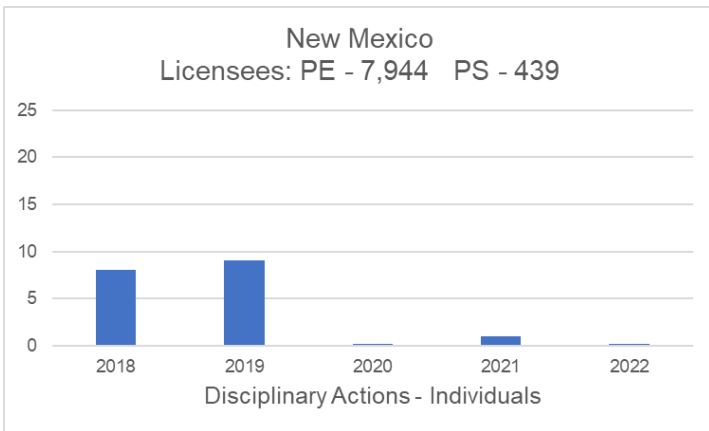
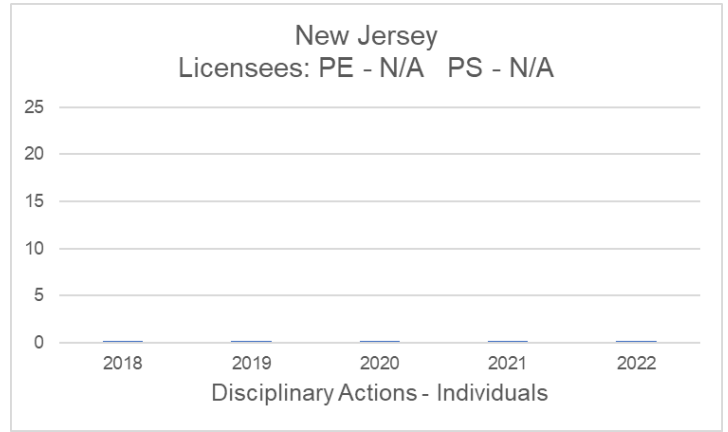
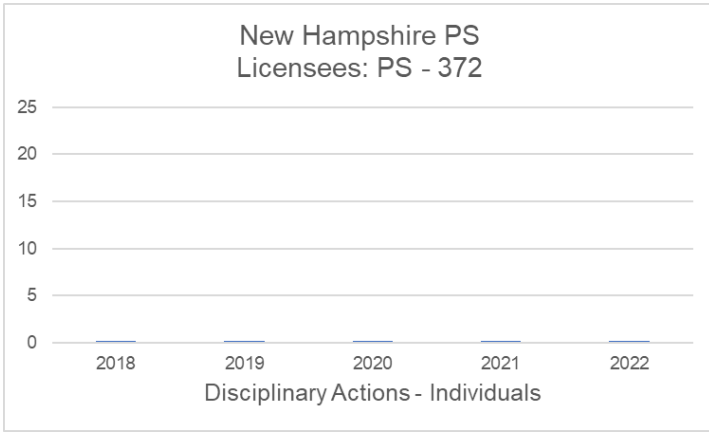
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



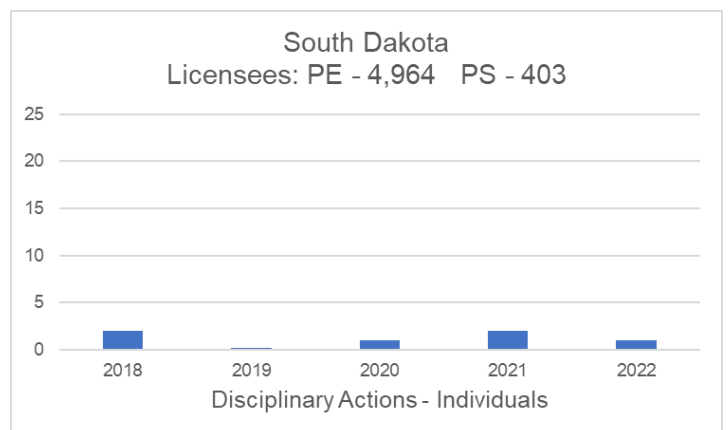
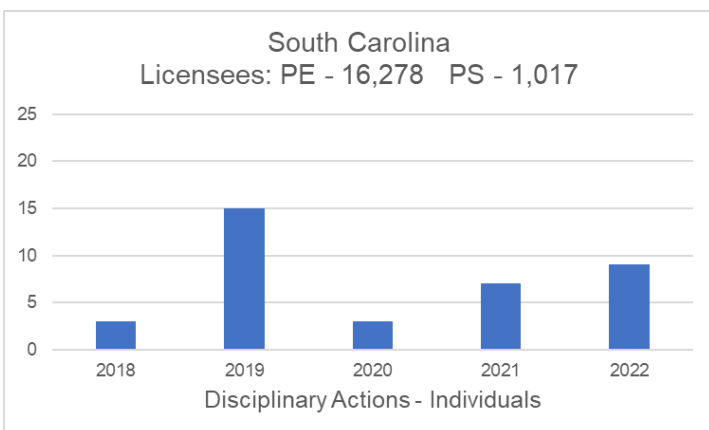
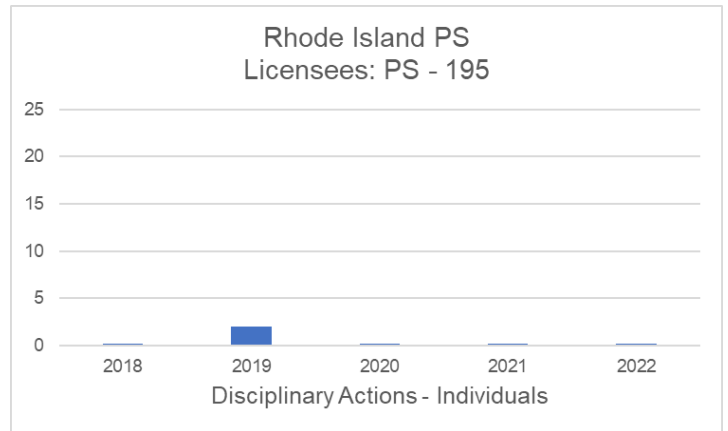
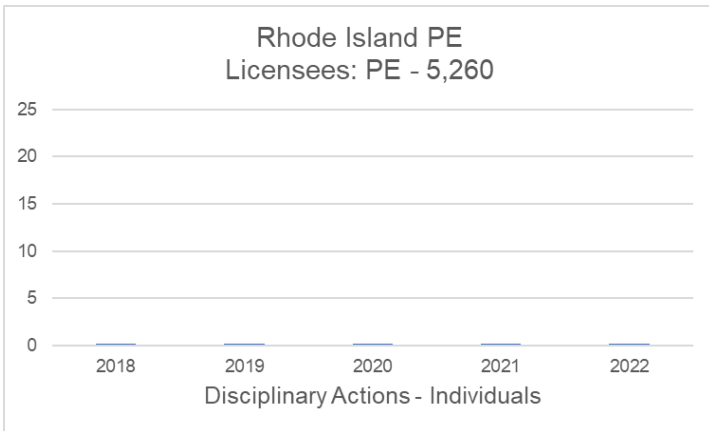
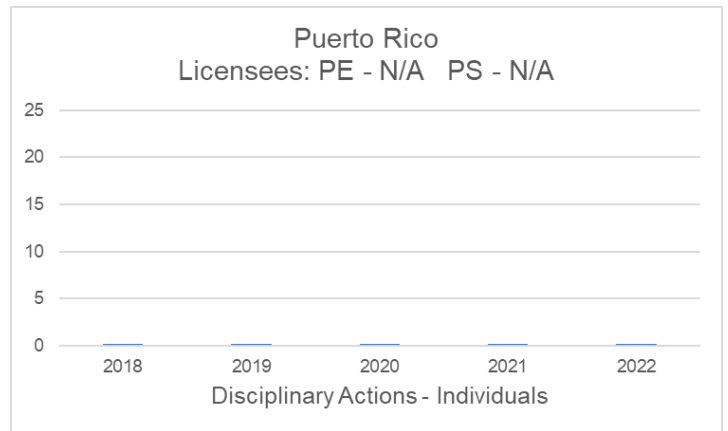
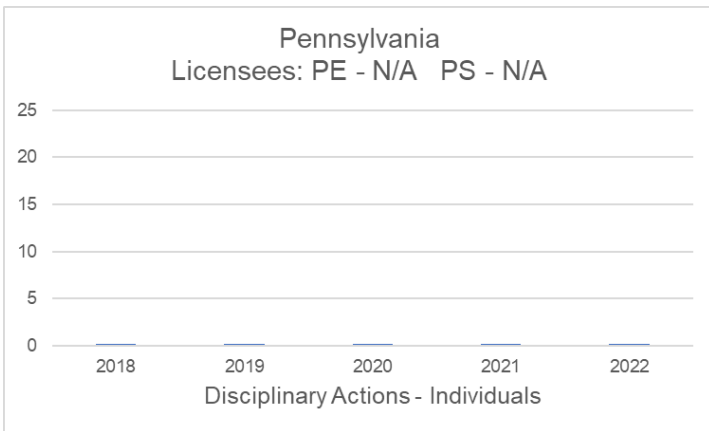
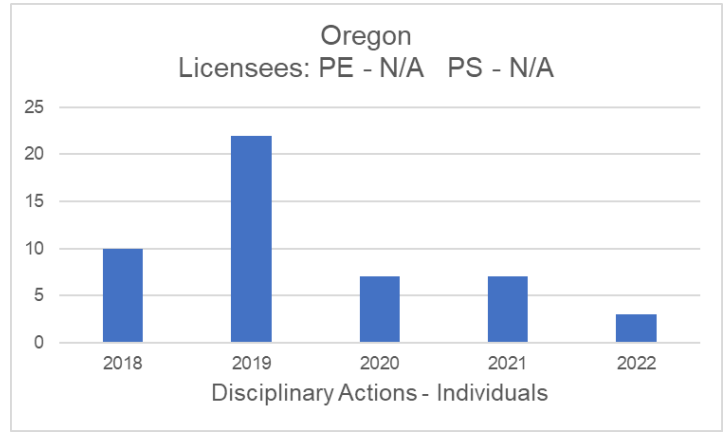
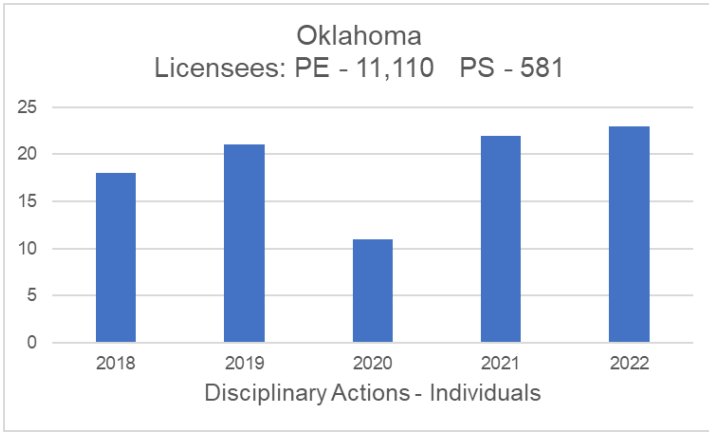
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



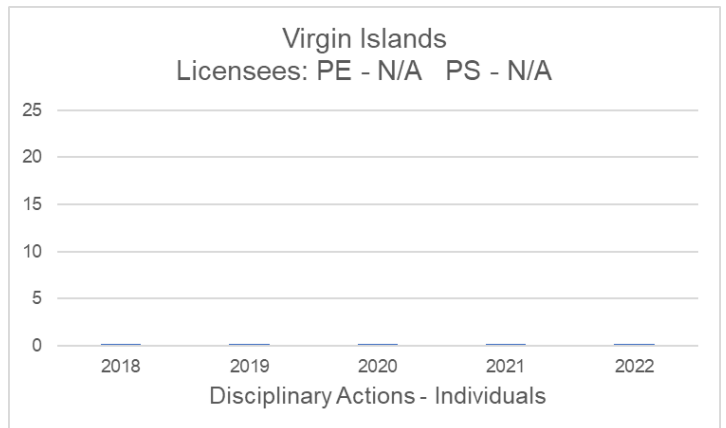
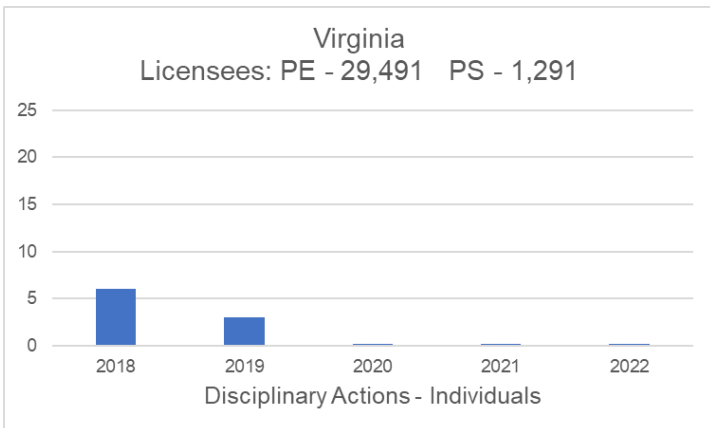
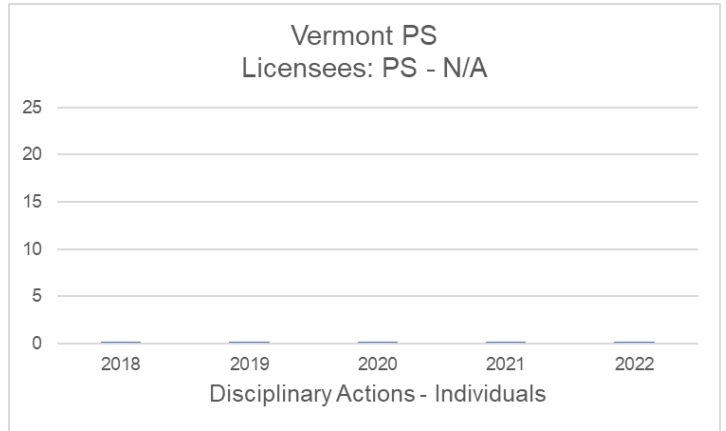
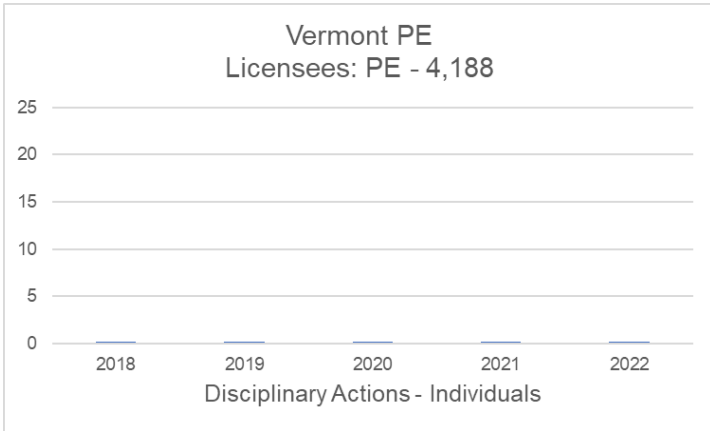
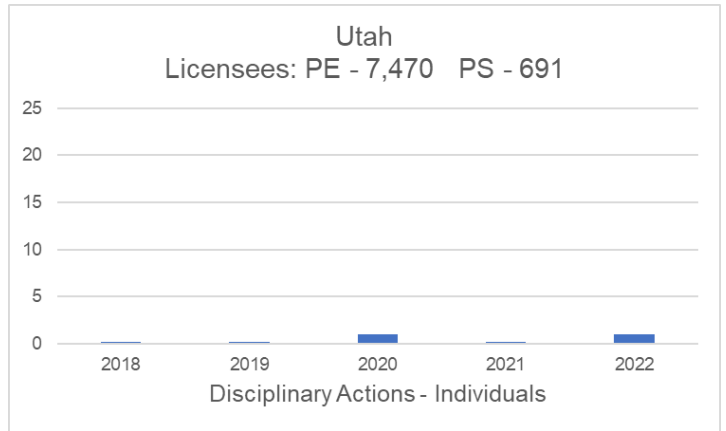
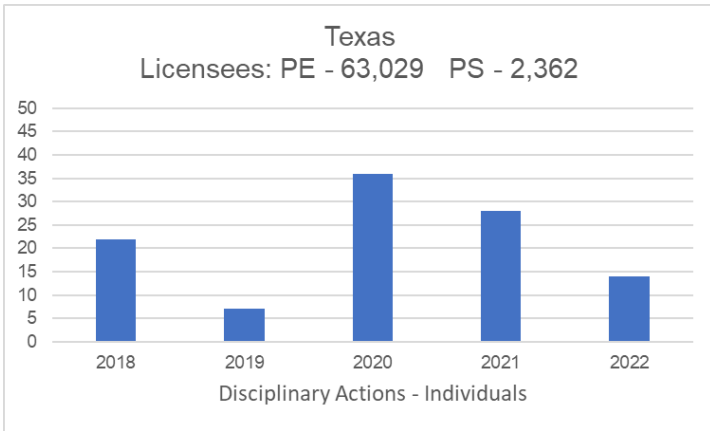
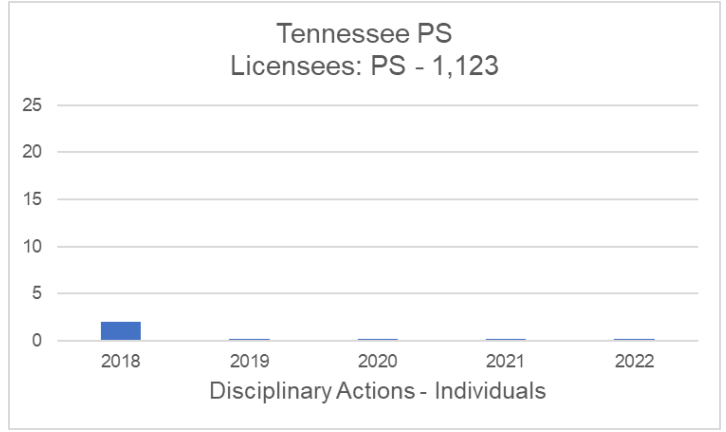
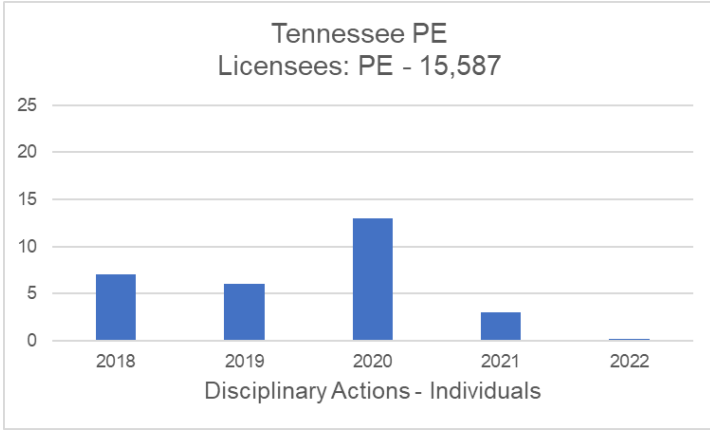
**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



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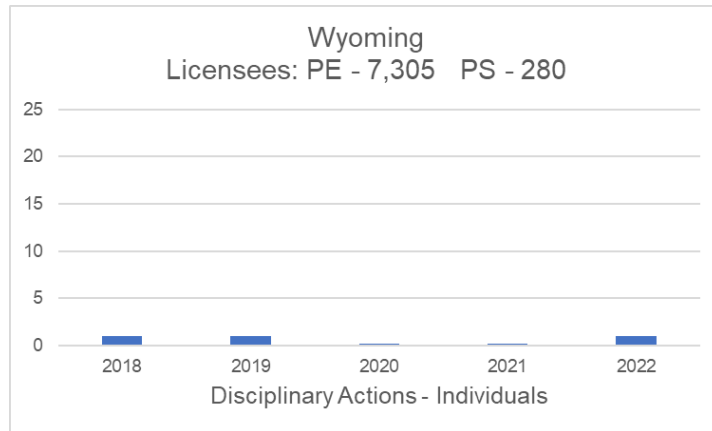
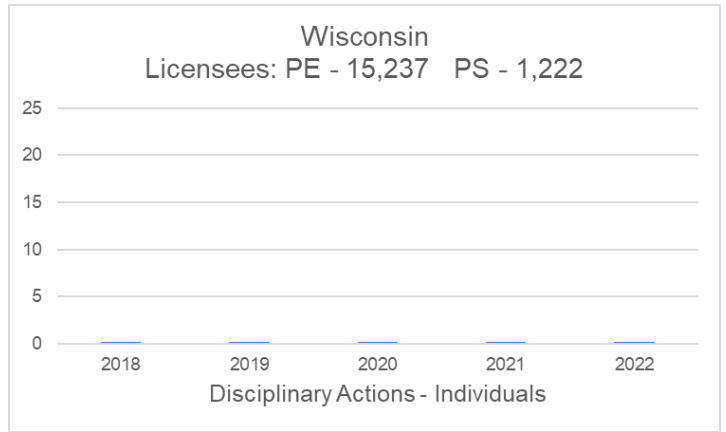
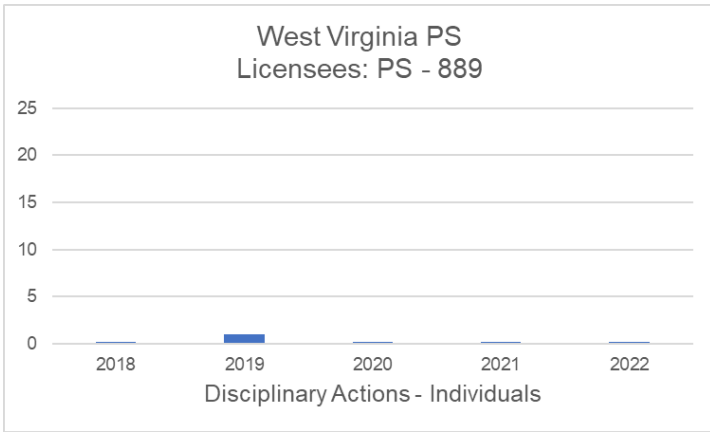
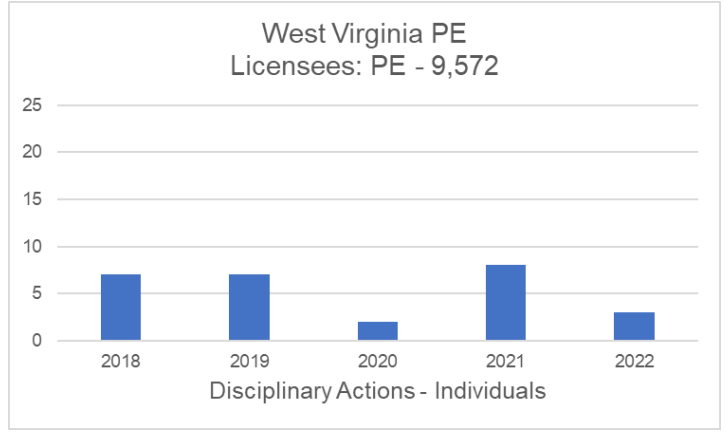
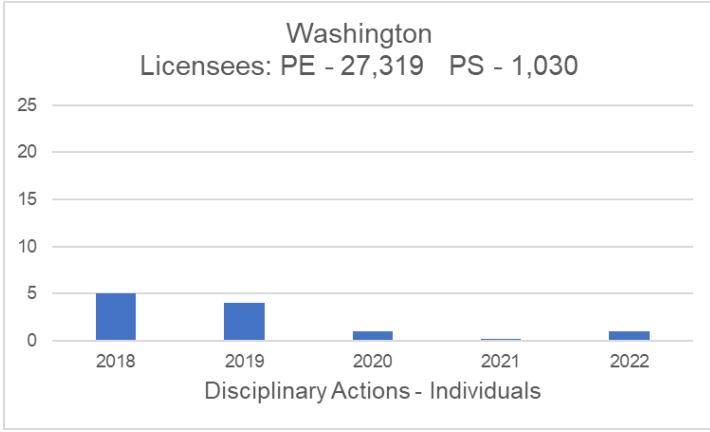


**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**





**APPENDIX C: STATISTICAL REPORT (CHARGE 9)**



**APPENDIX D: MEMBER BOARD LEGISLATIVE REPORTING (CHARGE 10)**

State/ Jurisdiction Board		Licensee Reporting Violation to Board	Member Board Reporting Timeframe	Licensee Method to Report	Licensee Requirements to Report to Board	Member Boards Requirement/ Procedure for Reporting to NCEES	Member Board Violations/ Penalites Not Reported to NCEES
AR	PE & PS	No	n/a	n/a	at renewal	after final board action	none
AZ	PE & PS	No	at renewal	written explanation and documentation	yes, during renewal	yes, after board takes action	if it is a firm violation we check "other" and then list what it was
DE	PE	Yes	60 days	copy of final order	yes	yes, within a week or two of being finalized	all, I think
FL	PE	Yes	at renewal, biennial	order	no	yes, 30 days	yes, we do not report for certain minor violations
FL	PS	Yes	at renewal	copy of disciplinary action	yes	yes, quarterly	no
IA	PE & PS	Yes	30 days	none	yes	yes, as they occur	no
IL	PE & PS	Yes	none	action or final order	at renewal	yes, when I can	none
KY	PE & PS	Yes	every renewal period, biennially	letter with copy of final order	no	yes, quarterly	written admonishment (warning letters) are not reported
ME	PE	Yes	30 days	any method	yes	no	all
MO	PE & PS	Yes	at renewal	copy of final order	yes	within a week or two of being finalized	all are reported
NC	PE & PS	Yes	30 days	copy of disciplinary action	yes	yes, every other month	n/a
ND	PE & PS	Yes	30 days	copy of order		yes	it is dependent on the disciplinary agreement
NH	PE & PS	Yes	30 calendar days	letter or emailed documents	yes	rarely have any to report	all
NM	PE & PS	Yes	90 days	copy of disciplinary action and other supporting documentation	yes	yes, once case is closed	we report every violation, however Professional Conduct is not on the drop down list
OH	PE & PS	Yes	60 days	in writing	yes	yes, 7-10 days	no
OR	PE & PS	Yes	45 days	copy of the action	yes	no timeline, but immediately after final order	exam irregularity criminal convictions
SD	PE & PS	Yes	30 days	cover letter, copy of disciplinary action	not required except during renewal	yes, as they are finalized	no
TX	PE & PS	Yes	30 days	mail or email with documentation	yes	yes, 30 days	none that I know of
WY	PE & PS	Yes	next renewal	copy of disciplinary action	yes	as needed after action	all, except letters of warning



## Committee on Uniform Procedures and Legislative Guidelines

Iarelis (Ia) Hall, P.S.M., Chair

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### ABSTRACT

The Committee on Uniform Procedures and Legislative Guidelines (UPLG) promotes effective procedures for uniform comity by maintaining the NCEES *Model Law* and *Model Rules*. As a result of motions, recommendations, and comments from NCEES committees, task forces, and member boards, the committee incorporates revisions to the model language. The committee reviews the *Model Law* and *Model Rules* at least once every five years.

