NEVADA STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Regular Board Meeting
July 17, 2025
Virginia City, NV

1. Meeting Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Introductions

5. NRS 625
Waiver Requests

6. Non-Appearance Applications for Initial Licensure

Civil

JEREMY ALEMAN (21-731-97)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/11/2025

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)
University of Nevada, Reno
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
June 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
December 2023

LICENSES

Additional Licenses
None

JEREMY ALEMAN (21-731-97)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Building Concepts, Inc.
Nevada (United States)
Staff Engineer
June 2021—June 2025

Verified by
Patrick Richard Clark
pat@bldgconcepts.com

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

TASKS

At Building Concepts I am responsible for structural engineering calculations for custom residential projects. I began interning at Building Concepts right out of high school in 2017. I continued to work on summer and winter breaks, and eventually went full time after graduation in June of 2021. I began doing mostly drafting and minor engineering while I learned the anatomy of a house. As I gained more experience I began to design simple structures like detached garages. Now I am responsible for designing more complex levels of structure including multi story custom homes. At Building Concepts I provide lateral calculations for wind and seismic events which include developing loading for the structure, designing shear walls, overturning forces, and diaphragm forces. I also provide vertical analysis of the structures for dead loads, live loads, and the significant snow loading in our area. Along with the calculations I provide structural detailing for use in construction. These details are customized to the project design and show the detail of typical or custom connections required for shear transfer, vertical transfer of loads, or complex steel and wood framing connections.

REPRESENTATIVE PROJECTS

Koblitz Residence - Rebuild of burndown on existing foundation - 3225 Victory Circle, Gardnerville, NV, 89410 - October 2021 - The Koblitz residence consisted of a house that burned down and was rebuilt on the same footprint of the existing foundation. I performed structural calculations for vertical and lateral loading and then designed various retrofits required to anchor the new framing to the existing foundation. This required custom structural detailing and design of retrofitted anchors as well.

Pincock Residence - New 2 story Single Family Dwelling - 4006 Via Grant Drive, Carson City, NV - August 2023 - January 2025 - On the Pincock Residence, I designed the structure for vertical loads such as dead, live, and snow, and lateral loading due to wind and seismic events. I calculated the required framing member sizes required for headers, floor beams, floor joists, covered porch framing members, rafters and other structural members. I designed the lateral force resisting system of the structure and provided requirements for shear wall nailing, overturning restraint via holdowns and strapping, and calculated shear and tension forces in the roof and floor diaphragms. During the construction process I aided the contractor with any questions or required revisions to the plans.

Fielding Residence - New 3 story Single Family Dwelling - 149 Five Creek Road, Gardnerville, NV, 89460 - September 2024 - Present - The Fielding Residence is a large 18000 sq. ft. residence with one above ground level, one daylight basement level, and one subterranean basement level. I designed cantilevered retaining walls up to 24 feet in height, performed 3 level overturning analysis and special seismic overturning analysis on steel beams, completed calculations and assisted in design of an ordinary steel moment frame, and performed calculations for the vertical and lateral load paths in the structure. I also performed calculations for two different concrete shear walls used to anchor the lateral load in the structure. This is an ongoing project I will continue to assist the contractor with throughout the construction project.

ZACHARY BOWER (21-604-44)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/01/2025

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 Geological Engineering (EAC)
University of Nevada, Reno
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
March 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2024

LICENSES

Additional Licenses
None

ZACHARY BOWER (21-604-44)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Wood Rodgers
Nevada (United States)
Laboratory Technician
May 2021—October 2021

Verified by
David Todd Edgington
david@mountainstrata.com

Experience Summary
Full-Time
Engineering: 5 months
Post EAC degree: 5 months
Experience under licensed engineer: 5 months

TASKS

In support of various geotechnical and construction materials projects, I performed a wide range of laboratory testing in accordance with ASTM and AASHTO standards. My responsibilities included conducting grain-size analyses (sieve and hydrometer), Atterberg limits (plasticity index), moisture-density relationships (Proctor and Modified Proctor), R-value testing, and unconfined compressive strength testing on soil and rock samples. I also conducted materials testing for asphalt (Marshall stability testing). I also provided engineering input on sample selection for laboratory testing, ensuring representative materials were chosen to support accurate design recommendations.
Beyond test execution, I reviewed and verified test data for accuracy and consistency, performed engineering calculations, and interpreted results in the context of project-specific design requirements. I provided technical guidance on laboratory findings, assisting project engineers in determining the suitability of materials for structural fill, backfill, subgrade support, and pavement layers. I ensured all results were clearly documented and aligned with project specifications and applicable codes.
In addition to my laboratory work, I participated in field explorations, including test pit logging and sampling, where I performed soil classification in accordance with ASTM D2488 (Unified Soil Classification System).

REPRESENTATIVE PROJECTS

Project Name: Carson Arby's
Project Location: Carson City, Nevada
Duration: June 2021 - August 2021

My Role: For this project, I conducted test pit excavations to evaluate subsurface conditions, which included collecting representative soil samples and classifying soils in the field in accordance with ASTM standards. I performed laboratory testing on selected samples, including grain-size analysis (sieve) and Atterberg limits (plasticity index), to determine key engineering properties. I calculated and reviewed the test results for accuracy, then communicated the findings to the project engineer for use in the design recommendations.

ZACHARY BOWER (21-604-44)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Geotechnical and Environmental Services
Nevada (United States)
Staff Engineer/Project Manager
December 2021—July 2024

Verified by
David J Salter
david.salter@gesnevada.com

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

TASKS

As a Staff Engineer/Project Manager, I managed and executed subsurface investigations to support the design and construction of a variety of commercial and residential development projects. My responsibilities included organizing drilling and test pit operations, supervising sampling activities, and classifying soils and rock in accordance with ASTM standards. I also performed geophysical practices such as Refraction and ReMi testing.
I routinely reviewed laboratory data to interpret critical soil properties, including shear strength, consolidation, R-value, and classification. Using both field and lab results, I carried out engineering analyses such as slope stability modeling with Slide2 software, settlement evaluation, bearing capacity calculations, and lateral earth pressure calculations for retaining wall design. I also developed pavement sections for both flexible and rigid systems, using geotechnical parameters to ensure long-term performance.
During this time my foundation design experience includes shallow spread footings, mat slabs, and ground improvement approaches tailored to challenging subsurface conditions. I prepared technical reports that presented site data, engineering findings, and applicable design recommendations, all aligned with current standards and best practices.
Beyond design, I worked closely with multidisciplinary teams during the construction phase, assisting with interpretation of subsurface conditions and addressing geotechnical challenges encountered in the field.

REPRESENTATIVE PROJECTS

Project Name: Cheyenne Development
Project Location: E Cheyenne Ave, Clark County, Nevada
Duration: February 2022 – April 2022

My Role: I managed the geotechnical scope for this commercial development, beginning with a proposal that addressed project objectives and identified key subsurface risks. I evaluated anticipated subsurface conditions and regulatory requirements to develop a site-specific investigation plan. The field exploration included auger borings with Standard Penetration Testing (SPT) to assess geologic conditions, seismicity, and groundwater. I interpreted the results to develop earthwork recommendations, including structural fill criteria, placement procedures, and testing requirements. I performed bearing capacity analyses for shallow foundations and provided recommendations for slab-on-grade construction and exterior flatwork. I also evaluated soil corrosivity to concrete and calculated lateral earth pressures for retaining wall and foundation design.

Project Name: Carson City Sewer
Project Location: Old Clear Creek Road
Duration: November 2022 - June 2023

My Role: For this public utility project, I began with a site characterization that considered geologic conditions, groundwater, and anticipated construction demands. I planned and executed the field exploration program, which included auger borings and seismic refraction surveys to evaluate subsurface stratigraphy and material stiffness. Using the collected data, I developed earthwork recommendations addressing site preparation, trench excavations, and backfill requirements. I assessed excavatability and rippability of onsite materials to support construction planning and equipment selection. I also provided flexible pavement design sections, tailored to anticipated traffic loading and subgrade conditions. In addition, I evaluated soil corrosivity to guide material selection and long-term durability of buried utility infrastructure.

ZACHARY BOWER (21-604-44)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Construction Materials Engineers
Nevada (United States)
Engineering Intern
July 2024—July 2025

Verified by
Nicholas Ryan Anderson
nanderson@cmenv.com

Experience Summary
Full-Time
Engineering: 1 year
Post EAC degree: 1 year
Experience under licensed engineer: 1 year

TASKS

With a solid foundation in geotechnical engineering, I have performed both field investigations and detailed engineering analyses. My fieldwork includes logging soil samples in line with the Unified Soil Classification System (USCS), creating comprehensive boring logs (auger, mud-rotary, rock coring, and sonic drilling techniques) and managing test pit excavations to assess subsurface conditions. This hands-on experience allows me to provide accurate data that informs design decisions and construction practices.

In terms of analysis, I've worked on a wide range of projects, performing bearing capacity calculations for both shallow and deep foundations, as well as conducting slope stability analysis. I regularly use Settle 3D for advanced settlement modeling, ensuring precise predictions of ground movement, and Slide2 for slope stability analysis, particularly in complex or seismic areas. My experience also extends to drilled shaft analysis and liquefaction assessments, both critical for the safety and stability of foundations in challenging environments. Additionally, I analyze lateral earth pressures, including both static and seismic conditions for retaining wall and foundation design.

I have also performed flexible and rigid pavement design, applying soil classification data and engineering principles to recommend appropriate materials and thickness for roadway and parking lot construction, ensuring long-term durability and performance under traffic loads.

For more detailed subsurface characterization, I've also conducted geophysical analysis such as Refraction to assess rippability and excavatability, helping to determine the ease and feasibility of excavation in various soil and rock conditions. In addition I use ReMi testing to assess site class for seismic design. By analyzing the velocity of shear waves through the ground, ReMi helps in classifying soil types and determining the site's seismic response, a critical step in ensuring structures meet earthquake-resistant design standards.

I have also used AutoCAD to draft and refine geotechnical site and exploration plans, including borehole layouts and foundation details.

REPRESENTATIVE PROJECTS

Project Name: Vandalay STY2A Improvements
Project Location: Confidential Location, Storey County, Nevada
Duration: July 2024 - February 2025

My Role: On this commercial project, I was involved throughout all phases, contributing to both fieldwork and engineering analysis. I planned and coordinated the field investigations. I also performed various field work activities, which included ReMi (Refraction Microtremor) testing, refraction geophysical analysis, sonic borings, and resistivity testing to obtain detailed subsurface data. I also assigned laboratory testing for this project. In the engineering analysis phase, I calculated seismic design parameters to ensure compliance with ASCE 7 for seismic loading. Since loading was high for this project, I evaluated shallow foundation designs by assessing bearing capacities, settlement potential, and soil behavior under various load conditions. Additionally, I developed design parameters for short drilled shaft foundations, focusing on axial load capacities. I calculated lateral earth pressures under both static and seismic conditions to optimize the design of retaining walls and foundation systems. I also evaluated slope stability across the site and recommended erosion control measures to mitigate potential hazards from water runoff or soil instability. Throughout the project, I worked closely with the project team, providing ongoing technical guidance.

PHILLIP CANNIZZO (21-535-85)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/25/2025

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

Non-degree
Irvine Valley College
January 2016–May 2018

Non-degree
Fullerton College
May 2017–August 2017

Bachelors in Mechanical Engineering (EAC)
University of Nevada, Las Vegas
August 2018–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
October 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
September 2023

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Clark County Water Reclamation District
Nevada (United States)
Associate Engineer
May 2021—June 2025

Verified by
Heidi Aquino-Martell
hmartell@cleanwaterteam.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

Intern (Full Time) (May 2021 to Jan 2022) - I was responsible for the review and approval of Construction Submittals, and Requests for Information provided by the Contractor. I was also responsible for Project Inspections to ensure conformity to project Design Plans and Specifications. I recommended improvements and alternate products to utilize during Construction.

Assistant Engineer (Jan 2022- Jan 2023) - I was responsible for all items listed under the Intern (Full Time) position as well as the following : I issued Field Orders to the Contractor, I issued changes via Change Order Procedures, I provided future monthly projections for budget spending on the project, ran meetings with Design Consultants and Construction Engineers/ Project Managers. I assisted the Project Manager with engineering decisions, planning, coordinating and executing facility shutdowns for process tie-ins.

Associate Engineer (Jan 2023- Current) - I am responsible for all items listed under the Assistant Engineer position as well as the following : I became the Project Manager for specific projects. I work with other Assistant Engineers and guide them on day to day activities as well as more complex engineering decisions. I am responsible for the beginning of a project for providing comments during the 60% design phase, beginning of Construction all the way through Startup and testing, Substantial and Final completion. I review the and manage the budget as well as the project schedule and all activities listed under the Assistant Engineer role with the help of other Assistant Engineers.

My major branch of engineering involves Civil and Mechanical.

REPRESENTATIVE PROJECTS

Project Name - Project 19003 (New Chemical Facility)
-Location - 5857 East Flamingo Road, Las Vegas NV, 89122
-Dates of Engineering Work - May 2021 to May 2023
-Cost of Project - $18,915,002
-Scope of work on project - This project was to Construct a Chemical Facility on our East Campus to consolidate all chemicals used for our Membrane Building and to demolish the end of life chemical containment structures.
-Specific Details - The project consisted of a 53ft W by 129.5ft L by 22ft H containment facility to house 10-2000 gallon chemical containers consisting of Sodium Hypochlorite, Citric Acid, Liquid Alum, Sodium Bisulfite, Caustic Soda. The Project also consisted of the installation of a control room consisting of a 24ft W by 78ft L by 17ft H by CMU Structure. One note of mention is that I assisted in the recommendation of adding additional combination Air-Vac's to be installed on a pumped line that did not show for installation on the Design Drawings to improve the flow of fluid through cooling screens as the output of the pumps was not being achieved due to air caught in the system lines.

Project Name - Project 18001 (Sewer Pipe Line Rehab)
-Location - No single location, work around Las Vegas Valley
-Dates of Engineering Work - May 2021 to May 2023
-Cost of Project - $21,712,705
-Scope of work on project - This project involved rehabilitating sewer lines in the Right of Way with CIPP and demo and installation of new pipelines.
-Specific Details - This project consisted of approximately 275 gravity sewer pipeline segments scheduled for rehabilitation. We used a cured in place liner to bring structural rigidity back to the pipe without excavation. In certain instances some of the pipe was too degraded and need to be replaced due collapse. I made recommendations from watching CCTV footage on extremely degraded pipe to either remove and replace or to continue with CIPP. I was an assistant engineer at this time and also had all the duties noted in the 'Tasks and Duties' section of this application. I also completed field visits to monitor the installation of the CIPP.

Project Name - Project 19005 (New Preliminary and Primary Treatment Plant)
-Location - 5857 East Flamingo Road, Las Vegas NV, 89122
-Dates of Engineering Work - May 2023 to May 2026
-Cost of Project - $275,255,183
-Scope of work on project - This project involves building a brand new Preliminary and Primary Treatment Center to handle 50 MGD of additional Sewer flow with the ability to expand the plant to 180 MGD total.
-Specific Details - I became the Project Manager at this point. This project consists of the construction of a new Influent Diversion Structure to facilitate flow to the existing Headworks and new expansion. This Project also consists of the construction of two new bar screen channels that are 6ft W by 90ft L and a new Scum and Grit Processing Facility that is 165ft W by 88ft L by 67ft H. This project also consists of 4 - 14ft W by 40ft H Aeriated Grit Basins with 2-24ft W pump rooms. This Primary process ends with flow traveling through 3 new 120ft diameter by 20ft H Primary Clarifiers and a new sludge pumping station. I recommended multiple changes within this project such as the recommendation and implementation and design of 4 additional eyewash stations for facility safety. I recommended and implemented the addition of 6 new flow meters to monitor the GPD required to water the odor beds to ensure the Districts meets the state permit requirements. I worked with the Districts facilities and Operations department to review connection points of existing infrastructure that was being tied into for this project. This effort involved fixing existing gates and valves that have not been actuated in years to ensure proper process flow. I had to reach out to manufactures for gate specific data as well as existing facility record drawings. My role in this is also leading to a new project to rehabilitate an existing PEDS structure which was found to be degrading due to H2S gas build up over the years. These are just a few items, to list.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
June 2011	December 2015	Graduated Highschool in May/June 2011, jointed the Marine Corps in January of 2012 and was honorably discharged in January 2016. Began attending college full time in January 2016 and graduated in May of 2021

AQIB CHOWDHURY (21-555-04)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/11/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
4 years

Total Engineering Experience
4 years

Experience under licensed engineer
2 years, 10 months

Disciplinary Action
None reported

EDUCATION

Bachelors in Civil Engineering (EAC)
University of Nevada, Reno
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
January 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
January 2025

LICENSES

Additional Licenses
None

AQIB CHOWDHURY (21-555-04)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

NV Energy
Nevada (United States)
Gas Engineer II
June 2021—June 2025

Verified by
Nicholas Ryan Aboumrad
nicholas.aboumrad@nvenergy.com

Experience Summary
Full-Time
Engineering: 4 years
Post EAC degree: 4 years
Experience under licensed engineer: 2 years, 10 months

TASKS

Engineer and Project Manager on steel and/or plastic gas main replacement projects of varying size/length from project definition through project completion: Determining scope of work, cost estimating, producing a standard engineered plan and profile set creating pipeline purging and odorization plans, creating and maintaining construction schedules, cost forecasting, and project closeout.

Project scheduling, material procurement, bidding, permitting, reviewing and approving traffic control plans, and invoice/production tracking for projects constructed by both NV Energy crews and contractors. Conducting regular site visits to address issues and provide construction oversight.

Annual Capital Plan: Identifying projects based on current gas system needs to create and maintain an annual capital project list, schedule, and budget. Assigning work/projects to other engineers and providing high-level oversight to ensure successful completion of the annual capital plan while mitigating any conflicts and unexpected projects.

10 Year Capital Plan: Identifying projects and creating a 10-year capital plan considering budget targets and Company resources to achieve long and short-term goals by prioritizing and risk-ranking identified projects on a regional scale.

Training and mentoring engineers in pipeline design, main replacement project procedures, project management, and federal code/regulations. Leading NVE Gas Capital Project efforts and providing oversight as needed.

Managing Gas Division Street & Highway Program: Acting as NVE Gas representative and SME for design firms, other utilities, and local and state agencies through coordination of construction and maintenance activities.

Reviewing engineering plans from outside entities, attending design coordination meetings, and providing engineering solutions to ensure constructability.

Identifying potential preventative maintenance on the natural gas system that can be completed ahead of agency projects. Coordinating identified work with internal operations, other utilities, and agencies.

Reviewing and updating both gas construction standards and material specifications. Thoroughly investigating and analyzing proposed practices and materials to ensure compliance and longevity of gas distribution system.

REPRESENTATIVE PROJECTS

NV Energy Gas Construction Standards Update:

Writing and publishing an update to NVE Gas Construction Standards in Fall 2021-Summer 2022. I reviewed proposed changes, created a new section to adhere to updated Code of Federal Regulations for Natural Gas Pipelines, published the update, facilitated the management of change process, and provided training on changes.

Talus Way Main Replacement:

2200-foot 4” PE gas main and service replacement on Talus Way in Reno, Nevada from September 2022 – February 2023. The project was completed due to a failure in the existing gas main coating and was done ahead of a City of Reno Road Rehabilitation project. I served as the project engineer/manager from start to finish for this project. I estimated the cost, designed a full plan and

profile design set, provided construction oversight, and coordinated with the City of Reno for the project.

Pyramid Highway Main Relocation:

3400-foot 12” steel gas main relocation/replacement along Pyramid Highway in Sparks, Nevada from January 2023 – July 2023. This project was completed to mitigate a conflict with the existing gas main and a proposed sound wall. I served as the project engineer/manager, provided engineering oversight, and mitigated any issues that came up during the construction of this project such as: constructability issues, unexpected field conditions, creating a construction schedule with phasing, tracking project progress/production, designing and managing a purge and odorization operation, reviewing and approving traffic control plans, and project budgeting/forecasting. I also held weekly meetings with all involved parties to plan each week's activities to ensure construction was being completed per all guidelines, requirements, and schedules.

Stanford Way Main Replacement:

2400-foot 6” PE gas main and service replacement on Stanford Way in Sparks, Nevada from August 2024 – December 2024. The project was completed due to a failure in the existing gas main coating and was done ahead of a City of Sparks Road Rehabilitation project. I served as the project engineer/manager from start to finish for this project. I estimated the cost, designed a full plan and profile design set, bid the project, secured all necessary permitting, reviewed and approved traffic control plans, reviewed and approved material submittals, and provided construction oversight. This project required multiple field changes due to unexpected field conditions. The construction schedule also needed unexpected phasing to ensure work was done in a logical manner to minimize impacts and disruptions to gas service, nearby schools, businesses, residences, and arterial roadways. I analyzed and provided engineered solutions to address field conditions and work phasing.

Silver Lake to Moya Capacity Improvement:

9600-foot 12” steel gas main and new pressure regulator station project in the Stead area of Reno, Nevada from December 2023 – Present. This is an ongoing project that involves the installation of a new 4300-foot high-pressure gas main, new pressure regulator station, 2 new 2500-foot distribution gas mains, uprating a 14,000-foot section of existing gas main, and retiring an existing pressure regulator station. Construction is set to begin early July 2025, will last until the end of the year, and will allow for increased gas service capacity while also lowering the standard delivery pressure in the North Valleys Region. I have served as the project engineer/manager since project definition. I estimated the cost, selected alignments, created a full engineered gas plan and profile set, assisted in creating site and grading plans, analyzed regional gas demand, and assisted in creating gas pressure regulator station design/plan/profiles. I have also worked with an external design consultant through design reviews to secure engineered calculations/drawings that are outside of my scope of practice (structural and electrical design). Additionally, I have been working through the Conditional Use Permit process to ensure conformance with Truckee Meadows Regional Planning as well as working with Washoe County Parks for an easement and further County planning commission requirements. I have bid the project and am working to secure all required permits. Lastly, I am working on an uprating plan that involves analyzing the existing gas distribution system, modifying it to allow for the uprating, designing a full uprating procedure per guidelines outlined in federal code, and managing the logistics of the uprating operation.

BEN JAIRUS DANCEL (21-843-19)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/22/2025

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 Civil Engineering (EAC)
University of Nevada, Las Vegas
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
March 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
December 2023

LICENSES

Additional Licenses
None

BEN JAIRUS DANCEL (21-843-19)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Westwood Professional Services
Nevada (United States)
Graduate Engineer III
May 2021—June 2025

Verified by
Derick Yoro
derick.yoro@westwoodps.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

At the beginning of my work experience my tasks were to hand change mylar sheets for revisions and prepare minor exhibits in CAD for a variety of projects. As I gained experience, my duties shifted to annotating grading, utilities, and traffic sheets in improvement plan sets, as well as preparing plot plans for individual lots for a project in CLV. From there my duties shifted to designing 2D and 3D utilities in CAD and beginning to set up improvement plans on my own. Fine grading in CAD was added to my responsibilities, and from here I started preparing improvement plans on my own.

I've been responsible for preparing tentative maps, coordinating with reviewers in the city in order to resolve comments/concerns within improvement plans, and coordinating with the client in order to move forward with projects.

REPRESENTATIVE PROJECTS

Parcel 3 At Sunstone Phase 4A and 4B Unit 1: This is the 5th Phase of the multi-phase project "Parcel 3 At Sunstone", an active adult community located on the North-West side of town. This project was started on 12/31/21 and is still ongoing today, as we are on revision 5. I designed the fine grading for the project (streets, pads, walls), water, sewer, and storm drain.

Parcel N-1 Unit 2: This is the 2nd Unit of "Parcel N-1", a subdivision located in Lake Las Vegas located near the very north portion of the lake. This project was started on 2/9/23 and completed on 3/27/25. I designed the streets, pads, and grading for the project, as well as the water and sewer (both gravity fed and force main).

Lakemoor Development Area 1, Parcel 1, Unit 1.4: The project is part of the large scale effort by Pulte Homes, NDEP, and City of Henderson to remediate and transform 3 Kids Mine located crossed from Lake Las Vegas into a new master planned community with approximately 3,000 homes. This project started on 3/21/24 and is currently ongoing. I designed the grading for the project like pads, walls and streets, as well as water, sewer, and storm drain. I also calculated quantities and coordinated with City of Henderson to obtain early utility permits for our client.

NELSON DEMAREST (20-761-84)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/08/2025

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)
Virginia Polytechnic Institute and State University
August 2016–December 2020

EXAMS

Fundamentals of Engineering (FE)
Virginia
July 2020

Principles and Practice of Engineering (PE)
Civil
Louisiana
June 2024

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Naval Mobile Construction Battalion FOUR (Active Duty U.S. Navy)
California (United States)
Engineering Liaison Officer (previous positions listed in addition)
July 2021—June 2024

Verified by
Liwei Chen
liwei.chen.mil@us.navy.mil

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

TASKS

From July 2021 until June 2024 I was assigned to Naval Mobile Construction Battalion (NMCB) FOUR as an Active Duty Navy Civil Engineer Corps Officer whose primary mission is to provide construction and engineering support to Combatant Commanders throughout INDOPACOM. The battalion consists of approximately 500 highly skilled engineers, architects, engineering technicians, and support staff. I held three jobs while assigned to NMCB FOUR: Engineer Platoon Commander, Detail Officer-in-Charge/Construction Project Manager, Military Exercise Mission Engineer, and Engineering Liaison Officer.

In general for each position, I reviewed technical documentation including engineering plans and specifications, construction quality control reports, and critical path execution of multiple projects. I also reviewed material quality reports for construction material testing, validated drawing redlines were current and accurate, specifications were met, and proper code and criteria were followed along with further details listed in the representative projects section.

REPRESENTATIVE PROJECTS

- Engineering Platoon Commander
- July 2021 – April 2022
- I was responsible for leading a 25-person engineering unit tasked with executing horizontal and vertical construction, field engineering support, and infrastructure development in expeditionary and austere environments. My role combined engineering design, project management, and leadership under operational constraints, with an emphasis on safety, mission readiness, and technical execution. Representative projects listed below:
-Expeditionary Advanced Base Construction: Reviewed and approved field-expedient and semi-permanent structural designs under varying conditions. Applied principles from FM 3-34 (Engineer Operations) and UFC design guides to ensure all construction met military engineering standards, including structural integrity, safety, and sustainability. Oversaw projects involving concrete placement, timber framing, earthmoving, and basic utility installations. Ensured projects were built to design specifications and adapted to environmental and logistical constraints in remote or deployed environments.

- Detail Marshall Islands Officer-in-Charge/Construction Project Manager
- May 2022 – January 2023
- I was responsible for 13 personnel during an INDOPACOM deployment to U.S. Army Garrison Kwajalein Atoll, Republic of the Marshall Islands. Representative project listed below:
- MH20-831 Reconstruct Multipurpose Facility: I provided technical review of engineering drawings and specifications for a 26’ tall pre-engineered building that was constructed on U.S. Army Garrison – Kwajalein Atoll. I reviewed Level II and III construction plans, material and tool maintenance records, and QC inspections. I validated drawing redlines for accuracy and consistency and recommended as-needed design changes while consulting proper industry standards and construction specifications. I validated material specifications against design requirements and coordinated delivery timelines ensuring critical path was followed.

-Military Exercise Mission Engineer and Liaison Officer
-February 2023 – June 2024
-I was responsible for the cradle to grave timeline, project identification, planning and engineering support/requirements of construction projects executed during Pacific Partnership 24-1, the largest annual multinational humanitarian assistance and disaster relief mission in the Indo-Pacific led by the U.S. Navy and as an engineering liaison officer at the U.S. embassy in Manila, Philippines. I functioned as a program manager for all engineering operations and solutions for the mission during the exercise and as a coordinator for engineering, logistics, and Host Nation support for Naval and Marine projects in the Philippines. Representative projects listed below:
-Majuro Bridge Engineering Study, Majuro, Republic of the Marshall Islands: I was responsible for leading the preliminary structural assessments and feasibility analysis for the rehabilitation of a critical transportation connection within Majuro. Conducted

an on-site condition assessment of the existing bridge, including visual inspection, corrosion evaluation, and review of past maintenance records. Utilized ASTM E1188 and E2018 for condition assessments and inspection reporting protocols. Collaborated with geotechnical engineers to assess substructure stability, considering local soil conditions, seismic exposure, and coastal erosion. Provided input into a NAVFAC developed comprehensive engineering report documenting existing conditions, design criteria, analysis results, and final recommendations.
-Long Island Elementary School Outdoor Pavilion, Majuro, Republic of the Marshall Islands: I was responsible for the construction oversight of an outdoor pavilion (gazebo-style structure) for Long Island Elementary School in Majuro. The project aimed to provide a shaded, weather-resistant, and durable gathering space for students and staff in a climate-challenged environment. My responsibilities included meeting with school administrators and local education officials to determine space usage requirements, accessibility needs, and design constraints. Provided periodic site visits during construction to review workmanship, check conformance with design intent, and resolve field issues. Verified alignment, elevation, and anchorage of structural members.
-Nan Uh Clinic Construction, Pohnpei, Federated States of Micronesia: I was responsible for the construction of the Nan Uh Community Health Clinic, a single-story medical facility providing essential healthcare services to a remote population in Pohnpei. The project required a resilient and sustainable design tailored to the region's tropical climate, high rainfall, and logistical constraints. My contributions included conducting a detailed site survey to evaluate topography, drainage characteristics, and soil conditions. Engaged with local government health officials, community leaders, and contractors throughout the project to ensure the facility met operational needs and could be maintained locally. Incorporated feedback into design adjustments as needed.

WORK EXPERIENCE

Naval Facilities Engineering Systems Command Far East (Active Duty U.S. Navy)
Kanagawa (Japan)
Facility Support Contracts Branch Head (other position listed as well)
June 2024—July 2025

Verified by
Gerard Keaton Ramoutar
gerard.k.ramoutar.mil@us.navy.mil

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

TASKS

From June 2024 to current time, I have been working for Naval Facilities Engineering Systems Command (NAVFAC) Far East at Public Works Department (PWD) Yokosuka, Japan.

From June 2024 to April 2025, I worked as the Host Nation Funded Construction Program Manager for a total of 27 projects valued at over $700M. I oversaw customer requirements through design and schedule reviews of ongoing construction projects and coordinated installation support to the construction contractors.

From April 2025 to present time, I have been working as the facility support contracts branch head overseeing the execution of 37 support contracts valued at over $63M. I provide regular technical review and analysis on existing and new contract packages. I observed equipment quality testing and reviewed contractor submitted reports. I made recommendations on appropriate completion of contract requirements and recommended payment or rework.

REPRESENTATIVE PROJECTS

-NA278 Urago Combatant Loading Wharf
-June 2024 to April 2025
-The project involved the design and construction of a Combatant Loading Wharf at a U.S. Navy facility in Japan, intended to support the berthing and loading of Navy combatant vessels. This mission-critical infrastructure included heavy-duty mooring structures, high-capacity loading platforms, utility distribution systems (including potable water, electrical shore power, and fuel lines), seismic-resistant foundations, and anti-terrorism/force protection (AT/FP) features.
- I conducted detailed engineering reviews of multi-discipline design submittals to ensure compliance with UFC (Unified Facilities Criteria), NAVFAC standards, ACI, AISC, and Japanese building code (where applicable). This included structural drawings, calculations, and geotechnical reports. Provided engineering support during construction, including responding to RFIs, evaluating submittals, and reviewing construction sequencing plans for compliance with contract documents and safety standards.

-NA1803 Unaccompanied Housing Tower
-June 2024 to April 2025
-This project entailed the design and construction of a high-rise reinforced concrete Unaccompanied Housing (UH) tower to accommodate U.S. Navy personnel stationed at Yokosuka. The facility included multi-story residential living units, communal spaces, mechanical/electrical utility rooms, elevators, and AT/FP features. The building was required to meet DoD housing standards, Japanese building code, and NAVFAC design criteria, while withstanding seismic and typhoon-related loading.
-I reviewed structural design documents for conformance with UFC 1-200-01, UFC 3-301-01, and local Japanese seismic code requirements. Assessed the structural design for lateral and gravity loads, foundation systems, concrete shear walls, and seismic detailing. Ensured compliance with performance-based seismic design criteria. Evaluated mechanical, electrical, and plumbing (MEP) designs for compatibility with U.S. Navy facility requirements and Japanese utility systems. This included review of HVAC load calculations, electrical distribution panels, life safety systems (fire alarm, mass notification), and water/wastewater piping layouts.

- Vertical Transportation Equipment (VTE) inspection contractor performance evaluation
- April 2025 to Current Time
- I reviewed all safety inspection testing methods performed by the contractor prior to implementation. I observed various inspections and all reports submitted by the VTE contractor. I validated results against industry standards including: ASME A17.1/CSA B44 and ASME A17.2. I made operational and safety recommendations for the use of passenger and freight elevators across the installation.

- Fire suppression inspection contractor performance evaluation
- April 2025 to Current Time
- I reviewed all inspection and maintenance reports on fire suppression systems across the installation for all existing and new systems. I reviewed primarily water sprinkler system reports but the installation had various other types of systems including deluge systems and foaming systems. I randomly observed system testing without prior notification to the contractor to ensure quality testing. All results were validated against standards including NFPA 13, NFPA 14, NFPA 24 and NFPA 291.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
January 2021	June 2021	During this time after graduation, I was preparing and attending Navy Officer Candidate School to commission as a U.S. Navy Civil Engineer Corps Officer

YONGDAI GU (23-663-69)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/08/2025

Citizenship
China

SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
2 years

Experience under licensed engineer
2 years

Disciplinary Action
None reported

FE EXAM PE EXAM

EDUCATION

Bachelors in Earth System Science
University of California, Irvine
September 2018–December 2021

Masters in Civil and Environmental Engineering
University of California, Berkeley
August 2022–May 2023

EXAMS

Fundamentals of Engineering (FE)
California
June 2023

Principles and Practice of Engineering (PE)
Civil
California
March 2024

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Stantec
Kentucky (United States)
Geotechnical Engineer EIT
July 2023—November 2024

Verified by
Adam A Crace
adam.crace@stantec.com

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

TASKS

I am an EIT reporting to a project manager, Adam Crace, a registered professional civil engineer in Kentucky, Tennessee, South Carolina, Kansas, North Carolina, and Ohio. My level of responsibility gradually expanded as I became more familiar and confident with design codes and standards from various agencies where I took more responsibilities without close direction. I performed many tasks, such as geotechnical investigation, lab testing, foundation related design, geotechnical reporting, and internal/external logistics coordination, throughout the full project lifecycle. I exercised judgment and worked independently within defined parameters, procedures and practices to determine appropriate action necessary to complete tasks and resolve issues. Decisions I made and errors in judgement/inaccuracies in work had limited impact as most work was reviewed by professional civil engineers who worked on the projects.

Work performed with supervision of Adam Crace: Evaluated and analyzed soil/rock sample testing data collected in the field to determine the nature of in-situ materials that are expected to encounter during barrack and highway design; Calculated soil parameters for barrack building, highway bridge and utilities foundation design; Designed deep foundation plans and parameters for highway bridges and utilities; Analyzed earthwork cut/fill conditions, evaluated earthwork stability, and implemented solutions to improve conditions as needed; Evaluated all data and parameters of civil/geotechnical design and delivered civil/geotechnical reports.

REPRESENTATIVE PROJECTS

Project 1
Name: I-69 Ohio River Crossing Design-Build Section 1 - Kentucky Approach
Location: Henderson, Kentucky, USA
Scope: State DOT highway expansion and upgrade project including design of roadway and bridges, bridges foundation related design, and earthwork analysis.
Date: 2023-2024
Role and Responsibility: I performed geotechnical investigation (develop and implement the drilling and safety plan, drilling coordination, field logging). I reviewed of drawings and specifications. I calculated slope stability and analyzed deep foundation-related matters. I gave geotechnical recommendations and developed geotechnical reports.

Project 2
Name: I-65 Central Corridor Bridge
Location: Louisville, Kentucky, USA
Scope: State DOT highway rehabilitation, expansion, and upgrade project including design of roadway and bridges, bridges foundation related design, and earthwork analysis.
Date: 2024
Role and Responsibility: I performed geotechnical investigation, including designing and implementing the drilling plan, and conducting field logging while analyzing soil/rock samples.

Project 3
Name: FTC FY26 & FY27 UEPH Barracks
Location: Fort Campbell, Kentucky, USA
Scope: Barracks project of federal agency including geotechnical investigation and data reporting to facilitate the design of barracks.
Date: 2024
Role and Responsibility: I performed geotechnical investigation, including field logging while analyzing soil and rock samples. I designed the plan of test pit excavation and oversaw the excavation.

WORK EXPERIENCE

Stantec
California (United States)
Geotechnical Engineer EIT
November 2024—July 2025

Verified by
Matthew Broaddus
matthew.broaddus@stantec.com

Experience Summary
Full-Time
Engineering: 8 months
Experience under licensed engineer: 8 months

TASKS

I am an EIT reporting to project engineer, Matthew Broaddus, a registered professional civil engineer. My level of responsibility gradually expanded as I became more familiar and confident with design codes and standards for dams and levees. I performed tasks including site visits: settlement analyses, geotechnical instrumentation data analyses, quantity derivations to support engineers opinion of probable construction costs (OPCC), lab testing and field data QA/QC, and geotechnical reporting, throughout many project phases. I exercised engineering judgment on geotechnical and construction related calculations and analyses.

Work performed with supervision of Matthew Broaddus:
Evaluated and analyzed soil/rock sample testing data collected in the field to determine the nature of in-situ materials of dams;
Evaluated parameters and design drawings of dam design and delivered levee design, civil/geotechnical reports and technical memos of dams.

Evaluated the feasibility of Grant Lake Shaft alternative designs and performed OPCC (Opinion of Probable Construction Costs) of different shaft designs working with structural engineers. This included evaluating site conditions, reviewing structural design drawings, making engineering judgement on construction methods used in OPCC, and calculating the amount of raw materials needed.

REPRESENTATIVE PROJECTS

Project 1
Name: Calero Dam Seismic Retrofit
Location: San Jose, California, USA
Scope: Calero Dam Seismic Retrofit Project is a detailed design project for a public utility.
It is a civil/geotechnical project to reinforce the dam's downstream embankment to meet current seismic standards and to replace or improve other infrastructure associated with the dam.
Date: 2025
Role and Responsibility: I performed settlement analyses for a proposed levee to protect a downstream valve yard from a 100-year storm event. I reviewed boring logs to determine soil classifications and exercised engineering judgement in accordance with USACE Settlement Analysis Engineer Manual (EM 1110-1-1904) to estimate settlement parameters in cases where laboratory data was limited or unavailable. I revised technical memorandum used for the 50% design submittal, by exercising engineering judgement on client comments.

Project 2
Name: Grant Lake Shaft Alternative Evaluation
Location: Grant Lake, California, USA
Scope: Grant Lake Shaft Alternative Evaluation is a civil engineering conceptual study evaluating alternatives to reconfigure the outlet shaft infrastructure at Grant Lake Reservoir to support future valve replacement. This includes design and construction fee estimation of the replacement and enlargement of Grant Lake Reservoir shaft house. This conceptual evaluation is the initial phase of future shaft design project of Grant Lake.
Date: 2025
Role and Responsibility: I reviewed Grant Lake Reservoir shaft construction drawings and specifications and derived quantities to support development of a Level 5 OPCC (Opinion of Probable Construction Cost). I interpreted the drawings of proposed shaft construction and calculated the amount of materials planning to be used, such as jet grout around the tunnel/shaft connection, concrete for secant pile shaft construction, and lengths for tiebacks and pipes. The quantities estimation helped civil and structural engineers to better estimate the overall cost of different proposed designs.

Project 3
Name: El Cap Subsurface Exploration
Location: San Diego, California, USA
Scope: El Capitan Dam Subsurface Exploration project is DSOD-regulated dam project for a municipal government. It includes geotechnical investigation and analysis of liquefaction potential of alluvium under El Capitan Dam.
Date: 2024-2025
Role and Responsibility: I was on the site of El Capitan Dam, documented the drilling work performed, and reviewed drill bits and samplers. In addition, I performed quality control (QC) on geotechnical laboratory testing and boring logs, including SPT/LPT hammer efficiency, N60 value, and USCS classification data, to ensure the quality of data incorporated in Geotechnical Data Report (GDR).

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
January 2022	July 2022	The regular 4-year program's graduation is on June 2022. I graduated early from UC Irvine at the end of 2021. I spent the time of January 2022 to July 2022 taking care of my late grandfather who was sick.

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/04/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
11 years, 2 months

Total Engineering Experience
12 years, 5 months

Experience under licensed engineer
11 years, 11 months

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

4+

EDUCATION

Bachelors in Civil Engineering (EAC)
University of Nevada, Reno
August 2008–December 2013

EXAMS

Fundamentals of Engineering (FE)
Nevada
February 2014

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2025

LICENSES

Additional Licenses
None

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Public Service Intern
May 2010—August 2010

Verified by
Aaron Schulman
ASchulman@dot.nv.gov

Experience Summary
Full-Time
Engineering: 3 months
Experience under licensed engineer: None

TASKS

- Collected GPS positions of highway monuments
- placed and collected TAC points
- Set and collected control monuments
- Collected GPS positioning of drainage pipe using real time kinematics
- Performed levels with backsight and foresight tying into monuments.

REPRESENTATIVE PROJECTS

Performed task and duties for preliminary engineering for a project along IR80 in Elko, Nevada. This project included challenges for running levels with short distances for the backsight and foresight, due to horizontal curves and steep elevations. It was key for me to keep as small of a tolerance as possible for best accuracy on each shot.

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Public Service Intern
May 2011—August 2011

Verified by
Aaron Schulman
ASchulman@dot.nv.gov

Experience Summary
Full-Time
Engineering: 3 months
Experience under licensed engineer: None

TASKS

- Collected GPS positions of highway monuments
- placed and collected TAC points
- Set and collected control monuments
- Collected GPS positioning of drainage pipe using real time kinematics
- Performed levels with backsight and foresight tying into monuments.

REPRESENTATIVE PROJECTS

The first project I worked on this summer was US50 in Austin, Nevada. The limits started about 20 miles west of Austin and finished east of the town limits. On this project, I collected GPS positions of highway monuments, placed and collected TAC points, set and collected control monuments, and performed levels with backsight and foresight tying into monuments. I collected the GPS positioning with a Tremble Tripod unit. When our team ran levels, I was holding one of the leveling rods. I would have to dial in my stride and be as accurate as possible with matching the distance set by the backsight distance. This project included challenges for running levels with short distances for the backsight and foresight, due to horizontal curves and steep elevations. It was key for me to keep as small of a tolerance as possible for best accuracy on each shot. The purpose of this survey was to create existing data points so this existing survey could be used in CAD for our designers. This survey was used for a preservation project.

The second project that I worked on for this summer was on US50, US6, and US93 in Ely, Nevada. The limits of the project were the town limits of Ely plus US6 heading south for about 24 miles to the intersection of SR318. On this project, I collected GPS positions of highway monuments, placed and collected TAC points, set and collected control monuments. This project was very rewarding for me as an intern as I was given the responsibility of placing the highway monuments and collecting their location. Each monument location needed to be every quarter mile with tighter windows as we approached the canyon. The purpose of this survey was to create existing data points so this existing survey could be used in CAD for our designers. This survey served two projects, one being a preservation project and the other was a major reconstruction of downtown Ely.

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Public Service Intern
May 2012—August 2012

Verified by
Jeff K. Johnson
Jeff.Johnson@dot.nv.gov

Experience Summary
Full-Time
Engineering: 3 months
Experience under licensed engineer: 3 months

TASKS

As a public service intern, I utilized MicroStation, Inroads, excel, and various State and Federal publications to create plan sheets and estimates for transportation projects. Heavily used ASHTO Green Book, MUTCD, NDOT standard plans, and NDOT specifications for the design on various projects the design team needed. Assisted on quantity take-offs, earthwork summaries, and CAD modeling. Field evaluations were required to evaluate the proposed scope and identify any items that could be added to the scope. Performed measurements in the field to verify survey was accurate.

REPRESENTATIVE PROJECTS

This internship was my first exposure to ProjectWise, MicroStation, and Inroads and my first project was to learn these programs. I was able to show my supervisor that I could learn these applications quickly and effectively by going through manuals and tutorials pertinent to Roadway Design. This internship was also my first exposure to a design position. The project that I assisted on was IR80 near the Beowawe Interchange. On this project, I was tasked with developing a median ditch detail in 3D. I evaluated the existing slopes, EOP location, ditch depth, and median width. My goal was to show slope flattening for more forgiving slopes. I made sure to abide by The Roadside Design Guide and The Green Book. I also made sure to stay in constant communication with the hydraulics engineer for any feedback regarding the design. I also assisted on other CAD file creation such as typical sections, special details, alignments, and verifying quantities. This project was about 12 miles long.

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Public Service Intern
May 2013—November 2013

Verified by
Jeff K. Johnson
Jeff.Johnson@dot.nv.gov

Experience Summary
Full-Time
Engineering: 6 months
Experience under licensed engineer: 6 months

TASKS

I utilized MicroStation, Inroads, excel, and various State and Federal publications to create plan sheets and estimates for transportation projects. Heavily used AASHTO Green Book, MUTCD, NDOT standard plans, and NDOT specifications for the design on various projects the design team needed. Assisted on quantity take-offs, earthwork summaries, and CAD modeling. Field evaluations were required to evaluate the proposed scope and identify any items that could be added to the scope. Performed measurements in the field to verify survey was accurate. Also, our team assisted the drainage division with placing existing hydraulic facilities into ARCGIS and ARC Explorer using As-builts, MicroStation files, and survey data. We then conducted field analysis of each hydraulic facility.

REPRESENTATIVE PROJECTS

This was my second internship with NDOT Roadway Design, and I was already trained up on MicroStation and Inroads, so I was able to hit the ground running where I utilized these applications to help our hydraulic design team build a hydraulic facility data system throughout the entire State of Nevada. I identified existing maintained hydraulic facilities in As-builts, CAD, or road viewer. I then took this information to the field for confirmation the facility exists. I inputted all of this information in ARCGIS. These tasks allowed me to learn at an intern level of reading construction plans. This allowed me to review different designs throughout the state. The biggest part of this experience was using the As-builts in conjunction with ARCGIS and MicroStation to build this database. This project took up most of my time in this internship as this was a database of the entire state of Nevada. This database was required because of the lack of oversight of stormwater facilities and the federal government requiring it. I also, performed Roadway Design CAD duties on various NDOT betterment projects. This work included creating typical sections, special details, alignments, and verifying quantities.

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Staff 1, Associate Engineer (Rotational Associate Engineer)
May 2014—August 2014

Verified by
Jessen Joseph Mortensen
JMortensen@dot.nv.gov

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

TASKS

- Worked on a construction crew inspecting plantmix bituminous surface, base aggregate, structure excavation, granular backfill, drip inlets, storm drainpipe, and curb and gutter completed by the contractor for each project
- Completed daily inspection reports and BMP reports.
- Use Station and offset for tracking utility adjustments
- Reading and utilizing Construction Plans
- Inspect traffic control devices and make sure they meet AASHTO MUTCD and NDOT standard plan Guidelines

REPRESENTATIVE PROJECTS

I was a Staff 1, Associate engineer within NDOT's Rotational engineering program. The only division I rotated within was the construction division. The first project that I worked on was a roadbed modification project on SR207 Kingsbury Grade in Lake Tahoe. The SR207 project is where I gained most my experience in this position and is where I was able to utilize NDOT standard plans to compare plan quantity versus placed quantity. I compared plan quantity versus actual placed quantity. Items included plantmix bituminous surface, base aggregate, structure excavation, granular backfill, drip inlets, storm drainpipe, and curb and gutter. Within the SR207 project, I also gained experience seeing the adjustment of utility covers while paving. I would track the station location and quantities between the construction plan and field conditions. I reviewed and was exposed to the roadbed modification design and the construction process in the field. I also reviewed and inspected the traffic control devices for a complex challenge the roadbed modification design brings. This was a great exposure for me because I gained experience reading construction plans and using various standard guidelines for how the plans were developed by the design team and then see how the construction team/contractor interrupt them these documents. I worked on the SR207 project from May of 2014 to July of 2014.

The second project that I worked on was a roadbed modification project on SR207 Kingsbury Grade in Lake Tahoe and a mill and overlay project on US50 in Mound House. The US50 project, I primarily inspected the construction and having of a frontage road near the intersection of SR341. I inspected and quantified the installation of median curbs and island for the new high-T intersection at the intersection of US50 and SR341. I inspected the construction and paving of the new free right turn that was realigned in the project at the intersection of SR341. I quantified the base aggregate and plantmix quantities and compared them to the construction plans and the installed quantities.

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Staff 1, Associate Engineer Roadway Designer
August 2014—July 2015

Verified by
Jeff K. Johnson
Jeff.Johnson@dot.nv.gov

Experience Summary
Full-Time
Engineering: 11 months
Post EAC degree: 11 months
Experience under licensed engineer: 11 months

TASKS

- Utilize various databases and coordinate with multiple divisions within NDOT to acquire existing design criteria for each project.
- Design and assist in the design of construction plan sheets that include title, location sketch, typical sections, summary, plan, profile, geometric, special detail, striping, right-of-way, and structure list sheets.
- Utilize MicroStation and Inroads to design horizontal alignments, vertical alignments (profiles), cross-sections, surfaces, templates, models, superelevation's, and end-area-volume reports.
- Utilize Integrated Project Development (EBidding) to produce estimates for each project with corresponding codes for each breakout.
- Utilize various NDOT and AASHTO publications in each design element for each project.
- Coordinate and lead review and design meetings for various projects.

REPRESENTATIVE PROJECTS

I worked on a 20-mile project on SR160 in Clark County between Mountain Springs and Pahrump. The scope consisted of constructing 20 median crossovers on the undivided highspeed roadway. The purpose and need of the project was to allow more turnarounds for NHP patrol. I was the lead designer for this project. I completed sight Distance, deceleration, acceleration, and turn templates for each median turnaround location. Using MicroStation and Inroads, I created title, location sketch, typical sections, quantity summary, plan and profile, geometric, special details, striping, right-of-way, and structure list sheets. I created roadway templates and created models within Inroads. I then created cross-sections to run end-area-volume reports to get my quantities. I completed a field evaluation to confirm my survey was accurate and to make sure no unknows would come up during construction. I coordinated with our utility and environmental teams to make sure I was not impacting any of their items. I worked directly with the hydraulic engineer to make sure the median ditch still conveyed water as intended with the new crossover in the middle of the ditch. I submitted the project for a 60%, 90%, 100% milestone. At each milestone, I completed a thorough review of each design. I also created and updated the project estimate in our estimating system. I created estimate breakouts with bid times and prices. I worked on this project from August of 2014 to April of 2015.

The second project I started to work on was a new bridge and roadway realignment project near Golconda. This project realigned Eden Vally Road to tie it into the new bridge structure over the Humboldt River. I worked on this project starting in January of 2015 to July of 2015 under the listed supervisor. During this timeframe, I reviewed the existing roadway and bridge to come up with alternative roadway alignments using the AASHTO Green Book. I completed this evaluation using MicroStation and Inroads. I created several horizontal and vertical alignments. This included the use of superelevation, runoff, and runout transitions. I also created roadway templates and modeled the template to each alignment to determine which alternative was the best choice base on cost, disturbance, utilities, environmental, ROW, and traffic control constraints. I coordinated and help implement designs for overhead electric utility realignments, ROW acquisitions, scour protection plan for the Humboldt River, and river diversion plan. I evaluated intersection sight distance evaluation and maintenance road implantation based on the States standard policies.

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Staff 1, Associate Engineer Roadway Designer
July 2015—July 2016

Verified by
Shawn P Paterson
SPaterson@dot.nv.gov

Experience Summary
Full-Time
Engineering: 1 year
Post EAC degree: 1 year
Experience under licensed engineer: 1 year

TASKS

- Utilize various databases and coordinate with multiple divisions within NDOT to acquire existing design criteria for each project.
- Design and assist in the design of construction plan sheets that include title, location sketch, typical sections, summary, plan, profile, geometric, special detail, striping, right-of-way, and structure list sheets.
- Utilize MicroStation and Inroads to design horizontal alignments, vertical alignments (profiles), cross-sections, surfaces, templates, models, superelevation's, and end-area-volume reports.
- Utilize Integrated Project Development (EBidding) to produce estimates for each project with corresponding codes for each breakout.
- Utilize various NDOT and AASHTO publications in each design element for each project.
- Coordinate and lead review and design meetings for various projects.

REPRESENTATIVE PROJECTS

The first project I started to work on was a new bridge and roadway realignment project near Golconda. This project realigned Eden Vally Road to tie it into the new bridge structure over the Humboldt River. I worked on this project July of 2015 to July of 2016 under the listed supervisor. During this timeframe, I reviewed the existing roadway and bridge to come up with alternative roadway alignments using the AASHTO Green Book. I completed this evaluation using MicroStation and Inroads. I created several horizontal and vertical alignments. This included the use of superelevation, runoff, and runout transitions. I researched the existing roadway and alignment and looked for points to tie the begin and end of the realigned roadway. The bridge was built on a tangent and at a 1% grade. Knowing this and having tie-in points decided, the curves were determined with super elevation provided by the Green Book. Using method 2 since this roadway is a low-speed roadway. The posted speed is 35 mph yielding a design speed of 45 mph. When a roadway is on a tangent, it is at a normal crown. -2% to right and -2% to the left from the center of the roadway is normal crown. When a roadway is in super elevation, one side of the roadway is elevated up from its normal state. This allows to fit the roadway in a tighter radius and maneuver around constraints. For this example, using method 2 and a maximum super elevation of 2%. I created roadway templates and modeled the template to each alignment to determine which alternative was the best choice base on cost, disturbance, utilities, environmental, ROW, and traffic control constraints. I coordinated and helped implement designs for overhead electric utility realignments, ROW acquisitions, scour protection plan for the Humboldt River, and river diversion plan. I evaluated intersection sight distance evaluation and maintenance road implantation based on the States standard policies. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, earthwork quantities, etc., plan and profile sheets, location control sheets, striping sheets, and structure list. I also coordinated with all other divisions regarding their design. I created several alternative alignments before settling on our preferred alternative to meet the project purpose and need. One of the most important aspects of the project was the realignment. this was important. Typically, we are completing preservation projects, but this was a unique opportunity early in my career to develop a horizontal and vertical alignment in a project.

The second project I worked on was the SR529 Carson Street Microsurface with ADA improvement. I worked on this project from July of 2015 to April of 2016. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, etc., plan and geometric sheets, location control sheets, striping sheets, and structure list. I evaluated the existing ADA to see if it met current standards and if it did not, I designed all concrete features such as sidewalk, curb ramps, and driveways to be ADA compliant. I calculated the lateral and longitudinal limits for each location depending of the existing tie-in data or existing slopes of the roadway.

The third project that I was the primary designer for was the SR 828 Shared Use Path with ADA improvements. I worked on this project July of 2015 to July of 2016 under the listed supervisor. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, etc., plan and profile sheets, geometric sheets, location control sheets, striping sheets, and structure list. My first task on this project was to evaluate alternative designs. I evaluated how the path could limit utility and ROW

impacts, environmental impacts, and drainage impacts. I also evaluated sight distance at every intersection and implemented designs with curb and gutter to help guide both the path users and roadway users because of sight constraints. I implemented all ADA standards into my design as this is a path for all users.

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Staff 2, Associate Engineer Roadway Designer
July 2016—July 2019

Verified by
Samantha Michelle Dowd
Samantha.dowd@c-agroup.com

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

TASKS

- Utilize various databases and coordinate with multiple divisions within NDOT to acquire existing design criteria
- Write memos such as geometric approvals, right of way settings, right of way verifications, tree removals and project submittals.
- Write and review design agreements with outside entities.
- Design construction plan sheets that include title, location sketch, typical section, summary, plan, profile, geometric, special detail, striping, right-of-way, and structure list sheets.
- Utilize Microstation and Inroads to design horizontal alignments, vertical alignments (profiles), cross-sections, surfaces, templates, models, superelevations, and end-area-volume reports.
- Utilize Integrated Project Development (EBidding) to produce estimates for each project with corresponding codes for each breakout.
- Utilize various NDOT and AASTO publications in each design element for each project.
- Coordinate and lead review and design meetings for various projects.
- Coordinate with consultants and outside entities such as utilities, landscape, hydraulic and roadway design.
- Lead Field assessments and consultant designed meetings.

REPRESENTATIVE PROJECTS

The first project I worked on was a bridge and roadway realignment project near Golconda. This project realigned Eden Vally Road to tie it into the new bridge structure over the Humboldt River. I worked on this project July of 2016 to January of 2018 under the listed supervisor. I worked on this project as a staff 1, associate engineer and it followed me in my promotion to staff 2. I was the primary roadway designer and coordinator for the project. I created the horizontal/vertical alignment. This included the use of superelevation, runoff, and runout transitions. I created roadway templates and modeled the template to each alignment to determine which alternative was the best choice base on cost, disturbance, utilities, environmental, ROW, and traffic control constraints. I coordinated and helped implement designs for overhead electric utility realignments, ROW acquisitions, scour protection plan for the Humboldt River, and river diversion plan. I evaluated intersection sight distance evaluation and maintenance road implantation based on the States standard policies. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, earthwork quantities, etc., plan and profile sheets, location control sheets, striping sheets, and structure list. I also coordinated with all other divisions regarding their design. I created several alternative alignments before settling on our preferred alternative to meet the project purpose and need. I managed this project to its completion including construction support.

The second project I worked on was the SR 828 Shared Use Path with ADA improvements. I worked on this project July of 2015 to July of 2019 under the listed supervisor. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, etc., plan and profile sheets, geometric sheets, location control sheets, striping sheets, and structure list. My first task on this project was to evaluate alternative designs. I evaluated how the path could limit utility and ROW impacts, environmental impacts, and drainage impacts. I also evaluated sight distance at every intersection and implemented designs with curb and gutter to help guide both the path users and roadway users because of sight constraints. I implemented all ADA standards into my design as this is a path for all users.

The third project I worked on was the I-580 Mill and Overlay with ITS and ADA improvements. I worked on this project from July of 2015 to July of 2019. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, etc., plan and geometric sheets, location control sheets, striping sheets, and structure list. I evaluated the existing ADA to see if it met current standards and if it did not, I designed all concrete features such as sidewalk and curb ramps to be ADA compliant. I calculated the lateral and longitudinal limits for each location depending on the existing tie-in data or existing slopes of the roadway.

The fourth project I worked on was the IR80 rubblization project at the Mote interchange. I worked on this project from February of 2017 to November of 2017. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, earthwork etc., plan and geometric sheets, location control sheets, striping sheets, and structure list. This project included slope flattening, so I utilized MicroStation and inroads to build a template and model to create cross section to acquire embankment quantities. The design surface was then used to assist the drainage engineer for pipe extensions.

The fifth project I worked on was the SR 445 Pyramid Highway auxiliary lane widening from September of 2018 to March of 2019. I created the title sheet, location sketch, typical sections, summary of quantities for plantmix, base, earthwork etc., plan and geometric sheets, location control sheets, striping sheets, and structure list.

The sixth project I worked on is the Centennial Bowl traffic control for phase 3D. I worked on this from February 2019 to July 2019. This project consisted of flyover ramp designs and the realignment/reconstruction of IR215 in Las Vegas. I was the traffic control designer. I phased the project that met the project goal and cost. I designed shoefly's that would be necessary to keep traffic moving and limit closers.

CURTIS HARTZELL (14-270-14)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation
Nevada (United States)
Supervisor 3, Associate Senior Roadway Designer and Project Coordinator
July 2019—July 2025

Verified by
Brian Michael Deal
BDeal@dot.nv.gov

Experience Summary
Full-Time
Engineering: 6 years
Post EAC degree: 6 years
Experience under licensed engineer: 6 years

TASKS

- Train and supervise a squad of 4 staff 2, associate engineers
- Utilize various databases and coordinate with multiple divisions within NDOT to acquire existing design criteria
- Write memos such as geometric approvals, right of way settings, right of way verifications, tree removals and project submittals.
- Write and review design agreements with outside entities.
- Design construction plan sheets that include title, location sketch, typical section, summary, plan, profile, geometric, special detail, striping, right-of-way, and structure list sheets.
- Utilize MicroStation and Inroads to design horizontal alignments, vertical alignments (profiles), cross-sections, surfaces, templates, models, superelevation's, and end-area-volume reports.
- Utilize Integrated Project Development and Masterworks to produce estimates for each project with corresponding codes for each breakout.
- Utilize various NDOT and AASHTO publications in each design element for each project.
- Coordinate and lead review and design meetings for various projects.
- Coordinate with consultants and outside entities such as utilities, landscape, hydraulic and roadway design.
- Lead Field assessments and consultant designed meetings.

REPRESENTATIVE PROJECTS

As supervisor 3, associate engineer within the Roadway Design division, I have trained and supervised a total of 10 Staff 2 Designers and trained 3 technicians over the listed timeframe.

Brightline West High-Speed Train Project IR15 Stateline to Blue Diamond Interchange (2018-current). I am the lead technical reviewer. I also am a project coordinator, and I attend weekly meetings with the management for all parties regarding the engineering aspects for this project. Brightline West has phased the Nevada portion into 15+ phases. I have reviewed most phases up to a 60% design and all phases up to a 30% phase. I have also reviewed their agreements for design, construction, and maintenance.

US50 Mill and Overlay with ADA and bike lanes (July 2019 - June 2023). I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, Landscape, signs, signals and lighting, utilities, right-of-way, and environmental. I provided design support for when the project was in advertisement and in construction. I organized the entire plan set working with other disciplines and provided insight and guidance how their discipline would be impacted. This includes the estimate and bid item development.

IR15 Sloan to Warm Springs NDOT Contract 3982 widened (April of 2020 to April of 2023 for design (construction is 70% complete)). This project is located on Interstate 15 from Sloan Interchange to Warm Springs Grade Separation. I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, structural consultant, Landscape, landscape consultant, geotechnical, signs, signals and lighting, utilities, right-of-way, environmental, traffic analysis, Traffic information, and public outreach. I help facilitate a monthly meeting to make sure the project met its deadlines. I coordinated this project with the High-Speed Train project by Brightline West as their project is in the same project limits.

SR595 Rainbow Blvd Mill and Overlay with ADA from Tropicana to Silverstream Ave. (May of 2020 to June of 2025). I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, Landscape, signs, signals and lighting, utilities, right-of-way, environmental, traffic analysis, Traffic information, and public outreach. I provided design support for when the project was in advertisement and in construction. I organized the entire plan set working with other disciplines and provided insight and guidance how their discipline would be impacted. This includes the estimate and bid item development.

SR445 New Signal with auxiliary lanes at Egyptian Drive (February 2021 - June 2023). I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, Landscape, signs, signals and lighting, utilities, right-of-way, and environmental. I provided design support for when the project was in advertisement and in construction. I organized the entire plan set working with other disciplines and provided insight and guidance how their discipline would be impacted. This includes the estimate and bid item development.

IR80 Mill and Overlay 15-mile project near the Jessup and Trinity Interchanges. (May 2022 - Current). I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, Landscape, signs, signals and lighting, utilities, right-of-way, and environmental. I provided design support for when the project was in advertisement and in construction. I organized the entire plan set working with other disciplines and provided insight and guidance how their discipline would be impacted. This includes the estimate and bid item development.

IR215 Mill and Overlay from IR15 to Windmill Interchange (September 2022 to December 2024). I coordinated and managed the project from start to finish. I coordinated with all disciplines such as drainage, structures, Landscape, signs, signals and lighting, utilities, right-of-way, and environmental. I also provided design support for when the project was in advertisement and in construction. I organized the entire plan set working with other disciplines and provided insight and guidance how their discipline would be impacted. This includes the estimate and bid item development.

IR80 SBX Phases 2 NEPA Spaghetti Bowl to McCarren Interchange (October 2023 - Current). I created alternative horizontal and vertical alignments to meet the project's purpose and need.

SAI TEJESH JAMMULA (22-175-43)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/10/2025

Citizenship
India

SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
13 years, 10 months

Experience under licensed engineer
13 years, 3 months

Disciplinary Action
None reported

FE EXAM

PE EXAM

4+

EDUCATION

Bachelors in Civil Engineering
Osmania University
July 2005–May 2009

Masters in Computer Aided Structural Engineering
International Institute of Information Technology India
August 2009–June 2011

EXAMS

Fundamentals of Engineering (FE)
Texas
March 2025

Principles and Practice of Engineering (PE)
Civil
Nevada
March 2025

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Moldtek Engineering
Georgia (United States)
Design Engineer
July 2011—February 2014

Verified by
RAJASHEKHAR D RAPOLU
raj.rapolu.1980@gmail.com

Experience Summary
Full-Time
Engineering: 2 years, 7 months
Experience under licensed engineer: 2 years, 7 months

TASKS

Tasks and Duties : Engineering 100%
Modelling, analysis and design of structural modules in STAAD.Pro, ETABS, RAM Concept as per American and Indian codes. Qualification of structural members, connections and preparation of calculation note/ design report. Preparation of spreadsheets for design of connections in excel. Review of Structural GA and Fabrication drawings. Coordination of work with other disciplines to resolve conflicts.

REPRESENTATIVE PROJECTS

Design of Conveyor Structures and Foundations

Project Name: L&T SAIL, Bhilai Steel Plant

Scope: Analysis and design of steel structures and foundations for material handling systems

Dates of Project: July 2011 - March 2012

I designed the structural systems for conveyor galleries, roof trusses, main gallery trusses, 2-legged and 4-legged trestles, and junction houses for a major steel plant. I created STAAD.Pro models for analysis and design, adhering to IS 800:1984. I also designed isolated, combined, pile, and raft foundations for these structures. To streamline repetitive calculations, I developed in-house Excel templates for member design, purlins, side runners, and foundation checks. I reviewed structural GA and fabrication drawings to ensure compliance with engineering standards and constructability.

Structural Design of Building

Project Name: LCEC Operations Center Building, Fort Myers, FL

Scope: This project involved the structural design of the LCEC (Lee County Electric Cooperative) Operations Center in Fort Myers, Florida. The building measured 175 feet in length, 105 feet in width, and 53 feet in height. I was responsible for designing concrete moment frames, cantilevered elements, and a solid 8-inch thick floor slab.

Dates of Project: March 2012 - December 2012

Using structural analysis and design software including ETABS, RAM Concept, and ENERCALC, I ensured the structure met the Florida Building Code 2004, ASCE 7-05, and ACI 318 standards. I designed the building’s structural system, performed load analysis, and prepared detailed calculations. I reviewed structural GA drawings, foundation plans, and complete structural design calculations.

Structural Facility Modifications for SLS Core Stage Testing

Project Name: B-2 Test Staad Restoration Assessment, NASA Stennis Space Center, MI

Scope: This project involved major upgrades to NASA’s B-2 Test Stand at Stennis Space Center to support full-scale testing of the SLS (Space Launch System) Core Stage. Originally designed for Saturn V and later used for Space Shuttle and Delta IV testing, the stand required extensive modifications to accommodate the SLS stage, which exceeds 200 feet in height and includes four RS-25 engines.

Dates of Project: December 2012 - August 2013

I contributed to the development and implementation of structural and mechanical modifications, including extending the steel superstructure from approximately 290 feet to nearly 350 feet. New platforms, walkways, and access systems were added to support operations at higher elevations. I also supported enhancements to the main derrick crane, which was extended by 50 feet and upgraded to a 195-ton capacity to lift and maneuver the larger SLS stage. The crane base and operational systems were reinforced accordingly.

Bus Supporting Steel Structure

Project Name: Clark Public Utilities, King Substation, Vancouver, WA

Scope: Detailed engineering and design of bus support structures capable of supporting incoming busbars from field transformers, ensuring compliance with electrical and structural codes.

Dates of Project: August 2013 - February 2014

I designed the structural systems for bus supports by creating Staad.Pro models to analyze and design the steel structure below for loads from bus supports, wind and seismic loads were also calculated using ASCE 7-10 and the design is performed per AISC 360-10. I also designed steel connections and foundations for these structures using spreadsheets developed inhouse. I reviewed structural GA and fabrication drawings to ensure compliance with engineering standards and constructability. Have also coordinated with mechanical and electrical teams for alignment and grounding.

SAI TEJESH JAMMULA (22-175-43)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Cyient Ltd
Georgia (United States)
Sr. Design Engineer (Level-4)
March 2014—October 2014

Verified by
Fareezuddin Imroze Mohammad
mfareezuddin@gmail.com

Experience Summary
Full-Time
Engineering: 7 months
Experience under licensed engineer: None

TASKS

Tasks and Duties : Engineering 100%
Modelling, analysis and design of structural modules (Auxiliary Beams Module) in GTStrudl as per American codes and clients design criteria. Qualification of structural members, connections and preparation of calculation note/ design report. Preparation of spreadsheets for design of connections in excel and Mathcad.

REPRESENTATIVE PROJECTS

Vogtle Energy Plant, AP1000 Advanced Passive Water Reactor Nuclear Plant, for Westinghouse Electric Company in Waynesboro, Georgia.

Design of Auxiliary Beams (March 2014 - October 2014)
As a Senior Engineer on this project, I have gathered data of multiple interconnecting beams supporting various auxiliary items such as supporting cable trays, conduits, piping, HVAC from the Navisworks 3D Model and have prepared the digital twin of the same in FEM software GTStrudl to analyze and design the members for various loads acting on it per N690-1994 and Design Criteria per Client and have designed the connections using Inhouse Excel spreadsheets and Mathcad.

WORK EXPERIENCE

AAES Engineering
New Jersey (United States)
Lead Structural Engineer
October 2014—February 2021

Verified by
Raj Ekhalikar
raj@exlengineers.com

Experience Summary
Full-Time
Engineering: 6 years, 4 months
Experience under licensed engineer: 6 years, 4 months

TASKS

FEED studies, detailed design and analysis, fabrication, estimations, client and vendor liaison, project documentation.
Coordination of work and liaison with other disciplines and organizing meetings to ensure proper communication to ensure on time issue of engineering documents.
Development of departmental standards and provided training to graduate engineer trainees.

REPRESENTATIVE PROJECTS

Upgradation of Existing Facilities

Project Name : Nestle Expansion, Freehold, NJ

Scope of Work: Designed and upgraded structural systems across various sections of an operational food processing facility.

Dates: October 2014 – August 2015

Designed substation buildings, roof trusses, extended access platforms, dunnage platforms, roasting platforms, pellet tracks, and supports for nitrogen tanks. Coordinated with mechanical and electrical teams to integrate new systems with minimal plant disruption. Ensured compliance with applicable building codes and food plant structural design requirements.

Upgradation of Existing Facilities

Project Name: Covanta Plymouth Waste-to-Energy Plant, PA

Scope of Work: Retrofit and expansion of existing power plant platforms and mechanical equipment supports.

Dates: August 2015 – April 2016

Designed boiler platforms, ID fan platforms, trolley beams, and modifications to existing steel platforms. Assessed existing structural members and foundations for additional loading and recommended reinforcement where necessary. Conducted load calculations and structural analysis using STAAD.Pro and manual methods.

Upgradation of Existing Facilities

Project Name: Buzzi, Cape Girardeau, MO

Scope of Work: Design of ammonia tank support structure and associated pipe routing for emission control system.

Dates: April 2016 – January 2017

Designed support building for 2 × 25,000-gallon ammonia tanks at existing cement plants. Created layout for pipe routing from tanks to plant injection points. Designed pipe supports, racks, and anchors to accommodate thermal movement.

Design Review of Air Cooled Condenser Supporting Structure

Project Name: ENEXIO, CPV Valley ACC Retrofit, NY

Scope of Work: Structural retrofit of under-designed Air-Cooled Condenser (ACC) platform to meet code compliance.

Dates: January 2017 – November 2017

Assessed existing steel framing using STAAD.Pro and redesigned members as needed per AISC 360-10 and ASCE 7-10.
Developed reinforcement and retrofit design packages.
Coordinated field implementation and reviewed contractor work for compliance with design intent. Verified structural adequacy under wind, seismic, and service loads.

Design of Preheater Tower

Project Name: Polysius Buzzi Preheater, Maryneal, TX

Scope of Work: Structural modeling, analysis, and connection design for a cement plant preheater tower.

Dates: November 2017 – December 2018

Created and managed the STAAD.Pro model for the preheater tower structure. Assigned loads, design parameters, and member releases; updated the model as required. Designed steel connections using RAM Connection and spreadsheet tools. Designed pipe racks and foundations considering thermal and equipment loads.

Design of Air Cooled Condenser Supporting Structures

Project Name: SPIG Alaska, Fairbanks, AK

Scope of Work: Full structural design of air-cooled condenser (ACC) system, including dynamic and vibration analysis.

Dates: December 2018 – October 2019

Modeled fan bridge and ACC framing using STAAD.Pro; performed modal and vibration analysis. Designed and checked structural connections using spreadsheets. Prepared estimates and verified drawing packages before construction. Ensured compliance with cold-weather and seismic design requirements.

Design of Structures in Cement Plant

Project Name: TKIS, Orocem CalPortland, Portland, OR

Scope of Work: Structural design of buildings and foundations for new cement mill equipment in a high seismic zone.

Dates: October 2019 – February 2021

Designed multiple buildings for mills, conveyors, and support systems using AISC 360-10, AISC 341, and ASCE 7-10 seismic criteria. Provided structural framing systems to support heavy rotating equipment and silos. Resolved interface issues with mechanical vendors and selected optimal structural systems from vendor options. Reviewed and verified shop drawings for fabrication compliance.

WORK EXPERIENCE

J. F. Kiely Engineering
New Jersey (United States)
Lead Structural Engineer
February 2021—May 2023

Verified by
Christopher Pesce
cpesce@kielybuilds.com

Experience Summary
Full-Time
Engineering: 2 years, 3 months
Experience under licensed engineer: 2 years, 3 months

TASKS

FEED studies, detailed design and analysis, fabrication, estimations, client and vendor liaison, project documentation. Coordination of work and liaison with other disciplines and organizing meetings to ensure proper communication to ensure on time issue of engineering documents. Development of departmental standards and provided training to graduate engineer trainees.

REPRESENTATIVE PROJECTS

Design review of Cement Plant

TKIS, Charmod Michigan Raw Mill, Charlevoix, MI

Scope of Work: Structural design review and coordination of raw mill structure for cement plant in compliance with seismic code.

Dates: February 2021 – June 2021

Reviewed the raw mill support structure using SAP2000 as per AISC 360 and ASCE 7. Reviewed structural design packages, including calculations, drawings, and specifications. Verified adequacy of equipment support framing, anchorage systems, and load path continuity for tanks, platforms, and pipe racks. Recommended design changes for improved constructability, reduced material use, and compliance with client standards.

Design of Tank Foundations

Project Name: Messer, Chevron H_2 Filling Station, CA

Scope of Work: Structural design and anchorage detailing for hydrogen tank foundations in a high seismic region.

Dates: June 2021 – January 2022

Designed foundations for various hydrogen storage tanks for Chevron's H_2 filling station.
Coordinated with mechanical vendors to finalize anchorage and layout for seismic and wind considerations. Ensured compliance with California seismic design requirements and hydrogen safety standards.

Design of Modular Process Skids

Project Name: KMPS, Origin (Pioneer Plant), Port Huron, MI

Scope of Work: Full structural integration of modular process units for a biomass-to-CMF chemical production facility.

Dates: January 2022 – September 2022

Designed structural systems for 18 interconnected modules: 12 ground-supported modules at 80 ft height, 4 additional modules stacked on top, and 2 stair modules, one on top of the other. Performed stability and framing design for heat exchangers, tanks, and vertical process equipment. Developed interface supports for vertical stacking and lateral stability of modular structures.

Design of Modular Process Skids

Project Name: KMPS, Goodyear Modular Systems, Beaumont, TX

Scope of Work: Design of modular structural systems for chemical process units including equipment support.

Dates: September 2022 – May 2023

Designed modular steel structures to support pumps, tanks, columns, and separation equipment. Conducted structural analysis for multiple loading conditions including operational loads, transport loads, and lifting points during module shipping and installation. Delivered design packages suitable for modular preassembly and field installation.

WORK EXPERIENCE

EXL Engineers
New Jersey (United States)
Lead Structural Engineer
May 2023—June 2025

Verified by
Raj Ekhalikar
raj@exlengineers.com

Experience Summary
Full-Time
Engineering: 2 years, 1 month
Experience under licensed engineer: 2 years, 1 month

TASKS

Designing structural systems such as beams, columns, slabs, foundations, and shear walls in accordance with applicable codes like ACI 318, IBC, ASCE 7, and IRC. Duties involved performing load calculations for gravity and lateral forces (wind, seismic), preparing construction drawings and specifications, and using analysis software such as STAAD.Pro, ETABS, or SAP2000. The role also required reviewing geotechnical reports to design suitable foundation systems, coordinating closely with architects and MEP engineers to resolve design conflicts, and ensuring constructability. Additional tasks included reviewing shop drawings, responding to RFIs, conducting site inspections to verify compliance with design intent, and ensuring overall code compliance and structural integrity throughout the project lifecycle.

REPRESENTATIVE PROJECTS

Upgradation of Existing Facilities

Project Name: Cape Girardeau Cyclone Upgradation, MO

Scope of Work: Designed and upgraded cyclones in Pre heater building and retrofitted the existing preheater

Dates: May 2023 - June 2024

The project involves upgrading existing cyclones and ducts on a preheater building originally constructed in 1980, bringing the entire structure up to current code standards such as AISC 360-16, ASCE 7-16, and IBC 2021. The scope includes a thorough structural assessment of the existing steel and concrete elements through site inspections, review of original documents (if available), material testing, and development of an accurate as-built model using software like STAAD.Pro or SAP2000. A code gap analysis will identify deficiencies in seismic, wind, and gravity load resistance, as well as thermal and dynamic loading compatibility with new process equipment. The integration of new cyclones and ducts will require structural modifications to support frames, duct anchorage, expansion joints, and access platforms, while also addressing increased loads and altered load paths. Where required, structural retrofitting will be implemented through member strengthening, bracing upgrades, foundation enhancement, and connection reinforcement. Deliverables include updated structural calculations, retrofit drawings, fabrication/shop drawings, erection sequencing, and a complete bill of materials. All modifications will ensure code compliance, constructability, and operational safety, with coordination across disciplines.

Design of Industrial PEB Building

Project Name: PEB building at 55 Governor St, Paterson, NJ

Scope of Work: Design, detailing and Shop drawings of PEB building for industrial structure.

Dates: June 2024 - May 2025

Designed PEB as per Architectural plans using Staad.Pro and prepared comprehensive structural drawing packages including plans, elevations, sections, and all required construction details such as girts, siding connections, and structural supports. Developed detailed load tables addressing all applicable load cases—dead, live, wind, and seismic (lateral) to support foundation design. Created a complete Tekla Structures model to generate precise shop drawings, including individual piece drawings and coordinated erection plans. Submitted a full Bill of Materials (BOM) for procurement and fabrication purposes, ensuring alignment with construction sequencing and project specifications.

CREDENTIALS EVALUATION - ENGINEERING

JAMMULA, SAI TEJESH
(22-175-43)

DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
Osmania University / Bachelors in Civil Engineering 07/01/2005 — 05/01/2009	India	English	43
International Institute of Information Technology India / Masters in Computer Aided Structural Engineering 08/01/2009 — 06/01/2011	India	English	None

COMPARABILITY SUMMARY

Outcome: Not Equivalent

Area	Hours	Deficiency
Math/Science	35 / 32	None
Engineering	61 / 48	None
General Education	7 / 12	Missing 5 hours
Elective/Other	35 / N/A	None

SPECIAL NOTE

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.