The 2022–23 UPLG Committee was assigned five charges, including a charge to comprehensively review the *Model Law* and *Model Rules*. UPLG used the Basecamp project management system to conduct the preliminary work on the charges and held four virtual meetings through Zoom to finalize its motions and recommendations. The committee met in person on December 11–12, 2022, in Louisville, Kentucky, and on March 3–4, 2023, in Atlanta, Georgia.

The UPLG Committee will present 27 motions. **The motions begin on page 131.**

### CHARGES

#### Charge 1

*Review revisions to Model Rules 240.30 H as recommended by the 2021–22 Committee on Education and propose amendments as appropriate to align with Model Law language.*

The 2021–22 Committee on Education presented a successful motion at the 2022 annual meeting to charge UPLG with incorporating revisions to *Model Rules* 240.30. UPLG will propose **Motion 27** as a result of its review of this language. The rationale for the revision is shown with the motion.

#### Charge 2

*Review revisions to Model Law 110.20 O as presented by the Committee on Law Enforcement and approved by the Council at the 2022 annual meeting. Propose amendments as appropriate to clarify “disciplinary action.”*

The 2021–22 Committee on Law Enforcement presented a successful motion to charge UPLG with incorporating revisions to *Model Law* 110.20. UPLG will propose **Motion 8** as a result of its review of this language. The rationale for the revision is shown with the motion.

#### Charge 3

*Review revisions to Model Law 130.10 C as presented by the Committee on Examinations for Professional Surveyors and approved by the Council at the 2022 annual meeting. Propose amendments as appropriate to decouple experience from admittance to the Principles and Practice of Surveying examination.*

The 2021–22 Committee on Examinations for Professional Surveyors (EPS) presented a successful motion to charge UPLG with incorporating revisions to *Model Law* 130.10. UPLG will propose **Motion 13** as a result of its review of this language. The rationale for the revisions is shown with the motion.

It should be noted that the language that was included in the successful motion only partially removed the decoupling of experience and examination. Thus, UPLG decided to use the language and framework already in place in the *Model Law* for engineering as the basis for the proposed language seen in the motion.

#### **Charge 4**

*Research the issue of the commissioning of engineering systems' removal from the Model Law definition of engineering and recommend whether it should be included. Propose amendments as necessary.*

The committee reviewed this charge as part of Charge 5, which was the comprehensive review of the *Model Law* and *Model Rules*. The committee will present **Motion 4** to modify the definition of the practice of engineering. The rationale is included with the motion.

#### **Charge 5**

*Conduct a comprehensive review of the Model Law and Model Rules, with the view of possible revision, and propose amendments as appropriate. Consider models from the Federation of Associations of Regulatory Boards and the National Council of Architectural Registration Boards.*

The UPLG Committee conducts a comprehensive review of the *Model Law* and *Model Rules* at least every five years. In doing this, it looks for inconsistencies between the two documents, makes sure the language is in sync with Council policy, and proposes revisions to redundant and outdated language. The committee will present **21 motions** as a result of this review. Some of the revisions are housekeeping changes, but the committee also has some substantive amendments. Rationales are included with each motion.

The committee met virtually and in person, read and discussed this charge thoroughly by considering language from other boards and industry guidelines for comparison, and proposed the language shown in the motions.

In its review, the committee noticed several terms that it feels are outdated and will put forth **Motions 1–2** to ask NCEES staff to make a global change in the two documents. These terms include

- “Licensed surveyor” to “professional surveyor”
- “Licensed engineer” to “professional engineer”
- “Certificate of licensure” to “license”

#### **Other committee work and recommendations**

The committee also discussed several sections of both documents and feels that they need further discussion and review by another committee of NCEES. The committee recommends the following:

- Full review of all NCEES documents to address pronouns such as he/she, his/hers, himself/herself, and they/their/themselves
- Review of *Model Law* 130.10 C.3, Grandfathering of Photogrammetrist, to determine if this is still needed in the *Model Law*
- Further review of *Model Rules* 240.20 B
- Determination of whether NCEES should have a position statement on ethics, good character, reputation, etc.; see *Model Law* 130.10 A.1
- Determination of whether a pathway for examinees with engineering technology degrees should be included in the *Model Law*
- Review of *Model Rules* 230.30 B–C, with consideration of whether an applicant who works for a family business could use a relative as a reference and consideration of whether a board member could be a reference but recuse themselves from approval of an application
- Direction to NCEES staff to alphabetize and reorganize *Model Law* 110.20, Definitions, so that there are no longer any sub-bullets

Respectfully submitted, the **Committee on Uniform Procedures and Legislative Guidelines:**

Iarelis (Ia) Hall, P.S.M., Chair

**Members**

Ahmed Elaksher, Ph.D., P.E., P.L.S.  
William (Rick) Huett  
David Jackson, Esq.  
Erin Joyce, P.E.  
Karl Linck, P.E.  
Wayne Moore, P.E.  
Govind Nadkarni, P.E.  
Karl Tonander, P.E.  
Steven Twedt, P.E.  
Jon Wilbeck

**Board liaison**

Thomas Orisich, P.L.S.

**Staff liaison**

Davy McDowell, P.E.

**MOTIONS**

**UPLG Motion 1**

Move that the term “certificate of licensure” used throughout the *Model Law* and *Model Rules* be replaced with the term “license” and that NCEES staff be directed to make the modifications when the model documents are revised after the 2023 NCEES annual meeting.

**Rationale**

UPLG believes that the term “certificate of licensure” more closely relates to a printed or paper document, rather than a credential. Therefore, there are several places where the term could simply be replaced with “license.” It should be noted when the existing language is referring to a printed or paper document, that change is not necessarily needed.

This one motion will allow the change to be made without having separate motions to make the edit each time the term is used.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 2**

Move that the terms “licensed engineer” and “licensed surveyor” used throughout the *Model Law* and *Model Rules* be replaced with the terms “professional engineer” and “professional surveyor,” respectively, and that NCEES staff be directed to make the modifications when the model documents are revised after the 2023 NCEES annual meeting.

**Rationale**

UPLG feels that the definitions for “professional engineer” and “professional surveyor” specify that individuals are licensed and, therefore, proposes the motion above for consistency throughout the model documents. This one motion will allow the changes to be made without having separate motions to make edits each time the terms are used.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 3**

Move that *Model Law* 110.20 A be amended as follows:

**110.20 Definitions**

A. Professional Engineer

~~1. Engineer—The term “Engineer,” within the intent of this Act, shall mean an individual who is qualified to practice engineering by reason of engineering education, training, and experience in the application of engineering principles and the interpretation of engineering data.~~

2. Professional Engineer—The term “Professional Engineer,” as used in this Act, shall mean an individual who is qualified to practice engineering by reason of engineering education, training, experience, and examination in the application of engineering principles and the interpretation of engineering data and who has been duly licensed as a professional engineer by the board. The board may designate a professional engineer, on the basis of education, experience, and examination, as being licensed in a specific discipline or branch of engineering signifying the area in which the engineer has demonstrated competence.

\*\*\*\*

**Rationale**

The term “professional engineer” is used throughout the model documents, and the term “engineer” by itself is not used. Since this model document is for licensure, the term “engineer” should be eliminated and the definition of “professional engineer” revised as shown in the motion. The remaining definitions (currently A.3–6) will be reorganized as necessary to align with this revision.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 4**

Move that *Model Law* 110.20 A be amended as follows:

**110.20 Definitions**

5. Practice of Engineering—The term “Practice of Engineering,” as used in this Act, shall mean any service or creative work requiring engineering education, training, and experience in the application of engineering principles and the interpretation of engineering data to engineering activities, including the engineering design of buildings, structures, products, machines, processes, and systems, that potentially impact the health, safety, and welfare of the public.

The services may include, but not be limited to, providing planning, studies, designs, design coordination, drawings, specifications, and other technical submissions; ~~teaching engineering design courses~~ commissioning of engineered systems; performing surveying that is incidental to the practice of engineering; and reviewing construction or other design products for the purposes of monitoring compliance with drawings and specifications related to engineered works.

Surveying incidental to the practice of engineering ~~excludes the surveying of real property for the establishment of land boundaries, rights of way, easements, and the dependent or independent surveys or resurveys of the public land survey system~~ is limited to conducting field measurements to supplement the documentation of existing conditions.

An individual shall be construed to practice engineering, within the meaning and intent of this Act, if he or she does any of the following:

- a. Practices any discipline of the profession of engineering or holds himself or herself out as able and entitled to practice any discipline of engineering
- b. Represents himself or herself to be a professional engineer by verbal claim, sign, advertisement, letterhead, or card or in any other way
- c. Through the use of some other title, implies that he or she is a professional engineer under this Act

**Rationale**

The revision has several parts. First, *Model Law* 170.20, Engineered Products and Systems, has been moved into this definition. Second, to address Charge 4, the committee used Position Statement 29, Commissioning of Engineered Systems, as the basis for adding engineered system commissioning to the definition. Third, while having the teaching of engineering design courses be part of the practice of engineering may be desirable, in practice this does not appear to be happening in universities across the country, making enforcement nearly impossible. And last, surveying incidental to the practice of engineering has been amended from what is excluded to what is allowed.

**Board of directors' position**

Endorses, non-consent agenda

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**UPLG Motion 5**

Move that *Model Law* 110.20 B be amended as follows:

**110.20 Definitions**

B. Professional Surveyor (Professional Land Surveyor, Professional Surveyor and Mapper, Geomatics Professional, or equivalent term)

~~1. Professional Surveyor~~—The term “Professional Surveyor,” as used in this Act, shall mean an individual who is qualified to practice surveying by reason of surveying education, training, experience, and examination in the application of surveying principles and the interpretation of surveying data and who has been duly licensed as a professional surveyor by the board ~~established under this Act and who is a professional specialist in the technique of measuring land, educated in the basic principles of mathematics, the related physical and applied sciences, and the relevant requirements of law for adequate evidence and all requisite to surveying of real property, and engaged in the practice of surveying as herein defined.~~

\*\*\*\*

**Rationale**

The term “professional surveyor” was modified to make it similar to the definition of “professional engineer.” The section that was removed from the definition of “professional surveyor” is included in the “practice of surveying” definition later in the same section. The remaining definitions (currently B.2–5) will be reorganized as necessary to align with this revision.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 6**

Move that *Model Law* 110.20 J be amended as follows:

**110.20 Definitions**

J. Signature—The term “Signature,” as used in this Act, shall ~~be in accordance with the Rules~~ mean a name, mark, or writing made by or at the direction of the professional engineer or professional surveyor with the intention of verifying or authenticating a document.

Electronic or Digital Signature—The term “Electronic or Digital Signature” shall mean an electronic sound, symbol, process, or secure digital code that uniquely identifies and authenticates the sender, attached to or logically associated with an electronically transmitted record and executed or adopted by a person with the intent to sign the record.

**Rationale**

The committee found that the term “signature” was not defined in the *Model Rules* and believes that the best place to define it is in the Definitions section of the *Model Law*.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 7**

Move that *Model Law* 110.20 N be amended as follows:

**110.20 Definitions**

N. Authoritative—The term “Authoritative,” as used in this Act or Rules promulgated under this Act, shall mean being presented as trustworthy and competent when used to describe products, processes, applications, or data, ~~resulting derived~~ from the practice of surveying, that results in a description that meets or exceeds the positional accuracy for the location of a feature, object, or boundary.

**Rationale**

UPLG is proposing these revisions to help to clarify the definition of “authoritative.”

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 8**

Move that *Model Law* 110.20 O be amended as follows:

**110.20 Definitions**

O. Disciplinary Action—The term “Disciplinary Action,” as used in this Act, shall mean any final written decision or settlement taken against an individual or firm by a licensing board based upon a violation of the board’s laws and rules. Disciplinary actions include reprimands; sanctions; administrative fines; the board’s refusal to issue, restore, or renew a license; settlement agreements or consent orders; probation; suspension; revocation; surrendering, relinquishing, or agreeing not to renew the license as part of an agreement or board order; or any combination thereof.



**Rationale**

The definition for “disciplinary action” was revised based on the motion put forth by the Committee on Law Enforcement (Motion 2) and passed at the 2022 annual meeting. The amendment was presented to provide examples of disciplinary actions to clarify the definition.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 9**

Move that *Model Law* 120.20 be amended as follows:

**120.20 Board Qualifications**

Each professional engineer member of the board shall be a citizen of the United States and a resident of this jurisdiction. He or she shall have been engaged in the lawful practice of engineering as a professional engineer ~~for at least 12 years~~, shall have been in responsible charge of engineering projects for at least five years, and shall be a licensed professional engineer in this jurisdiction.

Each professional surveyor member of the board shall be a citizen of the United States and a resident of this jurisdiction. He or she shall have been engaged in the lawful practice of surveying as a professional surveyor ~~for at least 12 years~~, shall have been in responsible charge of surveying projects for at least five years, and shall be a licensed professional surveyor in this jurisdiction.

Each public member of the board shall be a citizen of the United States and a resident of this jurisdiction and shall not be or have been a licensee.

**Rationale**

The revisions are to make this section more in line with current practice in some jurisdictions. Practicing as a professional for 12 years before board consideration could be viewed as an unnecessary barrier to getting newer licensees appointed to a jurisdiction’s board. The committee felt this change would allow for a younger person to be considered for the board while still maintaining that the professional engineer or surveyor has been in responsible charge for at least five years.

**Board of directors’ position**

Endorses, non-consent agenda

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**UPLG Motion 10**

Move that *Model Law* 120.60 B be amended as follows:

**120.60 Board Powers**

B. In carrying into effect the provisions of this Act, the board may subpoena witnesses and compel their attendance and may ~~also~~ require the submission of ~~books, papers, documents, or other~~ pertinent records and data, in any disciplinary matter, or in any case wherever a violation of this Act is alleged. Upon failure or refusal to comply with any such order of the board or upon failure to honor its subpoena, as herein provided, the board may apply to a court of competent jurisdiction to enforce compliance with same.

**Rationale**

The revisions are to make this section more in line with current practice and for clarity.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 11**

Move that *Model Law* 130.10 B be amended as follows:

**130.10 General Requirements for Licensure**

B. Engineering

2. Licensure as a Professional Engineer

The board may designate a professional engineer as being licensed in a specific discipline or branch of engineering, signifying the area in which the engineer has demonstrated competence.

a. Initial Licensure as a Professional Engineer

An applicant who presents evidence of meeting the applicable education, examination, and experience requirements as described below shall be eligible for licensure as a professional engineer.

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**Rationale**

The addition of this language is for jurisdictions that license by discipline.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 12**

Move that *Model Law* 130.10 B be amended as follows:

**130.10 General Requirements for Licensure**

B. Engineering

- 2. Licensure as a Professional Engineer
  - a. Initial Licensure as a Professional Engineer
    - (2) Examination Requirements

An individual seeking licensure as a professional engineer shall take and pass the NCEES Fundamentals of Engineering (FE) examination and the NCEES Principles and Practice of Engineering (PE) examination ~~as described below, and any jurisdiction-specific examination.~~

~~(a) The FE examination may be taken by a college senior or graduate of an engineering program of four years or more accredited by EAC/ABET, of a program that meets the requirements of the NCEES *Engineering Education Standard*, or of an engineering master's program accredited by EAC/ABET.~~

~~(b) The PE examination may be taken by an engineer intern.~~

**Rationale**

With most jurisdictions allowing automatic approval for the Fundamentals of Engineering (FE) examination, these changes reflect the fact that the exam could be taken by someone who is a junior or below, even if the best chance to pass the examination is during a senior year in college. This change also eliminates some confusion as to when individuals may take the FE examination if they do not hold a degree from an ABET-accredited program but do meet the NCEES *Engineering Education Standard*. To truly decouple education, examination, and experience requirements, the other deletions are necessary, and education requirements are already noted in B.2.a(1).

*Model Law* Appendix D, Model Language for Member Boards that License Structural Engineers, will also be revised as appropriate by staff if these revisions are adopted.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 13**

Move that *Model Law* 130.10 C be amended as follows:

**130.10 General Requirements for Licensure**

C. Surveying

- 1. Certification or Enrollment as a ~~Surveyor~~ Surveying Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification ~~or enrollment~~ as a ~~surveyor~~ surveying intern.

- a. Graduating from a surveying program of four years or more accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), the Engineering Technology Accreditation Commission of ABET (ETAC/ABET), or the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET); graduating from a program of four or more years related to surveying with 30 or more semester course hours in core surveying topics; or meeting the requirements of the NCEES *Surveying Education Standard*

- ~~b. Graduating from a program related to surveying of four years or more as approved by the board and with a specific record of two years of progressive experience in surveying~~
- ~~b. Passing the NCEES Fundamentals of Surveying (FS) examination~~
- ~~e. Graduating from a program of four years or more as approved by the board and with a specific record of four years of progressive experience in surveying~~

~~In addition to satisfying one of the above requirements, the applicant shall pass the NCEES Fundamentals of Surveying (FS) examination.~~

## 2. Licensure as a Professional Surveyor

### a. Initial Licensure as a Professional Surveyor

~~A surveyor intern with a specific record of four years or more of combined office and progressive field experience satisfactory to the board in surveying under the supervision of a professional surveyor shall be admitted to the NCEES Principles and Practice of Surveying examination and any required state specific examinations. Upon passing these examinations, the applicant shall be licensed as a professional surveyor, if otherwise qualified.~~

~~An applicant who presents evidence of meeting the applicable education, examination, and experience requirements as described below shall be eligible for licensure as a professional surveyor.~~

#### (1) Education Requirements

~~An individual seeking licensure as a professional surveyor shall possess one or more of the following education qualifications (a degree in surveying includes surveying, surveying engineering, mapping, geodesy, and geomatics):~~

- ~~(a) A degree in surveying of four years or more accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)~~
- ~~(b) A degree in surveying of four years or more accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET)~~
- ~~(c) A degree in surveying of four years or more accredited by the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET)~~
- ~~(d) A degree related to surveying of four years or more with 30 or more semester course hours in core surveying topics~~
- ~~(e) A bachelor's, master's, or doctoral degree from a non-accredited program related to surveying. This individual's education must be shown to meet the NCEES *Surveying Education Standard*~~

#### (2) Examination Requirements

~~An individual seeking licensure as a professional surveyor shall take and pass the NCEES Fundamentals of Surveying (FS) examination and the NCEES Principles and Practice of Surveying (PS) examination, and any jurisdiction-specific examination.~~

#### (3) Experience Requirements

~~An individual seeking licensure as a professional surveyor shall present evidence of a specific record of four years of progressive surveying experience after a qualifying degree is conferred as described in 2.a.(1) above. This experience should be of a grade and character that indicate to the board that the applicant may be competent to practice surveying. The following educational criteria may apply as a substitute to the length of experience set forth above:~~

- ~~(a) An individual with a master's degree in surveying acceptable to the board: three years of experience after the qualifying bachelor's degree is conferred as described in 2.a.(1) above~~
- ~~(b) An individual with an earned doctoral degree in surveying acceptable to the board and who has passed the FS exam: two years of experience~~
- ~~(c) An individual with an earned doctoral degree in surveying acceptable to the board and who has elected not to take the FS exam: four years of experience~~

~~A graduate degree that is used to satisfy education requirements cannot be applied for experience credit toward licensure. To be eligible for experience credit, graduate degrees shall be relevant to the applicant's area of professional practice.~~

~~Experience credit for a graduate degree cannot be earned concurrently with work experience credit.~~

b. Licensure by Comity for a Professional Surveyor

The following shall be considered as minimum evidence satisfactory to the board that the applicant is qualified for licensure by comity as a professional surveyor:

- (1) An individual holding a certificate of licensure to engage in the practice of surveying issued by a proper authority of any jurisdiction or any foreign country, based on requirements that do not conflict with the provisions of this Act and possessing credentials that are, in the judgment of the board, of a standard not lower than that specified in the applicable licensure act in effect in this jurisdiction at the time such certificate was issued may, upon application be licensed without further examination except as required to examine the applicant’s knowledge of statutes, rules, and other requirements unique to this jurisdiction; or
- (2) An individual holding an active Council Record with NCEES, whose qualifications as evidenced by the Council Record meet the requirements of this Act, may, upon application, be licensed without further examination except as required to examine the applicant’s knowledge of statutes, rules, and other requirements unique to this jurisdiction.

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**Rationale**

The motion presented by the EPS Committee and passed at the 2022 annual meeting (EPS Motion 1) essentially was to decouple education, examinations, and experience for surveying licensure. UPLG felt that the engineering licensure pathways already contained within the *Model Law* were easy to understand, so it modeled the surveying requirements after the engineering requirements.

**Board of directors’ position**

Endorses, non-consent agenda

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**UPLG Motion 14**

Move that *Model Law* 130.20 be amended as follows:

**130.20 Application and Fees**

A. ~~Application for licensure as a professional engineer and/or professional surveyor or certification as an engineer intern or surveyor intern shall be on a form prescribed and furnished by the board; shall contain a declaration made under penalty of perjury, showing the applicant’s education and a detailed summary of technical and engineering experience or surveying experience; and shall include the names and contact information of the references.~~

~~The board may accept the verified information contained in a valid Council Record issued by NCEES for applicants in lieu of the same information that is required on the form prescribed and furnished by the board.~~

All applications, including applications for examination if required, shall be on a form prescribed and furnished by the board, shall include the names and contact information of the references, and shall contain a declaration made under penalty of perjury. The board may accept the verified information provided by NCEES for applicants in lieu of the same information that is required on the form prescribed and furnished by the board.

- B. The application fee shall be established by regulation of the board for licensure as a professional engineer or professional surveyor or for certification as an engineer intern or surveyor intern, and shall accompany the application.
- C. Should the board deny the issuance of a certificate of licensure or intern certification to any applicant, the fee paid shall be retained as an application fee.

**Rationale**

UPLG feels that the changes clarify what is needed in terms of applications and for acceptance of verified information from NCEES.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 15**

Move that *Model Law 150.30 A* be amended as follows:

**150.30 Grounds for Disciplinary Action—Unlicensed Individuals**

- A. In addition to any other provisions of law, the board shall have the power to fine and recover costs from any unlicensed individual who is found guilty of:
  - 1. Engaging in the practice or offer to practice of engineering or surveying in this jurisdiction without being licensed in accordance with the provisions of this Act
  - 2. Using or employing the words “professional engineer,” “engineering,” “professional surveyor,” “surveying,” or any modification or derivative thereof in ~~his or her~~ the individual’s name or form of business activity except as ~~licensed-provided~~ in this Act
  - 3. Using or advertising any title or description tending to convey the impression that the individual is a professional engineer or professional surveyor unless the person is duly licensed in this jurisdiction
  - ~~3~~4. Presenting or attempting to use the certificate of licensure or seal of a licensee
  - ~~4~~5. Engaging in any fraud or deceit in obtaining or attempting to obtain a certificate of licensure or intern certification
  - ~~5~~6. Impersonating any licensee
  - ~~6~~7. Using or attempting to use an expired, suspended, revoked, inactive, retired, or nonexistent certificate of licensure

**Rationale**

UPLG added the new language to further clarify that any attempt to imply licensure when the individual is not licensed should be grounds for disciplinary action.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 16**

Move that *Model Law 160.20* be amended as follows:

**160.20 Managing Agent and Resident Professional**

A firm shall designate a managing agent ~~and a resident professional. The managing agent and the resident professional may or may not be the same individual.~~

- A. Managing Agent—The following criteria shall apply to the firm’s designation of a managing agent: A firm shall designate a licensee to be a managing agent for the firm. The managing agent is responsible for the engineering or surveying work and projects in ~~this jurisdiction~~ *[this jurisdiction]* offered or provided by the firm. A licensee may not be designated as a managing agent for more than one firm. A licensee who renders occasional, part-time, or consulting engineering or surveying services to, or for, a firm may not be designated as a managing agent, unless the licensee is an officer or owner of the firm. The managing agent’s responsibilities include:
  - 1. Renewal of the firm’s certificate of authorization and notification to the board of any change in managing agent;
  - 2. Overall administrative supervision of the firm’s licensed and subordinate personnel providing the engineering or surveying work in this jurisdiction; and
  - 3. Institution and adherence of policies of the firm that are in accordance with the Rules of Professional Conduct.
- ~~B. Resident Professional—The following criteria shall apply to the firm’s designation of a resident professional: A firm shall also designate a resident professional engineer or a resident professional surveyor, as applicable, to be in responsible charge of the practice of engineering or surveying, as applicable, in each branch office in which engineering or surveying services are offered or provided. A resident professional engineer or surveyor shall meet the following criteria:
  - ~~1. Spend a majority of normal business hours at a particular branch office;~~
  - ~~2. Be a resident professional engineer or surveyor at only one particular branch office at one time; and~~
  - ~~3. Be duly licensed as a professional engineer or a professional surveyor by the licensing board of the jurisdiction in which the branch office is located.~~~~

**Rationale**

As the engineering and surveying industries have moved into a remote workforce post-pandemic, the revised language is proposed to meet a more current reflection of practice.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 17**

Move that *Model Law* 170.20 be deleted.

**170.20 Engineered Products and Systems**

~~Licensed engineers shall be in responsible charge of all engineering design of buildings, structures, products, machines, processes, and systems that can affect the health, safety, and welfare of the public.~~

**Rationale**

This section of the *Model Law* was moved under the “practice of engineering” definition in Section 110.20, making this section redundant.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 18**

Move that *Model Rules* 210.30 be amended as follows:

**210.30 Offering to Practice Engineering and Surveying**

If the engineer or surveyor is licensed in another jurisdiction, the following items are not considered an offer to practice engineering or surveying:

- A. Advertisements published in print or electronic media, if professional services are not offered in jurisdictions where the engineer or surveyor individual or firm is not licensed
- B. Responses to inquiries regarding requests for proposals, if there is written disclosure that the engineer/surveyor and individual or firm are-is not currently licensed in the jurisdiction and the response is limited to inquiries regarding scope of project and to demonstrate interest
- C. Responses to inquiries from prospective clients, if there is written disclosure that the engineer/surveyor and individual or firm are-is not currently licensed in the jurisdiction and the response is limited to inquiries regarding scope of project and to demonstrate interest
- D. Using the title/designation professional engineer, licensed engineer, P.E., professional surveyor, licensed surveyor, P.S., or other indicia of licensure in correspondence or on business cards from an office in the jurisdiction where licensure is held

Proposals may not be submitted, contracts signed, or work commenced until the engineer/surveyor and individual or firm becomes licensed or authorized in the jurisdiction where the work is to be performed.