MATH/SCIENCE

Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	Osmania University / Bachelors in Civil Engineering	3
Calculus II	Osmania University / Bachelors in Civil Engineering	3
Chemistry	Osmania University / Bachelors in Civil Engineering	4
Differential Equations	Osmania University / Bachelors in Civil Engineering	3
Engineering Geology	Osmania University / Bachelors in Civil Engineering	4
Engineering Mechanics	Osmania University / Bachelors in Civil Engineering	3
Environmental Science	Osmania University / Bachelors in Civil Engineering	3
Fluid Mechanics I	Osmania University / Bachelors in Civil Engineering	4
Physics	Osmania University / Bachelors in Civil Engineering	4
Strength of Materials I	Osmania University / Bachelors in Civil Engineering	4
	Total semester credit hours earned:	**35.00**

Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Earthquake Engineering	Osmania University / Bachelors in Civil Engineering	3
Environmental Engineering	Osmania University / Bachelors in Civil Engineering	4
Finite Element Method	Osmania University / Bachelors in Civil Engineering	3
Fluid Mechanics II	Osmania University / Bachelors in Civil Engineering	4
Foundation Engineering	Osmania University / Bachelors in Civil Engineering	3
Hydrology	Osmania University / Bachelors in Civil Engineering	3
Mechanical & Electrical Engineering	Osmania University / Bachelors in Civil Engineering	3
Project	Osmania University / Bachelors in Civil Engineering	3
Reinforced Concrete	Osmania University / Bachelors in Civil Engineering	3
Soil Mechanics	Osmania University / Bachelors in Civil Engineering	4
Steel Structures	Osmania University / Bachelors in Civil Engineering	3
Strength of Materials II	Osmania University / Bachelors in Civil Engineering	3
Structural Design I	Osmania University / Bachelors in Civil Engineering	3
Structural Design II	Osmania University / Bachelors in Civil Engineering	3
Theory of Structures I	Osmania University / Bachelors in Civil Engineering	3
Theory of Structures II	Osmania University / Bachelors in Civil Engineering	3
Transportation Engineering	Osmania University / Bachelors in Civil Engineering	4
Water Resources Engineering I	Osmania University / Bachelors in Civil Engineering	3
Water Resources Engineering II	Osmania University / Bachelors in Civil Engineering	3
	Total semester credit hours earned:	**61.00**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
Economics & Accounting	Osmania University / Bachelors in Civil Engineering	3
English	Osmania University / Bachelors in Civil Engineering	4
	Total semester credit hours earned:	**7.00**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Building Drawing	Osmania University / Bachelors in Civil Engineering	3
Computer Programming	Osmania University / Bachelors in Civil Engineering	4
Concrete Technology	Osmania University / Bachelors in Civil Engineering	3
Construction Management	Osmania University / Bachelors in Civil Engineering	3
Contract, Specification, Estimation	Osmania University / Bachelors in Civil Engineering	3
Engineering Graphics	Osmania University / Bachelors in Civil Engineering	3
Engineering Materials	Osmania University / Bachelors in Civil Engineering	3
Matrix Methods & Computer Applications	Osmania University / Bachelors in Civil Engineering	3
Seminar	Osmania University / Bachelors in Civil Engineering	1
Surveying I	Osmania University / Bachelors in Civil Engineering	4
Surveying II	Osmania University / Bachelors in Civil Engineering	4
Workshop	Osmania University / Bachelors in Civil Engineering	1
	Total semester credit hours earned:	**35.00**

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.

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Post-graduate courses are ONLY used in an evaluation if they can assist in eliminating deficiencies that may be indicated in the undergraduate program.

Official Evaluations are ONLY available to state licensing boards and international exam sites through an applicant's NCEES account.

ARMIN KEYMARAM (18-626-85)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/11/2025

Citizenship
Canada

SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
16 years, 4 months

Experience under licensed engineer
16 years, 4 months

Disciplinary Action
None reported

FE EXAM

PE EXAM

4+

EDUCATION

Bachelors in Civil Engineering
Islamic Azad University
September 2004–November 2008

Masters in Civil Engineering - Structure
Babol Noshirvani University of Technology
September 2009–September 2011

EXAMS

Fundamentals of Engineering (FE)
APEGA
March 2018

Principles and Practice of Engineering (PE)
Civil
APEGA
April 2025

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Yara Corporation
Mazandaran (Iran)
Civil/Structural Engineer
October 2008—June 2018

Verified by
HAMID REZAEI DOGAHEH
Hrezaei@fdcorp.com

Experience Summary
Full-Time
Engineering: 9 years, 8 months
Experience under licensed engineer: 9 years, 8 months

TASKS

I began my career at Yara Corporation as a Quality Control Laboratory Technician**, where I conducted standard quality control tests, compiled reports, and ensured materials met relevant specifications and project standards.

Then, I was promoted to a Junior Civil/Structural Engineer. In this position, I supported senior engineers in preparing structural drawings, quantity take-offs, technical submittals, and preliminary structural calculations. I began taking on greater responsibility in both design and coordination activities, assisting with interdisciplinary reviews and construction documentation.

Following several years, I advanced to a Civil/Structural Engineer role, where I took full ownership of structural engineering tasks for large-scale infrastructure and industrial projects. My responsibilities included conducting detailed structural analysis and design of reinforced concrete and steel structures using tools such as SAFE and ETABS, performing manual calculations, and preparing complete engineering packages. I reviewed, marked up, and approved construction drawings and shop drawings, and ensured compliance with local codes and international standards.

In addition to office-based engineering work, I was heavily involved in field activities. I performed QC inspections to verify that construction aligned with approved designs, investigated and resolved on-site design issues, and coordinated closely with contractors and project managers. I also prepared technical reports, responded to RFIs, and supported construction teams with real-time engineering input.

During my first two years as a lab technician, about 30% of my work was engineering-related. Over the next 8 years as a junior and then full civil/structural engineer, around 80% of my role involved engineering tasks such as design, analysis, and field inspections, with 20% focused on coordination and documentation.

REPRESENTATIVE PROJECTS

During my 10 years at Yara Corporation, I participated in a range of infrastructure and building projects that offered progressive responsibility and technical development. My role evolved from lab technician to senior civil/structural engineer. The following representative projects illustrate my engineering involvement in both office and field settings:

1. BEHR Ring Road Project
Role: QC Lab Technician (2 years)
This project involved the construction of a dual carriageway with two overpasses, one underpass, a petrol station, and rest stops. As a lab technician, I was responsible for testing construction materials, including concrete, soil, and aggregates. I conducted compressive strength tests, soil compaction tests, and reported results in compliance with relevant project standards. I worked closely with site engineers and quality control teams to ensure materials met required specifications, which laid the foundation for my technical understanding of field operations and construction quality assurance.

2. Caspian Road Widening and Interchange Upgrade
Role: Junior to Intermediate Civil/Structural Engineer (3 years)
This major transportation project involved widening a 35 km two-way road into a six-lane highway and constructing three grade-separated interchanges. I was involved in both office and field engineering tasks. In the office, I performed structural analysis and design, including bridge elements, abutments, and retaining walls using software such as SAP2000. I prepared design calculation packages, participated in interdisciplinary coordination meetings, and reviewed contractor shop drawings.

On site, I conducted inspections of reinforcement placement, concrete pouring, and earthworks. I resolved field issues by coordinating with contractors and revising designs to accommodate site conditions such as utility clashes or geotechnical constraints. This role helped me develop practical engineering judgment and the ability to adapt designs to real-world conditions.

3. Iran Mega Mall – Composite Steel and Concrete Structure (18+ million ft²)
Role: Senior Civil/Structural Engineer (3 years)
As the lead structural engineer on one of the largest commercial developments in the region, I was responsible for the full structural scope from design through construction. The project included a complex composite structural system integrating steel framing with reinforced concrete cores and slabs.

I led structural analysis and design using ETABS, SAFE, and manual calculations to ensure code compliance (ACI, ASCE, local codes). I produced and reviewed construction drawings, stamped and approved design packages, and led coordination with architectural and MEP teams. I managed structural submittals and ensured the accuracy of shop drawings.

In the field, I regularly conducted inspections of steel connections, concrete structures, and overall structural alignment. I resolved design conflicts and site challenges, issued field change directives, and worked directly with contractors to maintain structural integrity and safety throughout the construction process.

These projects demonstrate my progressive engineering experience, from quality control and technical support to performing detailed design, coordination, and on-site implementation. My exposure to both office and field engineering environments enabled me to develop a well-rounded understanding of the full project lifecycle, technical standards, and constructability considerations essential to civil/structural engineering practice.

WORK EXPERIENCE

Kiewit
Alberta (Canada)
Lead Field Engineer
June 2018—September 2021

Verified by
Davood Baghaei
david.baghaei@kiewit.com

Experience Summary
Full-Time
Engineering: 3 years, 3 months
Experience under licensed engineer: 3 years, 3 months

TASKS

At Kiewit, I worked for three years on the Southwest Calgary Ring Road (SWCRR) project, one of Alberta's largest transportation infrastructure projects, focused on roadway, structural, and civil works. This was my first engineering role in Canada, where I started as a Field Engineer and progressed to Lead Field Engineer.

On this project, I specialized in earthworks, bridge structures, and highway infrastructure, including retaining walls, culverts, and concrete superstructures. As a Field Engineer, I was responsible for interpreting IFC (Issued for Construction) drawings, preparing field documentation, ensuring compliance with Alberta Transportation standards, and coordinating with crews, subcontractors, and quality control teams during day-to-day construction activities.

As I progressed to Lead Field Engineer, I took on a broader role, overseeing multiple work fronts, planning structural phases, and liaising with the design team and construction managers to resolve field issues. I was involved in quality inspections. I contributed to RFI submissions, redline markups, lift drawings, design issues, and weekly progress reporting. I also played a critical role in coordinating with safety, environmental, and traffic teams to ensure safe and efficient operations on site.

This position significantly deepened my understanding of Canadian construction standards and practices. About 70% of my work was engineering-related, while 30% included coordination, planning, and documentation activities.

REPRESENTATIVE PROJECTS

During my three-year work at Kiewit on the Southwest Calgary Ring Road (SWCRR) project, I worked in progressively responsible roles, from Field Engineer to Lead Field Engineer. The job required consistent application of engineering knowledge, coordination with civil/structural engineers, including Parsons, and field-driven problem-solving to maintain schedule and ensure structural and civil compliance.

1. Earthworks and Subgrade Preparation – Cut, Fill, and Subgrade Operations

At the initial stages of the project, I was assigned to manage earthworks operations, which involved large-scale cut and fill activities across several kilometers of highway alignment. I oversaw the shaping of embankments and roadbeds, monitored compaction testing, and ensured compliance with design grades and slopes. I coordinated closely with survey crews and material testing teams to ensure lift thickness, compaction densities, and moisture content met project specifications.

Challenges included managing soft subgrade conditions and unsuitable materials. I collaborated with EXP' geotechnical engineers to analyze field test data and recommend stabilization techniques such as over-excavation and the use of geotextiles. I proposed sequencing changes to improve efficiency and minimize rework, directly contributing to time and cost savings.

2. Bridge Construction – McLeod Trail Overpasses in Live Traffic Conditions

As a Bridge Engineer, I was responsible for several structures over McLeod Trail, a high-traffic urban corridor that required carefully staged construction. My responsibilities included inspection and verification of formwork, rebar, and concrete operations for piers, abutments, and decks. I reviewed shop drawings, lift plans, and falsework calculations to ensure structural integrity and code compliance (e.g., CSA A23.3, CHBDC).

One of the most technically demanding parts of this assignment involved working within extremely constrained access zones and tight closure windows, often at night, to avoid major traffic disruptions. I coordinated with traffic control, safety, and environmental teams to implement safe work plans. Several field issues, such as conflicts between pier locations and existing utilities, required urgent engineering solutions. I collaborated directly with Parsons' structural engineers to resolve discrepancies and proposed

constructible alternatives that maintained design intent while accommodating site realities.

3. Drainage Systems – Catch Basins, Manholes, and Stormwater Ponds

In the final phase of the project, I led the field execution of drainage infrastructure, including stormwater ponds, manholes, catch basins, and pipe networks. I reviewed layout drawings, ensured proper bedding and trenching, and coordinated testing of storm sewers. This scope required a detailed understanding of grades, flows, and hydrologic constraints.

A major issue arose with pond subgrades that failed compaction requirements due to high water tables. I worked with Parsons' drainage team to revise excavation depths and implement a granular stabilization layer. I was also involved in realigning several storm leads to avoid conflicts with newly installed utilities, which required both hydraulic considerations and constructability review. I managed as-built markups and ensured all field changes were captured for record drawing updates.

Across all roles, earthworks, structures, and drainage, I served as a key link between design and execution. I actively participated in field engineering meetings, raised RFIs, proposed technical solutions, and enforced quality and safety standards. My work consistently required interpreting IFC drawings, assessing site conditions, and making real-time engineering decisions to keep the project moving.

This experience strengthened my ability to apply civil and structural engineering principles under real-world constraints, collaborate across teams, and lead field execution on a large-scale, multi-disciplinary infrastructure project.

WORK EXPERIENCE

Wood Canada Limited (Wood)
Alberta (Canada)
Quality Lab Manager
September 2021—November 2022

Verified by
Mohammad Reza Hafez
reza.hafez@hatch.com

Experience Summary
Full-Time
Engineering: 1 year, 2 months
Experience under licensed engineer: 1 year, 2 months

TASKS

At Wood Canada Limited, I served as Quality Lab Manager for the Site C Dam Project, a $16 billion hydroelectric development involving over 900,000 m³ of concrete. This role fell under the civil and materials engineering branch and focused on quality assurance and quality control of concrete, aggregates, and geotechnical materials used throughout construction.

I managed a QA/QC department of 15 technical staff, overseeing daily operations, assigning work based on project priorities, and ensuring testing and reporting aligned with project specifications and regulatory standards. I was responsible for the scheduling, training, and performance management of my team, while ensuring all safety and procedural protocols were followed on-site and in the laboratory.

My engineering responsibilities included the review and approval of quality test reports, particularly those related to concrete compressive strength, slump, air content, and aggregate gradation. I ensured that all data met the rigorous standards of the project and compiled documentation for Turnover Packages (TOPs). I also reviewed and approved purchase orders for lab materials and equipment, monitored departmental budgets, and ensured cost-effective operation.

In addition to technical oversight, I worked directly with senior engineers and the client to address quality concerns and non-conformances. I contributed to project proposals and tender submissions in coordination with Wood Western Canada manager, including Statements of Qualifications and RFQs.

Approximately 70% of my work was engineering-related, while the remaining 30% involved project coordination, budgeting, and client relationship management. My leadership played a key role in regaining the client’s trust and stabilizing QA/QC performance on a high-risk portion of the project.

REPRESENTATIVE PROJECTS

As Quality Lab Manager for Wood Canada Limited (Wood) on the Site C Dam Project in British Columbia, I was responsible for leading quality assurance and control for one of Canada's largest infrastructure projects. The Site C Dam is a $16 billion hydroelectric development, involving over 900,000 m³ of concrete, a 60-meter-high and 1,050-meter-long dam, powerhouse, spillways, and associated civil structures.

When I joined the project, the quality management program was in a critical state. The client had lost trust due to persistent miscommunication, delayed reporting, and inconsistent test documentation. The project was at risk of losing its QA/QC contract. My first challenge was to rebuild credibility and stabilize the performance of the lab and field testing teams.

I managed a department of 15 QA/QC technicians, overseeing testing operations for concrete, aggregates, and geotechnical materials used throughout the dam’s structural and ancillary elements. I reviewed and signed off on test reports including compressive strength, slump, temperature, air content, and aggregate gradation, ensuring they met engineering and regulatory standards.

One of the most impactful engineering improvements I implemented was the transition from paper-based documentation to a digital reporting system. This allowed real-time data entry, faster processing, reduced human error, and improved traceability of test results. The shift enhanced report accuracy and saved considerable time, which was critical for keeping up with high-volume concrete placements and tight construction schedules.

I also reorganized the department structure, aligning staff responsibilities with their strengths and reassigning roles to improve both performance and morale. Through structured daily briefings, clear task delegation, and mentorship, I fostered a sense of unity and accountability within the team, leading to noticeable improvements in efficiency and communication.

My role required regular collaboration with the client's engineering team, including Wood and BC Hydro, to resolve non-conformances and respond to technical issues. I worked closely with senior engineers to clarify testing discrepancies and propose procedural adjustments that ensured compliance without causing construction delays. I also contributed to preparing documentation for Turnover Packages (TOPs), verifying that all QA/QC data was complete, accurate, and ready for client handover.

In addition, I assisted the Wood Western Canada Manager in the preparation of tender documents, such as Statements of Qualification (SOQs) and Request for Quotation (RFQ) submissions, lending both technical and field insights into resource planning, staffing, and cost estimation for future scopes of work.

Over the course of four months, we regained the client's confidence through consistently accurate and timely reporting, visible improvements in lab operations, and transparent communication. My leadership was instrumental in transforming the QA/QC department from a failing unit to a dependable and respected part of the project delivery team.

The Site C Dam project demanded a high level of engineering precision, documentation control, and adaptability. The scale of concrete works, sensitivity to material variability, and pressure from regulatory stakeholders made quality control not just a compliance task but a critical engineering function. My contributions ensured that the project proceeded without further QA-related setbacks and helped reinforce quality as a shared responsibility across both technical and construction teams.

WORK EXPERIENCE

Integrated Sustainability
Alberta (Canada)
Civil/Structural Engineer
November 2022—February 2025

Verified by
David Turigan
david.turigan@integratedsustainability.ca

Experience Summary
Full-Time
Engineering: 2 years, 3 months
Experience under licensed engineer: 2 years, 3 months

TASKS

At Integrated Sustainability Consultant, I worked as a Civil/Structural Engineer on a wide range of water infrastructure projects for the mining and oil & gas sectors across Western Canada. My work fell primarily under the civil and structural engineering disciplines, with approximately 100% of my responsibilities dedicated to engineering design, analysis, field verification, engineering reporting, and quality assurance.

I performed structural analysis and design for various infrastructure components, including pipe racks, deep and shallow foundations, concrete pile caps, structural slabs, steel platforms, and anchor systems. These systems supported modular water treatment units, field tanks, and structural buildings. I designed both vertical and battered piles for foundation systems subject to lateral and axial loads, often in areas with challenging soil profiles and freeze-thaw cycles.

My civil engineering responsibilities included calculations for freeboard, frost depth, sump sizing, seepage analysis, and culvert hydraulics, which informed the design of freshwater ponds, produced water reservoirs, and lined containment facilities. I also prepared technical specifications and scopes of work for construction, supply, and testing of materials such as concrete, structural steel, geosynthetics, and earthworks.

I conducted QA field inspections on projects involving triple-lined geosynthetic pond construction, as well as steel warehouse erection, ensuring compliance with design drawings, ASTM/CSA standards, and client requirements. I also performed geotechnical drilling investigations, including soil sampling, borehole logging, and interpreting lab results to support foundation design and reporting.

My time at Integrated Sustainability was marked by both technical and safety achievements. I was recognized with the company's Health and Safety Award, received multiple internal performance recognitions, and contributed to delivering several high-profile infrastructure projects on time and within specification.

REPRESENTATIVE PROJECTS

At Integrated Sustainability Consultant, I worked on a diverse portfolio of civil and structural engineering projects supporting industrial water infrastructure across Western Canada. My responsibilities included performing engineering calculations, preparing detailed specifications, drafting and reviewing construction drawings, site inspections, and geotechnical investigations. I played a key role in both office-based design and field execution, with increasing leadership in client communication, report writing, and junior staff training.

One of my most comprehensive roles was on the Conuma Brule Mine Water Treatment Plant project. I performed a wide range of structural and civil calculations for foundations, pipe supports, and access platforms. I developed the full set of project specifications, provided markups and redlines for design drawings, and collaborated with the drafting team to generate IFC (Issued for Construction) drawing packages. I conducted site inspections to assess concrete quality, foundation placement, and steel platforms assembly, and coordinated closely with field teams to verify compliance with design and safety standards. I was also responsible for responding to RFIs, handling design changes, and communicating decisions with construction and project managers.

For the ARC Resources Attachie Produced Water Storage Ponds, I was the lead engineer for the entire construction QA process, from initial earthwork to liner installation and project handover. I documented all construction phases and authored the majority of the Final Construction Completion Report, providing engineering justification for field changes and confirming alignment with project and environmental specifications.

In the Concept Modular Post-Tension Concrete Tank project, I supported the development of a large precast tank structure

capable of holding over 100,000 m³ of water. The tank was composed of precast modular concrete segments post-tensioned into a circular structure. I worked directly with the original design team based in Australia to adapt their structural model and documentation to meet Canadian Building Codes and regulatory standards. I conducted structural analysis and participated in detailed design coordination meetings to ensure code compliance and constructability.

As part of the Pipestone Wembley Freshwater Reservoir and several other projects, I led geotechnical drilling investigations, including borehole layout, drilling and sampling, conducting soil logging, and coordinating lab tests. I analyzed soil properties and authored the final geotechnical reports, providing design recommendations such as bearing capacity, frost penetration depth, and slope stability criteria.

Throughout my tenure, I was also involved in proposal writing, technical estimation, and responding to RFQs. I regularly communicated with clients, both in meetings and through formal correspondence, providing technical updates, aligning on scope changes, and ensuring client expectations were met. I also took initiative in training junior engineers and EITs, sharing design tools, field procedures, and QA best practices to improve team efficiency.

My experience across these projects demonstrates a broad and progressive engagement in civil and structural engineering. I applied engineering judgment in design, field problem-solving, and coordination with multidisciplinary teams. These roles required a strong foundation in engineering principles as well as adaptability to meet the demands of fast-paced, complex infrastructure development projects.

CREDENTIALS EVALUATION - ENGINEERING

KEYMARAM, ARMIN
(18-626-85)

DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
Islamic Azad University / Bachelors in Civil Engineering 09/01/2004 — 11/01/2008	Iran	Persian (Farsi)	56
Babol Noshirvani University of Technology / Masters in Civil Engineering - Structure 09/01/2009 — 09/01/2011	Iran	Persian (Farsi)	None

COMPARABILITY SUMMARY

Outcome: Not Equivalent

Area	Hours	Deficiency
Math/Science	34 / 32	Missing Biology or Chemistry
Engineering	64 / 48	None
General Education	21 / 12	None
Elective/Other	22 / N/A	None

SPECIAL NOTE

The NCEES Engineering Education Standard requires at least two courses in specific 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.

MATH/SCIENCE

Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	Islamic Azad University / Bachelors in Civil Engineering	3
Calculus II	Islamic Azad University / Bachelors in Civil Engineering	3
Differential Equations	Islamic Azad University / Bachelors in Civil Engineering	3
Dynamics	Islamic Azad University / Bachelors in Civil Engineering	3
Engineering Geology	Islamic Azad University / Bachelors in Civil Engineering	2
Fluid Mechanics	Islamic Azad University / Bachelors in Civil Engineering	3
Mechanics of Materials I	Islamic Azad University / Bachelors in Civil Engineering	3
Numerical Methods	Islamic Azad University / Bachelors in Civil Engineering	2
Physics I	Islamic Azad University / Bachelors in Civil Engineering	4
Physics II	Islamic Azad University / Bachelors in Civil Engineering	3
Probability & Statistics	Islamic Azad University / Bachelors in Civil Engineering	2
Statics	Islamic Azad University / Bachelors in Civil Engineering	3
	Total semester credit hours earned:	**34.00**

Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Architectural Design	Islamic Azad University / Bachelors in Civil Engineering	2
Concrete Technology	Islamic Azad University / Bachelors in Civil Engineering	2
Dam Engineering	Islamic Azad University / Bachelors in Civil Engineering	2
Earthquake Engineering	Islamic Azad University / Bachelors in Civil Engineering	3
Engineering Economics	Islamic Azad University / Bachelors in Civil Engineering	2
Foundation Engineering	Islamic Azad University / Bachelors in Civil Engineering	2
Hydraulic Structures	Islamic Azad University / Bachelors in Civil Engineering	3
Hydraulics	Islamic Azad University / Bachelors in Civil Engineering	3
Hydrology	Islamic Azad University / Bachelors in Civil Engineering	2
Mechanics of Materials II	Islamic Azad University / Bachelors in Civil Engineering	3
Port Engineering	Islamic Azad University / Bachelors in Civil Engineering	2
Reinforced Concrete Structures I	Islamic Azad University / Bachelors in Civil Engineering	3
Reinforced Concrete Structures II	Islamic Azad University / Bachelors in Civil Engineering	4
Road Construction	Islamic Azad University / Bachelors in Civil Engineering	5
Soil Mechanics	Islamic Azad University / Bachelors in Civil Engineering	4
Steel Structures I	Islamic Azad University / Bachelors in Civil Engineering	3
Steel Structures II	Islamic Azad University / Bachelors in Civil Engineering	3
Structural Analysis I	Islamic Azad University / Bachelors in Civil Engineering	3
Structural Analysis II	Islamic Azad University / Bachelors in Civil Engineering	3
Systems Engineering	Islamic Azad University / Bachelors in Civil Engineering	2
Transportation Engineering	Islamic Azad University / Bachelors in Civil Engineering	2
Underground Water	Islamic Azad University / Bachelors in Civil Engineering	3
Water & Wastewater Engineering	Islamic Azad University / Bachelors in Civil Engineering	3
	Total semester credit hours earned:	**64.00**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
English	Islamic Azad University / Bachelors in Civil Engineering	3
Family Planning & Health	Islamic Azad University / Bachelors in Civil Engineering	1
Imam's Testaments	Islamic Azad University / Bachelors in Civil Engineering	1
Islamic Ethics	Islamic Azad University / Bachelors in Civil Engineering	2
Islamic History	Islamic Azad University / Bachelors in Civil Engineering	2
Islamic Revolution	Islamic Azad University / Bachelors in Civil Engineering	2
Islamic Studies I	Islamic Azad University / Bachelors in Civil Engineering	2
Islamic Studies II	Islamic Azad University / Bachelors in Civil Engineering	2
Persian Language	Islamic Azad University / Bachelors in Civil Engineering	3
Quran Studies	Islamic Azad University / Bachelors in Civil Engineering	3
	Total semester credit hours earned:	**21.00**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Architecture & Urban Development	Islamic Azad University / Bachelors in Civil Engineering	2
Building Drawing	Islamic Azad University / Bachelors in Civil Engineering	2
Computer Applications	Islamic Azad University / Bachelors in Civil Engineering	2
Computer Programming	Islamic Azad University / Bachelors in Civil Engineering	3
Construction Machinery	Islamic Azad University / Bachelors in Civil Engineering	2
Construction Materials	Islamic Azad University / Bachelors in Civil Engineering	2
Construction Methods	Islamic Azad University / Bachelors in Civil Engineering	2
Mechanical & Electrical Installations	Islamic Azad University / Bachelors in Civil Engineering	2
Practical Training	Islamic Azad University / Bachelors in Civil Engineering	2
Project Estimation & Measurement	Islamic Azad University / Bachelors in Civil Engineering	1
Surveying	Islamic Azad University / Bachelors in Civil Engineering	2
	Total semester credit hours earned:	**22.00**

Total Semester Credit Hours Earned: 141

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.

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Official Evaluations are ONLY available to state licensing boards and international exam sites through an applicant's NCEES account.

ELENI KOROGIANOS (21-618-46)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/20/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
3 years, 1 month

Total Engineering Experience
3 years, 1 month

Experience under licensed engineer
3 years, 1 month

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

EDUCATION

Bachelors in Civil Engineering (EAC)
California Polytechnic State University, San Luis Obispo
September 2016–June 2020

Masters in Civil and Environmental Engineering
University of California, Davis
September 2023–December 2024

EXAMS

Fundamentals of Engineering (FE)
California
February 2025

Principles and Practice of Engineering (PE)
Civil
California
March 2025

LICENSES

Additional Licenses
None

ELENI KOROGIANOS (21-618-46)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

ENGEO Incorporated
California (United States)
Staff Engineer
August 2020—August 2023

Verified by
Jeffrey Alan Fippin
jfippin@engeo.com

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

TASKS

I developed scope for subsurface exploration, including drilling, test pits, and CPTs. I selected representative engineering properties for each soil type and layer encountered based on lab tests, field strength tests such as pocket pen and torvane tests, and blow count data. I conceptualized and developed subsurface profiles based on boring and CPT data. I performed geotechnical engineering analyses such as liquefaction-induced settlement analysis using both CPT liquefaction software and SPT correlations, consolidation settlement from laboratory test data for projects that are underlain by compressible soils, probabilistic and deterministic seismic hazard analyses. I reviewed structural and civil plan sets and calculations packages from a geotechnical engineering standpoint. I evaluated site-specific geotechnical considerations and constraints.

REPRESENTATIVE PROJECTS

Project: 2301 Telegraph Avenue in Oakland, California, USA, GEX (2022)

I performed a geotechnical exploration for the 24th Street Mixed use development project in Oakland, California. The proposed development is a new mixed-use structure consisting of a four stories of wood-frame construction over a three-story concrete podium. I scoped the subsurface exploration, which was one CPT paired with one direct push boring due to space constraints on the property and in the project vicinity The space constraints included an existing building and utilities in the adjacent street. I logged the soil encountered in the direct push boring and I subsequently conceptualized a subsurface profile based on the direct push boring and CPT data. I determined representative engineering properties for each soil type based on sample identification of material type (coarse or fine grained, etc.), lab tests, field strength tests. I calculated consolidation settlement and liquefaction-induced settlement. For the liquefaction settlement analysis, I used a procedure developed by NCEER (1998) in the Cliq software program. I determined appropriate input parameters for analysis including a representative depth to groundwater, MCE Geometric Mean Peak Ground Acceleration (PGAM), and moment magnitude based on the characteristic magnitude of the nearby Hayward fault. To refine this analysis, we performed laboratory testing on four select samples from our continuous probes to assess their susceptibility to liquefaction based on the method published by Bray and Sancio (2006). I used the findings from the Bray ad Sancio testing to establish a site-specific Ic (soil behavior index) cutoff of 2.5 based on the average Ic measured at the depths of each selected sample in the CPT data. Finally, I wrote the report summarizing our findings and providing recommendations such as earthwork and foundation recommendations.

ELENI KOROGIANOS (21-618-46)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

ENGEO Incorporated
California (United States)
Staff Engineer
May 2025—June 2025

Verified by
Jeffrey Alan Fippin
jfippin@engeo.com

Experience Summary
Full-Time
Engineering: 1 month
Post EAC degree: 1 month
Experience under licensed engineer: 1 month

TASKS

I performed calculations such as allowable bearing pressures and lateral earth pressures due to surcharge loads from construction equipment adjacent to retaining walls. I conceptualized and developed subsurface profiles based on boring and CPT data. I performed geotechnical engineering analyses such as liquefaction-induced settlement analysis using both CPT liquefaction software and SPT correlations, consolidation settlement from laboratory test data for projects that are underlain by compressible soils, probabilistic and deterministic seismic hazard analyses. I evaluated site-specific geotechnical considerations and constraints. I coordinated laboratory testing on selected samples to assess liquefaction susceptibility following Bray and Sancio (2006), and established a site-specific soil behavior index (Ic) cutoff to refine CPT interpretation. I wrote geotechnical reports, including discussion of analysis results and design recommendations for earthwork and foundation systems.

REPRESENTATIVE PROJECTS

Centra Data Center (Reno, Nevada), Industrial Warehouse (Spring/Summer 2025)

For the Centra Data Center project in Reno, Nevada, I modeled the site subsurface conditions in Settle3D. I used soil boring logs and soil laboratory test data to determine representative soil layers and their engineering properties, such as unit weight. For immediate settlement calculations, I used an empirical correlation between SPT blow-count and Young's modulus for each soil layer. I hand-calculated allowable bearing pressure and spring moduli for the proposed building foundations. I also performed a site-specific deterministic seismic hazard analysis to supplement the previously completed probabilistic seismic hazard analysis.

JOSHUA LE GRANDE (20-627-80)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
05/27/2025

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 Environmental Engineering (EAC)
University of Nevada, Reno
August 2016–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
February 2022

Principles and Practice of Engineering (PE)
Civil
Nevada
April 2025

LICENSES

Additional Licenses
None

JOSHUA LE GRANDE (20-627-80)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

UES (Formerly McGinley & Associates)
Nevada (United States)
Staff Engineer
May 2021—May 2025

Verified by
Allyson Khan
afreitas@teamues.com

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

TASKS

• Evaluating infrastructure projects to evaluate emission potential and support project planning.
• Analyzing traffic studies to determine average traffic, peak traffic hours, average speed, and preferred routes in order to assist site planning and environmental compliance.
• Updating onsite and offsite traffic volumes for mine Plan of Operations and calculating applicable vehicle miles traveled (VMT) to inform site transportation planning. Involves calculating amount of equipment needed, average distances, average speeds, and using guidance to determine variety of vehicle sizes within fleet.
• Providing construction oversite to assess safety hazards and ensure compliance with OSHA regulations.
• Using satellite imagery, shapefiles, and mapping tools to assess buildings, land features, and parcel boundaries in order to advise on site layout design.
• Reviewing topographical data and site plans to provide recommendations on site development.
• Reviewing CAD drawings to pull necessary site layout, building dimensions, and equipment sizes to be able to model emissions and provide recommendations on design.
• Using CAD to create process flow diagrams and assist in evaluation of site characteristics.
• Providing recommendations on exhaust stack construction in order to meet different environmental regulations (stack height, diameters, flow rate, etc.).
• Reviewing Piping and Instrumentation Diagrams (P&IDs) to understand facility processes and advise on and facilitate environmental compliance.
• Reviewing manufacturer specifications of construction equipment, diesel generators, and emission control equipment and providing procurement recommendations.
• Conducting feasibility studies to determine cost effectiveness of different construction and industrial activities.
• Assessing site infrastructure to ensure working condition and providing recommendations as needed.
• Completing calculations to determine amount of material processed (i.e. dirt, sand, gravel, ore) by construction and mining operations based on material density and volume.
• Calculating volumes and residence times of tanks and different equipment based on manufacturer specifications and dimensions.

REPRESENTATIVE PROJECTS

• Nevada Pacific Parkway (NPP) Extension Project
o In an effort to increase access to a new industrial park (Victory Logistics Center), the City of Fernley is extending the NPP and adding a bridge, three intersections, additional rail, and additional lanes to U.S. Highway 50A. I was tasked with evaluating the greenhouse gas emission potential associated with the construction of the infrastructure and lifetime of the project. This was done using the Infrastructure Carbon Estimator tool and involved evaluating traffic studies to determine the number of cars traveling at each section of the project, researching typical lighting and signage requirements for infrastructure projects, reviewing technical specifications (CAD drawings) to determine dimensions of different project components (i.e. bridge width, rail length, area of intersection, etc.) and coordinating map preparation (I reviewed different project components, determined the appropriate measurements, and submitted to our GIS team for figure preparation). Once analysis was complete, I prepared a technical document summarizing the findings to be included in the environmental assessment for the project.
• Nevada Gold Mines – Phoenix Mine
o I evaluated an increase in truck traffic to update the mine's Plan of Operation. This entailed reviewing updated vehicle routes and traffic volumes and calculating the vehicle miles traveled (VMT) based on the distance, average speeds, and number of shipments per year. Applicable mapping tools were used to facilitate these calculations as well. Results were put into spreadsheet and technical document to support mine planning and be submitted to the Bureau of Land Management.
• Redwood Materials – Battery Materials Campus 1
o During the construction of Battery Materials Campus 1 facility over the past 4 years, I have reviewed CAD drawings to

determine relevant exhaust points and building parameters, modeled the calculated emissions using AERMOD, and made recommendations on site development to ensure compliance with different regulations. This process involves calculating building dimensions and exhaust parameters, using mapping tools, and processing complex diagrams and data to inform decisions surrounding construction.

• Ormat Technologies, Inc. – Casa Diablo V

o I conducted weekly site visits during the construction phase on Casa Diablo V to assess the safety conditions of the site and make recommendations as needed. Typical items I looked for included fire hazards, adequate fall protection, and general equipment conditions to ensure construction was happening in safe manner according to company safety goals and OSHA standards. Findings were put into a technical report and submitted weekly during the duration of construction.

• Solidus Resources – Spring Valley Mine Project

o I evaluated haul roads, heap leach pad, power lines, process ponds, and waste rock facilities to determine environmental impact and assist in construction decision making. I assessed site plans, calculated relevant areas, and used necessary mapping tools for each site component in order to inform site planning.

• Kinross Gold USA, Inc. – Pegasus Exploration Project

o I made judgement calls to determine the appropriate amount of water trucks and fleet trucks to be utilized at the exploration project to support an environmental assessment. I also determined the load factor for each piece of equipment (drill rigs, generators, pumps, excavators, trucks, etc.) and the appropriate offsite mileage, drive time, and fuel consumption.

• HiTech Minerals, Inc. – McDermitt Exploration Project

o I evaluated onsite and offsite vehicle and equipment traffic to support the mineral exploration project. The project involved determining number of vehicles and equipment needed for each project phase (mobilization, drilling operations, demobilization) and calculating distance traveled, time traveled, and fuel consumption to inform site development decisions. Mapping tools were utilized in this determination and site plans were reviewed and analyzed to support calculations.

• 3PL Operating Inc. – Railroad Valley Exploration Project

o I evaluated site plans and determined the traffic volumes associated with well pad construction, well drilling, and ancillary transportation to support construction planning for exploration project.

• Nevada Organics – Composting Facility

o Based on volume and density of material processed, I calculated the total tonnage processed to inform site planning and environmental compliance. I also modeled emissions in AERMOD and coordinated site planning of where equipment should be located based on environmental regulations, while also considering topography, facility operations, ease of access, and land use constraints.

JUDUK LEE (24-127-08)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/18/2025

Citizenship
Canada

SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
8 years, 8 months

Experience under licensed engineer
8 years, 8 months

Other Experience
1 year, 9 months

Disciplinary Action
None reported

FE EXAM

PE EXAM

4+

EDUCATION

Non-degree
Fanshawe College - Donald J. Smith School of Building Technology
September 2008–April 2012

Bachelors in Engineering Technology
University of Windsor
September 2012–June 2014

EXAMS

Fundamentals of Engineering (FE)
Nevada
March 2025

Principles and Practice of Engineering (PE)
Civil
Nevada
April 2025

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Santarelli Engineering Services Inc.
Ontario (Canada)
Designer/ Draftperson
March 2014—December 2016

Verified by
Yousef Mohamed Ibrahim
yousefmibrahim@gmail.com

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

TASKS

I designed built up wood beams, laminated veneer lumber beams, and structural steel beams, by reviewing architectural building permit drawings sent from clients.

I reviewed the drawings and confirmed and/or identified required structural beam locations.

I identified types of loads on the structural beams such as uniformly distributed loads (dead load, composed of the floor joists, ceiling joists, trusses, walls above, and other materials, live loads based on occupancy rating and as specified by the Ontario Building Code (OBC), and local snow load or rain load within the beam's tributary area) and point loads (build up columns or structural columns above), and applied safety factors and combination as specified by the OBC.

I checked geotechnical reports to identify the appropriate bearing capacity of the soil below to design the concrete footings.

I conducted structural analysis of the beams, columns, and footings to calculated maximum shear and moment the structure must resist for Ultimate Limit State (ULS).

I chose appropriate structure to calculate the maximum deflection for Serviceability Limit State (SLS) using the flexural rigidity calculated with elastic modulus of the material and the inertia from its uniform cross sectional shape.

I designed steel studs for tall walls of commercial and institutional projects by calculating the applied wind loads, uniformly distributed, as specified by the OBC.

I conducted structural analysis to calculate its ULS and SLS, then used different manufacturer's specifications to specify appropriate gauges and spacings of the steel studs.

I drafted structural drawings showing the above designed structures for review.

REPRESENTATIVE PROJECTS

I designed structural beams, columns, and footings, for various single detached home projects by Fusion Homes in Kitchener, Waterloo, and London Ontario. One example is a single detached residential home located in Subdivision Lot #113 on Eaglecrest St Kitchener, Ontario where I identified and designed two structural beams and bearings to their footings on November 13, 2014. I identified uniformly distributed loads from the non-loadbearing walls above along with the floor joists and a point load from the roof, opening trimmer and king stud. Using the span of the beams and the live load, dead load, and snow load as specified by the Ontario Building Code, I calculated the factored moment and shear loads of the beam. I checked the wood beams to save cost and it was failing with it flexural rigidity for serviceability limit state. For example, for one beam I specified W10x26 "I" beam with minimum 3.5" bearing on the foundation wall on one side and 4-2x6 jackpost and 36"x36"x15" concrete footing on the other side. Solid blocking to the foundation wall was also specified to achieve proper bearing area. I used the bearing capacity from the specified geotechnical note from the architectural drawings provided.

I designed steel studs and drafted steel stud shop plans for Dark Horse Estate Winery at 70665 B line in Grand Bend, Ontario on November 30, 2015. I identified the wind load as specified on the volume 2 of the Ontario Building Code, and the architectural drawings which were provided. I used the factored wind load and the height of the wall to calculated the factored moment of the studs and maximum deflection depending on the spacing of the steel studs. I used the manufacturer's design manual and the steel stud details I prepared to specify the gauge and the spacings of the studs for review.

I prepared Architectural and Structural drawings for addition of Southdale Bible Chapel at 1214 Southdale Road E, in London,

Ontario which were finalized on May 8 2015. The addition required both structural steel frames completed by third party and our steel stud walls and built up steel stud beams for natural sky lights and windows under parapets middle of higher section of the roof. I coordinated with the reviewing engineer to prepare the entire set of the drawings including floor plan, foundation plan, elevations, sections, and details.

WORK EXPERIENCE

Fanshawe College - Donald J. Smith School of Building Technology
Ontario (Canada)
Professor
January 2017—April 2019

Verified by

Experience Summary
Part-Time
Other: 1 year, 9 months (75%)
Experience under licensed surveyor: None

DESCRIPTION

WORK EXPERIENCE

Strik, Baldinelli, Moniz Ltd
Ontario (Canada)
EIT III
May 2019—September 2023

Verified by
Ben Hyland
Bhyland@sbmltd.ca

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

TASKS

I prepared various Civil Engineering calculations (stormwater management, storm servicing, water distribution servicing, sanitary servicing, water balance, phosphorus balance) in conformance with applicable codes, bylaws, and design standards.

I modeled and analyzed pressurized water distribution systems for small to large residential, commercial, and/or industrial developments.

I modeled and analyzed stormwater management quantity/volume control for large developments such as subdivisions and large commercial, and/or industrial developments.

I prepared and designed on site septic systems for small residential and large industrial rural projects in accordance with the codes and municipal guidelines.

I prepared and reviewed Civil Engineering drawings to ensure conformance to applicable codes, bylaws, and design standards. Drawings include, servicing plans, grading plans, erosion and sediment control plans, drainage plans, and site plans.

I wrote and reviewed design reports to summarize calculations, design, and provide recommendations.

I prepared and reviewed construction estimates such as development estimates, security estimates, and forms of tender.

I provided technical advisory work for institutions such as banks to recommend loan(s) to be advanced in accordance with construction progress on site, submitted invoices, and as coordinated with the involved disciplines.

I manage projects which include being the main communication with the developers to determine project needs, assign work to other members of the team to prepare engineering design documents and conduct general field reviews.

I prepared and reviewed general site reviews either self prepared after visit or prepared by team.

I trained and mentored junior staff regarding the design process, design standards, and provide feedback and advice on their work and behavior to encourage improved performance and professional development.

I reviewed development permit applications as requested by various municipalities as contracted by the associated municipalities.

REPRESENTATIVE PROJECTS

16-storey apartment building was proposed at 667 Talbot Street by Drewlo Holdings, in London Ontario on May 2019. I prepared the site plan, servicing plan, grading plan, and wrote the site servicing design report for site plan approval process. I identified the main challenge which was stormwater management as the property was located in downtown high-rise zone which abuts the main river (Thames River) and approximately half of the site was within the flooding zone and the client wanted to fill the entire area with the proposed apartment building with limited landscape. With limited green space, I utilized rooftop storage with flow-restricted roof drains, super pipes, and plate orifice to achieve the required peak outflow rate as approved by the city of London. As the site was small (1.28 acre), I used modified rational method to calculate the restricted peak flow rates and the storage requirements. I coordinated the specifications for the flow-restricted roof drains and anticipated rooftop storage with the responsible mechanical engineer (for exact model/equivalent to be designed for internal plumbing), architect (for ponding/usability of the roof and landscape terrace), and structural engineer (for structural stability with full storage). I used hydrant flow test to confirm available pressure within City's water system and anticipated pressure drop during fire demand plus peak day water demand as per City's fire department guidelines and NFPA standards. I designed sanitary servicing in accordance with the City's

sanitary sewer infrastructure to ensure existing downstream is sufficient for the development. During construction, servicing connections posed challenge to me as there existed deep electrical power bank and transformer which I coordinated to ensure approval from power agency and safety of public. I conducted bi-weekly site visits during construction to ensure erosion and sediment controls such as silt fences, and silk sacks were being maintained by the contractor as designed.

+/-30,000 sqft animal shelter was proposed at 1414 Dundas Street in London Ontario for Humane Society London & Middlesex (2022). The property abuts provincial conservation area, railroads and park walkway. I identified the challenges of the project which were none existing stormwater outlet to the City infrastructure for the development and meeting the provincial requirements of quality and quantity of post-development runoff to the existing pond on site within the conservation area. I studied various as-built drawings (storm water design sheets and drainage plans) and I conducted site verifications to obtain City's approval for minimal flowrate to outlet to their infrastructure. Due to the large size of the proposed building and large parking space, I designed for most of the roof water (considered clean water by the provincial ministry),to be controlled and outlet to the conservation area matching pre-development requirements. I specified orifice plate and underground storage chambers to control the quantity for the rest of the site. I coordinated detailed roof design was with the responsible mechanical engineer (internal), structural engineer (internal), and architect (internal) and specified the roof slope, roof drains, roof scuppers, and surface outlets.

Commercial plaza was proposed at 1475 Huron Church Rd in Windsor Ontario by Westdell Development Corporation, construction is ongoing currently, almost complete (2024). Due to the phasing and the size of the site I prepared, modeled, and analyzed two separate stormwater management studies using software called PCSWMM. As no one at the company knew how to use the software at this time, this was self learned using various internet sources and training videos. As the entire site was to be paved, I utilized underground chambers (+/- 20,000 cubic feet of underground storage chambers) with multiple orifice plates.

Industrial building addition was proposed at 6151 Colonel Talbot Rd 2023, located in London Ontario. As the project is located in the out skirts of the City with no municipal service infrastructures, I specified water well, designed on-site septic system and stormwater pond. I analyzed the existing stormwater pond, calculated anticipated additional runoff and confirmed sufficiency of existing pond. On site borings were completed by third party where I assessed multiple bids chose by me after contacting each party as communicated with the owner/client. I confirmed T-times of adequate areaswith low groundwater level to design the septic system. I proposed water well as specified by the Ontario Building Code (OBC).

WORK EXPERIENCE

The Boring Company
Nevada (United States)
Civil Engineer
October 2023—May 2025

Verified by
ebrahim hekmat
ebrahim.hekmat@boringcompany.com

Experience Summary
Full-Time
Engineering: 1 year, 7 months
Experience under licensed engineer: 1 year, 7 months

TASKS

I prepared civil engineering drawings such as plan and profiles, sections, excavation plans, utility plans, and grading plans using Civil 3D.

I prepared procedures and templates for drawings prepared above to improve internal coordination.

I reviewed of various as-built/record drawings from different utility agencies to compile along tunnel alignment to ensure no conflict occurs.

I reviewed survey drawings, use grading laser, total station, and GPS tool (Trimble R10) to locate/markup station design and ongoing tunnel and tunnel boring machine (TBM) for the team.

I used the total station to read prisms installed on surface above tunnel alignments to monitor surface settlement.

I designed on-site septic facilities (OSSF) for development in Texas.

I designed and reviewed utilities to be relocated for construction of stations and conducted site visits as coordinate with the contractors.

I designed fire hydrant and fire department connections and prepared drawings per NFPA standards as approved by the local fire department.

I conducted site visits to verify accuracy of as-built/record drawings received from different utility agencies.

I coordinated with site crew, tunnel boring machine (TBM) operators, miners, and surveyors to locate built tunnels and TBM for mining operations, station design and construction.

REPRESENTATIVE PROJECTS

I designed alignments along Paradise Road in Las Vegas/Clark County, Nevada for approval of the municipality, fire department, and all associated utility agencies (Las Vegas Valley Water District (LVVWD), South West Gas (SWGas), Nevada Energy (NVE), Cox Communications, Clark County Water Reclamation District (CCWRD), etc.) I prepared the plan and profile, sections, details, station excavation plans, station utility plans, and station utility relocation plans for the tunnel alignment. I surveyed the settlement prisms using the total station, I identified and confirmed the current location of the tunnel and the tunnel boring machine (TBM). I spent tremendous amount of time reviewing 200+ as-built/record drawings to identify the location and depths/inverts of the existing utilities. As these drawings are often inaccurate, I conducted site confirmation/verification via manhole dips and using the GPS tool (Trimble R10). As the tunneling progress along the design alignment, I recorded constant changes and as-built and verified to ensure the TBM is on track.

Civil engineering drawings were prepared for station at Westgate Las Vegas Resort & Casino. I prepared and reviewed the grading plan and revised for the proposed station at this location. I designed the trench drain, sump pump, and bubbler at the entrance/exit of the tunnels at the station to prevent flooding during 100-year storm events using the rational method as specified by Clark County Regional Flood Control District - Hydrologic Criteria and Drainage Design Manual. I conducted site visits during construction to ensure grading of the ramp and the station were constructed as per approved drawings. I used Civil 3D to design pavement of the tunnels as coordinated with a third party surveyor.

I surveyed tunnel and reviewed third party surveys to complete proper grading of the pavement in the tunnel from the Las Vegas

Convention Center (LVCC) and Encore Las Vegas. During installation of road panels within tunnels, tunnel rings are surveyed by a third party, where I reviewed the information. I identified construction defects such as ponding areas along low sloped areas. I proposed solutions to remove the low spots. I recommended to either chip rings to provide positive drainage or to pour lean mix/grout to remove low spots. I modeled area of interest using Civil 3D. I identified amount of required lean mix/grout to prepare cost comparison and decide which method is preferred. I conducted site visits to confirm adequate solution is provided. I prepared pavement profile along the tunnel to identify pavement requirement. I marked and located guide strings with elevations to be installed for the third party pavers. I conducted site visits were to confirm paving is completed in accordance with the design.

I've set up procedures and templates to prepare plan and profiles for tunnel projects. I used the procedures and templates to prepare plan and profiles of tunnels from the City of Las Vegas to Clark County, along Las Vegas Boulevard. I prepared other tunnel alignment drawings along Harmon Avenue, future Tompkins Avenue, Desert Inn Road, Tropicana Avenue, Russell Road, and University Center Drive. I updated the procedures and templates as work progressed for more efficient coordination. I prepared station drawings such as excavation plans, grading plans, and utility plans for the alignments located in private properties connecting to the tunnels.

I updated Civil Engineering plans for above projects per comments received by the reviewer at the county, city, and utility agencies.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
June 2005	August 2008	2005 fall - 2007 winter, attended University of Toronto for Architecture and Mathematics, did not complete, came home and worked to pay student loan.

SANDEEP MAHAJAN (18-237-80)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/08/2025

Citizenship
India

SUMMARY

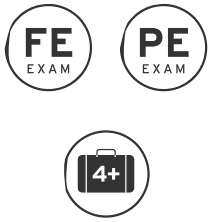
Engineering Experience after EAC degree

Total Engineering Experience
6 years, 8 months

Experience under licensed engineer
6 years, 8 months

Other Experience
1 year, 2 months

Disciplinary Action
None reported



EDUCATION

Bachelors in Civil Engineering
University of Mumbai
August 2006–May 2010

Masters in Civil Engineering
California State University, Fresno
January 2016–August 2019

Note: Applicant is missing 8 hours in general education, however the applicant exceed the engineering requirement by 12 hours.

EXAMS

Fundamentals of Engineering (FE)
California
February 2021

Principles and Practice of Engineering (PE)
Civil
California
May 2025

LICENSES

Additional Licenses
None

SANDEEP MAHAJAN (18-237-80)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Mira Bhayandar Municipal Corporation, Mumbai, India
Maharashtra (India)
Junior Engineer
October 2010—December 2015

Verified by
Sandeep Mahajan (Self)

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

TASKS

Preparing BOQ's, Estimates, Quantity Analysis, BBS, Billing, Measurement Books & material rate analysis along with site execution.
Ensuring proper Quality control of all work done & Quality monitoring.

REPRESENTATIVE PROJECTS

Mira Bhayandar Municipal Corporation is a Government Organization where I hold the title of Junior Engineer and I was responsible for all the Construction related activities involved within the area of Ward 3 of Navghar, Bhayandar.

SANDEEP MAHAJAN (18-237-80)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

California State University, Fresno
California (United States)
Student Instructor/ Graduate Teaching Assistant
August 2016—December 2018

Verified by
Dr. Ching Chiaw Choo
cchoo@mail.fresnostate.edu

Experience Summary
Part-Time
Other: 1 year, 2 months (50%)
Experience under licensed surveyor:
None

TASKS

Student Instructor:
Demonstrating and Teaching Soil Eng. and Concrete Lab Tests. Maintaining the decorum of Lab.
Teaching/Assisting professor for assigned classes.

Student Assistant- Assisting respective professor with assignments, quizzes and exams, also assigning to proctor exams.

REPRESENTATIVE PROJECTS

Worked as:
Student Instructor for (CE 123- Soil Engineering, CE 124- Concrete Technology, CE 125- Geotechnical Engineering, CE 130- Theory of Structures)

Student Assistant for (CE 123L- Soil Engineering Lab, CE 124L- Concrete Lab, CE 125- Geotechnical Engineering, CE 130- Theory of Structures, CE 132- Reinforced Concrete Design, CE 134- Foundation Design, CE 151- Pavement Design, CE 152- Transportation Eng. Materials, CE153- Traffic Operations and Control)

WORK EXPERIENCE

NV5
California (United States)
ISE Civil & Structures Lead
October 2018—November 2022

Verified by
Steven Jeske
Steven.Jeske@nv5.com

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

TASKS

As a ISE Construction Engineer:
I reviewed Technical Contract Submittals for compliance with all technical requirements.
I performed Material Sampling, Inspection and Testing oversight.
I reviewed Ready for Construction (RFC) Drawings and Specifications for Construction compliance.
I reviewed Inspection Test Plans and Procedures.
I reviewed As-built Constructions alongside with Drawings.
I performed Field Inspection of Construction Work Elements for compliance with all technical requirements.
I performed Source Inspection of shop fabricated work elements for compliance with all technical requirements.
I calculated the vertical and horizontal curves over the bridge deck and surveyed the bridge deck for compliance.
I analyzed all production as well as test/indicator piles along with PDA (Pile Driving Analysis) report for compliance.
I created and performed the calculation for Pre-Stressed and Post-Tensioned Elements.
I reviewed ISE reports submitted by other Inspectors.

REPRESENTATIVE PROJECTS

Project Name: California High Speed Rail CP 2-3
Location: CP 2-3 (Fresno to Earlimart)

Project: Kent Ave OH Bridge
Dates of Involvement: Jan 2018 to Jan 2019
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.

Project: Kansas Ave OH Bridge
Dates of Involvement: Jun 2018 to Apr 2019
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.

Project: Excelsior Ave OH Bridge
Dates of Involvement: Jan 2019 to Oct 2019
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I calculated and surveyed the elevation for compliance with RFC Drawings.

Project: Peach Ave AS
Dates of Involvement: Sept 2019 to Nov 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

Project: Ave 88 OH Bridge

Dates of Involvement: Nov 2019 to Nov 2020
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

Project: South Ave OH Bridge
Dates of Involvement: Jan 2020 to Jun 2021
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

Project: Conejo Ave AS
Dates of Involvement: Oct 2019 to Nov 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

Project: 9th & Cairo Ave AS
Dates of Involvement: May 2020 to Apr 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

Project: Hanford Viaduct
Dates of Involvement: May 2020 to Nov 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I analyzed all the production/test/indicator piles along with PDA report for compliance with RFC Drawings & Specifications.

Project: Tule River Viaduct
Dates of Involvement: Oct 2020 to Nov 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I performed calculations for Pre-stressed and Post-Tensioned work elements such as Girders, Deck Panels, Piles and Tub Girders.

Acronyms:
OH- Overhead
AS- Arial Structure
SR-43 - State Route 43
CP- Construction Package
Ave- Avenue
RFC- Ready for Construction
PDA- Pile Driving Analysis

WORK EXPERIENCE

ARCADIS Inc
California (United States)
Construction Segment Oversight Manager
December 2022—July 2025

Verified by
Thomas Delbert Warren Jr
thomas.warren@arcadis.com

Experience Summary
Full-Time
Engineering: 2 years, 7 months
Experience under licensed engineer: 2 years, 7 months

TASKS

As a Construction Segment Oversight Manager:
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.
I reviewed Technical Contract Submittals for compliance with all technical requirements.
I reviewed and approved Inspection and Test Plans for Compliance.
I performed Material Sampling, Inspection and Testing oversight.
I reviewed Ready for Construction (RFC) Drawings and Specifications for Construction compliance.
I provided training on multiple Engineering topics to the inspectors working on the project.
I reviewed As-built Constructions alongside with Drawings.
I performed Field Inspection of Construction Work Elements for compliance with all technical requirements.
I performed Source Inspection of shop fabricated work elements for compliance with all technical requirements.
I calculated the vertical and horizontal curves over the bridge deck and surveyed the bridge deck for compliance.
I analyzed all production as well as test/indicator piles along with PDA (Pile Driving Analysis) report for compliance.
I created and performed the calculation for Pre-Stressed and Post-Tensioned Elements.
I reviewed all technical calculations related to Trestle and Falsework for design compliance.
I reviewed daily activity reports submitted by other Inspectors and material testing reports for Contract Compliance.

REPRESENTATIVE PROJECTS

Project Name: California High Speed Rail CP 2-3
Location: CP 2-3 (Fresno to Earlimart)

As a Construction Segment Oversight Manager
Project: Cole Slough, Dutch John Cut & Kings River Bridge Trestle
Dates of Involvement: Ongoing since Aug 2023
Responsibilities:
I overseen construction of Trestle (Temporary Structure) constructed over Kings River Channel
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.
I reviewed and verified the Time and Material Billings.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I reviewed and verified the Time and Material Billings.

Project: Cole Slough Bridge
Dates of Involvement: Ongoing since Aug 2023
Responsibilities:
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.
I reviewed and verified the Time and Material Billings.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.

Project: Dutch John Cut Bridge
Dates of Involvement: Ongoing since Aug 2023
Responsibilities:
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.

I reviewed and verified the Time and Material Billings.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.

Project: 9th Ave & Cairo Ave AS (Substantially Complete)
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I calculated and surveyed the elevation for compliance with RFC Drawings.
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.
I reviewed and verified the Time and Material Billings.

Project: Kings River Bridge
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I calculated and surveyed the elevation for compliance with RFC Drawings.
I reviewed Construction Schedules and mitigated any delays.
I reviewed Schedule of Quantities for Change order proposals.
I reviewed Non Conforming Reports and assisted in resolution.

As a Precast Manager
Project: Cole Slough Tub Girder & Hanford Precast Facility
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I reviewed Mix Design and Shop Drawings for Contract Compliance.
I performed the field inspection for Construction Compliance.
I oversaw all precast activities including Production and repairs in compliance with Approved Document.
I reviewed and approved the Pre-stressing and Post-Tensioning Calculations along with Construction Work Plans.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.

As a Structures Lead
Project: Conejo Ave AS
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I performed calculations for Pre-stressed and Post-Tensioned work elements such as Girders, Deck Panels, Piles and Tub Girders

Project: Hanford Viaduct
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I analyzed all the production/test/indicator piles along with PDA report for compliance with RFC Drawings & Specifications.

Project: Tule River Viaduct, Deer Creek Viaduct
Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I performed calculations for Pre-stressed and Post-Tensioned work elements such as Girders, Deck Panels, Piles and Tub Girders.

Project: Cross Creek Viaduct

Dates of Involvement: Ongoing since Dec 2022
Responsibilities:
I performed the field inspection for Construction Compliance.
I reviewed the Construction Phase Submittals for compliance with technical contract requirements.
I oversaw material testing, sampling and inspection.
I performed calculations for Pre-stressed and Post-Tensioned work elements such as Girders, Deck Panels, Piles and Tub Girders.

Acronyms:
OH- Overhead
AS- Arial Structure
SR-43 - State Route 43
CP- Construction Package
Ave- Avenue
RFC- Ready for Construction
PDA- Pile Driving Analysis

CREDENTIALS EVALUATION - ENGINEERING

Mahajan, Sandeep
(18-237-80)

DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
University of Mumbai / Bachelors in Civil Engineering 08/01/2006 — 05/01/2010	India	English	45
California State University, Fresno / Masters in Civil Engineering 01/01/2016 — 08/01/2019	United States	English	None

COMPARABILITY SUMMARY

Outcome: Not Equivalent

Area	Hours	Deficiency
Math/Science	32 / 32	None
Engineering	60 / 48	None
General Education	4 / 12	Missing 8 hours
Elective/Other	32 / N/A	None

SPECIAL NOTE

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.

MATH/SCIENCE

Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	University of Mumbai / Bachelors in Civil Engineering	3.1
Calculus II	University of Mumbai / Bachelors in Civil Engineering	3.1
Calculus III	University of Mumbai / Bachelors in Civil Engineering	2.5
Chemistry	University of Mumbai / Bachelors in Civil Engineering	2.5
Engineering Geology	University of Mumbai / Bachelors in Civil Engineering	3.8
Engineering Mechanics	University of Mumbai / Bachelors in Civil Engineering	4.7
Fluid Mechanics	University of Mumbai / Bachelors in Civil Engineering	3.1
Numerical Analysis	University of Mumbai / Bachelors in Civil Engineering	2.5
Physics: Calculus Based	University of Mumbai / Bachelors in Civil Engineering	2.5
Strength of Materials	University of Mumbai / Bachelors in Civil Engineering	3.8
	Total semester credit hours earned:	**31.60**

Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Advanced Steel Structures	University of Mumbai / Bachelors in Civil Engineering	3.1
Advanced Structural Analysis	University of Mumbai / Bachelors in Civil Engineering	3.1
Building Design	University of Mumbai / Bachelors in Civil Engineering	1.6
Concrete Technology	University of Mumbai / Bachelors in Civil Engineering	2.5
Construction Engineering	University of Mumbai / Bachelors in Civil Engineering	3.1
Electrical & Electronic Engineering	University of Mumbai / Bachelors in Civil Engineering	4.7
Environmental Engineering I	University of Mumbai / Bachelors in Civil Engineering	3.1
Environmental Engineering II	University of Mumbai / Bachelors in Civil Engineering	3.1
Foundation Engineering	University of Mumbai / Bachelors in Civil Engineering	2.5
Hydraulics I	University of Mumbai / Bachelors in Civil Engineering	2.5
Hydraulics II	University of Mumbai / Bachelors in Civil Engineering	2.5
Irrigation Engineering	University of Mumbai / Bachelors in Civil Engineering	2.5
Prestressed Concrete	University of Mumbai / Bachelors in Civil Engineering	3.1
Project	University of Mumbai / Bachelors in Civil Engineering	3.8
Reinforced Concrete	University of Mumbai / Bachelors in Civil Engineering	3.1
Soil Mechanics	University of Mumbai / Bachelors in Civil Engineering	2.5
Steel Structures	University of Mumbai / Bachelors in Civil Engineering	3.1
Structural Analysis I	University of Mumbai / Bachelors in Civil Engineering	2.5
Structural Analysis II	University of Mumbai / Bachelors in Civil Engineering	2.8
Transportation Engineering I	University of Mumbai / Bachelors in Civil Engineering	1.9
Transportation Engineering II	University of Mumbai / Bachelors in Civil Engineering	3.1
	Total semester credit hours earned:	**60.20**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
Communication Skills	University of Mumbai / Bachelors in Civil Engineering	1.3
Entrepreneurship	University of Mumbai / Bachelors in Civil Engineering	1.9
Professional Presentation Skills	University of Mumbai / Bachelors in Civil Engineering	0.9
	Total semester credit hours earned:	**4.10**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Building Construction	University of Mumbai / Bachelors in Civil Engineering	1.9
Building Drawing	University of Mumbai / Bachelors in Civil Engineering	1.6
Computer Programming I	University of Mumbai / Bachelors in Civil Engineering	4.7
Computer Programming II	University of Mumbai / Bachelors in Civil Engineering	3.5
Construction Management	University of Mumbai / Bachelors in Civil Engineering	2.5
Construction Materials	University of Mumbai / Bachelors in Civil Engineering	2.5
Engineering Drawing	University of Mumbai / Bachelors in Civil Engineering	4.4
Quantity Surveying & Estimation	University of Mumbai / Bachelors in Civil Engineering	2.5
Surveying I	University of Mumbai / Bachelors in Civil Engineering	2.8
Surveying II	University of Mumbai / Bachelors in Civil Engineering	2.8
Workshops	University of Mumbai / Bachelors in Civil Engineering	2.5
	Total semester credit hours earned:	**31.70**

Total Semester Credit Hours Earned: 128

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.

ELIZABETH MARTINEZ (21-692-73)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/26/2025

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)
University of Nevada, Las Vegas
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
March 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
October 2024

LICENSES

Additional Licenses
None

ELIZABETH MARTINEZ (21-692-73)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Kimley-Horn
Nevada (United States)
Civil Analyst
June 2021—March 2024

Verified by
Michael E. Schwab
michael.schwab@kimley-horn.com

Experience Summary
Full-Time
Engineering: 2 years, 9 months
Post EAC degree: 2 years, 9 months
Experience under licensed engineer: 2 years, 9 months

TASKS

My work experience is focused in hydrologic and hydraulic engineering of storm water. I analyzed the hydrological characteristics of proposed project sites including commercial, residential and industrial land development projects. I delineated drainage basins, calculated weighted curve numbers, determined rainfall precipitation, calculated lag time, and analyzed runoff for various storm events depending on local entity criteria. I researched previously approved technical drainage studies and decided what material would be used as reference material to establish existing conditions of watersheds. I performed hydraulic calculations utilizing various software such as WSPGW, HEC-RAS, and FlowMaster. I recommended changes to improvement plans to minimize drainage impacts to proposed buildings and downstream facilities such as curb and gutter, landscape swales, and floodproofed walls. I calculated the intercepted flow of proposed and existing drop inlets to analyze drainage characteristics in roadways. I designed and sized storm drain pipe, boxes, and culverts to meet local entity criteria. I modeled and designed channels to convey flow around and through project sites safely. I recommended channel dimensions, lining material, and outlet protection to land development teams producing the improvement plans of the project. I designed detention basins to mitigate flow increases and treatment facilities such as low-impact development riprap-lined swales and hydrodynamic stormwater separators. I authored several technical drainage study reports detailing methods used to analyze hydrologic and hydraulic characteristics of project sites.

REPRESENTATIVE PROJECTS

Rancho Rainbow (Dove Point):
- Las Vegas, NV
- June 2021 - August 2021
- I produced the technical drainage study for the proposed residential development at the intersection of Rainbow Boulevard and Rancho Drive located in the City of Las Vegas jurisdiction. I analyzed the hydrologic conditions of the project site in the pre-development existing conditions and the post-development proposed conditions. This analysis included tasks such as basin delineation, curve number calculations, lag time calculations, and HEC-1 analysis. I calculated the normal depth of the flow in the proposed streets and recommended improvements to protect proposed finished floors including solid grouted stem walls and raised finished floors.

Serene and Fort Apache
- Clark County, NV
- October 2021 - November 2022
- I analyzed the offsite watershed of a residential land development project to evaluate the impacts of offsite runoff. It was my responsibility to collect and verify previously approved technical drainage studies for developments within the watershed that would impact runoff. Once I quantified flow rates, I modeled multiple alternate storm drain layouts to ensure the 100-year flow was adequately intercepted per the local entity's criteria and ensure the project development was not going to negatively impact downstream facilities including an existing concrete arch culvert. Other tasks included calculating onsite runoff, prorating onsite flow areas, normal depth street calculations to verify finish floor protection and 10-year dry-lane criteria, drop inlet sizing, and onsite storm drain modeling and sizing.

DP N Hollywood
- Clark County, NV
- January 2022 - January 2023
- I designed a concrete rectangular channel for a proposed industrial land development site . I modeled the hydraulic characteristics of the channel via HEC-RAS during a 100-year storm event per the county drainage manual. With the velocity, depth, and inundation results of my analysis, I recommended design changes to the proposed channel including material lining, graded slopes, transition structures, inlet design, and outlet design. Other tasks for this project included hydrological analysis of

the site, normal depth hydraulic sections to verify finish floor protection, drop inlet sizing, storm drain modeling, and low-impact development treatment calculations.

ELIZABETH MARTINEZ (21-692-73)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

GCW, Inc.
Nevada (United States)
Engineering Intern II
March 2024—June 2025

Verified by
jerry emerson pruitt
JPruitt@gcwengineering.com

Experience Summary
Full-Time
Engineering: 1 year, 3 months
Post EAC degree: 1 year, 3 months
Experience under licensed engineer: 1 year, 3 months

TASKS

During my work experience, I have expanded my skill set in hydrologic and hydraulic engineering of storm water. I analyzed the hydrological characteristics of proposed project sites such as capital improvement projects and planned communities. I calculated project site runoffs using the Rational Method for roadway projects and via HEC-HMS programs for large watersheds. I performed hydraulic calculations utilizing various software such as WSPGW, HEC-RAS, and FlowMaster. I recommended changes to improvement plans to minimize drainage impacts and improve the hydraulic conditions of existing communities. I calculated the intercepted flow of proposed and existing drop inlets to analyze drainage characteristics in roadways and ensure criteria set by the Nevada Department of Transportation (NDOT) were met. I designed and sized storm drain pipe, boxes, and culverts to meet local entity criteria. I authored several technical drainage study reports, drainage memorandums, and letters detailing methods used to analyze hydrologic and hydraulic characteristics of project sites.

REPRESENTATIVE PROJECTS

Summerlin Village 28 & 32 Master Plan
- Las Vegas, NV
- December 2024 - Ongoing
- I analyzed the watershed for Summerlin Villages 28 and 32 located in the City of Las Vegas. Since these villages are part of a master plan community, hydrological analysis was completed by me for the entire watershed prior to technical drainage studies. For the master plan, I delineated the basin boundaries and calculated the lag time for over 100 subbasins. I analyzed the land plan of the area and determined appropriate curve numbers for each combination of land use covers and soil groups. I used HEC-HMS to model the watershed of all the subbasins, concentration points, and routing patterns to attenuate flows. The model included diversions and an existing detention basin as the watershed outlet. I recommended changes in proposed drainage patterns to meet maximum allowable flowrates at existing discharge locations. Once 100-year flowrates were determined, I calculated and proposed conceptual storm drain facilities for the entire watershed via FlowMaster and with inlet control nomographs. I sized reinforced concrete pipes ranging from 24-inches to 60-inches in diameter as well as various reinforced concrete boxes ranging from 5-foot by 5-foot boxes to triple 15-foot by 8-foot box culverts. Other project tasks I completed include writing a technical report and creating drainage figures via ArcGIS Pro.

Summerlin Village 17C Back Bowl Master Study
- Las Vegas, NV
- May 2024 - September 2024
- I analyzed the onsite hydrology for Summerlin Village 17C located in Clark County, Nevada. Improvements such as residential communities, an improved wash with trail, and recreation center were planned for this master planned village. I calculated the 100-year storm runoff for four onsite subbasins which included basin delineation, curve number calculations, and lag time calculations. I recommended the placement of street drop inlets and proposed storm drain facilities to ensure local criteria regarding street flow was met. To do so, I prorated several onsite basins and calculated multiple iterations of drop inlet locations and drop inlet sizes to recommend the most effective and economical proposed layout of storm drain facilities. I calculated conceptual storm drain facility sizes for the entire project site via FlowMaster and with inlet control nomographs. Other project tasks I completed include writing a technical report and creating drainage figures via ArcGIS Pro.

Tompkins Avenue (Koval Lane to University Center Drive)
- Clark County, NV
- July 2024 - March 2025
- The Clark County Public Works Department proposed a new roadway alignment and flyover ramp including storm drain improvements along Tompkins Avenue from Koval Lane to University Center Drive. I prepared the final drainage design memorandum to accompany the roadway improvement plans. I collected and reviewed existing technical drainage studies to

determine the existing conditions of the project site and surrounding watershed. I delineated basin boundaries, calculated curve numbers based on the 2023 Master Plan Update per the regional agency, and determined lag times for each basin. I estimated the peak flow runoff during the 100-year and 10-year return period storm events during the proposed condition. I also performed normal depth street calculations, several drop inlet sizing calculations, inlet control nomographs, and storm drain modeling. I calculated the required drop inlet sizes of combination drop inlets and grate inlets in sump. I modeled proposed storm drain pipes and recommended pipe sizes to safely convey the intercepted flow and meet local agency criteria. Storm drain sizing ranged from 18-inch to 30-inch reinforced concrete pipes and included horizontal elliptical reinforced concrete pipes to meet cover and utility spacing requirements.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
May 2016	July 2017	From May 2016 to July 2017, I was a college student attending Colorado School of Mines. After my freshman year, I transferred to the University of Las Vegas and completed my degree there from 2017 to 2021.

WILLIAM MILLER (21-508-33)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/11/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
4 years, 6 months

Total Engineering Experience
4 years, 6 months

Experience under licensed engineer
4 years, 6 months

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

4+

EDUCATION

Non-degree
Colorado State University
August 2014–December 2015

Associates in Science
College of Southern Nevada
January 2016–May 2017

Bachelors in Civil Engineering (EAC)
University of Nevada, Las Vegas
August 2017–December 2020

EXAMS

Fundamentals of Engineering (FE)
Nevada
January 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
April 2025

LICENSES

Additional Licenses
None

WILLIAM MILLER (21-508-33)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Geotechnical & Environmental Services, Inc. (GES)
Nevada (United States)
Senior Staff Engineer
December 2020—June 2025

Verified by
David J Salter
david.salter@ges-west.com

Experience Summary
Full-Time
Engineering: 4 years, 6 months
Post EAC degree: 4 years, 6 months
Experience under licensed engineer: 4 years, 6 months

TASKS

As a Staff Engineer and Senior Staff Engineer for GES, I have worked as an assistant project manager (APM) and a project manager (PM) on geotechnical design projects and QA materials testing and inspections for residential, commercial, public works, and geothermal projects. My duties for geotechnical design projects primarily included the coordination and preparation of soils reports. This includes coordinating the subsurface drilling program, performing the soil logging, collecting soil samples, assigning laboratory tests and performing lab testing on the collected samples, calculating bearing capacity and estimated settlement for shallow foundations, drilled shafts, and mat foundations, lateral loads on retaining walls, liquefaction analysis, flexible and rigid pavement section design. I also wrote construction recommendations for these geotechnical considerations. I have coordinated and performed the field testing for geothermal conductivity studies and percolation tests.

For QA materials testing and inspections, I reviewed project plans and specifications to ensure our sampling and inspections were performed in accordance with the project's design criteria and applicable codes. I coordinated with contractors on inspection requirements, assisted in scheduling inspections, and reviewed daily field reports for grading, asphalt, post-tensioned and conventionally reinforced concrete construction, structural steel and welding, anchors, fireproofing, fire stopping, EIFs, masonry, drilled shafts, and wood.

REPRESENTATIVE PROJECTS

3rd Street Assemblage; August 2021-Current; Las Vegas, NV: The scope of work included the preparation of a geotechnical evaluation and QA inspections and testing for three 7-story multi-use structures with 3 levels of post-tensioned concrete supporting wood framing above. The site had a high groundwater table, compressible clay soils, and expansive clay near the surface. I performed the soil logging and sampling, assigned lab testing, calculated settlement and bearing capacity for deep and shallow foundations, performed calculations for flexible and rigid pavement sections, and wrote the geotechnical design recommendations. When the project could not afford deep foundations as recommended, I provided recommendations to the structural engineer to design combined and spread footings to accommodate the heavy structural loads in compressible soils and performed settlement calculations on the anticipated foundation layout. During construction, I coordinated inspection services, reviewed daily field reports and lab reports, and coordinated with the GC on RFIs, plan revisions, and submittals for QA inspections and testing performed during grading, post-tensioned and conventionally reinforced concrete, steel and welding, masonry, and fire stopping and fire proofing construction.

NDOT Braided Ramps; May - June 2022; Las Vegas, NV; The scope of work included revising recommendations in a previous geotechnical report for the bridges and pavement on CC-215 near the intersection with I-15 based on updated project plans. I coordinated the geotechnical drilling and performed soil logging and sample collection. I performed drilled shaft design calculations and wrote construction recommendations in accordance with the AASHTO LRFD bridge design manual for both redundant and non-redundant structures founded on drilled shafts.

Maryland Parkway BRT; September 2021 - November 2023; Las Vegas, NV; The scope of work was to design roadways and associated improvements for an improved bus rapid transit (BRT) in both Clark County and Las Vegas jurisdictions. I performed a desktop evaluation of the project alignment prior to the commencement of work, including reviewing boring logs, laboratory reports, and geotechnical reports near the project site and wrote a summary report of the subsurface conditions which would affect the proposed work. I coordinated and performed the soil logging and sample collection, assigned lab tests, performed calculations for flexible and rigid pavement sections based on traffic studies and estimated loads for a new style of bus, and wrote geotechnical design and construction recommendations.

Virgin River Flood Control; January 2025 - Current; Mesquite, NV; The scope of work was to update a preliminary geotechnical study and provide a final geotechnical evaluation for a 6,000 ft levee, detention basin, spillway and outfall structure. I coordinated

drilling 20 borings, assigned lab testing, and performed peer review of calculations for levee bearing capacity, settlement, slope stability, seepage analyses, and dewatering induced settlement.

Walter Bracken Elementary School Replacement; June 2024 - Current; Las Vegas, NV; The scope of work included quality assurance (QA) inspections and materials testing and consultation as the geotechnical engineer of record during the construction of a two-story concrete slab on metal deck with masonry walls founded on conventionally reinforced slab-on-grade with thickened edges and spot footings. I reviewed daily inspection reports for grading, concrete, masonry, steel, anchors, fire stopping, and EIFs construction to confirm that construction was performed according to the project's plans and specifications.

AIDAN MURRAY (21-381-02)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/07/2025

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

ABET EAC

FE EXAM

PE EXAM

4+

EDUCATION

Associates in Science
College of Southern Nevada
August 2014–August 2017

Bachelors in Civil Engineering (EAC)
University of Nevada, Reno
August 2016–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
September 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
May 2025

LICENSES

Additional Licenses
None

AIDAN MURRAY (21-381-02)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

U.S. Bureau of Reclamation
Nevada (United States)
Civil Engineer
July 2021—July 2025

Verified by
John L Swatzell
jswatzell@usbr.gov

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

TASKS

History of my related tasks for this employer include:
1. Autodesk (Civil 3D/AutoCAD): drafting of project details, creation of site plans, survey stakeout data creation, utility plotting, component design, plan set preparation, support, and submission, etc.
2. Equipment research: pump comparisons and recommendations, vegetation clearing equipment, electrical panel compliance, etc.
3. Construction surveying: shot ground elevations for quality assurance and quality control purposes, underground utility lines (overhead poles and known underground utility locations), buildings, structures, excavation/embankment volumes, alignment stakeouts, trenches, etc.
4. Project management: coordination with maintenance personnel, coordination with involved federal and state agencies, coordination with private businesses, budget tracking, writing work plans, writing service agreements, writing compliance documents, in-field construction supervision, water and flow management, water and flow data tracking, contract responsibilities as a Contracting Officer's Representative (COR), inspection/supervision report documentation for construction activities, etc.

Task/Duty Approximate Percentages:
1. Engineering: 30%
2. Surveying: 15%
3. Project Management: 55%

REPRESENTATIVE PROJECTS

Projects:
1. Section 26 (near Needles, CA, 07/2021 to present): I used Civil 3D to draft details for a fence to be used to close off parts of the project area, I participated in a review and red lined the initial plan set, I supported a pre-liminary site survey and staking prior to the excavation project, I was responsible for site supervision/inspections for a number of shifts during excavation activities, I surveyed a cell created for a dredge to determine production rate,
2. Cibola National Wildlife Refuge Unit #1 (near Cibola, AZ, 08/2021 to 09/2024): I used surveying equipment to take shots of various pieces of water conveyance infrastructure/agriculture fields, I developed a perimeter road detail in Civil 3D, I created a trench detail to be included with the access road detail, I completed basic deflection calculations for a proposed access bridge, I participated in a review and red lined a proposed plan set, I created stationing for the Arnett Ditch for continued channel maintenance,
3. Planet Ranch Conservation Area (near Parker, AZ, 09/2021 to present): I used surveying equipment to take as-built elevation shots throughout the site for ground proofing and to locate pieces of infrastructure, I used surveying points and field observations to create a site plan in Civil 3D, I used surveying equipment to take ground shots to determine volumes of fish refugia ponds, I setup new site calibration points with survey equipment, I created staking points for the site’s layout and other survey related tasks, I created plan sets for various construction activities (i.e. pond excavations, pipelines, etc.), I reviewed and referred to the original plan set to support the completion of an as-built of the original construction work, I created a construction task list and proposed schedule for the project, I wrote numerous inspection and shift reports for the construction activities for the project, I created linework for a dredge to complete excavation tasks,
4. Hart Mine Marsh (near Cibola, AZ, 10/2021 to 02/2023): I completed construction surveying of pump stand and infrastructure, I worked with a power company to determine utility layout for pump stand, I worked with electrical engineers to complete a one-line diagram for power company compliance requirements,
5. Laguna Division Conservation Area (near Yuma, AZ, 01/2022 to present): I facilitated and attended infrastructure inspections of the headworks and drop gate structures, I created a spreadsheet to summarize and analyze flow data for the site, I created cathodic protection system layout in Civil 3D for a maintenance crew to refer to, I created a drainage plan document for detailed infrastructure inspections, I manage the SCADA system to follow a water delivery schedule,

6. Cibola Valley Conservation Area (near Cibola, AZ, 10/2022 to 04/2023): I used Civil 3D to design features for a proposed canal, I worked on a trench detail and information sheets on the plan set, I set control points for canal relining project using survey equipment,
7. Yuma Meadows Conservation Area (near Yuma, AZ, 02/2023 to present): I printed and prepared plan set documents for a formal review meeting, I attended and participated in a formal plan set review, I took as-built shots of existing infrastructure (i.e. concrete pads, electrical components, etc.) at the site using survey equipment,
8. Beal Lake/Topock Marsh (near Needles, CA, 06/2023 to 11/2023): I created and staked out proposed power pole locations so the construction crew could build bump out dirt areas along access road, I created a plan view in Civil 3D showing a berm and trailer pumps along the Colorado River for construction crews to understand the layout of the site and equipment,
9. Admin Lawn Project (Boulder City, NV, 07/2023 to 06/2024): I located official Boulder City benchmarks for survey site calibration, I shot various pieces of infrastructure (i.e. light poles, exposed utilities, flag poles, concrete pads, trenches, etc.) using survey equipment, I attended weekly meetings with contractors during the project, I used Civil 3D to create a TIN surface to view excavation progress, I wrote numerous daily inspection reports for the construction activities for the project,
10. Mohave Valley Conservation Area (near Needles, CA, 01/2025 to 02/2025): I created linework in Civil 3D for a dredge to complete excavation tasks,

EDWARD PADILLA (24-344-29)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/27/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
9 years

Total Engineering Experience
9 years

Experience under licensed engineer
5 years, 4 months

Disciplinary Action
None reported

EDUCATION

Bachelors in Construction Engineering (EAC)
San Diego State University
August 2011–May 2016

EXAMS

Fundamentals of Engineering (FE)
California
October 2024

Principles and Practice of Engineering (PE)
Civil
California
May 2025

LICENSES

Additional Licenses
None

WORK EXPERIENCE

DAVIS REED CONSTRUCTION INC
California (United States)
PROJECT MANAGER
May 2016—September 2021

Verified by
Vincent Buchanan
vmbski@gmail.com

Experience Summary
Full-Time
Engineering: 5 years, 4 months
Post EAC degree: 5 years, 4 months
Experience under licensed engineer: 5 years, 4 months

TASKS

Major tasks and duties that i performed on a consistent basis from cradle to grave for our projects included:

- Cut, fill and export analysis along with quantity surveys/earthwork calculations for my estimates
- Calculation, quantity surveys and estimation of costs of different components (concrete, steel,etc.) of a structure
- Analyzed, located, relocated, established, reestablished, and calculations for the alignment or elevation for any of the fixed works (sewer, water, dry utilities, hardscape, etc).
-analyze, design and modeling of details in different aspects of construction
- design and inspection of safety systems
- establishing and implementing horizontal and vertical control
- engineering judgement (analysis for support, feasibility, clashes) for constructability review of different structures, details, and submittals/shop drawings in all facets of construction from grading to structural and engineering site improvements.
- design build coordination
- design and inspection of site drainage and sedimentation control
- ensured compliance with specifications, local and national building codes in addition to specific trades (ACI, NECA, AISC, ETC.)

REPRESENTATIVE PROJECTS

Project Engineer
Kimpton Hotel - Palm Springs, CA
7 story CIP Concrete Structure with Light Gauge Metal Studs
05/2016 - 12/2017

I served as the project site engineer, where, in addition to my task and duties, I often analyzed, recommended and designed light gauge metal stud detailing. This includes cantilevered light gauge horizontal bands with sheathing integral surface slope for drainage to ensure proper water runoff, exterior stud walls, light gauge soffits amongst other light gauge components to meet architects design intent. I also designed and drew safety railings for elevator shafts that were removeable.

Senior Project Engineer
Cambria Hotel - Anaheim, CA
13 story CIP structure w/partial below grade parking structure
12/2017 - 12/2019

I served as a the senior field engineer overseeing 3 project engineers. In addition to my tasks, I redesigned a flat parking structure surface, designed and calculated invert elevations of flowlines on the surface of a 152,000 sf subterranean parking deck along with subsequent adjustment of below ground surface column caps for max clearance for vehicles. The Flowlines were also coordinated with above topping slab for site improvements. I also recommended a L-Strap for a prefabricated bathroom pod structures to help with seismic and overturn. In addition, I designed footing size and recommended mix designs for pool deck fencing.

Senior Project Engineer
Truax Hotel - Temecula, CA
3 story structure CIP structure with metal studs prefabricated floor and wall panels
12/2019 - 04/2020

I served as a field site engineer where I reviewed, recommended, and coordinated "leave outs" in a prefabricated light gauge

structure for x bracing for seismic.

APM
Omni Rancho Las Palmas Clubhouse - Rancho Mirage, CA
1 Story Wood Framed Design Build
04/2020 - 12/2020

I served as an APM during a design build clubhouse. One of my first tasks was estimating the costs of the clubhouse. In doing so for my earthwork calcs, I analyzed the cut-fill section in comparison with the existing road and over-excavation requirements of structures where I recommended and changed the 5 foot over ex requirement to a mat foundation with 2 foot overex. I also designed block walls and smaller retaining walls for site grading and separation of different elevation levels.

APM
Stanly Ranch - Napa, CA
2 story steel with prefab'd wood panels
01/2021 - 09/2021

I served as an APM where I performed the analysis and redesign of prefabricated wood framed structures (walls, floors and trusses) based of existing steel structure. I also calculated, designed, and adjusted sloping of trusses and balconies to accommodate proper drainage for all trusses.

EDWARD PADILLA (24-344-29)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

DAVIS REED CONSTRUCTION INC
California (United States)
PROJECT MANAGER
October 2021—June 2025

Verified by
Mike Glen Lyons
mlyons@davisreedinc.com

Experience Summary
Full-Time
Engineering: 3 years, 8 months
Post EAC degree: 3 years, 8 months
Experience under licensed engineer: None

TASKS

Major tasks and duties that I performed on a consistent basis from cradle to grave for our projects included:

- Cut, fill and export analysis along with quantity surveys/earthwork calculations for my estimates
- Calculation, quantity surveys and estimation of costs of different components (concrete, steel, etc.) of a structure
- Analyzed, located, relocated, established, reestablished, and calculations for the alignment or elevation for any of the fixed works (sewer, water, dry utilities, hardscape, etc.).
-analyze, design and modeling of details in different aspects of construction
- design and inspection of safety systems
- establishing and implementing horizontal and vertical control
- engineering judgement (analysis for support, feasibility, clashes) for constructability review of different structures, details, and submittals/shop drawings in all facets of construction from grading to structural and engineering site improvements.
- design build coordination
- design and inspection of site drainage and sedimentation control
- ensured compliance with specifications, local and national building codes in addition to specific trades (ACI, NECA, AISC, ETC.)

REPRESENTATIVE PROJECTS

APM
Monarch Apartment Homes - Palm Springs, CA
1 Story & 2 Story CFMS/Wood Structures
10/2021 - 08/2023

I served as an APM where I analyzed, adjusted and designed light gauge and steel details for walls, columns, soffits, overhangs, and balconies, ensuring coordination between structural and architectural elements, while maintaining efficiency in the material usage in addition to accounting for minimized deflection of members due to high wind loads. The project had walls that were prefabricated offsite, so I reviewed and analyzed every specific component of the project (studs, joists, beams, columns, etc.) to ensure compliance with architectural intent. For example, the walls and roof slopes both sloped consistently, so I calculated horizontal and vertical dimensioning whilst specifying beams, boxed headers, boxed columns to meet architectural intent, while specifying specific heights and max spans. I also performed infield engineering such as detailing for specific conditions where typical details did not work such as joists that were produced too short where I recommended and detailed "sistered" profiles to make use of joists. I also designed several "column cap" details that were no existing for tie in of structural steel to light gauge boxed headers. I analyzed and designed sloping topping deck elevations at different points to ensure proper drainage. I reviewed analyzed and made adjustments to asphalt pavement sections for heavier traffic.

APM
CV Apartments- Coachella, CA
3 Story Wood Framed Structure
05/2022 - 02/2024

I served as APM/Superintendent where I reviewed, designed and analyzed existing piping systems and rerouted them to ensure proper water flow while minimizing disruptions to existing infrastructure and active apartment complex, in addition to rerouting around areas where over excavation requirements were critical. I created as builts of existing points throughout the site courtyard and redesigned pavement hardscapes to allow for better water flow toward the nearest outlets, preventing water pooling and facilitating proper drainage. With the change above, I also had to adjust, realign and recalculate site drainage swales and inverts to prevent erosion of fill adjacent to new structures. One of the critical aspects of this project I had to do was analysis of a future

phase grade and design a retaining wall at an electrical transformer to prevent said transformer from having to be removed and reinstalled. I calculated cut and fill requirements for deep retention tanks (17 foot excavations) to ensure optimal site grading and stormwater management. I utilized this calculation to add to my overall cut/fill for the site to minimize import soil. Furthermore, I made recommendations for the haul road overall section to also meet requirements of 75000lb fire truck and fire roads. In one of our pedestrian bridges, I designed a series of wood frame bridge crickets with calculated invert elevations at top of each joist within constrictions of max-min heights due to existing guardrails. I also calculated inverts and horizontal alignments of storm and sewer pipes that were clashing with piping for a splash pad.

PM
DSRT Surf - Palm Desert, CA
Masonry Structures with 5.5 acre surf lagoon
02/2024 - CURRENT

This is my current project were I am the PM that oversees a surf park build out. I have recommended the use certain rigging, analyzed crane capacity (analysis of existing conditions/grade profile and crane chart) for use on offloading and installation of client’s 18 ton prefabricated structure. I have also inspected and reviewed failure of welded rebar and analyzed and directed replacement of reinforcement in accordance with astm a706 for tie into structural steel. In addition, I designed footings and recommended mix design for site fencing and gates on a 17 acre site.

RANDALL PIETERSEN (20-939-93)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/22/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
2 years, 1 month

Total Engineering Experience
2 years, 1 month

Experience under licensed engineer
2 years, 1 month

Other Experience
2 years

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

EDUCATION

Bachelors in Civil Engineering (EAC)
US Air Force Academy
June 2016–April 2020

Masters in Civil and Environmental Engineering
Massachusetts Institute of Technology
September 2020–May 2022

Doctorate in Civil and Environmental Engineering
Massachusetts Institute of Technology
August 2022–May 2025

EXAMS

Fundamentals of Engineering (FE)
Colorado
May 2020

Principles and Practice of Engineering (PE)
Civil
Oregon
October 2020

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Massachusetts Institute of Technology
Massachusetts (United States)
MS and PhD Student and Research Assistant
June 2020—June 2022

Verified by
Melissa S. Beauregard
melissa.s.beauregard@gmail.com

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

TASKS

I was the lead researcher in charge of a joint project with the Massachusetts Institute of Technology, the US Air Force Civil Engineer Center, and the US Air Force Academy to investigate and prototype the automation of airfield pavement condition index surveys on both flexible and rigid pavements. As the lead researcher and project manager I was responsible for (1) securing and managing tens of thousands of dollars in funding and project resources, (2) working with the Air Force's project stakeholders to define requirements for their Airfield PCI surveys, (3) conducting literature reviews to critically evaluate potential technologies, (4) developing new hardware and software solutions to perform data acquisition and analysis, (5) gathering ground truth data by performing traditional PCI surveys in accordance with ASTM and DoD UFC criteria, and (6) developing testing plans to realistically compare novel methods being developed with existing inspection methods. I was also responsible for documenting and reporting these findings in technical papers and presentations for the engineers at the Air Force Civil Engineer Center, as well as publishing findings in peer-reviewed journal publications and technical presentations (like for the Transportation Research Board).

REPRESENTATIVE PROJECTS

I was the lead researcher in charge of a joint project with the Massachusetts Institute of Technology, the US Air Force Civil Engineer Center, and the US Air Force Academy to automate airfield pavement condition index surveys on both flexible and rigid pavements. This project sought to use remote sensing imagery from drone platforms for pavement distress detection using computer vision algorithms and deep learning. As the lead researcher and project manager I was responsible for (1) securing and managing tens of thousands of dollars in funding and project resources, (2) working with the Air Force's project stakeholders to define requirements for their Airport PCI surveys, (3) conducting literature reviews to critically evaluate potential technologies, (4) developing new hardware and software solutions to perform data acquisition and analysis, (5) gathering ground truth data by performing traditional PCI surveys in accordance with ASTM and DoD UFC criteria, and (6) developing testing plans to realistically compare novel methods being developed with existing inspection methods. I was also responsible for documenting and reporting these findings in technical papers and presentations for the engineers at the Air Force Civil Engineer Center, as well as publishing findings in peer-reviewed journal publications (Automation in Construction) and technical presentations (like for the Transportation Research Board).

During this project I sought out subject matter experts from the Air Force's Airfield Pavement Evaluation Team who instructed me on current best practices. These individuals helped me evaluate the airfield pavements used in this project using standard inspection practices, thereby providing a baseline for the inspections completed using the new drone-based method. I personally conducted several traditional airfield PCI inspections on runways as part of this work and had multiple research assistants and Air Force pavement personnel helping to do the same. These subject matter experts also provided technical expertise on pavement distress and survey methods that aided in developing the automated analysis.

To prototype and evaluate my automated method I integrated a multispectral high resolution imaging camera on a custom built hexcopter drone platform, I found testing sites and airfields that would allow me to operate my platform for data collection, then got certified as a drone operator, and finally conducted flights where I gathered thousands of pavement images. After all the images were gathered I then used post processing software to prepare the images and wrote custom Matlab and Python code for analyzing the images for distresses. A major part of this work was designing the distress identification mechanism, which used trained deep learning models to perform the detection automatically. Once each distress was detected and measured digitally, it could then be used in further analysis to calculate the PCI. Beyond documenting my methods, as part of this work I presented a critical evaluation specifically discussing positive and negative performance characteristics of the automated solution. In my thesis I documented specific details regarding the tasks or circumstances that the automated solution handled well, while clearly communicating and outlining its limitations and areas for future research.

I also led two undergraduate civil engineering students from the US Air Force Academy and the Massachusetts Institute of Technology in working on the drone platform, performing airfield surveys, and curating large pavement image datasets for training

the computer vision models tasked with distress detection. As part of this instruction I taught the students about the basics of airfield pavement inspection methods, the purpose and management of airfield pavements, and how this is all done in the Air Force. With my help, one of the undergraduate students that I instructed went on to win a top prize at an internal MIT undergraduate research presentation competition, expertly communicating the problem she was helping to solve and her role in developing the research.

WORK EXPERIENCE

United States Air Force
Riyadh (Saudi Arabia)
Project Manager
May 2023—October 2023

Verified by
Raymond Arthur Burton
burton.arthur@gmail.com

Experience Summary
Full-Time
Engineering: 5 months
Post EAC degree: 5 months
Experience under licensed engineer: 5 months

TASKS

I was one of five civil engineering project managers working directly under a licensed PE to transition the Prince Sultan Air Base expeditionary infrastructure assets (meant to sustain several months of operations), to semi-permanent facilities and utilities (meant to sustain several years of operations for thousands of people). I maintained a >$10M portfolio of approximately a dozen new and ongoing infrastructure construction projects including electrical power grid expansion, wastewater system installation, road paving, dining facility construction, and new office building installation. I was responsible for all phases of each project's lifecycle, which included producing independent government cost estimations, 30% designs for design-build contract solicitations, evaluating technical acceptability of design submittals, performing reviews and approvals of technical submittals, conducting site visits with the contractors, monitoring construction practices/timelines, providing government quality assurance during construction, and ultimately inspecting and signing off on project closeout once completed. I also worked with a team of engineering assistants who helped me in construction management responsibilities, could provide limited drafting services for design work, and conducted site surveys. Our team of engineers would meet weekly to report project updates and construction statuses and synchronize efforts from projects across the base that impacted each other.

REPRESENTATIVE PROJECTS

1) From May to October 2023 I did the initial design, government cost estimation, statement of work, and solicitation of a project to install a $400K optical communication fiber network (including manholes + handholes) spanning 10,000 linear meters at Prince Sultan Air Base in Saudi Arabia. My design had to meet the DoD unified facilities criteria (UFC) guidelines; I sized the conduit pipes and configurations, conduit liners, manholes, handholes, and excavation trenching to meet design loads. I ultimately awarded the project to a local vendor tasked with procuring the material and installing the system that followed my project schedule. I reviewed different design submissions for technical acceptability of the materials and oversaw the beginning of the project which broke ground while I was still there. I ensured all construction practices adhered to OSHA standards.
2) From May to October 2023 I was the project manager of a new $1.2M, 8K square foot flight line dining facility at Prince Sultan Air Base in Saudi Arabia. The design was already completed and awarded to a local company when I inherited the project and construction just started. In my role I reviewed and approved technical design submittals for HVAC, electrical fixtures/equipment, structural members, flooring, water purification systems, and concrete foundation work. I provided government quality assurance for the construction being completed, which included the justification and ultimate rejection of sub-standard concrete slab work that failed to meet design specifications. I was also responsible for making sure the company adhered to OSHA regulations and routinely had to stop work for PPE violations when working with concrete and fall protection violations when doing roofing work. I also did the designs and cost estimations for several contract modifications which expanded the statement of work to include an improved UV water purification system and electrical connection to the grid. Both designs were sized to meet the water and electrical design loads of the structure based on the fixtures being installed in the dining room and kitchen. I oversaw the initial site preparation and earthwork, installation of the concrete foundation and flooring slabs, vertical structural members, roofing, siding, and duct work before I had to leave and pass along the project.
3) From May to October 2023 I did the initial design, government cost estimation, statement of work, solicitation, and construction of a project to build new $250K, 1.5K square foot, veterinary offices and surgical facilities for the military working dogs at Prince Sultan Air Base in Saudi Arabia. As part of the design, I drafted CAD drawings that specified the exact floor plan, water, HVAC, and equipment fixture requirements the veterinarians needed to perform their role to operate on the K-9s. Our design had to meet the DoD unified facilities criteria (UFC) guidelines, and we ultimately awarded the project to a local vendor. I reviewed different design submissions from multiple vendors for the building's structural design, it's HVAC, and the installed fixtures, and oversaw the beginning of the project which broke ground while I was still there. I had to leave before this project was completed.
4) From May to October 2023 I completed a full re-design, government cost estimation, and statement of work of a new $1.8M base-wide wastewater and lift station system, which would replace the originally designed system (meant for several thousand) to accommodate tens of thousands of personnel in an expanded footprint on Prince Sultan Air Base in Saudi Arabia. The system I designed would require roughly a dozen new lift stations and half a dozen new pump houses and thousands of linear feet of new

pipes. I personally produced new head loss calculations for the entire system to ensure pump and pipe sizing would be adequate for the new design loads given peak flow rates from each of the new and existing wastewater sources along the system. I produced CAD drawings specifying the new system's locations and pump/pipe sizes and produced a government cost estimation for this entire system. When I left, this project and its initial design were approved, I had completed the statement of work, and the entire project package was awaiting solicitation to a local vendor to begin construction.

WORK EXPERIENCE

United States Air Force
Louisiana (United States)
Chief of Operations Engineering
June 2022—July 2024

Verified by
Eric Scot Tillstrom
eric.tillstrom.1@us.af.mil

Experience Summary
Full-Time
Engineering: 2 years, 1 month
Post EAC degree: 2 years, 1 month
Experience under licensed engineer: 2 years, 1 month

TASKS

Lead engineer/officer in charge of the Requirements and Optimizations section for the Barksdale AFB Civil Engineer Squadron, Operations Flight. Led 15 subject matter experts and engineering technicians in infrastructure asset management planning and maintenance execution to sustain base operations across >$1B in civil, mechanical, and electrical infrastructure assets. Supported the Engineering Flight by generating technical engineering reports to scope projects and define requirements before executing "in-house" minor repair or contract solicitation for major repair or new construction. Types of projects included everything from airfield pavement repairs/replacement, structural decking replacements, drainage system repairs/expansions, wastewater lift station replacements, HVAC system repairs/replacements/additions, electrical power infrastructure inspection/replacement, and large-scale building renovations. Led the monthly Work Request Review Board which defined user requirements and prioritized projects from dozens of agencies across thousands of assets. Led the monthly Airfield Operations Board Working Group which oversaw all airfield infrastructure and pavement inspection, repair, and replacement efforts, syncing requirements and creating projects to keep the air traffic control tower, runway lighting systems, and pavement fully operational. One of the key leaders of the Facilities Utilization Board, where the Wing Commander approves the allocation of $10M of annual operations and maintenance funding for base infrastructure to sustain base operations.

REPRESENTATIVE PROJECTS

1) One of my key responsibilities in the role of Chief of Operations Engineering was to author the Decentralized Facilities Sustainment Restoration and Modernization (dFSRM) asset management plan each year and get it approved by the wing commander. This plan outlined how ~$10M in annually allocated funds would be distributed across all the base infrastructure and specified projects for ~3yrs of engineering maintenance and construction. Creating this list first involved soliciting user requirements from all the tenants on base, identifying and prioritizing what each building or asset was being used for and how critical it was to each organization's mission. Facility and infrastructure work requests that have been input into our asset management system (IBM's TRIREGA), were also cross referenced and prioritized based on type of repair/construction and severity. In total, my team of 15 engineers and I analyzed over 3K work requests each year to distill a list of ~150 projects that would eligible to receive dFSRM funding in the next several years. After these projects were identified I oversaw and aided in the completion of technical field reports that identified pertinent engineering properties, details, and deficiencies for each of the projects and used RS Means and historic data to help supply cost estimates. Then I coordinated with our engineering flight, who produced project packages that would be contracted out to private vendors or over to our in-house plumbing, electrical, structural, or mechanical technicians to order the parts and complete the work ourselves. My team and I would track project status and completion through the entire lifecycle of the request until it was completed and my engineers approved its closeout.
2) Though I was not the lead engineer on this project, I was called to help consult on a re-design of the structural steel columns and decking supporting the second floor exterior balcony of an Air Force Inn hotel that was being fully re-built as part of a bigger renovation project to the facility. As part of the consultation we performed the static load calculations and provided several options for the lead engineer with different slab thickness, moment connections, and column cross sections that satisfied loading conditions. Each option offered different external aesthetics at different price points. We also supplied cost estimates for each option and the lead engineer made a decision.
3) The team I led was the primary entity in charge of overseeing and managing airfield pavement maintenance and repair projects. I was in charge of managing and implementing the airfield pavement repair plan, which included small maintenance items like joint sealing, crack sealing, and spall repair, but also included larger efforts like whole slab replacements, repainting, and large section replacements as well. I was in charge of our in-house construction teams that scheduled and completed small repairs. I provided quality assurance on work and project closeout and help communicate with airfield operations personnel regarding closures and deconflicted construction requirements with airfield operations mission requirements. Though I was not the lead engineer on larger slab replacement projects that got contracted out to commercial construction companies, I would independently validate pavement design thicknesses and requirements based on the current UFC guidance and our required aircraft ratings. My team and I also worked with airfield operations personnel to routinely inspect the airfield pavement sections and monitor new distresses while

executing repairs on existing issues. I was in charge of continuously updating and prioritizing the pavement repair schedule and coordinating with our repair teams (for small projects) and the engineer flight (for larger projects) to ensure small and large repairs had minimal impact on airfield operations.
4) The team I led was responsible for the base infrastructure asset management inspection program that was responsible for 100% inventory and re-occurring inspection of >$1B in real-property assets spanning over a thousand facilities across all of Barksdale AFB. My engineers and I performed inspections on all Air Force real-property assets, which included all office spaces, roads, electrical power infrastructure, mechanical systems, and airplane hangars. We documented all of our inspections and reports in the Air Force's BUILDER system to help in our life cycle assessment and repair efforts.

ARASH SAEIDI RASHK OLIA (23-693-93)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/01/2025

Citizenship
Iran

SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
2 years, 3 months

Experience under licensed engineer
2 years, 3 months

Disciplinary Action
None reported

FE EXAM PE EXAM

EDUCATION

Bachelors in Civil Engineering
Shahid Bahonar University of Kerman
February 2009–September 2013

Masters in Civil Engineering - Soil and Foundation Mechanics
Tarbiat Modarres University
September 2013–March 2016

Doctorate in Civil Engineering
Kansas State University
August 2019–May 2023

EXAMS

Fundamentals of Engineering (FE)
Kansas
February 2024

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2025

LICENSES

Additional Licenses
None

ARASH SAEIDI RASHK OLIA (23-693-93)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Sinam Engineerin Group; tehran, Iran
Tehrān (Iran)
Geotechnical Desing Engineer
July 2015—July 2019

Verified by
Arash Saeidi Rashk Olia (Self)

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

TASKS

My responsibilities as a geotechnical designer at Sinam Consulting Engineers included the design and management of deep excavation and underground construction projects. I specialized in soil improvement techniques such as jet grouting and deep foundations, and contributed to the research and development of innovative ground improvement methods. I designed deep excavation support systems using combinations of ground anchors, soldier piles, and trusses, and performed advanced numerical modeling using finite element software, including Abaqus and Plaxis 2D. I also served as a field engineer, overseeing drilling operations and shotcrete application during construction phases.

REPRESENTATIVE PROJECTS

Golestan Twin Towers, Tehran, Iran (2015 – 2018):
I was the geotechnical engineer, geotechnical designer, and on-site geotechnical technical office engineer for a 120 ft vertical soldier pile and lagging wall. This project included two towers of 30 stories above the ground and 8 stories (36 meters) below the ground for garage spaces. I worked for more than three years on this project in the following roles.
Geotechnical Engineer (July 2015 to March 2016) In this role, I logged SPT borings, test pits, and performed in situ direct shear tests on a 7-acre site. I was also the coordinator between the site and the lab. I developed the boring logs and field test reports for the final geotechnical report. I analyzed the lab and test results and developed the soil parameters needed for the design of the mat foundation and the excavation stabilization system.
Geotechnical Designer (April 2016 to November 2016).
In this role, I designed a variety of stabilization, tieback, soldier steel piles with ground anchors, soil nailing, and soldier concrete piles. I developed a slope stability model with Slope W and analyzed the deflection using Plaxis 2D. I developed drawings and a calculation book for the excavation stabilization system.
On-site Geotechnical Technical office engineer (November 2016 to May 2018)
In this role, I oversaw drilling, installation, and grouting of the anchors. I performed the anchor tension testing and revised the design, in case of anchor failure. I prepared the as-built drawings and wrote reports for the changes in design. I provided recommendations in case of drilling refusal and advised the testing team on-site on the QC process.

Saman Tower, Tehran, Iran (December 2018-July 2019):
As the geotechnical design engineer and consultant, I designed the excavation support system for a 24-meter vertical cut excavation to provide garage space in downtown Tehran. I developed a soldier pile and shotcrete system supported by ground anchors. I analyzed the deflections using finite element software, including Abaqus and Plaxis 2D. I performed detailed soil-structure interaction analyses to evaluate wall deflections, anchor forces, and global stability. I also provided construction-phase consultation, including review of instrumentation data and recommendations for anchor preloading and excavation staging.

ARASH SAEIDI RASHK OLIA (23-693-93)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Kiewir Infrastructure Engineers
Kansas (United States)
Geotechnical Engineering Intern
May 2022—August 2022

Verified by
Jaren Knighton
Jaren.knighton@kiewit.com

Experience Summary
Full-Time
Engineering: 3 months
Experience under licensed engineer: 3 months

TASKS

Geotechnical Engineering Intern
Kiewit Engineering Group Inc., Lenexa, KS I Summer 2022

Tasks and Duties:

Developed subsurface soil profiles for utility-scale solar power projects using geotechnical exploration data.
Characterized soil parameters through laboratory and in-situ testing to support foundation design.
Designed driven pile foundations for solar racking systems, including axial and lateral capacity evaluations.
Performed shallow and deep foundation design for substation structures and access roads, considering site-specific geotechnical constraints.
Collaborated with structural and civil teams to integrate geotechnical recommendations into final design packages.
Prepared technical memorandum and design documentation for internal and client review.

REPRESENTATIVE PROJECTS

Yellowbird Solar Project May 2022 to July 2022
During my internship, I contributed to the Yellowbird Solar Project in Ohio, where I developed a geotechnical soil profile to support the design of driven pile foundations for solar racking systems. I analyzed subsurface exploration data and laboratory test results to determine key soil parameters, including shear strength, compressibility, and bearing capacity. Using these parameters, I performed axial and lateral pile capacity calculations to ensure structural stability under site-specific loading conditions. My work directly supported the foundation design process, helping to optimize pile lengths and reduce construction costs while maintaining safety and performance standards.

Madison Fields Solar Project July 2022 to August 2022
For the Madison Fields Solar Project, also located in Ohio, I performed geotechnical design efforts for both the substation and the associated access roads. I designed shallow and deep foundations for substation equipment, considering factors such as settlement, bearing capacity, and lateral resistance. Additionally, I evaluated the subgrade conditions along proposed access road alignments and provided recommendations for stabilization and grading to ensure long-term durability and trafficability. My geotechnical input was integrated into the civil design package, contributing to a robust and constructible infrastructure plan for the solar facility.

ARASH SAEIDI RASHK OLIA (23-693-93)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Kiewir Infrastructure Engineers
Kansas (United States)
Geotechncial Engineer
June 2023—June 2025

Verified by
Jaren Knighton
Jaren.knighton@kiewit.com

Experience Summary
Full-Time
Engineering: 2 years
Experience under licensed engineer: 2 years

TASKS

My responsibilities as a geotechnical engineer at Kiewit Infrastructure Engineers have included planning and executing geotechnical explorations, analyzing field and laboratory data, and preparing geotechnical reports and design recommendations for renewable energy and infrastructure projects.

My responsibilities supporting solar energy projects included developing scopes of work for geotechnical investigations, overseeing SPT borings, driven pile load testing, and geophysical testing programs. I analyzed boring logs and lab results to develop soil strength parameters and designed driven pile foundations for solar PV arrays and drilled shafts for transmission lines. I also developed access road sections to support construction and operational loads.

My responsibilities supporting construction engineering included providing geotechnical recommendations for crane working surfaces, drill rig platforms, and heavy equipment access routes. I evaluated subgrade conditions and designed working surfaces to ensure stability and trafficability during the installation of inverters, deep foundations, and other critical infrastructure.

My responsibilities supporting estimating efforts included developing preliminary foundation and road designs, identifying geotechnical risks and opportunities, and preparing memoranda based ont the available preliminary geotechnical report and publicly available data to support the renewable estimating team. I provided input on exploration scope, foundation feasibility, and site access considerations for multiple prospective projects.

My responsibilities supporting data center development included interpreting boring logs, geophysical testing, and laboratory results to develop geotechnical reports and recommendations for foundations, structural fill, road sections, and pile systems. I collaborated with structural and civil teams to ensure geotechnical compatibility with design and construction requirements.

REPRESENTATIVE PROJECTS

As a full-time geotechnical engineer at Kiewit Infrastructure Engineers, I led and supported geotechnical investigations and design efforts across multiple large-scale renewable energy and infrastructure projects.

Clover Creek Solar Project, Virginia (June – September 2023):
I planned and executed the geotechnical exploration program, including SPT borings and driven pile testing. I analyzed field and lab data to develop soil profiles for shallow and deep foundation design. I developed the strength and capacity parameters for the transmission line, drilled shafts and direct embedded poles. I designed driven pile foundations for the solar PV array area.

Split Rail Solar Project, Missouri (October 2023 – April 2024):
As the lead geotechnical engineer for a 375 MW solar facility in Warrenton, I developed and managed the geotechnical scope of work. I supervised field investigations including SPT borings, driven steel pile load testing, and geophysical ReMi testing. I designed and established soil strength parameters for both shallow and deep foundation design, and designed access road sections to support construction and operational loads. At the substation and switchyard areas, I designed shallow foundations and drilled shafts and provided detailed recommendations for structural fill placement, lining, and compaction requirements. I also oversaw the construction of drilled shafts and concrete equipment pads, ensuring compliance with geotechnical specifications and performance criteria. I designed and reviewed the working surfaces for heavy equipment, and I conducted the underground utility stress and strain check for the equipment travel path as part of the construction engineering support.

Elkhart Solar Project, Indiana (May – December 2024):
I served as the geotechnical engineering lead. I directed the exploration and pile testing program. I interpreted field and laboratory data, developed geotechnical design parameters. I wrote the final geotechnical report under the supervision of the engineer of record, also designed shallow and deep foundations at the substation area, including drilled shafts and concrete pads. I provided

construction-phase oversight for the installation of these foundations, including quality control for structural fill placement, compaction, and subgrade preparation.

Renewable Estimating Support (January – March 2025):
I supported Kiewit's renewable estimating team. In this role, I developed scopes of work for geotechnical exploration. I performed preliminary foundation and road design and prepared geotechnical risk and opportunity assessments. I led the geotechnical estimating efforts for the Foxtrot Solar Project in Missouri and the Quarter Horse Solar Project in Virginia, both of which were awarded. I identified geotechnical constraints, proposed foundation solutions, and advised on construction feasibility and cost implications.
Inner Harbor Water Treatment Campus, Corpus Christi, Texas (March 2025 to May 2025)
In this project, I developed the scope of work for the desalination plant, including borings and lab testing, and geophysical. I also wrote the preliminary geotechnical report based on the publicly available data from the city and geological maps. I provided foundation and fill recommendations for the project estimating and 30% design.

Vantage DC Abilene Data Center, Texas (Ongoing in 2025):
I am currently developing the geotechnical report for this data center project. In this role, I interpreted boring logs, geophysical testing, and lab results and provided recommendations for foundations, structural fill, road sections, and pile design. I collaborate closely with structural and civil teams to ensure geotechnical compatibility with design and construction requirements.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
May 2008	January 2009	Employed as the English tutor after highschool before my undergraduate starts

CREDENTIALS EVALUATION - ENGINEERING

SAEIDI RASHK OLIA, ARASH
(23-693-93)

DEGREES EVALUATED

Institution/Degree	Country	Language	Courses
Shahid Bahonar University of Kerman / Bachelors in Civil Engineering 02/01/2009 — 09/01/2013	Iran	Persian (Farsi)	56
Tarbiat Modarres University / Masters in Civil Engineering - Soil and Foundation Mechanics 09/01/2013 — 03/01/2016	Iran	Persian (Farsi)	None
Kansas State University / Doctorate in Civil Engineering 08/01/2019 — 05/01/2023	United States	English	None

COMPARABILITY SUMMARY

Outcome: Not Equivalent

Area	Hours	Deficiency
Math/Science	34 / 32	Missing Biology or Chemistry
Engineering	64 / 48	None
General Education	21 / 12	None
Elective/Other	20 / N/A	None

SPECIAL NOTE

The NCEES Engineering Education Standard requires at least two courses in specific 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.

MATH/SCIENCE

Specified Criteria Hours: 32

Course	Institution/Degree	U.S. Credits
Calculus I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Calculus II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Differential Equations	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Dynamics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Engineering Geology	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Fluid Mechanics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Numerical Methods	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Physics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	4
Probability & Statistics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Statics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Strength of Materials	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	6
	Total semester credit hours earned:	**34.00**

Specified Criteria Hours: 48

Course	Institution/Degree	U.S. Credits
Architectural Design	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Concrete Technology	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Earthquake Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Engineering Economics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Engineering Hydrology	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Environmental Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Foundation Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Hydraulics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Loading	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	1
Pavement Design	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Project	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Railway Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Reinforced Concrete Structures I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Reinforced Concrete Structures II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	4
Road Construction	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Soil Mechanics I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	4
Soil Mechanics II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Steel Structures I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Steel Structures II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Structural Analysis I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Structural Analysis II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3

Traffic Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Transportation Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Water Supply & Drainage Structures	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Water Supply & Sewer System Engineering	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
	Total semester credit hours earned:	**64.00**

GENERAL EDUCATION

Specified Criteria Hours: 12

Course	Institution/Degree	U.S. Credits
English	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
English for Engineers	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Family Planning & Health	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	1
Islamic Ethics	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Islamic History	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Islamic Revolution	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Islamic Thought I	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Islamic Thought II	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Persian Language	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Quran Studies	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
	Total semester credit hours earned:	**21.00**

ELECTIVE/OTHER

Specified Criteria Hours: N/A

Course	Institution/Degree	U.S. Credits
Architecture & Urban Development	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Computer Applications	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Computer Programming	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	3
Construction Machinery	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Construction Materials	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Construction Methods	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Practical Training	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Project Estimation & Measurement	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	1
Surveying	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
Technical Drawing	Shahid Bahonar University of Kerman / Bachelors in Civil Engineering	2
	Total semester credit hours earned:	**20.00**

Total Semester Credit Hours Earned: 139

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.

Post-graduate courses are ONLY used in an evaluation if they can assist in eliminating deficiencies that may be indicated in the undergraduate program.

Official Evaluations are ONLY available to state licensing boards and international exam sites through an applicant's NCEES account.

MATTHEW SCHULENBERG (16-239-41)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/18/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
8 years, 11 months

Total Engineering Experience
8 years, 11 months

Experience under licensed engineer
8 years, 11 months

Other Experience

Disciplinary Action
None reported

EDUCATION

Bachelors in Environmental Engineering (EAC)
University of Nevada, Reno
August 2010–December 2015

EXAMS

Fundamentals of Engineering (FE)
Nevada
November 2015

Principles and Practice of Engineering (PE)
Civil
Nevada
April 2025

LICENSES

Additional Licenses
None

MATTHEW SCHULENBERG (16-239-41)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Residential Food and Housing Services - UNR
Nevada (United States)
Student HVAC Tech
November 2011—January 2016

Verified by

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

DESCRIPTION

MATTHEW SCHULENBERG (16-239-41)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Bimbo Bakeries USA
Nevada (United States)
Merchandiser
March 2015—July 2016

Verified by

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

DESCRIPTION

MATTHEW SCHULENBERG (16-239-41)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Environmental Protection - Bureau of Mining Regulation and Reclamation
Nevada (United States)
Staff II Associate Engineer
July 2016—February 2023

Verified by
Robert J Kuczynski
robbykminerguy@gmail.com

Experience Summary
Full-Time
Engineering: 6 years, 7 months
Post EAC degree: 6 years, 7 months
Experience under licensed engineer: 6 years, 7 months

TASKS

I started my career at Nevada Division of Environmental Protection – Bureau of Mining Regulation and Reclamation (NDEP-BMRR) in July of 2016 as a Staff I Associate Engineer. As a Staff I Associate Engineer, I was assigned simpler engineering designs and studies to review and at times required consultation with more experienced engineers and scientists. As I became comfortable with the NAC 445A regulations and reviewing engineering plan sets and studies, was more independent with my reviews. I was promoted to a Staff II Associate Engineer in July of 2017. I continued growing as an engineer to the point where I was able to perform complicated reviews on my own, provide insightful comments on facility designs, geochemical characterization and pit lake studies, and able to assist in the development of our guidance documents.

As a Staff II Associate Engineer for the NDEP-BMRR, I primarily performed reviews of engineering designs and modifications that were submitted for mining facilities to acquire or modify Water Pollution Control Permits. The NDEP-BMRR Regulation Branches goal is to protect waters of the State from mining facilities, which is accomplished by regulating the mining industry in accordance with Nevada Administrative Code 445A regulations. The reviews I performed were primarily for the containment of process fluids that were utilized to process the ore materials and the subsequent waste/spent materials. I reviewed and provided comments on numerous designs and studies for heap leach pad, tailings facilities, geochemical characterization reports, hydrogeologic reports, pit lake studies, ecological risk assessments, and closure reports for proposed or existing mining facilities.

REPRESENTATIVE PROJECTS

Robinson Mine - Ruth, NV
December 2016 - August 2017
November 2022 - November 2023

In December of 2016 and November 2022, modifications were submitted to expand the existing tailings facility and open pits, and to subsequently prolong operations into the 2030's. These modifications required significant engineering design and environmental impact review due to the tailings facility utilizing a cyclone sand main embankment, the facility having no synthetic lining and seepage collection system, and the geochemical nature of the mined and processed materials.

During my review and analysis, I provided comments on the predictive geochemical analysis of the tailings materials, the hydrogeologic analysis for seepage from the facility, proposed mitigation measures for seepage, and analyzed the proposed design to ensure the facility could withstand the design storm events and that the proposed containment ponds and spillway were adequately sized and containment met minimum Nevada Administrative Code (NAC) 445A requirements.

Mount Hope Project - Eureka, NV
October 2017 - October 2019

The Mount Hope Project is a proposed large chemical processing facility that would open pit mine a large porphyritic deposit, which was of environmental concern due to the geochemical nature of the waste that has acid generating properties. The renewal of this permit consisted of design revisions to the engineered containment of process fluids and waste rock storage facilities, and stormwater diversions throughout the proposed facilities.
I reviewed the proposed designs and provided comments on the stormwater analysis to ensure that the predicted flows were accurate, that the channels and culverts were adequately sized, and that process fluids would be adequately contained in process ponds.

Once the designs were reviewed, revised, and approved based on my analysis and comments, the permit and associated documents were published for public review and comment. An environmental group appealed the permit, and the appeal went in

front of the State Environmental Commission (SEC) where I was an expert witness for the State and worked with the State of Nevada's Attorney General's Office. The appeal process covered the previously approved geochemical characterization, environmental risk assessments, hydrogeology, pit lake studies, and the proposed engineering design and containment for the waste rock storage facilities.

During the appeal process, I defended the studies, documents, and engineered containment that had been proposed, as these were protective of waters of the State, exceeded our minimum design criteria per NAC, and were consistent with engineering designs that had been utilized and were successful throughout Nevada and other states. Through a long process with multiples appearances in front of the SEC, we were ultimately successful in our defense and our decision to renew the permit was affirmed by the SEC.

Mill 5/6 – Carlin, NV
March 2021 – January 2022

The Mill 5/6 – Gold Quarry - James Creek Project is a large chemical processing facility, with the Gold Quarry Pit being the largest of the pits being mined. With this proposed modification and renewal, the permittee proposed a large expansion of the pit. I worked with our Pit Lake Specialist in reviewing these studies and provided significant comments on the study, since the geochemical nature of the materials was not adequately characterized and the assumptions of attenuation were not justified by the analysis provided.

Rochester Mine – Lovelock, Nv
July 2019 – July 2020

The Rochester Mine is a large chemical processing facility that proposed a new heap leach pad and expansion of two existing pits. This modification required significant engineering review and analysis since the depth to groundwater underneath the pad was shallow according to NAC 445A regulations. I reviewed the proposed plans, analyzed the proposed leachate collection system and representative materials analysis to ensure that the pad would be free draining, confirmed that the facility could handle design flows while maintaining containment, and provided comments on the design of the process ponds and tanks. I analyzed and proposed a sampling and analysis schedule for the Quality Assurance/Quality Control plan that would result in better control for the low-permeability soil layer utilized in the composite lining system. I also reviewed the geochemical characterization plan and requested that additional analysis be done to ensure that the pit lake predictive model had accurate and sufficient inputs.

MATTHEW SCHULENBERG (16-239-41)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Nevada Department of Transportation - Hydraulics Division
Nevada (United States)
Staff II Associate Engineer
February 2023—June 2025

Verified by
Brian Derek Ridenoure
DRidenoure@dot.nv.gov

Experience Summary
Full-Time
Engineering: 2 years, 4 months
Post EAC degree: 2 years, 4 months
Experience under licensed engineer: 2 years, 4 months

TASKS

My position as a Staff II Associate Engineer (P.E. Underfill) with the Nevada Department of Transportations (NDOTs) Hydraulics Division has allowed me to expand and develop my skills and abilities in hydrology and hydraulics design, as well as general civil engineering due to the close coordination with other Divisions (Roadway Design, Structures, etc.) on projects.

I started off my career at NDOT in February of 2023 as a Staff II Associate Engineer, where I was assigned roles and projects assisting design engineers with preparing drawings, quantities, and analyzing designs. This helped bring me up to speed on NDOT process and the standards we readily use. This position allowed me to develop my CAD skills as well as get used to utilizing common programs for hydrologic analysis and hydraulic design (HY-8, Hydraulic Toolbox, ArcGIS, etc.).

I was hired as a Staff II Associate Engineer (P.E. Underfill - A Staff II Associate Engineering position that has the intention of me gaining my P.E. License) in February of 2024 once I became more familiar with our standards and competent in my hydraulic engineering design skills and abilities. With this position, I began getting my own projects where I was the design engineer. This position has allowed me to grow as an engineer by letting me propose designs based on my own analysis, while still receiving training and guidance from my manager (Principal Hydraulic Engineer) on more difficult or non-typical designs.

REPRESENTATIVE PROJECTS

IR-15 Preservation from CA/NV State Line to Bird Spring Grade (March 2023 - May 2023)

I provided engineering design support to the designated Hydraulic Engineer. This work consisted of field review and documentation of the existing drainage facilities, the discussion of drainage issues observed and possible remedies, the calculation of material quantities needed for the project, and some basic Computer-Aided Design (CAD) work.

IR-80 Preservation from Nightingale to CH/PE County Line (March 2023 - October 2023)

I provided engineering design support to the designated Hydraulic Engineer. This work consisted of field review and documentation of the existing drainage facilities, the discussion of drainage issues observed and possible remedies, the calculation of material quantities needed for the project, and some basic CAD work.

SR-671 Mill and Fill w/ Hydraulic Work (April 2023 - March 2024)

I provided engineering design support to the designated Hydraulic Engineer. This work consisted of field review and documentation of the existing drainage facilities, the discussion of drainage issues observed and possible remedies, the calculation of material quantities needed for the project, and the creation of design drawings for the project.

95A Yerington Betterment Flooding Project (April 2023 - November 2024)

I provided engineering design support for the designated Hydraulic Engineer. The work consisted of a field review and documentation of the existing drainage facilities, the discussion of drainage issues observed and possible remedies, the calculation of material quantities needed for the project, and the creation of the design drawings for the project. I provided hydraulic analysis (runoff calculations, analysis of drop inlet capacity, etc.) of the proposed facilities for their ability to mitigate flooding impacts and analyzed the system by using Bentley's CivilStorm program to ensure that there would be no surcharging of the system in accordance with the NDOT Drainage Manual.

Lockwood Bridge Replacement (February 2024 - December 2024)

I was the hydraulics design engineer for a bridge replacement that spans Long Valley Creek, where an aging railroad car bridge was going to be replaced with a series of pre-cast reinforced concrete boxes. This bridge replacement was within a FEMA floodway, so there could be no impact from the proposed replacement. I performed a field review, modeled the existing bridge and proposed RCB replacement utilizing Aquaveo's Surface-Water Modeling Software, calibrated the model to the FEMA FIS, and analyzed the hydraulic impacts (water surface elevations) of the proposed bridge on the floodway.

US-6 Preservation from Warm Springs to Sandy Summit (May 2024 - Current)

I am the hydraulics design engineer for this project. I performed a field review and documentation of the existing drainage facilities, discussed the observed drainage issues and possible remedies with my manager, calculated the material quantities needed for the project based on those proposals, and created the design drawings for the project. I analyzed the hydrology for the larger areas where drainage has been an issue and analyzed the capacity of culverts that were going to be extended or replaced to ensure they were sized appropriately and outlet protection measures.

US-50 Preservation from Fortune Drive to Six Mile Canyon Road (May 2024 - Current)

This project is being designed by a consultant for NDOT, but I provided hydraulic recommendations and analyzed the proposed storm drain system and floodplain impacts for the project. I analyzed the proposed storm drain system utilizing Bentley's CivilStorm to ensure that it was not limiting capacity while removing a roadside ditch that was a hazard. I utilized SMS SRH-2D to model and analyze the possible impacts (water surface elevation changes) to the floodplain from raising the roadway profile and the proposed curbing.

US-93 Preservation from Roadside Park to Thousand Springs Creek (May 2024 - Current)

I am the hydraulics design engineer for this project. I performed a field review and documentation of the existing drainage facilities, discussed the drainage issues and possible remedies with my manager, calculated the material quantities needed, and created the design drawings for the project. I proposed the grading for the channels upgradient and downgradient of a set of RCBs that will be replaced, and proposed large amounts of ditching and erosion protection work throughout the project due to the proposed truck climbing lanes widening the roadway and impacting existing drainages.

KARLENA TYBURSKI (21-057-44)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/05/2025

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)
University of Nevada, Las Vegas
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
September 2020

Principles and Practice of Engineering (PE)
Civil
Nevada
January 2023

LICENSES

Additional Licenses
None

KARLENA TYBURSKI (21-057-44)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Kimley-Horn
Nevada (United States)
Civil Analyst
June 2021—June 2025

Verified by
Nicholas Kavous Zahedi
nick.zahedi@kimley-horn.com

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

TASKS

I am responsible for managing a total of three utility scale solar projects in Arkansas, Oregon, and Mississippi. I have also worked on utility scale solar sites in California, Texas, Wisconsin, and Arkansas. These projects are on average thousands of acres large each. As a project manager, I grade the PV array areas using Civil3D. I also grade electrical substations, BESS pads, Operation & Maintenance buildings, site access roads, diversion ditches, diversion berms, low water crossings, and culvert crossings. I design the layout for site access roads and fences. I design the erosion control measures for the entire site, which includes their placement and calculations to determine which erosion control measures are adequate in specific areas of the site. I directly coordinate with the solar Client via phone call, Microsoft Teams messaging and meetings, email, and in-person at site visits. I've attended several site visits and hosted page turns with the Client for my projects. I write technical reports such as SWPPPs and SPCCs. I produce and review civil plans for the Client which are sent to the respective County for permitting. 90% of my time at my job is spent directly performing this engineering work, while 10% is spent doing other office-wide duties (supervising younger engineering staff, organizing local volunteering events, managing my team and other teams' weekly and monthly workloads, and monitoring our offices' timekeeping records.

REPRESENTATIVE PROJECTS

I am an active project manager for a utility scale solar site called Cherry Valley Solar in Cross County, Arkansas. The site is 135 MWac, 1,940 acres, and consists of PV arrays and an electrical substation. One unique challenge to this site was the high existing flood depths across the site and proximity to several waterways. First, I determined which existing areas of the land are best for solar panels based on existing topography, environmental features, AHJ requirements like setbacks, etc. Then, I laid in locations for site access roads and fences, as well as locations for any necessary erosion control measures like perimeter erosion control at the downstream areas of the site, permanent seeding areas, vehicle tracking control, check dams, and erosion control blankets. I graded 71 acres of the PV site to ensure that the ground below the solar panels was adequate and optimal for power generation. I also graded in several roads, driveway culverts, and the electrical substation pad. I organized and attended several meetings (both in-person and online) with the Client over the life of the project. For this project, I submitted 60%, 90% Issued for Permit (IFP), 100% Issued for Construction (IFC), and IFC Revision 1 plans to our Client. At each of these milestones, I also compiled an SPCC report and SWPPP report. The project is currently under construction, and I am the main point of contact if any civil engineering requests or questions arise during construction.

I am an active project manager for a utility scale solar site called Cartwright Solar I & II in Crook County, Oregon. The site is 84.7 MWdc, 658 acres, and consists of PV arrays. One unique challenge to this site was the extremely steep existing slopes (over 10% north-facing slopes across one third of the site). First, I determined which existing areas of the land are best for solar panels based on existing topography, environmental features, AHJ requirements like setbacks, etc. Then, I laid in locations for site access roads and fences, as well as locations for any necessary erosion control measures like perimeter erosion control at the downstream areas of the site, permanent seeding areas, vehicle tracking control, gravel bags, fiber rolls, check dams, diversion ditches, and erosion control blankets. I graded 23 acres of the PV site to ensure that the ground below the solar panels was adequate and optimal for power generation. I also graded in several roads and culverts. I organized and attended several meetings (both in-person and online) with the Client over the life of the project. For this project, I submitted 60%, 90% Issued for Permit (IFP), and 100% Issued for Construction (IFC) plans to our Client. At each of these milestones, I also compiled an SPCC report. The project is currently under construction, and I am the main point of contact if any civil engineering requests or questions arise during construction. Based on several requests I have received from the Client so far, I anticipate submitting an IFC Revision in the near future.

I am an active project manager for a utility scale solar site called Wildflower Solar II in DeSoto County, Mississippi. The site is 100 MWac, 1,208 acres, and consists of PV arrays and an electrical substation. First, I determined which existing areas of the land are best for solar panels based on existing topography, environmental features, AHJ requirements like setbacks, etc. Then, I laid in locations for site access roads and fences, as well as locations for any necessary erosion control measures like perimeter erosion control at the downstream areas of the site, super silt fence, permanent seeding areas, vehicle tracking control, check dams,

riprap fence protection, and erosion control blankets. I graded 78 acres of the PV site to ensure that the ground below the solar panels was adequate and optimal for power generation. I also graded in several roads, culverts, and a diversion ditch. I am continuously organizing several meetings a week with the Client. I conducted specific erosion control calculations in accordance with MDEQ guidelines. I am currently creating 60% civil plans for this project, which will be followed by 90% IFP and 100% IFC plans.

STEPHEN WALDVOGEL (21-311-95)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/03/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
3 years

Total Engineering Experience
3 years

Experience under licensed engineer
3 years

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

EDUCATION

Bachelors in Civil Engineering (EAC)
University of Nevada, Reno
August 2016–December 2020

Masters in Civil and Environmental Engineering
University of Nevada, Reno
January 2021–May 2022

EXAMS

Fundamentals of Engineering (FE)
Nevada
August 2020

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2025

LICENSES

Additional Licenses
None

STEPHEN WALDVOGEL (21-311-95)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Blast Deflectors, Inc.
Nevada (United States)
Engineering Project Manager
June 2022—June 2025

Verified by
Ross Emerson Titlow
rtitlow@bdi.aero

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

TASKS

As the Engineering Project Manager at Blast Deflectors Inc. (BDI), I am primarily responsible for assisting our in-house Engineer, Ross Titlow, with the structural design of jet blast deflectors (JBDs) and ground run-up enclosures (GREs). JBDs are steel structures engineered to protect against the high exhaust velocities produced by commercial and military aircraft. GREs are specialized structures designed to contain and reduce noise from aircraft engine tests while also increasing aerodynamic performance of the jet engines in unfavorable wind conditions.

Project Deliverables Coordination: I manage the coordination of project-related and sales/marketing-related—engineering deliverables. To accomplish this, I implement, manage, and maintain project tracking/status tools to organize and prioritize deliverables from the engineering and the technical services department (i.e., drawings, structural analyses, inspection reports, operation & maintenance manuals, test reports, etc.).
Engineering Reports: I complete engineering report deliverables (i.e., structural analyses, inspection reports, operation & maintenance manuals, test reports, etc.). As needed, I identify and coordinate with the CAD team to develop illustrations, figures, etc.
Development of Calculation Templates: I develop calculation templates in MS Excel, Matlab, etc. for product analyses to streamline reporting.
Design collaboration: I collaborate with the Aerodynamicist, Special Projects Manager, and sales team to develop new designs based on customer needs. This includes organizing and collaborating with the engineering staff to evaluate current products and adapt designs, as necessary.
Product specifications: I also research, develop, and maintain product and project specifications to be released to outside consultants and engineers.
External Stakeholders Communication: I also coordinate with external parties such as consultants, engineers, and contractors on engineering-related matters involving BDI products.

All my responsibilities at BDI revolve around engineering, thus 100% of my work aligns with this domain.

REPRESENTATIVE PROJECTS

During my three-year tenure at BDI, I have contributed to approximately 100 engineering projects, gaining extensive experience in project design and implementation. Below, I elaborate on two jet blast deflector (JBD) projects that exemplify my role as engineering project manager, showcasing my ability to deliver solutions under complex site constraints.

Project Portfolio #01: Singapore Changi Airport (SIN)
Project Scope: BDI was subcontracted to support the Changi East expansion, a massive development spanning an area equivalent to 667 football fields. My team was tasked with designing one permanent jet blast deflector, three permanent JBD foundations, two portable JBDs, and two portable JBD foundations. The project required multiple design iterations to resolve conflicts with existing and planned infrastructure, making it a uniquely challenging endeavor.

Timeline: While initial designs were prepared earlier, official work commenced in October 2022, with completion achieved in the first quarter of 2024.

My Role and Contribution: I played a pivotal role in designing the jet blast deflectors and their foundations. My responsibilities encompassed preparing detailed structural submittals, including calculations and written analysis reports, addressing client inquiries, and participating in regular meetings with the general contractor to ensure timely delivery of project deliverables. I also developed innovative solutions to accommodate site-specific constraints while meeting the client's requirements. For a detailed breakdown of the typical structural analysis I perform on projects, please see the section below titled "Standard JBD Structural

Analysis". In addition to the analysis in “Standard JBD Structural Analysis” I was also responsible for analyzing the foundation which included bearing, overturning, sliding, and rebar reinforcement checks.

Project Portfolio #02: King County International Airport - Boeing Field (BFI), Seattle, WA
Project Scope: BDI was contracted by Boeing to design a permanent jet blast deflector capable of accommodating the Boeing 777X aircraft and withstanding the extreme jet blast loads generated by the GE9X engine, the world’s most powerful jet engine, producing up to 130,000 pound-force of thrust.

Timeline: Design work officially began in June 2024 and was completed in February 2025. Recently, BDI was awarded a subcontract for material fabrication and installation, which is expected to be finalized by the end of the fourth quarter of 2025.

My Role and Contribution: In addition to designing the JBD frames, I took on a leadership role by coordinating weekly meetings with project stakeholders and external civil engineers responsible for foundation design. My core responsibilities mirrored those in the SIN project, including composing structural submittals with calculations and analyses, responding to client queries, and ensuring deliverables were met on schedule through contractor meetings. The BFI project presented unique challenges due to limited space caused by active airside roadways and immovable buried utilities, such as sewer, high-voltage power, and stormwater lines. To address these constraints, I helped design specialized JBD frames that provided necessary clearances for anchoring and framing around existing utilities and service roads. For a detailed breakdown of the typical structural analysis I perform on projects, please see the section below titled "Standard JBD Structural Analysis".

Standard JBD Structural Analysis:
For both the SIN and BFI projects, I conducted the following structural analyses to ensure the integrity of JBD components under governing wind and live load combinations. This analysis, which I apply to all BDI projects, includes the following key components:
1. I analyze single-angle compression checks to ensure member utilization did not exceed capacity limits due to the nature of one-bolt, eccentrically loaded steel angle.
2. I analyze each structural fastener's shear and bearing strengths at each faying surface and compared those to design forces.
3. I analyze tensile bolt tear-out for corrugated sheeting bolts.
4. I analyze buckling effects for corrugated sheeting in two-span and cantilevered conditions.
5. I analyze failure modes of anchorage including, steel strength, pullout, side-face blowout, pryout, breakout, and edge failure.
6. I analyze serviceability limit states.
These analyses ensured that the JBDs were robust, safe, and tailored to meet client specifications.

COURTNEY WHITFIELD (12-427-00)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/25/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
7 years, 10 months

Total Engineering Experience
7 years, 10 months

Experience under licensed engineer
7 years, 10 months

Other Experience

Disciplinary Action
None reported

EDUCATION

Associates in Science
Folsom Lake Community College
August 2006–May 2009

Non-degree
Consumnes River College
January 2007–May 2007

Non-degree
Consumnes River College
January 2009–May 2009

Bachelors in Civil Engineering (EAC)
University of California, Davis
August 2009–September 2011

EXAMS

Fundamentals of Engineering (FE)
Nevada
September 2023

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2025

LICENSES

Additional Licenses
None

COURTNEY WHITFIELD (12-427-00)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Costco
California (United States)
Cashier's Assistant
July 2009—September 2011

Verified by

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

DESCRIPTION

COURTNEY WHITFIELD (12-427-00)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Costco
California (United States)
Vault Clerk
October 2011—July 2013

Verified by

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

DESCRIPTION

COURTNEY WHITFIELD (12-427-00)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Costco
Nevada (United States)
Cashier
August 2013—July 2017

Verified by

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

DESCRIPTION

COURTNEY WHITFIELD (12-427-00)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

NDOT
Nevada (United States)
Staff II Associate Engineer
August 2017—June 2025

Verified by
Jesse Richard Smithson
JSmithson@dot.nv.gov

Experience Summary
Full-Time
Engineering: 7 years, 10 months
Post EAC degree: 7 years, 10 months
Experience under licensed engineer: 7 years, 10 months

TASKS

My main responsibilities at NDOT in Roadway Design included plan production, roadway design and coordination with other staff. I progressed from “Staff 1 Associate Engineer” to “Staff 2 Associate Engineer,” where I can now perform my job tasks efficiently without much supervision, although I am still always learning.

“Plan production” included designing and drafting all linework for sheets such as: Title, Location Sketch, Pavement Quantity Sheets, Typical Sections, Roadway Plans, Geometrics, Site Preparation, Pavement Plans, Special Details, Permanent Striping, Bid Item Quantities, and Temporary Traffic Control layouts. Some of my responsibilities included creating alignments, drafting R/W linework based on official verifications, and creating plan notes based on NDOT Specifications standards.

It was my responsibility to calculate quantities of pavement and removals. I used spreadsheets to input and verify plan quantities of all bid items. This required careful unit-conversions based on densities received from the Materials Lab. I also performed calculations using cross slopes, elevations, and depths to find end-area-volumes.

In road-design, I referenced Federal and State standards from AASHTO, FHWA and NDOT to ensure compliance was achieved. In horizontal design, I calculated radii, tangents, clearzone, sight distance, speed limits, and Length-of-Need for guardrail. In vertical design, I designed superelevations, Runoff/Runout, cross slopes, profiles, and tied new facilities into existing. I have road-design and plan production experience in both new and existing corridors, including coldmilling operations, widening, reconstruct operations, and brand-new roadways. I used Microstation and Inroads for the 2D and 3D design of roads, A.D.A. ramps, and driveways.

I coordinated with consultants and internal NDOT divisions, including Hydraulics, Structures, Lighting, Environmental, and Materials. This was crucial to ensure that our designs worked cohesively and to help avoid physical conflicts. Constant communication with these other divisions has broadened my understanding of these other fields within Civil Engineering.

REPRESENTATIVE PROJECTS

The Tonopah Reconstruct project involved implementing Complete Streets, replacing utilities and the stormdrain, and reconstructing US6/US95 in downtown Tonopah, Nevada.

(1/2018-10/2019)

My responsibilities included plan production and designing the profile, cross slopes, and superelevations of the new roadway while tying into existing sidewalk. I coordinated with the Utility and Hydraulic Engineers to determine elevations of final grades for the roadway. I calculated quantities of pavement, designed approaches to tie into existing side streets, and designed new sidewalk and curb lines to tie into existing sidewalk. I referenced AASHTO Green Book standards to determine maximum rollover cross slopes, maximum superelevations, transition lengths, and sight distance needs. The project was put on hold due to budget restrictions.

Contract# 3628 involved replacing an RCB on US6 in Tonopah, Nevada.

(9/2019-6/2021)

My responsibilities included plan production, calculating patching quantities and key-ins over the new RCB and designing slope-flattening around the culvert to remove existing guardrail. I worked with Hydraulics and Structures divisions to ensure all quantities were calculated and covered in the plans. I used the Roadside Design Guide to determine clearzone lengths and slopes. I designed a Traffic Control Layout that considered the difficulty in placing the RCB at a skew.

Contract# 3928 involved replacing sidewalk and driveways for A.D.A. compliance on US50 in Carson City, Nevada.

(5/2020-5/2022)

My responsibilities included plan production and designing a Shared Use Path compliant with A.D.A. and the AASHTO Bicycle Facilities Guide. I designed the path to tie into existing slopes within NDOT Right of Way. I also designed a special detail area where the existing grades created challenges for meeting both drainage and A.D.A. standards.

Contract# 3941 involved rehabilitating multiple bridges off of SR589 and IR15 in Las Vegas, Nevada.

(12/2020-7/2022)

My responsibilities included plan production, calculating pavement quantities and transition lengths for profile changes, coordinating with the Structures division to show proper project limits, and creating Temporary Traffic Control layouts for each bridge and beyond.

Contract# 3983 involved designing a new braided ramp, auxiliary lanes, travel lanes, and reconstructing pavement on US395 in North Valleys, Nevada.

(6/2021-12/2022)

My responsibilities included designing the vertical components of the braided ramp, the ramp underneath, and a loop ramp. I designed the superelevations, the profile, and the transition areas where the ramps came together. I created profile sheets, ditch notes, and superelevation tables with runoff and runout lengths. I checked k-values and bridge heights to ensure proper sight distance and clearance for trucks under the new bridge. I designed and transitioned the superelevations for the area where mainline, the loop ramp, and the auxiliary ramp came together. I designed cross slopes and profiles to transition and tie into the existing bridge on mainline. I also helped calculate the wall heights and lengths of two soil-nail walls to protect existing powerlines. I designed the shoulder slopes in these areas and several special detail barrier rails in transition areas.

Contract# 4501 involved upsizing an existing storm drain, replacing existing utilities, reconstructing pavement, widening for passing lanes, and pipe extensions on US95/US6 in Tonopah, Nevada.

(7/2020-9/2023)

My responsibilities included plan production and calculating quantities of pavement for the reconstruct, rehabilitation, patching areas, and widening. I calculated passing lane transition lengths, modeled shoulder slopes, calculated the value for the length-of-need of guardrail, calculated transition lengths for pavement profile increases, and designed driveways to tie into existing slopes. I redesigned the acceleration and deceleration lanes and lengths in front of a Rest Stop to comply with current design standards. I also designed two A.D.A. compliant curb ramps at street crossings with respect to Right of Way and tie-in elevations.

The US50 Pavement Rehabilitation project is a coldmilling operation that includes some A.D.A. retrofits, hydraulic work, some pavement reconstruction and small geometric changes to US50 in Carson City, Nevada.

(10/2023-Present)

My responsibilities include plan production, calculating pavement quantities, designing A.D.A. refuge islands, median curb, widening, Shared Use Path, barrier rail, and guardrail locations and lengths. I am calculating truck off-tracking and referencing AASHTO Green Book Tables to determine necessary turning widths at intersections and around new A.D.A. islands. I am coordinating with the City of Carson, the Hydraulics Engineer, and Lighting/Traffic Engineer to ensure all design works together.

MATTHEW WIMBERLEY (21-797-53)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/10/2025

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 Civil Engineering (EAC)
University of Nevada, Reno
August 2017–May 2021

EXAMS

Fundamentals of Engineering (FE)
California
June 2021

Principles and Practice of Engineering (PE)
Civil
Nevada
March 2023

LICENSES

Additional Licenses
None

MATTHEW WIMBERLEY (21-797-53)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Lumos & Associates
Nevada (United States)
Senior Project Coordinator
May 2021—June 2025

Verified by
Steven Gerald Moon
smoon@lumosinc.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 work in the construction division where we specialize in design of roadway maintenance and rehabilitation projects, construction management, construction quality control, materials testing, field testing, and pavement management reports.
I have worked with Lumos & Associates for five years, starting with a Materials Technician performing material compliance testing and field materials testing for a year. I then moved into a different role as an Engineering Technician being responsible for the design and inspection of street maintenance/road rehabilitation, and underground projects where I was making engineering decisions. From there I started receiving more responsibilities and mentorship as a Project/Senior Project Coordinator including managing the design and construction of projects, managing multiple members of our staff, directing field changes, conducting internal and external meetings, reviewing submittals, tracking quantities, and leading communication and collaboration with clients, contractors, and the public.
I have been responsible for the design of several street maintenance projects spanning over four years under the responsible charge of a licensed engineer, making engineering decisions/corrections in the field such as: changing the limits and design of pedestrian ramps to correctly adapt to the existing project limitations, changing pavement removal limits to ensure a longer lasting product, and making pavement striping changes for better vehicular traffic flow and multi-modal safety, managing multiple projects from design all the way through construction, assisting with surveying on several projects, materials testing for project compliance, writing technical specifications, being the manager of four people, writing proposals for design and/or construction management ranging from $5,000- $1,000,000, writing two 10-year pavement management reports, pedestrian ramp grading, drawing a multitude of exhibits for different projects, designing a new signalized intersection, reviewing plans and project specifications, and representing Lumos & Associates during city council meetings involving the approval of one of our projects.
Engineering/Surveying %: 75%

REPRESENTATIVE PROJECTS

o Project 1: Washoe County RTC 2022 Preventive Maintenance Project
The scope of this project included 100% design of pavement management and striping design plans, contract documents, field evaluations, surveying utilities, construction management, and materials testing. This project took place on various streets throughout Washoe County including Reno, Sparks, and Incline Village.
This project spanned from November 2021 to December 2022
I designed the pavement removal, treatment, and striping configuration plans including reconfigurations such as road diets, bike lanes, and various other multi-modal facilities. I calculated the engineer's estimate, managed the quantities and subsequent remaining budget throughout the project duration, and calculated micro-surfacing application rates.

o Project 2: Arrowcreek and Wedge Reconstruction Project
The scope of this project included preliminary existing condition evaluations, 100% design, design alternatives, topographic mapping, and public outreach in order to reconstruct the existing roadway section, ADA pedestrian ramp upgrades, and inclusion of a new shared use path.
This project spanned from November 2023 to May 2025
I evaluated existing pedestrian ramps for ADA compliance, designed the new ADA compliant grading of the pedestrian ramps, sidewalk, and curb and gutter, evaluated existing drainage and pavement infrastructure for deficiencies, and wrote the traffic control specifications for maintaining allowable vehicular traffic flow during the phases of construction.

o Project 3 (Currently Ongoing): Indian Hills PCI Update and FY 24/25 Street Maintenance Project
The scope of this work was to create a pavement management database, perform Pavement Condition Index (PCI) evaluations on all roadways maintained by the district, create a 10-year pavement management plan report, develop and design a street maintenance project, construction management, and materials testing.
This project has spanned from November 2024 to June 2025

I developed the 10-year pavement management plan report, the scope of work proposal for the street maintenance project, the technical specifications for the street maintenance project, and designed the pavement removal, treatment, and striping configuration plans. I facilitated the pre-bid meeting, the bid opening, and the preconstruction conference. I am currently performing construction management on this project until it is complete.

JUSTIN WORTHLEY (18-465-61)

All work experience reviewed by two licensed professionals

DISCIPLINE: CIVIL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/02/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
6 years, 10 months

Total Engineering Experience
6 years, 10 months

Experience under licensed engineer
6 years, 10 months

Disciplinary Action
None reported

EDUCATION

Bachelors in Civil Engineering (EAC)
University of Nevada, Reno
August 2011–December 2017

EXAMS

Fundamentals of Engineering (FE)
Nevada
April 2019

Principles and Practice of Engineering (PE)
Civil
Nevada
June 2025

LICENSES

Additional Licenses
None

JUSTIN WORTHLEY (18-465-61)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

McElhaney Structural Engineers LLC
Nevada (United States)
Intern/Staff
November 2017—September 2018

Verified by
Justin Worthley (Self)

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

TASKS

McElhaney Structural Engineers LLC (November 2017 – September 2018)
I joined McElhaney Structural Engineers LLC as a student intern while completing my degree and transitioned into an Intern/Civil Staff role following my graduation in December 2017. During this time, I assisted both the Civil and Structural Design teams by drafting specific details required for permit and construction documents. I also conducted structural field inspections for various building projects, and performed special inspections related to permanent foundation modifications for mobile homes.

REPRESENTATIVE PROJECTS

Mobile Home permanent Foundation Modification Inspection, Field Inspector
November 2017 – September 2018
I was responsible for inspecting mobile homes that were converted to permanent structures with the construction of permanent foundations. My role involved traveling to project sites, documenting the type of foundation system installed by taking photos, and verifying that the installation conformed to the manufacturer's specifications. This documentation was then used by the structural engineering team to confirm compliance and issue approval.
Structural Inspection, Field Inspector
November 2017 – September 2018
As a Field Inspector, I was responsible for performing on-site inspections of structural elements designed by the Structural Design team, such as rebar dowel installations for both new construction and retrofit projects. My duties included verifying that the installed dowels met the structural engineer's specifications for diameter, embedment depth, spacing, and the use of approved structural epoxy. I documented installation conditions through photographs to provide all required information for engineering review. The documentation collected was provided to the structural engineering team to confirm compliance and issue approval.

JUSTIN WORTHLEY (18-465-61)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Odyssey Engineering Incorporated
Nevada (United States)
Engineering Intern
September 2018—July 2025

Verified by
Frank Bidart Allen Bidart
frank@odysseyreno.com

Experience Summary
Full-Time
Engineering: 6 years, 10 months
Post EAC degree: 6 years, 10 months
Experience under licensed engineer: 6 years, 10 months

TASKS

Odyssey Engineering Inc. (September 2018 – June 2025)
Upon joining Odyssey Engineering Inc. as an intern, I entered with a basic understanding of AutoCAD and quickly picked up Civil 3D. My early responsibilities included assisting with site, utility and grading plans through tasks such as linework, hatching, and basic labeling. These tasks helped develop my drafting skills and introduced me to the different design standards and permitting requirements across the multiple jurisdictions and municipalities. I regularly produced plot plans for individual subdivision lots and began learning to use Civil 3D's design tools to create and analyze sewer and storm drain systems.
Once I passed my Fundamentals of Engineering exam I became an Engineering Intern in April of 2019. As my technical skills and understanding of the design process grew, I took on increased responsibilities. I began creating pipe networks for stormwater and sanitary sewer systems and performing hydraulic analyses using Rational Method and HEC-1 to support project designs. With continued experience, I progressed to designing complete underground utility systems and performing full site grading using Civil 3D's grading tools. Eventually, I began managing my own projects under the guidance of the principal engineers. My responsibilities expanded to include full project coordination, including communication with clients, local agencies, and other project consultants to ensure designs met technical, regulatory, and scheduling requirements.

REPRESENTATIVE PROJECTS

Marina Waterfront Pathway, Civil Design
October 2018 – November 2019
I assisted with the design of a 12-foot-wide, 460-linear-foot concrete pedestrian pathway along the Sparks Marina and adjacent to the existing Waterfront building. My role in the project involved navigating complex site topography for the desired pathway location. I was responsible for the pathway layout, location and height of retaining walls, and I designed ADA-compliant access ramps at all necessary tie-in locations to meet ADA standards. I provided detailed site and grading plans using AutoCAD Civil 3D, ensuring suitable tie-ins with surrounding existing infrastructure.
North Valleys Commerce Center IV, Civil Design
July 2019 – January 2021
I was involved in the civil design of a 95-acre industrial development consisting of five warehouse buildings. My responsibilities included designing the underground sanitary sewer and storm drain systems. I calculated the peak sewer flow generated by the 5 buildings and designed the required sewer infrastructure providing a minimum pipe diameter, pipe slope, and manhole locations required to convey the generated sewage. For the storm drainage system, I calculated catch basin capacities and peak storm flows through the storm system. Using the peak storm flows, I designed the minimum pipe diameters, slopes, and structure locations for the storm drain system. I prepared a comprehensive sewer and hydrology study that provides the peak discharge flow and locations of the peak flows to demonstrate compliance.
Damonte Ranch Village 21, Civil Design
January 2021 – September 2023
I completed the design of a 197-unit subdivision in the City of Reno. The project was completed in a total of 4 phases. I was tasked with completing phase 2, 3 and 4. Having been provided with a viable layout for the remaining phases, my responsibilities included providing an entire civil design, a hydrology analysis for the approximately 20 acres site, and a sewer analysis for the proposed and existing sewer infrastructure. I designed the utility layouts for all proposed storm, sewer, and water infrastructure within the subdivision, ensuring adequate service, separation, and conformance to local design standards. I provided the grading of the subdivision to ensure proper drainage, ADA-compliant accessibility, building pad elevations and the roadway alignments and profiles meeting city grading standards. I calculated the peak stormwater runoff for the site using the rational method and developed a hydrology study demonstrating compliance with local storm drain requirements. I also calculated the projected sewer flows based on residential unit counts and developed a sewer study to confirm capacity for both proposed sewer system and downstream existing sewer infrastructure. I coordinated closely with agency reviewers and incorporated feedback into the final plan set and reports to achieve project approval.

Ace Hardware – Civil Design
March 2023 – August 2024
I completed the civil site design for a new Ace Hardware store on a 5-acre commercial parcel. The scope included the layout of the building, parking lot, and accessible pedestrian pathways connecting to the surrounding street network. I designed the on-site sewer, storm drain, and water utility systems to serve the proposed development. I performed a full hydrology analysis calculating the increased runoff from the development of the commercial area to determine the size of an on-site detention pond to assist with the developed runoff and comply with local drainage requirements. I coordinated closely with the landscape architect and building architect to ensure cohesive site design and compliance with jurisdictional standards. I developed detailed grading and utility plans to direct surface flows to catch basins and detention pond. I submitted a full civil plan set and drainage report to obtain permits and complete construction.
Western Nevada Supply Expansion – Phase 1-2, Civil Design
December 2024 – June 2025
I completed the civil design for a 20,000-square-foot building expansion at an existing commercial site. The project involved the relocation of existing underground utilities to accommodate the proposed addition while maintaining service to the operational portions of the site. I designed a grinder pump system for both storm and sanitary sewer utilities to overcome vertical elevation challenges. I graded and designed truck docks and access ramps to ensure functional loading and unloading operations. Utilizing Civil 3D I prepare site, grading and utility plans for permitting and construction coordination.

Electrical

ALEXANDER FABIAN (17-985-86)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/26/2025

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 Electrical Engineering (EAC)
University of Pittsburgh
August 2013–December 2017

EXAMS

Fundamentals of Engineering (FE)
Pennsylvania
July 2017

Principles and Practice of Engineering (PE)
Electrical & Computer
Nevada
June 2025

LICENSES

Additional Licenses
None

ALEXANDER FABIAN (17-985-86)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Sargent & Lundy
Delaware (United States)
Associate Engineer II
January 2018—February 2020

Verified by
John Jay
john.r.j@outlook.com

Experience Summary
Full-Time
Engineering: 2 years, 1 month
Post EAC degree: 2 years, 1 month
Experience under licensed engineer: 2 years, 1 month

TASKS

Helped prepare/develop detailed design packages in AutoCAD for transmission level substations that were both green field and brown field applications. Developed wiring diagrams and logic circuit/control diagrams for a utility in Pennsylvania. Programmed microprocessor based SEL protection relays for transmission level substation, and performed some power system studies in CAPE. Helped present at client offices and participated in design reviews and helped answer client questions. Supported substation construction by providing timely responses to RFIs.

REPRESENTATIVE PROJECTS

Buxmont Substation: Transformer Replacement: I helped to develop the design package to replace a main power transformer at Buxmont Substation in Pennsylvania. This work included updating wiring diagrams, and updating control circuit topologies. Also supporting client questions and RFIs from the construction teams. The branch of Electrical Engineering this falls into is Power Systems.

Harwood Substation: For this project I helped to upgrade the Protection & Controls instrumentation at Harwood Substation in Pennsylvania from an electromechanical based scheme to a microprocessor based scheme. This was done later in my time at Sargent & Lundy and I was more involved in programming the microprocessor relays, and also helping and advising the newer engineers on best practices in AutoCAD engineering schematic creation. The field of Engineering this applies to in Electrical Engineering is Power Systems, and Protection & Controls. I was also also able to take a more active role in responding to client questions since I had gained more experience at this time.