**Rationale**

Revisions are suggested for clarity and to include firms in point A.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 19**

Move that *Model Rules* 230.10 be amended as follows:

**230.10 Education Requirements Approved by the Board**

A. Engineering Program defined in Section 130.10 B.1 of the NCEES *Model Law*

~~The term “an engineering program of four years or more” used in Section 130.10 B.1.a of the NCEES *Model Law* is interpreted by this board to mean the following:~~

- ~~1.— A degree from a bachelor’s or master’s engineering program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET) at the time of the awarding of the degree. The board may accept the degree if accreditation is received within *[insert the prescribed time]*.~~
- ~~2.— A degree from an engineering program not accredited by EAC/ABET but that meets the requirements of the NCEES *Engineering Education Standard*~~

B. Surveying Program defined in Section 130.10 C.1 of the NCEES *Model Law*

~~The following shall be considered as minimum evidence to the board that the applicant is qualified in terms of education for certification as a surveyor intern:~~

- ~~1.— Graduation from a surveying program of four years or more accredited by EAC/ABET, the Engineering Technology Accreditation Commission of ABET (ETAC/ABET), or the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET) at the time of awarding the degree or from a program that meets the requirements of the NCEES *Surveying Education Standard* as described in Section 130.10 C.1.a in NCEES *Model Law*. The board may accept the degree if accreditation is received within *[insert the prescribed time]*.~~
- ~~2.— Graduation from a program related to surveying of four years or more as described in Section 130.10 C.1.b in NCEES *Model Law* is interpreted to be a bachelor’s degree including surveying courses, mathematics, and physical science.~~
- ~~3.— Graduation from a program of four years or more as described in NCEES *Model Law* 130.10 C.1.c is interpreted to mean a program other than those defined in 1 or 2 above that is accepted by the board.~~

**Rationale**

This section on education is already covered in the *Model Law*, and therefore its removal from the *Model Rules* is proposed to avoid redundancy.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 20**

Move that *Model Rules* 230.40 A be amended as follows:

**230.40 Examinations**

A. Classification of Engineering Examinations

This jurisdiction or its designee will provide the following examinations, ~~prepared and furnished by NCEES, meeting the requirements of this jurisdiction for licensure as a:~~

- ~~1. NCEES Fundamentals of Engineering (FE) examination—The examination consists of subject matters in the fundamentals of engineering. *Passing this examination qualifies the examinee for certification as an engineer intern, provided the examinee has met all other requirements for certification required by these Rules.*~~
- ~~2. NCEES Principles and Practice of Engineering (PE) examination—The examination consists of subject matters in applied engineering. *Passing this examination qualifies the examinee for licensure as a professional engineer, provided the examinee has met the other requirements for licensure required by these Rules.*~~

This jurisdiction may provide the following examinations:

1. Jurisdictional examinations—The examinations may include jurisdiction laws, procedures, and standards for the practice of engineering.

**Rationale**

The revisions throughout this section of the *Model Rules* are to remove redundant information already contained within the *Model Law* and for clarity. For both the FE and PE, the statements concerning certification and licensure seem out of place considering this section is referring to examinations. The reference to jurisdictional examinations is added for any jurisdictions that require such exams for engineering licensure.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 21**

Move that *Model Rules* 230.40 B be amended as follows:

**230.40 Examinations**

B. Eligibility Approval of Applicant for Engineering Examinations

- NCEES Fundamentals of Engineering (FE) Examination
  - ~~Individuals who are in the final year of a program leading to a bachelor’s degree in engineering~~ An individual applying to take the FE examination may register with NCEES directly to take the FE examination or, if required, apply to the board for admission to the FE examination.
  - ~~To be certified as an engineer intern, an application for certification may be submitted to the board upon passing the FE examination and meeting the education requirements.~~
- NCEES Principles and Practice of Engineering (PE) Examination
  - ~~Applicants for licensure as a professional engineer~~ An individual will be permitted to sit for the PE examination upon satisfactorily fulfilling all ~~application~~ requirements of the jurisdiction.
  - ~~No applicant may sit for the PE examination until the board has established that the applicant is eligible for the examination.~~
  - ~~Engineering doctorate degree applicants with an undergraduate degree from a program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET) and with a doctorate degree in engineering from an institution that offers EAC/ABET-accredited undergraduate programs in the doctorate degree field of engineering and with experience that meets the qualifications defined by the board may sit for the PE examination without having taken or passed the FE examination.~~

**Rationale**

The revisions throughout this section of the *Model Rules* are to remove redundant information already contained within the *Model Law* and for clarity. UPLG revised this section, noting that the term “eligibility” seemed incorrect and replacing it with “approval.” The other revisions coincide with decoupling examinations, education, and experience in the *Model Law*.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 22**

Move that *Model Rules* 230.40 C be amended as follows:

**230.40 Examinations**

C. Classification of Surveying Examinations

This jurisdiction or its designee will provide the following examinations, ~~prepared and furnished by NCEES, meeting the requirements of this jurisdiction for licensure:~~

1. NCEES Fundamentals of Surveying (FS) examination—The examination consists of subject matters in the fundamentals of surveying. ~~Passing this examination qualifies the examinee for certification as a surveyor intern, provided the examinee has met all other requirements for certification required by this Act.~~
2. NCEES Principles and Practice of Surveying (PS) examination—The examination consists of subject matters in applied surveying, which may be divided in separate parts as determined by the board. ~~Passing these parts qualifies the examinee for licensure as a professional surveyor, provided the examinee has met the other requirements for licensure required by this Act.~~

This jurisdiction may provide the following examinations:

1. Jurisdictional examinations—The examinations may include jurisdiction laws, procedures, and standards for the practice of surveying.

~~Jurisdictions have the right to administer separate modules on jurisdiction laws and procedures for the practice of surveying.~~

**Rationale**

The revisions throughout this section of the *Model Rules* are to remove redundant information already contained within the *Model Law* and for clarity. For both the FS and PS, the statements concerning certification and licensure seem out of place considering this section is referring to examinations.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 23**

Move that *Model Rules* 230.40 D be amended as follows:

**230.40 Examinations**

D. ~~Eligibility Approval~~ of Applicant for Surveying Examinations

1. NCEES Fundamentals of Surveying (FS) Examination
  - a. ~~Individuals who are in the final year of a program leading to a bachelor's degree in a surveying or surveying-related program. An individual applying to take the FS examination~~ may register with NCEES directly to take the FS examination or, if required, apply to the board for admission to the FS examination.
  - b. ~~To be certified as a surveyor intern, an application for certification may be submitted to the board upon passing the FS examination and meeting the education and experience requirement.~~
2. NCEES Principles and Practice of Surveying (PS) Examination
  - a. ~~An applicant for licensure as a professional surveyor will not be permitted to sit for the PS examination until the FS examination has been passed. An individual will be permitted to take the PS examination upon satisfactorily fulfilling all requirements of the jurisdiction.~~
  - b. ~~No applicant may sit for the PS examination until the board has established that the applicant is eligible for the examination.~~

- b. [Surveying doctorate degree applicants with an undergraduate degree from a program accredited by the Engineering Accreditation Commission of ABET \(EAC/ABET\), the Engineering Technology Accreditation Commission of ABET \(ETAC/ABET\), or the Applied and Natural Science Accreditation Commission of ABET \(ANSAC/ABET\) and with a doctorate degree in surveying and with experience that meets the qualifications defined by the board may sit for the PS examination without having taken or passed the FS examination.](#)

**Rationale**

The revisions throughout this section of the *Model Rules* are to remove redundant information already contained within the *Model Law* and for clarity. UPLG revised this section, noting that the term “eligibility” seemed incorrect and replacing it with “approval.” The other revisions coincide with decoupling examinations, education, and experience in the *Model Law* and also add a pathway that would exempt someone with a doctorate in surveying from taking the FS examination (similar to what is in the *Model Rules* for engineering).

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 24**

Move that *Model Rules* 230.40 E and K–M be amended as follows:

**230.40 Examinations**

E. Examination Dates and Locations

- 1. [NCEES E](#)examinations are offered on dates set by NCEES.
- 2. Locations at which the examinations are given are designated by the board or by NCEES.

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K. Examination Results

- 1. [NCEES E](#)examination results will be released in accordance with established NCEES policy.
- 2. [Jurisdictional examination results will be released in accordance with established board policy.](#)

L. Review of Examinations

There shall be no post-administration access to, or review of, NCEES examination questions. Member boards may request that NCEES manually verify an examinee’s results from a pencil-and-paper examination. Such verification shall be conducted in accordance with NCEES policy.

M. Examination for Record Purposes

- 1. Any [professional engineer individual](#) licensed by this board may take for Record purposes the FE/[FS](#) examination and/or a PE/[PS](#) examination in a chosen discipline offered by NCEES upon payment of *[insert fee set by board regulation and/or NCEES]*.
- 2. Failure to pass either or both examinations will in no way affect current licensure.

**Rationale**

The revisions throughout this section of the *Model Rules* are to remove redundant information already contained within the *Model Law* and for clarity. The paragraph within Section 230.40 concerning pencil-and-paper examinations (I) should be removed when the last pencil-and-paper examination is administered, presumably October 2023.

**Board of directors’ position**

Endorses, consent agenda

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**UPLG Motion 25**

Move that *Model Rules* 230.60 E be amended as follows:

**230.60 Applications**

E. Licensure by Comity

1. The board is authorized to review and evaluate the applications of all comity applicants to determine if they meet or exceed the criteria to be licensed as a professional engineer or professional surveyor as defined in Section 130.10 of the *Model Law*.
2. The board administrator is authorized to review and evaluate the applications of all comity applicants to determine if they meet or exceed the criteria of a Model Law Engineer or Model Law Surveyor ~~as set forth in the designated by~~ NCEES ~~Manual of Policy and Position Statements~~. If the applicant meets or exceeds these requirements, the board administrator may issue a contingent license authorizing that individual to offer or provide engineering or surveying services in this jurisdiction. A list of all engineers issued contingent licenses will be placed on the agenda of the next meeting of the board for formal approval by the board. A list of all surveyors who have been issued contingent licenses and who have passed the appropriate jurisdiction-specific examination will be placed on the agenda of the next meeting for formal approval by the board.

**Rationale**

Revisions are made for clarity.

**Board of directors' position**

Endorses, consent agenda

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**UPLG Motion 26**

Move that *Model Rules* 240.20 be amended as follows:

**240.20 Seal on Documents**

- A. The seal and signature of the licensee and the date of signing shall be placed on all final engineering specifications, reports, drawings, plans, design information, and calculations or final surveys, reports, plats, drawings, plans, and calculations whenever presented to a client or any public agency to certify that the work thereon was done by the licensee or under the responsible charge of the licensee. Working drawings or preliminary documents are not required to have a seal and signature if the working drawing or preliminary document contains a statement in large bold letters to the effect "PRELIMINARY, NOT FOR CONSTRUCTION, RECORDING PURPOSES, OR IMPLEMENTATION."
- B. The seal and signature shall be placed on all ~~original copy~~ copies, tracings, or other reproducible documents listed in 240.20 A so that the seal and signature will be reproduced when copies are made.
- C. When the document contains more than one sheet, the first or title page shall be sealed and signed by the licensee who was in responsible charge. Two or more licensees may affix their signatures and seals provided that a note under the seal designates the specific subject matter for which each is responsible. In addition, each sheet shall be sealed and signed by the licensee or licensees responsible for that sheet. When a firm performs the work, each sheet shall be sealed and signed by the licensee or licensees who were in responsible charge of that sheet.
- D. The seal and signature shall be placed on work only when it was under the licensee's responsible charge. The licensee shall sign and seal only work within the licensee's areas of competence.









## Engineering Licensure Model Task Force

David Beasley, Ph.D., P.E., Chair

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### ABSTRACT

The Engineering Licensure Model Task Force was established in 2020 to determine whether the current professional engineering model is adequate or if NCEES should explore a more comprehensive model that might possibly include a tiered licensing system.

In its first two years, the task force reviewed licensing models for other professions, including the medical and dental fields. It also researched the engineering licensure systems for other countries, including Australia, Brazil, Canada, China, Colombia, Germany, India, Mexico, South Korea, and the United Kingdom. After evaluating these models, the task force concluded that a tiered model was not the best fit for NCEES but that the current licensure model should be updated to provide multiple paths to licensure through enhancing experience and lifelong learning. The task force discussed at length how to handle degrees from programs accredited by the Engineering Technology Accreditation Commission of ABET as well as degrees from other programs that are not accredited by the Engineering Accreditation Commission of ABET (EAC/ABET). Additionally, the task force determined that learning gaps could possibly be remediated through supplemental education, structured mentoring and experience, and other learning options such as certifications. This process led to the modification of the position statement on future education requirements for engineering licensure (now titled Position Statement 33, Framework for Future Engineering Licensure) at the 2022 annual meeting. The modification reflected the task force's recommendations in collaboration with the committees on Education and Member Board Administrators.

This year, the task force focused on establishing a more detailed framework for the development of an updated licensure model. These efforts included exploring the creation of rubrics to define competencies necessary for professional practice in order to improve the ability of individuals to manage their pre-license experience and the ability of licensing boards to assess work experience submitted as part of an application for licensure. The task force also determined the best way to move the process forward within the NCEES committee structure.

The task force has one motion for Council action and one recommendation. **The motion is shown on page 153.**

### CHARGES

#### Charge 1

*Review the current NCEES engineering licensure model: graduating from an engineering program accredited by the Engineering Accreditation Commission of ABET, passing the Fundamentals of Engineering and Principles and Practice of Engineering examinations, and earning four years of progressive experience. Determine if a discipline-specific pathway(s) needs to be established to further enhance the current model by considering the following:*

- a) *Developing a rubric to track and identify key skills and competencies from graduation to first license*
- b) *Laying out a specific strategy to build a new licensure model*
- c) *Developing a framework for standing committees and key stakeholders to work with in future years*

The task force met via Zoom in October and December 2022, followed by a two-day in-person meeting in January 2023. The virtual meetings allowed new members of the task force to get up to speed on the previous actions and research of the task force and provided an opportunity to discuss next steps, brainstorm new ideas, and divide tasks among members. The task force made extensive use of Basecamp to conduct and share research and discuss important ideas.



**Charge 1(a)—Developing a rubric to track and identify key skills and competencies from graduation to first license**

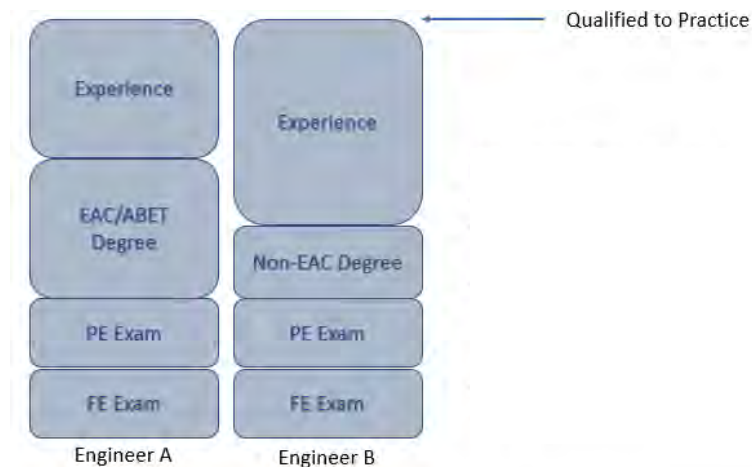
The task force discussed methods for creating a more structured experience approach for licensure. The use of rubrics would provide NCEES and member jurisdictions a consistent and objective method to review experience. This method would also provide applicants, mentors, and employers a structure to follow during pre-licensure work experience. In addition, the rubrics could be used to address differences in the competencies needed for professional practice, which vary from discipline to discipline. This evaluation of rubrics included a review of various assessment tools used by other licensing organizations, including the International Engineering Alliance and Engineers Australia, as well as the NCEES experience guidelines in Appendix A of the *Model Rules*. From this information, the task force assembled an example rubric that can be used as a starting point for future consideration. The example rubric addresses technical knowledge and skills, professional practice, and ethics. Many details will still need to be determined, including format, content sections, supplemental information, and discipline-specific elements (with input on requirements from technical societies).

**Charges 1(b) and 1(c)—Laying out a specific strategy to build a new licensure model and developing a framework for standing committees and key stakeholders to work with in future years**

Over three years of deliberation, the task force has worked its way toward a viable strategy for evolving the current licensure model. A strategy should accommodate multiple pathways to licensure, as determined appropriate by the Council or individual licensing jurisdictions, and be more inclusive by removing unnecessary barriers to licensure (whether actual or perceived) while maintaining the ultimate charge of protecting the health, safety, and welfare of the public.

The current model is often illustrated as a three-legged stool. The legs of the stool are the three “E’s”: education, experience, and examination. This model implies that all three requirements are needed or the process—the stool—will be unstable, or worse, will completely fail. It also implies that the three legs are always equal. However, as the engineering industry and licensure have evolved over the last 100 years, the strength of the stool legs is not always balanced. The task force agreed that the experience qualification is the most unstructured of the three, and the proposed approach is intended not only to strengthen it but also to provide the means to address other difficult issues, such as non-EAC/ABET-accredited degree pathways and differences in practice from discipline to discipline.

This task force, through robust discussions and brainstorming sessions, has developed a conceptual licensure model that allows for different pathways yet maintains the rigorous expectations for licensure. The conceptual licensure model is one of stacking boxes, where the various components of licensure add up to a level of education, experience, and examination to demonstrate qualifications necessary to practice competently and safely (see example below).



This conceptual model can accommodate

- New degree types
- Different education experiences
- Specialization of practice
- Emerging technologies
- Areas of practice without applicable exams

- Changing regulations
- Proliferation of certifications

Many jurisdictions have various pathways to licensure that currently fall outside of the requirements for licensure as a professional engineer as outlined in the *Model Law*. The task force has a strategy to work toward this conceptual model through the development and use of discipline-specific rubrics. The conceptual model being discussed accommodates diverse licensure approaches and provides a more comprehensive model to be used by all jurisdictions.

However, because there are many options and components in any licensure model, it is important that this work be ongoing and that any future modifications to the model be looked at in a comprehensive manner. The first step toward this goal is to create a standing Committee on Licensure.

One of the key benefits of having a standing licensure committee is that it will be able to consider licensure issues as a whole. The Council faces licensure issues in diverse spheres, including mobility, regulatory challenges, emerging technologies, interdisciplinary differences, alternative paths to licensure, lifelong learning, certifications, continuing education, and mentorship. The task force has identified and summarized a number of continuing topics. A standing Committee on Licensure could be charged with considering these issues, the impacts of any changes to the system, and the interaction between requirements.

The Council has standing committees that cover the various elements of licensure (including education and examinations) but does not have a standing committee to focus on licensure itself. When specific issues arise with one or more of these elements, the interaction and impact on the other elements must be considered. Therefore, a standing committee specifically focused on the larger picture is needed.

The task force is proposing **Motion 1** to create a new standing Committee on Licensure.

The next step in the strategy is to work on the experience portion of our licensure requirements. The education and examination components of licensure are well structured, while the experience portion is not. A more structured experience component using rubrics is important to allow NCEES and member jurisdictions a consistent and objective method of reviewing experience. This also allows licensees a structure to follow during their pre-licensure work experience.

In addition, new graduates have gaps in knowledge and skills to fill in order to reach the practice level for licensure. The experience requirement rarely includes supplemental education other than advanced degrees. The task force feels that these gaps need to be addressed, and a rubric can be used to address this concern as well.

Due to the importance of continuing work on licensure models and since the implementation of a new standing committee will take two years, the task force is also making a formal recommendation that the president-elect assign a new or continuing task force charged with continuing the work of the Engineering Licensure Model Task Force until the new standing committee is established.

Respectfully submitted, the **Engineering Licensure Model Task Force:**

David Beasley, Ph.D., P.E., Chair

**Members**

Wendy Amann, P.E.  
 Alejandro Angel, Ph.D., P.E.  
 Carmine Balascio, Ph.D., P.E.  
 Joseph Berger, P.E., L.S.  
 Michael Conzett, P.E.  
 Douglas Hendrickson, P.E.  
 Lance Kinney, Ph.D., P.E.  
 Barry Lucas, P.E.  
 Jon Nelson, P.E.  
 Monte Phillips, Ph.D., P.E.

Dennis Truax, Ph.D., P.E.  
 Christy VanBuskirk, P.E.  
 Marlon Vogt, P.E.

**Board liaison**

Brian Robertson, P.E.

**Staff liaison**

Stef Goodenow



**Board of Directors**

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**Board of Directors Motion 1**

Move that the application of the Structural Engineering Licensure Coalition to become a member of the NCEES Participating Organizations Liaison Council be approved.

**Financial impact**

Less than \$1,000 per year for annual meeting registration (POLC members pay own travel expenses, and POLC dues currently set at \$0)

**Rationale**

The Structural Engineering Licensure Coalition meets the requirements for admittance to POLC: (from *Bylaws*, Section 3.04) “A Participating Organization shall be a society, institute, association, or organization of national scope whose membership is composed predominantly of engineers and/or surveyors engaged in work at the professional level and whose policies include advancement of professional ethics and standards and encouragement of licensure, and which actively supports the policies and objectives of the Council.”

**Board of directors’ position**

Endorses, non-consent agenda

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**Board of Directors Motion 2**

Move that NCEES staff be directed to prepare amended language to remove references to pencil-and-paper examinations in all NCEES documents after completion of the last pencil-and-paper examination, to present such amended language to the NCEES board of directors for approval, and to add additional language to clarify any references to pencil-and-paper examinations that staff cannot change.

**Rationale**

Since references to pencil-and-paper examinations are in numerous NCEES documents, the board feels that NCEES staff should search all documents and the website and then report back to the board instead of charging individual committees to review the various documents separately. The one exception is the *Bylaws*—any references to pencil-and-paper examinations in the *Bylaws* would go through the appropriate committee for recommended revisions.

**Board of directors’ position**

Endorses, non-consent agenda

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## **Committee on Awards**

*Michael Kelly, P.E., Chair*

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### **ABSTRACT**

The Committee on Awards is charged with canvassing member boards for nominations for the service awards to be given at the annual meeting. These awards are the Distinguished Service Award, the Distinguished Service Award with Special Commendation, the Meritorious Service Award, the Distinguished Examination Service Award, and the President's Award. After receiving the nominations, the committee held a conference call to review nominees based on the criteria shown below. From these nominations, the committee recommended recipients for the board of directors to consider.

The committee is guided by NCEES Administrative Policy (AP) 12, which is as follows:

### **AP 12 Awards**

NCEES will officially recognize members, associate members, emeritus members, and other volunteers who provide or have provided outstanding service to NCEES. The members of the Committee on Awards and the board of directors shall not be nominated for these awards while serving on the Committee on Awards or on the board of directors. In evaluating nominations, the following guidelines are to be observed:

#### **Distinguished Service Award**

- Must be a current member, a former member, or an emeritus member
- Must promote engineering or surveying licensure at the state or national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in member board activities
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

#### **Distinguished Service Award with Special Commendation**

- Must have received the Distinguished Service Award at least six years prior to receiving the Distinguished Service Award with Special Commendation. Any exception based on extraordinary circumstances must be approved by the NCEES board of directors with recommendation by the Committee on Awards.
- Must demonstrate service prior to and after receiving Distinguished Service Award
- Must be a current member, a former member, or an emeritus member
- Must promote engineering or surveying licensure at the national level
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission and vision of NCEES
- May include participation in professional or technical societies as a consideration
- Must demonstrate active participation in member board activities
- Must include leadership or exemplary service on at least one NCEES committee
- May be nominated by a member board

#### **Meritorious Service Award**

- Must be a current or former associate member
- Must demonstrate positive contributions to the advancement of the engineering or surveying profession and the mission, vision, and goals of his or her board and NCEES
- Must participate in member board activities

- Must participate in the promotion of licensure or the enforcement of member board laws and rules
- Must include distinguished service on at least one NCEES committee
- May be nominated by a member board

**Distinguished Examination Service Award**

- Must demonstrate positive contributions and longtime commitment to the NCEES examination program
- Must have served on at least one of the Council’s examination committees or exam-related task forces
- Must demonstrate exemplary service and leadership in the advancement and improvement of NCEES examinations and the exam-development process
- May be nominated by a member board, an exam committee, or the board of directors

**President’s Award**

- May be given by the president to recognize an individual for outstanding service in support of NCEES

**CHARGES**

**Charge 1**

*Accomplish all recurring committee activities:*

- *Canvass member boards by October 1, 2022, for nominations for awards to be presented at the 2023 annual meeting. Nominations should be received no later than January 31, 2023.*
- *Provide recommendations to the board of directors for awards to be presented at the 2023 annual meeting.*

In accordance with Charge 1, nominations for awards were solicited by October 1, 2022, and were received by January 31, 2023.

Nominations were as follows:

- 6 nominees—Distinguished Service Award
- 0 nominees—Distinguished Service Award with Special Commendation
- 1 nominee—Meritorious Service Award
- 8 nominees—Distinguished Examination Service Award

The committee made individual ratings of the nominees, and these were forwarded to the chair for tabulation. The combined ratings were returned to the members for review. The committee held a virtual meeting via Zoom and reached agreement on the recipients.

Recommendations to the board of directors were as follows:

- 3 nominees—Distinguished Service Award
- 0 nominees—Distinguished Service Award with Special Commendation
- 0 nominees—Meritorious Service Award
- 4 nominees—Distinguished Examination Service Award

Respectfully submitted, the **Committee on Awards:**

Michael Kelly, P.E., Chair

**Members**

Daniel Cotta, P.E., P.L.S.  
 Nirmal Jain, P.E.  
 Shelley Macy, P.E.  
 Marguerite McClinton Stoglin, Ph.D.

**Board liaison**

Brian Robertson, P.E.

**Staff liaison**

Nina Norris





## Committee on Examination Audit

*Mandy Holway, P.E., Chair*

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### ABSTRACT

The Committee on Examination Audit is responsible for an independent audit annually of the NCEES examination program.

To prepare the committee members for the in-person committee meeting, virtual meetings were held via Zoom on October 24, 2022, and January 17, 2023. The purpose of the virtual meetings was to review the 2022–23 committee charges and review the audit process. The Exam Audit Committee met in person February 20–21, 2023, at NCEES headquarters in Greenville, South Carolina, and completed its charges.

The 2022–23 NCEES Committee on Examination Audit had six charges. The committee has no motions for Council action.

### CHARGES

#### Charge 1

*Review all aspects of the NCEES exam development process for the examinations being audited to ensure that recognized and accepted psychometric standards for licensing purposes continue to be used and met.*

This is a general recurring charge that is addressed through accomplishing the other charges of the committee. There were several comments made by the psychometric consultant that were discussed and clarified with Pearson VUE (NCEES psychometric vendor for the exams being audited). Nothing significant was found with the exams or processes. Discussions resulted in adding clarifying language to some statistical reporting tables.

#### Charge 2

*Review the exam audit findings from the 2021–22 audit cycle to ensure that the following items were appropriately addressed:*

- *PS (computer-based exam administered January 2019, professional activities and knowledge study [PAKS], and standard setting)*
- *FE: 7 exams (computer-based exams administered July 2020, PAKS, and standard setting)*
- *FS (computer-based exam administered July 2020, PAKS, and standard setting)*
- *PE Agricultural and Biological (computer-based exam administered October 2021)*
- *2021–22 audit charge 2 finding number 1 (unresolved 2019–20 exam audit finding number 2 for PE Petroleum)*

The committee found that all prior exam audit findings had been appropriately addressed.

#### Charge 3

*Audit the most recent administration of the following examinations for which sufficient performance data and analyses have been completed:*

- *PE Mechanical: 3 exams (computer-based exams administered April 2022)*
- *PE Electrical and Computer: 3 exams (computer-based exams administered April 2022 and October 2022)*
- *PE Architectural Engineering (computer-based exam administered October 2022)*
- *PE Metallurgical and Materials (computer-based exam administered October 2022)*

Audits of the eight exams listed were completed at the February 20–21, 2023, meeting. Findings were provided to the exam development committees for review and response. A virtual conference was held via Zoom April 3, 2023, to review all findings and responses. Two minor items were left to be addressed by one exam committee at future meetings of that committee.