ALEXANDER FABIAN (17-985-86)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Mitsubishi Electric Power Products
Pennsylvania (United States)
Power System Studies Engineer II
February 2020—July 2023

Verified by
Alexander Fabian (Self)

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

TASKS

I performed generator interconnection studies for investor-owned utilities, developers, RTOs, and ISOs at "point of interconnection" voltages ranging from 69-500kV for generation projects ranging from 50-1000MW. Conducted "Voltage Ride Through" studies in PSSE for the ERCOT region. Reviewed one-line diagrams and detailed collector system power equipment including station service transformers, feeders, and inverters including their P-Q capabilities to incorporate into client's PSSE transmission planning case. I performed studies on critical clearing times at the POI for new proposed generation facilities. I authored technical reports on steady-state power flow, and transient stability studies, and also reviewed power system studies conducted by other engineers on the team. The work I performed has the most overlap with Section 5.1.9 and 5.1.10 of the NCEES PE Handbook.

REPRESENTATIVE PROJECTS

Oncor account: I spent my time working on power system studies for the Oncor account, and when I first started I was a beginner level user of PSSE, early on I spent time learning how to perform the NERC TPL-001 Transmission Planning studies.

These studies are very technical in nature and the steady-state portion is used to assess thermally overloaded transmission lines using static line ratings, and proposing mitigation to line overloads based on NERC contingency categories P1-P7, also these studies are used to help assure reactive power requirement criteria are being met. In order to perform these studies I had to demonstrate competence in Protection and Controls, Substation Topologies as well as an understanding of power electronic converter dynamics as well as traditional generation in Texas.

The transient-stability portion of these studies are used to assess dynamic behavior of the power grid under specific contingency events, normally defined as contingency categories P1-P7 from NERC and these studies help to verify both Voltage & Frequency Ride Through, Critical Clearing Time, Voltage Collapse based on reduction in the grid strength or inertia. Additionally, these studies required me to use some knowledge of python programming to write scripts to automate the simulation efforts. The type of generators I studied were solar, wind, and BESS. As I gained more experience performing these studies I was able to complete them much faster, and in addition I took on studies of higher complexity like in West Texas or the Panhandle where there are well documented and studied stability issues.

By performing these studies I demonstrated a high level of competence equivalizing or calculating renewable substation collector system impedances, generator dynamics, as well as studying generator critical clearing time and transmission line models.

In response to reviewer comments: in this role I studied and personally authored reports for in the "ballpark" of 50 different Generation Interconnections (specifically relevant NERC Standard TPL-001) on this account and the scope was nearly identical and described in the above paragraphs but towards the end of my time in this role I also served as the reviewer on the studies and reports other engineers performed showcasing professional development and competence in this study area. I would respectfully prefer to not include comments about specific projects stability challenges and steady-state deficiencies or lack there of based on NERC CEII guidelines aside from the aforementioned well documented West Texas and Panhandle performance made public in multiple reports from ERCOT.

ALEXANDER FABIAN (17-985-86)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

AES Clean Energy
Utah (United States)
Senior Generator Modeling Engineer
July 2023—June 2025

Verified by
Andrew Claude Bautista Lopez
andrew.lopez@aes.com

Experience Summary
Full-Time
Engineering: 1 year, 11 months
Post EAC degree: 1 year, 11 months
Experience under licensed engineer: 1 year, 11 months

TASKS

In this role I serve as a subject matter expert for generation modeling for a developer/generator owner that owns and operates over 60 NERC category 1 sites throughout the United States, as well as support interconnection requests and technical studies for prospective new projects. In this role I use PSSE/PSLF/PSCAD to support the interconnection and operation of "Inverter Based Resources" as well as mentor junior engineers on the software and study applications. I regularly perform and review NERC PRC-019, PRC-024, MOD-026. MOD-027, MOD-032 studies and more recently PRC-029 and IEEE 2800 adjacent studies. This work I do has the most amount of overlap with Sections 3.2.2, 5.1.9, and 5.1.10 in the most recent NCEES PE Handbook. I have provided industry feedback on behalf of my employer with respect to new inverter stability modeling requirements in MISO, SERC, PJM, and several other ISO/RTOs as well as to FERC and NERC.

REPRESENTATIVE PROJECTS

HECO Model Quality Tests: In 2024 I provided feedback on inverter based resource performance and re-parameterized the model for more optimal grid-forming performance in Hawaii. This work requires detailed knowledge of inverter topology, and dynamic grid support functions from so called "virtual synchronous machine" algorithms to allow inverters to provide similar power system positive damping to traditional generators.

ERCOT Model Quality Tests: I have authored Model Quality Test Reports on Power System Stability in ERCOT for several renewable projects in Texas. In this report topics like generator power factor, dynamic stability, transient response, and weak and strong grid simulations are covered and must be articulated clearly to the utilities in Texas and their consultants.

MOD-026/027 Studies: I have led/coordinated the efforts for compliance under this relevant NERC standard. This task requires strong knowledge of relevant modeling software like PSSE/PSLF to benchmark the model to the site performance, also it requires an understanding of plant level SCADA systems, and coordination with the site operator. By taking on a leadership role around performing these studies I have demonstrated that I have grown my Electrical Engineering career into not only providing high quality work but also in helping develop the next generation of Electrical Engineers in Power System Studies and modeling Generation in the evolving industry.

RHYAN DANIEL GRANADOS (21-780-11)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/01/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
4 years

Total Engineering Experience
4 years

Experience under licensed engineer
3 years, 4 months

Disciplinary Action
None reported

EDUCATION

Bachelors in Electrical Engineering (EAC)
University of Nevada, Las Vegas
June 2018–December 2020

EXAMS

Fundamentals of Engineering (FE)
Nevada
September 2023

Principles and Practice of Engineering (PE)
Electrical & Computer
Nevada
April 2024

LICENSES

Additional Licenses
None

RHYAN DANIEL GRANADOS (21-780-11)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Merrick & Company
New Mexico (United States)
Electrical Engineer I
April 2021—December 2021

Verified by
Paul Neal Davis
paul.davis@merrick.com

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

TASKS

Plotted and designed electrical drawings/plans for LANL under the tutelage of professionally licensed electrical engineers and other disciplines. Prepared Bill of Materials, material specifications, panel schedules, and instructions for installation/demolition of electrical components in LANL. Implemented National Electrical Code (NEC) into electrical designs and drawings.

REPRESENTATIVE PROJECTS

Worked under electrical P.E. 's guidance and directions to provide install, demolition drawings, and all other required deliverables for Los Alamos National Laboratory.

1) Designed a control panel for a glovebox:
The glovebox which had to be designed for the project had pneumatic components, electrical requirements, and hermetically sealed requirements. The front panel had etching incorporating the P & ID to assist in the use of the control panel. Worked closely with electrical P.E. to complete the design and drawings.

2) Install/Demolition drawings:
A number of rooms had to have components removed and new components installed. Produced drawings that gave instructions and included pictures on how to remove and install components in an electrically safe. Worked closely with electrical P.E. to complete the design and drawings.

3) Deliverable Reviews, BOM, Specifications, and panel schedules:
Completed BOM, specifications, and panel schedules as part of drawings/deliverables. Additionally, assisted P.E.'s in reviewing deliverables, making constructive comments and fixes to said deliverables.

RHYAN DANIEL GRANADOS (21-780-11)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

U.S. Patent and Trademark Office
Virginia (United States)
Patent Examiner (Electrical Engineer)
December 2021—August 2022

Verified by
Alexander Mercado
Alexander.mercado@uspto.gov

Experience Summary
Full-Time
Engineering: 8 months
Post EAC degree: 8 months
Experience under licensed engineer: None

TASKS

Performed extensive research on patent applications to determine patentability of the inventions and applied knowledge gained from professional experience and academia to examine patents on measuring, printing, and testing devices.

REPRESENTATIVE PROJECTS

1) School of Patent Examining- Spent the first couple of months learning patentability rules and grounds for application rejections. Examined mock patent applications and learned how to utilize prior-engineering knowledge in reviewing, analyzing inventions and how they could've been developed and if needed rejecting said applications.

2) Rock sampling device- I reviewed a patent application for a device that sampled socks that surfaced from fracking. The device automated the process of moving the rocks through a conveyer belt, which had cameras that would take pictures of the samples, identify/categorize the sample, and send the samples to the appropriated bin via conveyor belt. I understood all aspects of the design, completed thorough research on existing technologies, ascertained how existing practices/theory could've combined to engineer the device, and, finally, cited existing technologies/knowledge and rejected the application as one knowledgeable in the field would have been able to piece the device with existing designs and practices.

3) I rejected an application for a formula that relied on the mathematical property of proportionality. It was a formula that was applied for a scientific purpose; however, the very crux of it was proportionality which is a mathematical property that is not novel. Therefore, using mathematical knowledge/theory I rejected the application.

RHYAN DANIEL GRANADOS (21-780-11)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Helix Electric
Nevada (United States)
BIM
August 2022—October 2022

Verified by
Rhyan Daniel Granados (Self)

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

TASKS

Produce rough-in drawings, analyze/review electrical deliverables and work with engineers to clarify inconsistencies before construction to prevent confusion in the field.

Utilize cutting-edge software programs daily such as Revit, AutoCAD, and Navisworks to produce rough-in drawings.

Application of NEC to electrical deliverables.

REPRESENTATIVE PROJECTS

Core Apartments:
-Completed conduit routing and fixture installation for lights and fire alarms on multi-level parking garage.
-Completed more than 100 electrical drawings for various types of apartment models in the apartment complex.
-Plotted rough-in drawings using Revit, created new drawings using AutoCAD, and integrated said drawings into Revit.
-Created a material count using Revit.
-Used Navisworks to view 3D model and search for impracticalities in drawings.
-Review and analyze drawings from electrical designers before delivery to clarify inconsistencies and fix mistakes before construction to prevent confusion in the field.

RHYAN DANIEL GRANADOS (21-780-11)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

U.S. Bureau of Reclamation LCDO-Hoover Dam
Nevada (United States)
Electrical Engineer
November 2022—July 2025

Verified by
Theresa A Saumier
tsaumier@usbr.gov

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

Conduct project job-site inspections and management to ensure contractors are fulfilling work according to the requirements, safety protocols are being followed, and projects are completed in a timely manner.

Prepare documents for solicitation of service/products (Draft scopes of work, performance requirements, cost estimations, bill of materials), act as point of contact to contractors, and facility subject matter expert.

Design and draft electrical installation drawings. Update drawings to match changes in the facility.

Testing and troubleshooting of electrical devices in the facility.

Learn/develop new skills to fulfill the facility's engineering needs as they come.

Research new parts to upgrade the facility, attend training to develop competencies, and attend conferences to network and connect with colleagues in similar industries.

REPRESENTATIVE PROJECTS

Jobsite Inspections/Project Management:
Performed construction inspections on multiple projects in the powerplant (KA5A/KN6A/KN8A repair/refurbishment, N3 rotor repair). Gleaned knowledge and experience from inspecting contractors complete work on the ground level. Gained a more realistic understanding of how long it takes to complete work. Learned of what causes delays/confusions with contractors and how to better account for them when drafting performance work statements.

Exciter Repair:
Completed performance work statement to complete repairs for generator exciters, appraised different bids and offers, acted as point of contact with chosen contractor, assessed reports from the contractor, evaluated contractor suggestions for repair, and worked with facility electricians on inspections upon delivery.

Cafe/Giftshop Power meter:
My supervisor tasked me with metering the cafeteria and giftshop which are in the same facility. I researched a multi-circuit meter that would meter all the different panels that fed different loads in the mixed facility. I reviewed the existing drawings and panel schedules, performed walkdowns to compare existing drawings with current state of the mixed facility, and presented findings to supervisor. Designed and drafted drawings to install multi-circuit meter, procured parts, and worked with electricians to install the meter.

Fire/Smoke Alarms:
Updated fire/smoke alarm drawings, and designed drawings for additional alarm installs. Tested existing smoke alarms to ensure continued proper operation.

Generator load bank:
Procured a portable load bank that would satisfy testing requirements for smaller in-house generators. Researched and proposed a stationary load bank that would fit the testing needs of bigger 1250 kW generator. Proposal for both generators were presented to electrician crew and supervisor.

Protective Relaying:

Breaker failure protection was not incorporated for four generator OCPDs, I created a program in our relay settings that would isolate a fault in case the any of the four generator OCPS failed to open. Attended multiple SEL relay trainings to accomplish task as no other engineer in the facility had knowledge in the area of protective relaying.

Filter Plant PLC Program:
New PLCs were procured and have to be programmed. Gained broad understanding of filter plant operation, gained understanding of facility filter plant operation and components, and learned how to program with new PLC software to do the work.

Trainings/Conferences/Conventions:
-Attended WAPA power system training to better understand powerplant operations.
-Attended SEL Hoover seminar to learn protective relaying and how to program protective relay settings.
-Attended EasyPower Essentials to possibly procure and learn software to do in-house arc flash testing, OCPD coordination, and protective relaying settings.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
July 2016	May 2018	Took classes full-time in college.

CHRISTOPHER SLAGLE-CLOWERS (20-304-49)

All work experience reviewed by two licensed professionals

DISCIPLINE: ELECTRICAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/03/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
4 years, 11 months

Total Engineering Experience
4 years, 11 months

Experience under licensed engineer
4 years, 11 months

Other Experience

Disciplinary Action
None reported

ABET EAC

FE EXAM

PE EXAM

4+

EDUCATION

Non-degree
Lassen Community College
August 2004–December 2004

Non-degree
Montana State University
September 2015–June 2016

Non-degree
University of Nevada Reno
August 2016–December 2017

Bachelors in Electrical Engineering (EAC)
Eastern Washington University
January 2018–June 2020

EXAMS

Fundamentals of Engineering (FE)
Washington
December 2019

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

LICENSES

Additional Licenses
None

CHRISTOPHER SLAGLE-CLOWERS (20-304-49)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

United States Navy
Washington (United States)
Electricians Mate First Class
January 2006—June 2015

Verified by

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

DESCRIPTION

WORK EXPERIENCE

Hungry Horse Engineering
Washington (United States)
Senior Engineer
July 2020—June 2025

Verified by
Jacob Scott Kubale
jkubale@h2einc.com

Experience Summary
Full-Time
Engineering: 4 years, 11 months
Post EAC degree: 4 years, 11 months
Experience under licensed engineer: 4 years, 11 months

TASKS

Staff Electrical Engineering Responsibilities (90%):
Circuit Design:
Designing and analyzing electrical systems from low voltage digital/analog PLC integration to 15kV class distribution based on project requirements. This includes schematic creation, component selection, and ensuring the circuit functions as intended under various conditions.
System Integration:
Integrating electrical components into larger systems, ensuring compatibility and meeting performance specifications. This includes working on power supplies, control systems, and signal processing.
Testing and Troubleshooting:
Conducting tests on electrical components and systems to ensure proper functionality. This includes using multimeters and system response to diagnose issues and refine designs.
Simulation and Modeling:
Using software tools (such as ETAP and SKM) to simulate and model electrical systems to predict behavior before installation and construction.
Power Distribution and Management:
Designing and implementing power distribution systems, focusing on voltage regulation, load balancing, and protection. This may include switchgear systems, electrical protection systems, and motor controls.
Compliance and Safety:
Ensuring that designs adhere to relevant industry standards (e.g., IEC, UL) and safety regulations. This involves risk analysis and ensuring the reliability of electrical systems.
Documentation and Reporting:
Preparing detailed technical documentation for designs, testing results, and procedures. This documentation is used for both internal knowledge sharing and external compliance.
Non-Engineering Responsibilities (10%):
Client Interaction:
Collaborating with clients to determine deliverable schedules, provide progress updates, or explain the technical aspects of the designs. Developed professional relations ships to promote current and future engineering projects.
Team Leadership:
Leading and mentoring junior engineers, ensuring quality standards are met, and guiding them through problem-solving and design challenges.
Cost Estimation and Resource Planning:
Estimating costs for materials, labor, and equipment needed for electrical projects. Allocating resources efficiently and ensuring that projects stay within budget.
Procurement and Vendor Management:
Coordinating with suppliers and vendors to source electrical components and materials and ensuring timely delivery.

REPRESENTATIVE PROJECTS

Staff Engineer.
Avista Cabinet Gorge Unit 4 Controls Upgrade, Cabinet Gorge Washington July 2020 – July 2021. Hydroelectric generator unit control, protection and monitoring equipment and integration.
I reviewed existing control system configuration to ensure vendor equipment were within the required specifications.
I assist in development of construction drawings for new control, monitoring, and protection systems.

AGC Leamington OCB Replacement Engineering, Leamington Utah March 2021-May 2022. Project scope included integrating

new substation breaker to facility electrical system to include controls and monitoring equipment.
I created remote control panel design to contain electrical system protective devices, circuit breaker controls equipment and electrical system indications.
I performed short circuit and load flow calculations to develop required protective device settings and selective coordination.
I developed a comprehensive testing procedure to ensure complete system functionality and reliability.

2023 Arc Flash Study. Mullan Idaho April 2023-November 2024. Perform a facility wide Arc Flash hazard analysis for a large underground mine.
I performed field data collections to include electrical system distribution layout, electrical equipment ratings, conductor ratings, protective device settings.
I performed electrical system modeling and analysis using computer software packages to determine Arc Flash Hazard.
I documented arc flash hazards and recommended corrective actions in a formal report.

Hecla Lucky Friday 6500L Power System Upgrade, Mullan Idaho July 2021 - January 2023.
I performed detailed review of transformer and electrical distribution equipment specifications were in accordance with client specifications and project requirements.
I performed detailed analysis and calculations for paralleled transformer operations under various fault conditions to develop controls and protection settings.

Lewis County PUD Cowlitz Falls Generator Protective Relay Upgrade, Cowlitz Falls Washington June 2023-October 2024.
Engineer and design update generator protection relays. Performed engineering required to replace existing electromecchanical relays to modern solid state protection relays
I calculated protection relay settings to convert eighteen (18) Electromechanical relays to a single Solid State Relay.
I oversaw installation and testing of new Solid State protection relay to include live generator operations to ensure engineer design specifications were met during project execution.

AGC Durkee VRM Integration Engineering, Durkee Oregon February 2024-Jun 2025. Intergration and power delivery design for manufacturer provide cement mill complex. Integration and design to include control, monitoring, signal, and networking systems.
I calculated required medium voltage conductors size to include ambient temperature ampacity derates, concrete encased duct bank ampacity derates, and voltage drop for long distance conductors.
I developed programmable logic controller schematics and wiring details to integrate monitoring and controls for a complete grinding mill system

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
January 2005	December 2005	Time was spent attending University of Nevada Reno during transition to enlistment in the US Navy. Attended University of Nevada Reno following service in US Navy. NCESS educations section does not allow for mulltiple entries for the same University.

Environmental

HAYLEE SESOCK (21-601-82)

All work experience reviewed by two licensed professionals

DISCIPLINE: ENVIRONMENTAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/03/2025

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 Chemical Engineering (EAC)
University of Nevada, Reno
August 2016–May 2021

EXAMS

Fundamentals of Engineering (FE)
Nevada
April 2021

Principles and Practice of Engineering (PE)
Environmental
Nevada
March 2024

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 WHO IS LICENSED IN THE DISCIPLINE IN WHICH THE APPLICANT IS APPLYING FOR LICENSURE, UNLESS THAT REQUIREMENT IS WAIVED BY THE BOARD.”

LICENSES

Additional Licenses
None

HAYLEE SESOCK (21-601-82)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Idaho Department of environmental Quality
Idaho (United States)
Water Quality Engineer
June 2021—May 2022

Verified by
Katy Rose Baker-Casile
Katy.Baker-Casile@deq.idaho.gov

Experience Summary
Full-Time
Engineering: 11 months
Post EAC degree: 11 months
Experience under licensed engineer: 11 months

TASKS

My background is in environmental engineering with a focus on water quality and regulatory compliance. While working as a Water Quality Engineering Intern with the Idaho Department of Environmental Quality (DEQ) in the Coeur d'Alene Regional Office, I performed duties closely aligned with entry-level engineering staff. Approximately 90 to 95 percent of my responsibilities were engineering-related, with the remainder involving administrative and communication tasks.
I was responsible for administering 16 municipal and industrial water reuse permits. This included conducting site inspections to evaluate land application systems, reviewing annual reports, and analyzing nitrogen and phosphorus loading data to ensure compliance with permit limits. I also supported drafting and renewing permits in accordance with Idaho's reuse rules and design standards.
In addition, I assisted in reviewing Preliminary Engineering Reports, facility plans, and specifications for drinking water and wastewater infrastructure projects. I evaluated submittals for regulatory compliance and technical adequacy and supported sanitary surveys and compliance inspections for public water systems. These tasks required technical review skills, understanding of state and federal regulations, and clear communication with consultants, operators, and agency staff.
Non-engineering work included data entry, document organization, and general technical assistance. These tasks supported engineering workflows but did not require engineering judgment.
This role provided valuable field and office experience in environmental permitting, regulatory review, and infrastructure oversight. It built a strong foundation for continued work in environmental engineering.

REPRESENTATIVE PROJECTS

In late 2021 through spring 2022, I worked on the renewal and reissuance of the Class B water reuse permit for the Sandpiper Shores subdivision in Kootenai County, Idaho. This small community system treats and land-applies recycled wastewater, and the permit governs irrigation practices, nutrient loading limits, and monitoring requirements to ensure environmental and public health protection. I was responsible for drafting the updated reuse permit, which included incorporating site-specific operational conditions, effluent monitoring requirements, and nutrient management standards. I reviewed historical data, annual reports, and site design documentation to assess compliance with Idaho's Water Reuse Rules and determine whether modifications to the permit were warranted. I wrote the technical components of the permit, including nitrogen and phosphorus loading limits, irrigation schedules, and reporting requirements. I made decisions on monitoring frequencies and loading thresholds based on historical performance and applicable regulatory standards. I also coordinated with internal DEQ staff and the permittee to ensure permit conditions were both protective and achievable. My final work product included the full draft permit and an engineering summary memo. The memo documented the site's history, performance trends, and the technical rationale behind each permit condition. These documents became part of the official administrative record and were reviewed by senior engineers prior to being issued for public notice. This project gave me direct experience with regulatory writing, nutrient loading evaluation, and the integration of environmental rules into site-specific permit conditions. It enhanced my technical writing, analysis, and interagency communication skills.

HAYLEE SESOCK (21-601-82)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Washoe County
Nevada (United States)
Environmental Engineer II
June 2022—July 2025

Verified by
Alan Robert Jones
ajones@washoecounty.gov

Experience Summary
Full-Time
Engineering: 3 years, 1 month
Post EAC degree: 3 years, 1 month
Experience under licensed engineer: 3 years, 1 month

TASKS

Approximately 90 percent of my work in this role has involved the application of engineering principles to municipal potable water, wastewater, and reclaimed water systems. As an Environmental Engineer I under the supervision of a licensed Professional Engineer, I performed routine sampling for public water systems, compiled regulatory requirements for six discharge permits, and earned certifications in backflow prevention and cross-connection control. I revised the County's reclaimed water design standards and developed a standard operating procedure (SOP) for the reclaimed water inspection program, including the integration of a GIS tracking layer to manage compliance schedules. I also created detailed permitting workflow diagrams to support utility process improvements.

After being promoted to Environmental Engineer II, I assumed independent responsibility for the County's potable water sampling and compliance program, including lab coordination, data validation, and regulatory reporting. I conducted field inspections on capital sewer rehabilitation projects, specifically inspecting manholes to verify construction met engineering specifications. I also became responsible for reviewing plans for developer-submitted potable water, sewer, and reclaimed water projects, using engineering judgment to ensure compliance with Washoe County design standards and applicable regulations.

In addition, I maintain and update the County's reclaimed water distribution system hydraulic model using InfoWater and ArcGIS Pro. I use this model to simulate system performance, evaluate operational scenarios, and support long-term planning decisions. I work closely with engineers, capital projects staff, and utility operations to address technical challenges and ensure infrastructure integrity.

Throughout my time in this role, my responsibilities have expanded from supervised support work to independent engineering judgment in compliance, design review, system modeling, and field inspection. My primary discipline is environmental engineering, with a focus on potable water quality, wastewater systems, and reclaimed water infrastructure.

REPRESENTATIVE PROJECTS

Project 1: Public Water System Sampling and Compliance Program
Location: Washoe County, NV | Dates: June 2022 – June 2025

Upon joining Washoe County as an Environmental Engineer I in June 2022, I supported the public water system compliance program by collecting routine water quality samples from multiple regulated systems under the supervision of a licensed Professional Engineer. I followed chain-of-custody protocols, scheduled sampling activities, coordinated with certified laboratories, and ensured adherence to state and federal drinking water regulations. I assisted in reviewing laboratory reports, preparing internal compliance summaries, and maintaining records to demonstrate adherence to regulatory requirements.

After promotion to Environmental Engineer II in June 2023, I assumed full responsibility for managing the sampling program. I independently develop and update annual sampling schedules, oversee laboratory coordination, and validate analytical results. I interpret water quality data to identify potential issues, issue resampling orders when required, and collaborate with field operations to investigate and resolve water quality concerns. I prepare detailed internal reports to inform management and regulatory staff. This work requires technical judgment related to water quality standards, regulatory frameworks, and operational constraints, ensuring the County maintains compliance and protects public health.

Project 2: Utility Plan Review for Sewer, and Reclaimed Water Projects
Location: Washoe County, NV | Dates: June 2023 – June 2025

As an Environmental Engineer II, I perform technical plan reviews for sanitary sewer, and reclaimed water infrastructure projects submitted by developers and engineering consultants. I ensure plans comply with Washoe County design standards, state regulations, and operational requirements.

I examine engineering drawings and specifications for pipe sizing, slope, pressure zones, capacity constraints, and materials. I verify projects align with existing infrastructure and hydraulic conditions to prevent operational issues. I prepare detailed review

comments, communicate required revisions, and collaborate with internal departments and external stakeholders to resolve design concerns.
I also participate in preconstruction meetings and coordinate with inspection staff to ensure approved designs are properly constructed. This role requires engineering judgment to balance design innovation with system reliability and public safety, safeguarding the County's water and wastewater infrastructure assets.

Fire Protection

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

DISCIPLINE: FIRE PROCTECTION

GENERAL

Applying To
Nevada

Application Type
Comity - PE

Application Date
05/12/2025

Citizenship
United States

SUMMARY

Engineering Experience after EAC degree
36 years, 9 months

Total Engineering Experience
36 years, 9 months

Experience under licensed engineer
2 years, 7 months

Other Experience
6 months

Disciplinary Action
None reported

MLE · ABET EAC · FE EXAM · PE EXAM · 4+

EDUCATION

Bachelors in Electrical Engineering (EAC)
Missouri University of Science and Technology
August 1974–December 1978

EXAMS

Fundamentals of Engineering (FE)
Missouri
April 1976

Principles and Practice of Engineering (PE)
Electrical & Computer
Missouri
October 2009

Principles and Practice of Engineering (PE)
Fire Protection
North Carolina
April 2025

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 WHO IS LICENSED IN THE DISCIPLINE IN WHICH THE APPLICANT IS APPLYING FOR LICENSURE, UNLESS THAT REQUIREMENT IS WAIVED BY THE BOARD.”

LICENSES

Initial License
Missouri
Issued: January 2010
Expires: December 2026

Additional Licenses
AL

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

American Steel Foundries
Co-op Engineer
January 1977—May 1977

Verified by
David Sager

Experience Summary
Full-Time
Other: 4 months
Experience under licensed surveyor: None

DESCRIPTION

Co-op work-study program in the Works Engineering Department.

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

American Steel Foundries
Co-op Engineer
August 1977—December 1977

Verified by
David Sager

Experience Summary
Part-Time
Other: 2 months (50%)
Experience under licensed surveyor: None

DESCRIPTION

Co-op work-study program in the Works Engineering Department.

WORK EXPERIENCE

Procter & Gamble Paper Products
Power & Controls Engineer
January 1979—December 1983

Verified by
JIM HURTLE

Experience Summary
Full-Time
Engineering: 4 years, 11 months
Post EAC degree: 4 years, 11 months
Experience under licensed engineer: None

DESCRIPTION

Procter & Gamble Paper Products, Cape Girardeau, MO
Job titles (in time sequence):
o Power & Controls Engineer
o Electrical/Mechanical Manager-Special Projects
o Electrical Services and Warehouse Manager
o Electrical Team Manager
o Contract-Electrical Commissioning Manager

Power & Controls Engineer
The role is the engineering manager for electrical power, controls, conveying, detector systems, and automation for a production module. I provided engineering support for manufacturing production operations and maintenance, evaluating operation, maintenance, and reliability issues; identifying problems and determining root cause; recommending improvements, designing modifications, and developing and optimizing processes; and interfacing across disciplines to determine integrated solutions. Lead projects or process improvements from conception to implementation for projects up to $5 million scope.

Electrical/Mechanical Manager-Special Projects
As a Power & Controls Engineer, the production module that I was assigned to, shut down due to external liability issues of the product. Therefore, in order to keep the technical personnel employed, I collected them into a Special Projects team that replaced outside contractors working on numerous plant projects.

Electrical Services and Warehouse Manager
This was a Power & Controls Engineer position responsible for the plant services and warehousing. All duties similar to that in a production module.

Electrical Team Manager
I was assigned the responsibility to manage 16 E&I technicians responsible for maintenance, repair, and upgrade of a large production module. During this time, I was involved in the rollout of a $70M capital improvement project in which the E&I techs and I contributed significantly to the project by designing and implementing a graphical user operator interface to replace simple pilot light panels. This was a significant culture change that was met with immediate success and accolades by the production management.

WORK EXPERIENCE

Hilco Technologies
Various, see Engagement Description
January 1984—November 1996

Verified by
Harry Halladay, Frank Vullo, and Curt Pounds

Experience Summary
Full-Time
Engineering: 12 years, 10 months
Post EAC degree: 12 years, 10 months
Experience under licensed engineer: None

DESCRIPTION

Hilco Technologies, Inc., St. Louis, MO (NO LONGER EXISTS)
Job titles:
o Programmer
o Project Engineer
o Product Support Manager
o International Business Development Manager
o Technical Sales Support
o Sales Account Manager
o Special Production Development Manager

Hilco Technologies was founded in 1979 by a Monsanto engineer and entrepreneur. When I started in 1984, it was still basically a family owned operation with over half of all employees being family members. By the time I left in 1996, total employment was over 100 people in a global organization.

Hilco's focus started as a simple automation contractor providing industrial system controls for local St. Louis clients. My employment along with another software engineer started the company on the development of a graphical supervisory control and data acquisition system (SCADA) that evolved into a Manufacturing Execution Software (MES) package with a global sales and support organization of automation systems that was purchased and absorbed by Siemens in 1997. Siemens leveraged Hilco's system to build expand their distributed control system business and products.

Programmer
I programmed Hilco's system programming package for resale. Beginning in 1983, this package was developed from "scratch". The package, called Monitrol, provided a graphical user interface to industrial machine/system operators and transferred monitoring and control data to industrial control and automation systems, such as Programmable Logic Controller's (PLC's) through standard interfaces.
Key programs developed included:
o Trending package
o Statistical quality control package
o Data storage and retrieval package
o Embedded interfaces with AB, Modicon, GE PLC's.
o Embedded interfaces with generic devices communicating via RS-232. (networking was in its infant stages).
All programs were embedded and "protected" from customer access. Customers only configured the software, therefore, the software had to be developed and well-tested from that view-point.

Project Engineer
In the mid 1980's, the technology and subsequent development of graphical industrial automation systems, required a significant amount of configuration with highly trained and skilled engineers. As one of the original system programmers, I provided all of the customer configuration tasks for each of the early implementations of the Monitrol product. This included PLC programming, electrical design and installation, system interfacing, installation within production constraints, commissioning, testing, and operator training.

Product Support Manager
With the expansion of the Monitrol product throughout North America, I started the Product Support department in 1986. It quickly grew from one person to a large product support staff. During this time, I developed and executed the following processes and

procedures for:
o Product release
o Product pre-release testing
o Customer problem call-in and issue resolution
o Customer application training
o Sales demo/presentation development and execution
o High-level in-house project development and installation support
o Sales technical support

International Business Development Manager
Hilco's success continued to grow. Through a joint venture with Hewlett-Packard, Hilco expanded with an office in Europe in 1989. I transferred to Brussels to establish and develop our international sales and support business. Also, at the same time, our products were changing platforms and were being developed under the UNIX operating system which required changes in all phases of the business, and I and several of my staff became trained as Unix System Administrators.
In Brussels, I:
o Searched, found, and negotiated the move into a new office.
o Participated in the interviewing and hiring of a European GM.
o Developed and established Value Added Resellers (VAR's) in major markets that included: Negotiating and consummating VAR contracts; Training VAR resources; Providing sales support for VAR sales; Act as a liaison between VAR's and the US home office for all matters of business.
o Within 2 years, I developed and established VAR's in: Belgium (2); England (2); Finland; France; Germany; Italy; Netherlands (2); Scotland; South Africa; Spain; Sweden.
o Extended the US training and support processes into Europe with the addition of local support staff.
At the end of my assignment in Europe, I returned to the US to begin our expansion into Asia and Latin and South America. VAR relationships were established in: Australia; New Zealand; Brazil; Japan; Korea; Mexico; Singapore; Taiwan; Venezuela.

Technical Sales Support Manager
As Hilco continued to grow and expand, the US market developed into a new organization with individual sales offices in the:
o Northeast and Canada-New York,
o Southeast-Atlanta,
o Midwest-Minneapolis, Chicago, and St Louis, and
o West-San Diego.
And, as the ex-US markets were being sufficiently coordinated through the VAR organization, the needs for specialized and focused technical sales support in the US required that I move into a Technical Sales role. This position provided direct sales and sales support for all of the US regions.

Sales Account Manager
When the Northeast region's Sales Manager left the company, Hilco promoted me as the Sales Account Manager for the Northeast region operating out of the St Louis office. I had full account management responsibilities for that region.

Special Product Development Manager
While continuing my role as Sales Account Manager for the Northeast region, I was assigned the responsibility to manage a joint effort as a part of an agreement with Siemens USA to further develop and expand the Monitrol product as a Siemens product. This is included responsibility for all product business and technical development activities. I voluntarily left Hilco before completing this effort. Shortly thereafter, Siemens purchased and absorbed all Hilco assets as a part of the process to develop the Siemens PCS product, a distributed industrial control system still a large player in the market today.

WORK EXPERIENCE

Emerson Process Management
Sales Engineer
November 1996—March 2005

Verified by
Ed Hanstein (retired)

Experience Summary
Full-Time
Engineering: 8 years, 4 months
Post EAC degree: 8 years, 4 months
Experience under licensed engineer: None

DESCRIPTION

10/02-3/05 Emerson Process Management, St. Louis, MO
Senior Sales Account & Project Development Group Manager
Senior Sales Account Manager
11/96-10/02 PC & E, Inc., St. Louis, MO, an industrial engineering consulting firm
Sales Account Manager

Both of these work histories are provided together as PC&E was purchased by Emerson Process Management, a division of Emerson Electric, in 2002. Basic job responsibilities did not change in the transition except that customers changed from local St. Louis area with PC&E, to global customers with Emerson. All references to both herein are collectively referred to as "Emerson".
As Sales Account Manager I was responsible for
1. Marketing activities to acquire and retain customers.
2. Entertainment of key client decision-makers.
3. Being an advocate for the client, while keeping profit goals.
4. Developing, giving, and training others to give presentations of products and services.
5. Being first contact with customer issues and primary responsibility for problem resolution.
6. Developing and presenting estimates and proposals--often requiring engineered configurations.
7. Obtaining approval from all client and company personnel as required for sales success.
8. Receiving, processing, and tracking all customer orders.

Locally, Emerson supported approximately 150 highly skilled technical resources that were available for consulting in the chemical, petro-chemical, pharmaceutical, and food & beverage industries. I was one of three sales managers solely responsible to manage client accounts to purchase and utilize these resources on a billable basis. This was the sole source of profit within the local division.

Emerson's clients are global, which required extensive travel and communication to perform my duties.

During my employment Emerson's gross revenues at the local division grew from under $20M to over $70M.

Several specific engineering references information that follows is based on my primary role as technical sales engineer to design, configure, propose, and present new solutions to customers:
From customer specifications, I designed, configured, and proposed a new $10MM+ control system for a large plastics manufacturing plant that integrated all of the electrical instrumentation, power, and control operations to provide more efficient management and operation of the processes.
For an agricultural products chemical company, I designed, configured, and proposed several new control systems in multiple plant locations for their process automation needs.
For a large chemical manufacturer, I worked with their corporate engineer to upgrade several of their plant locations in the US to improve their production capacity, centralize their maintenance management, and centralize their process results data gathering with central and distributed process control systems with new power and control systems. After accepting my proposal, I continued to consult with the customer on the project development and roll-out.
For a large animal food processing company, I design a solution to improve their reliability and reduce their maintenance and management requirements through new technologies applied in the monitoring and control of remote animal building processing and growth units.
The above are representative examples of my work with many customer application world-wide.

Also, as sales engineer, I was responsible for warranty work of all system supplied including troubleshooting and resolving issues.

Often, this would require re-engineering of applications to meet new requirements.

WORK EXPERIENCE

Eagle Ray Electric Company
President
March 2005—February 2009

Verified by
Scott Farrar

Experience Summary
Full-Time
Engineering: 3 years, 11 months
Post EAC degree: 3 years, 11 months
Experience under licensed engineer: None

DESCRIPTION

Eagle Ray Electric Company, Ellisville, MO
President & Founder, Commercial and Residential Electrical Contractor
Licensed Masters Electrician in several jurisdictions.

Eagle Ray Electric has ceased operations in 2009. It was a commercial & residential electrical contractor specializing in complete installation and design services.

My responsibilities included:
o Design-We specialized in Design/Build in which I personally conducted all of the design work for electrical power and networking installations. Often this required me to take a simple sketch of the project's building's dimensions and complete and deliver the design.
o Sales-By applying my sales skills, customers selected our services solely because of my professionally prepared and presented proposals.
o Estimates-My experience and skills with knowing all of the costs and factors involved in winning estimate provided profitability with winning success.
o Scheduling-We successfully managed all job schedules and continued to receive positive feedback from customers and partners on our timeliness.
o Installation-I filled in personally where needed to assist employees.
o Employee management-Our employee turnover rate was low.
o Employee development--I personally conducted NEC training courses for employee advancement and improvement.
o New Development-Added installation/service of video, audio, security, surveillance, and networking along with training employees on same.
o P&L Responsibility-Gross revenue increased every year by at least 20%.

WORK EXPERIENCE

Wachter, Inc.
Project Manager
March 2009—April 2010

Verified by
Jim Giefer

Experience Summary
Full-Time
Engineering: 1 year, 1 month
Post EAC degree: 1 year, 1 month
Experience under licensed engineer: None

DESCRIPTION

Wachter, Inc., Lenexa, KS
Project Manager, St Joseph, MO branch office
Branch Manager, Omaha, NE branch office

Project Manager:
o has primary responsibility to manage assigned projects,
o builds and maintains customer relationships,
o has direct overview of the assigned Job Foreman or Superintendent on each Job, and
o has responsibility to see that each assigned job:
o is achieved with respect to Safety and Quality Standards
o is brought in on time
o is profitable, and
o exceeds customer's requirements.

Branch Manager provides business and financial management for territorial area along with senior management of all projects and Project Managers.

Key accomplishments
o Earned Associated Building Contractors' Heartland Chapter's Exellence in Construction award for 2009 for the Benedictene College Grotto project.
o Achieved 23% gross profit on new industrial plant construction in 2009 (a year of economic distress).
o Currently completing first new hospital construction for Wachter in Fairfax, MO, an $800K+ contract.
o Currently booked $800K by February 2010 for new Omaha, NE branch office which has an annual calendar goal of $2.5M, therefore, ahead of goal.

Experience (all commercial/industrial) includes design for design/build contracts, verification of design for installation contracts, troubleshooting, maintenance, and code compliance certification for the following:
o Electric services
o Transformers, switchgear, panelboards, and disconnects, and associated breakers & fuses
o Coordination Studies
o Arc Flash Hazard Analysis
o Feeder and branch circuits
o Lighting
o Devices
o Instrumentation
o Control systems
o Security systems
o Fire alarm systems
o Audio/visual systems

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Alliance MEP Engineers, LLC
Engineer
November 2010—November 2010

Verified by
Abdi Farah

Experience Summary
Full-Time
Engineering:
Experience under licensed engineer:
None

DESCRIPTION

see attached form

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Alliance MEP Engineers, LLC
Virginia (United States)
Senior Electrical Engineer
November 2010—August 2011

Verified by
Kenneth Gilbert (Self)

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

TASKS

Fire Protection systems design.

REPRESENTATIVE PROJECTS

I was the Electrical Engineer of Record and in responsible charge of numerous residential new construction and renovation projects, from residential single homes to multi-family developments. I completed all of the designs, and produced all drawings and specifications for the complete fire alarm systems on every project.

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Buchart Horn, Inc
Engineer
August 2011—September 2011

Verified by
Russell R. Oft, Jr

Experience Summary
Full-Time
Engineering: 1 month
Post EAC degree: 1 month
Experience under licensed engineer: 1 month

DESCRIPTION

see attached form

WORK EXPERIENCE

Buchart Horn Inc
Pennsylvania (United States)
Senior Electrical Engineer
August 2011—July 2012

Verified by
Russell R Oft Jr
R_oft@gb-engineers.com

Experience Summary
Full-Time
Engineering: 11 months
Post EAC degree: 11 months
Experience under licensed engineer: 11 months

TASKS

Electrical power and communications, and Fire Protection system design.

REPRESENTATIVE PROJECTS

I was the Electrical Engineer of Record and in responsible charge of the following projects:

York County Prison, New Admissions Facility, York, PA
I completed full design and production of electrical construction drawings and specifications for a new 17,400 SF Prison Admissions and Processing Center including a fully addressable fire alarm system to be integrated with the campus-wide system.

York City Police Department, York, PA
I completed full design and production of electrical construction drawings and specifications of a total interior renovation of a 4-story, total 35,580 SF, historic building conversion to City of York Police Department headquarters, including the following fire protection/alarm systems:
• Wet pipe automatic sprinkler system with preaction drypipe system for upper level.
• Fully addressable fire alarm system.

Tobyhanna Army Depot Building (former aircraft hangar) Renovation, Tobyhanna, PA
I completed full design and production of electrical construction drawings and specifications of a total interior renovation of a former hangar into office space, total 100,000 SF, including the following fire protection/alarm systems:
• Wet pipe automatic sprinkler system (change from existing dry pipe).
• Fully addressable fire alarm system.

South New Street Parking Facility, West Chester, PA
I completed full design and production of electrical construction drawings and specifications of a 3-story, exterior non-enclosed parking garage, total 107,000 SF, including a fire alarm system with interface to campus-wide system.

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

American Tower Corporation
Engineer
July 2012—August 2012

Verified by
Raphael Mohamed

Experience Summary
Full-Time
Engineering: 1 month
Post EAC degree: 1 month
Experience under licensed engineer: 1 month

DESCRIPTION

see attached form

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

All-Points Technology Corporation
Connecticut (United States)
Senior Electrical Engineer
January 2018—June 2019

Verified by
Scott Michael Chasse
schasse@allpointstech.com

Experience Summary
Full-Time
Engineering: 1 year, 5 months
Post EAC degree: 1 year, 5 months
Experience under licensed engineer: 1 year, 5 months

TASKS

QA/QC Engineer - Final quality reviewer on all engineering documents, all disciplines, (mostly drawings and specifications) being submitted to customers and jurisdictions. I reviewed them for meeting code requirements, for being consistent and complete in presentation, and provided a final technical review for correctness. They did not go out the door without my final approval.

Senior Electrical Engineer in responsible charge of all electrical designs and specifications for (mostly) telecommunications sites.

REPRESENTATIVE PROJECTS

Project: Communications Tower for Town of Danvers, MA, on Hunt Hospital, June 2018.
Senior Electrical Engineer in responsible charge and directly provided all design work for a grounding system for a new communication tower. I reviewed the full documentation, specifications and installation requirements of the tower from the supplier, and the current building's grounding system, and developed a grounding system to meet all applicable codes and communication standards for lightning and surge protection. I developed the construction documents for installation in a complete design that was executed by the town.

Project: Telecommunications co-location of equipment on existing tower, Melville, NY, January 2018. This is a typical example of most projects in this employment.
Senior Electrical Engineer in responsible charge and directly provided all design work for power distribution, communications distribution, and grounding for communication equipment installation. Completed construction documents approved for installation.
QA/QC Engineer responsible for quality check all disciplines' documentation of the project. Quality check included verification of technical information, compliance with documentation requirements, and presentation for clarity, understanding, and constructability. Disciplines reviewed included, Civil site plans, Architectural plans and elevations, equipment details, structural plans and details, mechanical plans and details and gas piping calculations, electrical plans and details and one-lines and panel schedules, and all specifications.

I developed complete drawing specifications' template to quickly and easily incorporate into typical communication system design documents. This completely eliminated the need for separate specifications for every project, and provided for better management of applicable codes in one template as they changed and updated.

I developed complete drawings for tower and rooftop communication grounding systems that could be referenced on every project with minimal site-specific details to be added or modified for every project. This provided for quicker, better, and easier application to meet changing codes and requirements on every project.

WORK EXPERIENCE

Integrated Design Companies
Virginia (United States)
Senior Electrical Engineer
August 2021—September 2024

Verified by
Stephen John Millnick
steve.millnick@yahoo.com

Experience Summary
Full-Time
Engineering: 3 years, 1 month
Post EAC degree: 3 years, 1 month
Experience under licensed engineer: None

TASKS

Senior Electrical Engineer for Design and Design/Build commercial and multi-family new and updated building construction. Full responsibility from conceptual design through construction for full building electrical systems including, utility service coordination, low-voltage and medium-voltage distribution, switchboards panelboards and loadcenters, low-voltage power distribution and devices, security telecom and audio/visual systems, legally-required emergency and optional standby systems, lighting, solar interface, electric vehicle charging systems and fire alarm systems.

REPRESENTATIVE PROJECTS

Golf Course Overlook, 10-story 298 unit new apartment building and parking garage
May 2021 thru Sep 2022 - Design through permit-ready
I had full electrical design responsibility for all electrical systems. As the ONLY electrical engineering person on the project, I provided all calculations, layouts, equipment specifications and coordination with all other trades for all electrical systems: power; emergency backup power; lighting; communications; security; and fire alarm. This project had unique issues with placement of the main electrical room requiring equally unique distribution and routing of service feeders and power distribution. I worked with the owner, architect, and utility to properly provide a unique power service distribution with atypical routing, protection and placement of electrical equipment fully within code and approved by the utility and AHJ. This project completed through permit-ready but was never built.
Fire Protection project reference: Automatic water sprinkler system with 100 hp fire pump in which I was responsible for:
• Emergency generator, primarily for fire alarm and protection purposes, standby backup design.
• The specifications presented to a fire alarm subcontractor for design/development, and
• Working with the plumbing engineer to incorporate the water sprinkler system.

Broadcast, 8-story 144 unit apartment building
Completed 2024
I had full electrical design responsibility for all electrical systems. As the ONLY electrical engineering person on the project, I provided all calculations, layouts, equipment specifications and coordination with all other trades for all electrical systems: power; emergency backup power; lighting; communications; security; fire alarm. I continued supporting the project in a Construction Administration, or commissioning, role primarily approving installations and designing after-construction changes.
Fire Protection project reference: Automatic water sprinkler system with 75 hp fire pump and complete addressable fire alarm with Fire Command Center and supervisory off-site monitoring. I was responsible for, and actively worked on:
• Emergency generator, primarily for fire alarm and protection purposes, standby backup design.
• Fire Alarm design as Engineer of Record.
• Fire protection, full design of egress lighting and signage, and team member in the design of fire pump and sprinkler system.

The Guardian, 11-story 167 unit new apartment building in Silver Spring, MD
Completed late 2024
I had full electrical design responsibility for all electrical systems. As the ONLY electrical engineering person on the project, I provided all calculations, layouts, equipment specifications and coordination with all other trades for all electrical systems: power; emergency backup power; lighting; communications; security; fire alarm. This project was unique in that it was coordinated through a previous partial construction that had halted and then restarted with several differences and I solely completed the electrical design for construction. Later in the installation, I was in responsible charge of the building's Distributed Antenna System (DAS) through a different firm verifying and approving the design of other engineers.
Fire protection project reference: Automatic water sprinkler system with 100 hp fire pump and complete addressable fire alarm. I was responsible for, and actively worked on:
• Emergency generator, primarily for fire alarm and protection purposes, standby backup design.

• Fire Alarm design ready for permit. Final design approval by Fire Marshall and 3rd party qualified engineer.
• Fire protection, full design of egress lighting and signage, and team member in the design of fire pump and sprinkler system.

Additional fire protection project references:
200 Stoval (The Foundry) commercial space additions, 2464 Mandeville Lane, Alexandria, VA.
New multi-family development commercial tenant finish-out with complete addressable fire alarm. My responsibilities/involvement included:
• Fire Alarm design ready for permit. Final design approval by Fire Marshall and 3rd party qualified engineer.
• Fire protection design of egress lighting and signage.

Sursum Corda, 1112 1st Terrace NW, Washington, DC 20001
New 10 story multi-family plus 2 parking garage levels below-grade with automatic water sprinkler system with 200 hp fire pump and fully addressable fire alarm with Fire Command Room and supervisory off-site monitoring. I was responsible for, and actively worked, on Construction Administration to evaluate and approve all electrical and fire protection/alarm equipment to meet design and specifications.

KENNETH GILBERT (16-915-77)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

R. E. Warner
Ohio (United States)
Senior Electrical Engineer
November 2024—January 2025

Verified by
David Lowell Walls
dwalls@rewarner.com

Experience Summary
Full-Time
Engineering: 2 months
Post EAC degree: 2 months
Experience under licensed engineer: 2 months

TASKS

Senior Electrical Engineer
In responsible charge of electrical discipline on commercial construction projects.

REPRESENTATIVE PROJECTS

Project: North American Stainless (NAS) New SKPM#5
Description: Industrial plant upgrade, approximately 40,000 SF
January 2025
I quality checked the (mostly embedded) conduit routing design and drawings. I verified all of the proper locations by measurement and sizes on six (6) very populated drawings, and corrected or suggested changes as required. My feedback was backchecked and incorporated into the design.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
May 2010	October 2010	Same employment with Wachter continued through November 2010.
September 2012	December 2017	Employment with ATC continued through Jan 1028
July 2019	July 2021	Looking for employment and engaged in personally owned electrical engineering firm

TO BE COMPLETED BY APPLICANT

APPLICANT'S NAME: Kenneth D Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment

Buchart Horn, Inc.
445 West Philadelphia Street
York, PA 17405-7040

Date of Employment From 08/2011 To 09/2011

☐ Part-Time ☒ Full Time

EXPERIENCE ALLOCATION Years in Decimals to Tenths				
(1)	(2)	(3)	(4)	(5)
Non-Engineering Employment	Engineering Experience Prior to FE Examination	Engineering Experience Subsequent to FE and Prior to PE Examination	Professional Engineering Experience Subsequent to PE Licensure	Academic Engagement

Applicant should make explicit statements, listing and defining design work performed, listing and defining projects for which he/she had full or partial responsibility, including statement of extent and complexity of work performed.

Job Description (Staff Engineer grade 9):
--Direct entire or discipline specific portion of assigned engineering projects including direction of grade 4, 5, 6, 7 and 8 project team staff.
--Perform project management duties or support the project manager with proposal development, work plan development, coordination of multi-discipline projects, monitoring of schedules and budgets, attendance of project client and team meetings to assist with coordination and development of project requirements.
--Conduct field surveys and substantial completion audits.
--Assist with the skills development of and mentors department Designers, EIT's, Engineers, and Project Engineers.
--Perform independent and check other's engineering calculations, i.e. heat dissipation, equipment sizing and selection, conduit and wire sizing, lighting levels, voltage drops, and short circuit and coordination analysis.
--Maintain and continue to develop strong technical knowledge in the use, and application of current technologies, design techniques, procedures, regulations, materials, and specifications. Monitor trade/discipline advances and recommend training for department.
--Utilizing CAD software and/or with CAD assistance from other project team members, provide drawing detail development and prepare scalable plans and diagrams, i.e. site, lighting, power, instrumentation, and systems plans, one-line diagrams, riser diagrams, and control wiring diagrams.
--Process shop drawings, prepare and edit specifications, create charts and schedules, and develop cost estimates.
--Perform QA/QC procedures and enforce quality control procedures throughout project development.
--Assist with technical solutions to construction problems.
--Conduct studies and develop reports for special technical projects.
--Design sustainable systems for certification, i.e. LEED application.
--Seek out and support new business development by reporting leads and prospects to immediate supervisor and by maintaining a professional manner and appearance in the conduct of job activities.
--Assist organizational director with internal process improvements to improve department efficiencies and management of personnel.

Explicit statements listing and defining work performed is not yet available due to time involved.

TO BE COMPLETED BY APPLICANT

APPLICANT'S NAME: Kenneth D Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment

Alliance MEP Engineers, LLC
8521 Leesburg Pike, Suite 310
Vienna, VA 22182

Date of Employment From 11/2010 To present

☐ Part-Time ☒ Full Time

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

(1)	(2)	(3)	(4)	(5)
Non-Engineering Employment	Engineering Experience Prior to FE Examination	Engineering Experience Subsequent to FE and Prior to PE Examination	Professional Engineering Experience Subsequent to PE Licensure	Academic Engagement
0	0	0	0.1	0

Applicant should make explicit statements, listing and defining design work performed, listing and defining projects for which he/she had full or partial responsibility, including statement of extent and complexity of work performed.

Senior Electrical Engineer
Responsibilities include functioning as the professional electrical engineer of record to sign and seal drawings for Alliance's projects. Manage the electrical department; perform engineering services for the clients; business development and marketing.

TO BE COMPLETED BY APPLICANT

APPLICANT'S NAME: KENNETH D GILBERT

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment

AMERICAN TOWER CORPORATION
400 REGENCY FOREST DRIVE, SUITE 300
CARY, NC 27518

Date of Employment From 07/2012 To 08/2012

☐ Part-Time ☒ Full Time

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

(1)	(2)	(3)	(4)	(5)
Non-Engineering Employment	Engineering Experience Prior to FE Examination	Engineering Experience Subsequent to FE and Prior to PE Examination	Professional Engineering Experience Subsequent to PE Licensure	Academic Engagement
			0.1	

Applicant should make explicit statements, listing and defining design work performed, listing and defining projects for which he/she had full or partial responsibility, including statement of extent and complexity of work performed.

Functions as the Professional Electrical Engineer of record to sign and seal drawings for American Tower's projects. Manage the electrical design process, perform engineering services for clients, and support business development, marketing, and sales operations.

APPLICANT'S NAME: Kenneth D.Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment:

Emerson Process Management
2280 Schuetz Road
St Louis, MO 63146
US

Dates of Employment: 11/1996 to 03/2005

Full-Time Employment

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

Non-Engineering Education:	0.0
Engineering Experience Prior to Taking the FE Examination:	0.0
Engineering Experience Subsequent to FE and Prior to PE Licensure:	8.3
Professional Engineering Experience Subsequent to PE Licensure:	0.0
Academic Engagement:	0.0

10/02—3/05 Emerson Process Management, St. Louis, MO
Senior Sales Account & Project Development Group Manager
Senior Sales Account Manager
11/96—10/02 PC & E, Inc., St. Louis, MO, an industrial engineering consulting firm
Sales Account Manager

Both of these work histories are provided together as PC&E was purchased by Emerson Process Management, a division of Emerson Electric, in 2002. Basic job responsibilities did not change in the transition except that customers changed from local St. Louis area with PC&E, to global customers with Emerson. All references to both herein are collectively referred to as "Emerson".
As Sales Account Manager I was responsible for
1. Marketing activities to acquire and retain customers.
2. Entertainment of key client decision-makers.
3. Being an advocate for the client, while keeping profit goals.
4. Developing, giving, and training others to give presentations of products and services.
5. Being first contact with customer issues and primary responsibility for problem resolution.
6. Developing and presenting estimates and proposals--often requiring engineered configurations.
7. Obtaining approval from all client and company personnel as required for sales success.
8. Receiving, processing, and tracking all customer orders.

Locally, Emerson supported approximately 150 highly skilled technical resources that were available for consulting in the chemical, petro-chemical, pharmaceutical, and food & beverage industries. I was one of three sales managers solely responsible to manage client accounts to purchase and utilize these resources on a billable basis. This was the sole source of profit within the local division.

Emerson's clients are global, which required extensive travel and communication to perform my duties.

During my employment Emerson's gross revenues at the local division grew from under $20M to over $70M.

Several specific engineering references information that follows is based on my primary role as technical sales engineer to design, configure, propose, and present new solutions to customers:
From customer specifications, I designed, configured, and proposed a new $10MM+ control system for a large plastics manufacturing plant that integrated all of the electrical instrumentation, power, and control operations to provide more efficient management and operation of the processes.
For an agricultural products chemical company, I designed, configured, and proposed several new control systems in multiple plant locations for their process automation needs.
For a large chemical manufacturer, I worked with their corporate engineer to upgrade several of their plant locations in the US to improve their production capacity, centralize their maintenance management, and centralize their process results data gathering with central and distributed process control systems with new power and control systems. After accepting my proposal, I continued to consult with the customer on the project development and roll-out.
For a large animal food processing company, I design a solution to improve their reliability and reduce their maintenance and management requirements through new technologies applied in the monitoring and control of remote animal building processing and growth units.
The above are representative examples of my work with many customer application world-wide.

Also, as sales engineer, I was responsible for warranty work of all system supplied including troubleshooting and resolving issues. Often, this would require re-engineering of applications to meet new requirements.

APPLICANT'S NAME: Kenneth D.Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment:

Procter & Gamble Paper Products
PO Box 400
Cape Girardeau, MO 63702
US

Dates of Employment: 01/1979 to 12/1983

Full-Time Employment

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

Non-Engineering Education:	0.0
Engineering Experience Prior to Taking the FE Examination:	0.0
Engineering Experience Subsequent to FE and Prior to PE Licensure:	4.9
Professional Engineering Experience Subsequent to PE Licensure:	0.0
Academic Engagement:	0.0

Procter & Gamble Paper Products, Cape Girardeau, MO
Job titles (in time sequence):
- Power & Controls Engineer
- Electrical/Mechanical Manager—Special Projects
- Electrical Services and Warehouse Manager
- Electrical Team Manager
- *Contract—Electrical* Commissioning Manager

Power & Controls Engineer
The role is the engineering manager for electrical power, controls, conveying, detector systems, and automation for a production module. I provided engineering support for manufacturing production operations and maintenance, evaluating operation, maintenance, and reliability issues; identifying problems and determining root cause; recommending improvements, designing modifications, and developing and optimizing processes; and interfacing across disciplines to determine integrated solutions. Lead projects or process improvements from conception to implementation for projects up to $5 million scope.

Electrical/Mechanical Manager—Special Projects
As a Power & Controls Engineer, the production module that I was assigned to, shut down due to external liability issues of the product. Therefore, in order to keep the technical personnel employed, I collected them into a Special Projects team that replaced outside contractors working on numerous plant projects.

Electrical Services and Warehouse Manager
This was a Power & Controls Engineer position responsible for the plant services and warehousing. All duties similar to that in a production module.

Electrical Team Manager
I was assigned the responsibility to manage 16 E&I technicians responsible for maintenance, repair, and upgrade of a large production module. During this time, I was involved in the *rollout of a $70M* capital improvement project in which the E&I techs and I contributed significantly to the project by designing and implementing a graphical user operator interface to replace simple pilot light panels. This was a significant *culture change that was met* with immediate success and accolades by the production management.

APPLICANT'S NAME: Kenneth D.Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment:

Hilco Technologies
3300 Rider Trail South
Earth City, MO 63045
US

Dates of Employment: 01/1984 to 11/1996

Full-Time Employment

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

Non-Engineering Education:	0.0
Engineering Experience Prior to Taking the FE Examination:	0.0
Engineering Experience Subsequent to FE and Prior to PE Licensure:	12.8
Professional Engineering Experience Subsequent to PE Licensure:	0.0
Academic Engagement:	0.0

Hilco Technologies, Inc., St. Louis, MO (NO LONGER EXISTS)
Job titles:
- Programmer
- Project Engineer
- Product Support Manager
- International Business Development Manager
- Technical Sales Support
- Sales Account Manager
- Special Production Development Manager

Hilco Technologies was founded in 1979 by a Monsanto engineer and entrepreneur. When I started in 1984, it was still basically a family owned operation with over half of all employees being family members. By the time I left in 1996, total employment was over 100 people in a global organization.

Hilco's focus started as a simple automation contractor providing industrial system controls for local St. Louis clients. My employment along with another software engineer started the company on the development of a graphical supervisory control and data acquisition system (SCADA) that evolved into a Manufacturing Execution Software (MES) package with a global sales and support organization of automation systems that was purchased and absorbed by Siemens in 1997. Siemens leveraged Hilco's system to build expand their distributed control system business and products.

Programmer
I programmed Hilco's system programming package for resale. Beginning in 1983, this package was developed from "scratch". The package, called Mo nitrol, provided a graphical user interface to industrial machine/system operators and transferred monitoring and control data to industrial control and automation systems, such as Programmable Logic Controller's (PLC's) through standard interfaces.
Key programs developed included:
- Trending package
- Statistical quality control package
- Data storage and retrieval package
- Embedded interfaces with AB, Modicon, GE PLC's.
- Embedded interfaces with generic devices communicating via RS-232. (networking was in its infant stages).

All programs were embedded and "protected" from customer access. Customers only configured the software, therefore, the software had to be de veloped and well-tested from that view-point.

Project Engineer
In the mid 1980's, the technology and subsequent development of graphical industrial automation systems, required a significant amount of configuration with highly trained and skilled engineers. As one of the original system programmers, I provided all of the customer configuration tasks for each of the early implementations of the Monitrol product. This included PLC programming, electrical design and installation, system interfacing, installation within production constraints, commissioning, testing, and operator training.

Product Support Manager
With the expansion of the Monitrol product throughout North America, I started the Product Support department in 1986. It quickly grew from one person to a large product support staff. During this time, I developed and executed the following processes and procedures for:
- Product release
- Product pre-release testing
- Customer problem call-in and issue resolution
- Customer application training
- Sales demo/presentation development and execution
- High-level in-house project development and installation support
- Sales technical support

International Business Development Manager

Hilco's success continued to grow. Through a joint venture with Hewlett-Packard, Hilco expanded with an office in Europe in 1989. I transferred to Brussels to establish and develop our international sales and support business. Also, at the same time, our products were changing platforms and were being developed under the UNIX operating system which required changes in all phases of the business, and I and several of my staff became trained as Unix System Administrators.

In Brussels, I:

- Searched, found, and negotiated the move into a new office.
- Participated in the interviewing and hiring of a European GM.
- Developed and established Value Added Resellers (VAR's) in major markets that included: Negotiating and consummating VAR contracts; Training V AR resources; Providing sales support for VAR sales; Act as a liaison between VAR's and the US home office for all matters of business.
- Within 2 years, I developed and established VAR's in: Belgium (2); England (2); Finland; France; Germany; Italy; Netherlands (2); Scotland; South A frica; Spain; Sweden.
- Extended the US training and support processes into Europe with the addition of local support staff.

At the end of my assignment in Europe, I returned to the US to begin our expansion into Asia and Latin and South America. VAR relationships were established in: Australia; New Zealand; Brazil; Japan; Korea; Mexico; Singapore; Taiwan; Venezuela.

Technical Sales Support Manager

As Hilco continued to grow and expand, the US market developed into a new organization with individual sales offices in the:

- Northeast and Canada--New York,
- Southeast—Atlanta,
- Midwest—Minneapolis, Chicago, and St Louis, and
- West—San Diego.

And, as the ex-US markets were being sufficiently coordinated through the VAR organization, the needs for specialized and focused technical sales support in the US required that I move into a Technical Sales role. This position provided direct sales and sales support for all of the US regions.

Sales Account Manager

When the Northeast region's Sales Manager left the company, Hilco promoted me as the Sales Account Manager for the Northeast region operating out of the St Louis office. I had full account management responsibilities for that region.

Special Product Development Manager

While continuing my role as Sales Account Manager for the Northeast region, I was assigned the responsibility to manage a joint effort as a part of an agreement with Siemens USA to further develop and expand the Monitrol product as a Siemens product. This is included responsibility for all product business and technical development activities. I voluntarily left Hilco before completing this effort. Shortly thereafter, Siemens purchased and absorbed all Hilco assets as a part of the process to develop the Siemens PCS product, a distributed industrial control system still a large player in the market today.

APPLICANT'S NAME: Kenneth D.Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment:

Eagle Ray Electric Company
109 Mar-El Court
St Louis, MO 63011
US

Dates of Employment: 03/2005 to 02/2009

Full-Time Employment

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

Non-Engineering Education:	0.0
Engineering Experience Prior to Taking the FE Examination:	0.0
Engineering Experience Subsequent to FE and Prior to PE Licensure:	3.9
Professional Engineering Experience Subsequent to PE Licensure:	0.0
Academic Engagement:	0.0

Eagle Ray Electric Company, Ellisville, MO
President & Founder, Commercial and Residential Electrical Contractor
Licensed Masters Electrician in several jurisdictions.

Eagle Ray Electric has ceased operations in 2009. It was a commercial & residential electrical contractor specializing in complete installation and design services.

My responsibilities included:
• Design—We specialized in Design/Build in which *I personally* conducted all of the design work for electrical power and networking installations. Often this required me to take a simple sketch of the project's building's dimensions and complete *and deliver* the design.
• Sales—By applying my sales skills, customers selected our services solely because of my professionally prepared and *presented* proposals.
• Estimates—My experience and skills with knowing all of the costs and factors involved in winning estimate provided profitability with winning success.
• Scheduling—We successfully managed all job schedules and continued to receive positive feedback from customers and partners on our timeliness.
• Installation—I filled in personally where needed to assist employees.
• Employee management—Our employee turnover rate was low.
• Employee development—I personally conducted NEC training courses for employee advancement and improvement.
• New Development—Added installation/service of video, audio, security, surveillance, and networking along with training employees on same.
• P&L Responsibility—Gross revenue increased every year by at least 20%.

MAY 0 3 2010

APPLICANT'S NAME: Kenneth D.Gilbert

EXPERIENCE RECORD: SUMMARY AND DESCRIPTION

Name and Address of Employer at Time of Employment:

Wachter, Inc.
2511 Pear Street
Saint Joseph, MO 64503
US

Dates of Employment: 03/2009 to 04/2010

Full-Time Employment

EXPERIENCE ALLOCATION
Years in Decimals to Tenths

Non-Engineering Education:	0.0
Engineering Experience Prior to Taking the FE Examination:	0.0
Engineering Experience Subsequent to FE and Prior to PE Licensure:	0.8
Professional Engineering Experience Subsequent to PE Licensure:	0.2
Academic Engagement:	0.0

Wachter, Inc., Lenexa, KS
Project Manager, St Joseph, MO branch office
Branch Manager, Omaha, NE branch office

Project Manager:
- has primary responsibility to manage assigned projects,
- builds and maintains customer relationships,
- has direct overview of the assigned Job Foreman or Superintendent on each Job, and
- has responsibility to see that each assigned job:
  - o is achieved with respect to Safety and Quality Standards
  - o is brought in on time
  - o is profitable, and
  - o exceeds customer's requirements.

Branch Manager provides business and financial management for territorial area along with senior management of all projects and Project Managers.

Key accomplishments
- Earned Associated Building Contractors' Heartland Chapter's Exellence in Construction award for 2009 for the Benedictene College Grotto project.
- Achieved 23% gross profit on new industrial plant construction in 2009 (a year of economic distress).
- Currently completing first new hospital construction for Wachter in Fairfax, MO, an $800K+ contract.
- Currently booked $800K by February 2010 for new Omaha, NE branch office which has an annual calendar goal of $2.5M, therefore, ahead of goal.

Experience (all commercial/industrial) includes design for design/build contracts, verification of design for installation contracts, troubleshooting, maintenance, and code compliance certification for the following:
- Electric services
- Transformers, switchgear, panelboards, and disconnects, and associated breakers & fuses
- Coordination Studies
- Arc Flash Hazard Analysis
- Feeder and branch circuits
- Lighting
- Devices
- Instrumentation
- Control systems
- Security systems
- Fire alarm systems
- Audio/visual systems

Mechanical

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

DISCIPLINE: MECHANICAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
06/21/2025

Citizenship
United States

SUMMARY

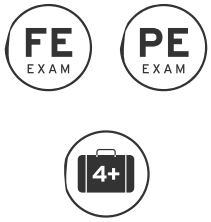
Engineering Experience after EAC degree

Total Engineering Experience
9 years, 8 months

Experience under licensed engineer
8 years, 1 month

Other Experience

Disciplinary Action
None reported



EDUCATION

Bachelors in Mathematics
Furman University
September 2006–May 2010

Masters in Mechanical Engineering
North Carolina State University
August 2013–July 2015

EXAMS

Fundamentals of Engineering (FE)
Nevada
March 2025

Principles and Practice of Engineering (PE)
Mechanical
Nevada
June 2025

LICENSES

Additional Licenses
None

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Whole Foods Market
South Carolina (United States)
Customer Service Team Member
October 2010—October 2011

Verified by

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

DESCRIPTION

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

The Retirement Plan Consultants
South Carolina (United States)
Assistant Retirement Plan Consultant
May 2012—May 2013

Verified by

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

DESCRIPTION

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Little Diversified Architectural Consulting
North Carolina (United States)
Mechanical Engineer
June 2015—November 2016

Verified by
Daniel Gill
dgill@peaksystemseng.com

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

TASKS

Prepared construction documents and drawings of HVAC and piping systems using AutoCAD and Revit.
Completed load calculations and pressure drop calculations for duct and piping layouts.
Sized and selected mechanical equipment.
Designed ductwork and piping layouts for commercial and institutional projects.
Performed energy modeling, analyzed building envelope improvements, performed daylighting analysis, and compared HVAC systems for energy efficiency.
Supported construction administration, including submittal review and responding to RFIs.
Promoted during my time at Little.
Worked under the supervision of multiple licensed engineering.

REPRESENTATIVE PROJECTS

Reynolds American Headquarters Office Renovation
Winston Salem, NC
Summer 2015
I worked closely with architects and interior designers to design a renovated office space. I completed load calculations, verified field conditions, sized VAV boxes integrated with the existing building HVAC system, and designed the entire duct layout in Revit. I was also responsible for submittal review for equipment and accessories, including VAV boxes and air diffusers., and completing punch walks/field reviews during construction.
Davidson-Davie Community College Health Sciences Building
Thomasville, NC
Fall 2015-Spring 2016
I worked with a project team designing classroom and lab spaces for a LEED certified building. I was responsible for the complete HVAC system design. I completed load calculations using engineering software and worked with a supplier to size and design a VRF system. I sized and selected a dedicated outdoor air unit to provide fresh air, and I designed the duct and equipment layout. I attended meetings with the client stakeholders.

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Tesla
Nevada (United States)
Staff Mechanical Engineer
December 2016—February 2022

Verified by
Stephen Christopher Kwok
stephenckwok@gmail.com

Experience Summary
Full-Time
Engineering: 5 years, 2 months
Experience under licensed engineer: 5 years, 2 months

TASKS

Prepared construction documents and drawings of HVAC and piping systems.
Completed load calculations and pressure drop calculations for duct and piping layouts.
Sized and selected mechanical equipment.
Designed ductwork and piping layouts for industrial factories.
Promoted from Mechanical Engineer to Senior Engineer to Staff Engineer.
Worked on construction administration, including field evaluations, submittal review, and RFI responses.
Developed executive presentations for project and funding approval. This included completing cost estimates and payback analysis.
Worked on greenfield and brownfield sites.
Led the mechanical engineering infrastructure teams responsible for the design of HVAC and hydronic systems for factories in Shanghai, Berlin, and Texas. This included being responsible for system selection of large-scale industrial facilities.
Developed and maintained specifications.

REPRESENTATIVE PROJECTS

Gigafactory Nevada DQuad Expansion
Reno, NV
December 2016 to Spring 2018
I worked on the HVAC and hydronic systems for the first major expansion for battery manufacturing, covering over 2 million square feet. After a few months on the project, I became the lead mechanical engineer responsible for ensuring deliverables were completed and the HVAC and hydronic system design was on schedule. I completed load calculations, dehumidification calculations for low dew point applications, and pressure drop calculations for large HVAC and chilled water systems. I sized and designed dust collection systems.
Fremont Factory Model Y Expansion
Fremont, CA
Spring 2018
I was the main point of contact for the HVAC design of the retrofit of the Fremont Factory for Model Y manufacturing lines. My primary responsibility was the HVAC and cooling water systems for Body in White manufacturing line. I evaluated an existing cooling water system and calculated how much additional capacity would be needed for the expansion. I designed an extensive process exhaust system, including filtration and dust collectors.
Gigafactory Texas New Construction
Austin, TX
Winter 2020 to Fall 2021
I was the primary engineer for a manufacturing plant project that is over several million square feet. My primary responsibility was for the cell manufacturing portion. I completed system sizing and selection. I calculated dehumidification loads for low dew point applications. I coordinated with key stakeholders and integrated with the manufacturing process. I supervised a team of over 20 engineers and designers to complete design and construction documents. I developed all specifications. I sized all HVAC equipment, including chillers, cooling towers, air handling units, and dehumidification units, and was the technical lead for the procurement of this equipment. I helped the internal construction team review and develop scopes of work, participated in BIM reviews, and helped with fixes or substitutions to speed up construction.

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Redwood Materials
Nevada (United States)
Staff Mechanical Engineer
April 2022—October 2023

Verified by
Roopinderjit Bath
rupipun@gmail.com

Experience Summary
Full-Time
Engineering: 1 year, 6 months
Experience under licensed engineer: 1 year, 6 months

TASKS

Prepared construction documents and drawings of HVAC and piping systems.
Completed load calculations and pressure drop calculations for duct and piping layouts.
Sized and selected mechanical equipment.
Designed ductwork and piping layouts for industrial factories.
Worked on construction administration, including field evaluations, submittal review, and RFI responses.
Developed executive presentations for project and funding approval. This included completing cost estimates and payback analysis.
Worked on Greenfield sites for first of its kind manufacturing in the US.
Developed and maintained specifications.

REPRESENTATIVE PROJECTS

Cathode Pilot Project
Reno, NV
April 2022 to October 2023
I was the lead infrastructure utility systems mechanical engineer for Cathode program. I designed HVAC, process cooling water, and compressed air systems for a small facility. I was responsible for overseeing an outside consultant in the development of construction documents. I sized equipment, developed RFP packages, and worked with internal procurement teams to purchase mechanical equipment. I developed specifications, reviewed submittals, and responded to RFIs. I helped the internal construction team review and develop scopes of work, participated in BIM reviews, and helped with fixes or substitutions to speed up construction.

MARGARET ANTONIK (16-007-83)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

AESC
Tennessee (United States)
Mechanical Engineering Lead
October 2023—May 2025

Verified by
Ben Farakish
bfarakish@bysf-group.com

Experience Summary
Full-Time
Engineering: 1 year, 7 months
Experience under licensed engineer: None

TASKS

Led the mechanical engineering infrastructure team responsible for the design of HVAC and hydronic systems.
Completed load calculations, dehumidification, and pressure drop calculations for duct and piping layouts.
Ensured mechanical design and construction was code compliant and high quality.
Developed justification for project and funding approval. This included completing cost estimates and payback analysis.
Worked on greenfield and brownfield sites.
Responsible for developing all internal standards, including design guides that included direction on system configuration and sizing, master specifications, and a standardized master equipment catalog.

REPRESENTATIVE PROJECTS

South Carolina Cell Manufacturing Plant
Florence, SC
October 2023 to May 2025
I was the subject matter expert and worked closely with an outside design consultant to execute the design for a battery plant over 1 million square feet. The systems I was responsible for included all HVAC, dehumidification systems, process exhaust, including abatement, chilled water, heating water, steam, compressed air, and nitrogen. I wrote the RFP for VOC Abatement and assisted in the technical procurement review. I reviewed all construction documents to ensure code compliance and cost effectiveness. I analyzed the benefits of heat recovery from air compressors and calculated the payback. I analyzed options to find the most cost effective clean room hvac configuration. I calculated the dehumidification loads for ultra low dew point rooms. I also calculated and tracked the total building chilled water loads, ensuring adequate capacity for a 25,000+ ton chilled water plant. I ensured that the mechanical design was on time and met all manufacturing requirements. I met frequently with internal stakeholders, gathering complex inputs like pressure and capacity requirements, and reviewed the mechanical design and completed pressure drop and load calculations to ensure the design met requirements.

ADDITIONAL INFORMATION

TIME GAPS

Start Date	End Date	Explanation
November 2011	April 2012	After graduating with an undergraduate degree in mathematics, I worked several small jobs or non-engineering jobs between 2010 and 2013 before returning to graduate school for my masters degree in mechanical engineering.

BRENDEN EANS (19-714-25)

All work experience reviewed by two licensed professionals

DISCIPLINE: MECHANICAL

GENERAL

Applying To
Nevada

Application Type
Initial - PE

Application Date
07/01/2025

Citizenship
United States

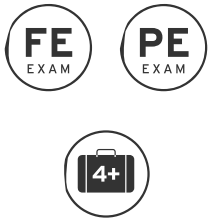
SUMMARY

Engineering Experience after EAC degree

Total Engineering Experience
4 years

Experience under licensed engineer
4 years

Disciplinary Action
None reported



EDUCATION

Bachelors in Mechanical Engineering Technology (ETAC)
University of North Carolina - Charlotte
August 2014–December 2019

EXAMS

Fundamentals of Engineering (FE)
North Carolina
May 2022

Principles and Practice of Engineering (PE)
Mechanical
North Carolina
September 2023

LICENSES

Additional Licenses
None

WORK EXPERIENCE

Carolina Poly, Inc
South Carolina (United States)
Mechanical Engineer
December 2019—June 2021

Verified by
Brenden Eans (Self)

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

TASKS

Level of responsibility : I was responsible for making engineering decisions and recommendations that were submitted to be approved by others. When approval by others wasn't readily available, I was required to make decisions using my best engineering judgement. The consequences of bad decision-making would have fallen on myself.

Complexity of the work performed : Work complexity ranged from ground-up design to project management. Examples : I calculated the open area of a floor to determine sprinkler coverage requirements per local code. I also designed a flange to allow for a new piece of equipment to fit an existing structure.

Engineering decisions : Laser level sensors required a flange that could deal with solar heat cycling while avoiding galvanic corrosion. I was responsible for designing the flange and choosing the material to fit an existing structure.

90% Engineering , 10% Maintenance

REPRESENTATIVE PROJECTS

Engineering

Air Compressor 104 : Install new industrial air compressor and associated equipment.

I modified the design of new air compressor piping design to compensate for existing equipment interfering with standard routing. I also performed project management duties during the install as the site engineer.

Sprinkler Piping in Tower : Install new sprinkler piping in two levels of the tower.

I oversaw the install of sprinkler piping in the tower. I recommended design changes to the outside design firm based on local and national fire codes as applied to the particular facility in question (metal grate floors allow for different design based on % open area). I also performed project management duties during the install as the site engineer.

Plastic Recycling Equipment in Repro : Install new industrial pellet recycling machine and associated equipment.

I stood in for the design engineer and made recommendations on plan/design modifications when unforeseen issues arose. I also performed project management duties during the install as the site engineer.

Barrier in response to COVID-19 : Install a barrier on breakroom tables

I created a device designed to limit occupancy at tables in the breakroom in addition to providing a physical barrier between employees during lunch/breaks. I also oversaw the construction and installation of the device.

Rewind Equipment in Plant : Install drawstring rewind equipment in the plant.

My design experience on this project was limited to the locating of the equipment and associated utility service drops. I also performed project management duties during the install as the site engineer.

Laser Level Sensors : Install laser level sensors on resin silos.

I designed a flange to fit the mounting adapter on the laser level sensor. I needed to take into account galvanic corrosion and general durability of the material in my design.

WORK EXPERIENCE

CCAC Building Solutions
North Carolina (United States)
Mechanical Installation Engineer
June 2021—December 2023

Verified by
Michael Corriher
MCorriher@ccair.com

Experience Summary
Full-Time
Engineering: 2 years, 6 months
Experience under licensed engineer: 2 years, 6 months

TASKS

Level of responsibility : I was responsible for duct designs / plans, load calculations, and reports that were reviewed and approved by the Chief Engineer.

Complexity of the work performed : I performed load calculations, designed ductwork / air distribution, and created plans for commercial HVAC systems.

Engineering decisions : When performing load calculations, I was required to make reasonable engineering assumptions in the absence of concrete information. When designing ventilation systems, I was required to consider a reasonable occupant diversity that would maintain proper ventilation according to local code requirements. All work/decisions were reviewed by the Chief Engineer.

REPRESENTATIVE PROJECTS

New Warehouse : Design HVAC system for new warehouse office.

I performed the load calculation, duct design, and air distribution layout of a new warehouse office while adhering to all local and national codes. My work was reviewed by the Chief Engineer.

New Dental Office : Design HVAC system for new dental office.

I performed the load calculation, duct design, and air distribution layout of a new dental office while adhering to all local and national codes. My work was then reviewed by the Chief Engineer.

Showroom Upfit : Modify existing ductwork and air distribution to accommodate the space upfit.

I performed the load calculation, duct design (modification, in this case), and air distribution layout of a showroom upfit while adhering to all applicable local and national codes. My work was then reviewed by the Chief Engineer.

ASHRAE Level II Equivalent Energy Audit : Perform an energy audit of an existing commercial office building.

I performed a walkthrough of the building, taking note of the building envelope, equipment, occupancy, and construction. I used this information to create a model of the building that was within a 10% match of the actual energy usage. Finally, I created a report that, among other things, included (if necessary) proposed HVAC equipment, controls, lighting, and envelope upgrades. My work was reviewed by the Chief Engineer and HVAC controls professionals.

I was responsible for more projects than just the ones listed above, however they are all similar in scope and responsibility to what is listed and therefore redundant.

BRENDEN EANS (19-714-25)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Systems Contractors - A Fidelity Company
North Carolina (United States)
Mechanical Designer
January 2024—February 2025

Verified by
Rory Beville
rbeville@systemscontractors.com

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

TASKS

Level of responsibility : I was responsible for duct designs / plans, load calculations, and reports that were reviewed and approved by licensed Professional Engineers.

Complexity of the work performed : I performed load calculations, designed ductwork / air distribution, and created plans for commercial HVAC systems.

Engineering decisions : When performing load calculations, I was required to make reasonable engineering assumptions in the absence of concrete information. When designing ventilation systems, I was required to consider a reasonable occupant diversity that would maintain proper ventilation according to local code requirements. All work/decisions were reviewed by licensed Professional Engineers.

REPRESENTATIVE PROJECTS

New Warehouse : Design HVAC system for new warehouse office.

I performed the load calculation, duct design, and air distribution layout of a new warehouse office while adhering to all local and national codes. My work was reviewed by the licensed Professional Engineers.

Manufacturing Facility Office Upfit : Design HVAC system for new office at a manufacturing facility.

I performed / assisted with the load calculation, duct design, and air distribution layout of a new office while adhering to all local and national codes. My work was then reviewed by licensed Professional Engineers.

Showroom Upfit : Modify existing ductwork and air distribution to accommodate the space upfit.

I performed the load calculation, duct design (modification, in this case), and air distribution layout of a showroom upfit while adhering to all applicable local and national codes. My work was then reviewed by licensed Professional Engineers.

I was responsible for more projects than just the ones listed above, however they are all similar in scope and responsibility to what is listed and therefore redundant.

BRENDEN EANS (19-714-25)

All work experience reviewed by two licensed professionals

WORK EXPERIENCE

Systems Contractors - A Fidelity Company
North Carolina (United States)
Mechanical Designer
February 2025—July 2025

Verified by
Marshall Reid Thompson
marshall.thompson95@gmail.com

Experience Summary
Full-Time
Engineering: 5 months
Experience under licensed engineer: 5 months

TASKS

Level of responsibility : I was responsible for duct designs / plans, load calculations, and reports that were reviewed and approved by licensed Professional Engineers.

Complexity of the work performed : I performed load calculations, designed ductwork / air distribution, and created plans for commercial HVAC systems.

Engineering decisions : When performing load calculations, I was required to make reasonable engineering assumptions in the absence of concrete information. When designing ventilation systems, I was required to consider a reasonable occupant diversity that would maintain proper ventilation according to local code requirements. All work/decisions were reviewed by licensed Professional Engineers.

REPRESENTATIVE PROJECTS

New Warehouse : Design HVAC system for new warehouse office.

I performed the load calculation, duct design, and air distribution layout of a new warehouse office while adhering to all local and national codes. My work was reviewed by the licensed Professional Engineers.

Manufacturing Facility Office Upfit : Design HVAC system for new office at a manufacturing facility.

I performed / assisted with the load calculation, duct design, and air distribution layout of a new office while adhering to all local and national codes. My work was then reviewed by licensed Professional Engineers.

Showroom Upfit : Modify existing ductwork and air distribution to accommodate the space upfit.

I performed the load calculation, duct design (modification, in this case), and air distribution layout of a showroom upfit while adhering to all applicable local and national codes. My work was then reviewed by licensed Professional Engineers.

I was responsible for more projects than just the ones listed above, however they are all similar in scope and responsibility to what is listed and therefore redundant.

7. May 8, 2025
Board Meeting Minutes

NEVADA STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
Minutes of the Regular Board Meeting
Held at 241 W Charleston Boulevard, Suite 130, Las Vegas, NV 89102
on Thursday, May 8, 2025, at 8:30am

Board members participating were Chairman Angelo Spata, PE; Vice Chair Brent Wright, PE/SE; Thomas Matter, public member; Karen Purcell, PE; Michael Kidd, PLS; Matthew Gingerich, PLS; Greg DeSart, PE; and Robert Fyda, PE. Also joining were Mark Fakler, Executive Director; Chris MacKenzie, Board Legal Counsel; Murray Blaney, Operations/Compliance; Jasmine Bailey, Licensing Specialist; Ed McGuire, Professional Standards; Derek Vogel, Communications. Kathy Hall, GIS Analyst, and Erik Esparza, PE, participated as board guests.

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, Karen Purcell, Michael Kidd, Thomas Matter, Jay Dixon, Matt Gingerich, Robert Fyda, Greg DeSart.

Mr Spata called the meeting to order, and a quorum was determined.

2. Pledge of Allegiance.

3. Public comment.

Mr Spata asked if there was any public comment.

Devin Cartwright

Mr Chair, members of the board. My name is Devin Cartwright, and I am on the agenda today for my PE license initial application. It's a very exciting day for me. A couple years ago, at the age of 39, I quit my 18-and-a-half year long career with the Nevada Department of Transportation and decided to finish my engineering degree. So, upon finishing and graduating this last December, I was able to take the PE and passed my first attempt. Another very exciting day, let me tell you, and I'm here before you today, just to offer any assistance you may need in, should anything come to discussion during my application. Yeah, that's all I have to say. Thank you very much.

4. Introductions.

Before introductions, Mr Spata read the board's purpose and mission statement.

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.

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Board members, staff, and the board guest introduced themselves.

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

There were no waiver requests to be considered.

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

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

25-24 A motion was made by Mr Kidd, seconded by Ms Purcell to approve the applications for initial licensure contained in the board packet with recommendations noted. The motion passed unanimously.

The Board reviewed six additional applications in the supplement to the board packet for initial licensure.

Mr Spata asked if board members had any comments on the supplemental packet applications.

Mr DeSart said it is a unique situation with Mr Cartwright graduating so recently. I suggest we consider a discussion to understand the Board's perspective, particularly if it involves establishing precedence for these kinds of situations moving forward.

Mr Spata agreed and asked Mr DeSart to start the discussion beginning with his comments.

Mr DeSart said the applicant has 19 years of total engineering experience, worked at NDOT, doing design work, and progressively increased responsibilities during that timeframe. It appears that for a large portion of that time he was probably taking classes, and then ultimately decided to just go full time to school, and he just graduated in December. And, in my opinion, I think that his experience is applicable and seems relevant. Typically, the experience is to be accrued after graduation. He asked for staff input on their view of the application.

Mr Fakler agreed that typically the experience is gained after the degree, but the consideration is experience satisfactory to the board. With these applications, which are uncommon, staff will view to make a determination of when we believe an applicant is ready and able to apply engineering principles. In this situation we review the details of his education and the level of his experience, to determine the time thresholds. Even though his experience gained after graduation is short, the total progressive experience, the ongoing education over an extended time period, gave staff the confidence to move the applicant forward for consideration.

Mr Spata said the experience is a continued progression of the 19 year period, but typically experience is gained following the completion of education. I am comfortable with the experience but have a

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concern about precedence.

Mr Wright said he agreed the experience is good and he wouldn't be opposed but was concerned that this would normally be done as a waiver request. It appears it doesn't meet the exact criteria we normally would see, right, with education first, and then experience. He said to him that there should have been a waiver request that would be reviewed by a board member then brough before the full board.

Mr Blaney said the stature says has four years active experience in engineering which is "satisfactory to the Board…" and that is not actually waivable. For a requirement of licensure to be consider for a waiver it would need to have text in statute stating "…waived by the Board." The statutory minimum requirement is four years of education and four years of experience, along with examinations – with the FE considered for wavier. Typically, the "satisfactory" piece is that the experience comes after the education, unless there is a unique circumstance – which is what we see with this applicant. Mr Blaney added that a precedent is not being set. Consideration of unique situations is at the discretion of the full board.

Ms Purcell said that she reviewed the expanded detail with this application, which included professional references which are not part of the public record. I believe the progressive experience is very relevant and I am more than satisfied with it. Ms Purcell added, as far as precedence, I don't believe we are setting one, and any special circumstance should be viewed by the Board on a case-by-case basis.

Mr Blaney added that with unique applications, which are rare, that may require special consideration staff will send out an expanded packet to a board member, which includes items that a privacy protected and cannot be part of the public record, for a more in-depth view. He added that this packet was sent to Ms Purcell to review.

Mr Matter said he was of the same thought as Mr Wright that a waiver request would be applicable, but with explanation from staff he now has a better understanding.

Mr DeSart said we have typically been firm on that the four years typically had to occur after graduation. Many instances we see that the four years of schooling and four years of experience have seen overlap and held firm on the minimum of eight years being separated, and we have required additional experience after graduation. But in this case, 19 years total engineering experience, progressing consistently in the profession, it seemed very reasonable to me, but I just wanted to make sure new Board members, who haven't necessarily had this conversation, were in the loop. He added he thought this would be a good conversation to have. I support licensure for Mr. Cartwright.

Mr Fyda added he agreed with all the sentiments that have been said, so I'm in support of licensure for Mr Cartwright as well.

25-25 A motion was made by Mr Kidd, seconded by Mr DeSart to approve the applications for initial licensure contained in the supplemental packet with recommendations noted. The motion passed unanimously.

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7. Discussion and possible action on approval of March 13, 2025, board meeting minutes.

25-26 A motion was made by Mr Gingerich, seconded by Mr DeSart to approve March 13, 2025, board meeting minutes. The motion passed unanimously.

8. Discussion and possible action on approval of April 10, 2025, interim board meeting minutes.

25-27 A motion was made by Mr Kidd, seconded by Ms Purcell to approve April 10, 2025, interim board meeting minutes. The motion passed. Mr Spata and Mr Gingerich abstained as they were not present at the meeting.

9. Discussion and possible action on financial statements.

a. February 2025

b. March 2025

Mr Fakler said the financial statements for February and March were presented in the board meeting materials and said he would be happy to answer any questions. There were none.

25-28 A motion was made by Mr Wright, seconded by Mr Spata to approve the February and March 2025 financial statements. The motion passed unanimously.

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 two (2) open compliance case files. He also noted there were nine additional complaints under review for probable cause.

b. Consideration of probation reports:

Dooley Riva, PE #18231	Buckley Blew, PLS #24520
Jason Caster, PLS #19338	Armando Monarrez, PE #19652
Mark Johnson, PE #19830	Robert Mercado, PLS #10352
Lyle Scott Mackay, PE #15131	Andrew Hammond, PE/PLS #21191
Kevin Gutman, PE #28002	

Mr Blaney reviewed the status of the licensees currently on probation and reported the sad news that Mr Mercado had recently passed away. He said Mr Mercado had let his license lapse at the end of 2023 and had been current with the board Decision and Order requirements.

11. [This item intentionally left blank]

12. Discussion on Board Counsel Report.

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Mr MacKenzie said we had been prepping for a hearing, the complaint had been served, but a request for continuance was made. After consultation with the director and chair, the continuance was granted. Mr MacKenzie he would keep the board apprised of any and all developments. In addition, he said SB 78 had been occupying a fair amount of time, with regular meetings held to monitor and discuss the ever-changing scope.

13. Discussion and possible action on administrative report by Executive Director.

a. Approved licensees report

Mr Fakler reviewed the approved licensee report as presented in the board packet and answered questions from board members.

b. Action items related to 2021-2025 Strategic Plan

Mr Fakler said with adjustment of the November Board Meeting to Thursday the 6th, the strategic planning update session has been rescheduled for November 5, 2025, in Reno. He added a calendar reminder would be sent out to board members.

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

i. Future Changes to NCEES Principles and Practice of Engineering Exams

Mr Fakler said a memo was included in the meeting materials notifying the board of upcoming PE exam changes and items related to the SE exam are on the agenda for discussion at the NCEES Zone meeting later this month.

14. Discussion and possible action on board committee reports. (For possible action)

a. Administrative Procedures Oversight Committee, Chair Brent Wright

Mr Wright said the APOC Committee met on April 1, 2025, and he has two main items to report on.

i. Executive director work performance and salary

Mr Wright said the committee conducted a thorough performance review with Mr Fakler at the meeting. The consensus of the committee was he has been doing a great job and identified areas of focus for the next year. Mr Wright added it is the recommendation of the committee to the board that Mr Fakler receive a 6% salary increase.

Mr Spata said, before opening up for other board member comments, he has appreciated all Mr Fakler has done. He has had big shoes to fill, and with the active legislative session, his support in responding to information requests and his public outreach with legislators has been a great help.

Mr Kidd said he believed Mr Fakler was doing a great job, particularly with such an active legislative session right out of the gate.

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Ms Purcell agreed and said as the board liaison with staff, she had the unique opportunity of participating in the weekly staff meeting, so I also get to observe Mr Fakler with the staff. He is doing a great job.

25-29 A motion was made by Mr Wright, seconded by Mr Dixon to approve the performance evaluation and a salary increase of 6% for the executive director. The motion passed unanimously.

ii. Budget for fiscal year July 1, 2025 to June 30, 2026

Mr Wright said the committee also considered the proposed budget for the next financial year. He said it is the committee's recommendation that the board approve the budget as presented in the meeting materials.

Mr Spata asked if members had any questions about the budget as presented. There were none.

25-30 A motion was made by Mr Wright, seconded by Mr Gingerich to approve the budget for fiscal year July 1, 2025, to June 30, 2026. The motion passed unanimously.

b. Legislative Committee report, Chair Greg DeSart

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

c. Professional Association Liaison Committee, Chair Michael Kidd

Mr Kidd said the PAL Committee met earlier this week with the main item of discussion being the legislative session. He said the professional associations were watching developments and reported that actively engaged with issued that impacted their membership.

d. Public Outreach Committee, Chair Jay Dixon

Mr Dixon reported that the committee had not met since the last board meeting, but board members and staff have been actively engaged in outreach over the last couple of months. He said he had presented to the Nevada Water Resources Association on electronica submittals and digital signatures. Mr Dixon added the webinar produced by staff demonstrating the process was very helpful in his preparation to present.

Mr Spata said Mr McGuire and Mr Fakler did a great job presenting at the recent APWA conference.

Mr DeSart said he spoke recently at an ACEC meeting about qualifications based selection (QBS), and Mr Fakler joined and gave an update on the legislative session.

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

Mr Gingerich said the committee met January 27 to consider comments received during the R007-24

November 7, 2024, Public Adoption Hearing. He said the committee is recommending revised language to two of the regulations.

i. Consider proposed revisions to PLS Standards of Practice – LCB file R007-24, specifically NAC 625.666 4 (c) and NAC 625.780, related to public comment received at the November 7, 2024, Public Hearing

Mr Blaney explained that comments were received during the hearing asking about the time period associated with the word "retain" in the proposed language for NAC 625.666 4 (c). The committee considered the comment and said the intention of the change was to ensure that a record of the level of precision was generated. They agreed the determining or assigning a timeframe would be difficult, and to meet the intention it was recommended the text be revised to state "document", to meet the intent.

Mr Gingerich asked if there any questions or concerns from the board regarding the revision. There were none.

25-31 A motion was made by Mr Gingerich, seconded by Mr Kidd to approve the proposed revision to NAC 625.666 4 (c). The motion passed unanimously.

Mr Blaney said for NAC 625.780 relating construction surveys, again the word "retain" caused issue with time period, and also the requirement that survey support always be provided to the owner's representative, when in practice that is not always the practice. After consideration, the committee revised the language to remove "retain" and add "upon request" acknowledging that not all owner's representatives want the support materials.

Mr Gingerich asked if there any questions or concerns from the board regarding the revision. There were none.

25-32 A motion was made by Mr Gingerich, seconded by Mr Kidd to approve the proposed revision to NAC 625.780. The motion passed unanimously.

Mr Fakler said the next steps would be to schedule another public hearing, likely in early June, and following that, we'll package and send into the LCB for consideration.

15. Election of board chair and vice chair for one-year terms commencing on July 1, 2025, in accordance with Nevada Revised Statute 625.110 and Nevada Administrative Code 625.100. (For possible action)

Mr Spata said before moving on to the nominations, he wanted to thank the board members electing him as chair and he appreciated the trust that was put with him. He said it has been a unique experience, and he very much appreciated the support he has received in his role.

25-33 A motion was made by Mr Spata, seconded by Ms Purcell to nominate Mr Wright for the position of board chair. The motion passed unanimously.

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Nominations were opened for the position of board vice chair.

25-34 A motion was made by Mr Wright, seconded by Mr Kidd to nominate Mr Gingerich for the position of board vice chair. The motion passed unanimously.

Mr Wright and Mr Gingerich both thanked the board for their nominations and votes.

16. Consideration to give Board Chair, Angelo Spata, the continued authority to communicate on behalf of the Board with the Department of Business and Industry on matters relating to SB 78 after July 1, 2025. (For possible action)

Mr MacKenzie clarified that this item relates to continuity in representing the board on legislative matters and with B&I in case a special legislative session is called after July 1, 2025, which would be past Mr Spata's term as chair.

25-35 A motion was made by Ms Purcell, seconded by Mr Wright to delegate continued authority for Mr Spata to communicate on behalf of the Board with the Department of Business and Industry on matters relating to SB 78 after July 1, 2025 position of board vice chair. The motion passed unanimously.

17. Discuss Senate Bill 78 which eliminates the Board and assimilates its functions into a new combined board of Engineering, Surveying and Environmental Health under the purview of Business & Industry. (For possible action)

Mr Spata said since the Interim Board Meeting, Mr Fakler and I have had a call with Business and Industry. A point that was clarified, at least on the phone, was how we will handle staff and how we will operate as a board, or a new board, I should say, if passed. The caveat is that was on a call and in some memos sent around, but not necessarily specified in bill language. Mr Spata added he felt it was positive movement.

Mr Fakler said, in addition to Mr Spata's comments, a letter was submitted to Business and Industry requesting an additional engineer and an additional surveyor on the proposed combined board.

Mr Fakler reported that a Budget Subcommittee voted against the hiring of an additional 55 employees by Business and Industry. He added Business and Industry then prepared a second amendment to SB 78. In that second amendment they're striking all the language about combining boards, so the current board structure for all the boards is going to remain as it is today. However, what's in flux is the administration, legal, etc. So, staff and autonomy of the Board appointment of the Executive Director still looks to be moving under the auspices of Business and Industry. Mr Fakler said we should keep moving forward with letting stakeholders know the status of the bill and continue working with Business and Industry to get clarifications on the intent.

Mr Spata said the session is not over so we must be diligent about keeping up with any amendments and educating stakeholders on possible impacts for proposed changes. Mr Spata added that a comment was made in an earlier meeting with B&I in that consolidation and control was the first step, but moving toward eliminating licensure altogether was the ultimate goal – which is very concerning

as it relates to the health, welfare, and safety of Nevadans.

Mr MacKenzie agreed with being vigilant. The legislative session as in moves toward the final stretch can be very dynamic and nothing is over until it's over. Everything is in play until the session ends.

Mr Spata said even if this bill does pass this session, it is not going away. Strategically the board needs to consider ongoing outreach with stakeholders about the importance of professional licensure and having an effective and efficient board to manage that process. (ACTION Item)

18. Discuss legislative matters with board's government liaison, Cassidy Wilson. (For possible action)

Mr Fakler said Ms Wilson is unable to attend but emailed an update in advance and will read the pertinent points into the record.

Ms Wilson wrote that our bill AB 270, with the waiver, is scheduled for a May 14th Senate, Commerce and Labor hearing. There is an amendment relating to the Architectural Board that has been attached to this. It does not affect our legislation. Assemblymember Hafen will present the bill and she (Ms Wilson) and I (Mr Fakler) will be in the Las Vegas Chambers, if there are any questions.

Ms Wilson went on to mention the committee vote against recommending 55 new positions to help oversee the state's boards and commissions within the department of Business and Industry. These roles were tied to SB 78, which would be filed by existing board staff, filled by the existing board staff for more than 11 million dollars during the next budget cycle.

Mr Fakler reminded the board of the amendment to AB 270 that revised the FE/FS waiver period from 8 years to 10 years – as outlined at a previous board meeting.

19. Discussion and possible action on legislative bills proposed by the Legislature to amend Nevada Revised Statutes.

There were additional legislative bills discussed.

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

Mr Fakler said the assignments were listed in the board packet and asked if there were any questions from the board. There were none.

21. Discussion and possible action on meeting dates. (For possible action)

There were no comments related to the meetings and dates listed in the meeting materials.

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.

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No topics were put forward.

23. <u>Public comment.</u>

Mr Spata asked if there was any public comment.

Devin Cartwright
For the record, my name is Devin Cartwright. Mr Chair, members of the Board, I'd just like to thank you for your time spent, and special consideration and thoughtful discussion. And I'd like to highlight some thanks for the staff. They do a lot of work behind the scenes, especially those that aren't here today. Licensing specialist, Jasmine, was a big help to me. I'd like to thank her. I know you guys do a lot of hard work, and I appreciate it. I'm sure all the applicants do. Thank you very much.

24. <u>Adjournment.</u>

Mr Spata said before adjourning the meeting he would like to interested to hear from the board guests about their thoughts and experience being here today.

Mr Esparza said he was enlightened on how extremely professional, well run, and how seriously everybody takes the task of overseeing professional licensure. He said he experienced other similar boards out of state where that was not the case. Mr Esparza added he wanted to compliment the board on its professionalism.

Ms Hall said she appreciated the opportunity to see the board in action, and was impressed with the effort and detail in reviewing applications – in particular the consideration of the varying types of experience and those that may have got their formally education a little later down the line.

Mr Spata thanked the board members and thanked Ms Hall and Mr Esparza for their participation and valuable input. He adjourned the meeting at 9:50 am.

Respectfully, Mark Fakler
Executive Director

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Addendum A - May Initial

LNAME	FNAME	ABREV	COMMENTS
Ahuja	Vishwajeet	CE	Board approved; 05/08/25
Baldota	Divyang	CE	Board approved; 05/08/25
Barulich	Tiffany	CE	Board approved; 05/08/25
Candelario	Josue	CE	Board approved; 05/08/25
Carter	Gilbert	CE	Board approved; 05/08/25
Cartwright	Devin	CE	Board approved; 05/08/25;Special Consideration Request to Accept Experience Prior to Education
Gebler	Griffin	CE	Board approved; 05/08/25

LNAME	FNAME	ABREV	COMMENTS
Haug	Andrew	CE	Board approved; 05/08/25
Lee	Cary	CE	Board approved; 05/08/25
Loa-Sugihara	Kailee	CE	Board approved; 05/08/25
Lu	Hui	CE	Board approved; 05/08/25
MacIsaac	Lisa	CE	Board approved; 05/08/25
Oliver	Jacob	CE	Board approved; 05/08/25
Pearson	Brian	CE	Board approved; 05/08/25

LNAME	FNAME	ABREV	COMMENTS
Person	Hunter	CE	Board approved; 05/08/25
Gish	Cameron	ME	Board approved; 05/08/25
Turpin	Connor	ME	Board approved; 05/08/25

8. June 12, 2025 Interim Board Meeting Minutes

NEVADA STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
Minutes of the Regular Board Meeting
Held virtually, on Thursday, June 12, 2025, at 9:15 AM

Board members participating were Chairman Angelo Spata, PE; Thomas Matter, public member; Karen Purcell, PE; Michael Kidd, PLS; Robert Fyda, PE; Jay Dixon, PE; Board members Robert Fyda, PE; and Michael Kidd, PLS were excused.

Also participating were Mark Fakler, Executive Director; Chris MacKenzie, Board Legal Counsel; Murray Blaney, Operations and Compliance; Derek Vogel; Communications; and Jasmine Bailey, Licensing.

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, Greg DeSart, Jay Dixon.

Vice-Chair Mr Wright called the meeting to order, and a quorum was determined.

2. Public comment.

There was no public comment virtually or via email.

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

Mr Purcell recommended approval of the request to waive NRS 625.193 (1)(a) made by Robert Thran applying for civil engineering licensure.

25-36 A motion was made by Ms Purcell, seconded by Mr Gingerich to approve the waiver request. The motion passed unanimously. Mr Fyda and Mr Kidd were excused from the vote.

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

The Board reviewed thirty applications in the board packet for initial licensure.

Ms Purcell requested that expanded experience be requested from applicant Dolan (fire protection engineering licensure) and be forwarded to her for consideration.

Mr Wright suggested that the board delegate approval of the Dolan application to Ms Purcell pending her acceptance of the expanded fire protection engineering experience. The board members agreed.

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Ms Purcell said that applicant Stuart (electrical engineering licensure) was an employee of her company, and she would recuse herself from considering that application

25-37 A motion was made by Mr Spata, seconded by Mr DeSart to approve the applications for initial licensure with recommendations noted. The motion passed unanimously. Mr Fyda and Mr Kidd were excused from the vote.

5. Update on the 83rd Nevada Legislative Session relating to 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.

Mr Fakler said the session was closed Monday June 2. He reported SB 78, as pre-filed back in November 2024, with subsequent amendments, did not pass as introduced on May 30, 2025. SB 425 which was amended to create an Office of Shared Services to look into board management did not pass, and SB 507 introduced on May 28, 2025, to create a funding mechanism for B&I, also did not pass. Mr Fakler said he was happy to report the NVBPELS AB 270, sponsored and spearheaded by Assemblymember Hafen, did pass, and was signed by Governor Lombardo on June 3. The statute change will be effective October 1, 2025. He added the bill passed the Assembly with 42 yays and no nays, and the Senate with 21 yays and no nays. Mr Fakler said the Board owes thanks to Assemblymember Hafen for his efforts during this legislative session.

Mr Spata said that was a positive outcome on all fronts but recommended the board add a future agenda item to consider ongoing outreach relating to some of the challenges of this legislative session, that may involve assigning a committee to develop a longer-term strategy. (ACTION Item)

Mr Wright thanked Mr Fakler and Mr Spata for their time and effort during the session and arriving at the positive outcome.

6. Public comment.

There was no public comment virtually or via email.

7. Adjournment.

Mr Wright acknowledged that it was Mr Spata's last meeting as Board Chair and thanked him on behalf of the Board for his service.

Mr Spata thanked the Board for entrusting him with the position and he was looking for continuing to serve as a board member.

DRAFT

Mr Wright thanked the board members for their participation and adjourned the meeting at 9:27 am.

Respectfully, Mark Fakler
Executive Director

DRAFT

Addendum A - June Initia

LNAME	FNAME	ABREV	COMMENTS
Brower	Nicole	CE	Board approved; 6/12/25
Butcher	Mathew	CE	Board approved; 6/12/25
Carcamo	Patricia	CE	Board approved; 6/12/25
Chico	Brandon	CE	Board approved; 6/12/25
Fissel	Lauren	CE	Board approved; 6/12/25
Gugliuzza	Anthony	CE	Board approved; 6/12/25
Hada	Michael	CE	Board approved; 6/12/25

LNAME	FNAME	ABREV	COMMENTS
Hofberg	Cole	CE	Board approved; 6/12/25
Horlacher	Joshua	CE	Board approved; 6/12/25; Special consideration request.
Lara	Richard	CE	Board approved; 6/12/25
McRoberts	Launie	CE	Board approved; 6/12/25
Morgan	Alexander	CE	Board approved; 6/12/25
Rawlins	Benjamin	CE	Board approved; 6/12/25
Rizo	Derek	CE	Board approved; 6/12/25

LNAME	FNAME	ABREV	COMMENTS
Rowe	John	CE	Board approved; 6/12/25
Salva	Joseph Onylle	CE	Board approved; 6/12/25
Shimabukuro	Matthew	CE	Board approved; 6/12/25
Shrestha	Vivek	CE	Board approved; 6/12/25
Thran	Robert	CE	Board approved; 6/12/25; Waiver Request: NRS 625.193(1)(A)
Waite	Sophia	CE	Board approved; 6/12/25
Stuart	Matthew	EE	Board approved; 6/12/25

LNAME	FNAME	ABREV	COMMENTS
Terry	Chase	EE	Board approved; 6/12/25
Carlos	Prince Ron	FPE	Board approved; 6/12/25
Dolan	Matthew	FPE	Expanded experience request, K Purcell; Board approved; 6/12/25
Luevano-Escoto	Carlos	FPE	Board approved; 6/12/25
Vaughn	Daniel	FPE	Board approved; 6/12/25; Special consideration request.
Burns	Kyle	ME	Board approved; 6/12/25
Kohl	James	ME	Board approved; 6/12/25

LNAME	FNAME	ABREV	COMMENTS
Pham	Tien	ME	Board approved; 6/12/25
Gezelin	Justin	PLS	Board approved; 6/12/25

9. Financial Statements

9.a. December 2024

Nevada State Board of Professional Engineers and Land Surveyors

Budget vs. Actuals

July - December, 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 REVENUE	619,420.77	600,575.04	18,845.73	103.14 %
Total Income	**$619,420.77**	**$600,575.04**	**$18,845.73**	**103.14 %**
GROSS PROFIT	**$619,420.77**	**$600,575.04**	**$18,845.73**	**103.14 %**
Expenses				
5100 PAYROLL EXPENSES	327,997.59	347,100.00	-19,102.41	94.50 %
5110 PAYROLL TAXES	22,267.91	32,574.98	-10,307.07	68.36 %
6001 OPERATING EXPENSES	367,724.69	404,350.03	-36,625.34	90.94 %
Total Expenses	**$717,990.19**	**$784,025.01**	**$ -66,034.82**	**91.58 %**
NET OPERATING INCOME	**$ -98,569.42**	**$ -183,449.97**	**$84,880.55**	**53.73 %**
NET INCOME	**$ -98,569.42**	**$ -183,449.97**	**$84,880.55**	**53.73 %**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

December 2024

	TOTAL	
	DEC 2024	JUL - DEC, 2024 (YTD)
Income		
4000 REVENUE		
4201 Application Fees		
4202 PE Comity Application	10,375.00	70,375.00
4203 PLS Comity Application	375.00	2,000.00
4204 PE Initial License Application	450.00	2,550.00
4205 PLS Initial License Application	25.00	50.00
4206 PE Reinstatement Application	1,400.00	9,800.00
4207 PLS Reinstatement Application	200.00	200.00
4208 EI Certification Application	850.00	4,750.00
Total 4201 Application Fees	**13,675.00**	**89,725.00**
4250 Renewals & Exam Fees		200.00
4251 PE/PLS Renewals	175,300.00	389,600.00
4252 Renewal Late Fees	50.00	550.00
4253 PE License Fees		23,375.00
Total 4250 Renewals & Exam Fees	**175,350.00**	**413,725.00**
4300 Other Revenue		
4301 Replacement Certificate/Pocket	40.00	290.00
4303 Interest Income	7,022.06	45,180.77
4304 Discipline Pd to NV Gen Fund		4,450.00
4306 Miscellaneous		300.00
4307 Firm Registration	19,000.00	65,750.00
Total 4300 Other Revenue	**26,062.06**	**115,970.77**
Total 4000 REVENUE	**215,087.06**	**619,420.77**
Total Income	**$215,087.06**	**$619,420.77**
GROSS PROFIT	**$215,087.06**	**$619,420.77**
Expenses		
5100 PAYROLL EXPENSES		
5102 Employee Health Insurance	5,691.76	32,335.71
5103 Employee IRA/SEP		9,059.37
5105 Payroll Service Fees	168.62	1,162.84
5107 Salaries	42,252.38	281,164.67
5108 Board Salaries		4,275.00
Total 5100 PAYROLL EXPENSES	**48,112.76**	**327,997.59**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

December 2024

	TOTAL	
	DEC 2024	JUL - DEC, 2024 (YTD)
5110 PAYROLL TAXES		
5111 FICA	2,619.65	17,456.94
5113 Medicare	612.69	4,082.65
5114 Modified Business Tax		586.27
5116 SUINV	0.00	82.65
5117 SUI	7.43	59.40
Total 5110 PAYROLL TAXES	**3,239.77**	**22,267.91**
6001 OPERATING EXPENSES		
6006 Office Supplies	108.26	1,784.00
6007 Equipment/Furniture		259.71
6009 Maintenance		36.00
6011 Equipment Leasing		1,496.24
6012 Software		
6012.5 Software	251.19	5,191.60
Total 6012 Software	**251.19**	**5,191.60**
6015 Website Hosting	165.00	9,674.01
Total 6007 Equipment/Furniture	**416.19**	**16,657.56**
6101 Insurance		
6102 Workers Comp		100.00
6103 General Liability		1,630.02
Total 6101 Insurance		**1,730.02**
6201 Postage		200.00
6202 Postage		5,944.37
6202.5 E-Postage		390.00
Total 6201 Postage		**6,534.37**
6301 Board Meetings		
6302 Travel - Out of State		572.62
6303 Travel - In State		13,752.50
6304 Board Meeting Expenses		1,059.86
Total 6301 Board Meetings		**15,384.98**
6401 Printing		
6402 Printing General		768.88
Total 6401 Printing		**768.88**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

December 2024

	TOTAL	
	DEC 2024	JUL - DEC, 2024 (YTD)
6501 Professional Services		
6502 Legal		
6503 Board Meetings	3,867.50	23,926.71
6504 Regulations/Legislation		162.50
6504.5 Regulations/Legislation	162.50	162.50
Total 6504 Regulations/Legislation	**162.50**	**325.00**
6505 Discipline	2,215.99	23,564.96
Total 6502 Legal	**6,245.99**	**47,816.67**
6508 Accounting Fees	2,500.00	33,955.00
6509 Government Liaison Services		
6509.1 Def Exp-Government Liaison	2,000.00	4,000.00
6509.5 Government Liaison		8,000.00
Total 6509 Government Liaison Services	**2,000.00**	**12,000.00**
6510 Database/Website Design		
6510.2 Deferred Exp-Database Update		18,120.00
6510.5 Database/Website Design		187.50
Total 6510 Database/Website Design		**18,307.50**
6511 Public Outreach	600.00	6,054.99
6514 Contract Labor		
6514.1 Def Exp-Contract Labor	161.85	65,460.27
6514.5 Contract Labor		24,421.55
Total 6514 Contract Labor	**161.85**	**89,881.82**
6515 IT Support	1,307.00	7,067.00
Total 6501 Professional Services	**12,814.84**	**215,082.98**
6601 Program Services		
6604 NCEES		
6605 Dues		64.00
6606 Registration		850.00
6607 Travel		13,741.17
Total 6604 NCEES		**14,655.17**
6615 Bank Fees	90.32	131.27
6616 Merchant Services Fees	9,858.93	30,627.61
6630 LAS Office Support		3,648.70
Total 6601 Program Services	**9,949.25**	**49,062.75**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

December 2024

	TOTAL	
	DEC 2024	JUL - DEC, 2024 (YTD)
6700 Other		
6704 State Administrative Fees		
6709 Email - EITS		1,702.75
6710 Leg. Counsel Bureau		850.00
Total 6704 State Administrative Fees		**2,552.75**
Total 6700 Other		**2,552.75**
6801 Training & Conferences		
6802 Travel - Out of State		4,768.42
6803 Travel - In State		940.80
6804 Registration	625.00	1,800.00
Total 6801 Training & Conferences	**625.00**	**7,509.22**
6900 Other Expenses		
6901 Taxes and Licenses		172.10
Total 6900 Other Expenses		**172.10**
Non State Owned Office Bldg.		
6002 Rent		
6002.2 Rent	7,669.19	46,104.88
Total 6002 Rent	**7,669.19**	**46,104.88**
6004 Utilities	76.81	1,147.39
6005 Telephone/Internet	336.43	3,232.81
Total Non State Owned Office Bldg.	**8,082.43**	**50,485.08**
Total 6001 OPERATING EXPENSES	**31,995.97**	**367,724.69**
Total Expenses	**$83,348.50**	**$717,990.19**
NET OPERATING INCOME	**$131,738.56**	**$ -98,569.42**
NET INCOME	**$131,738.56**	**$ -98,569.42**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	2,452,848.10
Total Bank Accounts	**$2,452,848.10**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,466,727.10**
TOTAL ASSETS	**$2,466,727.10**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-15,471.40
Total Accounts Payable	**$ -15,471.40**
Credit Cards	
2027 Western Alliance Bank CC 3433	-1,254.79
Total Credit Cards	**$ -1,254.79**
Other Current Liabilities	
2001 Payroll Liabilities	37,996.04
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$956,213.60**
Total Liabilities	**$956,213.60**
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-98,569.42
Total Equity	**$1,510,513.50**
TOTAL LIABILITIES AND EQUITY	**$2,466,727.10**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	0.00
1051 First Indep. Bank - Operating	227,112.52
1052 First Indep. Bank - Payroll	50,405.13
1053 First Indep. Bank - Petty Cash	2,527.94
1054 First Indep. Bank - MMA	47,210.22
1055 First Indep. Bank - 24mo CD	580,657.20
1056 First Indep. Bank - 18mo CD	181,769.42
1057 First Indep. Bank - 12mo CD	283,898.71
1058 First Indep. Bank - 24mo FlexCD	564,932.69
1059 First Independent Bank - 90 day CD	514,334.27
Total 1001 ASSETS	**2,452,848.10**
Total Bank Accounts	**$2,452,848.10**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,466,727.10**
TOTAL ASSETS	**$2,466,727.10**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-15,471.40
Total Accounts Payable	**$ -15,471.40**
Credit Cards	
2027 Western Alliance Bank CC 3433	-1,254.79
Total Credit Cards	**$ -1,254.79**
Other Current Liabilities	
2001 Payroll Liabilities	0.00
2002 Accrued Benefits	37,996.04
Total 2001 Payroll Liabilities	**37,996.04**
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$956,213.60**
Total Liabilities	**$956,213.60**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of December 31, 2024

	TOTAL
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-98,569.42
Total Equity	**$1,510,513.50**
TOTAL LIABILITIES AND EQUITY	**$2,466,727.10**

9.b. April 2025

Nevada State Board of Professional Engineers and Land Surveyors

Budget vs. Actuals

July 2024 - April 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 REVENUE	946,741.04	819,308.40	127,432.64	115.55 %
Total Income	**$946,741.04**	**$819,308.40**	**$127,432.64**	**115.55 %**
GROSS PROFIT	**$946,741.04**	**$819,308.40**	**$127,432.64**	**115.55 %**
Expenses				
5100 PAYROLL EXPENSES	548,209.12	583,500.00	-35,290.88	93.95 %
5110 PAYROLL TAXES	37,081.38	54,408.30	-17,326.92	68.15 %
6001 OPERATING EXPENSES	691,511.34	665,900.06	25,611.28	103.85 %
Total Expenses	**$1,276,801.84**	**$1,303,808.36**	**$ -27,006.52**	**97.93 %**
NET OPERATING INCOME	**$ -330,060.80**	**$ -484,499.96**	**$154,439.16**	**68.12 %**
NET INCOME	**$ -330,060.80**	**$ -484,499.96**	**$154,439.16**	**68.12 %**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

April 2025

	TOTAL	
	APR 2025	JUL 2024 - APR 2025 (YTD)
Income		
4000 REVENUE		
4201 Application Fees	4,050.00	4,050.00
4202 PE Comity Application	14,250.00	124,875.00
4203 PLS Comity Application	1,000.00	5,125.00
4204 PE Initial License Application	725.00	4,725.00
4205 PLS Initial License Application		125.00
4206 PE Reinstatement Application	1,400.00	15,600.00
4207 PLS Reinstatement Application		600.00
4208 EI Certification Application		5,800.00
Total 4201 Application Fees	**21,425.00**	**160,900.00**
4250 Renewals & Exam Fees		200.00
4251 PE/PLS Renewals	70,900.00	574,225.00
4252 Renewal Late Fees		1,650.00
4253 PE License Fees		31,950.00
4255 NV Specific Exam Fees		400.00
Total 4250 Renewals & Exam Fees	**70,900.00**	**608,425.00**
4300 Other Revenue		
4301 Replacement Certificate/Pocket	40.00	455.00
4303 Interest Income	5,759.55	72,771.04
4304 Discipline Pd to NV Gen Fund		4,450.00
4305 Investigative Cost Recovery		3,290.00
4306 Miscellaneous		300.00
4307 Firm Registration	7,600.00	96,150.00
Total 4300 Other Revenue	**13,399.55**	**177,416.04**
Total 4000 REVENUE	**105,724.55**	**946,741.04**
Total Income	**$105,724.55**	**$946,741.04**
GROSS PROFIT	**$105,724.55**	**$946,741.04**
Expenses		
5100 PAYROLL EXPENSES		
5102 Employee Health Insurance	5,086.93	52,425.81
5103 Employee IRA/SEP		31,076.33
5105 Payroll Service Fees	168.62	1,917.82
5106 Payroll Taxes	-53.99	-53.99
5107 Salaries	44,959.90	455,193.15
5108 Board Salaries	750.00	7,650.00
Total 5100 PAYROLL EXPENSES	**50,911.46**	**548,209.12**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

April 2025

	TOTAL	
	APR 2025	JUL 2024 - APR 2025 (YTD)
5110 PAYROLL TAXES		
5111 FICA	2,787.50	28,246.72
5113 Medicare	651.92	6,606.05
5114 Modified Business Tax		1,561.41
5116 SUINV	61.69	423.68
5117 SUI	31.05	243.52
Total 5110 PAYROLL TAXES	**3,532.16**	**37,081.38**
6001 OPERATING EXPENSES		
6006 Office Supplies		4,200.05
6007 Equipment/Furniture		259.71
6009 Maintenance		36.00
6010 Equipment Purchases		3,869.28
6011 Equipment Leasing	292.14	2,664.80
6012 Software		
6012.5 Software	1,242.08	8,593.58
Total 6012 Software	**1,242.08**	**8,593.58**
6015 Website Hosting	1,575.00	17,222.01
Total 6007 Equipment/Furniture	**3,109.22**	**32,645.38**
6101 Insurance		
6102 Workers Comp		3,342.54
6103 General Liability		1,630.02
Total 6101 Insurance		**4,972.56**
6201 Postage		200.00
6202 Postage	1,261.18	11,919.64
6202.5 E-Postage	780.00	1,560.00
Total 6201 Postage	**2,041.18**	**13,679.64**
6301 Board Meetings		
6302 Travel - Out of State		572.62
6303 Travel - In State	1,481.87	23,434.29
6304 Board Meeting Expenses		2,267.88
Total 6301 Board Meetings	**1,481.87**	**26,274.79**
6401 Printing		
6402 Printing General	752.87	1,521.75
Total 6401 Printing	**752.87**	**1,521.75**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

April 2025

	TOTAL	
	APR 2025	JUL 2024 - APR 2025 (YTD)
6501 Professional Services		
6502 Legal		
6503 Board Meetings	5,492.50	52,659.39
6504 Regulations/Legislation		650.00
6504.5 Regulations/Legislation		162.50
Total 6504 Regulations/Legislation		**812.50**
6505 Discipline	2,231.74	35,102.77
Total 6502 Legal	**7,724.24**	**88,574.66**
6508 Accounting Fees	2,500.00	44,530.00
6509 Government Liaison Services		
6509.1 Def Exp-Government Liaison		10,000.00
6509.5 Government Liaison	2,091.64	10,091.64
Total 6509 Government Liaison Services	**2,091.64**	**20,091.64**
6510 Database/Website Design		
6510.2 Deferred Exp-Database Update	165.00	20,100.00
6510.5 Database/Website Design		306.70
Total 6510 Database/Website Design	**165.00**	**20,406.70**
6511 Public Outreach	7,150.00	18,853.39
6514 Contract Labor		-3,100.00
6514.1 Def Exp-Contract Labor	20,400.00	168,607.21
6514.5 Contract Labor	3,184.00	29,667.35
Total 6514 Contract Labor	**23,584.00**	**195,174.56**
6515 IT Support	2,127.00	13,091.00
Total 6501 Professional Services	**45,341.88**	**400,721.95**
6601 Program Services		
6604 NCEES		
6605 Dues		6,500.00
6606 Registration		2,745.00
6607 Travel		15,770.11
Total 6604 NCEES		**25,015.11**
6615 Bank Fees	113.66	816.48
6616 Merchant Services Fees	9,754.27	76,345.69
6630 LAS Office Support		5,256.88
Total 6601 Program Services	**9,867.93**	**107,434.16**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

April 2025

	TOTAL	
	APR 2025	JUL 2024 - APR 2025 (YTD)
6700 Other		
6704 State Administrative Fees		
6705 Attorney General		1,319.13
6709 Email - EITS		2,432.50
6710 Leg. Counsel Bureau		850.00
Total 6704 State Administrative Fees		**4,601.63**
Total 6700 Other		**4,601.63**
6801 Training & Conferences		
6802 Travel - Out of State		6,200.59
6803 Travel - In State		2,745.84
6804 Registration		1,800.00
Total 6801 Training & Conferences		**10,746.43**
6900 Other Expenses		
6901 Taxes and Licenses		172.10
Total 6900 Other Expenses		**172.10**
Non State Owned Office Bldg.		
6002 Rent		
6002.2 Rent	7,734.64	77,135.31
Total 6002 Rent	**7,734.64**	**77,135.31**
6004 Utilities	85.68	1,526.54
6005 Telephone/Internet	639.52	5,879.05
Total Non State Owned Office Bldg.	**8,459.84**	**84,540.90**
Total 6001 OPERATING EXPENSES	**71,054.79**	**691,511.34**
Total Expenses	**$125,498.41**	**$1,276,801.84**
NET OPERATING INCOME	**$ -19,773.86**	**$ -330,060.80**
NET INCOME	**$ -19,773.86**	**$ -330,060.80**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of April 30, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	2,274,617.86
Total Bank Accounts	**$2,274,617.86**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,288,496.86**
TOTAL ASSETS	**$2,288,496.86**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	31,637.54
Total Accounts Payable	**$31,637.54**
Credit Cards	
2027 Western Alliance Bank CC 3433	4,897.41
Total Credit Cards	**$4,897.41**
Other Current Liabilities	
2001 Payroll Liabilities	37,996.04
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$1,009,474.74**
Total Liabilities	**$1,009,474.74**
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-330,060.80
Total Equity	**$1,279,022.12**
TOTAL LIABILITIES AND EQUITY	**$2,288,496.86**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of April 30, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	0.00
1051 First Indep. Bank - Operating	75,625.33
1052 First Indep. Bank - Payroll	26,071.81
1053 First Indep. Bank - Petty Cash	2,527.94
1054 First Indep. Bank - MMA	201,876.93
1055 First Indep. Bank - 24mo CD	588,132.84
1057 First Indep. Bank - 12mo CD	287,461.18
1058 First Indep. Bank - 24mo FlexCD	572,021.67
1059 First Independent Bank - 90 day CD	520,900.16
Total 1001 ASSETS	**2,274,617.86**
Total Bank Accounts	**$2,274,617.86**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,288,496.86**
TOTAL ASSETS	**$2,288,496.86**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	31,637.54
Total Accounts Payable	**$31,637.54**
Credit Cards	
2027 Western Alliance Bank CC 3433	4,897.41
Total Credit Cards	**$4,897.41**
Other Current Liabilities	
2001 Payroll Liabilities	0.00
2002 Accrued Benefits	37,996.04
Total 2001 Payroll Liabilities	**37,996.04**
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$1,009,474.74**
Total Liabilities	**$1,009,474.74**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of April 30, 2025

	TOTAL
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-330,060.80
Total Equity	**$1,279,022.12**
TOTAL LIABILITIES AND EQUITY	**$2,288,496.86**

9.c. May 2025

Nevada State Board of Professional Engineers and Land Surveyors

Budget vs. Actuals

July 2024 - May 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 REVENUE	1,061,792.67	945,316.74	116,475.93	112.32 %
Total Income	**$1,061,792.67**	**$945,316.74**	**$116,475.93**	**112.32 %**
GROSS PROFIT	**$1,061,792.67**	**$945,316.74**	**$116,475.93**	**112.32 %**
Expenses				
5100 PAYROLL EXPENSES	625,625.79	638,850.00	-13,224.21	97.93 %
5110 PAYROLL TAXES	42,384.27	62,279.13	-19,894.86	68.06 %
6001 OPERATING EXPENSES	787,125.40	736,491.74	50,633.66	106.87 %
Total Expenses	**$1,455,135.46**	**$1,437,620.87**	**$17,514.59**	**101.22 %**
NET OPERATING INCOME	**$ -393,342.79**	**$ -492,304.13**	**$98,961.34**	**79.90 %**
NET INCOME	**$ -393,342.79**	**$ -492,304.13**	**$98,961.34**	**79.90 %**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

May 2025

	TOTAL	
	MAY 2025	JUL 2024 - MAY 2025 (YTD)
Income		
4000 REVENUE		
4201 Application Fees	4,950.00	9,000.00
4202 PE Comity Application	12,875.00	137,750.00
4203 PLS Comity Application	525.00	5,650.00
4204 PE Initial License Application	825.00	5,550.00
4205 PLS Initial License Application		125.00
4206 PE Reinstatement Application	800.00	16,400.00
4207 PLS Reinstatement Application	200.00	800.00
4208 EI Certification Application		5,800.00
Total 4201 Application Fees	**20,175.00**	**181,075.00**
4250 Renewals & Exam Fees		200.00
4251 PE/PLS Renewals	79,050.00	653,275.00
4252 Renewal Late Fees		1,650.00
4253 PE License Fees		31,950.00
4254 PLS License Fees	50.00	50.00
4255 NV Specific Exam Fees		400.00
Total 4250 Renewals & Exam Fees	**79,100.00**	**687,525.00**
4300 Other Revenue		
4301 Replacement Certificate/Pocket	160.00	615.00
4303 Interest Income	6,629.13	79,400.17
4304 Discipline Pd to NV Gen Fund	2,287.50	6,737.50
4305 Investigative Cost Recovery		3,290.00
4306 Miscellaneous		300.00
4307 Firm Registration	6,700.00	102,850.00
Total 4300 Other Revenue	**15,776.63**	**193,192.67**
Total 4000 REVENUE	**115,051.63**	**1,061,792.67**
Total Income	**$115,051.63**	**$1,061,792.67**
GROSS PROFIT	**$115,051.63**	**$1,061,792.67**
Expenses		
5100 PAYROLL EXPENSES		
5102 Employee Health Insurance	5,305.64	57,731.45
5103 Employee IRA/SEP		31,076.33
5105 Payroll Service Fees	252.93	2,170.75
5106 Payroll Taxes		-53.99
5107 Salaries	68,483.10	523,676.25
5108 Board Salaries	3,375.00	11,025.00
Total 5100 PAYROLL EXPENSES	**77,416.67**	**625,625.79**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

May 2025

	TOTAL	
	MAY 2025	JUL 2024 - MAY 2025 (YTD)
5110 PAYROLL TAXES		
5111 FICA	4,245.97	32,492.69
5113 Medicare	993.02	7,599.07
5114 Modified Business Tax		1,561.41
5116 SUINV	33.90	457.58
5117 SUI	30.00	273.52
Total 5110 PAYROLL TAXES	**5,302.89**	**42,384.27**
6001 OPERATING EXPENSES		
6006 Office Supplies	139.83	4,339.88
6007 Equipment/Furniture		259.71
6009 Maintenance		36.00
6010 Equipment Purchases		3,869.28
6011 Equipment Leasing	292.14	2,956.94
6012 Software		
6012.5 Software	642.06	9,235.64
Total 6012 Software	**642.06**	**9,235.64**
6015 Website Hosting		17,222.01
Total 6007 Equipment/Furniture	**934.20**	**33,579.58**
6101 Insurance		
6102 Workers Comp		3,342.54
6103 General Liability		1,630.02
6104 Office Contents	1,473.90	1,473.90
Total 6101 Insurance	**1,473.90**	**6,446.46**
6201 Postage		200.00
6202 Postage	1,168.26	13,087.90
6202.5 E-Postage	546.00	2,106.00
Total 6201 Postage	**1,714.26**	**15,393.90**
6301 Board Meetings		
6302 Travel - Out of State		572.62
6303 Travel - In State	5,717.87	29,152.16
6304 Board Meeting Expenses	550.60	2,818.48
Total 6301 Board Meetings	**6,268.47**	**32,543.26**
6401 Printing		
6402 Printing General		1,521.75
Total 6401 Printing		**1,521.75**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

May 2025

	TOTAL	
	MAY 2025	JUL 2024 - MAY 2025 (YTD)
6501 Professional Services		
6502 Legal		
6503 Board Meetings	5,622.46	58,281.85
6504 Regulations/Legislation	4,160.00	4,810.00
6504.5 Regulations/Legislation	2,892.50	3,055.00
Total 6504 Regulations/Legislation	**7,052.50**	**7,865.00**
6505 Discipline	5,336.95	40,439.72
Total 6502 Legal	**18,011.91**	**106,586.57**
6508 Accounting Fees	3,150.00	47,680.00
6509 Government Liaison Services		
6509.1 Def Exp-Government Liaison		10,000.00
6509.5 Government Liaison	2,019.37	12,111.01
Total 6509 Government Liaison Services	**2,019.37**	**22,111.01**
6510 Database/Website Design		
6510.2 Deferred Exp-Database Update	8,125.00	28,225.00
6510.5 Database/Website Design		306.70
Total 6510 Database/Website Design	**8,125.00**	**28,531.70**
6511 Public Outreach	985.17	19,838.56
6514 Contract Labor		-3,100.00
6514.1 Def Exp-Contract Labor	14,400.00	183,007.21
6514.5 Contract Labor	3,184.00	32,851.35
Total 6514 Contract Labor	**17,584.00**	**212,758.56**
6515 IT Support	1,277.00	14,368.00
Total 6501 Professional Services	**51,152.45**	**451,874.40**
6601 Program Services		
6604 NCEES		
6605 Dues		6,500.00
6606 Registration	4,650.00	7,395.00
6607 Travel	7,892.30	23,662.41
Total 6604 NCEES	**12,542.30**	**37,557.41**
6615 Bank Fees	129.41	945.89
6616 Merchant Services Fees	10,121.49	86,467.18
6630 LAS Office Support	1,658.02	6,914.90
Total 6601 Program Services	**24,451.22**	**131,885.38**

Nevada State Board of Professional Engineers and Land Surveyors

Profit and Loss

May 2025

	TOTAL	
	MAY 2025	JUL 2024 - MAY 2025 (YTD)
6700 Other		
6704 State Administrative Fees		
6705 Attorney General		1,319.13
6709 Email - EITS	556.00	2,988.50
6710 Leg. Counsel Bureau		850.00
Total 6704 State Administrative Fees	**556.00**	**5,157.63**
Total 6700 Other	**556.00**	**5,157.63**
6801 Training & Conferences		
6802 Travel - Out of State		6,200.59
6803 Travel - In State		2,745.84
6804 Registration	473.32	2,273.32
Total 6801 Training & Conferences	**473.32**	**11,219.75**
6900 Other Expenses		
6901 Taxes and Licenses		172.10
Total 6900 Other Expenses		**172.10**
Non State Owned Office Bldg.		
6002 Rent		
6002.2 Rent	7,734.64	84,869.95
Total 6002 Rent	**7,734.64**	**84,869.95**
6004 Utilities	81.05	1,607.59
6005 Telephone/Internet	634.72	6,513.77
Total Non State Owned Office Bldg.	**8,450.41**	**92,991.31**
Total 6001 OPERATING EXPENSES	**95,614.06**	**787,125.40**
Total Expenses	**$178,333.62**	**$1,455,135.46**
NET OPERATING INCOME	**$ -63,281.99**	**$ -393,342.79**
NET INCOME	**$ -63,281.99**	**$ -393,342.79**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of May 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	2,229,528.61
Total Bank Accounts	**$2,229,528.61**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,243,407.61**
TOTAL ASSETS	**$2,243,407.61**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	39,825.22
Total Accounts Payable	**$39,825.22**
Credit Cards	
2027 Western Alliance Bank CC 3433	14,902.47
Total Credit Cards	**$14,902.47**
Other Current Liabilities	
2001 Payroll Liabilities	37,996.04
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$1,027,667.48**
Total Liabilities	**$1,027,667.48**
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-393,342.79
Total Equity	**$1,215,740.13**
TOTAL LIABILITIES AND EQUITY	**$2,243,407.61**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of May 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001 ASSETS	0.00
1051 First Indep. Bank - Operating	96,373.92
1052 First Indep. Bank - Payroll	23,104.84
1053 First Indep. Bank - Petty Cash	2,527.94
1054 First Indep. Bank - MMA	132,647.48
1055 First Indep. Bank - 24mo CD	590,032.59
1057 First Indep. Bank - 12mo CD	288,389.72
1058 First Indep. Bank - 24mo FlexCD	573,869.38
1059 First Independent Bank - 90 day CD	522,582.74
Total 1001 ASSETS	**2,229,528.61**
Total Bank Accounts	**$2,229,528.61**
Other Current Assets	
1305 Prepaid Expense	8,874.00
1310 Prepaid Lease/Deposit	5,005.00
Total Other Current Assets	**$13,879.00**
Total Current Assets	**$2,243,407.61**
TOTAL ASSETS	**$2,243,407.61**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	39,825.22
Total Accounts Payable	**$39,825.22**
Credit Cards	
2027 Western Alliance Bank CC 3433	14,902.47
Total Credit Cards	**$14,902.47**
Other Current Liabilities	
2001 Payroll Liabilities	0.00
2002 Accrued Benefits	37,996.04
Total 2001 Payroll Liabilities	**37,996.04**
4100 Deferred Revenue	934,943.75
Total Other Current Liabilities	**$972,939.79**
Total Current Liabilities	**$1,027,667.48**
Total Liabilities	**$1,027,667.48**

Nevada State Board of Professional Engineers and Land Surveyors

Balance Sheet

As of May 31, 2025

	TOTAL
Equity	
3510 Website Phase 2	30,000.00
3520 Data System Upgrade	175,000.00
3530 Electronic/Digital Pathway	175,000.00
3900 Retained Earnings	1,229,082.92
Net Income	-393,342.79
Total Equity	**$1,215,740.13**
TOTAL LIABILITIES AND EQUITY	**$2,243,407.61**

10. Compliance Officer Report

10.a. Compliance Report

10. a. Compliance Investigations

Currently there are four (4) cases to report on:

1. 20230018 – Failure to act as faithful agent to client.
   Investigation complete.

2. 20240048 – Failure to act as faithful agent to client.
   Under investigation.

3. 20250001 – Gross negligence, incompetency, or misconduct in land surveying.
   Investigation complete.

4. 20250028 – Unlawful practice.
   Under investigation.

1. 20230018 – Failure to act as faithful agent to client.

Summary:
Complaint filed against a CE providing inspection and testing services on a project in Las Vegas. It is alleged the engineer failed to provide the final reports in a timely manner after being paid in full for services rendered.
Status:
Case under Board Counsel review.

2. 20240048 – Failure to act as faithful agent to client.

Summary:
A complaint filed against a Henderson firm alleging the offering of civil engineering services outside their area of competence.
Status:
Under investigation.

3. 20250001 – Gross negligence, incompetency, or misconduct in land surveying.

Summary:
A complaint filed against a land surveyor for alleged gross negligence and trespass while performing boundary research on a property neighboring the complainant.
Status:
Case under Board Liaison review.

4. 20250028 – Unlawful practice.

Summary:
A complaint alleges the offering of professional civil engineering services while not being licensed to do so.
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
Mark Johnson	20220004	Good Standing	August 15, 2025
Buckley Blew	20230004	Good Standing	August 15, 2026
Andrew Hammond	20220009	Good Standing	February 1, 2026
Lyle Scott Mackay	20240006	Good Standing	Open
Kevin Gutman	20240003	Good Standing	December 15, 2026

Payment Summary:

Name	Case #	Paid	Remaining	Final Due Date
Kevin Gutman	20240003	$2,287.50	$0.00	June 7, 2025
Andrew Hammond	20220009 (Supplement)	$3,290.00	$0.00	June 14, 2025
James “Mick” Powers	20230016	$7,942.50	$0.00	July 1, 2025

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, 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: Robert Dooley Riva PE/PLS #: 018231

EMPLOYER: Riva Engineering & Consulting

PROBATION REPORT SUMITTED FOR THE PERIOD OF: 2025-3-16 THROUGH 2025-5-15

CLIENT:

NAME: EVA HUANG

ADDRESS: evahuang@yahoo.com

CITY: STATE: ZIP CODE:

PROJECT:

NAME: 746 LAKEVIEW REMODEL/ADDITION

LOCATION OF PROJECT: 746 LAKEVIEW DRIVE

CITY: ZEPHYR COVE STATE: NV ZIP CODE: 89448

SIZE: 3395 SF START DATE: 9.20.24 END DATE: NA

STATUS OF PROJECT: Construction Documents approximately 80% complete

FEE PAID BY CLIENT: $11,400.00

SCOPE OF WORK:

DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

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

FEASIBILITY AND COORDINATION MEETINGS WITH OWNER AND RESIDENTIAL DESIGNER, FRAMING LAYOUTS, LATERAL AND GRAVITY ANALYSIS, STRUCTURAL PLAN DRAFTING, STRUCTURAL DETAILING, ISSUE PROGRESS SET FOR TEAM REVIEW

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

MY NV LICENSE IS NOT EXPIRED

SIGNATURE: Robert D. Riva DATE May 19, 2025

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

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 Johnon'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 August 15, 2025

PROBATION REPORT

(MUST BE TYPED)

Print Form

PROBATIONER: Mark Johnson, P.E. PE/PLS #: 019830

EMPLOYER: work as independent contractor

PROBATION REPORT SUMITTED FOR THE PERIOD OF: Mar 27, 2025 THROUGH: May 26, 2025

CLIENT:

NAME: Battleborn Water Services, LLC

ADDRESS: 1621 Andorra Dr

CITY: Carson City STATE: NV ZIP CODE: 89703

PROJECT:

NAME: Becker Equities LLC

LOCATION OF PROJECT: Nye County

CITY: Pahrump STATE: NV ZIP CODE: 89060

SIZE: N/A START DATE: Apr 3, 2025 END DATE: Apr 22, 2025

STATUS OF PROJECT: Completed

FEE PAID BY CLIENT: $1,050.00

SCOPE OF WORK:

Prepared Place of Use and Point of Diversion map for change application for the client. Also reviewed change application form.

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

Coordinated with client on preparation of the maps to ensure compliance with NDWR requirements.

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

This project did not include any work for which I am on probation.

SIGNATURE: Mark Johnson, P.E. Digitally signed by Mark Johnson, P.E. Date: 2025.06.13 11:43:49 -06'00' DATE: June 13, 2025

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

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 August 15, 2026

PROBATION REPORT
(MUST BE TYPED)

Print Form

PROBATIONER: Buckley Blew PE/PLS #: 024520

EMPLOYER: Blew & Associates, P.A.

PROBATION REPORT SUMITTED FOR THE PERIOD OF: Mar 20 2025 THROUGH: May 19 2025

CLIENT:

NAME: NA

ADDRESS: NA

CITY: NA STATE: NA ZIP CODE: NA

PROJECT:

NAME: NA

LOCATION OF PROJECT: NA

CITY: NA STATE: NA ZIP CODE: NA

SIZE: NA START DATE: NA END DATE: NA

STATUS OF PROJECT: NA

FEE PAID BY CLIENT: NA

SCOPE OF WORK:

NA

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

NA

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

NA

SIGNATURE: DATE: 5/20/2025

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

Andrew Hammond, PE/PLS 021191
Case Number: 20220009
Violation of NRS 625.410 (2), and 625.530 (1)(5).

In or around January 2019, the complainant (client) reached out to Element Engineering (Mr Hamond's firm) via Yelp in search of a professional to help adapt and engineer house plans that had been found online. Mr Hammond replied to the inquiry via Yelp and indicated he could complete the house plans in about four (4) to five (5) weeks.

The client engaged Mr Hammond for the project in late 2019. The project included various tasks, such as surveying, site plan, grading plan, septic, structural design and calculations, and electrical plan. At the end of December 2019, the client made a 50% down payment on the house plans for the initial survey and topography. In late 2019, Mr Hammond recommended a lot merger and was retained in or around July 2020 to perform that service. Throughout his engagement with the client, Mr Hammond communicated timelines and completion dates, but failed to meet these communicated deadlines. Mr Hammond did not make the initial submission for permits until August 22, 2021. Washoe County rejected this initial submittal as incomplete with requirements noted. Mr Hammond then had to resubmit the project three (3) more times due to further comments from Washoe County. By the time the client submitted the Complaint, Mr Hammond still had not obtained the permits for his plans. Regarding the lot merger, Mr Hammond erroneously submitted a Boundary Line Adjustment (BLA) to Washoe County in February 2021. Washoe County rejected this BLA and advised Mr Hammond that a Reversion to Acreage (RTA) map was required. In March 2021, Mr Hammond submitted an RTA, but did not make a payment to Washoe County for RTA review. In May 2021, Washoe County emailed Mr Hammond regarding RTA submittal errors and payment for review of the RTA. In June 2021, Washoe County sent an example RTA map for reference and information for Mr Hammond to correct his March 2021 submittal. In July 2021, Mr Hammond submitted payment for RTA application and review. In August 2022, Washoe County approved the RTA map for recording after correcting errors that Mr Hammond made on the RTA map, such as including unneeded signature lines for utility companies that did not serve the client's property. On or about January 10, 2023, Mr Hammond refunded the Seven Thousand and No/100 Dollars ($7,000.00) that the client paid Mr Hammond for services.

VIOLATIONS and DISCIPLINARY ACTION

Pursuant to NAC 625.530(1), a professional engineer or land surveyor shall "[a]ct in professional matters as a faithful agent or trustee for each employer or client." Here, Mr Hammond failed to act as a faithful agent. Over thirty (30) months have passed from the start

of work, but no permit had been issued at the time the Complaint was filed. Mr Hammond promised the client completion deadlines, but continually missed them. Mr Hammond had never done an RTA map and admits that the timeline to complete it was unreasonable.

Pursuant to NAC 625.530(5), a professional engineer or land surveyor shall "[u]ndertake only those engineering or land surveying assignments for which he or she is qualified and engage or advise the employer or client to engage specialists and cooperate with them whenever the employer's or client's interests are served best by such an arrangement." Here, Mr Hammond erroneously submitted a boundary line adjustment rather than a reversion to acreage map. The time taken and the assistance required by the Washoe County staff indicates Mr Hammond's underqualification for the assignment undertaken. Relating to the engineering, his submissions for permitting required extra comments and review from Washoe County. Mr Hammond submitted his plans four (4) times over the course of one (1) year.

Based on the foregoing, Mr Hammond stipulates that he violated NRS 625.410(2) and NAC 625.530(1) by failing to meet deadlines he promised his client and, thus, prolonging the project. In addition, Mr Hammond stipulates that he violated NAC 625.530(5) by undertaking a project for which he was unqualified, and not seeking to engage specialists to assist.

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 20220009 now pending, Mr Hammond and the State Board resolve this matter on the following basis:

1.) Mr Hammond'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.

a.) On a bi-monthly basis, Mr Hammond shall submit, to the State Board, a probation report to include any copies of executed contracts for any project or client that Mr Hammond retains during the period of his probation.

b.) Mr Hammond has reimbursed the complainant a total amount of Seven Thousand and No/100 Dollars ($7,000.00) for design and mapping fees paid to Mr Hammond (One Thousand Nine Hundred Fifty and No/100 ($1,950.00) for mapping and Five Thousand Fifty and No/100 Dollars ($5,050.00) for house design), which is satisfactory in lieu of an administrative fine.

c.) Mr Hammond shall pay legal and investigative costs to the State Board a total of One Thousand Seven Hundred and No/100 Dollars ($1,700.00) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

d.) Within ninety (90) days of acceptance and execution of this Agreement by the State Board, Mr Hammond shall have any land surveying services that he has performed since November 1, 2022, reviewed by a licensed Nevada Professional Land Surveyor selected by the State Board. Further, any additional land surveying services that Mr Hammond performs in Nevada through the end of the term of his probation hereunder, shall be reviewed by a licensed Nevada Professional Land Surveyor selected by the State Board. The selected Professional Land Surveyor shall be independent of, and have no conflict of interest with, Mr Hammond, and will provide the State Board an assessment of competency for every professional land surveyor project done by Mr Hammond during the above-designated time period. Mr Hammond shall bear the cost and expense of the selected Professional Land Surveyor's services.

Supplement to Stipulated Agreement
Case Number: 20220009
Violation of NRS 625.410(2) and NAC 625.530(5)

On or about January 24, 2024, the State Board approved a Stipulated Agreement ("2024 Stipulated Agreement") with Mr Hammond to resolve a disciplinary action against Mr Hammond. Thereunder, Mr Hammond stipulated to certain facts as being truthful, as well as to certain disciplinary conditions.

The State Board is in receipt of information indicating that concerns have arisen resulting from the disciplinary conditions set forth in the 2024 Stipulated Agreement. To address those concerns, the State Board and Mr Hammond hereby enter into this Supplemented Stipulated Agreement, pursuant to which Mr Hammond stipulates to the following facts as truthful.

Pursuant to the 2024 Stipulated Agreement, Mr Hammond admitted to violations of NRS 625.410(2), NAC 625.530(1), and NAC 625.530(5) by failing to meet client deadlines and by undertaking a project for which he was not qualified in the field of land surveying. The 2024 Stipulated Agreement provided that Mr Hammond's license would be suspended for twenty-four (24) months, but with such suspension stayed and probation imposed for the duration of that time period. As a condition of his probation, Mr Hammond was required to submit any land surveying services performed after November 1, 2022 for review by a licensed Nevada Professional Land Surveyor selected by the State Board. The selected Professional Land

Surveyor was to provide the State Board with an assessment of competency, based upon said review.

In or around December 2023, Mr Hammond was retained to divide a property north of Reno into two parcels. Mr Hammond drafted a proposed parcel map to that effect and submitted it to the Washoe County Survey team within Washoe County Engineering Division for technical map review. The Map Review Office noted over thirty (30) deficiencies with Mr Hammond's proposed map and rejected it, stating that the project could not be completed until a revised submittal was provided.

Mr Hammond then submitted the proposed map, along with the comments from the Washoe County Map Review Office, to a licensed land surveyor selected by the State Board to review Mr Hammond's work pursuant to the 2024 Stipulated Agreement ("PLS Reviewer"). The PLS Reviewer agreed with "all" of the deficiencies noted by the Map Review Office, as well as with their conclusion to reject Mr Hammond's proposed map. The PLS Reviewer also noted that Mr Hammond's proposed map had several other deficiencies pertaining to linetypes, land boundary establishments, and map references, and that the map did not comply with several County Ordinance requirements. Based on these issues, the PLS Reviewer concluded that "Mr Hammond lacks the minimum competency expected of a licensed Professional Land Surveyor in the State of Nevada".

VIOLATIONS and DISCIPLINARY ACTION

Pursuant to NRS 625.410(8) the State Board may take disciplinary action against a licensee for "[f]ailing to comply with an order issued by the Board." Pursuant to NAC 625.530(5), a professional engineer or land surveyor shall "[u]ndertake only those engineering or land surveying assignments for which he or she is qualified and engage or advise the employer or client to engage specialists and cooperate with them whenever the employer's or client's interests are served best by such an arrangement." Pursuant to the 2024 Stipulated Agreement, Mr Hammond's work product was subject to the review of an independent Nevada licensed professional land surveyor. Mr Hammond violated NAC 625.530(5) by submitting a proposed parcel map to the Washoe County Survey team within Washoe County Engineering Division Map Review Office that contained over thirty separate deficiencies and that was rejected by the Map Review Office. As a result of the independent review conducted pursuant to the 2024 Stipulated Agreement, the PLS Reviewer agreed that the proposed map was deficient and, further, concluded that Mr Hammond lacks the "minimum competency" expected of a Professional Land Surveyor.

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 and in the practice of professional land surveying as a professional land surveyor. Further, 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.

Based on the foregoing, Mr Hammond stipulates that he violated NRS 625.410(2) and NAC 625.530(5) by undertaking a project for which he was unqualified, providing work that was not minimally competent, and not seeking to engage specialists to assist.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, pursuant to the State Board's ongoing oversight pursuant to the 2024 Stipulated Agreement, as well as the additional bases for discipline that have arisen thereunder, Mr Hammond and the State Board resolve to supplement the conditions placed in the 2024 Stipulated Agreement, as follows:

1. The stay of the suspension of Mr Hammond's Nevada Professional Land Surveying License, as set forth in the 2024 Stipulated Agreement, is hereby lifted, and Mr Hammond's license to practice professional land surveying shall be suspended following entry of this Agreement. Mr Hammond can be subject to additional discipline, upon notice and the opportunity to be heard, should Mr Hammond fail to abide by the terms hereof. The suspension of Mr Hammond's professional land surveying license shall continue, and Mr Hammond will not be able to apply for renewal or reinstatement of said license after expiration, until Mr Hammond complies with the following terms:

(a) Mr Hammond satisfying the obligations listed under 1(b) and 1(c) of the 2024 Stipulated Agreement;

(b) Mr Hammond taking and passing the Nevada State Specific Professional Land Surveyor Examination ("NSSPLSE");

(c) Following receipt of a passing score on the NSSPLSE, Mr Hammond appearing before the State Board for an oral interview to determine areas of competency within the discipline of professional land surveying, by which he will abide.

(d) Mr Hammond paying legal and investigative costs to the State Board a total of Three Thousand Two Hundred and Ninety Dollars ($3,290.00) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

LAST PROBATION REPORTS DUE February 1, 2026

PROBATION REPORT
(MUST BE TYPED)

PROBATIONER: ANDREW HAMMOND PE/PLS #: 21191

EMPLOYER: ELEMENT ENGINEERING

PROBATION REPORT SUMITTED FOR THE PERIOD OF: Mar 25, 2025 THROUGH: May 24, 2025

CLIENT:

NAME: BRANDENBURG LIVING TRUST

ADDRESS: 300 DUCK HILL RD

CITY: WASHOE VALLEY STATE: NV ZIP CODE: 89704

PROJECT:

NAME: 300 DUCK HILL RD

LOCATION OF PROJECT: 300 DUCK HILL RD

CITY: WASHOE VALLEY STATE: NV ZIP CODE: 89704

SIZE: 2.53 ACRES START DATE: OCT 2024 END DATE: MAY 2025

STATUS OF PROJECT: PERMITTING STAGE WITH WASHOE COUNTY

FEE PAID BY CLIENT: PAID PER CONTRACT (HOURLY)

SCOPE OF WORK:

Assist with engineering needs associated with a active lawsuit to include engineering inspections, quality control of contracting work and design of a new septic system

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

I was working on this job and the client has decided to use another engineer. This was suggested by her lawyer so that there could be multiple engineering opinions to strengthen her case.

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

I have taken this job being more selective with whom I do work for. I am also trying to be more proactive with communication and meeting deadlines.

SIGNATURE: DATE: 6/13/25

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

Lyle Scott Mackay, PE 015131
Case Number: 20240006
Violation of NRS 625.410 (4)

On October 4, 2001, Mr Mackay was licensed as a professional engineer in Nevada, via comity, and he maintained his licensure in Nevada on-and-of through December 31, 2017.

On March 18, 2016, Mr Mackay was found guilty, pursuant to plea, of attempted aggravated sexual abuse of a child, a first-degree felony, in the 3rd District Court, West Jordan, Utah.

On April 5, 2016, the Utah Board approved a Stipulation and Order, whereby Mr Mackay voluntarily surrendered his Utah PE license related to his admission of sexually abusing an eleven (11) year old male in Utah, and Mr Mackay was prohibited from applying for re-licensure in Utah for five (5) years therefrom.

On July 22, 2022, a Stipulation and Order was entered by the Utah Board with Mr Mackay, granting him a probationary professional engineering license, subject to various conditions to remain in place so long as he is registered on the Utah Sex Offender Registry.

On September 7, 2022, Mr Mackay submitted an application for reinstatement of his professional engineering license in Nevada, which included a disclosure of his felony conviction and corresponding disciplinary action in Utah. The disclosure of conviction and disciplinary action in Utah was missed in the Nevada license reinstatement application review, and Mr Mackay's professional engineering license was reinstated without sanction or limitation1.

On December 31, 2023, Mr Mackay's professional engineering license with Nevada expired.

On April 1, 2024, a "Settlement Agreement, Stipulation, and Order for Reissuance of PE License Subject to Conditions" was entered by the Wyoming Board Engineers and Professional Land Surveyors ("Wyoming Board"), attached hereto as Exhibit "B" and incorporated herein by this reference, granting Mr Mackay a conditional professional engineering license, with conditions to remain in place until Mr Mackay's Utah professional engineering license is fully reinstated without conditions/restrictions.

On May 6, 2024, Mr Mackay applied for late renewal of his Nevada professional engineering license, disclosing his Wyoming discipline, which is now pending.

Application for late renewal

First, Mr Mackay allowed his Nevada professional engineering license to lapse on December 31, 2023, and he applied for late renewal thereof on May 6, 2024, which is now pending. For licensing, NRS 625.183 requires, in relevant part, that an applicant "[b]e of good character and reputation." Without the need for elaboration, Mr Mackay's conviction of a felony, and the nature of the underlying crime, does not satisfy the requirement "of good character and reputation".

As such, even though Mr Mackay was inadvertently approved for licensure in Nevada in 2022, his latest application for late renewal may be denied. This Stipulated Agreement allows for conditional approval of said late renewal, pursuant to terms hereinafter set forth.

Reciprocal Discipline

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.

The Utah Board imposed discipline, via the Stipulation and Order attached hereto as Exhibit "A", upon Mr Mackay for "unprofessional conduct", as specifically defined under Utah Code Ann. § 58-1-501(2)(c), which reads" "engaging in conduct that results in conviction, a plea of nolo contendere, or a plea of guilty or nolo contendre which is held in abeyance pending the successful completion of probation with respect to a crime of moral turpitude or any other crime that, when considered with the functions and duties of the occupation or profession for which the license was issued, bears a substantial relationship to the licensees or applicant's ability to safely or competently practice the occupation or profession".

Nevada's NRS 625.410 (4) provides grounds for discipline when there is a "[c]onviction of a plea of nolo contendere to any crime an essential element of which is dishonest or which is directly related to the practice of engineering or land surveying".

Mr Mackay's conviction in Utah, as per the Stipulation and Order from the Utah Board, "…when considered with the function and duties of [his] license classification, bears a substantial relationship to [his] ability to safely and/or competently operate as a licensee." Utah's and Nevada's grounds for discipline based upon conviction of a crime that relates to the practice of engineering are substantially similar, and, thus, pursuant to NRS 625.410(4), form the basis for the Nevada State Board to impose discipline on Mr Mackay.

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

1.) Mr Mackay's Nevada professional engineering license shall be renewed following entry of this Agreement, but immediately suspended, with the suspension stayed and probation imposed for the duration of his requirement to register on any Sex Offender Registry in any State of the United States.

2.) Mr Mackay shall not work in any occupied residences or any worksite where a minor is present.

3.) Mr Mackay shall provide a copy of this Stipulated Agreement, once executed by the Nevada State Board, to any employer he has for the duration of his probation hereunder. Mr Mackay shall provide immediate written notice to the Nevada State Board should he become self-employed or not be employed by a general contractor or an engineering firm, and the Board may, upon a duly noticed hearing on the matter, impose such requirements as deemed appropriate to address concerns that arise from Mr Mackay not having employer oversight.

4.) Mr Mackay shall provide the Nevada State Board a copy of the quarterly reports provided by his employer to the Utah Board.