#### **Charge 4**

*Observe and/or receive reports from the following exam standard-setting studies in accordance with Exam Development Procedures Manual 1.5.7:*

- *PE Agricultural and Biological Engineering (computer-based exam administered October 2023)*
- *PE Petroleum (computer-based exam administered October 2023)*
- *PE Civil: 5 exams (computer-based exams administered April 2024)*

Standard-setting meetings for the seven exams listed were scheduled after the committee met. The committee, therefore, recommends that the 2023–24 Exam Audit Committee be charged with receiving these observation reports and reviewing their outcomes.

#### **Charge 5**

*Review the content and effectiveness of the exam administration manuals to ensure compliance with exam administration policies. Propose revisions as necessary.*

The review of exam administration manuals is completed every three years. The committee did not have any findings and had no recommendations. Once all exams have transitioned to computer-based testing (CBT), the manual will need revisions to delete obsolete references to pencil-and-paper exams.

#### **Charge 6**

*Review the current audit process and recommend any changes that need to be made as NCEES completes the transition of all exams to computer-based testing.*

This was a special charge recommended by the 2021–22 Exam Audit Committee. The committee reviewed the exam audit checklist in the *Exam Development Procedures Manual* (EDPM) and made comments to improve the current process, considering the transition from pencil-and-paper examinations to CBT. Recommended EDPM edits were presented for consideration to the appropriate NCEES standing committees and staff.

Respectfully submitted, the **Committee on Examination Audit:**

Mandy Holway, P.E., Chair

#### **Members**

Doyle Allen, L.S.  
Joyce Hastings, P.L.S.  
Harold Snead Jr., P.E.  
Shannon Stanfill

#### **Consultants**

Joseph Flynn, L.S.  
George Murgel, Ph.D., P.E.  
John Steadman, Ph.D., P.E.

#### **Board liaison**

Mohammad (Dr. Q) Qureshi, Ph.D., P.E.

#### **Staff liaison**

Lehmon Dekle, P.E.



## Committee on Examinations for Professional Engineers

George Murgel, Ph.D., P.E., Chair

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### ABSTRACT

The Committee on Examinations for Professional Engineers (EPE) provides oversight to the subcommittees that develop all NCEES engineering exams. At the first of the two meetings, held November 17–19, 2022, as a virtual meeting on Zoom, EPE Committee members were briefed on professional activities and knowledge study (PAKS) updates and exam specifications for approval for the upcoming year. The committee then split into three sub-groups to begin discussions for the charges tasked to the committee this year. At the second meeting, held February 10–11, 2023, at NCEES headquarters in Greenville, South Carolina, the subcommittees concluded their discussions and developed recommendations related to the charges.

The committee addressed two charges for 2022–23. It has three recommendations and no motions for Council action.

### CHARGES

#### Charge 1

*Accomplish all recurring committee activities:*

- *Oversee the development and maintenance of necessary exam items for future Fundamentals of Engineering (FE) and Principles and Practice of Engineering (PE) examinations in accordance with current exam development policies, to include monitoring the preparation and submission of all examinations in a timely manner as set forth by NCEES guidelines.*
- *Conduct professional activities and knowledge studies as appropriate to update exam specifications.*
- *Review the Committee on Examination Audit recommendations and ensure implementation of any changes approved by the board of directors.*
- *Monitor training of the exam development subcommittee members to ensure that they understand the concepts of scaling, equating, setting cut scores, and constructing examinations.*
- *Annually review exam development committee member data. Compare them with benchmarks as established by the Committee on Examinations for Professional Engineers as part of the NCEES Exam Development Volunteer Diversity Monitoring plan.*
  - *Annually review progress on data collection from target populations.*
  - *Conduct a review of the NCEES Exam Development Volunteer Diversity Monitoring plan on a periodic basis. The time between reviews shall not exceed six years.*
  - *Establish exam development committee membership benchmarks. Review and modify them as needed every five calendar years, in years that end in zero or five (e.g., 2025, 2030, 2035).*
- *Review the exam development procedures and recommend revisions as necessary to NCEES staff.*
- *Ensure appropriate use of codes and standards for examinations.*

#### FE and PE oversight

No new topics were discussed. The current status of the computer-based testing (CBT) exam transition was reviewed, and the plan for the PE Structural exam conversion was presented for consideration.

#### PAKS

The PAKS process typically occurs every six to eight years for each examination. There are presently eight examinations in various stages of the PAKS process, including PE Agricultural and Biological, PE Civil, PE Electrical and Computer, PE Mechanical, PE Metallurgical and Materials, PE Mining and Mineral Processing, PE Naval Architecture and Marine, and PE Petroleum. The PE Agricultural and Biological, PE Civil, and PE Petroleum are currently planning for standard-setting meetings later in spring 2023.

#### Exam Audit review

The 2021–22 Exam Audit report was noted, and a discussion was held in Basecamp to review several proposed changes to the committee’s review template. The changes were rewording or removing some of the auditors’

guiding questions to be more appropriate for evaluating CBT examinations. The EPE Committee approved the changes for use during the next audit cycle.

### **Recommendation**

The committee recommends that the Auditor's Checklist for Computer Exams in the *Exam Development Procedures Manual* (EDPM) be changed per the notes in **Appendix A**, as suggested by the Exam Audit Committee Charge 6 and approved by the EPE Committee.

### **Rationale**

As recommended by the Exam Audit Committee, the suggested changes resulted from the spring 2023 application of the current version of the Auditor's Checklist. All of the noted items with changes had caused some concern either in how they should apply to a computer-based exam or in what information the exam development engineer should provide for the particular exam from data that the auditors no longer have access to in a non-pencil-and-paper exam environment. The items related to diversity in the statements may need further discussion for revision or clarification by the 2023–24 EPE Committee, as it was unclear how best to clarify these items at this time.

### **Exam development subcommittee training**

No new topics were discussed.

### **Exam development committee member data review**

NCEES staff led a presentation to highlight the status of the process using the FE exam passers as the benchmark for the PE exam development committees. There was a good response to the diversity survey from the FE exam passers group, but many exam development committee member profiles are missing gender and ethnicity information. This led to a review and discussion of the need to continue collecting data for evaluation and comparison following the next five-year cycle.

### **Exam development procedures**

A review of the EDPM led to a recommendation to add Section 1.4.3 regarding the standing committee approval of test specifications. The committee noted that this is the only step in the development of new test specifications that is not presently covered in the EDPM. The committee felt that it needed to be added after an expedited review and approval of the new PE Civil exam specifications, with a very short time for review and some changes leading to lengthy discussions and concerns related to the new specification content. The motion passed unanimously and was forwarded to the Committee on Examinations for Professional Surveyors (EPS) for its review and approval.

The EPE Committee also noted that for the future, a member of the EPS Committee should be included in charge discussions related to the EDPM if any changes might affect the Fundamentals of Surveying or Principles and Practice of Surveying examinations.

### **Recommendation**

The committee recommends that Section 1.4.3 be added to the EDPM as follows:

#### 1.4.3 Standing committee approval of test specifications

- a. After the test specification meeting, the following information will be submitted to the appropriate oversight committee (EPE or EPS) six weeks before the meeting at which approval is requested:
  - Report from the survey creation meeting
  - Report from the test specification meeting
  - Existing specifications
  - Proposed specifications
- b. A subcommittee of the appropriate oversight committee will review the information provided and send any questions back to the exam development committee within two weeks of receipt of the information.
- c. Responses and clarifications will be sent back to the oversight committee at least one week prior to the oversight committee meeting. The subcommittee will review and be prepared to make a recommendation to the full committee during the meeting.

## **Rationale**

Previous versions of the EDPM have explicitly called out the stages and steps necessary for the approval of all aspects of developing a new exam specification except for detailing what the EPE Committee is supposed to do in the final approval step. The additional language in Section 1.4.3 will detail what the EPE or EPS Committee must receive in the weeks leading up to the final discussion and review for approval and what process can be used ahead of the meeting to get any questions answered before the final review.

## **Codes and standards**

No new topics were discussed. All exam development committees reviewed the codes and standards currently in use for their exams and determined that they are adequate.

## **Charge 2**

*Review the 2005–06 Cut Score Task Force report that defines knowledge levels (basic, fundamental, and working) regarding specification areas. Work with Pearson VUE to update the terminology and process to use during cut-score/standard-setting procedures.*

During the discussion of the task force report, some EPE Committee members noted significant confusion resulting from the current definitions used during the recent PE Nuclear standard-setting meeting. It was proposed that the definitions be refined rather than replaced. A proposed document change was advanced during the November EPE Committee meeting and discussed on Basecamp before the February meeting. After lengthy discussions on the topic, it was proposed that the names of the knowledge levels be changed, with the current definitions of the terms retained for the present until more discussions could be undertaken (with input from Pearson VUE and possible revisions as a charge for the 2023–24 EPE Committee).

## **Recommendation**

The EPE Committee recommends changing the knowledge classification titles of the specifications used during cut score evaluation meetings from “basic knowledge” to “basic knowledge and skills,” “fundamental understanding” to “intermediate knowledge and skills,” and “working knowledge” to “advanced knowledge and skills.” The existing definitions of the knowledge classification titles would remain the same.

## **Rationale**

The use of the original knowledge classification titles has been known to confuse individuals participating in the cut score evaluation meetings. This change was originally recommended in the 2005–06 Cut Score Task Force report regarding the classification of the specification areas. The consensus was that the terminology and definitions used should reflect a “see,” “do,” and “teach” notation to better capture the progression of candidates’ knowledge and the difficulty that exam questions should reflect. The definitions that currently exist were viewed as being imprecise for defining the new terms, but additional work is needed in next year’s EPE Committee along with more input from Pearson VUE to create better, more concise definitions for use during the cut score evaluation meetings.

Respectfully submitted, the **Committee on Examinations for Professional Engineers:**

George Murgel, Ph.D., P.E., Chair

### **Members**

Wendy Amann, P.E.  
Alireza Asgari, Ph.D., P.E., S.E.  
William Atkinson, P.E.  
Linda Bergeron, P.E.  
Ryan Callaghan, P.E.  
Chimin (Jimmy) Chao, P.E.  
Pastor Farinas, P.E.  
Dennis Hoyle, P.E., P.L.S.  
Kimberly Kramer, Ph.D., P.E., S.E.  
Lynnette Russell, P.E.  
Francis Stanton, P.E.  
Jason Suelter, P.E., S.E.

### **Board liaison**

Laura Sievers, P.E.

### **Staff liaison**

Jason Gamble, P.E.

APPENDIX A: REVISIONS TO EXAM DEVELOPMENT PROCEDURES MANUAL (CHARGE 1)

Auditor's Checklist for COMPUTER Exams

Exam Administration \_\_\_\_\_ Exam Discipline \_\_\_\_\_

Items to Review	Approved Standard	Source Documents	Audit Notes
<b>General Audit Items</b>			
Are any findings from the previous audit repeated?	EDPM 4.3.1	1	
<del>Are there any areas that were significantly improved or well done by the exam committee that should be highlighted?</del>			
<del>Is the number of first-time test takers above the minimum threshold?</del>	<del>EDP 7.A</del>	<del>10, 14</del>	(Remove since falls under EPP jurisdiction per EDP 7.B.)
Is updated exam preparation material available? Does it follow the NCEES format?	EDP 3.F EDPM 1.10	7, 10	
<b>Item Bank</b>			
Are there enough items in the bank to cover the exam specification at the domain level to which it is constrained?	EDP 3.D	2, 5, 10	Utilize bank health tables as presented to EPE/EPS to audit this item.
Are the items written by a sufficiently diverse group of individuals?	EDP 10.A EDPM 1.2	2, 8	Utilize table indicating % of items in bank by author (prepared by staff) to audit this item.
<del>Does the bank contain sufficient properly documented items?</del>	<del>EDP 3.D EDPM 2.1.1 and 2.1.3</del>	<del>2, 5, 11</del>	Remove as overlaps with item two (2) lines above.
<b>Exam Form and/or Pool (Form for LFF exam; representative exam for LOFT exam)</b>			
Were the correct number of operational items used from the various specification areas?	EDPM 2.1.4 and 2.1.6	4, 5, 6	Utilize table prepared by EDEs to audit this item.
Were an appropriate number of pretest items used?	EDPM 2.1.4 and 2.1.6	4, 5, 6	

**APPENDIX A: REVISIONS TO EXAM DEVELOPMENT PROCEDURES MANUAL (CHARGE 1)**

Auditor's Checklist—COMPUTER Exams (continued)

<b>Items to Review</b>	<b>Approved Standard</b>	<b>Source Documents</b>	<b>Audit Notes</b>
Are biographical data forms and signed Process Participant Agreements on hand for the persons writing and reviewing items? ( <i>Note EDPM 1.2, which states that Process Participant Agreements are not required for volunteers who have biodata forms dated prior to July 1, 2004, and who are no longer participating in exam development activities.</i> )	EDPM 1.2.1	4, 8, 11	Utilize a random sampling of 15+/- item authors prepared by staff to audit this item.
Was item acceptance properly documented (author, reviewers, acceptance noted)?	EDPM 2.1.2	6, 11	
Are there any negative reviewer comments? If so, is resolution documented and justifiable?	EDPM 2.1.2	6, 11	
Are the item keys and distractors clearly stated? (spot check 10%, more if failure)	EDPM 2.1.1 and 2.1.2	6, 11	
Are distractors reasonable, with rationales provided? Are distractors generally practice-based versus random answers?	EDPM 2.1.1 and 2.1.2	6, 11	
Do items avoid gender or ethnic terms?	EDPM Appendix C	6, 11	
Are graphics <del>clear</del> <a href="#">legible</a> ?	EDPM Appendix C	6, 11	Auditors should be looking at legibility, not technical interpretation.
<del>Is extraneous data present in stem or graphics? Are items excessively wordy?</del>	EDPM Appendix C	6, 11	Auditors should avoid technical interpretation.
<b>Flagged Item Review</b>			
Is there a record of flagged items reviewed, including appropriate concurrence with the outcomes?	EDPM 2.1.5 and 2.2.1	12, 14	
For items requiring SME review, were items reviewed by at least two SMEs?	EDPM 2.1.5 and 2.2.1	12, EDE records	

**APPENDIX A: REVISIONS TO EXAM DEVELOPMENT PROCEDURES MANUAL (CHARGE 1)**

Auditor's Checklist—COMPUTER Exams (continued)

<b>Items to Review</b>	<b>Approved Standard</b>	<b>Source Documents</b>	<b>Audit Notes</b>
For items requiring SME review, did SMEs provide adequate responses?	EDPM 2.1.5 or 2.2.1	12, EDE records	
For items requiring SME review, did SMEs avoid reviewing items that they authored?	EDPM 2.1.5.2, item 1	11, 12, EDE records	
Were flawed items corrected or deleted from the bank?	EDPM 2.1.5.4, item 2, and 2.2	11, 12	
<b><i>PAKS and Specification (review for benchmark exams only)</i></b>			
Is an updated PAKS in the file for the discipline being tested? Is there an indication that an updated PAKS is needed?	EDPM 1.4	16	
Are the PAKS Report and Test Specification Committee Report documented?	EDPM 1.4	16	
Did the PAKS use a diverse group of practitioners <a href="#">per EDPM 1.4</a> ? ( <a href="#">Diversity in the PAKS committee is a goal, not a requirement.</a> )	EDPM 1.4.1.1 or 1.4.2.1	8, 16	
<b><i>Cut Score (review for benchmark exams only)</i></b>			
Was the panel made up of individuals as defined in EDP 10.B?	EDP 10.B	15	
Was there appropriate diversity on the panel <a href="#">per EDPM 1.5</a> ? (Diversity in the cut-score panel is a goal, not a requirement.)	EDPM 1.5.1.1	8, 15	
Is the cut-score recommendation documented?	EDPM 1.5.4	15	
If the cut-score subcommittee selected a cut score other than that recommended by the panel, is the rationale justifiable?	EDPM 1.5.6	15	
Were any issues noted by Exam Audit Committee observer?	EDPM 1.5.7	13	





## Committee on Member Board Administrators

Donna Sentell, Chair

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### ABSTRACT

The Committee on Member Board Administrators (MBA) was established as a forum for the MBAs to convene and provide input on Council issues and activities relevant to the operations of member boards and the implementation of Council actions. The MBA Committee is composed of a diverse group of members representing a wide range of experience and a wealth of institutional knowledge. The committee consists of nine MBAs representing all four zones, two member board members, an NCEES board of directors liaison, and an NCEES staff liaison.

The committee met briefly at the August 2022 annual meeting, held two virtual meetings, and conducted several conference calls throughout the year. The committee met in person January 9, 2023, at NCEES headquarters in Greenville, South Carolina.

The MBA Committee has no motions and one recommendation.

### CHARGES

#### Charge 1

*Accomplish all recurring committee activities:*

- *Mentor new member board administrators. Review the new-MBA orientation process.*
- *Coordinate, develop agendas for, and provide leaders for all MBA meetings (annual meeting, MBA meetings, and zone meetings).*
- *Submit articles for inclusion in Licensure Exchange.*
- *Assist NCEES staff in developing programs for in-person MBA meetings as well as virtual webinars.*

MBAs were excited to be able to travel to the 2022 NCEES annual meeting in Carlsbad, California, for the first in-person meeting of the full Council since the August 2019 annual meeting in Washington, D.C. In January 2023, we held the MBA Committee meeting at NCEES headquarters in Greenville, South Carolina, followed the next day by the MBA Meeting.

The MBA Committee provided five articles for the Member Board Brief column in *Licensure Exchange* for 2022–23.

#### Charge 2

*Review the NCEES white paper Member Immunity from Liability for Action Taken or Omission in the Discharge of NCEES Member Board Responsibilities and propose revisions as necessary. Present the proposed revisions to the board of directors.*

The committee polled MBAs, asking whether they were aware of the white paper and if they found it helpful. Of those who responded, most were not aware of the white paper and did not find it helpful.

However, after discussion and input from NCEES staff concerning the current efforts across the country to minimize licensure requirements, the MBA Committee recommends that staff be charged with updating the white paper. When the initial white paper was developed, most states did not have any anticompetitive oversight committees/commissions to monitor the actions of a licensing board. Updating the white paper at this time could be especially helpful for those jurisdictions that do not have an oversight entity monitoring anticompetitive actions of a licensing board.

### **Charge 3**

*Review issues related to the threats to public protection, including the following:*

- *Continuing professional competency requirements*
- *Use of the Records program*
- *Exam approval process*
- *License verifications*

*Suggest ways to improve processes in issuing licenses and renewals in a more timely and efficient manner.*

The committee reviewed all of these topics and learned the following:

#### **Continuing professional competency requirements**

One of the biggest challenges facing professional engineering and surveying licensure is the inconsistency of each jurisdiction concerning continuing professional competency (CPC) requirements. Each jurisdiction has different renewal deadlines and cycles, with varying professional development hour (PDH) requirements. Tracking multiple renewals and PDHs can be challenging for licensees, and the different requirements create a barrier for licensees.

To address this challenge, it would be beneficial for all jurisdictions to adopt a common CPC requirement, such as the NCEES Continuing Professional Competency Standard. The NCEES CPC Standard requires P.E. and P.S. licensees to earn 15 PDHs each year, with at least one of the hours focusing on professional ethics or business practices. However, only a few jurisdictions currently allow licensees to meet this standard in place of state-specific requirements.

#### **Use of the Records program**

The use of the NCEES Records program has proven to be a valuable tool for comity licensure applicants. The program allows a licensee to build a Record and is accepted by all jurisdictions for comity license applications, which minimizes the need for duplicating paperwork. As a result of this process, the review of an application and issuance of a license is much quicker and more efficient.

Many jurisdictions also accept the NCEES Record for initial licensure applications. This Record can then be used to facilitate the comity licensure process with other boards in the future.

#### **Exam approval process**

Jurisdictions have three options for exam approval through the NCEES examinee registration system: automatic, educational restrictions, and manual approval. Candidates often shop for jurisdictions with the simplest and least-restrictive process for taking exams and applying for an initial license. Boards need to make sure they understand each approval model and what it does for them to ensure that they are using the best method for their board. They should also clearly explain their approval model to examinees.

#### **License verifications**

A licensee wishing to apply for a comity license in another jurisdiction must request a verification of examination/licensure from their initial licensure state. Every jurisdiction, except four, participates in the electronic transmission of this information through the E3 system. Some jurisdictions require a comity applicant to obtain a verification of all licenses, which may be a requirement in their laws and rules but can be a barrier to licensure.

#### **Suggest ways to improve processes in issuing licenses and renewals in a more timely and efficient manner.**

The committee's charge was to review issues related to threats to public protection. The greatest threats are the barriers to licensure that jurisdictions create with their established processes or limitations with their laws and regulations.

Every jurisdiction has a mission statement incorporating some version of "...in order to safeguard the health, safety, and welfare of the public..." For the past 100 years, it has been the goal that all jurisdictions strive to have uniform licensure laws and processes to ensure that qualified, competent individuals are issued a license as a professional engineer or a professional surveyor.

In recent years, however, the focus has shifted from facilitating licensure between jurisdictions to monitoring legislation that could potentially weaken licensure requirements and ultimately harm the public. To minimize

these threats, jurisdictions should identify the barriers to licensure that they have created and should better understand the processes and practices in their neighboring states. To assist with that effort, the MBA Committee has created maps that it is calling “A National Snapshot—Best Practices” to share jurisdictional processes and help boards learn from one another. These maps are shown in **Appendix A**.

We often hear that our differences make us stronger, but in this instance, our similarities in our efforts to minimize barriers to licensure and establish best practices may be the greatest strength we can employ to safeguard the health, safety, and welfare of the public.

**Charge 4**

*Consider if the Records system should be modified to include a badge or designation for non-Model Law Engineer/non-Model Law Surveyor applicants that meet the examination and progressive experience requirements and meet the appropriate NCEES Education Standard. Make recommendations as necessary.*

Each jurisdiction has various requirements for applicants who are not designated a Model Law Engineer (MLE) or Model Law Surveyor (MLS). Due to these variations, the committee does not recommend adding a badge or designation for non-MLE/MLS applicants to the NCEES Records system or the summary transmittal page.

Respectfully submitted, the **Committee on Member Board Administrators:**

Donna Sentell, Chair

**Members**

Richard Bursi, P.E.  
Michael Hartley, P.L.S.  
Sam Hunthausen  
Larry Karns  
Lance Kinney, Ph.D., P.E.  
Kyle Lazell  
Patty Mamola, P.E.  
Zana Raybon  
Lesley Rosier-Tabor, P.E.  
Jennifer Wootten

**Board liaison**

Andrew Zoutewelle, P.L.S.