5.) Mr Mackay must comply with all requirements imposed by both the Utah Board and Wyoming Board Stipulation and Orders.

6.) Mr Mackay shall timely 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.

7.) The stay of Mr Mackay's license suspension may be lifted by the State Board, upon notice and the opportunity for Mr Mackay to be heard, should Mr Mackay fail to abide by the terms hereof.

8.) Mr Mackay's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:

(a) Mr Mackay shall obey all laws and regulations related to the practices of professional engineering and professional land surveying; (b) Mr Mackay shall provide the Nevada State Board with proof of fulfilling the Utah and Wyoming Stipulation and Orders.

LAST PROBATION REPORTS DUE – indefinite probation

PROBATION REPORT
(MUST BE TYPED)

PROBATIONER: L. Scott Mackay PE/PLS #: 015131

EMPLOYER: Forearm Construction, LLC

PROBATION REPORT SUMITTED FOR THE PERIOD OF: Apr 1, 2025 THROUGH: May 31, 2025

CLIENT:

NAME: No Projects in Nevada

ADDRESS: n/a

CITY: n/a STATE: n/a ZIP CODE: n/a

PROJECT:

NAME: No Projects in Nevada

LOCATION OF PROJECT: n/a

CITY: n/a STATE: n/a ZIP CODE: n/a

SIZE: n/a START DATE: n/a END DATE: n/a

STATUS OF PROJECT: n/a

FEE PAID BY CLIENT: n/a

SCOPE OF WORK:

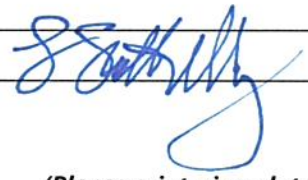
n/a

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

n/a

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

n/a

SIGNATURE:  DATE: June 20, 2025

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

Lazell Preator, PE 014982
Case Numbers: 20240005
Violations: NRS 625.410 (2), NRS 625.410 (7), NRS 625.410 (8), NRS 625.565 (4), and NAC 625.530 (1)

Background

1. 2021 Stipulated Agreement for Two Complaints

A Stipulated Agreement was entered into by and between the State Board and Mr Preator on January 14, 2021 ("2021 Stipulated Agreement"), regarding previous Complaints number 20190008 and 20200003.

a. Complaint number 20190008

In the 2021 Stipulated Agreement, Mr Preator acknowledged violations of NRS 625 in which his conduct constituted gross negligence, incompetence, or misconduct in the practice of professional engineering, unlawful practice of land surveying by presenting a license or stamp of another person and by impersonating another licensee, and failure to uphold and advance the honor and dignity of the profession by maintaining high standards of ethical conduct regarding honesty.

b. Complaint number 20200003

In the 2021 Stipulated Agreement, Mr Preator acknowledged violations of NRS 625 whereby his conduct constituted gross negligence, incompetence, or misconduct in the practice of professional engineering, failure to uphold and advance the honor and dignity of the profession by maintaining high standards of ethical conduct regarding honesty, and failure to act in a timely and professional matter as a faithful agent.

In the 2021 Stipulated Agreement, Mr Preator's Nevada license was put on probation for thirty-six (36) months. As part of his probation, Mr Preator was required to pay certain fines, costs, and fees, provide a list of projects that were submitted for governmental review in 2017 and 2018 to the State Board, submit bi-monthly probation reports to the Executive Director of the State Board, and provide proof of the completion of thirty (30) professional development hours.

Pursuant to the 2021 Stipulated Agreement, the stay of Mr Preator's license suspension could be lifted by the State Board, upon notice and opportunity to be heard, should Mr Preator fail to abide by the terms of the 2021 Stipulated Agreement.

2. 2023 Decision and Order

Via certified mail, dated December 22, 2021, Mr Preator was provided notice that a review of the 2021 Stipulated Agreement would be conducted at the January 22, 2022 meeting of the State Board. The State Board found that while Mr Preator was out of compliance with the 2021 Stipulated Agreement, the State Board elected to not lift the stay on the suspension of Mr Preator's license at the January 22, 2022 meeting.

Mr Preator subsequently made efforts to come into compliance with the 2021 Stipulated Agreement by making payments of Four Hundred and No/100 Dollars ($400.00) per month towards the fine amount, and bringing his bi-monthly probation reports up to date. Mr Preator's monthly payments towards the fine amount, and submission of bi-monthly probation reports, continued until August of 2022, but thereafter ceased.

Consequently, Mr Preator was again provided notice by the State Board of an opportunity to be heard, via certified letter dated December 2, 2022, that the 2021 Stipulated Agreement would be brought up for a review of compliance by the State Board at its January 19, 2023 meeting.

The day before the January 19, 2023 meeting, Mr Preator paid the delinquent fine payment to date and submitted the delinquent bi-monthly probation reports to the State Board staff. At the meeting, Mr Preator testified that he would put controls in place to prevent further delinquencies under the 2021 Stipulated Agreement, but the State Board determined that the successive delinquencies in making fine payments and filing bi-monthly probation reports constituted ongoing violations of the 2021 Stipulated Agreement.

On January 31, 2023, the State Board signed a Decision and Order suspending Mr Preator's Nevada license until January 14, 2024. The Decision and Order did not limit the powers of the State Board to impose discipline on Mr Preator independent of that action and/or for matters not yet presented to the State Board. Mr Preator acknowledged receipt of the State Board's Decision and Order on February 6, 2023.

Current Matters

1. Violations of the Board's January 31, 2023 Order

Despite having his license suspended via order of the State Board entered January 31, 2023, Mr Preator knowingly continued to practice as a professional engineer in the State of Nevada, as evidenced by at least three (3) different instances reported to the State Board, namely:

a. On March 6, 2023, Mr Preator signed, affixed his stamp and submitted a grading plan for what is identified as the “6380 Darby Avenue Project” with the Clark County Department of Building and Fire Protection.

b. On May 23, 2023, Mr Preator signed, affixed his stamp, and submitted an engineering report for what is identified as the “3800 Capsule Project” with the Clark County Department of Building and Fire Protection; and

c. On June 20, 2023, Mr Preator signed, affixed his stamp and submitted an engineering report for what is identified as the “6670 Evening Rain Project” with the Clark County Department of Building and Fire Protection.

NRS 625.410(8) provides that the State Board may take disciplinary action against a licensee for “failing to comply with an Order issued by the [State] Board.” In addition, NRS 625.410(7) provides that the State Board may take disciplinary action against a licensee for “practicing after the license of a professional engineer or professional land survey or has expired or has been suspended or revoked.” Further, NRS 625.565(4) sets forth, in relevant part, that “[i]t is unlawful for any person to impress any documents with the stamp of a professional engineer … after the license of the professional engineer … named on the stamp has … been suspended…”.

Based upon the forgoing, Mr Preator stipulated that he violated NRS 625.410(7), NRS 625.410(8) and NRS 625.565(4) by practicing professional engineering with a suspended professional engineering license after the entry of an order by the State Board suspending his license.

2. Case No. 20240005

In regard to Case No. 20240005, a complaint was submitted against Mr Preator by Michael McDonald on February 14, 2024, on behalf of ARC Services, relating to three (3) damage assessment inspection reports with engineered repair recommendations that Mr Preator, as Preator Consulting, contracted to perform for ARC services. These three (3) jobs were contracted for via work orders from Mr Preator to ARC services, dated March 6, 2023, April 5, 2023 and May 3, 2023, respectively, and were for the 3800 Capsule Road Project, the 110 Ringlore Drive Project and the 6670 Evening Rain Project, two (2) of which were previously identified in Section B (2), above. The engineering reports for two (2) of the three (3) Projects were submitted as supporting documentation for building permits sought for each Project.

ARC Services paid Preator Consulting a total of Nine Thousand Six Hundred and No/100 Dollars ($9,600.00) for services on the three (3) Projects. After governmental agency denial on

the filings filed by Mr Preator, Michael McDonald, on behalf of ARC Services, attempted to contact Mr Preator about a refund, but his efforts to date have been unsuccessful.

In addition to the violations on the three (3) above-referenced Project addresses in Section B(2) hereinabove, Mr Preator's actions constitute a violation of NAC 625.530(1), which require a professional engineer to "[a]ct in professional matters as a faithful agent or trustee for each employer or client". By knowingly offering and attempting to perform professional engineering services with a suspended license, failing to respond to ARC Services inquiries thereafter, and not refunding payments made by ARC Services, Mr Preator failed to act as ARC Services' faithful agent.

Cumulative Stipulations

Pursuant to NAC 625.640(3)(b)(2), disciplinary matters against a licensee may be resolved without a formal hearing by Stipulated Agreement. Presently, Mr Preator's professional engineering license is expired, and he has not applied for renewal. As such, Mr Preator and the State Board hereby stipulate to the following terms for the above-referenced violations:

1. Mr Preator may apply for re-instatement of licensure with the State Board upon Mr Preator satisfying the following conditions:

a. Completion of the terms of this, and all prior, Stipulated Agreements;

b. Reimburse ARC Services the amount of Nine Thousand Six Hundred and No/100 Dollars ($9,600.00) and provide satisfactory proof thereof to the State Board;

c. Pay of an administrative fine to the State Board in the amount of Fifteen Thousand and No/100 Dollars ($15,000.00).

d. Pay legal and administrative costs to the State Board in the amount of Fifteen Thousand Thirty-Eight and No/100 Dollars ($15,038.00).

e. Seek and obtain mentorship for a period of no less than thirty-six (36) months from one or more Nevada licensed professional engineers in good standing. No mentor shall be a subordinate of Mr Preator, and each shall be approved for mentorship by the State Board;

f. Provide letters of recommendation to the State Board from the professional engineer(s) providing the mentorship delineated above, as well as a summation of Mr Preator's areas of competency within civil engineering;

g. The mentor(s) shall submit to State Board quarterly reports of work performed by Mr Preator during his mentorship;

h. Prepare and submit a Whitepaper for State Board review and approval on the topic of serving as a faithful agent to clients, including a synopsis of the insights garnered from the mentorship described above, particularly focusing on ethical decision making and the role of honesty and integrity while serving as a faithful agent in the role of professional engineer; and

i. Providing proof to the State Board of completion of an intermediate to advanced level ethics course with the Texas Tech University Center for Engineering Professionalism.

2. Mr Preator shall be subjected to an oral interview of the State Board upon re-application, should the State Board so elect.

INCLUDED FOR INFORMATIONAL PURPOSES – no probation reports due

Kevin Gutman, PE 028002
Case Number: 20240003
Violation of NAC 625.530 (1) and (8)

In March 2022, Mr Gutman was hired by Mr Bell as a full-time employee of HCE. On March 14, 2022, Mr Gutman signed HCE's handbook agreeing to the terms of employment, which prohibits employees from "moonlighting" or obtaining supplemental employment as an engineer without the express approval of the President of the company.

Mr Gutman worked in-office for the first thirty days of his employment with HCE and then moved into a remote status. According to his complaint later submitted to the State Board, Mr Bell noticed that Mr Gutman's work performance was inconsistent, that he was difficult to reach, and that he often uploaded work product during nighttime and early morning hours. After Mr Gutman missed a deadline in January 2024, Mr Bell began researching Mr Gutman's online professional profile and discovered that he was listed as a Senior Project Engineer at an engineering firm with offices in Colorado and New Mexico.

Mr Bell then contacted the firm and confirmed that Mr Gutman had been employed as a full-time mechanical engineer since June 2022. On January 25, 2024, Mr Bell and Mr Gutman had an online video conference. Mr Bell raised the issue of Mr Gutman's inconsistent work performance and asked if Mr Gutman was working for another company. Mr Gutman stated he was having a difficult week due to personal reasons but denied that he was employed with another engineering company. Mr Bell then terminated Mr Gutman immediately.

Subsequently, Mr Bell filed a complaint with the State Board concerning Mr Gutman. In a letter to the State Board responding to Mr Bell's complaint, Mr Gutman admitted to working for two different engineering firms between June 2022 and January 2024, but he stated that he was not aware of HCE's policy prohibiting supplemental employment. He also noted that he was no longer employed by the other firm. The State Board contacted Mr Gutman's other former employer and confirmed that Mr Gutman had been terminated in late January 2024 for lack of performance.

VIOLATIONS and DISCIPLINARY ACTION

NAC 625.530(1)1 provides that a professional engineer shall "[a]ct in professional matters as a faithful agent or trustee for each employer or client." Here, Mr Gutman failed to act as a faithful agent of HCE by obtaining supplemental employment as a professional engineer without the permission of HCE.

NAC 625.530(8) provides that a professional engineer "shall, [w]hile employed, not engage in supplementary employment or consulting practice except with the consent of the employer." Here, Mr Gutman violated this provision by obtaining employment with the other firm during his employment with HCE without securing HCE's consent.

Under NRS 625.410(8),2 the State Board may take disciplinary action against a licensed engineer for "[a] violation of any provision of this chapter or regulation adopted by the Board" Pursuant to NAC 625.640,3 a disciplinary matter may be resolved by Stipulated Agreement without conducting a formal hearing. To that end, to resolve Complaint No. 20240003 now pending, Mr Gutman and the State Board stipulate that:

1. Mr Gutman's Nevada license shall be suspended for twenty-four (24) months following the entry of this Agreement, but such suspension shall be stayed and probation imposed for the duration of that time period. The stay of Mr Gutman's suspension may be lifted by the State Board, and Mr Gutman may be subject to additional discipline, upon notice and the opportunity to be heard, should he fail to abide by the terms of this Revised Stipulated Agreement. Mr Gutman's successful completion of

probation is expressly conditioned upon his full compliance with the following conditions:

a. Mr Gutman shall obey all laws and regulations related to the practices of professional engineering and professional land surveying;

b. Mr Gutman shall timely submit, once every two (2) months, detailed probation reports to the Executive Director of the State Board, which shall report any work completed in Nevada during the previous two-month period. A report shall be filed even if no work was performed during the previous period. The first report shall be due within two (2) months of the effective date of this Revised Stipulated Agreement.

c. Mr Gutman shall provide a copy of this Revised Stipulated Agreement to any employer in the professional engineering field that Mr Gutman is employed by during the course of his probation.

d. Mr Gutman shall pay, within six (6) months of acceptance and execution of this Agreement, Two Thousand Two Hundred Eighty-Seven and 50/100 Dollars ($2,287.50) to the State Board as reimbursement of legal expenses incurred by the State Board in this matter.

e. Mr Gutman shall, within one (1) year of the effective date of this Revised Stipulated Agreement, successfully complete an intermediate level ethics course with Texas Tech University and shall submit proof of completion to the Board within sixty (60) days of

completion of the course.

LAST PROBATION REPORTS DUE December 15, 2026

PROBATION REPORT

(MUST BE TYPED)

Print Form

PROBATIONER: Kevin Gutman PE/PLS #: 028002

EMPLOYER: -

PROBATION REPORT SUMITTED FOR THE PERIOD OF: 04-05-2025 THROUGH: 06-04-2025

CLIENT:

NAME: N/A

ADDRESS:

CITY: STATE: ZIP CODE:

PROJECT:

NAME: N/A

LOCATION OF PROJECT:

CITY: STATE: ZIP CODE:

SIZE: START DATE: END DATE:

STATUS OF PROJECT:

FEE PAID BY CLIENT:

SCOPE OF WORK:

No work completed in the State of Nevada, for the probation period between 04-05-2025 and 06-04-2025.

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

N/A

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

N/A

SIGNATURE: DATE: 06-09-2025

(Please print, sign, date, then scan and email report to board@boe.state.nv.us)

James “Mick” Powers, PLS 015072
Case Number: 20230016
Violation of NRS 625.410 (2) and NRS 625.340

In or around September 2021, Mr Powers was contracted to perform an American Land Title Association (“ALTA”) survey for two properties located at 1610 and 1630 Kleppe Lane in Sparks Nevada. The ALTA survey in question was signed and stamped by Mr Powers on September 29, 2021 (“Original Survey”).

In or around August/September 2023, the Complainant, a Nevada licensed land surveyor was hired by the property owners of 1630 Kleppe Lane (the “Property”) to stake out a new security fence. The surveyor was provided with a copy of Mr Powers’ Original Survey and alleges that he found multiple items lacking from what is required for an ALTA survey. The surveyor was also unable to locate the corner markers that the ALTA survey showed as being set by Mr Powers’ crew. During a site visit with the surveyor in late January 2024, the State Board investigator was shown some of the discrepancies and items had the surveyor felt had been missed or were misreported in the ALTA Survey.

After receiving the complaint, a records check was made by the State Board investigator to see if a record of survey had been filed following the reported setting of corners during the Original Survey. It was found that no record of survey had been filed by Mr Powers.

Mr Powers was notified of the complaint on November 10, 2023, and a formal written request for response to the complaint was sent on November 15, 2023. During the initial phone call with the State Board investigator, Mr Powers confirmed that no record of survey had been filed, but he stated that he believed that the corners were properly set by his crew as reported. Mr Powers admitted that he signed and stamped the Original Survey without visiting the site, but he stated that he felt that his firm’s field crew provided him with sufficient references for him to sign and stamp the Original Survey.

Following notification of the complaint, Mr Powers traveled to the Property on or about November 30, 2023, to revise and correct the Original Survey and properly set the reported corners that were not in place. In his written response to the complaint, Mr Powers stated that his crew had been onsite for three days for the original fieldwork, but he admitted that his crew had missed or mislabeled several items and failed to set a number of corners.

Further, the Original Survey that was signed and stamped by Mr Powers on September 29, 2021, but a record of survey was not recorded until February 8, 2024. The February 8, 2024

recording included Mr Powers' revisions and corrections made to the Original Survey after his site visit.

VIOLATIONS and POTENTIAL DISCIPLINARY ACTIONS

Pursuant to NRS 625.340, after making a survey in conformity with the practice of land surveying, a professional land surveyor shall, within 90 days after the establishment of points or lines, file with the county recorder in the county in which the survey was made a record of survey relating to land boundaries and property lines.

Mr Powers admitted that no record of survey was filed for the September 2021 Original Survey until February 8, 2024, which was after he had been informed of the complaint against him and visited the site.

Pursuant to NAC 625.610(5), when 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. Mr Powers asserts that he was indeed in responsible charge of the work in question.

Staff for the State Board has concerns with the amount of quality control that Mr Powers had while being in responsible charge of the work and stamping the Original Survey.

Pursuant to NAC 625.6403, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, to resolve Complaint Number 20230016 now pending, Mr Powers and the State Board resolve this matter on the following basis:

1. Mr Powers stipulates that he violated NRS 625.340 by failing to record the Survey within 90-days of signing and stamping.

2. Mr Powers does not admit or deny the allegations relating to the responsible charge and quality control concerns, but, upon acceptance of this Revised Stipulated Agreement by the State Board, hereby voluntarily relinquishes his Nevada Professional Engineering License #015072, and shall not seek reinstatement or relicensure in Nevada.

3. Mr Powers shall, within ninety (90) days of acceptance and execution of this Agreement by the State Board, pay an administrative fine to the State Board in the amount of Five Thousand and No/100 Dollars ($5,000.00).

4. Mr Powers shall pay legal and investigative costs to the State Board a total of Two Thousand Nine Hundred Forty-Two and 50/100 Dollars ($2,942.50) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

INCLUDED FOR INFORMATIONAL PURPOSES – no probation reports due

11. Andrew Hammond Oral Interview

SUPPLEMENT TO
STIPULATED AGREEMENT
OF ANDREW HAMMOND
LICENSE NO. PE/PLS #021191
COMPLAINT NO. 20220009

This Supplement to Stipulated Agreement is made by and between the Nevada State Board of Professional Engineers and Land Surveyors (the "State Board") and ANDREW HAMMOND, licensed as a Professional Engineer and as a Professional Land Surveyor in the State of Nevada under License No. PE/PLS #021191 ("Mr. Hammond").

On or about January 24, 2024, the State Board approved a Stipulated Agreement ("2024 Stipulated Agreement") with Mr. Hammond, of Element Engineering, attached hereto as Exhibit 1 and incorporated herein by reference, to resolve a disciplinary action against Mr. Hammond. Thereunder, Mr. Hammond stipulated to certain facts as being truthful, as well as to certain disciplinary conditions.

The State Board is in receipt of information indicating that concerns have arisen resulting from the disciplinary conditions set forth in the 2024 Stipulated Agreement. To address those concerns, the State Board and Mr. Hammond hereby enter into this Supplemented Stipulated Agreement, pursuant to which Mr. Hammond stipulates to the following facts as truthful.

Stipulated Agreement of Facts

Pursuant to the 2024 Stipulated Agreement, Mr. Hammond admitted to violations of NRS 625.410(2), NAC 625.530(1), and NAC 625.530(5) by failing to meet client deadlines and by undertaking a project for which he was not qualified in the field of land surveying. Exhibit 1, at 3-4. The 2024 Stipulated Agreement provided that Mr. Hammond's license would be suspended for twenty-four (24) months, but with such suspension stayed and probation imposed for the duration of that time period. *Id.* As a condition of his probation, Mr. Hammond was required to

submit any land surveying services performed after November 1, 2022 for review by a licensed Nevada Professional Land Surveyor selected by the State Board. The selected Professional Land Surveyor was to provide the State Board with an assessment of competency, based upon said review.

In or around December 2023, Mr. Hammond was retained to divide a property north of Reno into two parcels. Mr. Hammond drafted a proposed parcel map to that effect and submitted it to the Washoe County Survey team within Washoe County Engineering Division for technical map review. The Map Review Office noted over thirty (30) deficiencies with Mr. Hammond's proposed map and rejected it, stating that the project could not be completed until a revised submittal was provided.

Mr. Hammond then submitted the proposed map, along with the comments from the Washoe County Map Review Office, to a licensed land surveyor selected by the State Board to review Mr. Hammond's work pursuant to the 2024 Stipulated Agreement ("PLS Reviewer"). The PLS Reviewer agreed with "all" of the deficiencies noted by the Map Review Office, as well as with their conclusion to reject Mr. Hammond's proposed map. The PLS Reviewer also noted that Mr. Hammond's proposed map had several other deficiencies pertaining to linetypes, land boundary establishments, and map references, and that the map did not comply with several County Ordinance requirements. Based on these issues, the PLS Reviewer concluded that "Mr. Hammond lacks the minimum competency expected of a licensed Professional Land Surveyor in the State of Nevada".

Violations and Disciplinary Actions

Pursuant to NRS 625.410(8) the State Board may take disciplinary action against a licensee for "[f]ailing to comply with an order issued by the Board." Pursuant to NAC 625.530(5), a

professional engineer or land surveyor shall "[u]ndertake only those engineering or land surveying assignments for which he or she is qualified and engage or advise the employer or client to engage specialists and cooperate with them whenever the employer's or client's interests are served best by such an arrangement." Pursuant to the 2024 Stipulated Agreement, Mr. Hammond's work product was subject to the review of an independent Nevada licensed professional land surveyor.

Mr. Hammond violated NAC 625.530(5) by submitting a proposed parcel map to the Washoe County Survey team within Washoe County Engineering Division Map Review Office that contained over thirty separate deficiencies and that was rejected by the Map Review Office. As a result of the independent review conducted pursuant to the 2024 Stipulated Agreement, the PLS Reviewer agreed that the proposed map was deficient and, further, concluded that Mr. Hammond lacks the "minimum competency" expected of a Professional Land Surveyor.

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 and in the practice of professional land surveying as a professional land surveyor. Further, 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.

Based on the foregoing, Mr. Hammond stipulates that he violated NRS 625.410(2) and NAC 625.530(5) by undertaking a project for which he was unqualified, providing work that was not minimally competent, and not seeking to engage specialists to assist.

Pursuant to NAC 625.640, a disciplinary matter may be resolved without a formal hearing by a Stipulated Agreement. To that end, pursuant to the State Board's ongoing oversight pursuant to the 2024 Stipulated Agreement, as well as the additional bases for discipline that have arisen

thereunder, Mr. Hammond and the State Board resolve to supplement the conditions placed in the 2024 Stipulated Agreement, as follows:

1. The stay of the suspension of Mr. Hammond's Nevada Professional Land Surveying License, as set forth in the 2024 Stipulated Agreement, is hereby lifted, and Mr. Hammond's license to practice professional land surveying shall be suspended following entry of this Agreement. Mr. Hammond can be subject to additional discipline, upon notice and the opportunity to be heard, should Mr. Hammond fail to abide by the terms hereof. The suspension of Mr. Hammond's professional land surveying license shall continue, and Mr. Hammond will not be able to apply for renewal or reinstatement of said license after expiration, until Mr. Hammond complies with the following terms:

(a) Mr. Hammond satisfying the obligations listed under 1(b) and 1(c) of the 2024 Stipulated Agreement;

(b) Mr. Hammond taking and passing the Nevada State Specific Professional Land Surveyor Examination ("NSSPLSE");

(c) Following receipt of a passing score on the NSSPLSE, Mr. Hammond appearing before the State Board for an oral interview to determine areas of competency within the discipline of professional land surveying, by which he will abide.

(d) Mr. Hammond paying legal and investigative costs to the State Board a total of Three Thousand Two Hundred Ninety and No/100 Dollars ($3,290.00) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

2. Mr. Hammond understands that he must accept this Supplement to Stipulated Agreement before it will be presented to the State Board for consideration.

3. Mr. Hammond understands that this Supplement to Stipulated Agreement is

subject to the approval of the State Board and has no force or effect until a final decision is rendered by the State Board, but the underlying Stipulated Agreement remains in full force and effect.

4. The imposition of discipline set forth in this Supplement to Stipulated Agreement does not limit the powers of the State Board to impose discipline upon Mr. Hammond on matters not yet presented to the State Board.

5. Mr. Hammond acknowledges that he has the following rights, among others:

(a) The right to a formal fact-finding hearing before the State Board;

(b) The right to counsel;

(c) The right to compel testimony of witnesses at hearing;

(d) The right to cross-examine witnesses of the prosecution at hearing; and

(e) The appellate right of judicial review of the State Board's decision resulting from a formal hearing.

6. By entering into this Supplement to Stipulated Agreement, Mr. Hammond hereby waives the above-stated hearing rights, as well as any corresponding appellate rights, should this Supplement be approved and executed by the State Board.

7. Mr. Hammond is entering this Supplement to Stipulated Agreement upon his own volition, with full opportunity to consult legal counsel.

8. This Supplement to Stipulated Agreement, along with the 2024 Stipulated Agreement incorporated herein by reference, contains the entire agreement between the parties. Mr. Hammond is not relying on any other agreement or representation, verbal or otherwise. This Supplement to the 2024 Stipulated Agreement shall be effective upon approval and execution by

the State Board, and shall constitute an order of the State Board.

I, ANDREW HAMMOND, PE/PLS, have read the above Supplement to Stipulated Agreement, understand its contents, and **accept** the conditions set forth within it.

Signed: _____ Date: February 21, 2025.
ANDREW HAMMOND, PE

I, ANDREW HAMMOND, PE/PLS, have read the above Supplement to Stipulated Agreement, understand its contents, and **do not accept** the conditions set forth within it. I request that this matter be scheduled for a formal hearing before the Nevada State Board of Professional Engineers and Land Surveyors.

Signed: _____ Date: _____, 2025.
ANDREW HAMMOND, PE/PLS

This Supplement to Stipulated Agreement is approved by the Nevada State Board of Professional Engineers and Land Surveyors this 24 day of MARCH, 2025. The effective date of this Stipulated Agreement is MARCH 24, 2025.

Signed: _____ Date: MARCH 24, 2025.
ANGELO A. SPATA, P.E, Chairman

Exhibit "1"
2024 Stipulated Agreement

4935-3277-4413, v. 1

STIPULATED AGREEMENT
OF ANDREW HAMMOND
LICENSE NO. PE/PLS #021191
COMPLAINT NO. 20220009

This Stipulated Agreement is made by and between the Nevada State Board of Professional Engineers and Land Surveyors (the "State Board") and ANDREW HAMMOND, licensed as a Professional Engineer and as a Professional Land Surveyor in the State of Nevada under License No. PE/PLS #021191 ("Mr. Hammond").

On or about October 12, 2022, the State Board received a complaint against Mr. Hammond, of Element Engineering, from Michelle Williams ("Ms. Williams"). Mr. Hammond stipulates to the facts as stated herein as being truthful.

Stipulated Agreement of Facts

In or around January 2019, Ms. Williams reached out to Element Engineering via Yelp in search of a professional to help adapt and engineer house plans that Ms. Williams found online. Mr. Hammond replied to Ms. Williams' inquiry via Yelp and indicated he could complete the house plans in about four (4) to five (5) weeks.

Ms. Williams engaged Mr. Hammond for the project in late 2019. The project included various tasks, such as surveying, site plan, grading plan, septic, structural design and calculations, and electrical plan. At the end of December 2019, Ms. Williams made a 50% down payment on the house plans for the initial survey and topography. In late 2019, Mr. Hammond recommended a lot merger and was retained in or around July 2020 to perform that service.

Throughout his engagement with Ms. Williams, Mr. Hammond communicated timelines and completion dates to her, but failed to meet these communicated deadlines. Mr. Hammond did not make the initial submission for permits until August 22, 2021. Washoe County rejected this

initial submittal as incomplete with requirements noted. Mr. Hammond then had to resubmit the project three (3) more times due to further comments from Washoe County.[1] By the time Ms. Williams submitted her Complaint, Mr. Hammond still had not obtained the permits for his plans.

Regarding the lot merger, Mr. Hammond erroneously submitted a Boundary Line Adjustment (BLA) to Washoe County in February 2021. Washoe County rejected this BLA and advised Mr. Hammond that a Reversion to Acreage (RTA) map was required. In March 2021, Mr. Hammond submitted an RTA, but did not make a payment to Washoe County for RTA review.

In May 2021, Washoe County emailed Mr. Hammond regarding RTA submittal errors and payment for review of the RTA. In June 2021, Washoe County sent an example RTA map for reference and information for Mr. Hammond to correct his March 2021 submittal.

In July 2021, Mr. Hammond submitted payment for RTA application and review. In August 2022, Washoe County approved the RTA map for recording after correcting errors that Mr. Hammond made on the RTA map, such as including unneeded signature lines for utility companies that did not serve Ms. Williams' property.

On or about January 10, 2023, Mr. Hammond refunded the Seven Thousand and No/100 Dollars ($7,000.00) that Ms. Williams paid Mr. Hammond for services.

Violations and Disciplinary Actions

Pursuant to NAC 625.530(1), a professional engineer or land surveyor shall "[a]ct in professional matters as a faithful agent or trustee for each employer or client." Here, Mr. Hammond failed to act as a faithful agent. Over thirty (30) months have passed from the start of work, but no permit had been issued at the time Ms. Williams filed the Complaint. Mr. Hammond promised Ms.

[1] Mr. Hammond resubmitted the plans in September 2021, March 2022, and, again, in June 2022.

Wiliams with completion deadlines, but continually missed them. Mr. Hammond had never done an RTA map and admits that the timeline to complete it was unreasonable.

Pursuant to NAC 625.530(5), a professional engineer or land surveyor shall "[u]ndertake only those engineering or land surveying assignments for which he or she is qualified and engage or advise the employer or client to engage specialists and cooperate with them whenever the employer's or client's interests are served best by such an arrangement." Here, Mr. Hammond erroneously submitted a boundary line adjustment rather than a reversion to acreage map. The time taken and the assistance required by the Washoe County staff indicates Mr. Hammond's underqualification for the assignment undertaken. Relating to the engineering, his submissions for permitting required extra comments and review from Washoe County. Mr. Hammond submitted his plans four (4) times over the course of one (1) year.

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 and in the practice of professional land surveying as a professional land surveyor. Further, 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. It is a violation of NAC 625.530(1) for a licensee to fail to act in professional matters as a faithful agent. NAC 625.530(5) requires a licensee to only undertake engineering assignments for which he or she is qualified and to engage or advise the client to engage specialists and cooperate with those specialists whenever the client's interests are served best by such an arrangement.[2]

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[2] NAC 625.530 states, in relevant part, as follows:

In a Professional Engineer's or land surveyor's relations with his or her employers and clients, he or she shall

1. Act in professional matters as a faithful agent or trustee for each employer or client.

...

5. Undertake only those engineering or land surveying assignments for which he or she is qualified and

Based on the foregoing, Mr. Hammond stipulates that he violated NRS 625.410(2) and NAC 625.530(1) by failing to meet deadlines he promised his client and, thus, prolonging the project. In addition, Mr. Hammond stipulates that he violated NAC 625.530(5) by undertaking a project for which he was unqualified, and not seeking to engage specialists to assist.

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 20220009 now pending, Mr. Hammond and the State Board resolve this matter on the following basis:

1. Mr. Hammond'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. Hammond's suspension may be lifted by the State Board, and Mr. Hammond can be subject to additional discipline, upon notice and the opportunity to be heard, should Mr. Hammond fail to abide by the terms hereof. Mr. Hammond's successful completion of probation is expressly conditioned upon his full compliance with the following conditions of probation:

(a) On a bi-monthly basis, Mr. Hammond shall submit, to the State Board, a report to include any copies of executed contracts for any project or client that Mr. Hammond retains during the period of his probation.

(b) Mr. Hammond has reimbursed Ms. Williams a total amount of Seven Thousand and No/100 Dollars ($7,000.00) for design and mapping fees paid to Mr. Hammond (One Thousand Nine Hundred Fifty and No/100 ($1,950.00) for mapping and Five Thousand Fifty and No/100 Dollars ($5,050.00) for house design),which is satisfactory in lieu of

---

engage or advise the employer or client to engage specialists and cooperate with them whenever the employer's or client's interests are served best by such an arrangement.

an administrative fine..

(c) Mr. Hammond shall pay legal and investigative costs to the State Board a total of One Thousand Seven Hundred and No/100 Dollars ($1,700.00) within ninety (90) days of acceptance and execution of this Agreement by the State Board.

(d) Within ninety (90) days of acceptance and execution of this Agreement by the State Board, Mr. Hammond shall have any land surveying services that he has performed since November 1, 2022, reviewed by a licensed Nevada Professional Land Surveyor selected by the State Board. Further, any additional land surveying services that Mr. Hammond performs in Nevada through the end of the term of his probation hereunder, shall be reviewed by a licensed Nevada Professional Land Surveyor selected by the State Board. The selected Professional Land Surveyor shall be independent of, and have no conflict of interest with, Mr. Hammond, and will provide the State Board an assessment of competency for every professional land surveyor project done by Mr. Hammond during the above-designated time period. Mr. Hammond shall bear the cost and expense of the selected Professional Land Surveyor's services.

2. Mr. Hammond understands that he must accept this Stipulated Agreement before it will be presented to the State Board for consideration.

3. Mr. Hammond understands that this Stipulated Agreement is subject to the approval of the State Board and has no force or effect until a final decision is rendered by the State Board.

4. The imposition of discipline set forth in this Stipulated Agreement does not limit the powers of the State Board to impose discipline upon Mr. Hammond on matters not yet presented to the State Board.

5. Mr. Hammond acknowledges that he has the following rights, among

others:

(a) The right to a formal fact-finding hearing before the State Board;

(b) The right to counsel;

(c) The right to compel testimony of witnesses at hearing;

(d) The right to cross-examine witnesses of the prosecution at hearing; and

(e) The appellate right of judicial review of the State Board's decision resulting from a formal hearing.

6. By entering into this Stipulated Agreement, Mr. Hammond hereby waives the above-stated hearing rights, as well as any corresponding appellate rights, should this Agreement be approved and executed by the State Board.

7. Mr. Hammond is entering this Stipulated Agreement upon his own volition, with full opportunity to consult legal counsel.

8. This Stipulated Agreement contains the entire agreement between the parties. Mr. Hammond is not relying on any other agreement or representation, verbal or otherwise. This Agreement shall be effective upon approval and execution by the State Board, and shall constitute an order of the State Board.

I, ANDREW HAMMOND, PE/PLS, have read the above Stipulated Agreement, understand its contents, and accept the conditions set forth within it.

Signed: _____ Date: January 11, 2024.
ANDREW HAMMOND, PE

I, ANDREW HAMMOND, PE/PLS, have read the above Stipulated Agreement,

understand its contents, and **do not accept** the conditions set forth within it. I request that this matter be scheduled for a formal hearing before the Nevada State Board of Professional Engineers and Land Surveyors.

Signed: _____ Date: _____, 2024.
ANDREW HAMMOND, PE/PLS

This Stipulated Agreement is approved by the Nevada State Board of Professional Engineers and Land Surveyors this 24 day of January, 2024. The effective date of this Stipulated Agreement is January 24, 2024.

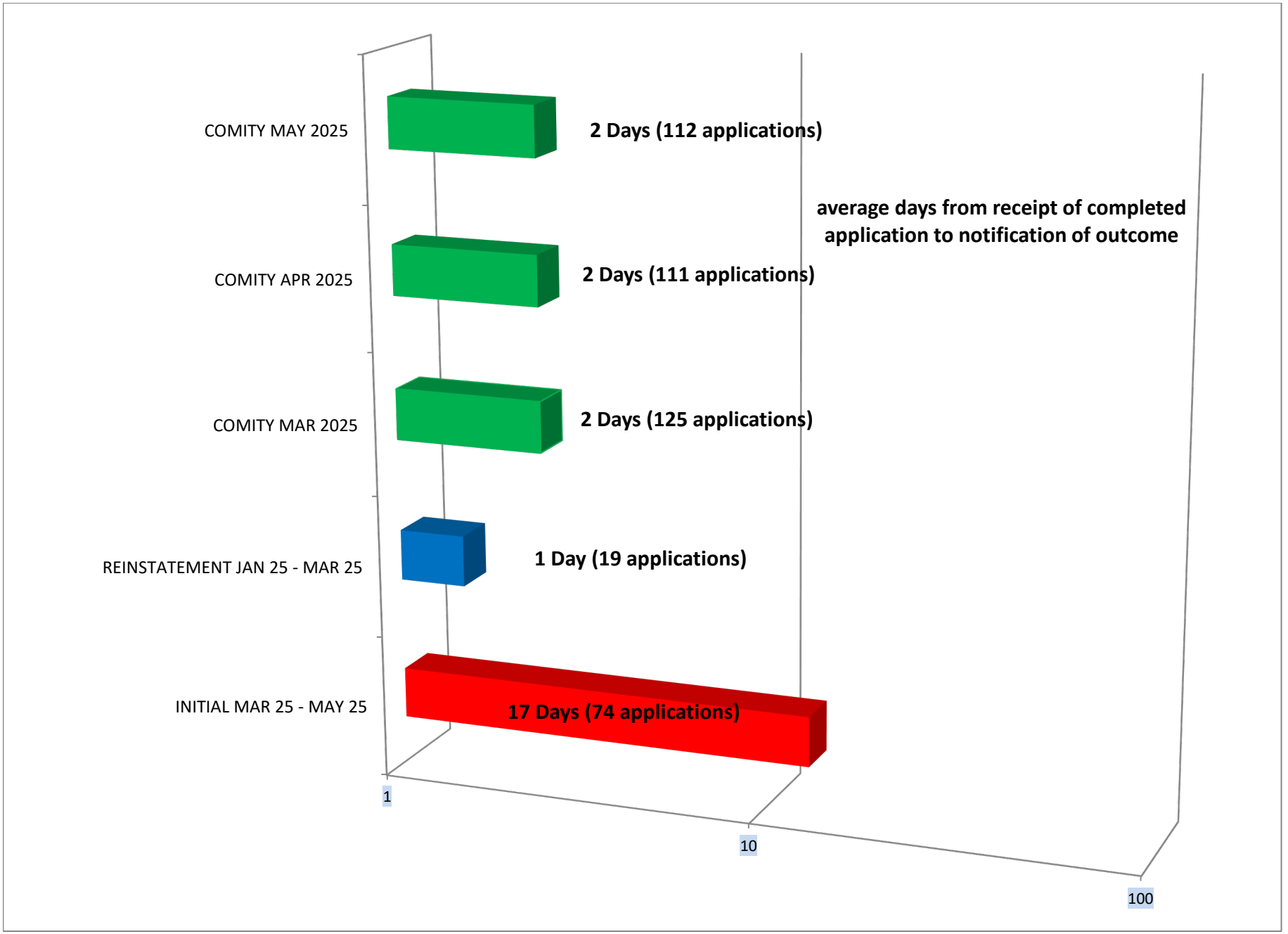
Date: 01/29/2024, 2024. Signed: Angelo A Spata
ANGELO A. SPATA, P.E, Chairman

4877-5201-7820, v. 1

12. Board Counsel Report

13. Administrative Report by Executive Director

13.a. Approved Licensees Report


COMITY MAY 2025
2 Days (112 applications)
average days from receipt of completed application to notification of outcome
COMITY APR 2025
2 Days (111 applications)
COMITY MAR 2025
2 Days (125 applications)
REINSTATEMENT JAN 25 - MAR 25
1 Day (19 applications)
INITIAL MAR 25 - MAY 25
17 Days (74 applications)
1
10
100

13.b. 2021-2025 Strategic Plan

NEVADA BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS

STRATEGIC PLAN UPDATE
Executive Summary
Approved November 12, 2020

UPDATED Fall 2020

EXECUTIVE SUMMARY

STRATEGIC PLAN UPDATE ~ SEPTEMBER 11, 2020

The Nevada Board of Professional Engineers and Land Surveyorsdeveloped a comprehensive Strategic Plan in March 2017. The plan was created using a 10-30 year planning horizon based on the boards'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.

EXECUTIVE SUMMARY
PURPOSE ~ MISSION ~ CORE VALUES

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.

3-5 YEAR PLANNING HORIZON

~ OUTCOME-FOCUSED GOALS AND STRATEGIES ~

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. Western & Central Zone Meeting Report

14. Authorization for Board Chair Brent Wright to Vote at the NCEES Annual Meeting

15. NCEES Annual Meeting Conference Report and Action Items

NCEES

AUGUST 19-22, 2025

NEW ORLEANS

104TH ANNUAL MEETING

ACTION ITEMS AND CONFERENCE REPORTS

Action Items and Conference Reports
104th NCEES Annual Meeting
New Orleans, Louisiana
August 19–22, 2025

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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Introduction

This publication includes all officer, committee, and task force reports from the 2024–25 fiscal year, along with the motions that will be presented for Council vote at the annual meeting. The proposed 2025–26 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.

Please contact NCEES if you have questions about any reports or motions so we can respond before the annual meeting.

Sincerely,

Davy McDowell, P.E.
NCEES Chief Executive Officer

Annual Meeting Business Agenda

NCEES President Andrew Zoutewelle, P.L.S., presiding

Wednesday, August 20

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 2024 annual meeting minutes
  - Approval of consent agenda
- Treasurer
- Central Zone vice president
- Northeast Zone vice president
- Southern Zone vice president
- Western Zone vice president
- Chair of the NCEES Foundation board of directors
- Chief executive officer
  - Speeches from nominees for 2025–26 president-elect (if election is contested)

Thursday, August 21

9:00–10:00 a.m., Business Session 2

Call to order
Introduction of new motions to agenda
Election of 2025–26 president-elect
Committee and task force reports with motions

- Special Committee on Bylaws (21 motions)
- Advisory Committee on Council Activities (4 motions)

11:30 a.m.–12:15 p.m., Business Session 3

Call to order
Committee and task force reports with motions (continued)

- Committee on Education (3 motions)
- Committee on Examination Policy and Procedures (12 motions)
- Committee on Examinations for Professional Surveyors (1 motion)
- Committee on Finances (7 motions)

2:00–4:00 p.m., Business Session 4

Call to order
Committee and task force reports with motions (continued)

- Committee on Licensure (9 motions)
- Committee on Member Board Administrators (2 motions)
- Committee on Uniform Procedures and Legislative Guidelines (9 motions)

Board of directors motions (2 motions)
New business
Unfinished business

- Approval of budgets

Consent Agenda

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 1–21
- ACCA ..... Motions 2–4
- Education ..... Motion 3
- EPP ..... Motions 1–12
- EPS ..... Motion 1
- Finance ..... Motions 1–3, 6–7
- Licensure ..... Motions 1–3, 5–9
- MBA ..... Motions 1–2
- UPLG ..... Motions 1–9
- Board of directors ..... Motions 1–2

Board of Directors' Positions on All Motions

Motion number	Topic	Board of directors' position	Consent agenda	Page number
Bylaws 1	Amend *Bylaws* 1.02	Endorses	Yes	40
Bylaws 2	Amend *Bylaws* 3.021	Endorses	Yes	40
Bylaws 3	Amend *Bylaws* 3.022	Endorses	Yes	41
Bylaws 4	Amend *Bylaws* 3.03	Endorses	Yes	41
Bylaws 5	Amend *Bylaws* 3.04	Endorses	Yes	42
Bylaws 6	Amend *Bylaws* 3.05	Endorses	Yes	42
Bylaws 7	Amend *Bylaws* 3.07	Endorses	Yes	42
Bylaws 8	Amend *Bylaws* 4.01	Endorses	Yes	43
Bylaws 9	Amend *Bylaws* 4.05	Endorses	Yes	43
Bylaws 10	Amend *Bylaws* 4.06	Endorses	Yes	44
Bylaws 11	Amend *Bylaws* 4.07	Endorses	Yes	45
Bylaws 12	Amend *Bylaws* 4.08	Endorses	Yes	46
Bylaws 13	Amend *Bylaws* 5.02	Endorses	Yes	46
Bylaws 14	Amend *Bylaws* 5.03	Endorses	Yes	46
Bylaws 15	Amend *Bylaws* 6.02	Endorses	Yes	47
Bylaws 16	Amend *Bylaws* 6.03	Endorses	Yes	47
Bylaws 17	Amend *Bylaws* 7.06	Endorses	Yes	48
Bylaws 18	Amend Bylaws 11.02	Endorses	Yes	48
Bylaws 19	Amend *Bylaws* 12.01	Endorses	Yes	49
Bylaws 20	Amend *Bylaws* 12.02	Endorses	Yes	49
Bylaws 21	Amend *Bylaws* 12.021	Endorses	Yes	50

Motion number	Topic	Board of directors' position	Consent agenda	Page number
ACCA 1	Amend AP 8	Does not endorse	No	55
ACCA 2	Charge Bylaws Committee to amend *Bylaws* 4.06	Endorses	Yes	56
ACCA 3	Charge Bylaws Committee to amend *Bylaws* 3.07	Endorses	Yes	56
ACCA 4	Charge Bylaws Committee to amend *Bylaws* 4.04	Endorses	Yes	57
Education 1	Amend *NCEES Engineering Education Standard*	Endorses	No	60
Education 2	Amend *NCEES Surveying Education Standard*	Endorses	No	62
Education 3	Reorganize NCEES Surveying Education Award categories	Endorses	Yes	63
EPP 1	Amend EDP 1	Endorses	Yes	70
EPP 2	Amend EDP 2	Endorses	Yes	71
EPP 3	Amend EDP 3	Endorses	Yes	71
EPP 4	Amend EDP 4	Endorses	Yes	73
EPP 5	Amend EDP 5	Endorses	Yes	74
EPP 6	Amend EDP 8	Endorses	Yes	75
EPP 7	Amend EDP 9C	Endorses	Yes	76
EPP 8	Charge Bylaws Committee to amend *Bylaws* 7.06 and 7.07	Endorses	Yes	76
EPP 9	Amend EAP 1F	Endorses	Yes	77
EPP 10	Amend EAP 2	Endorses	Yes	77
EPP 11	Amend EAP 7	Endorses	Yes	78
EPP 12	Delete EAP 12	Endorses	Yes	79
EPS 1	Charge Bylaws Committee to amend *Bylaws* 7.07	Endorses	Yes	82
Finance 1	Postpone adoption of operating budget	Endorses	Yes	88
Finance 2	Postpone adoption of capital budget	Endorses	Yes	88
Finance 3	Approve $100,000 contribution to NCEES Foundation	Endorses	Yes	88
Finance 4	Approve transfer of approximately $9.4 million to NCEES Foundation	Endorses	No	88
Finance 5	Amend FP 1C	Endorses	No	89
Finance 6	Amend FP 3B	Endorses	Yes	89
Finance 7	Amend FP 3C	Endorses	Yes	90

Motion number	Topic	Board of directors' position	Consent agenda	Page number
Licensure 1	Adopt position statement on experience reporting guidelines and definitions for professional engineering licensure	Endorses	Yes	101
Licensure 2	Charge UPLG Committee to amend *Model Rules* 230.20 A.6	Endorses	Yes	102
Licensure 3	Charge UPLG Committee to amend *Model Rules* 230.20 B.4	Endorses	Yes	102
Licensure 4	Charge UPLG Committee to amend *Model Rules* 230.30 A	Endorses	No	103
Licensure 5	Charge UPLG Committee to amend *Model Rules* 230.20 A	Endorses	Yes	103
Licensure 6	Charge UPLG Committee to amend *Model Rules* 230.20 B	Endorses	Yes	104
Licensure 7	Charge UPLG Committee to amend *Model Rules* 240.30 G.4	Endorses	Yes	104
Licensure 8	Charge UPLG Committee to amend *Model Law* 110.20 S	Endorses	Yes	105
Licensure 9	Charge UPLG Committee to amend *Model Law* 130.10 B.2.b	Endorses	Yes	105
MBA 1	Charge UPLG Committee to amend *Model Rules* 240.30 I	Endorses	Yes	112
MBA 2	Charge Bylaws Committee to amend "MBA" to "MBE" in *Bylaws*	Endorses	Yes	113
UPLG 1	Amend *Model Rules* 240.30 D	Endorses	Yes	116
UPLG 2	Amend *Model Law* 130.10 B	Endorses	Yes	116
UPLG 3	Amend *Model Law* 130.10 C	Endorses	Yes	118
UPLG 4	Amend *Model Rules* 230.20 A	Endorses	Yes	120
UPLG 5	Amend *Model Rules* 230.20 A	Endorses	Yes	120
UPLG 6	Amend *Model Law* 130.30 B	Endorses	Yes	121
UPLG 7	Amend *Model Rules* 230.40	Endorses	Yes	121
UPLG 8	Amend *Model Law* 110.20 E	Endorses	Yes	122
UPLG 9	Amend *Model Rules* 240.20 D–J	Endorses	Yes	123
BOD 1	Approve UESI/ASCE as POLC member	Endorses	Yes	20
BOD 2	Adopt position statement on responsible use of AI	Endorses	Yes	20

Convention Rules

- 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 email the addition to Chief Executive Officer Davy McDowell at dmcdowell@ncees.org or Chief Operating Officer Jason Gamble at jgamble@ncees.org no later than 8:00 a.m. (CDT) on Thursday, August 21.
- 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 10 of this publication. It is also available for download at ncees.org/annual_meeting. NCEES staff will place a printed copy at each member board placard and email a copy to all registered meeting attendees prior to the start of business session 2.
- 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. Immediately following the speech, each candidate will be given five minutes to answer questions from the floor.
- 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*.
- Any *Bylaws* amendment that is adopted shall take effect immediately.
- 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 2025 Annual Meeting

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.

Member board administrators shall automatically be designated as Associate Members. Recommendations for other Associate Members 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 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*.

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 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 only the number of votes prescribed in the *Bylaws*. 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 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 at least three years, and shall have attended at least two NCEES Annual Business Meetings.

Members of the current Board of Directors whose term on their Member Board has expired may run for President-Elect if

- They have obtained emeritus standing within the Council; and
- They have the approval of their Member Board; and
- 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 serving 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, Past President, Emeritus 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 an Annual Business Meeting 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 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 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.

NCEES Official Motions Form

2025 NCEES Annual Meeting

Instructions

- Any delegate wishing to make additions or changes to the published agenda must email the addition to Chief Executive Officer Davy McDowell, P.E., at dmcdowell@ncees.org or Chief Operating Officer Jason Gamble, P.E., at jgamble@ncees.org no later than 8:00 a.m. (CDT) on Thursday, August 21.
- All main motions—except those made by a committee, a task force, or the NCEES board of directors—shall be in writing on this official motions form. NCEES staff will place a printed copy at each member board placard and email a copy to all registered meeting attendees prior to the start of business session 2. The electronic version of this form can be downloaded from ncees.org/annual_meeting.

Print name: _____ Member board: _____

Signature: _____ Date: _____

Mr. President, I request the privilege of the floor to make the following motion.

MOVE THAT:

Acronyms and Abbreviations

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	Interorganizational Council on Regulation
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
SELC	Structural Engineering Licensure Coalition
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

2024–25 NCEES Leadership

BOARD OF DIRECTORS/OFFICERS

President
Andrew Zoutewelle, P.L.S.
North Carolina

President-Elect
Elizabeth Beckett Johnston, P.E.
Alaska

Immediate Past President
Laura Sievers, P.E.
Iowa

Treasurer
Karl Tonander, P.E.
New Mexico

Central Zone Vice President
Jason Suelter, P.E., S.E.
Nebraska

Northeast Zone Vice President
Samuel Wilson, DBA, P.E.
Washington, D.C.

Southern Zone Vice President
James Kelly, P.E.
Virginia

Western Zone Vice President
Aaron Blaisdell, P.L.S.
Washington

Secretary/Chief Executive Officer
Davy McDowell, P.E.
South Carolina

ZONE ASSISTANT VICE PRESIDENTS

Central Zone
James Hollandsworth, P.E., P.S.
Michigan

Northeast Zone
Michael Brinkash, P.L.S.
Pennsylvania

Southern Zone
Chimin (Jimmy) Chao, P.E.
South Carolina

Western Zone
Scott Sayles, P.E.
Arizona

ZONE SECRETARIES

Central Zone
Kevin Skibiski, P.E., S.E., P.L.S.
Missouri

Northeast Zone
Eric Greppo, P.E. (*pro tempore*)
New York

Southern Zone
Linda Bergeron, P.E.
Louisiana

Western Zone
David Peden, P.E., S.E.
Washington

President's Report

Andrew Zoutewelle, P.L.S.

Welcome to New Orleans and to the Southern Zone! Thank you for choosing me to serve as your 2024–25 NCEES president. Working with each of you has been a delightful experience for me. I am fortunate that all volunteer committee members, member boards, related professional councils, participating organizations, NCEES board of directors, and NCEES staff have been so engaged toward our goals. Together we have accomplished a great deal this year to further the purpose and mission of NCEES. I am glad to see each of you at our annual meeting.

It has been a great year for NCEES. It is the first year that all NCEES exams are being administered in computer-based testing (CBT) format. Exam volumes are growing. We have a good relationship Pearson VUE. The finances of your Council are in good order. The NCEES Foundation is awarding its first grants. Your board of directors is active and engaged. NCEES staff is now charged to improve hotel quality and travel experience for you and for the exam development committees. Our new CEO, COO, chief officer of examinations, and other staff have executed smooth and seamless transitions into their new roles this year.

NCEES committee volunteers have worked tirelessly this year. The 2025 *Action Items and Conference Reports* details the work of this year's standing committees and task force. Committee reports and the recommendations that follow will speak for themselves. A few notable highlights include the following:

- The Committee on Finances presents proposed budgets for next year that reflect the priorities of NCEES. Designated reserves are recommended to be reduced, thereby freeing more funds available for mission. The committee is recommending a transfer to the NCEES Foundation based on this reserve reduction, which would increase the Foundation's funding capacity.
- The Committee on Licensure moves to adopt a new position statement regarding experience records of initial engineering licensure applicants and is introducing a new rubric guideline for categorizing experience. The committee also proposes clarifications regarding application references, employment verifications, and mentors.
- The Committee on Examination Policy and Procedures (EPP) proposes amendments to the exam development policies regarding a revised process for entry of engineering and surveying exams into the exam program. EPP is also proposing a requirement that 50 percent of the Committee on Examinations for Professional Engineers and Committee on Examinations for Professional Surveyors members have exam development experience.
- The Committee on Member Board Administrators proposes that the "home rule" be added to Continuing Professional Competency (CPC) requirements, to facilitate more uniformity in CPC, thereby benefitting multi-jurisdictional licensees as they renew their respective licenses.
- The Committee on Uniform Procedures and Legislative Guidelines proposes a number of revisions to the *Model Law* and *Model Rules* to incorporate the successful motions from the 2024 annual meeting, including the Northeast Zone motion to recognize the ETAC/ABET educational pathway to engineering licensure.
- The Special Committee on Bylaws proposes a number of amendments to our *Bylaws* after I asked that the corporate attorney conduct a comprehensive review our bylaws and policies.

Beyond these standing committees and task force, I established informal working groups to address special items of interest, including the following:

- The working group on significant structures recommends that an NCEES definition of significant structures be added to the structural engineering appendices in the *Model Law* and *Model Rules* for the use of jurisdictions that want or need it. Moreover, the working group recommends that *Model Law* make clear that the design and evaluation of significant structures is a licensed activity and is included within the definition of licensed engineering.
- The working group on artificial intelligence recommended a new AI position statement for NCEES.
- The working group on fresh perspectives brainstormed future opportunities for NCEES.

Additionally, the ICOR Steering Committee completed its practice overlap document, providing guidance regarding the boundaries of practice among the design-related professions.

I appreciate the time and commitment you dedicated to our mission this year through these committees, working groups, and membership meetings. Special thanks to CEO Davy McDowell, P.E., and COO Jason Gamble, P.E., for their support this year. Also, thanks to the board of directors for their enthusiasm and time this year. I also appreciate the advice given to me by a number of past presidents, not the least of whom include Immediate Past President Laura Sievers, P.E., and Past President Chris Duhamel, P.E, P.L.S.

Thank you again for providing me with the opportunity to serve as your president this year. Please enjoy your time in New Orleans!

President-Elect's Report

Elizabeth Beckett Johnston, P.E.

As president-elect, my main duties are to listen to the Council, to appoint knowledgeable and dedicated volunteers to committees and task forces, and to develop charges for those groups in the coming year. These are big tasks, and I will need your help ensuring that the work we are focusing on in 2025–26 is meaningful to our professions, to our boards, and to the public. Thank you to the board of directors, including Past President Laura Sievers, P.E.; President Andrew Zoutewelle, P.L.S.; Treasurer Karl Tonander, P.E.; and each of the four zone vice presidents for their dedication and hard work this year, which will enable us to build on in the coming year.

As president-elect, I have had a busy year of travel. I attended each of the zone interim meetings this year and found it interesting how similar our concerns are across the zones. I listened carefully and will have charges to address what I heard. I also attended the Committee on Finances and Investment Advisory Group meetings, led by Finance Committee Chair Andrew Ritter and Chief Financial Officer Joe Scheving, CPA, who managed to lead the groups through some thoughtful deliberations and purposeful budgeting with alacrity. We will be dedicating additional resources to support an enhanced volunteer experience for both exam development volunteers and committee volunteers in the future. We value your work very much.

On behalf of NCEES, I attended several other events. The Interorganizational Council on Regulation (ICOR) meeting this year brought together the National Council of Architectural Registration Boards, the Council of Landscape Architectural Registration Boards, the Council for Interior Design Qualification, and NCEES leadership. The ICOR work on overlapping practice will conclude in 2025, and member boards should be on the lookout for their conclusions. The International Engineering Alliance meeting in Merida, Mexico, had workshops on strengthening international accords and collaboration and defining substantial equivalence across international borders. The Committee on Licensure will be looking at some of these same topics in the coming year.

I received the results of the committee preference survey and am pleased with both the quality and quantity of volunteers that we will work with in the coming year. I have worked with staff, the NCEES board, and key volunteers to develop committee and task force charges that are meaningful and take advantage of these skillful volunteers. I am also going to work with the board of directors and NCEES leadership to undertake a strategic planning process this year that will allow us to break down and hand off efforts between volunteers from year to year to accomplish bigger, multi-year efforts. I look forward to sharing more with you at the 2025 and 2026 annual meetings.

Artificial intelligence

This year, the board of directors took on the task of drafting a position statement on artificial intelligence (AI) that will be voted on at the annual meeting. AI governance is a pressing topic. The responsible application of AI for professions requires that licensed professionals maintain professional oversight of AI. The real power of AI is not in replacing professionals but in pairing AI capabilities with human expertise. The next step is to adopt language in the *Model Rules* and *Model Law* that will give guidance to member boards in this area. This work will continue in 2025–26 and will take input from experts in both AI and board enforcement to craft. The AI Working Group will continue to support these efforts.

NCEES POLC

In 2025–26, I look forward to again meeting with the NCEES Participating Organizations Liaison Council (POLC). Each of our organizations influence the future of engineering and surveying, and there is a lot of work that we can do together to ensure we meet the challenges of promoting the FE/FS and PE/PS exams, recruiting the next generation of engineers and surveyors, protecting against threats to licensure, and ensuring continued professional competency.

Task force to study mission initiatives

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 is at the forefront of everything we do. The NCEES Foundation has a special focus on partnering with other organizations to support their work that aligns with our mission. In 2025–26, a task force on mission initiatives will continue to build on the momentum of the Foundation and look

for ways that NCEES volunteers, including member boards, can move specific projects and ideas along that are aligned with our mission.

Task force to study structural engineering practice

This year, the Structures Working Group made recommendations to develop model language for the definition of "significant structures." Over the course of my president-elect year, many structural engineers have reached out with their own topics of concern, and in 2025–26, in addition to completing the work of the Structures Working Group, charges will be given to a focused task force on structural engineering practice to holistically examine these topics.

In closing, I thank each of you for your service and for your trust in me to serve you as your president-elect and as your president in the coming year.

Board of Directors Action Items

Action items from the fifth meeting of the 2023–24 board of directors
August 13, 2024, Chicago, Illinois

- Approved minutes of the fourth meeting of the 2023–24 board of directors
- Approved appointment of emeritus and associate members
- Approved dates and locations for the 2026 zone interim meetings
- Approved additional 5 percent contribution to the 401(k) retirement plan for all eligible NCEES staff participants

Action items from the first meeting of the 2024–25 board of directors
August 17, 2024, Chicago, Illinois

- Approved 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 the second meeting of the 2024–25 board of directors
October 17–18, 2024, Madison, Wisconsin

- Approved minutes of the fifth meeting of the 2023–24 board of directors
- Approved minutes of the first meeting of the 2024–25 board of directors
- Ratified ABET commission representatives
- Approved appointment of emeritus and associate members
- Approved Participating Organizations Liaison Council dues
- Approved International Affiliate Organizations dues
- Approved exam item replacement costs for 2024–25 as $4,114 for each computer-based testing item and approved $7.98 million in designated assets as replacement costs in the event of a total exam breach
- Approved slate of International Engineering Alliance delegates as presented, noting Brian Robertson, P.E.; Marie Nebesky; and Patty Mamola, P.E., as additional attendees, with President Zoutewelle having the option to name one additional attendee
- Approved revisions to the *Zone Meeting and Continuity Guidelines* as presented

Action items from the third meeting of the 2024–25 board of directors
February 20–21, 2025, Napa, California

- Approved minutes of the second meeting of the 2024–25 board of directors
- Approved appointment of emeritus and associate members
- Approved audit report of the 2023–24 NCEES financial records
- Ratified Arizona lobbying agreement
- Reappointed Dale Jans, P.E., and Paul Tyrell, P.E., P.L.S., to a three-year term on the NCEES Foundation board of directors, with the term from October 1, 2025, to September 30, 2028
- Approved $24,800 budget variance to engage Pearson VUE's Accessibility and Disability Services to process accommodation requests
- Approved proposed dates and location for the 2027 all-zone meeting
- Approved proposed dates and location for the 2027 annual meeting
- Approved request by UESI to join the POLC organization, to be presented as a motion at the annual meeting
- Approved payment of a funding request in the amount of $25,000 to Engineering Change Labs-USA for participation in their Corporate Partnership program
- Approved request of Patty Mamola to run for office in the International Engineering Alliance Governing Group
- Approved Forvis Mazars as the provider of audit and tax services for fiscal year 2024–25 and subsequent five years

Action items from the fourth meeting of the 2024–25 board of directors
May 18–19, 2025, Santa Fe, New Mexico

- Approved minutes of the third meeting of the 2024–25 board of directors
- Ratified modifications to the NCEES investment portfolio allocation

- Ratified Northeast Zone Vice President Samuel Wilson, DBA, P.E., as a substitute delegate to the 2025 International Engineering Alliance Meeting
- Approved appointment of emeritus and associate members
- Approved NCEES board of directors' providing notice to the NCEES Foundation of up to an additional $113,880 of funding available to enable a larger Foundation spending limit in the 2024–25 fiscal year. The Foundation will need to make this request to the NCEES board of directors if additional funding is needed.
- Approved taking no action on the PE Nuclear exam
- Approved that NCEES develop a remedial action plan that applies to all low-volume exams that outlines NCEES responsibilities to support and revitalize those exams
- Directed CEO to accelerate the PE Nuclear PAKS process to commence in the fall of 2025
- Approved 2025–26 annual spending limit of the NCEES Foundation in the amount of $443,000 as recommended by the Committee on Finances
- Approved 2025–26 operating and capital budgets as presented in Appendix A, Appendix B, and Appendix C of the Committee on Finances report
- Approved NCEES Committee on Awards recommendations for the 2025 NCEES national service awards as presented
- Adopted consent agenda as approved for the 2025 annual meeting
- Adopted order of business as noted for the 2025 annual meeting
- Approved application of the Utility Engineering and Surveying Institute of the American Society of Civil Engineers to become a member of the NCEES Participating Organizations Liaison Council
- Approved adoption of the Responsible Use of Artificial Intelligence in Engineering and Surveying position statement
- Approved 2024–25 committee, task force, and officer reports for publication in the annual meeting *Action Items and Conference Reports*

Approval of 2024 Annual Meeting Minutes

The 2024 NCEES annual meeting minutes are posted at ncees.org/annual_meeting.

Approval of 2025 Consent Agenda

Move that the Council approve by general consent the items identified in the consent agenda shown on page 3.

Board of Directors Motions

BoD Motion 1

Move that the application of the Utility Engineering and Surveying Institute of the American Society of Civil Engineers 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 Utility Engineering and Surveying Institute, an institute of the American Society of Civil Engineers, 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, consent agenda

_____

_____

_____

BoD Motion 2

Move that a position statement on responsible use of artificial intelligence in engineering and surveying be adopted as follows:

PS 6.10 Responsible Use of Artificial Intelligence in Engineering and Surveying

Artificial intelligence (AI) is a transformative tool for engineering and surveying practice, and NCEES affirms that its use must prioritize public safety, professional responsibility, and ethical standards. While AI-powered tools can automate complex tasks, human interaction and oversight remains essential to ensure proper use, accuracy, reliability, and adherence to industry standards. Engineers and surveyors must maintain competence in their practice, understanding both AI's capabilities and its limitations to make informed judgments. Additionally, ethical considerations, including data privacy, bias mitigation, and accountability, should be prioritized to uphold public trust and professional integrity.

A. Responsible Charge
   1. Licensed professionals retain ultimate responsibility for decisions and thus must ensure AI-generated outputs align with public protection, professional standards, and regulatory requirements.
   2. Licensed professionals must not use AI to practice outside of their professional competency.
   3. AI is a tool to assist, not replace, professional judgment, with licensed professionals overseeing and validating all critical processes.

B. Competence
   1. Licensed professionals should stay informed about AI advancements, understanding its use, capabilities, limitations, and appropriate applications in their field.
   2. Continuing education and training are essential to ensure licensed professionals can effectively integrate AI while upholding industry best practices.

C. Validation/Transparency
   1. Licensed professionals must critically assess AI outputs, performing independent checks to confirm accuracy and reliability before implementation.
   2. AI-generated results should be verifiable, with clear documentation of methodologies, data sources, and assumptions used in decision-making.

D. Ethical Considerations
   1. Licensed professionals must adhere to all legal and ethical standards in the use of AI applications and recognize that safeguarding data privacy and security is critical.
   2. AI models should be monitored for biases, ensuring fair and impartial outcomes that do not compromise public trust or professional integrity.

E. Guidance and Collaboration
   1. Member boards should develop specific guidelines or rules addressing the responsible use of AI in engineering and surveying to ensure compliance with professional standards and public safety.
   2. NCEES, member boards, and professional societies, along with outside experts should collaborate to establish best practices for AI integration to ensure AI is used effectively and responsibly across the engineering and surveying professions.

Rationale
Because artificial intelligence (AI) is such a transformative tool, the NCEES board of directors feels a position on artificial intelligence is needed to leverage its benefits and address potential risks. A clear position on AI allows NCEES to address ethical concerns and ensure responsible implementation.

Board of directors' position
Endorses, consent agenda

Treasurer's Report

Karl Tonander, P.E., P.G.

As I round the corner on my second year as treasurer, I find myself grateful that I have been able to catch the organization at a time of strong financial performance. Budgets, which are built to be realistic, are being met and even outperformed. Strong exam delivery is the key element to that, but so too are the support services provided by the organization. What was almost certainly going to be a defining point of my term—an exam fee increase needed this year—is being deferred due to an unanticipated action by Pearson VUE not to follow the contract and instead negotiate a far more modest increase. Sometimes it's better to be lucky than good.

That said, there is hard work from many to make certain that we earn the luck. In particular, NCEES Chief Financial Officer Joe Scheving, CPA, and the Committee on Finances have put effort into providing whatever insight is possible and prepared for any future economic uncertainty and instability. Of course, the efforts of my immediate predecessor as treasurer, Paul Tyrell, P.E., P.L.S., and the Finance Committees of those prior years are still felt and appreciated.

New budget reflects investment in volunteers

This year, one initiative from President Zoutewelle and the board of directors was to review and improve the volunteer experience within NCEES. This investment, which manifests in the fiscal year 2026 budget, is intended to be broad-based, impacting not just the NCEES committees but also the exam development volunteers who serve as the backbone of the organization's core offering. The idea behind this increase is to ensure that volunteers feel valued and have a great experience that makes them want to return while maintaining the best parts of the current experience (including working together and developing lasting connections) and attracting new talent. Accordingly, the new budget reflects an increase to allow latitude on hotel accommodations and meal choices that will support improvement of an already highly regarded volunteer experience.

Another notable budget change reflects the outsourcing of accommodation reviews for examinees. For the past several years, particularly since the changes brought about by the COVID-19 pandemic and our transition to computer-based testing (CBT), more examinees have requested ADA accommodations. These accommodations come in a variety of forms, such as additional time, larger working areas, and exclusive spaces. Each requires individual consideration and evaluation to determine validity and, if appropriate, management and implementation. NCEES staff have handled this task to this point, but this responsibility will now be delegated to our testing partner, Pearson VUE, who is better equipped to manage the process. Aside from freeing NCEES staff for other purposes, this will also provide third-party documentation of these requests and decisions, which should reduce some potential liability for NCEES.

Continued investment in the Foundation

External interest in the NCEES Foundation, as measured by the magnitude of requests for funding, is very high, far exceeding the Foundation's current ability to fulfill. Of course, the spending limit approved for the Foundation (as recommended by the Committee on Finances and affirmed by the board of directors) reflects the spending of only a modest estimate of the gains on investment and not the corpus of the funds transferred to the Foundation. On that basis, the Foundation's spending budget presently reflects only about 30 percent of that recently spent by the board for similar initiatives.

For the Foundation to be able to fully address its envisioned role, it will need to reach at least 100 percent of the former board budget for initiatives. Assuming that the spending limits continue to only allow investment earnings to be used each year, the corpus will need to increase to more than three times its present level. Accordingly, the Finance Committee is recommending further transfer of our unallocated reserve to the Foundation in the coming year. While this transfer is conservative and will not yet achieve 100 percent of past spending, it is another positive step along the path.

Other investments in the future of NCEES

NCEES is a significant organization and has an important—perhaps even critical—role to play with respect to maintaining professional licensure. Through initiatives such as our internal advocacy and the Alliance for Responsible Professional Licensing, NCEES has managed to hold ground in a changing landscape that threatens to weaken and even eliminate professional engineering and surveying licensure.

The time seems right to further invest in these issues to take a proactive posture and become a true voice of leadership nationwide. Beyond advocacy, there are almost endless ways in which NCEES can invest in the future of engineering and surveying, demonstrating the positive impacts these professions make on society. Paraphrasing our CFO, our opportunities to positively contribute are only limited by our vision. To accomplish this, we need to focus on a solid fiscal bottom line.

Avoiding the oncoming train…for at least a couple years

As mentioned earlier, the area of most concern coming into 2025 was the anticipated cost of seat fees for CBT. The NCEES contract had an increase scheduled to take place on January 1, 2025, and based on the terms of that contract, the amount of the increase was tied to the consumer price index for the past four years and hence expected to exceed 20 percent (given the higher inflation experienced post-COVID).

Ultimately, through discussions between NCEES leadership and our testing partner, Pearson VUE, this increase was limited to less than 5 percent. Combined with a higher-than-expected examinee volume, the result was a change from a significant projected budget deficit for fiscal year 2025 and an absolute need to adjust exam prices for fiscal year 2026 to a positive outcome projected for the next three fiscal years, which is when the current testing contract will be rebid. However, everyone should be aware that when that rebid occurs, there will likely be a need to make an adjustment to that new cost basis. Likewise, should the number of examinees decrease unexpectedly, an interim review of exam prices would be necessary.

Revenue, exam fees, and diversification

Despite what is otherwise a glowing financial performance, NCEES does have weakness. Although the Support Services group is contributing solidly, about 79 percent of total revenue still comes directly or indirectly from exam fees. While individual NCEES exam prices are notably lower than our peer professional organizations, the portion of total revenue derived from those fees is higher. Like any private company with a concentration of revenue with one client, this reliance on exam fees means that if there is any unforeseen disruption or decline in testing, NCEES will suffer an immediate and potentially substantial decline in revenue and resulting operating losses. Further, because NCEES operates on a very narrow margin (usually projected as less than 5 percent in a good year), there is little room for error.

To address this issue, NCEES has been looking into other revenue streams as well as existing fees. While no target contribution has been formally established, reducing exam fees to no more than 50 percent of total revenue seems like a reasonable near-term goal. If any of these new revenue streams can also be tied to added services or benefits to registrants or their employers, all the better.

In closing

Fiscal year 2025 looks like another solid operational performance year (not withstanding investments, given economic volatility), while the budget proposed for fiscal year 2026 includes increased support for the volunteer experience throughout the organization and still retains a positive operational outcome. Most of that positive outcome is based on an unhealthy reliance on exam fees to provide the preponderance of revenue to the organization. To mitigate that reliance, efforts are being made to diversify revenue through providing new beneficial services to members and organizations. However, those efforts are unlikely to preclude an adjustment of exam prices that will need to coincide with the initiation of a new testing contract anticipated in January 2028.

Central Zone Vice President's Report

Jason Suelter, P.E., S.E.

This year, I was honored to serve and represent the member boards of the Central Zone. I have always enjoyed the comradery and excellent working relationships between the engineering and surveying professionals in the Midwest, and this year was no exception. I had the privilege of bringing many of the core values represented by the zone to the meetings and involvements associated with NCEES throughout the year. As in all things, it takes a team to build something, and I had an exceptional leadership team with me this year. Zone Assistant Vice President James Hollandsworth, P.E., P.S. (MI) and Secretary Kevin Skibiski, P.E., S.E, P.L.S. (MO) provided that in their roles. I am extremely grateful for their willingness to share their time with me and the zone.

Committee meetings

As the board of the directors liaison, my work centered around the Committee on Uniform Procedures and Legislative Guidelines (UPLG) as well as the Structures Working Group. UPLG spent the majority of the time working on updates to the *Model Rules* and *Model Law* as directed by the approved motions from the August 2024 annual meeting. The Structures Working Group was formed by President Andrew Zoutewelle, P.L.S. (NC) and tasked with investigating the definition of significant structures and the definition of the practice of engineering as related to *Model Law* and *Model Rules*. Both of these groups were successful in accomplishing their respective tasks.

Exam development committees

This year concluded my 14th year serving on the NCEES Principles and Practice of Engineering (PE) Structural Exam Development Committee. 2024 was the first full year of administering the exam in computer-based testing format. Being involved in exam development provides a unique experience and an opportunity to give your time and knowledge for the greater good of your profession.

Board of directors meetings

I was able to represent the Central Zone by attending all the board of directors meetings this year. The ability to gain a deeper understanding of NCEES and its mission has been a privilege. Guidance from the other board members and NCEES staff has been instrumental to me in communicating the opinions expressed by the member boards of the Central Zone.

2025 Central Zone interim meeting

The member boards were all represented at the combined Central/Western Zone interim meeting in Albuquerque, New Mexico. A special thanks to Perry Valdez (NM) and his team's efforts in hosting this meeting. Each member board representative was heard during the state reports, and several items were discussed, including the following highlights:

1. A motion was made that no action shall be taken by the NCEES board of directors on the PE Nuclear exam until such time as an NCEES remedial plan is adopted that applies to all low-volume exams, one that outlines NCEES' responsibilities to support and revitalize those exams.
2. A straw poll was taken to gauge the opinions and interest of the Central Zone to direct the board of directors to waive the Exam Development Policy 7 requirement of providing the member boards a minimum of one year notice of any change in the exam administration procedures or any change in exam format in order to implement potential changes in October 2025. The changes discussed centered around reducing the number of exam items from 60 to 48 on the depth sections of the PE Structural exam.

The motion and straw poll were presented to the board of directors at our meeting immediately following the zone meeting. The board voted that no action be taken on the PE Nuclear exam and that NCEES develop a remedial action plan for all low-volume exams that outlines NCEES responsibilities to support and revitalize those exams. The board did not adopt a motion to suspend EDP 7 to shorten the October 2025 administration of PE Structural depth sections to 48 questions.

The Awards Committee identified our Central Zone Distinguished Service Award winner as Jan Bostelman, P.E., of the Nebraska engineering board. Her tireless commitment to the zone throughout her years as zone vice president and in service to the NCEES committees is most appreciated. Larry Graham, P.E., P.S. (KS), committee chair, presented this award to her.

Elections were held for the position of Central Zone secretary. Special thanks to Opal Kuhl, P.E. (IN-PE) for her work leading the Nominating Committee during this process. Two incredibly talented professionals were nominated for this position, with the zone deciding in favor of Colleen Scholl, P.E. (WI). We are very fortunate to have Colleen in this role, and we look forward to working with her for the 2025–27 zone cycle. I would also like to thank Kevin Skibiski, P.E., S.E., P.L.S. (MO) for stepping in and serving in this role for the past year. Colleen will be installed at the conclusion of the 2025 annual meeting.

The Central Zone meeting ended with an invitation from Dean Ringle, P.E., P.S. (OH) to the 2026 Central/Northeast Zone joint interim meeting to be held in Columbus, Ohio.

2024–25 zone committees

I would like to thank and recognize our Central Zone committee volunteers and thank them for their service. Their time and efforts allow our zone to operate while providing exceptional direction. A special thanks to our committee chairs as their direction in guiding these committees provides an example for us all.

Awards Committee
Chair—Larry Graham, P.E., P.S. (KS)

Leadership Committee
Chair—James Hollandsworth, P.E., P.S. (MI-PS)

Nominating Committee
Chair—Opal Kuhl, P.E. (IN-PE)

Resolutions Committee
Central Zone member—Deveron Sanders, P.E. (MI-PE)

Site Selection Committee
Chair—Dean Ringle, P.E., P.S. (OH)

Future NCEES and Central Zone meetings

2025 annual meeting—New Orleans, Louisiana
2026 Central/Northeast joint interim meeting—Columbus, Ohio
2026 annual meeting—Henderson, Nevada
2027 combined all-zone meeting—Omaha, Nebraska

In closing, I am extremely grateful to represent each member of the Central Zone as we work toward the common goal of the continuation of our professions, at the highest level. I look forward to seeing and welcoming you to our annual meeting in New Orleans. Travel safe, and God bless!

Northeast Zone Vice President's Report

Samuel Wilson, DBA, P.E.

Serving as the Northeast Zone vice president has been a rewarding experience. The level of support from the boards and members of the zone has made the past two years a pleasure. I would like to thank zone leadership, especially Northeast Zone Assistant Vice President Michael Brinkash, P.L.S., for his hard work and dedication. The work of the zone committee chairs and the committee members has been outstanding and has served as the cornerstone of the zone's success.

Member board visits

I was able to make several member board visits this year. The Delaware engineering board visit was notable in that it coincided with their annual volunteer appreciation dinner. The New York board visit was held in their historic meeting location in the shadow of the state capitol building. Rhode Island engineering and Massachusetts were similar to other boards in considering disciplinary matters and protecting the health, safety, and welfare of the public.

Zone interim meeting

The zone interim meeting was held in Cambridge, Massachusetts, and the efforts of the host board made for an excellent meeting. Of particular note, elections were held, the results of the elections were as follows.