**Staff liaison**

Stef Goodenow

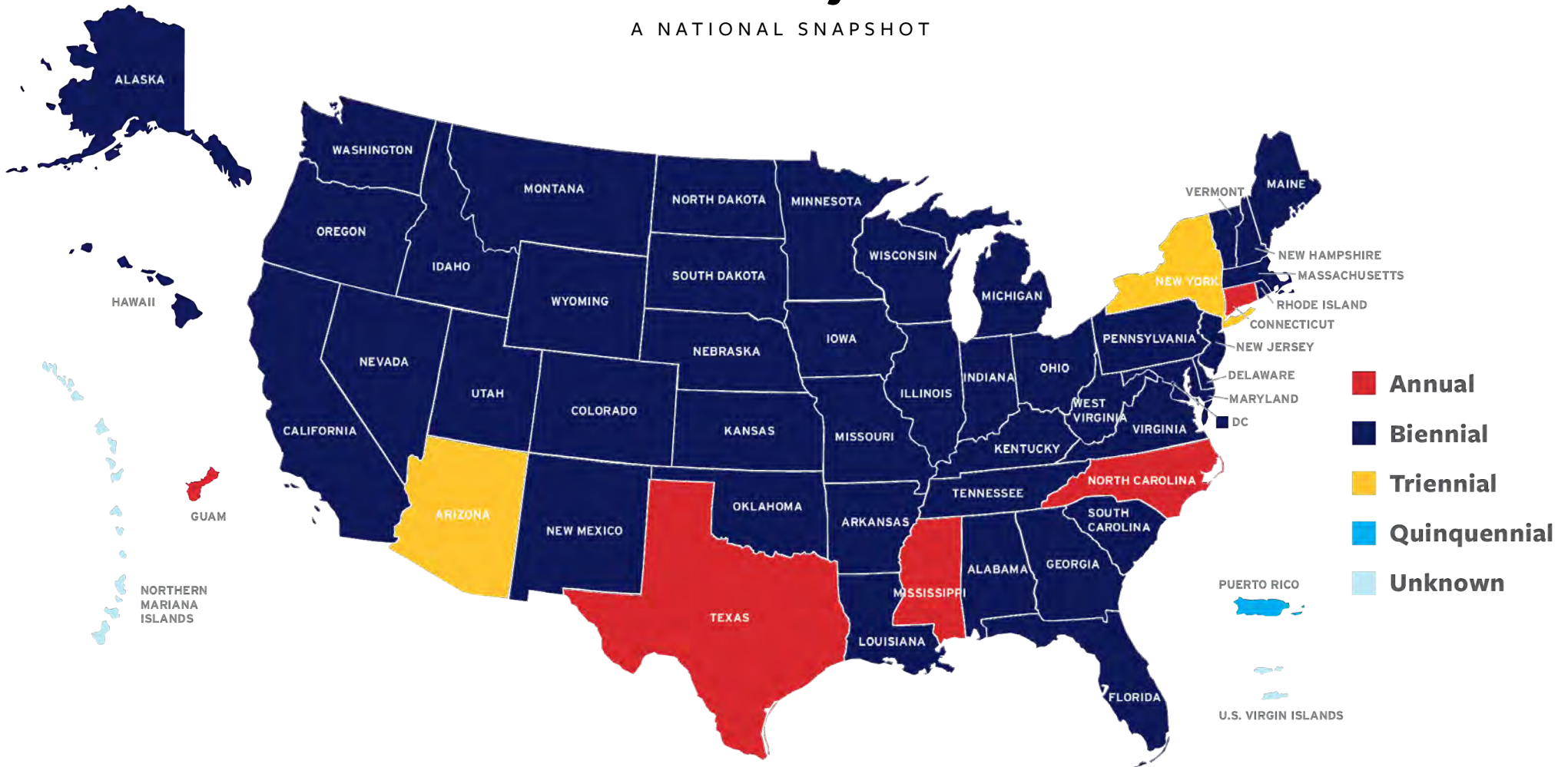


# A National Snapshot

DEVELOPED BY THE COMMITTEE  
ON MEMBER BOARD ADMINISTRATORS | AUGUST 2023

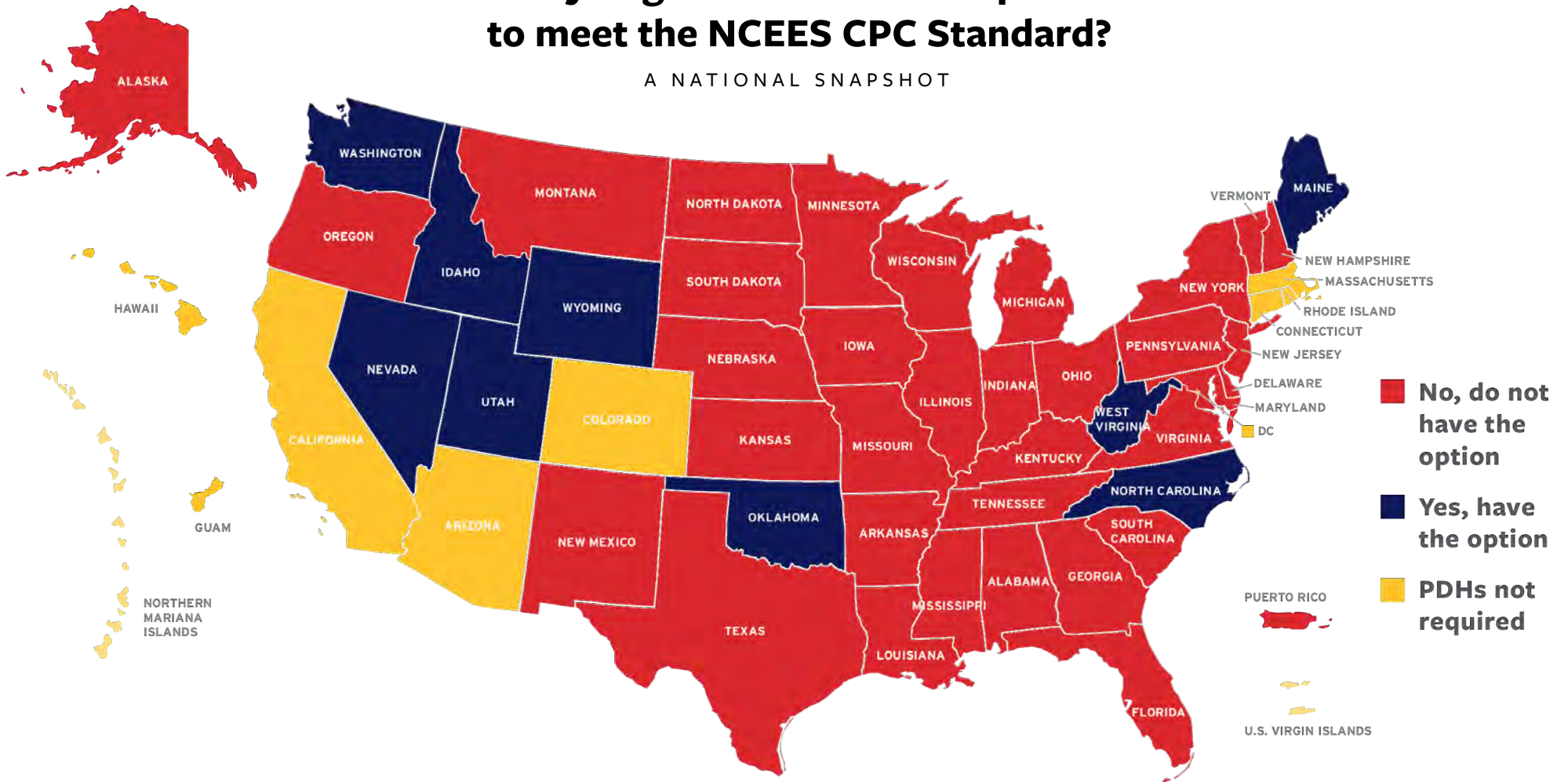
# Renewal cycles

A NATIONAL SNAPSHOT



# Do you give licensees the option to meet the NCEES CPC Standard?

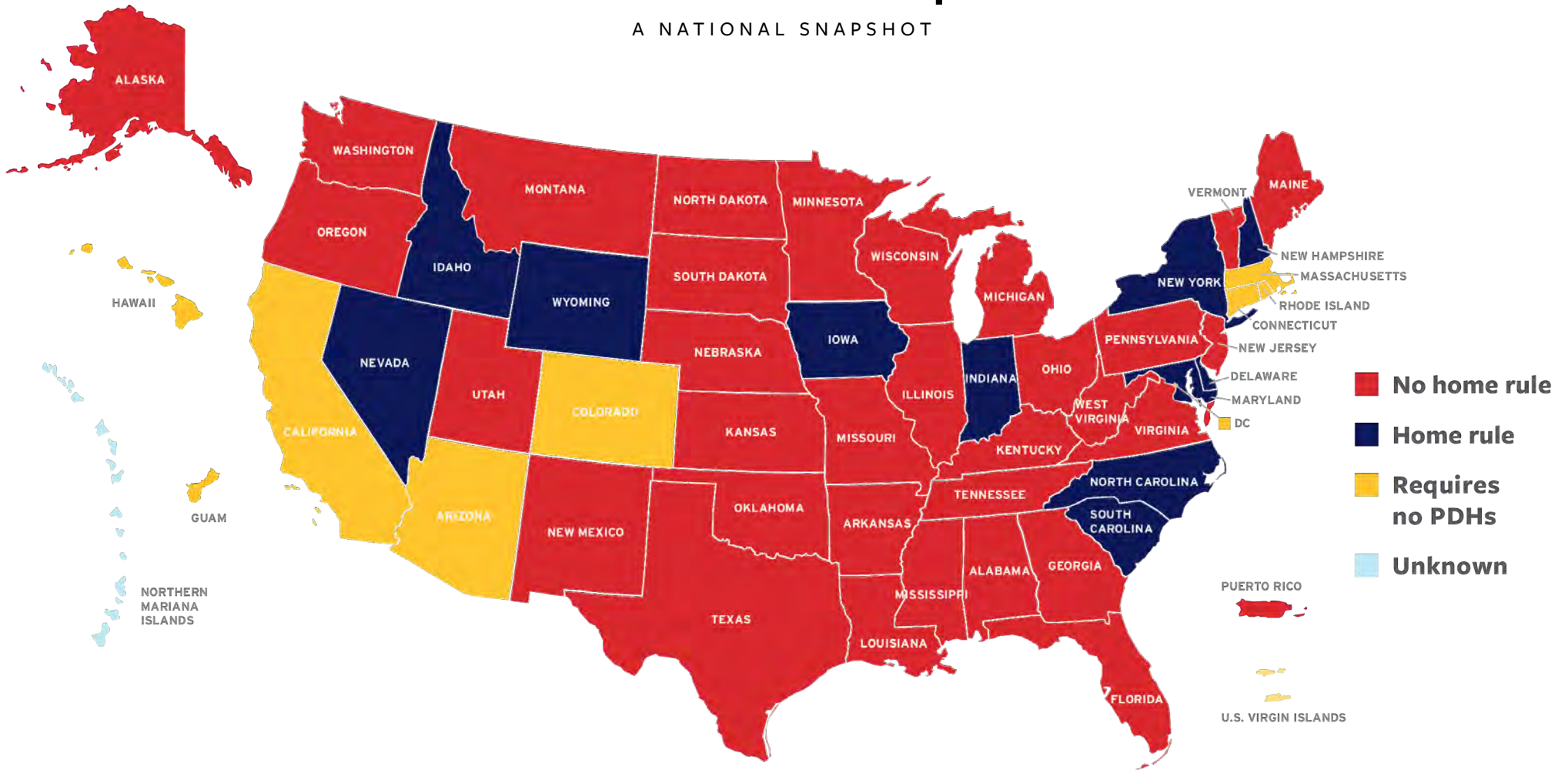
A NATIONAL SNAPSHOT





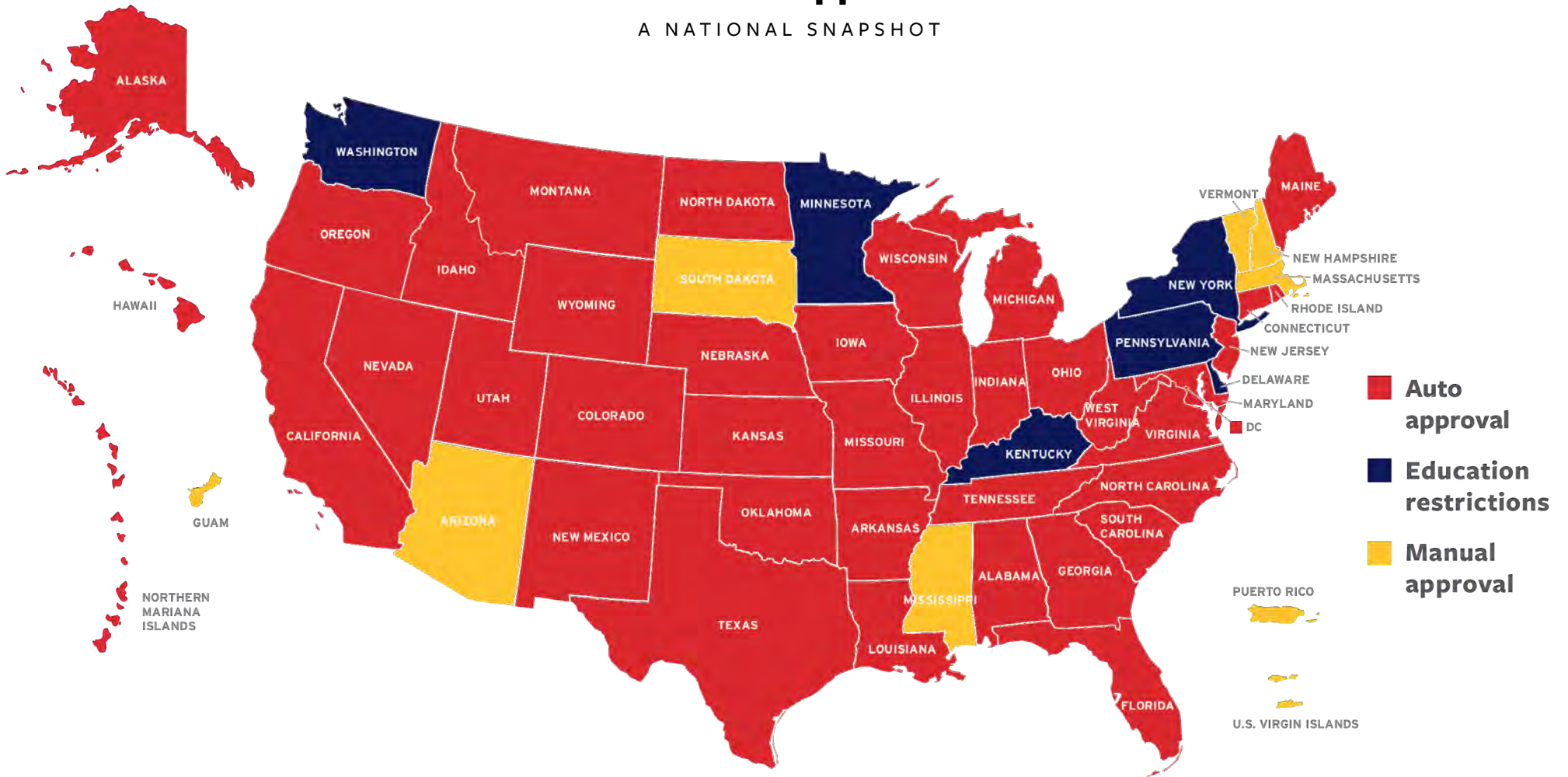
# Home state rule for CPC requirements

A NATIONAL SNAPSHOT



# FE exam approval

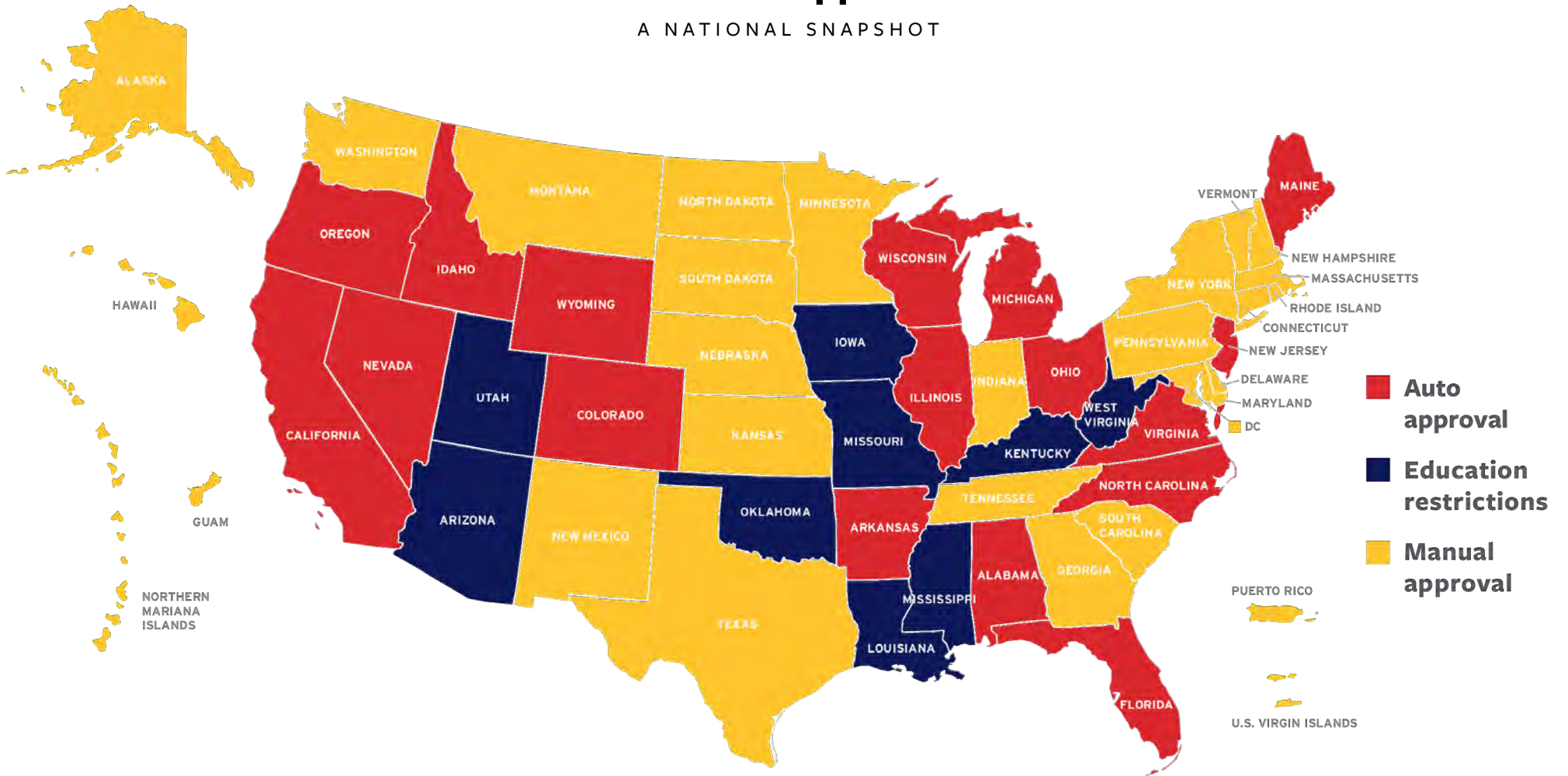
A NATIONAL SNAPSHOT





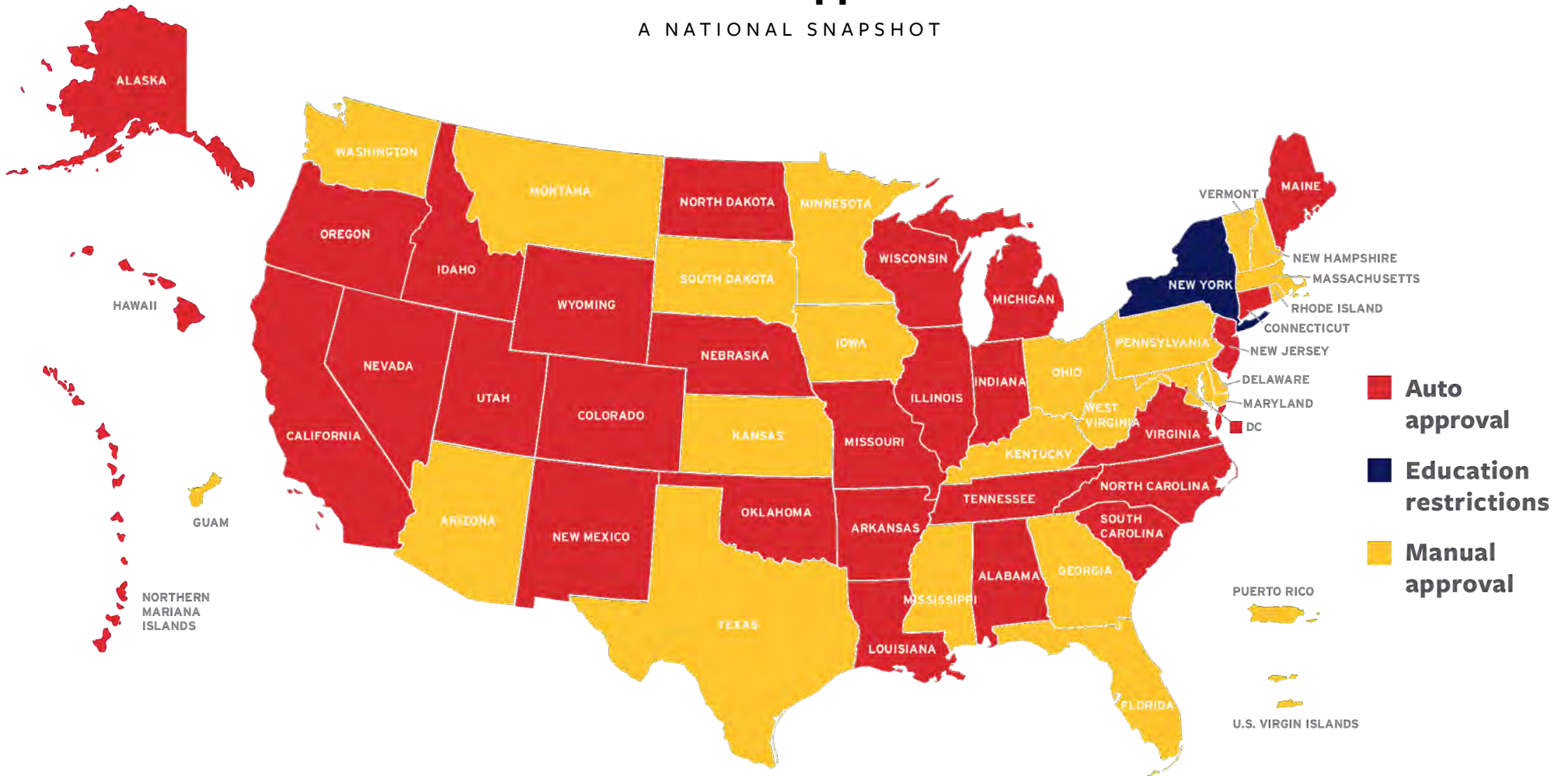
# PE exam approval

A NATIONAL SNAPSHOT



# FS exam approval

A NATIONAL SNAPSHOT















**NCEES**  
*advancing licensure for  
engineers and surveyors*

[ncees.org](http://ncees.org) | 200 Verdae Boulevard, Greenville, SC 29607 | 800-250-3196

## Motions Report

Title:	Practice Motion 1
Proposed By:	
Summary:	A well-known building in Boston predicts the local weather.
Last Modified:	[2023 Aug 16][09:25:44]
Outcome:	Passed in original form

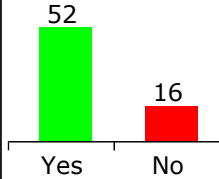
<p><b>Motion:</b> Practice Motion 1</p> <p><b>Summary:</b> A well-known building in Boston predicts the local weather.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 65</p> <p><b>Needed to Pass</b> 35</p>	<table style="margin: auto;"> <tr> <td style="text-align: center;">50</td> <td style="text-align: center;">15</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	50	15	Yes	No
50	15				
Yes	No				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	Yes
Arkansas AR	Yes
California CA	No
Colorado CO	Yes
Connecticut CT	No
D.C. DC	Yes
Delaware PE DEPE	No
Delaware PS DEPS	No
Florida PE FLPE	No
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	No
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	No
Maine PE MEPE	Yes
Maine PS MEPS	No
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	No
Nevada NV	No
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	No
Ohio OH	[No Response]
Oklahoma OK	Yes
Oregon OR	No
Pennsylvania PA	Yes
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes



Title:	Practice Motion 2
Proposed By:	
Summary:	America's first subway was built in Boston.
Last Modified:	[2023 Aug 16][09:26:47]
Outcome:	Passed in original form

<p><b>Motion:</b> Practice Motion 2</p> <p><b>Summary:</b> America's first subway was built in Boston.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 35</p>	 <table border="1"> <tr> <td>Yes</td> <td>52</td> </tr> <tr> <td>No</td> <td>16</td> </tr> </table>	Yes	52	No	16
Yes	52				
No	16				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	No
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	No
Florida PE FLPE	No
Florida PS FLPS	No
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	No
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	No
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	No
Mississippi MS	Yes

Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	No
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	No
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	No
Tennessee PS TNPS	Yes
Texas TX	No
Utah UT	Yes
Vermont PE VTPE	No
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	Consent Agenda
Proposed By:	
Summary:	Approval of the remaining items on the consent agenda.
Last Modified:	[2023 Aug 16][09:46:43]
Outcome:	Passed in original form

<p><b>Motion:</b> Consent Agenda</p> <p><b>Summary:</b> Approval of the remaining items on the consent agenda.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Two Thirds</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 46</p>	<p>A bar chart with two categories: 'Yes' and 'No'. The 'Yes' bar is green and has the number 67 above it. The 'No' bar is not visible, indicating 0 votes.</p> <table border="1"> <tr> <td>Yes</td> <td>67</td> </tr> <tr> <td>No</td> <td>0</td> </tr> </table>	Yes	67	No	0
Yes	67				
No	0				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes

Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	[No Response]
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	Election of 2023-24 President-Elect
Proposed By:	
Summary:	Motion to waive the requirement for election by ballot for President-Elect as stipulated in the convention rules.
Last Modified:	[2023 Aug 17][09:06:05]
Outcome:	Failed; Lack of support

<p><b>Motion:</b> Election of 2023-24 President-Elect</p> <p><b>Summary:</b> Motion to waive the requirement for election by ballot for President-Elect as stipulated in the convention rules.</p> <p><b>Seconder:</b> Maryland PS</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Unanimous</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Failed; Lack of support</p> <p><b>Votes Received</b> 65</p> <p><b>Needed to Pass</b> 68</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number '64' above it. The 'No' bar is red and has the number '1' above it. The x-axis is labeled 'Yes' and 'No'.</p> <table border="1"> <tr> <td>Yes</td> <td>64</td> </tr> <tr> <td>No</td> <td>1</td> </tr> </table>	Yes	64	No	1
Yes	64				
No	1				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	[No Response]
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	[No Response]
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	[No Response]
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	Election of 2023-26 Treasurer
Proposed By:	
Summary:	Motion to waive the requirement for election by ballot for Treasurer as stipulated in the convention rules.
Last Modified:	[2023 Aug 17][09:15:40]
Outcome:	Passed in original form

<p><b>Motion:</b> Election of 2023-26 Treasurer</p> <p><b>Summary:</b> Motion to waive the requirement for election by ballot for Treasurer as stipulated in the convention rules.</p> <p><b>Seconder:</b> California</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Unanimous</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 68</p>	<p>A bar chart with two categories: 'Yes' and 'No'. The 'Yes' bar is green and reaches a value of 68. The 'No' bar is black and reaches a value of 0. The x-axis is labeled 'Yes' and 'No'.</p> <table border="1"> <tr> <td>Yes</td> <td>68</td> </tr> <tr> <td>No</td> <td>0</td> </tr> </table>	Yes	68	No	0
Yes	68				
No	0				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes



Title:	Bylaws Motion 1 (Off Consent)
Proposed By:	Bylaws section 4.05 be amended as shown beginning on page 35 of the Action Items and Conference Reports.
Summary:	Bylaws section 4.05 be amended as shown beginning on page 35 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][09:23:34]
Outcome:	Failed; Lack of support

<p><b>Motion:</b> Bylaws Motion 1 (Off Consent)</p> <p><b>Summary:</b> Bylaws section 4.05 be amended as shown beginning on page 35 of the Action Items and Conference Reports.</p> <p><b>Second:</b> [Not Required]</p> <p><b>Proposed By:</b> Bylaws section 4.05 be amended as shown beginning on page 35 of the Action Items and Conference Reports.</p> <p><b>Pass Requirement:</b> Two Thirds</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Failed; Lack of support</p> <p><b>Votes Received</b> 64</p> <p><b>Needed to Pass</b> 46</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>27</td> <td>37</td> </tr> </table>	Yes	No	27	37
Yes	No				
27	37				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	No
Arkansas AR	No
California CA	Yes
Colorado CO	Yes
Connecticut CT	[No Response]
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	No
Florida PE FLPE	Yes
Florida PS FLPS	No
Georgia GA	No
Guam GU	No
Hawaii HI	Yes
Idaho ID	No
Illinois PE ILPE	No
Illinois PS ILPS	Yes
Illinois STR ILSE	No
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	No
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes

Massachusetts MA	No
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	No
Missouri MO	[No Response]
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	No
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	No
New York NY	[No Response]
North Carolina NC	Yes
North Dakota ND	No
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	No
Tennessee PE TNPE	No
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	No
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	No
Washington WA	No
West Virginia PE WVPE	No
West Virginia PS WVPS	Yes
Wisconsin WI	No
Wyoming WY	No
Northern Mariana Islands NMI	[No Response]

Title:	ACCA Motion 2
Proposed By:	
Summary:	A Special Committee on Bylaws be charged with amending Bylaws 4.05 as shown on screen.
Last Modified:	[2023 Aug 17][09:32:22]
Outcome:	Passed in original form

<p><b>Motion:</b> ACCA Motion 2</p> <p><b>Summary:</b> A Special Committee on Bylaws be charged with amending Bylaws 4.05 as shown on screen.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>60</td> </tr> <tr> <td>No</td> <td>8</td> </tr> </table>	Yes	60	No	8
Yes	60				
No	8				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	No
Indiana PE INPE	Yes
Indiana PS INPS	No
Iowa IA	No
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	No
Maryland PE MDPE	No
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	No
Mississippi MS	Yes
Missouri MO	No
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	No
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	Education Motion 3
Proposed By:	
Summary:	The Committee on Uniform Procedures and Legislative Guidelines be charged with amending Model Rules 240.30 as shown on page 71 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][09:36:44]
Outcome:	Passed in original form

<p><b>Motion:</b> Education Motion 3</p> <p><b>Summary:</b> The Committee on Uniform Procedures and Legislative Guidelines be charged with amending Model Rules 240.30 as shown on page 71 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>50</td> <td>17</td> </tr> </table>	Yes	No	50	17
Yes	No				
50	17				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	No
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	No
Indiana PE INPE	No
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	No
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes

Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	No
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	No
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	No
Washington WA	Yes
West Virginia PE WVPE	No
West Virginia PS WVPS	Yes
Wisconsin WI	[No Response]
Wyoming WY	No
Northern Mariana Islands NMI	No

Title:	EPP Motion 2 (Off Consent)
Proposed By:	
Summary:	Amend Exam Development Policy 3 as shown on page 81 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][09:41:00]
Outcome:	Passed in original form

<p><b>Motion:</b> EPP Motion 2 (Off Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 3 as shown on page 81 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 35</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number 67 above it. The 'No' bar is red and has the number 1 above it. The x-axis is labeled 'Yes' and 'No'.</p> <table border="1"> <tr> <td>Yes</td> <td>67</td> </tr> <tr> <td>No</td> <td>1</td> </tr> </table>	Yes	67	No	1
Yes	67				
No	1				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	No
Northern Mariana Islands NMI	Yes



Title:	EPP Motion 8
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 10 as shown on page 85 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][09:53:11]
Outcome:	Passed with changes
Final Summary:	Amend Exam Development Policy 10 as shown on page 85 (and amended) of the Action Items and Conference Reports.

<p><b>Amendment:</b> Amendment 1</p> <p><b>Summary:</b> Vote to amend EPP Motion 8 "Exam Refresher"</p> <p><b>Seconder:</b> California</p> <p><b>Proposed By:</b> NY</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 35</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number 64 above it. The 'No' bar is red and has the number 4 above it. The x-axis is labeled 'Yes' and 'No'.</p> <table border="1"> <tr> <td>Yes</td> <td>64</td> </tr> <tr> <td>No</td> <td>4</td> </tr> </table>	Yes	64	No	4
Yes	64				
No	4				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	No
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes

Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	No
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	No
Wisconsin WI	Yes
Wyoming WY	No
Northern Mariana Islands NMI	Yes

<p><b>Motion:</b> EPP Motion 8</p> <p><b>Proposed Summary:</b> Amend Exam Development Policy 10 as shown on page 85 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed with changes</p> <p><b>Votes Received:</b> 68</p> <p><b>Needed to Pass:</b> 35</p> <p><b>Final Summary:</b> Amend Exam Development Policy 10 as shown on page 85 (and amended) of the Action Items and Conference Reports.</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number 65 above it. The 'No' bar is red and has the number 3 above it. The x-axis is labeled 'Yes' and 'No'.</p>
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Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	No
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	No
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes

Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	No
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 4
Proposed By:	
Proposed Summary:	Amend Model Law 110.20 A as shown beginning on page 132 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:24:14]
Outcome:	Passed with changes
Final Summary:	Amend Model Law 110.20 A as shown beginning on page 132 of the Action Items and Conference Reports (and amended).

<p><b>Amendment:</b> Amendment 1</p> <p><b>Summary:</b> Vote to amend UPLG Motion 4 (reinstate the phrase "teaching engineering design courses")</p> <p><b>Seconder:</b> Idaho</p> <p><b>Proposed By:</b> WY</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>41</td> <td>25</td> </tr> </table>	Yes	No	41	25
Yes	No				
41	25				

Individual Responses	
Alabama AL	No
Alaska AK	No
Arizona AZ	No
Arkansas AR	Yes
California CA	No
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	No
Delaware PS DEPS	No
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	No
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	No
Maryland PS MDPS	No
Massachusetts MA	No

Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	No
Nebraska PS NEPS	Yes
Nevada NV	No
New Hampshire PE NHPE	No
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	No
New York NY	No
North Carolina NC	No
North Dakota ND	Yes
Ohio OH	No
Oklahoma OK	Yes
Oregon OR	No
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	No
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	No
Utah UT	Yes
Vermont PE VTPE	No
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	[No Response]
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	[No Response]

<p><b>Amendment:</b> Amendment 2</p> <p><b>Summary:</b> Vote to amend UPLG Motion 4 ("excludes the surveying of real property for the establishment of boundaries...")</p> <p><b>Seconder:</b> KS</p> <p><b>Proposed By:</b> TX</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<p>61 6</p> <p>Yes No</p>
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Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	No
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	No
Illinois PE ILPE	No
Illinois PS ILPS	No
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	No
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	[No Response]
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes

Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

<p><b>Amendment:</b> Amendment 3</p> <p><b>Summary:</b> Vote to amend UPLG Motion 4 ("establishment or determination")</p> <p><b>Seconder:</b> CO</p> <p><b>Proposed By:</b> NY</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<p>A bar chart with two bars. The first bar is green and labeled 'Yes' with the number 59 above it. The second bar is red and labeled 'No' with the number 8 above it. The bars are positioned on a horizontal axis.</p>
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Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	No
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes



Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	No
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	No
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	No
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	No
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	No
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	[No Response]
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

<p><b>Motion:</b> UPLG Motion 4</p> <p><b>Proposed Summary:</b> <i>Amend Model Law 110.20 A as shown beginning on page 132 of the Action Items and Conference Reports.</i></p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed with changes</p> <p><b>Votes Received:</b> 67</p> <p><b>Needed to Pass:</b> 35</p> <p><b>Final Summary:</b> Amend Model Law 110.20 A as shown beginning on page 132 of the Action Items and Conference Reports (and amended).</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number '66' above it. The 'No' bar is red and has the number '1' above it. The x-axis is labeled 'Yes' and 'No'.</p>
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Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	No
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes

Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	[No Response]
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

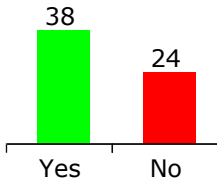
Title:	Appeal of the chair's ruling re: zone meetings
Proposed By:	Maryland PS
Summary:	Sustain the chair's ruling to skip zone meetings because the new business motions were ruled out of order.
Last Modified:	[2023 Aug 17][10:38:55]
Outcome:	Failed; Lack of support

<p><b>Motion:</b> Appeal of the chair's ruling re: zone meetings</p> <p><b>Summary:</b> Sustain the chair's ruling to skip zone meetings because the new business motions were ruled out of order.</p> <p><b>Second:</b> [Not Recorded]</p> <p><b>Proposed By:</b> Maryland PS</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>Voting Weights:</b> No</p> <p><b>Outcome:</b> Failed; Lack of support</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>34</td> <td>32</td> </tr> </table>	Yes	No	34	32
Yes	No				
34	32				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	No
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	No
Delaware PE DEPE	Yes
Delaware PS DEPS	No
Florida PE FLPE	No
Florida PS FLPS	No
Georgia GA	Yes
Guam GU	No
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	No
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	No
Maryland PS MDPS	No
Massachusetts MA	Yes
Michigan PE MIPE	Yes

Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	No
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	[No Response]
New York NY	No
North Carolina NC	No
North Dakota ND	No
Ohio OH	No
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	No
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	No
Vermont PE VTPE	No
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	No
Washington WA	No
West Virginia PE WVPE	No
West Virginia PS WVPS	No
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 6 (Off Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 110.20 J as shown on page 134 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:48:24]
Outcome:	Passed with changes
Final Summary:	Amend Model Law 110.20 J as shown on page 134 of the Action Items and Conference Reports (and amended).

<p><b>Amendment:</b> Amendment 1</p> <p><b>Summary:</b> Vote to amend UPLG Motion 6 (strike "or at the direction of")</p> <p><b>Secunder:</b> KS</p> <p><b>Proposed By:</b> KY</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 62</p> <p><b>Needed to Pass</b> 35</p>	 <table border="1"> <tr> <td>Yes</td> <td>38</td> </tr> <tr> <td>No</td> <td>24</td> </tr> </table>	Yes	38	No	24
Yes	38				
No	24				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	[No Response]
Arkansas AR	Yes
California CA	No
Colorado CO	Yes
Connecticut CT	No
D.C. DC	No
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	No
Florida PS FLPS	Yes
Georgia GA	No
Guam GU	Yes
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	No
Illinois PS ILPS	No
Illinois STR ILSE	No
Indiana PE INPE	No
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	No
Maryland PS MDPS	[No Response]
Massachusetts MA	Yes
Michigan PE MIPE	No

Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	No
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	No
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	[No Response]
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	No
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	No
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	No
Vermont PE VTPE	Yes
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	No
West Virginia PE WVPE	No
West Virginia PS WVPS	No
Wisconsin WI	Yes
Wyoming WY	No
Northern Mariana Islands NMI	Yes

<p><b>Motion:</b> UPLG Motion 6 (Off Consent)</p> <p><b>Proposed Summary:</b> <i>Amend Model Law 110.20 J as shown on page 134 of the Action Items and Conference Reports.</i></p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed with changes</p> <p><b>Votes Received:</b> 68</p> <p><b>Needed to Pass:</b> 35</p> <p><b>Final Summary:</b> Amend Model Law 110.20 J as shown on page 134 of the Action Items and Conference Reports (and amended).</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number '60' above it. The 'No' bar is red and has the number '8' above it. The x-axis is labeled 'Yes' and 'No'.</p>
--	---

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	No
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	No
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	No
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	No
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes



Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	No
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	No
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 7 (Off Consent)
Proposed By:	
Summary:	Amend Model Law 110.20 N as shown on page 134 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:50:25]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 7 (Off Consent)</p> <p><b>Summary:</b> Amend Model Law 110.20 N as shown on page 134 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>51</td> <td>15</td> </tr> </table>	Yes	No	51	15
Yes	No				
51	15				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	No
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	No
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	[No Response]
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	No
Kansas KS	No
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	No
Missouri MO	No
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	No
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	[No Response]
North Dakota ND	No
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	No
Utah UT	No
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	No
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 9
Proposed By:	
Summary:	Amend Model Law 120.20 as shown on page 135 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:51:59]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 9</p> <p><b>Summary:</b> Amend Model Law 120.20 as shown on page 135 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 62</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>52</td> </tr> <tr> <td>No</td> <td>10</td> </tr> </table>	Yes	52	No	10
Yes	52				
No	10				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	[No Response]
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	No
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	No
Louisiana LA	No
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	[No Response]
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	No
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	Yes
North Dakota ND	[No Response]
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	No
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	[No Response]
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 12 (Off Consent)
Proposed By:	
Summary:	Amend Model Law 130.10 B as shown on page 137 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:54:59]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 12 (Off Consent)</p> <p><b>Summary:</b> Amend Model Law 130.10 B as shown on page 137 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 63</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>44</td> <td>19</td> </tr> </table>	Yes	No	44	19
Yes	No				
44	19				

Individual Responses	
Alabama AL	No
Alaska AK	No
Arizona AZ	Yes
Arkansas AR	No
California CA	Yes
Colorado CO	Yes
Connecticut CT	No
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	No
Guam GU	Yes
Hawaii HI	[No Response]
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	No
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	[No Response]
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	No

Minnesota MN	No
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	[No Response]
New Hampshire PE NHPE	No
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	No
North Carolina NC	[No Response]
North Dakota ND	No
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	[No Response]
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 13
Proposed By:	
Summary:	Amend Model Law 130.10 C as shown beginning on page 137 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][10:56:40]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 13</p> <p><b>Summary:</b> Amend Model Law 130.10 C as shown beginning on page 137 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 61</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>53</td> <td>8</td> </tr> </table>	Yes	No	53	8
Yes	No				
53	8				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	Yes
Arkansas AR	Yes
California CA	[No Response]
Colorado CO	No
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	No
Delaware PS DEPS	No
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	[No Response]
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	[No Response]
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes



Minnesota MN	Yes
Mississippi MS	[No Response]
Missouri MO	Yes
Montana MT	[No Response]
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	[No Response]
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 16 (Off Consent)
Proposed By:	
Summary:	Amend Model Law 160.20 as shown on page 141 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:01:19]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 16 (Off Consent)</p> <p><b>Summary:</b> Amend Model Law 160.20 as shown on page 141 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>51</td> <td>15</td> </tr> </table>	Yes	No	51	15
Yes	No				
51	15				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	No
Arkansas AR	Yes
California CA	No
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	No
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	[No Response]
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	No
Iowa IA	No
Kansas KS	Yes
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	No
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	No
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	No
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	No
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 21 (Off Consent)
Proposed By:	
Summary:	Amend Model Rules 230.40 B as shown on page 144 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:03:29]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 21 (Off Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.40 B as shown on page 144 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>54</td> <td>12</td> </tr> </table>	Yes	No	54	12
Yes	No				
54	12				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	No
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	No
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	[No Response]
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 23 (Off Consent)
Proposed By:	
Summary:	Amend Model Rules 230.40 D as shown beginning on page 145 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:05:21]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 23 (Off Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.40 D as shown beginning on page 145 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>54</td> <td>13</td> </tr> </table>	Yes	No	54	13
Yes	No				
54	13				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	No
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	Yes
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes

Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	No
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	No
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	No
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	No
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	UPLG Motion 26
Proposed By:	
Summary:	Amend Model Rules 240.20 as shown beginning on page 147 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:08:25]
Outcome:	Passed in original form

<p><b>Motion:</b> UPLG Motion 26</p> <p><b>Summary:</b> Amend Model Rules 240.20 as shown beginning on page 147 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 65</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>44</td> <td>21</td> </tr> </table>	Yes	No	44	21
Yes	No				
44	21				

Individual Responses	
Alabama AL	Yes
Alaska AK	No
Arizona AZ	No
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	[No Response]
Florida PE FLPE	No
Florida PS FLPS	No
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	No
Illinois PS ILPS	No
Illinois STR ILSE	Yes
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	No
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	No
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes



Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	No
Vermont PE VTPE	[No Response]
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	No
Wyoming WY	No
Northern Mariana Islands NMI	Yes

Title:	BoD Motion 1
Proposed By:	
Summary:	The application of the Structural Engineering Licensure Coalition to become a member of the NCEES Participating Organizations Liaison Council be approved as shown on page 154 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:11:53]
Outcome:	Passed in original form

<p><b>Motion:</b> BoD Motion 1</p> <p><b>Summary:</b> The application of the Structural Engineering Licensure Coalition to become a member of the NCEES Participating Organizations Liaison Council be approved as shown on page 154 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 66</p> <p><b>Needed to Pass</b> 35</p>	<p>A bar chart with two bars. The 'Yes' bar is green and has the number '65' above it. The 'No' bar is red and has the number '1' above it. The x-axis is labeled 'Yes' and 'No'.</p>
---	---

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	[No Response]
Maryland PE MDPE	Yes

Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	No
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	[No Response]
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	BoD Motion 2
Proposed By:	
Summary:	NCEES staff be directed to prepare amended language to remove references to pencil-and-paper examinations in all NCEES documents after completion of the last pencil-and-paper examination, to present such amended language to the NCEES board of directors for approval, and to add additional language to clarify any references to pencil-and-paper examinations that staff cannot change as shown on page 154 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 17][11:14:51]
Outcome:	Passed in original form

<p><b>Motion:</b> BoD Motion 2</p> <p><b>Summary:</b> NCEES staff be directed to prepare amended language to remove references to pencil-and-paper examinations in all NCEES documents after completion of the last pencil-and-paper examination, to present such amended language to the NCEES board of directors for approval, and to add additional language to clarify any references to pencil-and-paper examinations that staff cannot change as shown on page 154 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>Voting Weights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 68</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: 0 auto;"> <tr> <td style="text-align: center;">67</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	67	1	Yes	No
67	1				
Yes	No				

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes

Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	No
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

Title:	Approval of Budgets
Proposed By:	
Summary:	Move that the 2023-2024 proposed operating and capital expenditures budgets be approved as shown on screen.
Last Modified:	[2023 Aug 17][11:56:46]
Outcome:	Passed in original form

<p><b>Vote to Table:</b> Table or Postpone</p> <p><b>Summary:</b> Postpone debate and vote on amendment until after lunch and zone meetings.</p> <p><b>Second:</b> [Not Recorded]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Failed; Lack of support</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>6</td> <td>61</td> </tr> </table>	Yes	No	6	61
Yes	No				
6	61				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	No
California CA	No
Colorado CO	No
Connecticut CT	No
D.C. DC	No
Delaware PE DEPE	No
Delaware PS DEPS	No
Florida PE FLPE	No
Florida PS FLPS	No
Georgia GA	No
Guam GU	No
Hawaii HI	No
Idaho ID	No
Illinois PE ILPE	No
Illinois PS ILPS	No
Illinois STR ILSE	[No Response]
Indiana PE INPE	Yes
Indiana PS INPS	No
Iowa IA	No
Kansas KS	No
Kentucky KY	No
Louisiana LA	No
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	No
Maryland PS MDPS	No
Massachusetts MA	No
Michigan PE MIPE	No
Michigan PS MIPS	No
Minnesota MN	No

Mississippi MS	No
Missouri MO	No
Montana MT	No
Nebraska PE NEPE	No
Nebraska PS NEPS	No
Nevada NV	No
New Hampshire PE NHPE	No
New Hampshire PS NHPS	No
New Jersey NJ	Yes
New Mexico NM	No
New York NY	No
North Carolina NC	No
North Dakota ND	No
Ohio OH	No
Oklahoma OK	No
Oregon OR	No
Pennsylvania PA	No
Puerto Rico PR	No
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	No
South Dakota SD	No
Tennessee PE TNPE	No
Tennessee PS TNPS	No
Texas TX	No
Utah UT	No
Vermont PE VTPE	Yes
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	No
West Virginia PE WVPE	No
West Virginia PS WVPS	No
Wisconsin WI	No
Wyoming WY	No
Northern Mariana Islands NMI	No

<p><b>Motion:</b> Call the Vote  <b>Summary:</b> vote to call the vote  <b>Secunder:</b> [Not Recorded]  <b>Proposed By:</b>  <b>Pass Requirement:</b> Simple Majority  <b>VotingWeights:</b> No  <b>Outcome:</b> Passed in original form  <b>Votes Received</b> 68  <b>Needed to Pass</b> 35</p>	<p>65 3 Yes No</p>
---	----------------------------

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	No

Arkansas AR	Yes
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	No
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes
Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	Yes
North Carolina NC	Yes
North Dakota ND	Yes
Ohio OH	Yes
Oklahoma OK	Yes
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	No
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	Yes
South Dakota SD	Yes
Tennessee PE TNPE	Yes



Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

<p><b>Amendment:</b> Amendment 1</p> <p><b>Summary:</b> Motion to amend the budgets (strike the \$7M transfer)</p> <p><b>Secunder:</b> AR</p> <p><b>Proposed By:</b> SC</p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Failed; Lack of support</p> <p><b>Votes Received</b> 65</p> <p><b>Needed to Pass</b> 35</p>	<table border="1" style="margin: auto;"> <tr><th>Response</th><th>Count</th></tr> <tr><td>Yes</td><td>32</td></tr> <tr><td>No</td><td>33</td></tr> </table>	Response	Count	Yes	32	No	33
Response	Count						
Yes	32						
No	33						

Individual Responses	
Alabama AL	Yes
Alaska AK	Yes
Arizona AZ	[No Response]
Arkansas AR	Yes
California CA	No
Colorado CO	No
Connecticut CT	No
D.C. DC	No
Delaware PE DEPE	No
Delaware PS DEPS	Yes
Florida PE FLPE	Yes
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	No
Hawaii HI	No
Idaho ID	No
Illinois PE ILPE	No
Illinois PS ILPS	No
Illinois STR ILSE	No
Indiana PE INPE	No
Indiana PS INPS	No
Iowa IA	No
Kansas KS	Yes
Kentucky KY	Yes
Louisiana LA	Yes

Maine PE MEPE	Yes
Maine PS MEPS	Yes
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	No
Michigan PE MIPE	No
Michigan PS MIPS	Yes
Minnesota MN	No
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	Yes
Nebraska PE NEPE	No
Nebraska PS NEPS	Yes
Nevada NV	Yes
New Hampshire PE NHPE	Yes
New Hampshire PS NHPS	No
New Jersey NJ	[No Response]
New Mexico NM	No
New York NY	[No Response]
North Carolina NC	No
North Dakota ND	Yes
Ohio OH	No
Oklahoma OK	Yes
Oregon OR	No
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	No
Rhode Island PS RIPS	No
South Carolina SC	Yes
South Dakota SD	No
Tennessee PE TNPE	No
Tennessee PS TNPS	No
Texas TX	No
Utah UT	No
Vermont PE VTPE	No
Vermont PS VTPS	No
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	Yes
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	No
Wyoming WY	Yes
Northern Mariana Islands NMI	Yes

<p><b>Motion:</b> Approval of Budgets</p> <p><b>Summary:</b> Move that the 2023-2024 proposed operating and capital expenditures budgets be approved as shown on screen.</p> <p><b>Seconder:</b> Massachusetts</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Passed in original form</p> <p><b>Votes Received</b> 67</p> <p><b>Needed to Pass</b> 35</p>	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>53</td> <td>14</td> </tr> </table>	Yes	No	53	14
Yes	No				
53	14				

Individual Responses	
Alabama AL	No
Alaska AK	Yes
Arizona AZ	Yes
Arkansas AR	No
California CA	Yes
Colorado CO	Yes
Connecticut CT	Yes
D.C. DC	Yes
Delaware PE DEPE	Yes
Delaware PS DEPS	Yes
Florida PE FLPE	No
Florida PS FLPS	Yes
Georgia GA	Yes
Guam GU	Yes
Hawaii HI	Yes
Idaho ID	Yes
Illinois PE ILPE	Yes
Illinois PS ILPS	Yes
Illinois STR ILSE	Yes
Indiana PE INPE	Yes
Indiana PS INPS	Yes
Iowa IA	Yes
Kansas KS	No
Kentucky KY	Yes
Louisiana LA	No
Maine PE MEPE	No
Maine PS MEPS	No
Maryland PE MDPE	Yes
Maryland PS MDPS	Yes
Massachusetts MA	Yes
Michigan PE MIPE	Yes
Michigan PS MIPS	Yes
Minnesota MN	Yes
Mississippi MS	Yes
Missouri MO	Yes
Montana MT	No
Nebraska PE NEPE	Yes
Nebraska PS NEPS	Yes
Nevada NV	No
New Hampshire PE NHPE	Yes

New Hampshire PS NHPS	Yes
New Jersey NJ	Yes
New Mexico NM	Yes
New York NY	No
North Carolina NC	Yes
North Dakota ND	No
Ohio OH	Yes
Oklahoma OK	No
Oregon OR	Yes
Pennsylvania PA	Yes
Puerto Rico PR	Yes
Rhode Island PE RIPE	Yes
Rhode Island PS RIPS	Yes
South Carolina SC	No
South Dakota SD	Yes
Tennessee PE TNPE	Yes
Tennessee PS TNPS	Yes
Texas TX	Yes
Utah UT	Yes
Vermont PE VTPE	Yes
Vermont PS VTPS	Yes
Virgin Islands VI	[No Response] (Absent)
Virginia VA	Yes
Washington WA	No
West Virginia PE WVPE	Yes
West Virginia PS WVPS	Yes
Wisconsin WI	Yes
Wyoming WY	Yes
Northern Mariana Islands NMI	[No Response]

Title:	Bylaws Motion 2 (Consent)
Proposed By:	
Proposed Summary:	Bylaws section 3.021 be amended as shown on page 37 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:43:05]
Outcome:	Incomplete

<p><b>Motion:</b> Bylaws Motion 2 (Consent)</p> <p><b>Summary:</b> Bylaws section 3.021 be amended as shown on page 37 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Two Thirds</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Bylaws Motion 3 (Consent)
Proposed By:	
Proposed Summary:	Bylaws section 3.09 be amended as shown on page 37 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:43:35]
Outcome:	Incomplete

<p><b>Motion:</b> Bylaws Motion 3 (Consent)</p> <p><b>Summary:</b> Bylaws section 3.09 be amended as shown on page 37 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Two Thirds</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	Bylaws Motion 4 (Consent)
Proposed By:	
Proposed Summary:	Bylaws section 11.04 be amended as shown on page 38 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:43:59]
Outcome:	Incomplete

<p><b>Motion:</b> Bylaws Motion 4 (Consent)</p> <p><b>Summary:</b> Bylaws section 11.04 be amended as shown on page 38 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Two Thirds</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 50%;">0</td> <td style="text-align: center; width: 50%;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	ACCA Motion 1 (Consent)
Proposed By:	
Proposed Summary:	A Special Committee on Bylaws be charged with amending Bylaws 3.021 as shown on page 65 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:44:40]
Outcome:	Incomplete

<p><b>Motion:</b> ACCA Motion 1 (Consent)</p> <p><b>Summary:</b> A Special Committee on Bylaws be charged with amending Bylaws 3.021 as shown on page 65 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<p>0      0</p> <p>Yes      No</p>
--	------------------------------------

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]

Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Education Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Tthe NCEES Surveying Education Award program be amended as shown on page 70 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:46:54]
Outcome:	Incomplete

<p><b>Motion:</b> Education Motion 1 (Consent)</p> <p><b>Summary:</b> Tthe NCEES Surveying Education Award program be amended as shown on page 70 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; border-top: 1px solid black;">0</td> <td style="text-align: center; border-top: 1px solid black;">0</td> </tr> <tr> <td style="text-align: center; border-top: 1px solid black;">Yes</td> <td style="text-align: center; border-top: 1px solid black;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Education Motion 2 (Consent)
Proposed By:	
Proposed Summary:	The Committee on Uniform Procedures and Legislative Guidelines be charged with amending Model Rules 240.30 B as shown beginning on page 70 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][15:47:53]
Outcome:	Incomplete

<p><b>Motion:</b> Education Motion 2 (Consent)</p> <p><b>Summary:</b> The Committee on Uniform Procedures and Legislative Guidelines be charged with amending Model Rules 240.30 B as shown beginning on page 70 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;">0</td> <td style="width: 50%;">0</td> </tr> <tr> <td>Yes</td> <td>No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]

Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	EPP Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 2 as shown on page 80 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:07:21]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 1 (Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 2 as shown on page 80 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
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Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
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New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 3 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 4 as shown on page 82 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:08:27]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 3 (Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 4 as shown on page 82 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">0</td> <td style="width: 50%; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 4 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 5 as shown on page 83 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:08:49]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 4 (Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 5 as shown on page 83 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
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Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 5 (Consent)
Proposed By:	
Proposed Summary:	Delete Exam Development Policy 6 as shown on page 83 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:09:08]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 5 (Consent)</p> <p><b>Summary:</b> Delete Exam Development Policy 6 as shown on page 83 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">0</td> <td style="width: 50%; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	EPP Motion 6 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 7 as shown on page 84 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:09:32]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 6 (Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 7 as shown on page 84 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 50%;">0</td> <td style="text-align: center; width: 50%;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
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Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 7 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Development Policy 9 as shown beginning on page 84 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:09:49]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 7 (Consent)</p> <p><b>Summary:</b> Amend Exam Development Policy 9 as shown beginning on page 84 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 9 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Administration Policy 2 as shown on page 86 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:10:27]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 9 (Consent)</p> <p><b>Summary:</b> Amend Exam Administration Policy 2 as shown on page 86 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	EPP Motion 10 (Consent)
Proposed By:	
Proposed Summary:	Amend Exam Administration Policy 8 as shown on page 87 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:10:51]
Outcome:	Incomplete

<p><b>Motion:</b> EPP Motion 10 (Consent)</p> <p><b>Summary:</b> Amend Exam Administration Policy 8 as shown on page 87 of the Action Items and Conference Reports.</p> <p><b>Second:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
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Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	EPS Motion 1 (Withdrawn)
Proposed By:	
Proposed Summary:	NCEES develop a Public Land Survey System module to be used in conjunction with the Principles and Practice of Surveying examination for jurisdictions that require such an exam as shown on page 92 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:11:16]
Outcome:	Incomplete