To fill in the remainder of the term for Northeast Zone secretary:

- Jeanne Nebre, P.L.S., L.S. (MD-PS)

The results of the elections were as follows:

- Nominee for NCEES president-elect: Samuel Wilson, DBA, P.E. (DC)
- Northeast Zone vice president: Azuanuka (Azu) Etoniru, P.E., P.L.S. (MA)
- Northeast Zone assistant vice president: Rosaleen (Rosey) Nogle, P.E. (NY)

Zone forums

Engineering: Rosaleen (Rosey) Nogle, P.E. (NY) provided a report on the Engineering Forum. The forum discussed the NCEES PE Nuclear exam, and the proposed artificial intelligence position statement was reviewed and comments collected. The significant structures presentation was provided by Central Zone Vice President Jason Suelter, P.E., S.E. (NE-PE), and required P.E. competencies were discussed.

Surveying: Jeanne Nebre, P.L.S., L.S. (MD-PS) and Assistant Zone Vice President Brinkash provided a report on the Surveying Forum. The forum discussed the proposed artificial intelligence position statement in the context of proposals, deed descriptions, and the responsibility of the licensee to check all artificial intelligence output. The forum further reviewed the EPS Committee charges and outcomes as well as the Public Land Survey System exam and state board updates.

MBA: Jennifer Wootten (DE-PE) provided a report on the MBA Forum. She noted that the forum discussions included continuing professional competency, universal licensure, *Model Law*, MBA participation on the NCEES board of directors, the importance of Enforcement Exchange, and Basecamp communication.

Future zone meetings

Site Selection Committee Chair Barry Lucas, P.E. (DC) presented a report on future zone meetings that included the following schedule:

- 2026: Joint zone interim meeting with Central Zone—Ohio
- 2027: Combined zone interim meeting—Omaha, Nebraska
- 2028: Maryland
- 2029: Pennsylvania

Acknowledgments

Certificates of appreciation were presented to committee chairs who have served over the past two years for their contributions and service: Assistant Vice President Brinkash; Jennifer Wootten (DE-PE); Rosaleen (Rosey)

Nogle, P.E. (NY); Lesley Rosier-Tabor, P.E. (WV-PE); Barry Lucas, P.E. (DC); James Purcell, P.E. (NJ); Azuanuka (Azu) Etoniru, P.E., P.L.S. (MA); Jane Hardy (CT); and Eric Greppo, P.E. (NY).

2024 Northeast Zone award recipient recognition

The Awards Committee chair presented the 2024 Northeast Zone Distinguished Service Award to the following individuals:

- Anthony D'Andrea, P.E., L.S. (CT)
- Joseph Wichert, L.S. (NH-PS)

In closing

Service to the zone has been gratifying over the past two years. Working with the NCEES staff, fellow members of the board of directors, and members of the zone have been informative, and I have learned a lot. I look forward to working with all of you in the future.

Southern Zone Vice President's Report

James Kelly, P.E.

Greetings from the Southern Zone, and welcome to New Orleans, a great city of the South.

I would like to thank my fellow zone officers, Chimin (Jimmy) Chao, P.E., assistant vice president from South Carolina, and Linda Bergeron, P.E., zone secretary from Louisiana, for all of their support and work over the past year. I would also like to thank the chairs and zone committee members listed at the end of this report. They all did great work and made significant contributions to the success of the zone interim meeting and zone operations.

The Southern Zone met in Little Rock, Arkansas, this year with 139 registrants and 39 guests. My thanks to Heather Richardson, the MBA from Arkansas; David Beasley, P.E., the chair of the Arkansas board; and the rest of the Arkansas board for being such tremendous hosts for our zone interim meeting on April 25–26, 2025. Our dinner at the Clinton Presidential Library was enjoyed by everyone who attended, and our luncheon speaker, Ron Lindsey of CRH Americas, was both motivational and thought provoking. During my time in Little Rock, I was able to enjoy a minor league baseball game and visit some sites, including Central High, an important historical site in the integration of public schools in the 1960s.

The Southern Zone recognized Ademola (Peter) Adejokun, P.E., from Texas with the Southern Zone Distinguished Service Award. Congratulations to Ademola and thanks to him for all that he has done for NCEES, the Southern Zone, and the Texas board.

At the zone interim meeting, Jimmy Chao was elected zone vice president, and Steven Twedt, P.E., from Mississippi was elected zone assistant vice president. I look forward to their leadership of the Southern Zone, and I know the Southern Zone will be in good hands.

Thanks to Linda Bergeron, P.E., for leading the Engineering Forum; Pam Nobles, P.S.M., from the Florida surveying board for leading the Surveying Forum; Kate Nosbisch, MBA from Virginia, for leading the MBA Forum; and Bob Herbert from Alabama for leading the Law Enforcement Forum. The forums all had good discussions, and I appreciate all their good work in both preparation for and execution of the forums at the Southern Zone meeting.

While we enjoyed our time in Little Rock, we did remember Asheville, North Carolina, the site of our 2024 Southern Zone meeting, and the devastation western North Carolina and eastern Tennessee faced with the impact of Hurricane Helene last fall. We wish them a speedy recovery.

We look forward to gathering next year in San Juan, Puerto Rico, for our 2026 Southern Zone interim meeting. The Puerto Rico board is looking forward to hosting our zone and showing off the sites and scenes of this beautiful island.

I was able to visit the Tennessee surveying board in Nashville, the North Carolina board in April, and the Florida surveying board in May. I enjoyed meeting the board members, talking about all things NCEES, and watching the good work each of these boards do. Thank you all for your hospitality.

As my time on the NCEES board of directors comes to a close and as my term limit with the Virginia board approaches, I have so many people to thank for the opportunity to serve in these roles. While I have had many incredible experiences, the people I have met and the relationships I have developed are most meaningful to me and will be with me for a long time. It has been an incredible honor for me to serve as the vice president of the Southern Zone and to be a member of the Virginia board. I often reflect on how fortunate I am to have had these opportunities.

I wish you all the best as you continue the good work of protecting the health, safety, and welfare of the public. Fair winds and following seas.

Southern Zone committees

Awards Committee

- Chair—Pankaj (PJ) Shah, P.E. (FL-PE)
- Michael (Blake) Collins, P.S. (MS)

Leadership Committee

- Chair—Chimin (Jimmy) Chao, P.E. (SC)
- Linda Bergeron, P.E. (LA)
- James Collins, P.E. (TN-PE)
- Patricia (Liz) Compton (FL-PS)
- Iarelis (Ia) Hall, P.S.M. (FL-PS)
- Gregory Meredith, P.E. (KY)
- Kathleen (Kate) Nosbisch (VA)

Nominating Committee

- Chair—James (Jay) Caughman III, P.L.S. (TN-PS)
- Joseph Breighner, P.L.S. (AL)
- Ricardo Garcia-Cana, P.S. (PR)
- Brenda Moore, P.E. (NC)
- Kevin Shreiner, L.S. (VA)

Site Selection Committee

- Chair—Kathy Hart (OK)
- Antonio Medina-Delgado, P.E. (PR)
- James (Don) Pedigo II, P.L.S. (KY)
- Heather Richardson (AR)
- Darien Sykes, P.E. (GA)

Western Zone Vice President's Report

Aaron Blaisdell, P.L.S.

Clearly, the 2024–25 year has been exciting. From the 2024 annual meeting in Chicago, Illinois, to the 2025 Central/Western Zone joint interim meeting in Albuquerque, New Mexico, I feel that a more professional team of members, volunteers, and staff does not exist to encourage, promote, and debate the issues before us. They tirelessly spend their days, evenings, and weekends to fulfill their promise to make our processes better and develop a more uniform and consistent pathway for those wishing to become licensed by our member boards.

With our colleagues and fellow professionals from the Central Zone, the New Mexico board welcomed us to the city of Albuquerque, New Mexico, for the joint zone interim meeting. They definitely hit a home run. This meeting was a rare opportunity to meet with other zone members and conduct business in a deliberate and thoughtful way. This meeting also provided us opportunities to debate critical issues and to hear from others outside our zone who share the very same struggles and successes in a forum that is smaller and more focused than the annual meeting. Within the business session of the Western Zone, we had the following actions:

PE Structural exam—motion
It was moved by the Washington board that the board of directors waive the policy for the one-year notification of any change in exam format in order for changes to be made to the PE Structural exam depth sections starting with the October 2025 administration. With the understanding that staff can make changes to an exam, in lieu of adding 60 minutes to the exam time, reduce the number of questions to 48, dropping one scenario.

The California board seconded the motion. After discussion, the motion passed. With its passage, I brought the motion to the board of directors as presented.

MBA position to the board of directors—motion
It was moved by the California board that the Bylaws Committee be charged to add a member board administrator (MBA) to the board of directors. The MBA shall have served as an MBA for a minimum of two years prior to their appointment. The MBA board member shall be selected by the majority vote of the MBA community at the annual meeting.

Idaho seconded the motion. After discussion, the motion failed.

PE Nuclear exam
A discussion occurred regarding the future of the PE Nuclear exam. No motion was presented.

Forums
- Engineering: David Whitman, Ph.D., P.E. (WY) provided a report on the Engineering Forum.
- Surveying: Kayce Keane, P.L.S. (CO) provided a report on the Surveying Forum.
- MBA: John Greenhalge (OH) provided a report on the Member Board Administrators Forum.

Outside of the great work in Albuquerque, a few major efforts during this past year came from the Leadership Development Committee. The committee performed various types of outreach throughout the year. Outreach was generally broken into four activities: new zone introductions, contract list updates, quarterly zone presentations, and finding future leaders. The zone welcomed and contacted 13 new members from the respective boards as a way of providing information about NCEES and how NCEES can help their onboarding process. Hawaii had the largest number of new members welcomed, at four during the month of January. Also, as a continuation of the plans from prior zone leaders, the committee developed and introduced multiple virtual 30-minute meetings that focused on the following:
- Educator resources and the NCEES Engineering and Surveying Education awards
- Online sites providing professional services
- NCEES advocacy resources
- Prospective leaders and committee members

The Awards Committee had an exciting task this past year, and to say their efforts were difficult would be an understatement. From the member boards throughout the zone, they were provided the names of three individuals who have demonstrated and continue to represent the outstanding professionalism and character within the zone or NCEES. On behalf of the committee, it was my great honor at the 2025 Central/Western Zone joint interim meeting to present the Western Zone Distinguished Service Award to the following individuals:

- Brian Robertson II, P.E. (CO)
- Shannon Stanfill (WY)
- Karl Tonander, P.E. (NM)

Each of these honorees has provided distinguished service to their respective state board, the Western Zone, and NCEES. They have demonstrated outstanding leadership and have served as role models both locally and nationally. I hope to rise to their level when called upon.

The Nominating Committee also had an important role this past year, as it sought candidates for the election of our Western Zone secretary. The zone secretary position is for a two-year term, and individuals must meet the qualifications established with the NCEES *Bylaws* Section 3.09. The committee received two nominations before the deadline of March 15, 2025. The first nomination was David Peden, P.E., S.E., from the Washington board. The second nomination was Perry Valdez from the New Mexico board. Both individuals have continuously stepped up to meet the needs of the zone. They exemplify leadership, trust, and professionalism. At the 2025 Central/Western Zone joint interim meeting, the members elected Perry Valdez to be the next secretary of the Western Zone. Welcome, Perry. I wish to personally thank David Peden, P.E., S.E., of the Washington board (my board) for his attention to detail and exhaustive efforts to organize the zone and its members. Thank you, Dave!

The efforts of the newly formed Western Zone Mobility Committee also need to be recognized. I wanted to assemble a team of like-minded volunteers to brainstorm, research, discuss, and implement ways to reduce barriers for licensure and the pursuit to become licensed across our zone. The Western Zone is incredibly unique with its diversity amongst its members but also its terrain. Guam, Montana, and Utah, along with others, have worked toward streamlining the pathways to become licensed through comity or initial application within their local boards and jurisdictions. This committee is being created to take the next step. The committee initially identified common factors currently preventing jurisdictions from accepting the NCEES Record. We will hear from the committee soon on how we can reduce cumbersome processes and capitalize on consistent applications and record gathering by candidates wishing to become licensed.

The Site Selection Committee provided the following Western Zone meeting dates in the future:

- 2026—Bend, Oregon, April 30–May 2
  - Jason Barbee (OR)—Lead
- 2027—Combined all-zone meeting
- 2028—Utah, TBD
  - Ashley Breyer (UT)—Lead

Lastly, I want to dedicate a portion of my report to the efforts made towards informing our zone membership of the great and seemingly relentless approaches to breakdown the public's licensure requirements that each one of us have vowed to protect. I met with NCEES staff with the intent of creating a more informed zone membership, and I believe it begins with the MBA of each member board. MBAs have the unique duty, skillset, and experience to force dialogue and welcome successful ideas. I have asked the zone MBAs to use the Basecamp application to share their thoughts and to use the platform to learn from others. Use it to ask the hard questions. Use it to build advocacy and to promote their successes of legislative challenges. It is a common and useful tool to exchange careful and well-orchestrated strategies to protect the health, safety, and welfare of the public.

2024–25 Western Zone committees

Awards
Chair Kayce Keane, P.L.S. (CO)
Renee Clough, P.E., P.L.S. (OR)
Dave Fehringer, P.E., L.S. (WY)
Judith Stapley (AZ)

Leadership Development
Chair Scott Sayles, P.E. (AZ)
Wendy Amann, P.E. (CO)
Jakki Carter, P.E. (OR)
Shelley Macy, P.E. (WY)
Colin Maynard, P.E., S.E. (AK)
Frank Ruffino (CA)
Shannon Stanfill (WY)
Perry Valdez (NM)

Mobility
Chair Jason Barbee (OR)
Marie (Maily) Cristi, P.E. (GU)
Marjorie Lund, P.E., S.E. (WA)
Richard (Ric) Moore, P.L.S. (CA)
Karen Purcell, P.E. (NV)
Shannon Stanfill (WY)

Nominating
Chair Christina Wong (CA)
Marie (Maily) Cristi, P.E. (GU)
Daniel Garcia (WY)
Matt Gingerich, P.L.S. (NV)

Resolutions
Chair Jeff Fuller, P.E. (WY)
Ken Fuller, P.E. (WA)
Cevin Imus, L.S. (WY)
Sondra Miller, Ph.D., P.E. (ID)
Sean St.Clair, Ph.D., P.E. (OR)

NCEES Foundation Chair's Report

Dale Jans, P.E.

Your NCEES Foundation has been hard at work soliciting and reviewing letters of interest and requests for funding. I am pleased to report that the inaugural year of the NCEES Foundation has been a resounding success. The response to our call for funding proposals was tremendous, and there were many commendable projects under consideration. The Foundation board of directors carefully considered each one and ultimately awarded $403,618 in funding to 13 organizations.

Process

We invited interested parties to submit letters of inquiry (LOIs) from September 1, 2024, to March 1, 2025. We received 36 LOIs, representing more than $2 million in funds requested. The Foundation board of directors met on March 18, 2025, and selected 15 organizations to advance to the full application phase.

Those 15 organizations submitted their full applications by May 1, 2025. The Foundation board spent time reviewing the applications and met in Greenville, South Carolina, on June 19–20, 2025, to make the final awards.

A formal announcement of recipients will be made during the August 2025 NCEES annual meeting. Recipients of funds will be required to provide follow-up reporting at the end of their projects.

Spending limit

The 2024–25 Foundation spending limit was $380,000. This amount was recommended by the Committee on Finances and approved by the NCEES board of directors during its August 2024 meeting. The NCEES board of directors contributed an additional $23,618 from its discretionary outreach funds to fully fund the approved projects.

Looking to the future

During the June 2025 meeting, the Foundation board spent time discussing strategic planning and improvements for the 2025–26 funding cycle. We are committed to continuous improvement to ensure we are investing our allotted funds in the best possible way.

Individual donations

We initiated a donor portal on the NCEES website (ncees.org/foundation) to allow individuals and groups to make financial donations to the Foundation. The donations received during the previous calendar year will be available to invest in the next funding cycle. To date, we have received over $6,000 from 12 donors. These donors will be recognized during the 2025 annual meeting and on the NCEES website.

In closing

I would like to thank the members of the Foundation board for their enthusiasm and dedication to ensuring the best use of the funds available:

- Brian Hanson, P.E., Vice Chair
- Iarelis (Ia) Hall, P.S.M., Treasurer
- Sina Nejad, P.E.
- Rita Perea, Ed.S.
- Paul Tyrell, P.E., P.L.S.

Chief Executive Officer's Report

Davy McDowell, P.E.

NCEES staff is committed to supporting the member boards in protecting the public through engineering and surveying licensure. This report highlights some of our efforts in 2024–25 to implement and support various NCEES initiatives. Over the past several years, NCEES officially launched a philanthropic foundation, signed a mutual recognition agreement (MRA) with the United Kingdom, piloted the FE Ambassadors Program at several universities, and introduced other initiatives designed to further the NCEES mission: to advance licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public.

While those initiatives were launched prior to this fiscal year, 2024–25 was the year of action and getting these programs on their feet. We have successfully concluded our first year of providing funding through the NCEES Foundation; we have had several chartered engineers from the United Kingdom get licensed in a U.S. jurisdiction through the MRA and a small group of professional engineers from participating boards get licensed in the United Kingdom; and we are expanding the FE Ambassadors Program nationwide.

NCEES Foundation

In 2023, the board of directors approved the establishment of the NCEES Foundation, which was created to consolidate and formalize funding requests and financial contributions. The Foundation is committed to supporting programs that further the NCEES mission to advance engineering and surveying licensure to protect the public.

2024–25 marks the first year of the Foundation's funding cycle and funding distributions. In the fall of 2024, NCEES initiated a call for letters of interest. Thirty-six different proposals were presented to the NCEES Foundation board of directors. The requests totaled over $2 million. The Foundation board asked for full applications from 15 of the groups and will determine which entities will be funded in September 2025. Funding recipients will be announced, and celebrated, at the annual meeting in August.

As I have told others, NCEES has been in the business of developing and scoring exams, facilitating mobility through model documents, and evaluating education for many years. Running a foundation is a first for many of us. Year one has gone well, but we have learned a lot. I expect year two and beyond to be even better.

Working groups

This year, NCEES established several working groups to address current subjects that are affecting the engineering and surveying professions.

Artificial intelligence (AI) has hit the mainstream this year. AI can fundamentally change how we solve problems, make decisions, and interact with the world. NCEES President Andrew Zoutewelle, P.L.S., formed the 2024–25 Artificial Intelligence Working Group to study how AI could impact the engineering and surveying professions and also how AI could be used by NCEES staff to improve processes to aid member boards in the licensing of engineers and surveyors.

More work will continue next year, but the board felt it was important for NCEES to have a position statement related to AI. An AI position statement will clarify our stance on using AI, promote ethical practices, ensure transparency, and guide decision-making. The Council will vote on a proposed position statement at the annual meeting.

President Zoutewelle also formed the 2024–25 Structures Working Group to address the subject of significant structures. The group has concluded that a definition of "significant structures" is needed in the NCEES *Model Law* and *Model Rules* for jurisdictions that would like to restrict the design of significant structures to licensed structural engineers. The board of directors is reviewing the group's recommendations, which will be more formally considered by next year's committees and task forces.

Advocacy

NCEES has always championed licensure and its public protections, and today, that commitment is more important than ever. Unfortunately, we are seeing an uptick in legislation that, in pursuit of removing licensure

barriers, seeks to weaken state licensing board authority and, in some cases, terminate licensing boards altogether.

This legislative session has introduced several bills that have touched on key policy issues that our staff monitors, including licensing board reform—which made up 40 percent of noted priority bills this session—universal licensing, and practitioner scope-of-practice reform. As of May, NCEES has tracked more than 230 bills since January, with 68 of those marked as priority.

We will continue to monitor this trend in state legislation and develop resources for member boards to track relevant bills as well as to educate lawmakers and the public on the importance of engineering and surveying licensure. Current resources are available in the MyNCEES portal of ncees.org under Advocacy Resources. And a workshop will be held at the annual meeting, Advocating for the Boards Amid Deregulatory Trends. If you are interested in hearing more about what is happening in the legislative arena, I suggest attending the workshop.

Mission initiatives

NCEES has focused on a number of mission initiatives this year to promote licensure and reach the next generation of engineers and surveyors. Several of these initiatives were organized in recent years and are moving beyond early stages, so it has been exciting to see their impact this year.

The FE Ambassadors Program, which launched in 2023, recruits current college engineering students to become FE Ambassadors and share the value of licensure and the importance of the FE exam with their peers through on-campus events, activities, and presentations. In 2024–25, the program consisted of seven students from four universities. The program is expanding in 2025–26 to allow FE Ambassadors from any ABET-accredited institution. Applications are now open.

Current engineering and surveying students who pass the FE or FS exam before their graduation from an ABET-accredited program are eligible to receive a free NCEES honor cord to wear at their college graduation ceremony. For 2024–25 graduation ceremonies in August, December, and May/June, NCEES distributed more than 11,500 honor cords to students. The current honor cord distribution list includes 210 participating institutions.

In 2024–25, NCEES continued its support of the BEaSURVEYOR initiative, expanding national and local outreach efforts to promote the surveying profession. In collaboration with the National Society of Professional Surveyors, NCEES worked with an external firm to develop a 360-degree virtual reality (VR) experience showcasing the surveying profession. This immersive VR content is publicly accessible on BEaSURVEYOR.com and is also available in full 360 format through VR headsets included in the Surveying Outreach Fulfillment Portal, which can be checked out for outreach and recruitment events.

Exam volumes

These initiatives and programs are all very important as we look at the future of professional licensure, but we cannot overlook our core purpose as an organization—assisting member boards with the licensure process. One way we do this is by providing exams that test accurately for minimum competence and satisfy a key component of every licensure application.

Our exam volumes have now eclipsed pre-pandemic levels for the FE exam. The PE exam is approaching those pre-pandemic levels (when the largest volume exams, the PE Civil and PE Mechanical, were still in pencil-and-paper format). The FS and PS exams are both on the upswing as well. By the end of the 2024–25 fiscal year, NCEES will have offered over 90,000 exams via computer-based testing.

Staff initiatives

This year, our staff has made strides in updating our systems and services in order to benefit our member boards and make operations more efficient.

By the end of the summer, NCEES will launch its first continuing education course. We are still working on production details, but our first two courses will cover ethics. Licensees who have an NCEES account and take the courses will have the course credits uploaded to their account. We look forward to the release of these courses and more in the future.

One other staff initiative that has been ongoing for several years and is in the pilot stage is our new licensing verification system, known as the Examination and License Verification System (ELVS). ELVS automates license

and exam verifications to minimize manual labor and improve data accuracy for NCEES and state board staff, while enabling faster processing of Records applications for multistate licensees. We are in the process of testing this with two member boards, so more to come.

In closing

As I close my first year as CEO, I want to thank all our member boards and staff for much hard work and support during this transition period. I am encouraged by the accomplishments and advancements we have achieved this year, and I look forward to continuing this work next year and beyond.

Nearly 25 years ago, I joined the NCEES staff not knowing anything about exam development and knowing little about licensure laws, even though I had been licensed as an engineer in South Carolina for several years. A lot has changed since October 1999, but my commitment to this organization and the commitment of our staff to the member boards is still the same—as strong as ever.

Special Committee on Bylaws

David Jackson, Esq., Chair

ABSTRACT

The 2024–25 Special Committee on Bylaws was established to provide revisions to the *Bylaws* based on actions by the Council at the 2024 annual meeting.

The committee was assigned 13 charges. The committee held several meetings virtually and one meeting in-person to accomplish the task of addressing charges. In February 2025, emails were sent to 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 zone interim meetings.

Bylaws 12.02 states that voting shall be by sections and that changes to the published amendments are not 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 will present 21 motions. **The motions begin on page 40.**

CHARGES

Charge 1

Review revisions to Bylaws *3.05 as presented by the Advisory Committee on Council Activities (ACCA) and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify that only delegates may make motions or propose amendments to motions.*

The proposed changes to *Bylaws* Section 3.05 are exactly as approved by the Council at the 2024 annual meeting. The committee will present **Motion 6** as a result of this charge.

Charge 2

Review revisions to Bylaws *3.03 and 3.04 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify that international and participating organizations can be removed by vote of the Council.*

The proposed changes to *Bylaws* Sections 3.03 and 3.04 are exactly as approved by the Council at the 2024 annual meeting. The committee will present **Motions 4–5** as a result of this charge.

Charge 3

Review revisions to Bylaws *4.01 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify that the NCEES board of directors must meet no less than four times per year.*

The proposed changes to *Bylaws* Section 4.01 are essentially the same as approved by the Council at the 2024 annual meeting, with the exception of minor edits. Charges 4–5 also relate to revisions to Section 4.01; therefore, the full edits for Section 4.01 resulting from Charges 3–5 are shown in **Motion 8**.

Charge 4

Review revisions to Bylaws *4.01 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify how meetings can be called by other members of the board of directors than the President.*

See Charge 3 for discussion of committee's efforts related to Charge 4.

Charge 5

Review revisions to Bylaws *4.01 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify the definition of a quorum for the board of directors.*

See Charge 3 for discussion of the committee's efforts related to Charge 5.

Charge 6

Review revisions to Bylaws *6.02 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify voting procedures at the annual meeting.*

The proposed changes to *Bylaws* 6.02 are as approved by the Council at the 2024 annual meeting. However, the committee revised the last sentence of the section to be explicit that no proxy voting is allowed. Based on review by NCEES corporate counsel, proxy voting would be in conflict with the South Carolina Nonprofit Corporation Act. The committee will present **Motion 15** as a result of this charge.

Charge 7

Review revisions to Bylaws *4.07 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify the procedures necessary for sanctioning or removing a member of the board of directors.*

The proposed changes to *Bylaws* Section 4.07 as shown in **Motion 11** come from two different sources: (1) the ACCA motion approved at the 2024 annual meeting and (2) a legal review by NCEES corporate counsel. The current Section 4.07 and Administrative Policy (AP) 19 detail the process by which a member of the board of directors can be sanctioned or removed from office. Upon legal review, it was found that the process laid out conflicts with the South Carolina Nonprofit Corporation Act. The committee rewrote the *Bylaws* section to align with South Carolina law. The committee recommends that an appropriate committee be charged with reviewing AP 19 to recommend revisions to align the policy with the South Carolina Nonprofit Corporation Act.

Charge 8

Review revisions to Bylaws *6.03 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to clarify procedures for calling a special meeting of the Council.*

The proposed changes to *Bylaws* Section 6.03 are essentially the same as approved by the Council at the 2024 annual meeting, with the exception of edits to clarify that when a special meeting of the Council is called, the only actionable items are those stated specifically in the purpose for the meeting. The committee will present **Motion 16** as a result of this charge.

Charge 9

Review revisions to Bylaws *12.01, 12.02, and 12.021 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to remove the phrase "in good standing" and to clarify voting procedures.*

The proposed changes to *Bylaws* Sections 12.01, 12.02, and 12.021 are exactly as approved by the Council at the 2024 annual meeting. The committee will present **Motions 19–21** as a result of this charge.

Charge 10

Review revisions to Bylaws *1.02 as presented by ACCA and approved by the Council at the 2024 annual meeting. Propose an amendment to define "privilege of the floor."*

The proposed changes to *Bylaws* Section 1.02 are exactly as approved by the Council at the 2024 annual meeting. The committee will present **Motion 1** as a result of this charge.

Charge 11

Review NCEES' corporate attorney comments and recommendations regarding the Bylaws. *Make recommendations to the board of directors as appropriate.*

NCEES corporate counsel was asked to review the *Bylaws* for any conflicts with the South Carolina Nonprofit Corporation Act. The response from counsel noted an issue with proxy voting under *Bylaws* Section 4.06 and

instructed that proxy voting is not permitted under the Act. The committee will present **Motion 10** to remove proxy voting in Section 4.06 as a result of this charge.

Counsel noted that the procedures for removal of a member of the board of directors under *Bylaws* Section 4.07 were not consistent with the South Carolina Nonprofit Corporation Act. The question of discipline or removal of a member of the board of directors was already raised by ACCA and approved by the Council at the 2024 annual meeting and resulted in a revision of *Bylaws* 4.07, which is presented in Motion 11 under Charge 7.

Counsel raised the question of whether an ex-officio member appointed to a committee is intended to be a voting member (*Bylaws* Sections 5.01, 5.02, 5.03, and 7.09). An ex-officio member normally has all the rights of any other committee member, including the right to vote, unless it is specified otherwise in the bylaws. The committee recommends that this issue be assigned to the appropriate committee to determine whether it is the intent that ex-officio committee members have voting rights and, if necessary, recommend appropriate changes or clarifications to the language of the *Bylaws*.

Charge 12

Review NCEES policies and procedures to determine whether any policy or procedural protocols override the authority of the Council or the board of directors. Make recommendations to the board of directors if appropriate.

The committee reviewed the *Manual of Policy and Position Statements* for issues that appeared to limit the ability of the Council or board of directors to act. Examination Development policies 4F, 5E, and 8D raised questions with respect to the review of applications for new examinations. The language of these sections state that "the board of directors shall either approve or reject the recommendation" of the Committee on Examinations for Professional Engineers (EPE) or the Committee on Examinations for Professional Surveyors (EPS), as appropriate.

In the opinion of this committee, these policy sections limit the authority of the board of directors to a yes or no vote on a recommendation by the EPE or EPS Committee. A strict interpretation of the limits in the policy would not allow the board of directors to

- approve the recommendation in part or modify the recommendation to any degree;
- move forward in the process if the EPE or EPS Committee does not make a recommendation or if the recommendation is not to move forward; or
- take no action or postpone a decision to allow for further study or consideration.

The committee recommends that an appropriate committee be charged with review of these policies to make recommendations for revisions that would authorize the board of directors to take whatever actions may be required with regard to the exam development process.

Charge 13

Review whether changes are needed to the Bylaws *regarding the administration of Council votes that are subsequently found to be in conflict with South Carolina law or NCEES bylaws and policy or Council votes. Determine whether NCEES bylaws or policies dictate customary and appropriate processes for addressing any continuing breaches of order. Make recommendations to the board of directors if appropriate.*

The committee sought an opinion from NCEES corporate counsel regarding the rights of members, member boards, and the board of directors in making decisions and taking actions as and on behalf of the Council.

The committee is satisfied that the current policies and procedures are adequate to remedy a situation that arises in the event of a Council vote that conflicts with the South Carolina Nonprofit Corporation Act or the NCEES *Bylaws*.

Between annual meetings, the board of directors is currently authorized to take all actions not covered by the *Bylaws* and which do not specifically require member approval under the South Carolina Nonprofit Corporation Act or NCEES *Bylaws*. Any items placed on an agenda of an annual business meeting or of a special meeting for which the board of directors wishes to solicit the approval of the members would be binding, if the board of directors so chooses. The board of directors can also designate a vote to be advisory on any item on the agenda that does not require a vote by the members under the Act or the *Bylaws*.

It has historically been the practice at NCEES that all votes at the annual meeting are binding and not advisory; however, the committee recommends that the board of directors note this stipulation when publishing the agenda for the annual meeting or for any special meeting of the member boards.

Other

As part of the overall review of the *Bylaws* for consistency and clarity, the committee noted several places that revision seemed appropriate. The rationale for the changes can be found with each motion. The committee will present **Motions 2–3, 7, 9, 12–14, and 17–18** to address these issues.

Respectfully submitted, the **Special Committee on Bylaws:**

David Jackson, Esq., Chair

Members
Azuanuka (Azu) Etoniru, P.E., P.L.S.
Nancy Gavlin, P.E., S.E.
John Logsdon, P.L.S.
Maxine McReynolds
Karen Purcell, P.E.
Jon Wilbeck

Board liaison
Karl Tonander, P.E.

Staff liaison
Davy McDowell, P.E.

MOTIONS

Bylaws Motion 1

Move that *Bylaws* Section 1.02 be amended as follows:

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. The words "privilege of the floor" shall mean the right to speak to the subject or situation being considered.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 1.02 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment is to clarify and define the words "privilege of the floor."

Board of directors' position
Endorses, consent agenda

Bylaws Motion 2

Move that *Bylaws* Section 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.

Member board administrators shall automatically be designated as Associate Members. Recommendations for other Associate Members 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 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*.~~

Rationale
Language is removed because of redundancy. Section 7.01 contains the language allowing associate members to serve on a committee or task force.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 3
Move that *Bylaws* Section 3.022 be amended as follows:

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 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*.~~

Rationale
Language is removed because of redundancy. Section 7.01 contains the language allowing emeritus members to serve on a committee or task force.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 4
Move that *Bylaws* Section 3.03 be amended as follows:

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 and, on approval of the presiding officer, may have the privilege of the floor. Acceptance or removal of an International Affiliate Organization shall be by majority vote of the Council.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 3.03 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment provides for a mechanism for removal of an International Affiliate Organization.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 5
Move that *Bylaws* Section 3.04 be amended as follows:

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 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 or removal of a Participating Organization shall be by majority vote of the Council.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 3.04 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment provides for a mechanism for removal of a Participating Organization.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 6
Move that *Bylaws* Section 3.05 be amended as follows:

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 only the number of votes prescribed in the *Bylaws*. Any Delegate shall have the privilege of the floor. Only Delegates may make motions or propose amendments to motions.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 3.05 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment allows for only a delegate to make a motion or propose an amendment to a motion.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 7
Move that *Bylaws* Section 3.07 be amended as follows:

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~~ and 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~~.

Rationale
Language is removed because of redundancy. *Bylaws* Section 7.01 contains the language allowing past presidents to serve on a committee or task force. The remaining edits are suggested because of redundancy. Section 4.04 states that past presidents shall be ineligible for reelection as president-elect.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 8
Move that *Bylaws* Section 4.01 be amended as follows:

Section 4.01 Board of Directors. The Board of Directors shall be the executive board of 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 m~~Member Board.

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. A quorum of the Board of Directors shall consist of a majority of Board members, unless otherwise provided in these *Bylaws*. The President shall call meetings of the Board of Directors no less than four times per year.

A majority of the Board members may submit ~~a~~ written requests to the President to call ~~such~~ additional meetings of the Board of Directors, and the President shall call such meetings within 30 days of receiving such requests. Any written request must include the names 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 sent to each member of the Board of Directors at least 15 days prior to the start of the meeting.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 4.01 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment defines a quorum of board members and details how an additional meeting of the board can be called.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 9
Move that *Bylaws* Section 4.05 be amended as follows:

Section 4.05 Qualifications. Any Member 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 at least three years, and shall have attended at least two NCEES Annual Business Meetings.

Members of the current Board of Directors whose term on their Member Board has expired may run for President-Elect if

- They have obtained emeritus standing within the Council; and
- They have the approval of their Member Board; and
- 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~~ them.

Rationale
A minor wording revision is proposed for clarity and to be consistent with all other NCEES documents.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 10
Move that *Bylaws* Section 4.06 be amended as follows:

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 term and subsequently serve the full one-year term that ~~he or she was~~ they were 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, the Council will elect a President from the zone of the vacant President-Elect position.

A vacancy in the office of Immediate Past President shall be filled by the most recent available Past President.

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 except in the event of two vacancies, when five shall constitute a quorum. ~~For the filling of vacancies, the members of the Board of Directors may be represented by proxies, duly signed and verified.~~

Rationale
A minor wording revision is proposed for clarity and to be consistent with all other NCEES documents. The removal of the last sentence is to align the *Bylaws* with South Carolina nonprofit law, which prohibits proxy voting.

Board of directors' position
Endorses, consent agenda

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Bylaws Motion 11
Move that *Bylaws* Section 4.07 be amended as follows:

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*.~~

Prior to sanction or removal of a member of the Board of Directors for cause by a vote of a majority of all Board members in office, the grievance procedure of the Council's *Manual of Policy and Position Statements* shall be followed to ensure due process.

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. The Grievance Committee shall select its chair.

The Grievance Committee shall prepare a written report to the Board of Directors as to whether the Board member has violated the ethics policy set forth in Section 4.08 of the *Bylaws*. The Board of Directors, upon review of the report, shall vote on whether to remove the Board member for cause, to sanction such Board member, or to take no action. 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 shall be filled pursuant to Section 4.06 of the *Bylaws*.

A Board member can be removed without cause only by a vote of the Members at a special called meeting or if such Board member was elected by a Zone, then by that respective Zone.

Rationale
NCEES corporate counsel was asked to review the *Bylaws* to look for any conflicts with the South Carolina Nonprofit Corporation Act. One of the few findings was Section 4.07. This rewrite of the section uses details from Charge 7, with the addition of language to conform to laws in the state of South Carolina.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 12
Move that *Bylaws* Section 4.08 be amended as follows:

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~~ the Board member:

(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~~ their authority in the discharge of the duties of the Council.

(6) Engages in any action that harms the public image or professional reputation of the Council.

Rationale
A minor wording revision is proposed for clarity and to be consistent with all other NCEES documents.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 13
Move that *Bylaws* Section 5.02 be amended as follows:

Section 5.02 President-Elect. 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.~~

Rationale
Language is removed because of redundancy. *Bylaws* Section 7.09 contains the language that states that the president-elect is an ex-officio member of the Committee on Finances.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 14
Move that *Bylaws* Section 5.03 be amended as follows:

Section 5.03 Treasurer. 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.~~

Rationale
Language is removed because of redundancy. *Bylaws* Section 7.09 contains the language that states that the treasurer is an ex-officio member of the Committee on Finances.

Board of directors' position
Endorses, consent agenda

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Bylaws Motion 15
Move that *Bylaws* Section 6.02 be amended as follows:

Section 6.02 Quorum and Voting. A quorum for the transaction of business at an Annual Business Meeting of the Council shall be Delegates from a majority of Member Boards. A majority ~~vote~~ of the Member Boards ~~represented~~ voting 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.~~ Proxy voting shall not be permitted.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 6.02 as presented by ACCA and approved by the Council at the 2024 annual meeting. The committee revised the last sentence of the section to be explicit that no proxy voting is allowed. Proxy voting would be in conflict with the South Carolina Nonprofit Corporation Act.

Board of directors' position
Endorses, consent agenda

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Bylaws Motion 16
Move that *Bylaws* Section 6.03 be amended as follows:

Section 6.03 Special Meetings. Special meetings of the Council may be called by the President~~, or by the Delegates, representatives, or officers of the majority of the Member Boards~~ or shall be called by the President within 60 days of receiving the written request of authorized representatives 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 sent to each Member of the Council or published on the Council website at least 15 days prior to the start of the meeting. The Council is limited to the specific purpose stated in the written request.

The same *Bylaws* relative to quorum, voting, procedure and conduct of business at an Annual Business Meeting shall apply to special meetings.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* Section 6.03 as presented by ACCA and approved by the Council at the 2024 annual meeting. The amendment clarifies how a special meeting of the Council can be called.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 17
Move that *Bylaws* Section 7.06 be amended as follows:

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~~ 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.

Rationale
The committee found that *Bylaws* Sections 7.06 and 7.07 were not consistent. The amendment makes the two sections consistent with each other.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 18
Move that *Bylaws* Section 11.02 be amended as follows:

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~~ they are a candidate. The Tellers Committee will tabulate the results for all votes taken and report the results to the President.

Rationale
A minor wording revision is proposed for clarity and to be consistent with all other NCEES documents.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 19
Move that *Bylaws* Section 12.01 be amended as follows:

Section 12.01 Adoption. The *Bylaws* shall become effective upon adoption by the Council at the Annual Business Meeting. For such adoption, a two-thirds affirmative vote of the Member Boards ~~present and in good standing~~ voting shall be required.

Rationale
The Special Committee on Bylaws received a charge to review changes to *Bylaws* 12.01 as presented by ACCA and approved by the Council at the 2024 annual meeting. The following was the rationale from ACCA:

> The current *Bylaws* allows adoption of amendments by an affirmative vote of a supermajority of member boards present, not a supermajority of those voting in favor. Under this system of participation, member boards that choose to not vote are considered as negative votes. Considering the procedure for adoption of amendments, whereby a Special Committee is charged with proposing them after they have been agreed to by Council at the recommendation of other committees, it is appropriate that they be adopted by a two-thirds affirmative vote of those member boards voting.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 20
Move that *Bylaws* Section 12.02 be amended as follows:

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~~ voting. 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.

Rationale
See Motion 19 rationale.

Board of directors' position
Endorses, consent agenda

Bylaws Motion 21
Move that *Bylaws* Section 12.021 be amended as follows:

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~~ voting.

Rationale
See Motion 19 rationale.

Board of directors' position
Endorses, consent agenda

Advisory Committee on Council Activities

Christopher Knotts, P.E., Chair

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 the Basecamp collaboration website to conduct the preliminary work on charges; held an organizational meeting through Zoom on September 26, 2024; held one virtual meeting through Zoom on December 5, 2024; and met in person in Pensacola Beach, Florida, January 17, 2025, to finalize the work to make recommendations to the Council.

ACCA was assigned eight charges and will present four motions. **The motions begin on page 55.**

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.*

All committee members were charged with reviewing these documents and bringing forth any suggested changes. ACCA reviewed Administrative Policy 8 separately under Charge 4. There were no additional policies or position statements with suggested changes after the review.

Charge 2

Review Bylaws *3.03 International Affiliate Organizations to determine how NCEES can promote membership to the Organization.*

International Affiliate Organization is defined in *Bylaws* Section 3.03:

> 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 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.

In 2015 ACCA put forth a motion to add International Affiliate Organizations into the *Bylaws*, and it was added in 2017. The rationale for that 2015 motion was as follows:

> ACCA recognized the increased importance of developing and maintaining relationships with international organizations that are advancing licensure in the engineering and surveying professions. Currently, the NCEES *Bylaws* precludes these organizations from NCEES membership. Therefore, creating this new member category is required to allow formal affiliation of international organizations with NCEES.
>
> This change will allow foreign partners that have been approved to offer NCEES examinations to have formal affiliation with NCEES. ACCA recommends that all new agreements with foreign partners that will offer NCEES examinations stipulate that those partners become International Affiliate Organization members of NCEES. The Council may also choose to approve membership as an International Affiliate Organization for other international stakeholder groups engaged in the engineering or surveying professions.

ACCA determined that there are two main groups who might be eligible:

1. Organizations that are using or are interested in using NCEES exams. In the past, these have included Engineers Canada and the Canadian Engineering Qualifications Board, Japan PE/FE Examiners Council, Saudi Council of Engineers, and Korean Professional Engineers Association. These organizations already are

invited to attend the NCEES annual meeting, but there is no formal collaboration with those groups during the meeting.

2. Professional organizations or global entities that might align with the NCEES mission but do not utilize NCEES exams. Engineering Council UK and the Department for Business and Trade, United Kingdom attended the NCEES annual meeting in 2024. These are organizations that NCEES might collaborate with in the future.

ACCA recommends that NCEES staff determine who NCEES would include as an International Affiliate Organization and define what membership means. Staff would determine the best method for application and recommendation to the NCEES board of directors for submission to the Council for approval. NCEES should then engage with the organizations that it invites to become members. This could mean scheduling time during the annual meeting for the group to meet with NCEES leadership.

Charge 3

Review Bylaws *3.04 Participating Organizations to determine if NCEES should be more proactive in recruiting members and review the criteria for membership. Propose recommendations to the board of directors and revisions to the* Bylaws *if necessary.*

Bylaws Section 3.04 provides the following parameters for 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 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.

The committee reviewed the list of Participating Organizations. It was suggested that the committee look at reviewing and adding industries that have a high volume of licensed engineers. After consideration, it was decided that industry was not the focus of the Participating Organizations.

Because the definition states that a Participating Organization shall be a society, institute, association, or organization of national scope, ACCA determined that there were other national organizations that were not currently included. Some of those are

- Society of Women Engineers (SWE)
- National Society of Black Engineers (NSBE)
- Society of American Military Engineers (SAME)
- SAE International
- Society of Hispanic Professional Engineers (SHPE)
- International Federation of Surveyors (FIG)

The committee recommends that NCEES staff be more proactive in recruiting members and actively reach out to these and other societies that meet the definition to determine if they have an interest in serving as a member of POLC. NCEES staff would then create a process for presentation of those interested societies to the NCEES board of directors to submit for approval by the Council.

It was also determined after review of the current members of POLC, that several do not meet the definition of national scope. ACCA recommends that NCEES staff present those societies to the NCEES board of directors so that their membership can be discussed and suggested for removal from the group.

NCEES staff should also develop a renewal process so that organizations are reviewed regularly to ensure that they continue to meet the definition, that they are actively engaged in work at the professional level, and that their policies include advancement of professional ethics and standards and encouragement of licensure.

Charge 4

Review Administrative Policy (AP) 8 Motions to determine if the motion approval process needs to be modified. Propose revisions as necessary.

ACCA was charged with reviewing AP 8 Motions after work done by the Council in 2024. The committees on Examinations for Professional Engineers (EPE), Examinations for Professional Surveyors (EPS), and Examination Policy and Procedures (EPP) reviewed the policy in 2024. As a result, the Council voted to amend AP 8 to require that exam policy amendments be referred to the appropriate exam-related committee (EPP, EPE, or EPS) for review and revision to avoid unintended consequences.

ACCA concluded that changes to the *Model Law* or *Model Rules* that are referred to UPLG for incorporation into the documents should be considered as previously approved and not subject to a vote to defeat. ACCA will present **Motion 1** to amend AP 8 to stipulate that motions which have been approved by the Council at the prior meeting and are being presented by UPLG following its review and revision of the language shall be placed on the consent agenda, and that the intent of the original motion should not be subject to debate again. If the UPLG motion is removed from the consent agenda and fails on the floor or is modified to change the original intent, the motion should be returned to appropriate committee to modify the language.

Charge 5

Review Bylaws *4.06 Vacancies to determine if the process for filling a vacancy in the President-elect position is adequately covered. Propose revisions as necessary.*

The committee reviewed *Bylaws* Section 4.06 Vacancies and determined that there were several updates needed in the *Bylaws* to address vacancies and when they occur.

ACCA feels that the current process is appropriate for filling vacancies in the president-elect position. If there is a vacancy in the office of president-elect, the president-elect position will remain unfilled until the next NCEES annual business meeting. At that time, the Council will elect a president from the zone of the vacant president-elect position. This could mean that the new president would serve as the leader of the Council without having any prior NCEES board of directors experience, but ACCA does not perceive this to be a deterrent to the process.

ACCA did review the policy to consider what would happen if the president and the president-elect are unable to fulfill the president's term. The committee recommends that if a situation occurs where neither is able to serve, the immediate past president should serve the remainder of the president's term. ACCA recommends that the vacancy in the office of immediate past president be filled by the most-recent receptive past president and will present **Motion 2** to amend *Bylaws* Section 4.06 to address these changes.

Following from this recommendation, Section 3.07 needs to be revised to allow past presidents to be reappointed to the board of directors to fill a vacancy in the office of immediate past president and therefore to hold office and vote to fulfill the provisions of Section 4.06. ACCA will present **Motion 3** to amend *Bylaws* Section 3.07.

Section 4.04 should also be amended to clarify that past presidents are ineligible for reelection for president or president-elect of the Council. ACCA will present **Motion 4** to amend *Bylaws* Section 4.04.

Charge 6

Review Position Statement (PS) 1.7 (equivalency of foreign PEs) and recommend any changes. Evaluate and clarify the practical meaning of "provide consideration." Propose revisions as necessary.

The committee discussed the definition/meaning of "provide consideration," which is a careful thought, typically over a period of time, or the act of thinking about something carefully.

It does not mean an automatic acceptance of non-Model Law Engineers or Surveyors based on credentials. The committee believes that the language is appropriate as written because the member boards are doing their own independent review.

Charge 7

Review Financial Policy 6 and consider if an automatic adjustment to exam prices using the Consumer Price Index (CPI) is a potential principle to be used for exam price changes. Discuss how often an adjustment could be made and how much notice would need to be given to member boards.

The committee determined that the current exam price structure needs to be updated to reflect the current cost to produce the exam. The current cost would be established by the Committee on Finances.

Once this is done, the committee determined that tying future exam increases or decreases in cost to the consumer price index (CPI) would be the most fair and objective way to proceed. ACCA recommends using the general CPI for cost adjustments.

Exam development expenses and seat fees are a substantial portion of the total examination costs. The committee recommends reviewing the exam development costs when exam pricing is reevaluated.

ACCA recommends that exam pricing be reevaluated when any of the following occurs:

- Every three years based on CPI
- When the exam provider is allowed to increase seat fees per the contract
- When a new contract is executed with an exam provider
- When requested by the chief financial officer, treasurer, or Finance Committee

The committee also researched the time needed by member boards to adjust to the new exam cost and decided that announcing the exam cost for the following year in August at the annual meeting to become effective in January would not cause any imposition to the member boards. This should be reported to the Finance Committee for further action.

Rationale: Exam fee revenue is currently 72 percent of the NCEES revenue budget, and 36 percent of all budgeted expenses are seat fees. Because the seat fee contract has historically been linked to CPI, correlating CPI with future exam price considerations seems prudent.

Exam fees are evaluated by NCEES staff and the Committee on Finances, and increases are determined on an as-needed basis. It has always been a controversial subject, often resulting in reactive adjustments after budget impacts are felt. Tying the yearly increase or decrease to the CPI is fair and impartial.

Charge 8

Review Bylaws *4.05 and 11.01 regarding qualifications for the board of directors and nominations for President-Elect from the floor of the Council. Determine if the requirement listed under the current board of directors section should include that the nominee must have been nominated by the zone. Recommend revisions as appropriate to a Special Committee on Bylaws.*

The committee reviewed *Bylaws* 4.05 and 11.01 regarding qualifications for board of directors and nominations for president-elect from the floor of the Council. Section 4.05 states that a member of the current board of directors whose term has expired may run for president-elect if nominated by their zone. This prohibits current board members from being nominated for president-elect from the floor.

The committee discussed this aspect and felt the *Bylaws* process functioned as desired, with no changes proposed.

Rationale: A sitting board member has many opportunities to interact with the zone and exhibit their qualifications for president-elect. If the zone chooses to nominate someone other than the current board member, the full Council should not override the zone's decision.

Respectfully submitted, the **Advisory Committee on Council Activities:**

Christopher Knotts, P.E., Chair

Members
Doyle Allen, L.S.
Scott Bishop, P.S.
Coby King
Sina Nejad, P.E.
Sam Reed, P.E.
Lesley Rosier-Tabor, P.E.
Christy VanBuskirk, P.E.
David Widmer, P.L.S.

Board liaison
Andrew Zoutewelle, P.L.S.

Staff liaison
Donna Moss, SHRM-CP, PHR

MOTIONS

ACCA Motion 1

Move that Administrative Policy 8 be amended as follows:

AP 8 Motions

A. Motions before the Council at the annual business meeting shall not be voted upon at the same business session in which they are introduced and initially discussed or prior to zone meetings. This policy shall not apply to privileged or subsidiary motions and may be suspended for other motions upon approval by a two-thirds majority vote.
B. Any motion to amend the *Model Law* or *Model Rules* presented at an annual business meeting by an entity other than the Committee on Uniform Procedures and Legislative Guidelines (UPLG) shall be referred to the UPLG Committee for review and revision of the language before it is presented for Council vote at the next scheduled annual business meeting.

   Such motions that have been approved by the Council at the prior meeting and presented by the UPLG Committee following its review and revision of the language as per this section shall be placed on the consent agenda, and the intent of the original motion should not be subject to debate again. If the UPLG motion is removed from the consent agenda and fails on the floor or is modified to change the original intent, the motion should be returned to the appropriate committee to modify the language.
C. Any motion to amend exam prices in Financial Policy 6 that is presented at an annual business meeting by an entity other than the Committee on Finances shall be referred to the Committee on Finances for review and revision of the language before it is presented for Council vote at the next scheduled annual business meeting.
D. Any motion to amend examination policies presented at an annual business meeting by an entity other than the Committee on Examination Policy and Procedures (EPP), the Committee on Examinations for Professional Engineers (EPE), or the Committee on Examinations for Professional Surveyors (EPS) shall be referred to the EPP Committee for review and revision of the language in consultation with any other appropriate committee before it is presented for Council vote at the next scheduled annual business meeting.

Rationale

Actions approved by the Council at a prior annual meeting should stand after motions are passed to the UPLG Committee for review. If the motion from UPLG is to simply approve the original motion that was approved the prior year, the motion should not be able to be defeated on the floor. If there are significant changes to the original motion or the wording, the defeated motion should return to the appropriate committee for review.

Board of directors' position

Does not endorse, non-consent agenda

Board of directors' rationale

While the board of directors supports the spirit of the revisions to AP 8, it has concerns about the process. First, "shall be placed on consent agenda" would force the board to do something that it may not agree with. Second, if a motion were removed from the consent agenda and amended from the floor, who would determine whether the revision changed the original intent? Is it the presiding officer, the board of directors, the UPLG chair, the parliamentarian? The board feels like the process needs more specificity or can remain as is.

ACCA Motion 2
Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 4.06:

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 term and subsequently serve the full one-year term 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, the Council will elect a President from the zone of the vacant President-Elect position. If the President and the President-Elect are unable to fulfill the President's term, the Immediate Past President shall serve the remainder of the President's term.

A vacancy in the office of Immediate Past President shall be filled by the most recent ~~available~~ receptive Past President.

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.

Rationale
The immediate past president has the skills and experience to step into the role of president should the president and the president-elect become unable to fulfill the president's term. Revising the vacancy in the office of immediate past president with the most recent receptive past president allows the Council more flexibility in filling that position.

Board of directors' position
Endorses, consent agenda

ACCA Motion 3
Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 3.07:

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, unless to fulfill the provisions of Section 4.06 of the *Bylaws*.

Rationale
Past presidents should not be allowed to hold office and vote, unless fulfilling the term of immediate past president due to a vacancy in the office of president.

Board of directors' position
Endorses, consent agenda

ACCA Motion 4
Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 4.04:

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 or President-Elect of the Council.

Rationale
Past presidents should not be allowed to serve on the board of directors as president or president-elect of the Council. ACCA's motion to allow the past presidents to serve again as immediate past president would be allowed with this revision.

Board of directors' position
Endorses, consent agenda

Committee on Education

Bruce Dvorak, Ph.D., 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 was assigned six charges related to the NCEES Engineering and Surveying Education awards, several NCEES education-related documents, continuing education, and other engineering and surveying education-related issues. The committee met three times virtually and in person on February 7–8, 2025, in Greenville, South Carolina, to discuss and address its charges.

The 2024–25 committee will present three motions. **The motions begin on page 60.**

CHARGES

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.*

All committee members were charged with reviewing these documents and bringing forth any suggested changes. The committee determined that the general education credits should be evaluated and listed in the credentials evaluation but that there should be no set general education requirement. The general education requirement would be left to the discretion of the member board. This change to general education would apply to both the *NCEES Engineering Education Standard* and the *NCEES Surveying Education Standard.*

The committee recommends two modifications to the NCEES Credentials Evaluations Policies for the *NCEES Engineering Education Standard* to clarify what degrees are eligible for credentials evaluation.

The committee recommends a revision to the *NCEES Surveying Education Standard* to edit item C by adding "hydrographic surveying" to the list of examples of surveying courses and replacing "global positioning systems" with "global navigation satellite systems (GNSS)." Additionally, the acronym "GIS" should follow "geographic information systems."

The committee recommends an edit to the NCEES Credentials Evaluations Policies for the *NCEES Surveying Education Standard* to clarify what degrees are eligible for credentials evaluation and an edit to the bullet describing possible credit for advanced courses prior to college enrollment to remove the examples, which would make the description identical to the *NCEES Engineering Education Standard.*

The committee reviewed the *CPC Guidelines* document. Proposed changes to it are addressed in the discussion of Charge 3.

The committee will present **Motions 1–2** as a result of this charge.

Charge 2

Study how NCEES can strengthen relationships with faculty in engineering and surveying at university programs. Work with NCEES staff to develop a plan for developing an educator's workshop, summit, etc.

The committee recommends that it work with NCEES staff to create a brochure concerning the value and steps of becoming a P.E. for engineering faculty members who do not plan to practice. This flyer can be shared with department heads nationally and can help these faculty members navigate the licensure process, given the particular challenges they face.

Likewise, the committee recommends that it work with NCEES staff to create a brochure concerning the value and steps of becoming a P.S. for surveying faculty members. This flyer can be shared with department heads

nationally and can help these faculty members navigate the licensure process, given the particular challenges they face.

The committee recommends that it work with NCEES staff to develop and host an engineering and surveying educators' summit in 2025–26. The meeting goal is to provide resources and to allow faculty to share best practice for the promotion of licensure. A compendium of best practices should be established and future workshops developed to share with other faculty members. Another aim of the summit is to explore reconfiguration of the NCEES Engineering and Surveying Education awards to include additional facets such as educator recognitions.

The committee recommends that next year's committee study how NCEES can improve the Engineering and Surveying Education awards.

Charge 3

Review the Continuing Professional Competency Guidelines*, Position Statement 2.8, and* Model Rules *240.30 to find any potential discrepancies. Propose revisions as necessary.*

The committee reviewed the three documents and determined that revisions are needed. The recommendations are to move existing Section 5 of the *CPC Guidelines* to before the current Section 3, thereby becoming Section 3, and renumbering the subsequent sections.

The committee concluded that an edit is needed to Section 5 of the *CPC Guidelines* to remove a reference to the *Model Rules* because the *Model Rules* does not include any reference to a licensee's jurisdictional CPC options:

> **SECTION 5: NCEES CPC Standard**
> The NCEES CPC Standard is simply 15 PDHs per calendar year and includes no carryover of PDHs from one year to the next. This strengthens CPC requirements through annual compliance. However, ~~according to *Model Rules* ~~ a licensee could always choose to meet a jurisdiction's specific requirements, including carryover.

The committee requests that NCEES staff make these edits to the *CPC Guidelines* following the annual meeting.

Charge 4

Study the need for an education standard for engineering technology. If a need is determined, in consultation with NCEES Credentials Evaluations staff, develop a standard for approval by the Council.

The committee discussed and determined that an education standard for engineering technology could be useful. But the Council has not explicitly included consideration of non-ABET-accredited engineering technology degrees. The committee prepared a draft Engineering Technology Education Standard for potential adoption in the future if the Council recommends creation of such a standard. The draft standard is included in **Appendix A**. Multiple sources, including NCEES Credentials Evaluations staff, leadership of the Engineering Technology Accreditation Commission of ABET (ETAC/ABET), engineering technology master's program faculty, and society representatives, were asked to provide input for the development of the draft standard.

Charge 5

Review the Squared *publication for content. Make any suggestions for additional information that may be beneficial for public consumption. Determine if ETAC/ABET data should be provided as a separate field regarding exam volumes and pass rates. If so, provide volume threshold recommendations.*

The committee thoughtfully considered the exam volumes and pass rates information represented and recommends that NCEES staff publish a table in *Squared* for the FE and PE exam data that breaks out by EAC/ABET degrees, ETAC/ABET degrees, and Others. The committee also recommends including in *Squared* a table that incorporates data of those licensed through the mutual recognition agreement with the United Kingdom.

Charge 6

Research and develop a plan for contacting 2-year surveying programs that are eligible for the newly developed Surveying Education Award program.

As approved by the Council at the 2024 annual meeting, the current Surveying Education Award consists of two award categories: one for two-year schools with an articulation agreement with a four-year school and one for all other surveying/geomatics programs (including bachelor's programs and two-year programs without articulation agreements).

Committee members developed and executed a plan to identify award-eligible two-year surveying programs with articulation agreements with four-year surveying degree programs. A list was compiled and shared with NCEES staff.

The committee recommends modifying the criteria for the Surveying Education Award associate's degree category to apply to associate's programs with a minimum of 15 semester credit hours related to surveying and with articulation agreements, transfer agreements, or partnering agreements with a bachelor's degree program in surveying and geomatics.

The committee recommends modifying the other Surveying Education Award category to apply to bachelor's surveying and geomatics programs.

The number of awards and the amount of prize money within each category would not change.

The committee will present **Motion 3** as a result of this charge. **Appendix B** shows the committee's proposed edits to the Surveying Education Award criteria.

Respectfully submitted, the **Committee on Education:**

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Staff liaison
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MOTIONS

Education Motion 1

Move that the *NCEES Engineering Education Standard* be amended as follows:

NCEES Engineering Education Standard

Applicants having engineering degrees from programs that are not accredited by the Engineering Accreditation Commission (EAC) of ABET must demonstrate the following:

A. 32 college semester credit hours of higher mathematics, basic sciences, and additional sciences
    1. Credits in higher mathematics must be beyond algebra and trigonometry and must emphasize mathematical concepts and principles rather than computation. Courses in differential and integral calculus are required. Additional courses may include differential equations, linear algebra, numerical analysis, probability and statistics, and advanced calculus.

2. Credits must include 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.
3. Courses in additional sciences may include earth sciences (geology, ecology), advanced biology, advanced chemistry, and advanced physics. Computer skills and/or programming courses may not be used to satisfy mathematics or basic science requirements. Basic engineering science courses or sequence of courses in this area are acceptable for credit but may not be counted twice.

~~B. 12 college semester credit hours in general education that complements the technical content of the curriculum~~

1. ~~Examples of traditional humanities/social sciences courses in this area are philosophy, religion, history, literature, fine arts, sociology, psychology, political science, anthropology, economics (micro and macro), professional ethics, and social responsibility. Examples of other general education courses deemed acceptable include management (such as organizational behavior), accounting, written and oral communications, business, and law.~~
2. ~~No more than 6 credit hours may come from courses in management, accounting, business, or law. Courses in engineering economics, engineering management, systems engineering/ analysis, production, and industrial engineering/management will not be counted. Language courses in the applicant's native language are not acceptable for credit; no more than 6 credit hours of foreign language courses are acceptable for credit. Native language courses in literature and civilization may be considered in this area. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.~~

~~C~~B. 48 college semester credit hours of engineering science and/or engineering design courses

1. Courses in engineering science must be taught within the college/faculty of engineering or approved for engineering credit by an EAC/ABET-accredited program on a publicly listed course equivalency list. The courses must have their roots in mathematics and basic sciences but carry knowledge further toward creative application of engineering principles. Examples of approved engineering science courses are mechanics, thermodynamics, heat transfer, electrical and electronic circuits, materials science, transport phenomena, engineering economics, and computer science (other than computer programming skills).
2. Courses in engineering design must stress the establishment of objectives and criteria, synthesis, analysis, construction, testing, and evaluation. Graduate-level engineering courses may be included to fulfill curricular requirements in this area.

Engineering technology courses cannot be considered to meet engineering topic requirements.

C. 0 college semester credit hours of general education courses

1. While general education courses are not required to meet the NCEES standard, general education credits will be listed in the credentials evaluation for use at the discretion of the member board.
2. Examples of traditional courses in this area are philosophy, religion, history, literature, fine arts, sociology, psychology, political science, anthropology, economics (micro and macro), professional ethics, and social responsibility. English and foreign language courses in literature and civilization may be considered in this area. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.

NCEES Credentials Evaluations Policies

The NCEES Engineering Education Standard was developed by the NCEES Committee on Education for use by the NCEES Credentials Evaluations service and member boards. An educational evaluation provided by NCEES should be accepted as the only official assessment of whether or not the Engineering Education Standard has been met.

NCEES Credentials Evaluations will adhere to the following in conducting evaluations.

- Evaluations will be conducted on the following:
  1. Non-EAC/ABET-accredited ~~B~~bachelor's degree in engineering from a non-U.S.-based program
  2. Non-EAC/ABET-accredited bachelor's degree programs in engineering, engineering technology, related science, or mathematics only when coupled with a master's degree or doctorate in engineering

Evaluations may be conducted on programs that do not meet these criteria if specifically requested by an NCEES member board. Such requests must come directly from the member board to the NCEES Manager of Credentials Evaluations.

[. . .]

Rationale
ABET leaves it to the universities to set the general education requirements, so NCEES would reflect this reality by making this change. The other proposed changes reflect edits for clarity.

Board of directors' position
Endorses, non-consent agenda

Education Motion 2
Move that the *NCEES Surveying Education Standard* be amended as follows:

NCEES Surveying Education Standard
Applicants who hold surveying degrees from programs that are not accredited by ABET and applicants who hold B.S./B.A. degrees in states that also require a "core program" in surveying must demonstrate the following:

A. 18 college semester credit hours of mathematics and basic sciences

1. A minimum of 12 credits in mathematics must be beyond basic mathematics, but the credits include college algebra or higher mathematics. These courses must emphasize mathematical concepts and principles rather than computation. Mathematics courses may include college algebra, trigonometry, analytic geometry, differential and integral calculus, linear algebra, numerical analysis, probability and statistics, and advanced calculus.
2. A minimum of 6 credits must be in basic sciences. These courses must cover one or more of the following topics: general chemistry, advanced chemistry, life sciences (biology), earth sciences (geology, ecology), general physics, and advanced physics. Computer skills and/or programming courses may not be used to satisfy mathematics or basic science requirements.

~~B. 12 college semester credit hours in a general education component that complements the technical content of the curriculum~~

~~Examples of traditional courses in this area are philosophy, religion, history, literature, fine arts, sociology, psychology, political science, anthropology, economics, professional ethics, and social responsibility. No more than 6 credit hours of languages other than English or other than the applicant's native language are acceptable for credit. English and foreign language courses in literature and civilization may be considered in this area. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.~~

~~C~~B. 30 college semester credit hours of surveying science and surveying practice

Courses shall be taught by qualified surveying faculty. Examples of surveying courses are basic surveying, route surveying, hydrographic surveying, geodesy, geographic information systems (GIS), land development design and planning, global ~~positioning~~ navigation satellite systems (GNSS), photogrammetry, mapping, legal principles of land surveying, boundary law, professional surveying and mapping, and remote sensing. Graduate-level surveying courses can be included to fulfill curricular requirements in this area.

C. 0 college semester credit hours of general education courses

1. While general education courses are not required to meet the NCEES standard, general education credits will be listed in the credentials evaluation for use at the discretion of the member board.
2. Examples of traditional courses in this area are philosophy, religion, history, literature, fine arts, sociology, psychology, political science, anthropology, economics (micro and macro), professional ethics, and social responsibility. English and foreign language courses in literature and civilization may be considered in this area. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.

NCEES Credentials Evaluations Policies
The NCEES Surveying Education Standard was developed by the NCEES Committee on Education for use by the NCEES Credentials Evaluations service and member boards. An educational evaluation provided by NCEES should be accepted as the only official assessment of whether the Surveying Education Standard has been met.

NCEES Credentials Evaluations will adhere to the following in conducting evaluations.

- Evaluations will be conducted on the following:
  1. ~~Foreign~~ Non-ABET-accredited bachelor's degree in surveying ~~degree~~ from a non-U.S.-based program~~s~~
  2. U.S.-based, non-ABET-accredited degree programs in surveying
  3. U.S.-based B.S./B.A. programs for applicants that have met the "surveying core" program requirements

  Evaluations may be conducted on programs that do not meet these criteria if specifically requested by an NCEES member board. Such requests must come directly from the member board to the NCEES Manager of Credentials Evaluations.
- NCEES will evaluate all programs against the NCEES standard. NCEES will no longer determine substantial equivalence to an ABET-accredited program.
- In conducting the evaluation, NCEES will consider the breadth of the applicant's education, to include bachelor's degree coursework, master's degree coursework, and doctorate coursework in determining satisfaction of the NCEES standard.
- NCEES will provide credit for any advanced coursework earned prior to college enrollment that is deemed appropriate for college-level academic credit ~~(such as Advanced Placement, A-levels, Abitur, French Baccalaureate, International Baccalaureate, Lebanese Baccalaureate, etc.)~~.

[. . .]

Rationale
ABET leaves it to the universities to set the general education requirements, so NCEES would reflect this reality by making this change. The proposed changes are to make the *NCEES Engineering Education Standard* and the *NCEES Surveying Education Standard* consistent and reflect the evolution of surveying curricula.

Board of directors' position
Endorses, non-consent agenda

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Education Motion 3
Move to reorganize the NCEES Surveying Education Award to offer two categories for surveying and geomatics programs: one for associate's degree programs and one for bachelor's degree programs.

Rationale
There are currently two distinct Surveying Education Awards: one for two-year schools with an articulation agreement with a four-year school and one for all other surveying/geomatics programs (including bachelor's programs and two-year programs without articulation agreements). The number of schools with articulation agreements is small; this change would provide a better balance for entries (one category for associate's degree programs and one for bachelor's degree programs) and simplify the entry requirements for each category. The prize money and number of winners within each category would not change.

Board of directors' position
Endorses, consent agenda

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Appendix A: Draft NCEES Engineering Technology Education Standard

[DRAFT] NCEES Engineering Technology Education Standard

Applicants having engineering technology bachelor's degrees from programs that are not accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET must demonstrate the following:

A. 24 college semester credit hours of higher mathematics and basic sciences
   1. A minimum of 9 semester hours of higher mathematics must be beyond algebra and trigonometry and must emphasize mathematical concepts and principles rather than computation. Courses in differential and integral calculus are required. Additional courses may include differential equations, linear algebra, numerical analysis, probability and statistics, and advanced calculus.
   2. A minimum of 12 semester hours in basic sciences, which must include at least three courses. These courses must be in general chemistry, general calculus-based physics, general biological sciences, or earth sciences (geology, ecology, or oceanography); no more than two of the three courses may be in the same area.
   3. Additional courses towards the requisite 24 semester hours of higher mathematics and basic sciences may include physical science, natural science, and/or advanced science. Computer skills and/or programming courses may not be used to satisfy mathematics or basic science requirements. Basic engineering science courses or sequence of courses in this area are acceptable for credit but may not be counted twice.

B. 40 college semester credit hours of engineering technology, engineering science, and/or engineering design courses
   1. Courses in engineering technology or engineering science must be taught within the college/faculty of engineering technology or approved for engineering technology credit by an ETAC/ABET-accredited program on a publicly listed course equivalency list. Examples of approved engineering technology courses are applications of mechanics, thermodynamics, heat transfer, electrical and electronic circuits, materials science, and transport phenomena. In addition, courses in engineering economics and computer science (other than computer programming skills) are approved.
   2. Courses in engineering technology should focus on applying engineering techniques to real-world situations. Engineering technology coursework should incorporate laboratory work and shall contain a sufficiently designed engineering technology program to provide minimal competency in applying engineering algorithms and procedures. Graduate-level engineering or engineering technology courses may be included to fulfill curricular requirements in this area.

C. 0 college semester credit hours of general education courses
   1. While general education courses are not required to meet the NCEES standard, general education credits will be listed in the credentials evaluation for use at the discretion of the member board.
   2. Examples of traditional courses in this area are philosophy, religion, history, literature, fine arts, sociology, psychology, political science, anthropology, economics, professional ethics, and social responsibility. English and foreign language courses in literature and civilization may be considered in this area. Courses that instill cultural values are acceptable, while routine exercises of personal craft are not.

NCEES Credentials Evaluations Policies

The NCEES Engineering Technology Education Standard was developed by the NCEES Committee on Education for use by the NCEES Credentials Evaluations service and member boards. An educational evaluation provided by NCEES should be accepted as the only official assessment of whether or not the Engineering Technology Education Standard has been met.

NCEES Credentials Evaluations will adhere to the following in conducting evaluations.

- Evaluations will be conducted on the following:
  1. Non-ETAC/ABET-accredited bachelor's degree in engineering technology from a non-U.S.-based program
  2. U.S.-based, non-ETAC/ABET-accredited bachelor's degree program in engineering technology
  3. Non-ETAC/ABET-accredited bachelor's degree programs in a related science or mathematics only when coupled with a master's degree in engineering technology

Evaluations may be conducted on programs that do not meet these criteria if specifically requested by an NCEES member board. Such requests must come directly from the member board to the NCEES Manager of Credentials Evaluations.

- NCEES will evaluate all programs against the NCEES Engineering Technology Education Standard. NCEES does not determine substantial equivalence to an ETAC/ABET-accredited program.
- For the evaluation, the bachelor's degree coursework, master's degree coursework, and doctorate coursework will be considered in determining satisfaction of the NCEES standard.
- NCEES will provide credit for any advanced coursework earned prior to college enrollment that is deemed appropriate for college-level academic credit.
- A maximum of 6 hours' credit will be granted for thesis, special topics, and independent study at any level.
- Cooperative training, practicums, internships, and continuing education activities will not receive educational credits to satisfy the NCEES standard.
- NCEES will note any deficiencies in the applicant's educational history compared to the NCEES standard.

For applicants whose educational record indicates satisfaction of the NCEES standard, NCEES will report that the applicant possesses the education required in order to be considered by a member board for entry into the professional practice of engineering.

For applicants whose education record indicates deficiencies relative to the NCEES standard, NCEES will note those deficiencies for any action deemed appropriate by a member board. NCEES will also provide any relevant information concerning the educational requirements and/or any prerequisites for entry into engineering programs in the applicant's country for consideration and overall qualification by a member board.

APPENDIX B: PROPOSED EDITS TO SURVEYING EDUCATION AWARD CRITERIA

2025 NCEES Surveying Education Award (two-year programs)

The jury will use the following criteria when scoring applications:

Program ~~(35%)~~
- Provide the name of the program (e.g., surveying, geomatics). What surveying courses are offered/required in the program?
- What is unique and innovative about the program?
- What are the qualifications of the instructors? How many are full-time? Adjunct?
- Is the program accredited or in the process of seeking accreditation? If so, by what commission or association?
- What surveying tools, equipment, and technologies are used to teach students?
- How does the program remain current with surveying technology?
- What articulation or transfer agreements are in place?
- How many and what percentage of students continue their education in a surveying/geomatics bachelor's program? Provide data if available.
- How do you track if students continue their education in a surveying/geomatics bachelor's program?
- How are students encouraged to continue their education in a surveying/geomatics bachelor's program?

Student Outcomes/Student Involvement ~~(15%)~~
- What is the primary learning objective for the program?
- Are students engaged in assignments or projects that involve real-world application?
- Are students active in surveying clubs and professional associations? What activities do they do?

Outreach/Recruitment ~~(15% emphasis)~~
- What is special? Are there best practices that could be used by other programs?
- How, and from where, does the program recruit students?
- What are the enrollment numbers for the program for the past three years? Describe trends.
- Does the program seek assistance or support from external associations, societies, or firms?
- What efforts have been made to grow the program? What efforts are planned for the future?
- Does your program have marketing materials for outreach/recruitment purposes? If so, please include with the submittal.

Licensure
- How is professional licensure promoted to students?
- ~~Are external licensed surveyors involved in the program? If so, how?~~

Summary/Benefits/Merits (Essay Format~~, 20%~~)
- Why should the program receive this award?
- How would this award, if received, benefit the program?
- How will this award, if received, advance professional licensure for surveyors and promote the surveying profession?

2025 NCEES Surveying Education Award (four-year programs)

The jury will use the following criteria when scoring applications:

Program ~~(35%)~~
- Describe the program type (e.g., ~~certification, two-year, four-year~~ BS, BA) and provide the name of the program (e.g., surveying, geomatics). What surveying courses are offered/required in the program?
- What is unique and innovative about the program?
- What are the qualifications of the instructors? How many are full-time? Adjunct?
- Is the program accredited? If so, by what commission or association?
- What surveying tools, equipment, and technologies are used to teach students?
- How does the program remain current with surveying technology?

Student Outcomes/Student Involvement ~~(15% emphasis)~~
- What is the primary learning objective for the program?
- What are the student outcomes, and how are they assessed? Are surveying internships incorporated into your program?
- Are students engaged in assignments or projects that involve real-world application?
- Are instructors and/or students involved in research and development activities? Provide brief examples.
- Are students active in surveying clubs and professional associations? What activities do they do?
- Have students participated in any surveying competitions in the last two academic years?
- Are students engaged in community service projects? If so, briefly describe them, differentiating nontechnical humanitarian projects from those that are tied to the curriculum or that required the use of surveying skills.

Outreach/Recruitment ~~(15% emphasis)~~
- What is special? Are there best practices that could be used by other programs?
- How, and from where, does the program recruit students?
- What are the enrollment numbers for the program for the past three years? Describe trends.
- Does the program seek assistance or support from external associations, societies, or firms?
- What efforts have been made to grow the program? What efforts are planned for the future?
- Does your program have marketing materials for outreach/recruitment purposes? If so, please include with the submittal.

Licensure ~~(15%)~~
- How is professional licensure promoted to students?
- Are students encouraged or required to take the Fundamentals of Surveying (FS) exam before graduation or just after? What support is given to them?
- How many and what percentage of students take and pass the FS exam before graduation?
- How do you track if students attain licensure post-graduation? Provide data if available.
- Are external-licensed surveyors involved in the program? If so, how?

Summary/Benefits/Merits (Essay Format~~, 20%~~)
- Why should the program receive this award?
- How would this award, if received, benefit the program?
- How will this award, if received, advance professional licensure for surveyors and promote the surveying profession?

Committee on Examination Policy and Procedures

George Murgel, Ph.D., P.E., Chair

ABSTRACT

The Committee on Examination Policy and Procedures (EPP) is responsible for reviewing the effectiveness of NCEES examinations and recommending policies, specifications, and procedures consistent with trends in the engineering and surveying professions. The first introductory meeting was held on October 4, 2024, as a virtual meeting via Zoom. At that meeting, EPP Committee members were briefed on the charges and asked about their interest on the specific charges.

At the first working meeting, held virtually on December 2, 2024, via Zoom, the committee split into subgroups to begin discussions about the charges given to the committee this year. These discussions continued into the new year on the Basecamp collaboration website. The third meeting was held in person on January 17–18, 2025, at the Renaissance Hotel Saint Elm in Dallas, Texas, where the subcommittees concluded their discussions and developed recommendations related to the charges.

The committee addressed three charges for 2024–25. It has two recommendations for the board of directors and 12 motions for Council action. **The motions begin on page 70.**

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Review all examination development policies (EDPs) and examination administration policies (EAPs) in the* Manual of Policy and Position Statements *for redundancy and clarity. Recommend revisions as appropriate.*
- *Review exam volumes regarding EDP 6 and provide recommendations to the board of directors.*

EDP and EAP review

The committee reviewed the EDPs and EAPs for clarity and consistency and proposed minor editorial changes in several policies, as reflected in **Motions 1, 7, 9, and 11**. The committee proposes amendments to EDPs 2–6 and EAP 2. These changes are reflected in **Motions 2–6 and 10**. The committee also proposes the removal of EAP 12, which is reflected in **Motion 12**. The review of EDP 12 was considered separately under Charge 3.

Exam volumes

The committee reviewed all exam volumes per EDP 6. The low number of first-time exam takers for the Principles and Practice of Engineering (PE) Nuclear examination was of particular interest. The PE Agricultural and Biological Engineering exam was being monitored since it did not meet the EDP 6 requirements for the October 2023 administration. However, the 2024 administration did meet the EDP 6 requirements, and further monitoring was not considered.

The PE Nuclear exam has been on probation for the past two years and suffers from low first-time takers. Over the past five administrations, the average number of takers has only been 16 first-time test takers, with declining numbers over the past three administrations. The chair of the PE Nuclear exam development committee attended the EPP Committee meeting virtually, and the committee asked questions to try and understand what difficulties were causing the low number of first-time examinees.

The American Nuclear Society (ANS) submitted an update to its 2022 remedial action plan in 2024 and again in 2025 detailing its ideas to encourage more candidates to take the PE Nuclear exam. The 2022 plan's actions did not increase the number of first-time examinees. The 2025 update from ANS appears to have similar actions as those identified in the 2024 update and in the original 2022 action plan, with the plan seeming to focus primarily on college students to encourage them to seek licensure. Encouraging college students to take the exam lags by several years in the actual administration of a PE exam, which will not be completed until graduation and successful completion of the Fundamentals of Engineering (FE) examination. Also, it is important to note that many people who could take the PE Nuclear exam work in areas or fields that neither require nor encourage employees to become licensed.

The PE Nuclear exam is at the end of a two-year probationary period, and the professional activities and knowledge study (PAKS) is scheduled to begin in 2026. No decision was made for a recommendation to the board of directors, per EDP 6, at the January meeting. A virtual meeting was held on February 24, 2025, to consider this situation further after the meeting of the PE Nuclear exam development committee, ANS representatives, and the Committee on Examinations for Professional Engineers (EPE) on February 6–7, 2025.

During the virtual EPP Zoom meeting on February 24, 2025, the results of the EPE discussions were discussed. The committee did not accept the recommendations of the 2025 update to the PE Nuclear Examination Remedial Action Plan. A motion was made to discontinue the development and administration of the PE Nuclear exam, which was adopted.

Recommendation
The EPP Committee recommends to the board of directors that the PE Nuclear examination be discontinued.