<p><b>Motion:</b> EPS Motion 1 (Withdrawn)</p> <p><b>Summary:</b> NCEES develop a Public Land Survey System module to be used in conjunction with the Principles and Practice of Surveying examination for jurisdictions that require such an exam as shown on page 92 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 50%;">0</td> <td style="text-align: center; width: 50%;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]

Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Finance Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Postpone adoption of the operating budget until the end of the last business session as shown on page 97 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:12:19]
Outcome:	Incomplete

<p><b>Motion:</b> Finance Motion 1 (Consent)</p> <p><b>Summary:</b> Postpone adoption of the operating budget until the end of the last business session as shown on page 97 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	
--	--

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
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Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]

Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Finance Motion 2 (Consent)
Proposed By:	
Proposed Summary:	Postpone adoption of the capital budget until the end of the last business session as shown on page 97 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:12:47]
Outcome:	Incomplete

<p><b>Motion:</b> Finance Motion 2 (Consent)</p> <p><b>Summary:</b> Postpone adoption of the capital budget until the end of the last business session as shown on page 97 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	
--	--

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]

Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Finance Motion 3 (Consent)
Proposed By:	
Proposed Summary:	Amend Financial Policy 1C as shown on page 98 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:13:10]
Outcome:	Incomplete

<p><b>Motion:</b> Finance Motion 3 (Consent)</p> <p><b>Summary:</b> Amend Financial Policy 1C as shown on page 98 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">0</td> <td style="width: 50%; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
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Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	Finance Motion 4 (Consent)
Proposed By:	
Proposed Summary:	Amend Financial Policy 6 as shown on page 98 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:13:39]
Outcome:	Incomplete

<p><b>Motion:</b> Finance Motion 4 (Consent)</p> <p><b>Summary:</b> Amend Financial Policy 6 as shown on page 98 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table border="1"> <tr> <td style="width: 50px; text-align: center;">0</td> <td style="width: 50px; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	Law Enforcement Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Amend Financial Policy 3 as shown on page 112 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:14:07]
Outcome:	Incomplete

<p><b>Motion:</b> Law Enforcement Motion 1 (Consent)</p> <p><b>Summary:</b> Amend Financial Policy 3 as shown on page 112 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">0</td> <td style="width: 50%; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
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New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
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Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Replace the term "certificate of licensure" with "license" in Model Law and Model Rules as shown on page 131 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:14:29]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 1 (Consent)</p> <p><b>Summary:</b> Replace the term "certificate of licensure" with "license" in Model Law and Model Rules as shown on page 131 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	
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Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]

Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 2 (Consent)
Proposed By:	
Proposed Summary:	Replace "licensed engineer" and "licensed surveyor" with "professional engineer" and "professional surveyor" throughout the Model Law and Model Rules as shown on page 131 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:14:51]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 2 (Consent)</p> <p><b>Summary:</b> Replace "licensed engineer" and "licensed surveyor" with "professional engineer" and "professional surveyor" throughout the Model Law and Model Rules as shown on page 131 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
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Delaware PS DEPS	[No Response]
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Illinois STR ILSE	[No Response]
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Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]

Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
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Missouri MO	[No Response]
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Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	UPLG Motion 3 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 110.20 A as shown on page 132 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:15:13]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 3 (Consent)</p> <p><b>Summary:</b> Amend Model Law 110.20 A as shown on page 132 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table border="1"> <tr> <td style="width: 50px; text-align: center;">0</td> <td style="width: 50px; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 5 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 110.20 B as shown on page 133 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:16:12]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 5 (Consent)</p> <p><b>Summary:</b> Amend Model Law 110.20 B as shown on page 133 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
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Kentucky KY	[No Response]
Louisiana LA	[No Response]
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Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 8 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 110.20 O as shown beginning on page 134 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:17:41]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 8 (Consent)</p> <p><b>Summary:</b> Amend Model Law 110.20 O as shown beginning on page 134 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 10 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 120.60 B as shown on page 136 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:18:23]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 10 (Consent)</p> <p><b>Summary:</b> Amend Model Law 120.60 B as shown on page 136 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table border="1"> <tr> <td style="width: 50px; text-align: center;">0</td> <td style="width: 50px; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	UPLG Motion 11 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 130.10 B as shown on page 136 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:18:42]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 11 (Consent)</p> <p><b>Summary:</b> Amend Model Law 130.10 B as shown on page 136 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 14 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 130.20 as shown beginning on page 139 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:19:36]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 14 (Consent)</p> <p><b>Summary:</b> Amend Model Law 130.20 as shown beginning on page 139 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 15 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Law 150.30 A as shown on page 140 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:19:57]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 15 (Consent)</p> <p><b>Summary:</b> Amend Model Law 150.30 A as shown on page 140 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
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Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
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New Hampshire PS NHPS	[No Response]
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New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 17 (Consent)
Proposed By:	
Proposed Summary:	Delete Model Law 170.20 as shown on page 142 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:20:40]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 17 (Consent)</p> <p><b>Summary:</b> Delete Model Law 170.20 as shown on page 142 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	UPLG Motion 18 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 210.30 as shown on page 142 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:21:01]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 18 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 210.30 as shown on page 142 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 19 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 230.10 as shown on page 143 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:21:17]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 19 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.10 as shown on page 143 of the Action Items and Conference Reports.</p> <p><b>Seconded:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; text-align: center;"> <tr> <td style="border: none;">0</td> <td style="border: none;">0</td> </tr> <tr> <td style="border: none;">Yes</td> <td style="border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 20 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 230.40 A as shown beginning on page 143 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:21:35]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 20 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.40 A as shown beginning on page 143 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; width: 50%;">0</td> <td style="text-align: center; width: 50%;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 22 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 230.40 C as shown on page 145 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:22:13]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 22 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.40 C as shown on page 145 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



Title:	UPLG Motion 24 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 230.40 E, and K–M as shown on page 146 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:22:50]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 24 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.40 E, and K–M as shown on page 146 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table border="1"> <tr> <td style="width: 50px; text-align: center;">0</td> <td style="width: 50px; text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
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Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 25 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 230.60 E as shown on page 147 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:23:08]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 25 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 230.60 E as shown on page 147 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	UPLG Motion 27 (Consent)
Proposed By:	
Proposed Summary:	Amend Model Rules 240.30 H and 240.40 as shown on page 149 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:23:47]
Outcome:	Incomplete

<p><b>Motion:</b> UPLG Motion 27 (Consent)</p> <p><b>Summary:</b> Amend Model Rules 240.30 H and 240.40 as shown on page 149 of the Action Items and Conference Reports.</p> <p><b>Seconder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table border="1"> <tr> <td style="width: 50px;">0</td> <td style="width: 50px;">0</td> </tr> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]
Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]

Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
Nebraska PE NEPE	[No Response]
Nebraska PS NEPS	[No Response]
Nevada NV	[No Response]
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New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]

Title:	ELMTF Motion 1 (Consent)
Proposed By:	
Proposed Summary:	Charge a Special Committee on Bylaws with amending Bylaws Section 7 to establish a Committee on Licensure as shown on page 153 of the Action Items and Conference Reports.
Last Modified:	[2023 Aug 08][16:24:17]
Outcome:	Incomplete

<p><b>Motion:</b> ELMTF Motion 1 (Consent)</p> <p><b>Summary:</b> Charge a Special Committee on Bylaws with amending Bylaws Section 7 to establish a Committee on Licensure as shown on page 153 of the Action Items and Conference Reports.</p> <p><b>Secunder:</b> [Not Required]</p> <p><b>Proposed By:</b></p> <p><b>Pass Requirement:</b> Simple Majority</p> <p><b>VotingWeights:</b> No</p> <p><b>Outcome:</b> Incomplete</p> <p><b>Votes Received</b> 0</p> <p><b>Needed to Pass</b> 1</p>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">0</td> <td style="text-align: center; border: none;">0</td> </tr> <tr> <td style="text-align: center; border: none;">Yes</td> <td style="text-align: center; border: none;">No</td> </tr> </table>	0	0	Yes	No
0	0				
Yes	No				

Individual Responses	
Alabama AL	[No Response]
Alaska AK	[No Response]
Arizona AZ	[No Response]
Arkansas AR	[No Response]
California CA	[No Response]
Colorado CO	[No Response]
Connecticut CT	[No Response]
D.C. DC	[No Response]
Delaware PE DEPE	[No Response]
Delaware PS DEPS	[No Response]
Florida PE FLPE	[No Response]
Florida PS FLPS	[No Response]
Georgia GA	[No Response]
Guam GU	[No Response]
Hawaii HI	[No Response]
Idaho ID	[No Response]
Illinois PE ILPE	[No Response]
Illinois PS ILPS	[No Response]
Illinois STR ILSE	[No Response]
Indiana PE INPE	[No Response]
Indiana PS INPS	[No Response]
Iowa IA	[No Response]
Kansas KS	[No Response]
Kentucky KY	[No Response]
Louisiana LA	[No Response]
Maine PE MEPE	[No Response]
Maine PS MEPS	[No Response]
Maryland PE MDPE	[No Response]
Maryland PS MDPS	[No Response]

Massachusetts MA	[No Response]
Michigan PE MIPE	[No Response]
Michigan PS MIPS	[No Response]
Minnesota MN	[No Response]
Mississippi MS	[No Response]
Missouri MO	[No Response]
Montana MT	[No Response]
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Nevada NV	[No Response]
New Hampshire PE NHPE	[No Response]
New Hampshire PS NHPS	[No Response]
New Jersey NJ	[No Response]
New Mexico NM	[No Response]
New York NY	[No Response]
North Carolina NC	[No Response]
North Dakota ND	[No Response]
Ohio OH	[No Response]
Oklahoma OK	[No Response]
Oregon OR	[No Response]
Pennsylvania PA	[No Response]
Puerto Rico PR	[No Response]
Rhode Island PE RIPE	[No Response]
Rhode Island PS RIPS	[No Response]
South Carolina SC	[No Response]
South Dakota SD	[No Response]
Tennessee PE TNPE	[No Response]
Tennessee PS TNPS	[No Response]
Texas TX	[No Response]
Utah UT	[No Response]
Vermont PE VTPE	[No Response]
Vermont PS VTPS	[No Response]
Virgin Islands VI	[No Response] (Absent)
Virginia VA	[No Response]
Washington WA	[No Response]
West Virginia PE WVPE	[No Response]
West Virginia PS WVPS	[No Response]
Wisconsin WI	[No Response]
Wyoming WY	[No Response]
Northern Mariana Islands NMI	[No Response]



# 14. Electronic Submittals and Digital Signatures, NAC 625.610



# **Electronic Submittal Digital Signature Guide**

October 2020

## About This Guide

Nevada Board of Professional Engineers and Land Surveyors drafted this guide in collaboration with agencies and professionals. In moving to paperless submittals, agencies and professionals experienced various challenges with different approaches to resolving those challenges. Rather than professionals individually doing what they thought was best to comply with agency requirements and Nevada regulations and each agency developing its own guide to meet its unique submittal processes, it was agreed the board would facilitate the development of a guide that could be adopted by agencies and provide uniform guidance to professionals.

This guide is intended to be software agnostic. References to Adobe or Bluebeam are solely due to common familiarity with the software. The concepts illustrated within this guide described for Adobe and Bluebeam should be helpful when using other PDF software.

The purpose of this guide is to:

- Establish uniform guidelines for electronic submittals and digital signatures
- Enable consistency amongst public agency requirements for electronic submittals
- Guide professionals in preparing and submitting electronic submittals that conform to Nevada regulatory and agency requirements
- Serve as a resource for public agencies and professionals

## Conventions Used in this Guide

Terminology in this manual include the following:

- Electronic Submittal—submittal transmitted electronically
- Stamp Image—an image of a professional stamp, jpeg, tif, electronically created
- Electronic Signature—an image of a signature, jpeg, tif, or electronically created
- Digital Signature—certificate based encrypted signature that includes meta-data to identify the signer
- PDF—Portable Document Format
- Flatten—Conversion of a multi-layered document to a single layer, secures and locks all the elements of the document
- Slip Sheeting—replacing individual sheets of an original document with a new sheet, resulting in invalidating digital signatures of the original document
- PDF Package or Portfolio—a PDF package/portfolio is when multiple documents are packaged together into one PDF file without invalidating digital signatures

## Contents of this Guide

Included in this guide are the following:

- Electronic Submittals— Guidelines for preparing and submitting electronic plan sheets/documents
- Digital Signing of Documents—Guidelines on how to digitally sign electronic plan sheets/documents
- How to create a digital signature in Adobe Acrobat
- How to use a digital signature in Adobe Acrobat
- How to create a digital signature in BlueBeam Revu
- How to use a digital signature in BlueBeam Revu

## Electronic Submittals

Guidelines for preparing and submitting electronic plan sheets:

- Plans are **submitted electronically as a PDF file and remain electronic** throughout the submittal process. Documents are exported/saved to PDF, not printed and then scanned.
- **Use the combine file option** when combining PDF's to maintain smaller file sizes. Zip files, PDF packages and PDF portfolios can result in files too large to transmit electronically and are often not compatible with review software such as Bluebeam.
- PDF documents need to be **flattened prior to digitally signing** and transmitting electronically.
- Security settings for the document should be the lowest setting allowed by the software. **No password protected or locked documents.** Files must be protected to a level that allows mark-ups and corrections by reviewers.
- For plans that include multiple disciplines—architectural, landscape, civil, structural, plumbing, mechanical, electrical, etc—check with the agency for specific submittal requirements. Agencies may require:
  - The prime professional to submit separate files for each discipline
  - Each discipline to submit their plans individually to the agency
  - The prime professional to combine files into a single file by “stapling” (BlueBeam), or “combining” into a single document (Adobe)
- Each discipline/design professional adds their stamp image, signature image, and date of signing to each of their plan sheets, and then adds their digital signature to their cover/title/first page. Then the professional's plans are transmitted to the prime professional who will submit the plans or staple/combine each professional's plans and submit to the public agency. **Combining will invalidate the digital signatures** so each professional will need to reapply their digital signature after the document is combined. Alternatively, all digital signatures can be applied to the appropriate discipline cover sheet after all sets have been combined.
- The **first page of each PDF file for each discipline** including plan sheets, structural calculations, geotechnical reports, drainage reports, etc, require a digital signature.
- Each plan sheet of the submittal needs to include an image of the professional's stamp along with an image of the professional's signature and date of signing. The **digital signature is applied only to the cover/title/first page** of each professional's submittal for a project.
- Engineer and Land Surveyor professionals must use **digital signatures per NAC 625.610** in combination with a stamp, expiration date, and date of signature.
- A software certified document is not a digital signature, sign the document with a digital signature, do not use the certify document function in the software or lock the document in a manner that prevents review comments/changes.
- Professionals must take adequate protections to prevent fraud or misuse of their digital signature.
- To address review comments, each discipline must resubmit separate files similar to the initial submittal. **Each discipline submits their entire file with the updated/corrected sheets**, each sheet has an image of the professional's stamp with the image of the professional's signature and date of signing, and the cover/title/first page includes the stamp image, signature image, and a new digital signature corresponding to the new resubmittal date—the new digital signature will include a new embedded date stamp.
- **Slip sheeting by professionals during the submittal process is not allowed** due to digital signature invalidation or software limitations.

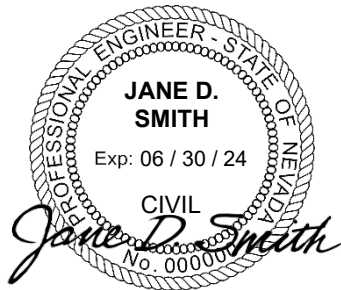
## Digital Signing of Documents

Electronic documents must be digitally signed, but not certified. As with paper plans, apply your stamp electronically to each sheet, this can be an image of your stamp or a stamp created electronically. Compile sheets into a single file with the image of your stamp and image of your signature on each page, and then apply your digital signature to the cover/title/first sheet.

If there are multiple disciplines and the discipline files need to be compiled into a single file for submitting to an agency, compiling will invalidate the digital signature and the compiled document will need to be circulated to each of the professionals for reapplication of their digital signature.

If combining/compiling documents, combine the document with the stamp images and signature images for each design professional on the cover/title/first sheet of each discipline. Then have each design professional add their digital signature to the cover/title/first sheet for their discipline, being careful not to make changes to the document that would invalidate previous signatures.

Example of an electronic stamp with signature image:



Date Signed: 10 / 18 / 22

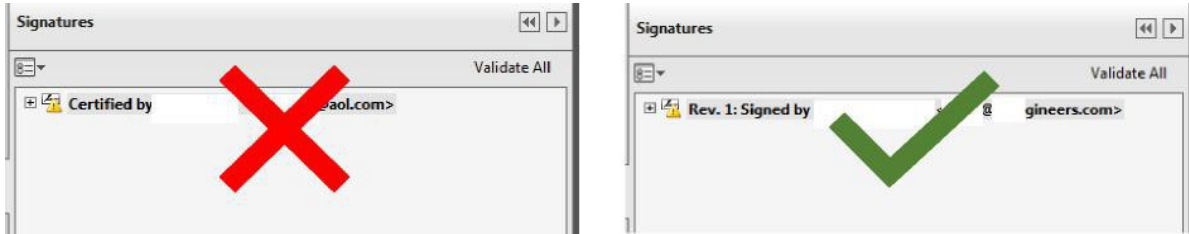
Example of an electronic stamp and signature image with the digital signature added next to the image of the stamp:



Date Signed: 02/24/20

A digital signature can show the name as text, as shown, or as an image of the signature. When the digital signature is shown as an image of the signature it is not necessary to add a separate signature image.

A common error that many professionals make when preparing documents for submittal is using the CERTIFIED BY function of the software instead of digitally signing. Using the software certify function prevents plan reviewers from performing critical functions needed to complete a review.



To sign documents using Adobe Acrobat or BlueBeam Revu, the first step is to create a “self-signed digital ID.” The digital ID is password protected and contains your name, email address, organization name, a serial number, and an expiration date. It shows your identity every time you use it to sign a file.

You do not need to create a digital ID each time you need to use one. If you have already created a digital ID, then skip the following sections describing how to create a digital signature and refer to the following sections on using a digital ID.

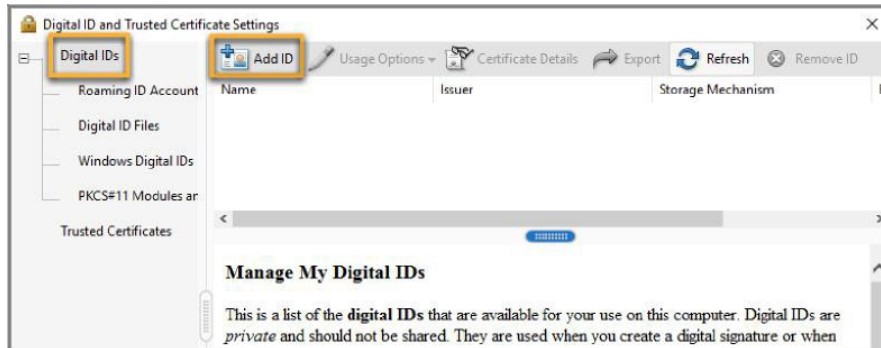
## Create a Digital ID Using Adobe Acrobat

In Acrobat, click the EDIT menu and choose PREFERENCES, then choose SIGNATURES.

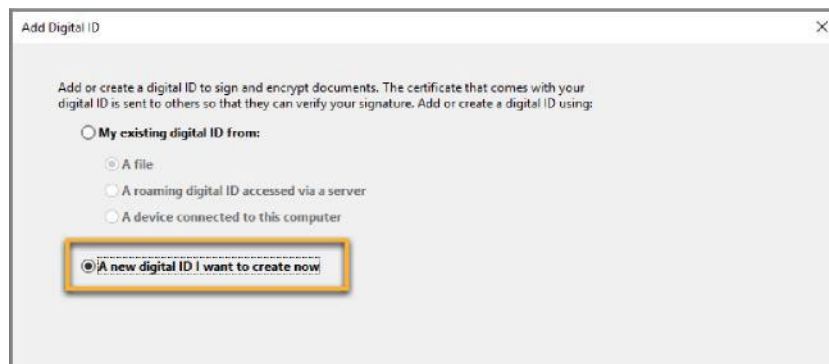
On the right, click MORE FOR CREATION & APPEARANCE, then click box to check SHOW REASONS under WHEN SIGNING, then click OK.

On the right, click MORE for IDENTITIES & TRUSTED CERTIFICATES.

Select DIGITAL IDs on the left, and then click the ADD ID button.

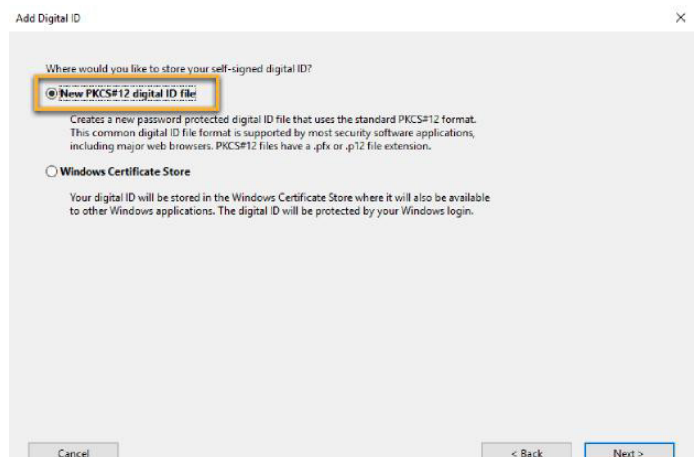


Select the option A NEW DIGITAL ID I WANT TO CREATE NOW, and click NEXT.



Specify where to store the digital ID, and click NEXT. Use the option below that best fits your needs:

- New PKCS#12 Digital ID File: Stores the digital ID in a file that can be used in both Windows and Mac OS
- Windows Certificate Store (Windows only): Stores the digital ID in a common location for Windows applications



Do the following:

Type your name, email address, and other personal information for your digital ID. When you sign a document, the name appears in the Signatures panel and in the Signature field.

Choose the 1024-bit RSA option from the Key Algorithm menu.

From the USE DIGITAL ID FOR menu, choose whether you want to use the digital ID for signatures, data encryption, or both. For signing plans/documents, choose “Digital Signatures.”

Click Next.

Add Digital ID

Enter your identity information to be used when generating the self-signed certificate.

Name (e.g. John Smith): John Doe

Organizational Unit: Building and Fire Safety

Organization Name: Land Development and Community Services

Email Address: JDoe@cityofnorthlasvegas.com

Country/Region: US - UNITED STATES

Key Algorithm: 2048-bit RSA

Use digital ID for: Digital Signatures and Data Encryption

Cancel < Back Next >

Do the following:

Type and confirm a password for the digital ID file. You will need this password each time you use your ID.

The digital ID file is stored at the default location as shown in the File Name field. If you want to save it somewhere else, click Browse and choose the location. Make a note of where your ID is stored.

Click Finish.

If a digital ID file with the same name exists, you are prompted to replace it. Click OK to replace or browse and select a different location to store the file.

Add Digital ID

Enter a file location and password for your new digital ID file. You will need the password when you use the digital ID to sign or decrypt documents. You should make a note of the file location so that you can copy this file for backup or other purposes. You can later change options for this file using the Security Settings dialog.

File Name: rs\...AppData\Roaming\Adobe\Acrobat\DC\Security\JohnDoe.pfx Browse...

Password: \*\*\*\*\*

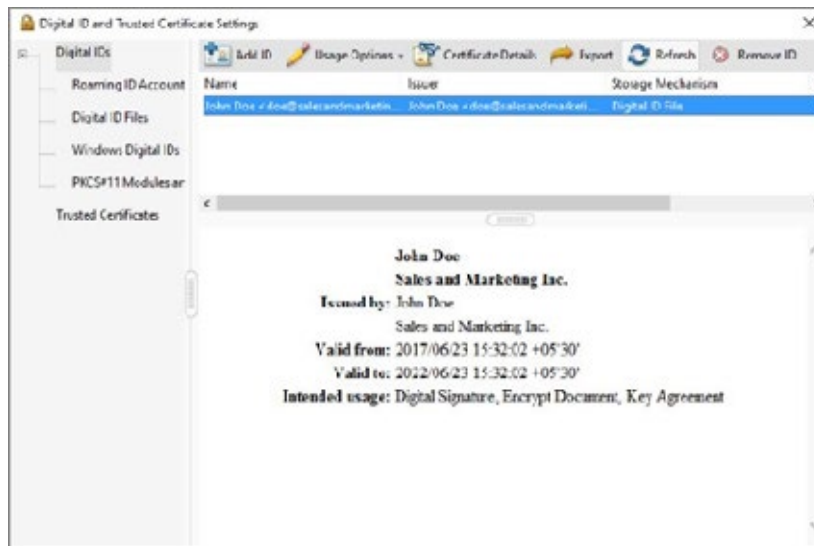
Strong

Confirm Password: \*\*\*\*\*

Cancel < Back Finish



Your digital ID has now been created.



NOTE: Make a backup copy of your digital ID file. If your digital ID file is lost or corrupted, or if you forget your password, you cannot use it to add signatures to files and you won't be able to unlock/edit previously signed files.

## Use Your Digital ID to Sign A PDF File in Adobe Acrobat

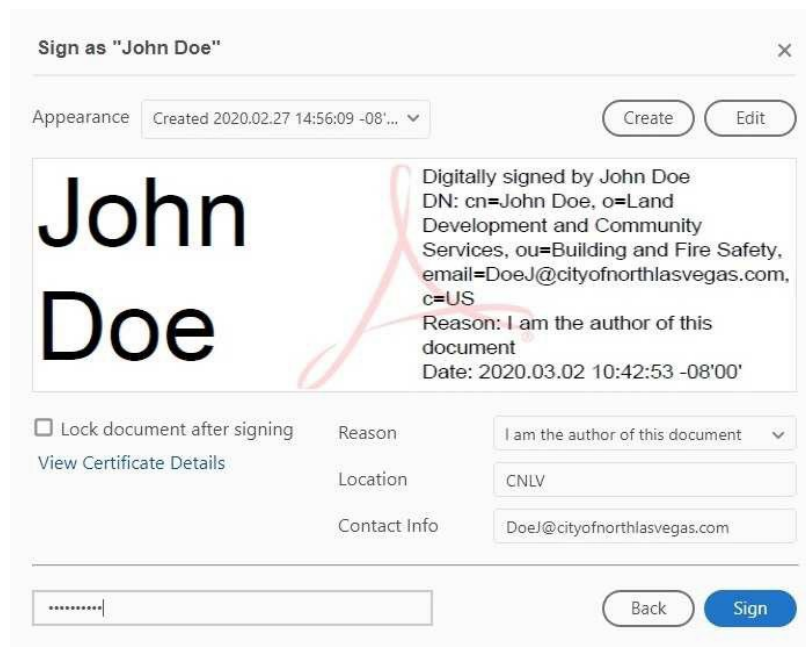
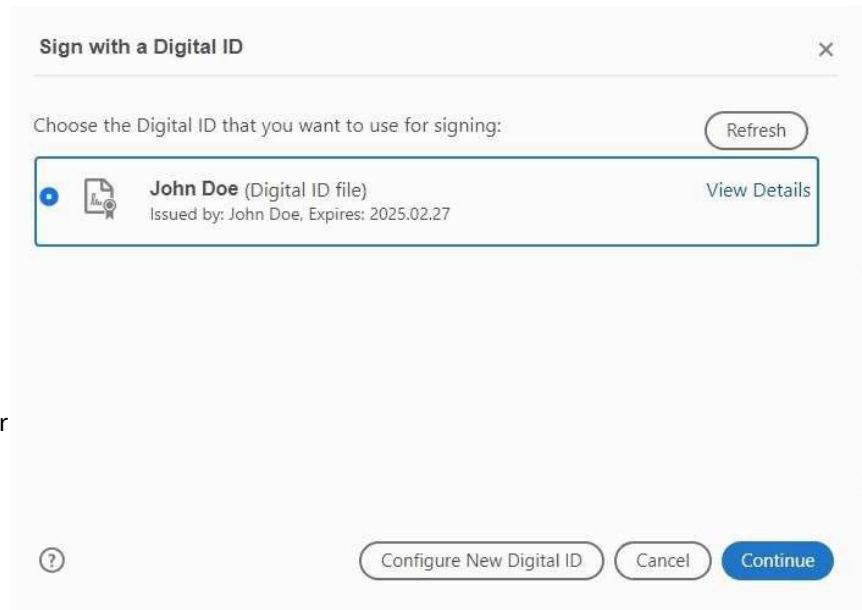
This process may vary slightly depending on which version of Adobe Acrobat you use.

Open the file to be signed.

In Acrobat, click TOOLS tab next to home then click CERTIFICATES. Click DIGITALLY SIGN and then click and hold down your mouse to draw a rectangle on the area of the document that you want to sign.

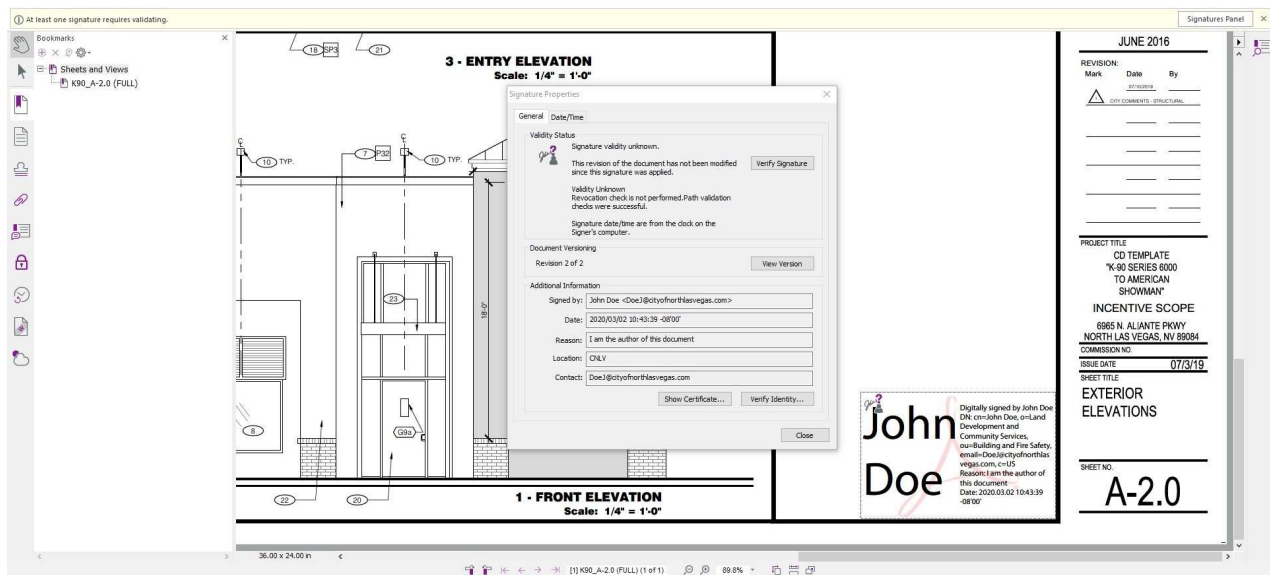
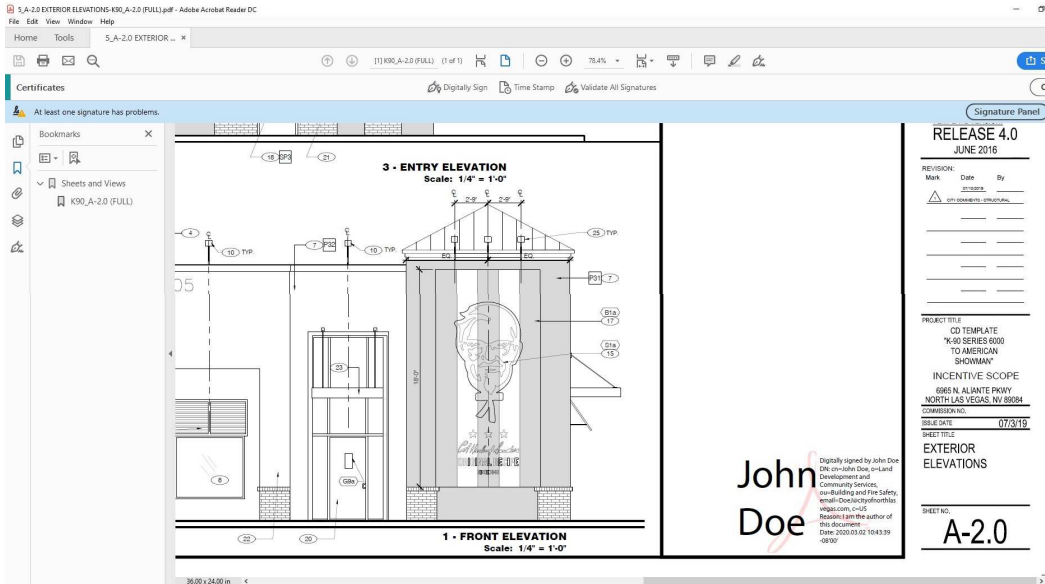
Choose the digital ID then click CONTINUE

Under REASONS, click drop down and choose I AM THE AUTHOR OF THIS DOCUMENT then enter PASSWORD, and click SIGN.



Once you click SIGN, you will be prompted to save your file.

Your document is signed and is ready to be transmitted. Your signature will appear on the document in the area where you drew the rectangle, and the file will show that the signature is valid.



Any changes made to the file from this point on will invalidate the signature.

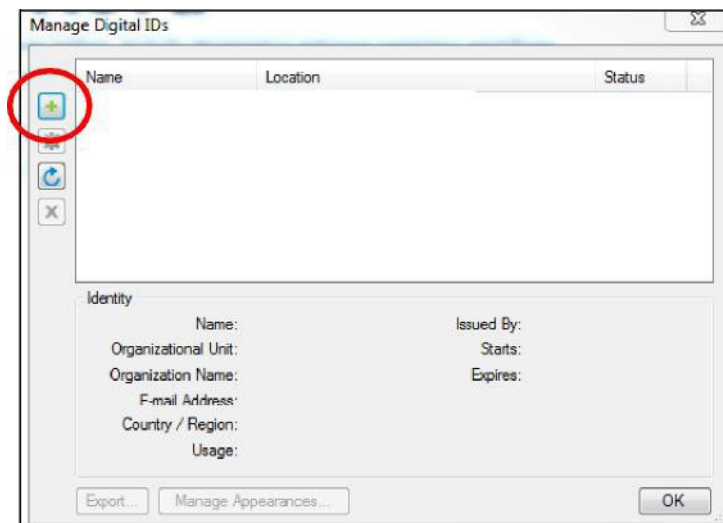
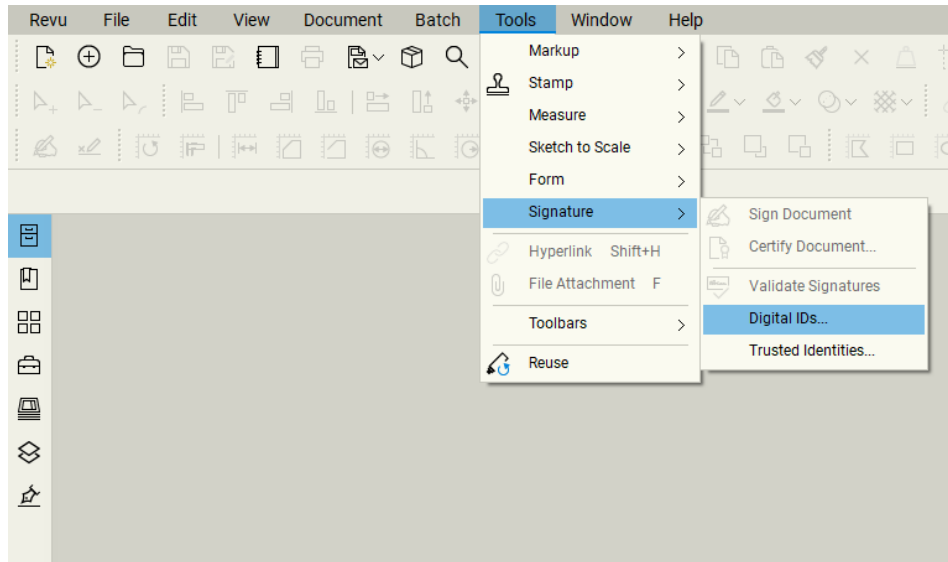
For additional help, consult the Adobe Acrobat User Guide available at <https://helpx.adobe.com/acrobat/user-guide.html>.

You can also use Adobe's digital ID resources available at <https://helpx.adobe.com/acrobat/using/digital-ids.html>.

## Create a Digital ID Using BlueBeam Revu 2019

In BlueBeam, click the TOOLS menu and select the SIGNATURES icon. Then choose DIGITAL IDs...

On the window that appears, click the GREEN PLUS SIGN to add a new signature.



Select CREATE DIGITAL ID FILE and in the USAGE field, choose DIGITAL SIGNATURES AND DATA ENCRYPTION. Then fill in your personal information, enter a password for the ID file, and click OK.

**New Digital ID**

Browse for existing Digital ID file

**Create Digital ID file**  
Creates a password-protected Digital ID file using the PKCS#12 format. This file format is accepted by most security applications and web browsers. These files will have a .pfx file extension.

Create Digital ID in Windows Certificate Store  
Create a Digital ID in the Windows Certificate Store where it is available to other Windows Applications. This Digital ID is protected by your Windows login.

Identity

Name: John Doe

Organizational Unit: Development Services

Organization Name: City and County of Denver

E-mail Address: john.doe@denvergov.org

Country / Region: US - UNITED STATES

**Usage: Digital Signatures and Data Encryption**

Key Algorithm: 1024-bit RSA

PKCS#12 Options

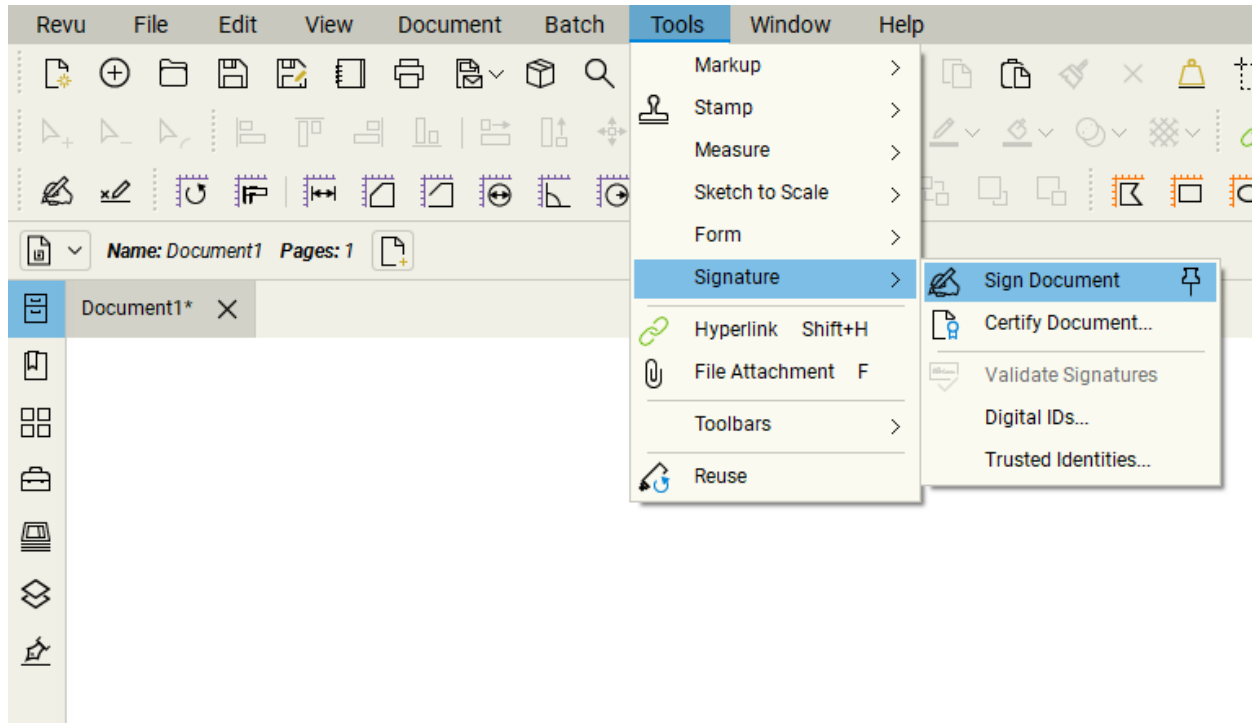
File: <<file location on your computer where you want the ID stored>> ...

Password: ●●●● Confirm: ●●●●

OK Cancel

## Use Your Digital ID to Sign A File Using Bluebeam Revu 2019

In BlueBeam, click the TOOLS menu and select the SIGNATURES icon. Then choose SIGN Document.

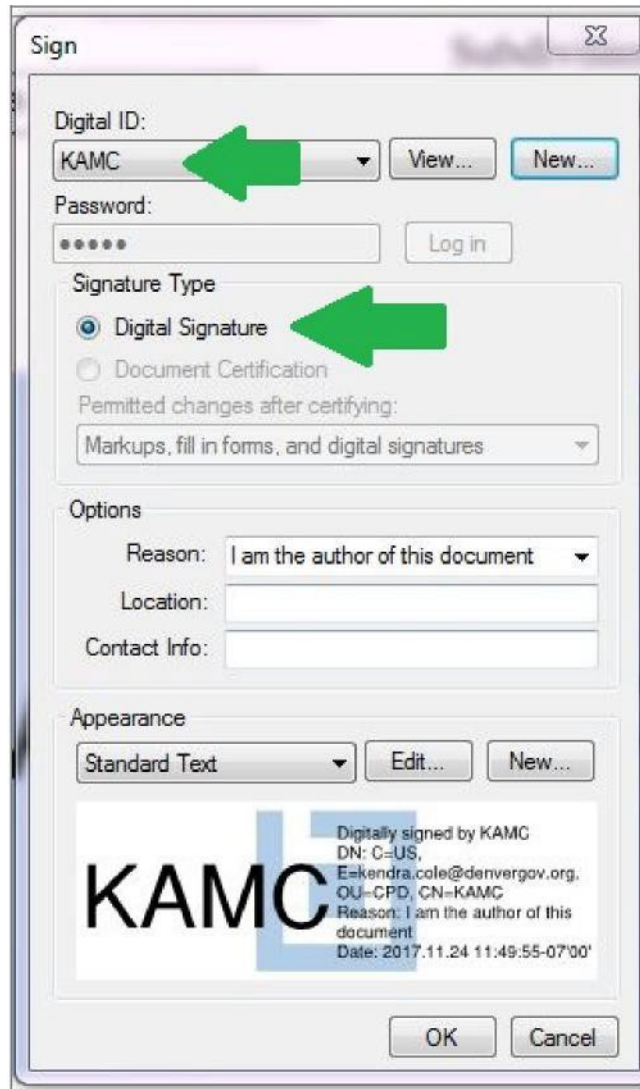


Click and hold down your mouse to draw a rectangle in the area of the document where you want to sign.

Using the DIGITAL ID: drop-down arrow, select the digital ID file you want to use. Then, enter your password.

Under SIGNATURE TYPE, select DIGITAL SIGNATURE.

After you click OK, you will be prompted to save your file.



Any changes made to the file from this point on will invalidate the signature. For additional help, consult <https://support.bluebeam.com/online-help/revu2019/Content/RevuHelp/Tutorials/Digital-Signatures.htm>

# 15. Committee Reports



# 15.a. Administrative Procedures Oversight Committee

# 15.b. Legislative Committee

# 15.c. Professional Association Liaison Committee

# 15.d. Public Outreach Committee

# 15.e. PLS Standards of Practice Subcommittee

# 16. Proposed Regulation Changes

[not available at time board packet was published]

# 17. Board Committee Assignments for Fiscal Year 2023-2024



## **COMMITTEE ASSIGNMENTS**

### **2023-2024**

#### **ADMINISTRATIVE PROCEDURES OVERSIGHT COMMITTEE**

Brent Wright, PE/SE, Chair  
Thomas Matter, Public Member  
Greg DeSart, PE  
Robert Fyda, PE  
Patty Mamola, Executive Director (Staff Liaison)  
Murray Blaney, Operations/Compliance (Staff Liaison)

#### **LEGISLATIVE COMMITTEE**

Greg DeSart, PE, Chair  
Jason Dixon, PE  
Matt Gingerich, PLS  
Robert Fyda, PE  
Chris MacKenzie, Board Counsel (Staff Liaison)  
Patty Mamola, Executive Director (Staff Liaison)  
Murray Blaney, Operations/Compliance (Staff Liaison)

#### **PROFESSIONAL ASSOCIATION LIAISON COMMITTEE**

Matt Gingerich, PLS, Chair  
Brent Wright, PE/SE  
Angelo Spata, PE  
Patty Mamola, Executive Director (Staff Liaison)  
Derek Vogel, Communications (Staff Liaison)

#### **PUBLIC OUTREACH COMMITTEE**

Karen Purcell, PE, Chair  
Jason Dixon, PE  
Michael Kidd, PLS  
Thomas Matter, Public Member  
Patty Mamola, Executive Director (Staff Liaison)  
Derek Vogel, Communications (Staff Liaison)



# 18. Government Liaison Report

19. Draft Bill Requests  
Proposed by the  
Legislature to amend  
NRS 625,329, and 327

# 20. Board and Staff Assignments

## Action List

### BOARD MEETING ITEMS

#### September 12, 2019 Board Meeting

12. Administrative report by Executive Director

b. Action items related to the 2017-2021 Strategic Plan

Mr DeSart asked that dates be posted on our website of when the Las Vegas board office is staffed. **Staff**

#### May 12, 2022 Board Meeting

13. Discussion and possible action on white paper submitted by Jason Caster, PLS, license number 19338, complaint number 20210004, white paper is a condition of the stipulated agreement.

Adjust scope of future disciplinary whitepapers to include a specific requirement for the licensee to outline in detail what they will do in the future to correct and prevent the issue they were disciplined for. **Staff.**

#### Jan 19, 2023 Board Meeting

21. Discussion and identification of topics for future meetings including possible proposed amendments to the Nevada Professional Engineers and Land Surveyors Law, Nevada Revised Statutes and Nevada Administrative Code Chapter 625.

Staff to research Tonopah, NV as a possible board meeting site in 2024. **DONE**

#### May 11, 2023 Board Meeting

14. Discussion on Board Counsel Report.

Formalize an employee handbook for board staff. Mr MacKenzie to draft a framework for APOC to consider. **Mr MacKenzie**

22. Discussion and identification of topics for future meetings including possible proposed amendments to the Nevada Professional Engineers and Land Surveyors Law, Nevada Revised Statutes and Nevada Administrative Code Chapter 625.

Mr Gingerich said he had two issues which may need consideration for agenda items or assignment to a committee. He said the first relates creating an education credit guideline specific to land surveying, for both undergraduate and postgraduate education.

Ms Mamola said the best pathway for that topic would be LegComm, with staff creating a draft guide table

for consideration by the committee. (ACTION Item) She added then after review and edit it could then come before the full board for review and approval. **Staff**

Mr Gingerich said his second topic was for clarification of NAC 625.240 based on comments during the recent public relating to Model Law Surveyors and the issuance of a license.

Ms Mamola said staff had connected with the licensee who made the comments for clarification and will add the topic to a future LegComm agenda. (ACTION Item). Ms Mamola added that the licensee was going to forward suggested edits to the regulation. **DONE**

### **July 20, 2023 Board Meeting**

14. Discussion and possible action on administrative report by Executive Director.

c. Items related to the National Council of Examiners for Engineering & Surveying (NCEES).

i. Annual Meeting Conference Report and Action Items.

Present outcome of annual meeting action item voting at Sept board meeting. **DONE**

16. Discussion and possible action on board committee reports.

d. Public Outreach Committee, Chair Robert Fyda.

Mr DeSart suggested the committee discuss outreach opportunities when board meetings are held rurally (Elko, Tonopah etc.) Consider piggyback outreach while the board is these locations to get out visit engineering or land surveying related groups. The committee could consider what could be done around the Tonopah meeting as part of public outreach. **Staff to add agenda item.**

18. Discuss legislative and regulatory matters with board's government liaison, Susan Fisher.

Check with LCB if public regulation review process as part of exec order reports is acceptable or whether process needs to be repeated. **Staff**

21. Discussion and possible action on meeting dates.

Schedule reminders for any new dates added would be emailed, including upcoming NCEES western zone (Bozeman, MT) and annual meetings (Chicago, IL). **Ms Mamola DONE**

22. Discussion and identification of topics for future meetings including possible proposed amendments to the Nevada Professional Engineers and Land Surveyors Law, Nevada Revised Statutes and Nevada Administrative Code Chapter 625.

Check with NDEP to see if capability now exists to receive submittals electronically. **Staff DONE**

## **COMMITTEE ITEMS**

### **PROFESSIONAL ASSOCIATION LIAISON COMMITTEE**

7. Discuss board's updated Strategic Plan—goals and strategies related to PAL Committee and discuss possible tactics/action items.

Goal 2: Licensure – Strategy (5): *Provide options to meet land surveyor educational requirements*

Consider forming sub-committee to contact with UNLV Dean of Engineering about creating a minor in land surveying. **Ms Mamola**

### **ADMINISTRATIVE PROCEDURES OVERSIGHT COMMITTEE**

#### **APOC - March 30, 2021 Meeting**

5. Discuss third-party verification of digital signatures for licensees of the board and possible role of the board in the verification process including cost participation.

Continue to monitor other states regulations relating to third-party verification requirements. **Staff**

#### **March 30, 2023, Meeting**

5. Consider executive director work performance and salary.

Update salary study information (use 2017 document as template). **Staff**

6. Consider proposed budget for fiscal year July 1, 2023 to June 30, 2024.

Suggested that options be explored that could be of some tangible benefit to existing licensees to accelerate the reduction of the reserve. Prepare evaluation of options to be considered by APOC. **Staff**

#### **May 10, 2023, Meeting**

6. Consider proposed budget for fiscal year July 1, 2023 to June 30, 2024.

Projections for health insurance costs in consideration of possible expansion of board covered expenses. **Ms Mamola**

### **PUBLIC OUTREACH COMMITTEE**

#### **Public Outreach Committee - January 12, 2023 Meeting**

6. Consider and discuss public communications/social media efforts and available budget for remainder of fiscal year, January 1, 2023, to June 30, 2023).

Identify schedule of career fairs at UNR and UNLV and consider a NVBPELS booth. **Staff**

## **LEGISLATIVE COMMITTEE**

### **Legislative Committee Meeting – May 5, 2020**

#### 4. Consider the following changes to Nevada Revised Statute 625, 327

NRS 625.175—discipline specific vs PE state (discipline specific language added in 1975, AB 604—Committee on Judiciary)--on hold until we can discuss with our NCEES counterparts at a future NCEES meeting. (see revision per LegComm meeting 6.17.2021 below)

NRS 327—Nevada Coordinate System; Geographic Names--waiting for NALS to provide proposed changes to NRS 327 and will work to include in board's bill draft request.

### **Legislative Committee Meeting – November 4, 2020**

#### 5. Discuss proposed NAC 625.310(4), requiring engineering applicants to pass a short exam on chapter 625 of NRS and NAC.

Short exam on chapter 625 of NRS and NAC to be updated by **staff** (periodically) and submitted to LegComm for approval.

### **Legislative Committee Meeting – June 17, 2021**

#### 5. Consider future licensing of engineers as it relates to emerging technologies and blended engineering degrees including considering retention and/or modification of specific disciplines licensed by the board.

Develop position statement of the issues to be addressed. This item to encompass discipline specific vs PE state discussion action item from the LegComm meeting 5.20.2020 (above). **Ms Purcell and Ms Mamola**

Form working group to discuss and identify possible solutions to the issues identified by position statement. Ms Purcell will lead the working group.

### **Legislative Committee Meeting – October 18, 2022**

#### 8. Open discussion of items related to the Legislative Committee

Add items identified for committee consideration to next meeting agenda and include supporting documentation in the meeting material packet.

**Lead:** Murray Blaney

#### **- NRS 625.183**

Discussion on experience requirement for licensure (in supporting documents, included “studies” referenced by NCEES – Patty Mamola; review Model Law and other states requirements – Murray Blaney)

**- NRS 625.193/280**

Discussion on time period for waiver of the FE/FS  
(review Model Law and other states requirements – Murray Blaney)

Item put forward by Brent Wright (12.9.2022)

**- NAC 625.545**

Proposed amendment to section 1.(c) relating anticipated completion of work.

**Legislative Committee Meeting – February 1, 2023**

7. Consider proposed updated regulations from the PLS Regulation Subcommittee, see list of regulations, Addendum A.

Hold any movement with PLS reg updates until further notice from the Governor’s Office/LCB (relating to outcomes of Executive Orders 2023-004 and 2023-004)

12. Discussion on status of committee and staff assignments.

Defer action on NAC 625.545, NRS 625.175—discipline specific vs PE state, NRS 625.183, and NRS 625.193 in light of Executive Orders 003 and 004.

**Public Hearing – April 20, 2023**

4. Open public hearing to receive comments pursuant to Executive Order 2023-003 by Chair Michael Kidd

a. Public comment on the Board’s recommendations as set out in Attachments A and B.

Review language in NAC 625.240 (3) relating to 3 license issuance Model Law Surveyor by The Executive Director of the Board prior to passage of the Nevada State Specific Exam. Draft amended text for review.  
**(Staff)**

**STRATEGIC PLAN ITEMS**

DRAFT *Annual Report* for APOC/Public Outreach committee review.

**BUSINESS PLAN ITEMS**

Electronic submittals + digital signing of documents.

System database comprehensive upgrade.

Website effectiveness.



# 21. Future Meeting Dates

# **BOARD MEETING DATES**

Board meetings are typically scheduled for the second Thursday of every other month.

November 16, 2023 — Reno

January 18, 2024 — Las Vegas

March 14, 2024 — Reno

May 9, 2024 — Las Vegas

July 18, 2024 — Tonopah

September 12, 2024 — Las Vegas

## **Future NCEES Meetings**

### **NCEES Western Zone Interim Meetings**

May 16–18, 2024 — Bozeman, Montana

### **NCEES Annual Meetings**

August 14–17, 2024 — Chicago, Illinois

August 19–22, 2025 — New Orleans, Louisiana

# 22. Topics for Future Meetings

# 23. Public Comment

# 24. Adjournment