Rationale
The PE Nuclear exam development committee and the supporting technical society's remedial action plan failed to provide evidence that the examination in its current form will attract a larger number of candidates, as it is heavily weighted toward power production, which is viewed as only a small portion of the potential population.

Upon request, NCEES staff provided data indicating that most candidates with a nuclear engineering degree take the PE Nuclear exam even with the option of taking the PE Mechanical: Thermal and Fluid Systems exam, which is offered year-round. Staff also reported that providing the exam on Monday has logistical challenges for the potential scheduling of candidates who need a two-day accommodation because the day before, which would be Sunday, is when the accommodation starts and test centers are typically closed on Sunday.

Charge 2
With input from the Committee on Examinations for Professional Engineers (EPE), the Committee on Examinations for Professional Surveyors (EPS), and psychometric consultants, review exam procedures regarding the multilingual examinee population. Consider whether additional accommodations are needed to address ESL examinees, including but not limited to a translation dictionary app, extra time, etc. Propose a recommendation as appropriate.

Much time was spent discussing accommodations for English as a Second Language (ESL) candidates. ESL is not identified as a disability in the Americans with Disabilities Act (ADA), so it does not require an accommodation. ESL is more accurately described as an "exception" with which an organization has no mandate to comply.

The National Council of Architectural Registration Boards (NCARB) and the Council of Landscape Architectural Registration Boards (CLARB) have computer-based exams and exceptions for ESL. NCARB allows either 20 percent extra time or a word-to-word dictionary, while CLARB offers only a word-to-word dictionary. It should be noted that ESL is often self-identified and there are no objective criteria for determining ESL status or the need for exception. Discussions with NCARB revealed that the overwhelming exception selected by candidates has been the additional time consideration, and the EPP Committee posited that this may be an alternative to allow examinees additional time in lieu of an ADA accommodation.

Recommendation
The EPP Committee does not recommend making any exceptions for ESL candidates at this time. However, NCEES staff should monitor requests and track data to determine whether this should be reconsidered at some point in the future.

Rationale
If an exception were to be given to ESL candidates, several challenges would be experienced by NCEES, including providing additional time for candidates who do not meet that need under ADA requirements, exam security (information written in the reference on the way in and exam items on the way out), context with word-to-word dictionary translation of words in different orders, and technical terms not necessarily found in typical translation dictionaries. It was also noted that available translation dictionaries used by other organizations could number in the hundreds, and many are difficult to procure. The number of requests for an exception as recorded to date by NCEES staff is numbered in the tens of requests compared to exam volume in the tens of thousands of examinations.

Charge 3

Review EDP 12 and determine if the language regarding EPS and EPE members having exam experience should be included in Bylaws *as opposed to policy. Make recommendations as appropriate.*

EDP 12 stipulates, "The EPE and EPS Committees should include members of their current or past respective exam development committees."

During the meeting, the discussion centered on whether the EDP 12 language should be moved into the *Bylaws*. More specifically, the discussion focused on what is defined as exam experience for a qualified person to be on the committees.

The definition of experience is noted in NCEES *Bylaws*, Section 7.01. "Experience" is defined for the chairs of EPE and EPS 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 committee agreed unanimously that the requirement should be moved from EDP 12 in the *Manual of Policy and Position Statements* and to the *Bylaws* as part of Sections 7.06 and 7.07. This change is reflected in **Motion 8** to refer the *Bylaws* changes to a Special Committee on Bylaws. If Motion 8 is adopted, the EPP Committee will present a motion next year to delete EDP 12 when the Bylaws Committee is presenting its motions to amend the *Bylaws*.

Respectfully submitted, the **Committee on Examination Policy and Procedures:**

George Murgel, P.E., Ph.D., Chair

Members
Linda Bergeron, P.E.
Ryan Callaghan, P.E.
James Collins, P.E.
Pastor Farinas, P.E.
Douglas Hendrickson, P.E.
Cevin Imus, L.S.
Jennifer Kuether, P.E.
Ronald Willey, Ph.D., P.E.

Consultants
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Rosaleen (Rosey) Nogle, P.E.
Shannon Stanfill

Board liaison
James Kelly, P.E.

Staff liaison
Jason Gamble, P.E.

MOTIONS

EPP Motion 1

Move that Exam Development Policy 1 be amended as follows:

EDP 1 Examinations

Examination shall be defined as ~~a~~ computer-based testing (CBT) assessment tool that produces a score/result on which a decision is being based.

It shall be the policy of NCEES in all publications and correspondence to refer to the respective examinations only as follows:

A. Fundamentals of Engineering (FE) examination
B. Principles and Practice of Engineering (PE) examination, which includes the PE Structural examination
C. Fundamentals of Surveying (FS) examination
D. Principles and Practice of Surveying (PS) examination
E. Public Land Survey System (PLSS) examination

The purpose of the examinations is to assess licensure candidates' abilities to practice competently as engineers or surveyors and to assist member boards in the regulation of the practice of engineering and surveying as it relates to safeguarding the health, safety, and welfare of the public.

Member boards reserve the right to administer, score, and report state-specific examinations.

Rationale
These changes align with a revision in the definition of "computer-based testing (CBT)" as the type of examination currently being produced by NCEES for administering at Pearson VUE test centers. Inserting the phrase in this definition will eliminate needing to mention it in several other EDPs and will be more consistent across all policies. The committee also provided language to denote that state-specific examinations typically given to applicants in both engineering and surveying are done solely by the member boards and not NCEES.

Board of directors' position
Endorses, consent agenda

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EPP Motion 2
Move that Exam Development Policy 2 be amended as follows:

EDP 2 Examination 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. The *Standards for Educational and Psychological Testing* is published jointly by the American Educational Research Association, the American Psychological Association, and the National Council on Measurement in Education.

Rationale
The policy was broken into two separate sentences to make it easier to read.

Board of directors' position
Endorses, consent agenda

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EPP Motion 3
Move that Exam Development Policy 3 be amended as follows:

EDP 3 Engineering and Surveying Examinations and Formats
A. Fundamentals of Engineering Examination
The Fundamentals of Engineering (FE) examination shall be ~~administered via computer based testing (CBT)~~ offered in the following practice areas and have supplied references~~.~~:
1. Chemical
2. Civil
3. Electrical and Computer
4. Environmental
5. Industrial
6. Mechanical
7. Other Disciplines

B. Principles and Practice of Engineering Examinations
The Principles and Practice of Engineering (PE) examinations shall be offered in the following practice areas and ~~shall be administered in CBT format and~~ have supplied references:
1. Agricultural and Biological
2. Architectural
3. Chemical
4. Civil—Construction
5. Civil—Geotechnical
6. Civil—Structural

7. Civil—Transportation
8. Civil—Water Resources and Environmental
9. Control Systems
10. Electrical and Computer—Computer Engineering
11. Electrical and Computer— Electronics, Controls, and Communications
12. Electrical and Computer—Power
13. Environmental
14. Fire Protection
15. Industrial and Systems
16. Mechanical—HVAC and Refrigeration
17. Mechanical—Machine Design and Materials
18. Mechanical—Thermal and Fluid Systems
19. Metallurgical and Materials
20. Mining and Mineral Processing
21. Naval Architecture and Marine
22. Nuclear
23. Petroleum
24. Structural

    The PE Structural examination shall consist of four sections and shall be considered and referred to as one examination.

C. Fundamentals of Surveying Examination~~s~~

~~The surveying examinations shall be available as follows:~~

~~1.~~ The Fundamentals of Surveying (FS)~~, Principles and Practice of Surveying (PS), and Public Land Survey System (PLSS)~~ examination~~s~~ shall be administered ~~in CBT format~~ and have supplied references.

~~2. Member boards reserve the right to administer, score, and report state-specific examinations.~~

D. Principles and Practice of Surveying and Public Land Survey System Examinations

The Principles and Practice of Surveying (PS), and Public Land Survey System (PLSS) examinations shall be administered and have supplied references.

~~D~~E. 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. Exam types below are defined in the *Exam Development Procedures Manual.*

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 shall be determined by the psychometric consultant per the criteria listed in the NCEES *Exam Development Procedures Manual*.

~~E~~F. Exam Contingency Plans

The chief executive officer shall have contingency plans available in the event of any irregularity that impacts the security of an exam or the ability to administer an exam per NCEES exam policies or prescribed schedules.

~~F~~G. Exam Preparation Material Development

Exam preparation material shall be developed for each NCEES examination. This material shall include a supplied reference handbook and a practice exam on each major topic area sufficient to provide candidates with a sense of the structure, scope, and difficulty of the examination. The supplied reference handbook and practice exam shall be made available to candidates six months prior to the exam administration ~~during~~ when an exam ~~re-~~specification ~~year~~ is changed and a minimum of three months prior to the exam administration during a standard exam administration year.

Rationale

The wording of this policy was inconsistent between sections and was updated to list all seven types of FE examinations to be consistent with the listing of the PE examinations. The surveying examination portion was expanded to account for the new PLSS examination that is in development, and portions of several paragraphs

were struck to prevent redundant restating of the same phrases across multiple policies since the definition of "examination" in EDP 1 was expanded.

Board of directors' position
Endorses, consent agenda

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EPP Motion 4
Move that Exam Development Policy 4 be amended as follows:

EDP 4 ~~Entry~~ Addition of a New PE Examination or Reinstatement of a PE Examination

A. Accreditation Requirement
No examination 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 Requirement
No examination 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 shall be supported in writing by no fewer than 10 member boards who can each demonstrate a need for the examination in their jurisdiction by each providing a letter of support for the new examination in accordance with paragraph ~~D~~C.2 herein. A request older than four years must be resubmitted by the member boards.

~~D. Letters of Support~~
~~All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public.~~

~~E~~1. Proof of Need and Estimate of Usage
Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination. No examination shall be added or reinstated to the examination program unless the estimate of usage conforms to NCEES policies and procedures. The estimate of usage shall include the methodology used to derive the estimate. ~~Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination.~~

2. Letters of Support
All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public.

~~F~~D. Application Review
If the Committee on Examinations for Professional Engineers (EPE) determines that the proposed application meets the requirements, then it ~~will~~ shall recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.

~~G. Exam Format~~
~~The new exam or reinstatement request shall be developed in CBT format.~~

~~H~~E. Notification to Member Boards
Member boards shall be notified one year in advance of the addition or reinstatement of any examination to the exam program.

~~I~~F. Requests to Divide an Existing Examination
Requests to divide an existing examination into multiple examinations shall be made to the EPE Committee. Requests shall include proof of such need in accordance with sections A–~~E~~C herein.

Rationale
The description of how to seek the addition of a new PE examination is expanded to clarify the process and make the requirements more explicit due to the ambiguities that recently occurred while considering adding a

Plumbing module for the PE Mechanical examination. The revised process will be more consistent with what actually happens during the evaluation process.

Board of directors' position
Endorses, consent agenda

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EPP Motion 5
Move that Exam Development Policy 5 be amended as follows:

EDP 5 ~~Entry~~ Addition of a New FE Examination

A. Accreditation Requirement
No new FE examination shall be added to the examination program unless there is an EAC/ABET-accredited program in the examination topic area.

B. Member Board Requirement
Requests for examinations shall be supported in writing by no fewer than 10 member boards who can each demonstrate a need for the examination in their jurisdiction by each providing a letter of support for the new examination in accordance with paragraph ~~C~~B.2 herein. A request older than four years must be resubmitted by the member boards.

~~C. Letters of Support~~
~~All requests shall include proof of such need, an estimate of usage, and the impact of safeguarding the health, safety, and welfare of the public.~~

~~D~~1. Proof of Need and Estimate of Usage
Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination. No examination shall be added or reinstated to the examination program unless the estimate of usage conforms to NCEES policies and procedures. The estimate of usage shall include the methodology used to derive that estimate. ~~Proof of need shall include evidence that knowledge areas and skills are not adequately measured in an existing examination and that additional knowledge areas and skills required are sufficient to support a new examination.~~

2. Letters of Support
All requests shall include proof of such need, an estimate of usage, and the impact of safeguarding the health, safety, and welfare of the public.

~~E~~C. Application Review
If the EPE Committee determines that the proposed application meets the requirements, then it will recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.

~~F. Exam Format~~
~~The new exam or reinstatement request shall be developed in CBT format.~~

~~G~~D. Notification to Member Boards
Member boards shall be notified at least one year in advance of the addition of any new FE examination.

Rationale
The description of how to seek the addition of a new FE exam module was expanded to clarify the process and make the requirements more explicit and consistent with the process for a new PE examination as a consequence of the ambiguities that recently occurred during the consideration of adding a Plumbing option for the PE Mechanical examination. The revised process will be more consistent with what actually happens during the evaluation process.

Board of directors' position
Endorses, consent agenda

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EPP Motion 6

Move that Exam Development Policy 8 be renumbered and amended as follows:

EDP ~~8~~6 ~~Entry~~ Addition of a New Surveying Examination

A. Member Board Requirement

Requests for examinations shall be made by no fewer than 10 member boards who can each demonstrate a need for the examination in their jurisdiction by each providing a letter of support for the new examination in accordance with paragraph ~~B~~A.2 herein. A request older than four years must be resubmitted by the member boards.

~~B. Letters of Support~~

~~All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public.~~

~~C~~1. Proof of Need and Estimate of Usage

Proof of need shall include evidence that knowledge areas and skills required are sufficient to support a new examination. No examination shall be added or reinstated to the examination program unless the estimate of usage conforms to the NCEES policies and procedures. The estimate of usage shall include the methodology used to derive that estimate. ~~Proof of need shall include evidence that knowledge areas and skills required are sufficient to support a new examination.~~

2. Letters of Support

All requests shall include proof of such need, an estimate of usage, and the impact on safeguarding the health, safety, and welfare of the public.

~~D~~B. Application Review

If the EPS Committee determines that the proposed application meets the requirements, then it will recommend to the board of directors that the process continues with a professional activities and knowledge study (PAKS). The board of directors shall either approve or reject the recommendation.

~~E. Exam Format~~

~~The new examination or reinstatement request shall include a plan to develop the exam in CBT format.~~

~~F~~C. Notification to Member Boards

Member boards shall be notified one year in advance of the addition of any surveying examination.

~~G~~D. Requests to Divide an Existing Examination

Requests to divide an existing examination into multiple examinations shall be made to the EPS Committee. Requests shall include proof of such need in accordance with paragraph~~s~~ A ~~– D~~ of this policy.

Rationale

The description of how to seek the addition of a new surveying examination was expanded to clarify the process and make the requirements more explicit due to the recent ambiguities while considering adding a Plumbing option for the PE Mechanical examination. The revised process will be more consistent with what needs to happen during the evaluation process. The renumbering will allow the processes for all three types of examinations to be grouped together in the policy statements, with the same requirements for all three types of examinations.

If the Council approves the renumbering of this policy, EDPs 6 and 7 will be renumbered EDP 7 and EDP 8, respectively.

Board of directors' position

Endorses, consent agenda

EPP Motion 7
Move that Exam Development Policy 9 C be amended as follows:

EDP 9 Requirements for Item Writers, Pass-Point Evaluators, and Reviewers

C. Restriction on Teaching Exam Refresher Courses
Any person serving on an NCEES examination development committee or involved in a pass-point evaluation panel shall not teach an exam refresher course related to the preparation for that examination within three years ~~of serving~~ following service on the committee or panel.

Rationale
This policy clarifies the wording regarding who is able to teach exam refresher courses if they are working on the exam development committee and makes it more explicit about the time lag between exiting an exam development committee and teaching refresher courses in the area that they had been writing exam questions in.

Board of directors' position
Endorses, consent agenda

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EPP Motion 8
Move to charge a Special Committee on Bylaws with incorporating the following amendments into *Bylaws* Sections 7.06 and 7.07:

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. Additionally, at least 50 percent of the committee members should have exam experience as defined in Section 7.01 of the *Bylaws.*

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. Additionally, at least 50 percent of the committee members should have exam experience as defined in Section 7.01 of the *Bylaws.*

This committee shall have the authority to recommend, in connection with its work, the appointment of consultants.

Rationale
Including this language in the *Bylaws* better aligns with the definition of experience while providing more clarity and consistency to the process for selecting members of the EPE and EPS committees. If this motion is adopted,

the EPP Committee will present a motion next year to delete EDP 12 when the Special Committee on Bylaws is presenting motions to amend the *Bylaws*.

Board of directors' position
Endorses, consent agenda

EPP Motion 9
Move that Exam Administration Policy 1 F be amended as follows:

EAP 1 Administration of Examinations
F. Examination Scheduling Restriction
A candidate for an exam may take the same examination only one time per defined exam window and no more than three times in a 12-month period.

Rationale
Wording is added to clarify the frequency with which an examinee can retake a failed exam in the same discipline over the course of a calendar year.

Board of directors' position
Endorses, consent agenda

EPP Motion 10
Move that Exam Administration Policy 2 be amended as follows:

EAP 2 Examination Schedules
NCEES will administer examinations in the published timeframes or on the published dates as noted in the ~~*Security and Administrative Procedures Manual*~~ *NCEES Examinee Guide*. The schedule shall be updated annually by NCEES staff. The examination dates should avoid conflicts with public and religious holidays.

~~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.~~

Rationale
The policy is amended to reflect that the published timeframes are now part of the *NCEES Examinee Guide* and are no longer in the *Security and Administrative Procedures Manual*. The second paragraph is removed from the policy because it no longer applies to the exam schedules.

Board of directors' position
Endorses, consent agenda

EPP Motion 11

Move that Exam Administration Policy 7 be amended as follows:

EAP 7 Release and Use of Examination Results

A. Results Reporting
Examination results for examinees shall be released only to the respective member board and the examinee. Examination results for examinees suspected of an exam irregularity shall not be released until the irregularity has been resolved per the *Security and Administrative Procedures Manual*. ~~Reporting of~~ eExamination results for examinees ~~will~~ shall be reported only as pass or fail. All failing examinees ~~will~~ shall be provided with a diagnostic report to indicate performance on those attempted examinations.

B. Validity and Integrity
NCEES shall strive to ensure that the validity and integrity of the examinations are preserved and examinees are treated in a fair and equitable manner. NCEES reserves the right to treat exam scores as final and not subject to change after one year has passed from the date of release from NCEES to the member boards. If there is a change in the exam scores within a year of the date NCEES releases the examination results roster to the member boards, then NCEES ~~will~~ shall notify the member board only if the change in the exam scores alters an examinee's status from fail to pass.

NCEES reserves the right to notify the member boards at any time if it learns that an examinee engaged in any improper conduct relating to the exam on which the score was obtained or took any action that jeopardized the security of any other NCEES exam or exam administration.

C. Exam Irregularities
All NCEES exam irregularities ~~should~~ shall be evaluated by NCEES with regards to invalidation of exam results. If an examinee fails to comply with the conditions stated in the *NCEES Examinee Guide*, NCEES shall have the authority to invalidate exam results and, furthermore, shall have the authority to suspend an examinee's ability to take an NCEES examination for up to three years. If deemed appropriate, NCEES shall also have the right to pursue additional restrictions on future testing, civil remedies, and/or criminal remedies.

NCEES ~~will~~ shall notify the member board selected by the examinee of the specific terms and reasons for the invalidation or ban. NCEES ~~will~~ shall update the examinee's account to make this information available to all member boards.

If a member board objects to NCEES' decision to ban an examinee's registration, NCEES ~~will~~ shall 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.

D. Structural Engineering Examinations
A section results notice ~~will~~ shall be transmitted to the member board for each administration in which an examinee takes a section. Passing only one section shall not be sufficient for any licensure purposes. After an examinee has passed all sections, an examination pass notice will be transmitted to the member board to indicate that the examinee has passed the PE Structural examination.

E. Release to Universities and Colleges
NCEES may provide institutional reports containing FE or FS examination data directly to a university or college that may help measure learning outcomes of the total engineering or surveying education.

Rationale

The language in the policy has been revised to use the term "shall" rather than "will" or "should" to be more consistent with language in other policies and to reflect a more forceful action that must be accomplished.

Board of directors' position

Endorses, consent agenda

EPP Motion 12

Move that Exam Administration Policy 12 be deleted.

~~**EAP 12 Proctors for Administration of Examinations**~~

~~Any person who teaches a refresher course or is actively involved in preparation of non-NCEES-sponsored review material for an NCEES examination shall not serve as a proctor for any NCEES examination.~~

Rationale

This policy should be removed from the examination administration policies since all exams are now administered at Pearson VUE test centers. The callout of proctors is a holdover from the older pencil-and-paper exam administrations and is no longer applicable in the current testing practice.

Board of directors' position

Endorses, consent agenda

Committee on Examinations for Professional Surveyors

Todde Folkerts, P.E., P.L.S., Chair

ABSTRACT

The Committee on Examinations for Professional Surveyors (EPS) supervises the preparation of exam specifications (blueprints), reviews item performance, monitors the training of exam development volunteers and recommends changes to exam policies and procedures for the Fundamentals of Surveying (FS) and Principles and Practice of Surveying (PS) exams.

The committee held three virtual meetings via Zoom and one in-person meeting at NCEES headquarters in Greenville, South Carolina, and performed additional work through the Basecamp collaboration website. Chair Todde Folkerts, P.E., P.L.S., served as a consultant to the Committee on Examination Policy and Procedures (EPP) and attended the EPP virtual meeting and its in-person meeting held in Dallas, Texas.

The EPS Committee was assigned five charges and will present one motion. **The motion begins on page 82.**

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Oversee the development and maintenance of necessary exam items for future FS and PS 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.*
- *Annually review exam development committee member data. Compare them with benchmarks as established by the Committee on Examinations for Professional Surveyors 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.*

Exam development and performance

The FS and PS exams are statistically strong in performance, reliability, and volume. The volume of test takers for both FS and PS exams is maintaining a high level and is currently continuing to climb upward. The passing rate for first-time takers for the FS has been averaging near 61 percent since 2020. The passing rate for first-time takers for the PS has been averaging near 68 percent since 2021.

For the pools published in July 2023, the FS Pretest item survival rate was 70 percent, and the PS Pretest item survival rate was 69.5 percent.

The future PS exam, with updated specifications from the latest professional activities and knowledge study (PAKS), will be administered no sooner than July 2027. It will continue to be delivered in a linear-on-the-fly (LOFT) format with 85 operational items and 15 pretest items. Notifications to member boards will be sent one year prior to the first administration of the updated exam. The exam fee is $375.

The new Public Land Survey System (PLSS) exam will be a linear fixed-form (LFF) format with 60 operational items and 15 pretest items. The exam time will be 4.5 hours, with a seat time of 5 hours. Exam development meetings for the PLSS exam were conducted in March, July, and December 2024 and in March and May 2025. Additional exam development meetings are scheduled for August and November 2025. The PLSS exam will be administered no sooner than October 2027. Notifications to member boards will be sent one year prior to the exam being administered. The exam fee is $325.

Exam audit
In the 2023–24 audit, there were six PS exam findings. The 2024–25 Committee on Examination Audit identified one finding that was still unresolved (items missing/insufficient rationale). Originally a request for three items to be reviewed, the exam committee reviewed the entire item bank for similar issues and identified over 170 items, for which backup documentation is being improved. One of the original three has not yet been completed. As explained in the 2024–25 audit response, additional time will be afforded the PS exam development committee to resolve all the remaining items by the June 2025 meeting.

Committee diversity
During 2023–24, EPS set diversity benchmarks for its development committees. Data was obtained from 4,517 passers of the FS exam, with 1,045 candidates responding to the survey. Diversity for each of the FS, PS, and PLSS exam development committees is sufficiently comparable to the respondent diversity. The benchmarks will be reviewed for potential updates in 2030.

PLSS exam
NCEES *Bylaws* Section 7.07 needs to be updated to add the PLSS exam to the EPS Committee's scope of responsibility. The committee will present **Motion 1** to charge a Special Committee on Bylaws to incorporate the necessary amendments.

The PLSS exam development committee has been working with over 49 members identified as PLSS subject-matter experts from diverse jurisdictions, with considerations given for gender and ethnic diversity. The PLSS exam development committee conducted four meetings in 2024 and is scheduled to have four meetings in 2025.

Exam development for the PLSS exam is currently on schedule, with 149 items written in the first three meetings, averaging 4.5 items/person/meeting. Two hundred seventy-six items still need to be written by March 2026 (need to average 3.7 items/person/meeting).

Charge 2
Work with Pearson VUE to review the PAKS process and determine if 200 responses to the survey is reasonable for all exams. Consult with the Committee on Examinations for Professional Engineers (EPE). Make recommendations to update the Examination Development Procedures Manual *(EDPM) as necessary.*

Pearson VUE was requested to recommended updated EDPM language to help address this charge. In consultation with EPE, the EPS Committee edited the recommendation and approved final language to incorporate into the EDPM. The updated language, which both committees approved, provides some flexibility for exams with smaller examinee volumes.

Charge 3
Review the EDPM to address procedures no longer applicable in computer-based testing.

Staff assembled a list of suggested EDPM changes. In consultation with EPE, the EPS Committee suggested additional edits and concurred on the final changes.

Charge 4
Discuss why business practice/communications topics are included on the PS examinations and whether future PAKS should include non-technical elements.

The EPS Committee agrees that these topics are vital to our respective practices. With this in mind, after thorough discussion the committee determined that these topics should not be surveyed on the next PS exam PAKS. Below is rationale for this decision:

- This material is covered in the FS exam. Removing it from the PS exam mimics the FE/PE content structure (these types of topics are covered on the FE exam, not on the PE exam).
- These topics have been included on PS exam specifications for decades, yet most complaints to our respective boards pertain to these matters. EPS therefore believes the PS exam is not making an impact on licensee's professional practices in these areas.
- Items testing these content areas typically do not discriminate from a statistical perspective, so they do not effectively differentiate between examinees who demonstrate minimum competence and those who do not.
- Removing this content would free up real estate in the exam for technical items that more effectively measure minimum competence.

- It is difficult to write exam questions in these content areas due to a lack of reference materials.
- Not all professional surveyors operate in the business world.
- State statutes vary regarding these matters.
- EPS believes that these skills are best learned through the experience leg of the three-legged stool.

Charge 5

Discuss whether the FS and PS exams will be impacted by the NAD 1983 datum currently in effect moving to the new reference frame of 2022. Review reference materials and provide feedback to the exam committees.

The National Spatial Reference System (NSRS) is a key component of our nation's infrastructure, supplying defined latitude, longitude, and height as well as other authoritative geospatial values throughout the United States. In 2007, National Geodetic Survey (NGS) began planning for the modernized NSRS.

As part of a *Federal Register Notice* in October 2024, NGS released the following key details for the transition to the new datums in the modernized NSRS to help users and interested parties prepare for the coming change:

1. NGS will roll out components of the modernized NSRS over time (2024 to 2026).
2. While the modernized NSRS is being rolled out and tested, the current NSRS will remain the official NSRS of the United States (currently NAD 83, NAVD 88, etc.).
3. Once enough testing is done and all modernized NSRS components seem stable and correct, the Federal Geodetic Control Subcommittee (FGCS) will be asked to vote to approve the modernized NSRS and new datums.

Exam committees cannot begin writing items to the new reference frame until it is approved (planned 2026). The FS and PS exam development committees should begin flagging NGVD 29 items for review. Due to manufacturers not supporting NGVD 29, these items may need to be modified when the 2022 datum comes online. The rationale behind this is that widespread adoption of the new 2022 datum will roll out slowly in the public sector.

Respectfully submitted, the **Committee on Examinations for Professional Surveyors:**

Todde Folkerts, P.E., P.L.S., Chair

Members
Kayce Keane, P.L.S., Vice Chair
Toynia Gibbs, P.L.S.
Joyce Hastings, P.L.S.
Jeffrey Jones, P.L.S.
John Mettee III, P.L.S.
Ginger Michalski-Wallace, P.S.
Pamela Nobles, P.S.M.
Lisa Peterson, P.E., P.L.S.
Paul Santos, P.L.S.
Shane Terhune, P.L.S.
Paul Vogel, L.S.
Ryan Wisehart, P.L.S.

Board liaison
James Kelly, P.E.

Staff liaison
Lehmon Dekle, P.E.

MOTIONS

EPS Motion 1

Move that a Special Committee on Bylaws be charged with incorporating the following amendments into *Bylaws* Section 7.07:

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 surveying 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.

Rationale
The current *Bylaws* does not include language about the PLSS exam, which is currently in the development phase. The EPS Committee is the appropriate entity to oversee and assist the PLSS exam development committee with this task.

Board of directors' position
Endorses, consent agenda

Committee on Finances

Andrew Ritter, Chair

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 budgets, including the NCEES Foundation budget.

The committee met throughout the year virtually, utilizing three subcommittees, and met in person on March 7, 2025, in Nashville, Tennessee.

The Committee on Finances was assigned four charges, with one charge including six sub-charges to be performed annually. The committee will present seven motions. **The motions begin on page 88.**

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Review the results of the 2023–24 financial audit and the current financial condition of the Council.*
- *Recommend NCEES 2025–26 operating and capital budgets for the NCEES board of directors to approve before they are presented to the Council for final approval at the annual meeting. In addition, using five-year operational projections, recommend any potential transfers and/or contributions to the NCEES Foundation for NCEES board of director approval before presentation to the Council for final approval.*
- *Recommend an NCEES Foundation 2025–26 operating budget to the NCEES board of directors to approve before presenting 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.*
- *Calculate an annual spending limit for the foundation. Provide a recommendation to the NCEES board of directors for action at the May board of directors meeting.*

2023–24 audit review

The committee reviewed and discussed the independent auditor's report and financial statements for the 2023–24 fiscal year. The committee noted that the auditors issued an unmodified opinion, with no errors or irregularities, audit adjustments, or material weaknesses identified in the audit report. In addition, all financial statement disclosures were neutral, consistent, and clear, with full management cooperation. The Audit Committee recommended and the board of directors approved Forvis Mazars LLP to perform the audit and tax engagements for NCEES and the NCEES Foundation for the fiscal year 2024–25 and subsequent years.

The committee also reviewed the January 2025 financial statements and noted that the year-to-date (YTD) results are favorable to budget. This positive variance is primarily due to greater-than-budgeted exam delivery volumes, specifically for the Fundamentals of Engineering (FE) and Principles and Practice of Engineering (PE) exams. In addition, Records and Credentials revenue is more than the YTD budget. In reviewing the January 2025 balance sheet, the committee noted that the Customer Prepayments account balance of nearly $13.8 million is larger than typical, predicting strong future exam deliveries.

NCEES 2025–26 budgets

The committee reviewed and discussed the proposed operating and capital budgets for the 2025–26 fiscal year. The committee noted that the proposed operating budget—after mission initiatives—projects a gain of approximately $1 million, or 2.5 percent of total operational revenue. There were two primary discussions related to the budget: First, there continues to be gains in exam delivery volumes throughout the exam types. Second, our exam delivery contractor has amended its contract, substantially reducing the exam-delivery seat fee increase per the original contract. This reduction results in an annual $2 million expense decrease over the

term of the contract (January 1, 2025, to December 31, 2027). The committee did not recommend any changes to the proposed 2025–26 operating budget. The committee also discussed the capital budget and recommended no changes.

The NCEES operating budget and capital budget are included in **Appendices B–C** of this report. The committee will present **Motions 1–2** as a result of this charge.

NCEES Foundation transfers and contributions

A direct contribution to the Foundation is eligible to be spent. NCEES continues to receive $100,000 per year as part of a copyright infringement settlement; the annual payments will be received until 2026. The committee is presenting **Motion 3** to approve a $100,000 contribution to the Foundation.

A transfer to the NCEES Foundation is considered an addition to the investment corpus and is not spent directly. Instead, the addition to the corpus balance is to elevate the investment earnings and, in turn, the funding capacity of the Foundation.

In evaluating a potential transfer to the Foundation, the committee studied two results: First, a multiyear financial projection was created to ascertain if a transfer was financially prudent. As part of building the projection, the work of Charge 4—reviewing exam volume trends—was instrumental in establishing projected exam volumes and revenue. Based on the work performed, the financial results of the projection were sufficient to ensure the Council's financial health with a transfer to the Foundation. Second, the committee reviewed the calculation of the Reserves Available for Mission Initiatives/Capital Projects, per Financial Policy (FP) 1C. Per that review, the committee felt there were sufficient funds to recommend a transfer. In determining the amount of the transfer, the committee discussed the importance of transferring corpus funds to the Foundation in order to create sufficient investment income to fund mission advancement opportunities. The committee also discussed the significance of transferring those funds—funds available for mission initiatives—to an entity and board that is specifically focused on mission initiatives. After a review of the reserve provisions within FP 1C and after a recommendation that the percentage used in point 1 of FP 1C be lowered to 50 percent, the committee is presenting **Motion 4** to approve a transfer of 50 percent of the Reserves Available for Mission Initiatives/Capital Projects to the NCEES Foundation. This amount will equal approximately $9.4 million. The remaining balance will be managed in accordance with FP 1.

The proposed NCEES Foundation contribution and transfer are included in **Appendix B** of this report.

NCEES Foundation 2025–26 budget

The committee reviewed the 2025–26 NCEES Foundation budget prepared by staff. This budget is included within the NCEES operating budget. As per an expense agreement signed by both entities, NCEES will fund the Foundation's annual expenses up to $75,000 during a five-year term. The purpose of this agreement is to increase the Foundation's funds available for mission advancement. The total budget amount for 2025–26 is $42,221, consisting primarily of travel and systems costs.

Financial needs study

The committee reviewed the current financial condition of the Council through a review of the following:

- 2023–24 audited financial statements and report, along with the January 31, 2025, financial statements
- 2025–26 proposed budgets—NCEES operating and capital, NCEES Foundation operating
- NCEES Reserves Statement, with the Reserves Available for Mission Initiatives/Capital Projects calculation
- Multiyear financial projection used for exam price determination and transfer to the NCEES Foundation
- Exam volume trends

Through these reviews, the committee concluded that the overall financial condition of NCEES remains strong. FE exam volumes have increased beyond pre-pandemic levels, and PE volumes have transitioned well to computer-based testing (CBT), specifically the PE Civil exam, which transitioned in 2022. In addition, expenses continue to be well-monitored. Like many organizations, NCEES experienced a significant unrealized gain to the investment reserves balance on September 30, 2024, due to growth in the market.

Exam revenue is approximately 72 percent of all revenue for NCEES and must generate enough positive income to ensure that short- and long-term resources are available to the Council. This income is used to fund programs and services that support the NCEES mission and provide value to the member boards.

As stated, the committee also reviewed the NCEES reserve funds and concluded that the Council currently has adequate reserve funds to satisfy the various requirements of FP 1C. These requirements were discussed further, as part of the financial policy review.

Financial policy review

The committee reviewed the financial policies and recommends amendments to three of them.

The four provisions within FP 1C were evaluated to determine their sufficiency. In assessing the 75 percent-of-annual-operating-budget reserve, the committee felt that the total of the four reserve provisions was more than sufficient. On January 31, 2025, the four provisions totaled approximately $44 million, on a $53 million reserve balance; the provision total was 83 percent of the reserve balance. In addition, prior committees had adjusted the percentage from 100 percent to 75 percent to reduce the total reserve provisions; however, the data breach and building provisions were added, bringing the total reserve provision balance to over 100 percent of the annual operating expenses. The committee felt that the 75 percent could be reduced to 50 percent, which would reduce the provisioned total to approximately $34 million, or 65 percent of the reserve balance. This change would maintain the long-term financial health of the organization.

The second financial policy recommendation relates to point 6 of FP 3B, which currently states that the registration fees shall be waived for a guest of NCEES service award recipients. The committee is recommending the waiving of all travel costs for those guests, as that is the current practice.

The final financial policy recommendation is a reconciliation between point 1 of FP 3C and the *Zone Meeting and Continuity Guidelines*. Point 1 of FP 3C currently states that members of the current NCEES board of directors and NCEES past presidents will be funded to zone interim meetings; however, the zone guidelines differentiate past president funding between a host and non-host zone meeting. The committee is recommending policy language that provides for the funding of NCEES past presidents to their respective zone meetings only, coordinating with the language in the guidelines.

The committee will present **Motions 5–7** as a result of this charge.

NCEES Foundation spending limit

The 2023–24 Finance Committee calculated the 2024–25 annual spending limit for the Foundation and developed the process for that calculation. That committee used resources from two investment institutions that NCEES currently uses, as well as foundation experiences from committee members. The committee calculated the annual NCEES Foundation spending limit by multiplying the average investment market balance, over a 12-quarter period, by 4 percent. This rate is an industry standard. From that, any contributions/donations received during the previous calendar year were added. The committee felt that using a 4-percent rate would both provide funding for the Foundation while preserving and accelerating the growth of the market balance.

Using the process developed, the 2024–25 Finance Committee calculated a 2025–26 annual spending limit of $443,000. The annual spending limit recommendation will not result in a motion, as it will be presented to the NCEES board of directors for approval, per the *NCEES Foundation Policy Manual*.

Charge 2

Evaluate the financial adequacy of the current CBT exam pricing models, assessing the current costs associated with each exam type, to ensure appropriate future financial sustainability.

As previously mentioned, exams are the primary source of revenue for NCEES and must generate a nominal amount of positive income to ensure that sufficient resources are available to fund programs and services that support the Council's mission, while providing value to the member boards and the general public.

In accomplishing this charge, the committee compiled direct and indirect exam costs, as well as the revenue and expenses related to publications, Records and Credentials, and overhead support. Using the exam volume trend data from Charge 4, a cost-per-exam was calculated. Those individual per-exam costs were compared to the current exam prices. In addition, projected exam volumes—at current exam pricing—were used to build a multiyear financial projection; this allowed the committee to see the projected future financial results in evaluating the financial adequacy of the current exam pricing models. Based on this work, while there is not an immediate need for exam price changes, there will be a need for an exam price increase within three years. Additionally, without the previously mentioned exam delivery contract amendment, an exam price increase

would have been needed immediately, effective January 1, 2026. As mentioned, exam delivery costs were reduced by $2 million annually with the contract amendment. Lastly, during 2024–25, the Advisory Committee on Council Activities (ACCA) considered if an automatic adjustment to exam prices using the Consumer Price Index (CPI)—or some other mechanism—could be used for future exam price evaluations. The 2025–26 Finance Committee will be charged with reviewing and further developing this charge.

The committee recommends that no adjustments be made to the current exam pricing model. However, the committee recommends that the 2025–26 Finance Committee further develop the 2024–25 ACCA charge.

The committee has no motions as a result of this charge.

Charge 3
Review ancillary fee rates and make recommendations to the NCEES board of directors.

The ancillary fee rates apply to exam cancellations and rescheduled exams. In reviewing the ancillary fee rates, the committee considered the exam-delivery costs associated with the type of revenue, as the exam-delivery contractor charges a fee for these two activities. In addition, the committee wanted to ensure that the staff procedures associated with the fee rates is fair to the examinee.

The committee recommends that staff review all procedures associated with these fees before there is any consideration of changing the current ancillary fee rates.

The committee has no motions as a result of this charge.

Charge 4
Monitor the revenue and cost trends throughout the transition of all examinations to CBT, monitoring both exam volumes and exam recovery rates.

This has been a charge for several years, as it has typically taken five to seven years after the exam transitions to CBT for it to return to the original pencil-and-paper exam volume. Additionally, the COVID-19 pandemic altered the transition recovery of multiple exams. With that, it is important to understand the individual exam recovery rates, as those rates assist in projecting the future exam volumes, which in turn, assist in projecting the exam revenue.

The committee noted that the FE exam is currently delivering higher than pre-pandemic volume; whether this is sustainable or is the result of lower deliveries during the pandemic requires additional monitoring. The PE exams—specifically the PE Civil exam—are transitioning well. Both the Fundamentals of Surveying (FS) exam and the Principles and Practice of Surveying (PS) exam have experienced tremendous growth over the past four to five years.

The committee recommends continued monitoring of the exam volumes and recovery trends.

The committee has no motions as a result of this charge.

Respectfully submitted, the **Committee on Finances:**

Andrew Ritter, Chair

Members
Chimin (Jimmy) Chao, P.E.
Kelly Fedele, P.E., P.S.
Edward Hubner, P.E.
Joseph Jakubowski III, P.E.
Michael Kidd, P.L.S.
Deveron Sanders, P.E.
Dennis Truax, Ph.D., P.E.
Christina Wong

Consultant
Marguerite McClinton Stoglin, Ph.D.

Ex-officio member
Elizabeth Beckett Johnston, P.E.

Board liaison
Karl Tonander, P.E.

Staff liaison
Joe Scheving, CPA

MOTIONS

Finance Motion 1

Move that the adoption of the 2025–26 operating budget as shown in **Appendix B** be postponed to the end of the last business session.

Rationale

The committee proposes postponing consideration of the motion 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 2025–26 capital budget as shown in **Appendix C** be postponed to the end of the last business session.

Rationale

The committee proposes postponing consideration of the motion 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 to approve a $100,000 contribution to the NCEES Foundation.

Rationale

Based on the financial condition and needs of the organization, the $100,000 copyright infringement award is available as a contribution to the NCEES Foundation. These funds could be spent by the Foundation in 2026–27.

Board of directors' position

Endorses, consent agenda

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Finance Motion 4

Move to approve a transfer to the NCEES Foundation equal to 50 percent of the Reserves Available for Mission Initiatives/Capital Project balance, which is approximately $9.4 million.

Rationale

Based on both the current Reserves Available for Mission Initiatives/Capital Projects balance and the results of a multiyear NCEES operational financial projection, the transfer is available without negatively impacting the long-term financial health of NCEES. These funds would become part of the investment corpus of the Foundation and are not available to be directly spent. Instead, they would be used to create investment income for the Foundation, which can be spent on mission advancement opportunities.

Board of directors' position

Endorses, non-consent agenda

Finance Motion 5
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 ~~75~~ 50 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 building system and/or component replacements

Reserve funds in excess of the reserves stated above may be designated by the board of directors for other NCEES mission advancement initiatives or capital projects. If the reserve funds fall below the reserve levels stated above, the Council shall strive to correct the situation. All reserves shall be reviewed annually by NCEES staff and presented to the board of directors and the Committee on Finances.

Rationale

The current total of the four reserve provisions is over 100 percent of the annual operating expenses and is more than sufficient. The change maintains the long-term financial health of NCEES.

Board of directors' position

Endorses, non-consent agenda

Finance Motion 6
Move that Financial Policy 3B be amended as follows:

FP 3 Travel Expenses

B. NCEES annual business meetings

1. Members of the current NCEES board of directors, incoming vice presidents, nominees for the incoming NCEES president-elect and treasurer positions, and past presidents. Registration fees shall be waived for a guest of each.
2. A minimum of three funded delegates from each member board as specified by the member board. Member boards must meet the *Bylaws* requirements for voting to receive the benefits of funded delegates.
3. Member board members who are attending their first annual meeting and who have been appointed to their board within 24 months before the annual meeting
4. The designated member board administrator (MBA) of each member board. When an MBA represents more than one board, the funding shall be for the designated MBA only and not for the assistant MBA or for member board staff. Member boards must meet the *Bylaws* requirements for voting to receive the benefits of a funded MBA.
5. Chairs of NCEES standing committees and task forces
6. NCEES service award recipients. Registration fees and travel costs shall be waived for a guest of each.

7. Zone assistant vice presidents and zone secretaries
8. The NCEES representative to the ABET board of delegates, the alternate NCEES ABET representative, and the commissioners on the Engineering Accreditation Commission of ABET, the Engineering Technology Accreditation Commission of ABET, and the Applied and Natural Science Accreditation Commission of ABET
9. NCEES Foundation board of directors members

Rationale
Current practice is to waive the travel costs for a guest of an NCEES service award recipient.

Board of directors' position
Endorses, consent agenda

Finance Motion 7
Move that Financial Policy 3C be amended as follows:

FP 3 Travel Expenses
C. Zone interim meetings
1. Members of the current NCEES board of directors ~~and~~
2. NCEES past presidents to their respective zone meeting
~~2~~3. Zone assistant vice presidents and zone secretaries to their respective zone meeting
~~3~~4. A minimum of three funded delegates from each member board as specified by the respective member board. The delegates must be members of the member board or associate members. Boards must meet the *Bylaws* requirements for voting to receive the benefits of funded delegates.
~~4~~5. The designated MBA of each member board. When an MBA represents more than one board, the funding shall be for the designated MBA only and not for the assistant MBA or for member board staff. Member boards must meet the *Bylaws* requirements for voting to receive the benefits of a funded MBA.
~~5~~6. Zone service award recipients to their respective zone meeting

Rationale
The amendment reconciles the policy with the *Zone Meeting and Continuity Guidelines*.

Board of directors' position
Endorses, consent agenda

APPENDIX A: OPERATING BUDGET SUMMARY

		2025–26 Proposed Budget	2024–25 Approved Budget
INCOME			
Support Services Revenue		571,993	557,425
Examination Services Revenue		32,482,734	30,606,122
Member Services Revenue		8,339,462	7,520,740
	Total Income	41,394,189	38,684,287
EXPENSES			
General and Administrative		8,800,082	8,522,029
Meetings and Outreach Services		5,355,068	4,752,770
Examination Services		24,000,830	23,142,661
Member Services		1,607,557	1,499,385
	Total Expenses	39,763,537	37,916,845
NET OPERATING INCOME (LOSS)		**1,630,652**	**767,442**
Mission Initiatives		605,000	905,000
	Subtotal	1,025,652	(137,558)
NONOPERATING ITEMS			
Interest and Investment Income		1,591,676	1,695,145
Other Income		0	0
NET INCOME		**2,617,328**	**1,557,587**
TRANSFER			
Transfer to NCEES Foundation		9,400,000	3,000,000
CONTRIBUTION			
Contribution to NCEES Foundation		100,000	100,000

APPENDIX B: 2025–26 PROPOSED OPERATING BUDGET

SUPPORT SERVICES REVENUE	
Member Board Fees	425,838
Participating Organizations Liaison Council (POLC) Fees	0
Annual Meeting Fees	61,250
Other Meeting Fees	64,105
Miscellaneous Income	20,800
Total Support Services Revenue	**571,993**
SUPPORT SERVICES OPERATING EXPENSES	
Officer/Staff Travel	
President	41,500
Past President	21,500
President-Elect	33,000
Central Zone Vice President	21,000
Northeast Zone Vice President	21,000
Southern Zone Vice President	21,000
Western Zone Vice President	21,000
Treasurer	21,000
Chief Executive Officer	34,000
Staff	31,271
International	122,500
Subtotal	**388,771**
Committee Travel and Expenses	
Advisory Committee on Council Activities	23,000
Bylaws Committee	11,000
Committee on Licensure	41,000
Finance Committee	26,000
Member Board Administrators (MBA) Committee	21,000
Law Enforcement Committee	22,000
POLC	18,000
Education Committee	29,000
Uniform Procedures and Legislative Guidelines Committee	20,000
Ad Hoc Committees	60,000
Subtotal	**271,000**
Annual Meeting	
Staff Travel	42,755
Expenses	856,555
Publications	50,000
Award Recipient Travel	9,460
Awards and Presentations	12,510
Funded Delegate Travel	498,654
Subtotal	**1,469,934**
Board Presidents/MBA Assembly	0
MBA Meeting and Board Attendee	5,900
Zone Meeting Expenses	754,569
Meeting Registration Expenses	13,944
Promotion and Outreach	
Engineering Education Award	101,450
Surveying Education Award	155,700
Discretionary Outreach	500,000

Licensure Outreach	755,800
Marketing	938,000
Subtotal	**2,450,950**
Total Meetings and Outreach	**5,355,068**
GENERAL AND ADMINISTRATIVE	
Personnel and Human Resources	
Salaries	4,377,914
Payroll Taxes (FICA)	301,924
Payroll Insurance (State)	2,500
Group Insurance	582,421
Employee Retirement Fund	463,600
Recruiting	7,334
Employee Development	150,897
Subtotal	**5,886,590**
Office	
Rent and Property Tax	5,100
Electricity	123,405
Water	8,061
Building Security	19,260
Building Maintenance	76,589
Cleaning and Ground Maintenance	178,091
Subtotal	**410,506**
Administrative	
Postage	3,321
Supplies	32,426
Credit Card/Bank Fees	13,383
Excise Tax	15,375
Foundation Operating Expenses	42,221
Administrative Printing	22,000
Strategic Planning	31,000
Noncapitalized Purchases	6,000
Subtotal	**165,726**
Technology Services	
Communications	224,353
Equipment Lease/Rental	53,504
Software	369,770
Noncapitalized Purchases	75,300
Hardware Maintenance	49,400
Subtotal	**772,327**
Insurance and Bond	
Travel	5,431
Building and Liability	12,772
Directors and Officers	24,968
Professional Liability	38,313
Workers' Compensation	13,366
Subtotal	**94,850**

Dues and Professional Fees	
ABET Dues and Meetings	23,040
Federations of Associations of Regulatory Boards	12,700
Alliance for Responsible Professional Licensing	53,300
Other Memberships and Dues	11,210
Legal Fees	97,500
Audit and Payroll Fees	83,078
Lobbying	28,000
Other Professional and Consulting Fees	170,440
Subtotal	**479,268**
Depreciation and Interest	
Interest Expense	9,500
Amortization Expense	258,915
Equipment and Furniture Depreciation	309,356
Building Depreciation	413,044
Subtotal	**990,815**
Total General and Administrative Expenses	**8,800,082**
TOTAL SUPPORT SERVICES OPERATING EXPENSES	**14,155,150**
GAIN/(LOSS) FROM SUPPORT SERVICES	**(13,583,157)**
EXAMINATION SERVICES OPERATING REVENUE	
EXAMINATIONS	
Fundamentals of Engineering	14,878,725
Principles and Practice of Engineering	12,810,750
Structural Engineering	789,600
Fundamentals of Surveying	616,300
Principles and Practice of Surveying	633,000
Subtotal	**29,728,375**
STUDY MATERIALS	
Publication Sales	2,754,359
Subtotal	**2,754,359**
TOTAL EXAMINATION SERVICES OPERATING REVENUE	**32,482,734**
EXAMINATION SERVICES OPERATING EXPENSES	
EXAMINATIONS	
Fundamentals of Engineering	
Computer-Based Testing (CBT) Seat Fees	8,603,532
Contracted Services	500
Psychometric Consulting Services	260,625
Travel	454,032
Subtotal	**9,318,689**
Principles and Practice of Engineering	
CBT Seat Fees	5,182,663
Contracted Services	26,842
Psychometric Consulting Services	877,575
Travel	1,260,494
Subtotal	**7,347,574**

Structural	
CBT Seat Fees	306,414
Contracted Services	0
Psychometric Consulting Services	0
Travel	444,507
Subtotal	**750,921**
Fundamentals of Surveying	
CBT Seat Fees	354,700
Contracted Services	500
Psychometric Consulting Services	36,475
Travel	47,626
Subtotal	**439,301**
Principles and Practice of Surveying	
CBT Seat Fees	261,703
Contracted Services	1,000
Psychometric Consulting Services	56,875
Travel	142,877
Subtotal	**462,455**
Committee Travel and Expenses	
Examination Audit Committee Travel	14,345
Examination Audit Psychometric Services	16,088
Committee on Examination Policy and Procedures (EPP) Travel	26,402
Committee on Examinations for Professional Engineers (EPE) Travel	51,983
EPE Psychometric Services	15,238
Committee on Examinations for Professional Surveyors (EPS) Travel	28,633
EPS Psychometric Services	3,600
Subtotal	**156,289**
Examination Materials and Shipping	
Freight and Shipping	1,000
ADA Consulting Expense	416,849
Meeting Registration Fees	9,296
Subtotal	**427,145**
Examination Development	
Principles and Practice of Engineering Development—Cut Scores	160,464
Principles and Practice of Engineering Task Analysis	80,913
Fundamentals of Engineering Task Analysis	365,750
Fundamentals of Surveying Task Analysis	80,913
Subtotal	**688,040**
Total Examination Expenses	**19,590,414**
STUDY MATERIALS	
Publication Printing Expense	19,875
Digital Product Expense	195,800
Postage and Shipping Expense	10,000
Total Study Materials Expenses	**225,675**

APPENDIX B: 2025–26 PROPOSED OPERATING BUDGET

OTHER DIRECT EXPENSES	
Salaries (Direct)	2,486,215
Payroll Taxes (Direct)	190,195
Benefits and Retirement (Direct)	709,733
Credit Card Processing (Revenue Ratio Allocation)	740,768
Compliance and Security	57,830
Total Other Direct Expenses	**4,184,741**
TOTAL EXAMINATION SERVICES OPERATING EXPENSES	**24,000,830**
GAIN/(LOSS) FROM EXAMINATION SERVICES	**8,481,904**
MEMBER SERVICES OPERATING REVENUE	
Application Fees—Records	1,917,587
Transmittal Fees—Records	4,810,675
Application Fees—Credentials	1,582,800
Reevaluation Fees—Credentials	28,400
TOTAL MEMBER SERVICES OPERATING REVENUE	**8,339,462**
MEMBER SERVICES OPERATING EXPENSES	
NCEES RECORDS/CREDENTIALS EVALUATIONS SERVICES EXPENSES	
Postage and Shipping	100
Travel/Audit—Credentials	3,270
Electronic Transcript Services	13,560
Total Records/Credentials Expenses	**16,930**
OTHER DIRECT EXPENSES	
Salaries (Direct)	1,072,723
Payroll Taxes (Direct)	81,537
Benefits and Retirement (Direct)	244,559
Credit Card Processing (Revenue Ratio Allocation)	191,808
Total Other Direct Expenses	**1,590,627**
TOTAL MEMBER SERVICES OPERATING EXPENSES	**1,607,557**
GAIN/(LOSS) FROM MEMBER SERVICES	**6,731,905**
OPERATION TOTALS	
TOTAL REVENUE	**41,394,189**
TOTAL EXPENSES	**39,763,537**
GAIN/(LOSS) FROM OPERATIONS	**1,630,652**
Mission Initiatives	605,000
GAIN/(LOSS) BEFORE NONOPERATING ITEMS	**1,025,652**
NONOPERATING ITEMS	
Interest and Investment Income	1,591,676
GRAND TOTALS	**2,617,328**
TRANSFER	
Transfer to NCEES Foundation	9,400,000
CONTRIBUTION	
Contribution to NCEES Foundation	100,000

APPENDIX C: 2025–26 PROPOSED CAPITAL BUDGET

CAPITAL PURCHASES/LEASES	
Equipment	
Computer Replacements for Computer Labs	120,000
Generator Additions (fencing, UPS backup, etc.)	205,515
	325,515
TOTAL	**325,515**

Committee on Licensure

David Beasley, Ph.D., P.E., Chair

ABSTRACT

The Committee on Licensure is a newly formed committee approved by the Council at the 2024 annual meeting. The committee is focused on the licensure process as a whole, not just the individual components of licensure, such as examinations or education. It provides an ongoing holistic review of the engineering and surveying licensure systems. It responds to licensure issues and concerns as they arise by developing and recommending licensure processes and amendments to position statements, the *Model Law*, and the *Model Rules* as necessary.

In its inaugural year, the Committee on Licensure continued the work of the two task forces that preceded it. The first two charges directly resulted from the earlier work of the task forces. For more information on the task forces' efforts, see the 2023 and 2024 *Action Items and Conference Reports*.

The committee met twice in person—once at NCEES headquarters in Greenville, South Carolina, and then in Tampa, Florida. The in-person meetings were augmented with virtual meetings via Zoom and Basecamp discussions.

The committee was assigned seven charges and will present nine motions. **The motions begin on page 101.**

CHARGES

Charge 1

Continue the review of the NCEES engineering licensure model.

- *Continue to define and develop a rubric to track and identify key skills and competencies from graduation to first license.*
- *Define the initial experience rubrics and "stacking boxes" approach to minimum qualifications. Include engineering technology and related science degree paths.*
- *Develop a framework for standing committees and key stakeholders to work with in future years.*

Charge 1 was a continuation of the work of the previous licensure task forces and the development of the rubric concept for reporting and evaluating engineering experience. The committee spent a significant portion of each meeting discussing this charge and reviewing and discussing the rubric purpose, design, and implementation.

The rubric model is intended to provide additional structure in the application process related to reporting and evaluating engineering experience. Currently, each jurisdiction has its own reporting format that may have unique content requirements, verification procedures, review and evaluation procedures, documentation requirements, etc. In many cases, the jurisdictional formats may differ from the NCEES Record experience reporting requirements. This can cause comity or reciprocal licensure issues. Additionally, the current experience reporting formats may not provide sufficient structure or guidance for applicants, reviewers, or employers, making it unclear as to what to include or describe in the experience reports. The goal of a standardized rubric, therefore, is to have a unified format for experience reporting that has sufficient depth and detail to demonstrate competency and be acceptable to jurisdictions.

Multiple goals were considered when developing the rubric and experience evaluation process:

- Develop a detailed framework for applicants to report their work, highlighting both technical and professional (i.e., "soft skills") experience. This will help when organizing the applicant's experience and make sure that important areas of knowledge are addressed.
- Develop a standard framework for evaluators to use when reviewing experience. This will help reviewers focus on depth and breadth of knowledge as well as progressive engineering experience. It will also help in determining and communicating any specific gaps in experience.
- Set expectations and requirements for mentors and employers to use when providing experience and work opportunities for applicants. Currently, not all applicants are given broad opportunities for experience or depth of knowledge appropriate for licensure.
- Provide a method to address potential knowledge area gaps for applicants with degrees from programs accredited by either EAC/ABET or ETAC/ABET. All applicants are expected to reach a level of technical and professional competence to become licensed to practice engineering. Competency and knowledge are usually

demonstrated through a combination of formal education and experiential education. NCEES has determined that applicants with different educational backgrounds may require a different number of years of engineering experience to demonstrate minimum competency. The rubric framework allows an applicant to describe the additional tasks, projects, and activities undertaken during the experience phase to reach the final level of competency needed for licensure and professional practice.

- Provide a framework for reporting specific experience requirements by engineering disciplines as needed. The committee determined that there may be specific activities or areas of knowledge that a particular engineering discipline may require an applicant to demonstrate. The rubric allows for this option if necessary.
- Ensure that the rubric framework can be integrated into the NCEES Record process for engineering experience reporting and evaluation. The rubric framework will support and enhance the current NCEES Record and will provide more information for reviewers. A common structure allows for more trust and confidence in experience evaluation for comity applications.
- Provide a simple but useful structure to accomplish these goals that is not burdensome or a barrier to licensure but will provide benefits to applicants, reviewers, and employers.

The Texas Board of Professional Engineers and Land Surveyors has undertaken a pilot project to develop a framework for reporting experience in its jurisdiction. This project was helpful to the committee's development of the rubric reported here. In addition, the committee shared its rubric concept with the Committee on Member Board Administrators for feedback and input.

The Licensure Committee will present **Motion 1** as a result of this charge. It will also present the publication *Experience Record for Initial Licensure as a Professional Engineer* to the board of directors for approval at its May 2025 meeting. This publication is shown as **Appendix A** at the end of this report. The committee believes that the proposed experience reporting guidelines and rubric will provide a common framework for engineering experience reporting across jurisdictions and the NCEES Record. This additional structure will provide clarity to applicants, member boards, and employers regarding what is expected for experience needed to meet competency requirements for licensure. The new guidelines will facilitate mobility and cross-jurisdictional trust in experience evaluations with a common format and definitions. The new framework is also robust enough to allow for the evaluation of experience for applicants with varying educational backgrounds or engineering disciplines.

The committee acknowledges that this initial version of the rubric was focused on experience reporting for engineering licensure applicants. A future version will be developed for surveying applicants.

In addition to the motion creating a position statement to address experience reporting guidelines and definitions, the committee also recommends that the NCEES communications and marketing staff work with the committee to emphasize the importance of experience in the licensure process. Currently, much of NCEES communications is related to examinations and licensure in general. The experience portion is a significant part of the licensure process and should be communicated to applicants and employers. With decoupling of the exams and experience, applicants are focusing on exams while gaining experience and often have issues with documenting their experience and getting reference providers at the end of the process. Raising visibility for the experience requirements during the process would be a worthwhile undertaking to assist applicants in successfully navigating the licensure process.

Charge 2

Discuss a model(s) for licensing new/emerging technologies. Consider alternatives to the current licensure model of education, exams, experience. Review current exam development policy and options to expedite the examination development process. Provide recommendations as appropriate.

The committee discussed the current movement to blend engineering disciplines and the emergence of new areas of engineering and surveying. While there is obviously an ongoing need to address these areas that affect the broad and changing landscapes of engineering and surveying, a number of issues (including the development of new examinations) impact how or even if these areas can be addressed expeditiously. Although the committee did not develop any specific recommendations relative to this charge, it believes this should remain a charge for the Licensure Committee in the future.

Charge 3

Review the Model Law *and* Model Rules *and policies to determine if amendments are needed to define acceptable experience when gaining of qualifying experience in workplace situations where P.E. supervisors are not available.*

The committee noted a similarity between Charges 3 and 5. While Charge 3 focuses on the lack of direct supervision by a professional engineer (P.E.), Charge 5 goes further and covers mentoring, where the mentor (who also might be signing off on experience) could be a P.E. in another company or in a professional society. In each of these instances, *Model Rules* allow for these situations, but the language could be clearer.

To address the specific situation noted in Charge 3, the committee believes that P.E. mentors—either in the candidate's organization or from outside the candidate's organization—should be explicitly noted in *Model Rules*. **Motion 2** addresses engineering candidates in *Model Rules* 230.20 A.6, and **Motion 3** addresses surveying candidates in *Model Rules* 230.20 B.4.

Charge 4

Consider whether licensed professional engineers who serve as emergency response specialists should be allowed to provide these services on a temporary basis within jurisdictions in which they are not currently licensed, if needed. If so, consider whether changes are needed to Model Law *or* Model Rules.

The committee discussed Charge 4 and reached the conclusion that each jurisdiction will need to determine how such a situation would be handled based on its local laws and regulations. The committee determined that there is no need to modify *Model Law* or *Model Rules*. There are examples of jurisdictions that have developed and implemented procedures to address the need for temporary P.E. licenses during emergency situations. Highlighting these emergency programs in *Licensure Exchange* or in an NCEES white paper could provide a better resource than modifying model documents.

Charge 5

Consider whether a process should be available to allow for "mentors" to serve as oversight to job experience for applicants who do not report to licensed engineers.

As noted in Charge 3, the committee felt that there were similar issues at play in Charges 3 and 5. While the *Model Rules* allows for licensed individuals other than the direct supervisor to certify experience, the language could be clearer. The motions resulting from Charge 3 relate to specifically adding mentors as individuals who can certify experience for engineers and surveyors. To provide explicit guidance on certifying a candidate's experience, the committee determined that both *Model Rules* 230.20 and 230.30 need clarification. **Motion 4** provides clarity regarding who may serve as references for engineering and surveying licensure candidates and spells out expectations for individuals who serve as references. **Motions 5–6** provide additional clarification in *Model Rules* 230.20 regarding the experience record for a candidate.

Charge 6

Review Model Rules *240.30 G.4 regarding the need for the phrase "receiving any remuneration from providing," since engineering and surveying services could be given in kind.*

The committee believes that *Model Rules* 240.30 G.4 should be modified because it creates an incorrect picture of inactive or retired status. Basically, it should not matter whether or not a licensee is receiving remuneration or providing pro bono services. Any person providing professional engineering or professional surveying services should be current on continuing professional competency (CPC) requirements. Failure to comply with CPC requirements precludes a person from providing engineering or surveying services. *Model Law* 110.20 A.1, 110.20 B.1, and 110.20 S define retired status and inactive status for engineers and surveyors. In each or those cases, professional engineering or surveying services—whether for remuneration or pro bono—are not allowed.

The committee will present **Motion 7** to clarify *Model Rules* 240.30 G.4. The committee will also present **Motion 8** to clarify *Model Law* 110.20 S, since surveying is not noted in the final sentence.

Charge 7

Review Model Law *130.10 B.2.b and 130.10 C.2.b. Determine if international applicants that come through a mutual recognition agreement are covered appropriately. Propose revisions as necessary.*

The committee reviewed *Model Law* 130.10 B.2.b and C.2.b with respect to applicants who might come through a mutual recognition agreement (MRA). Since the only such agreement that NCEES currently has is with the United Kingdom and since it only impacts engineers, the committee felt that there was no need to modify *Model Law* 130.10 C.2.b with respect to surveying. However, since the U.K. MRA does impact comity for engineers, the committee believes that additional language needs to be added to *Model Law* 130.10 B.2.b to provide a comity pathway for individuals who are on the International Registry of a member of the International Engineering Alliance's International Professional Engineer Agreement or APEC Engineer Agreement. **Motion 9** adds a third path for comity.

Respectfully submitted, the **Committee on Licensure:**

David Beasley, Ph.D., P.E., Chair

Members
Lance Kinney, Ph.D., P.E., Vice Chair
Wendy Amann, P.E.
Michael Conzett, P.E.
Michael Dahlberg, L.S.
Rossana D'Antonio, P.E.
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Staff liaison
Stef Goodenow

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Jason Gamble, P.E.

MOTIONS

Licensure Motion 1

Move that a position statement on experience reporting guidelines and definitions for professional engineering licensure be adopted as follows:

PS 4.2 NCEES-Recommended Experience Reporting Guidelines and Definitions for P.E. Licensing
NCEES supports focused and guided experience prior to licensure with a clear and common method for reporting and evaluation. The guidelines and associated definitions in the NCEES publication *Experience Record for Initial Licensure as a Professional Engineer* provide a common format for reporting that allows an applicant to demonstrate progressive engineering experience and a depth of knowledge across multiple categories. The format supports various educational and experiential backgrounds as well as areas of engineering practice. The rubric format provides applicants, reviewers, and employers with a better understanding of the requirements for licensure and standards to determine competency.

Rationale
The Committee on Licensure is proposing this position statement to establish support for member board use of the guidance publication *Experience Record for Initial Licensure as a Professional Engineer* developed this year by the committee.

Board of directors' position
Endorses, consent agenda

Licensure Motion 2

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 230.20 A.6:

230.20 Experience

A. As a Professional Engineer
In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

6. Experience should be gained under the supervision or mentorship of a licensed professional engineer; if it is not, an explanation must be made showing why the experience should be considered acceptable. ~~Experience gained under the technical supervision of an unlicensed individual may be considered if the appropriate credentials of the unlicensed supervisor are submitted to the board.~~

Rationale

This modification provides a pathway for certifying acceptable experience for certain individuals who are gaining qualifying experience in workplace situations where P.E. supervisors are not available.

Board of directors' position

Endorses, consent agenda

Licensure Motion 3

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 230.20 B.4:

230.20 Experience

B. As a Professional Surveyor
In evaluating experience that indicates to the board that the applicant may be competent to practice surveying, the following will be considered:

4. Experience should be gained under the supervision or mentorship of a licensed professional surveyor~~,~~; ~~or~~ if it is not, an explanation must be made showing why the experience should be considered acceptable. ~~Experience gained under the technical supervision of an unlicensed individual may be considered if the appropriate credentials of the unlicensed supervisor are submitted to the board.~~

Rationale

This modification provides a pathway for certifying acceptable experience for certain individuals who are gaining qualifying experience in workplace situations where P.S. supervisors are not available.

Board of directors' position

Endorses, consent agenda

Licensure Motion 4

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 230.30 A:

230.30 References

References are individuals who have personal knowledge of an applicant and are able to assess an applicant's experience, ability, character, or reputation.

A. For licensure as a professional engineer ~~or professional surveyor~~, an applicant must submit a minimum of five references~~, three of whom shall be professional engineers, professional surveyors, or other individuals deemed acceptable to the board,~~ who have personal knowledge of the applicant's engineering ~~or surveying~~ experience. ~~In addition, for each employment period, individuals familiar with the applicant's experience for that period must be identified. Engineering applicants must have professional engineer references, and surveying applicants must have professional surveyor references.~~ A minimum of three of the references shall be professional engineers. For licensure as a professional surveyor, an applicant must submit a minimum of five references who have personal knowledge of the applicant's surveying experience. A minimum of three of the references shall be professional surveyors.

Rationale

This language more clearly states the expectations for and qualifications of references for engineers and surveyors.

Board of directors' position

Endorses, non-consent agenda

Licensure Motion 5

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 230.20 A:

230.20 Experience

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

[. . .]

16. For each employment period, at least one individual familiar with the applicant's experience for that period must be identified.

Rationale

This addition makes it clear that the experience record requires the identity of a person or persons with direct knowledge of what occurred during each employment period.

Board of directors' position

Endorses, consent agenda

Licensure Motion 6

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 230.20 B:

230.20 Experience

B. As a Professional Surveyor

In evaluating experience that indicates to the board that the applicant may be competent to practice surveying, the following will be considered:

[. . .]

13. For each employment period, at least one individual familiar with the applicant's experience for that period must be identified.

Rationale

This addition makes it clear that the experience record requires the identity of a person or persons with direct knowledge of what occurred during each employment period.

Board of directors' position

Endorses, consent agenda

Licensure Motion 7

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 240.30 G.4:

240.30 Continuing Professional Competency (CPC)

The purpose of the continuing professional competency requirement is to demonstrate a continuing level of competency of licensees.

G. Exemptions

A licensee may be exempt from the continuing professional competency requirements for one of the following reasons:

4. Licensees who list their occupation as "Retired" or "Inactive" on the board-approved renewal form ~~and who further certify that they are no longer receiving any remuneration from providing professional engineering or surveying services~~ shall be exempt from the PDHs required.

Rationale

Model Law 110.20 A.1 and 110.20 B.1 define "Professional Engineer, Retired" and "Professional Surveyor, Retired," respectively. Individuals having this designation choose to relinquish or choose to not renew their license. Furthermore, *Model Law* 110.20 S defines "Inactive Status." If one is granted inactive status, that individual may not practice or offer to practice engineering/surveying, unless otherwise exempted. Therefore, it should not matter whether a "retired" or "inactive" individual is receiving remuneration for providing services. They are not allowed to provide professional engineering/surveying services, regardless. Licensing laws and rules would not apply; thus the fulfillment of professional development hours, or PDHs, would not be required.

Board of directors' position

Endorses, consent agenda

Licensure Motion 8

Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Law* 110.20 S:

110.20 Definitions

S. Inactive Status—Licensees who are not engaged in engineering or surveying practice that require licensure in this jurisdiction may be granted inactive status. No licensee granted inactive status may practice or offer to practice engineering or surveying in this jurisdiction unless otherwise exempted in this Act.

Rationale

This modification corrects the omission of surveying in the second sentence.

Board of directors' position

Endorses, consent agenda

Licensure Motion 9

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[3,4]
      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 license 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 license 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 listed on the International Registry of an authorized member of the International Professional Engineer Agreement or the APEC Engineer Agreement 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.

[3] Jurisdictions (boards) that do not license by discipline may license an individual as a professional engineer.

[4] Jurisdictions (boards) that license by discipline may license an individual in any discipline in which the individual can verify competency.

Rationale

This change to *Model Law* recognizes the mutual recognition agreement with the United Kingdom and any future agreements. The individual requesting licensure by comity must be on the International Registry of a member of the International Engineering Alliance's International Professional Engineer Agreement or APEC Engineer Agreement.

Board of directors' position

Endorses, consent agenda

APPENDIX A: EXPERIENCE RECORD FOR INITIAL LICENSURE AS A PROFESSIONAL ENGINEER

NCEES Publication
Experience Record for Initial Licensure as a Professional Engineer

Applicant's Name: _____

Part 1: Summary of Engineering Work by Engagement
List and describe the individual engineering work engagements and a brief description (1–2 pages) of the general type of work you performed. This section is similar to a specific job description, including the type of projects or engineering work you personally performed. Repeat sections (adding additional pages as needed) to cover all engagements you wish to include.

For the purposes of this section, an "engagement" is a job position that you held at each individual employer or at a single employer if the job positions are significantly different.

Engagement no.:
From (date):
To (date):
Name of employer:
Location:
Supervisor's name:
Brief description of engineering work performed:

[REPEAT THIS SECTION AS MANY TIMES AS NEEDED TO COVER REQUIRED EXPERIENCE]

Experience Record for Professional Engineer Applicants
Part 2: Summary of Engineering Work by Competency
Provide a detailed description of your overall engineering experience as it pertains to each competency. This section is not a summary per job or engagement as in Part 1—it is a description of your overall engineering experience across all engagements for each competency section. You will need to complete this section only once, regardless of many engagements you have in Part 1. If you do not have any experience for a particular competency section, describe why not (for example, a competency section was not part of any of your job descriptions or assigned job tasks.) Please keep each competency summary to no longer than 1–2 pages.

Competency Section Definitions

Competency 1: Knowledge
Demonstrate a comprehensive understanding of the natural and physical sciences, the engineering fundamentals, and the mathematics, numerical analysis, statistics, and computer and information sciences that apply to your engineering discipline.

1.1 General: Describe the fundamental science, technology, mathematics, or other relevant principles in your work and how you apply them.
1.2 Technical: Describe in detail how you apply fundamental technical engineering concepts in your work.

Competency 2: Engineering Application and Technical Ability
Apply established engineering methods and models in engineering analysis and design.

2.1 Analysis: Describe how you define, investigate, and analyze complex engineering problems. Examples include operating conditions, performance assessment, feasibility studies, constructability, safety, risk assessment, reliability, use of codes and standards, and use of data and technology.

2.2 Design: Describe how you design or develop solutions to complex engineering problems considering a variety of perspectives and options. Examples include construction plan or specification preparation, component design and selection, evaluation of alternatives, maintenance implications, use of codes and standards, and use of data and technology.

Competency 3: Professional Practice and Management
Apply systematic approaches to the conduct and management of engineering projects, including planning, scheduling, budgeting and contracts, project control, teamwork, and risk management.

3.1 Planning: Describe how you have been involved in planning engineering projects. Describe what tools and strategies you employ. Examples include developing concepts and evaluating alternative methods.

3.2 Scheduling: Describe how you schedule your projects and tasks, including what tools and strategies you employ. Examples include preparing task breakdowns and schedules.

3.3 Budgets and Contracts: Describe how you have been involved in budgeting and contracting for engineering projects. Describe what tools and strategies you employ. Examples include contract development and cost estimating and control.

3.4 Project Control: Describe how you employ strategies to manage your projects. Describe what tools and strategies you employ. Examples include meeting scheduling and planning and project tracking.

3.5 Teamwork: Describe your experience and strategies in working on teams, both as a team member and as a team or workgroup leader. Describe your specific individual actions and accomplishments.

3.6 Risk Management: Describe how you identify, assess, manage, mitigate, and document project or system risks. Examples include assessment of risk associated with progression of a project and strategies to mitigate risks.

Competency 4: Communication
Communicate effectively both orally and in writing in professional and lay domains.

4.1 Verbal: Describe how you communicate and collaborate clearly with a broad range of stakeholders in the course of engineering activities. Describe your experience in public speaking or speaking/presenting to a group.

4.2 Written: Describe how you communicate and collaborate clearly in writing with a broad range of stakeholders in the course of engineering activities.

Competency 5: Professional and Personal Attributes
Know and follow a code of ethics that promotes a high degree of integrity in the practice of professional engineering and safeguards the health, safety, and welfare of the public.

5.1 Ethics: Describe how you apply professional and engineering ethical principles in engineering work. Describe how you appraise and respond appropriately to ethical dilemmas in your practice area, recognize unethical situations, and take appropriate action.

5.2 Legal and Regulatory: Describe how you apply legal and regulatory requirements in engineering work. Describe how you appraise and respond appropriately to legal or regulatory issues in your practice area and your familiarity with and implementation of U.S., state, and local codes, standards, or regulations.

5.3 Continuing Education: Describe continuing education activities you have completed to maintain and extend competencies and to enhance your ability to adapt to new areas of knowledge and technologies.

Competency 6: Other Pertinent Information (optional)

6.1 Provide any other information that you believe is relevant to the attainment of competencies necessary for professional practice.

Competency 7: Discipline-Specific Competencies (if required)

Committee on Member Board Administrators

John Greenhalge, Chair

ABSTRACT

The Committee on Member Board Administrators (MBA) was established to provide close cooperation between administrators and to facilitate and assist any efforts by the member boards in addressing licensure processes and practices and provide input on Council activities. The committee consists of at least two MBAs from each zone and two current members or emeritus members of member boards. The committee arranges the conference of administrators at the annual and zone interim meetings.

Members of the committee were assigned to subcommittees to work on individual charges and conducted several virtual meetings via Zoom prior to the committee's meeting on January 13, 2025, in Greenville, South Carolina.

The MBA Committee was assigned six charges and will present two motions. **The motions begin on page 112.**

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Mentor new MBAs. 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.*

The committee discussed how NCEES engages with new MBAs and discussed several ways to identify and engage with new MBAs. One of the recent challenges is the turnover of MBAs and that new MBAs and member boards do not always contact NCEES when a new MBA is appointed. This makes it difficult to maintain a current roster of MBAs.

To increase engagement with new MBAs and member boards, the committee recommends the following:

- Increase outreach to new MBAs—The MBA Committee should have a standing charge to prepare a roster of all MBAs and their contact information by zone at the beginning of each term. The committee should reach out to all new MBAs appointed since the last committee term and introduce them to NCEES and provide a point of contact to serve as a mentor or liaison. During this outreach, the committee should work with NCEES to educate and inform new MBAs and their boards about NCEES.
- Set up a reserved or dedicated table during breakfast or lunch during zone interim and annual meetings for MBAs so that MBAs can network.
- Assign MBAs a different colored name tag at zone interim and annual meetings so that new MBAs can identify other MBAs, and include a first-time attendee badge on new MBAs name tags identifying them as a new MBA.

The committee will develop agenda items for discussion at MBA forums at the 2025 zone interim meetings and annual meeting. Typically, the committee sends out a request for topics to the MBAs several weeks before the meetings and also coordinates with NCEES staff and other committees to see if there are important issues that should be shared during the forums with the MBAs.

The committee has prepared articles for *Licensure Exchange* in 2024–25.

Charge 2

Review the topic of digital signatures/electronic submittals and what can be done to help prevent fraud. Review NCEES policies and Model Rules *240.20 Seal on Documents and the NCEES Building Information Modeling (BIM) Guidelines to see if security of electronic seals is adequately covered. Identify any potential issues or problems. With assistance from the Committee on Law Enforcement, recommend potential solutions and revisions to policy, guidelines, or model documents as appropriate.*

The MBA Committee reviewed NCEES *Model Rules* 240.20 Seal on Documents and the NCEES BIM Guidelines with the Committee on Law Enforcement. The MBA and Law Enforcement committees met virtually on December 5, 2024, to discuss this charge.

The MBA Committee believes that *Model Rules* 240.20 sufficiently addresses the use of electronic seals and signatures. The rule requires that electronic/digital seals and signatures have an authentication process that is verifiable and that it is unique to the person using it and is invalidated if the documents are altered. The MBA and Law Enforcement committees were concerned about making the authentication requirements too restrictive or difficult for licensees to comply with and did not want to recommend specific software. The committees were also concerned about making changes that may conflict with individual jurisdiction's laws and rules.

The MBA Committee discussed whether there was a need to develop guidelines for third-party authentication when transmitting engineering and surveying work product to ensure that plans are being provided and received from the appropriate sources.

The committee recommends that NCEES investigate if there is a need for third-party authentication when transmitting electronic documents, and if so, that the development of these guidelines be assigned to the appropriate committee.

The MBA Committee also reviewed the NCEES BIM Guidelines in consultation with the Law Enforcement Committee and attended a presentation by the California Department of Transportation covering California's transition to the use of BIM.

The committee makes the following recommendations to the NCEES BIM Guidelines, titled *Suggested Guidelines for Building Information Modeling Use on Projects*:

- Update the National BIM Standard referenced in the document: The current National BIM Standard has been updated to version 4 (2023), replacing version 3 (2019).
- Have NCEES publications staff edit the document to ensure that defined terms are consistently capitalized throughout the document as appropriate.

The committee did not feel that it had the requisite knowledge or expertise to address the following issues that may or may not need to be modified in the guidelines. Since the committee had no knowledge of the original author(s)' intent for the use of the references cited below, particularly the terms "referenced planning guide" and "execution plan," the committee recommends that these items be addressed by a committee with expertise in the use of BIM:

- Consider moving the Model Manager responsibilities (currently in the Definitions section) to the Guidelines and References section, Paragraph B, Topic 4.
- Consider moving the Lead Design Professional's responsibilities from the Guidelines and References section, Paragraph B, Topic 4 ("Model Manager's role") to Topic 3 ("Lead Design Professional's role").
- Clarify what the "referenced planning guide" is as cited in Paragraph A of the Guidelines and References section.
- Assure consistency of defined terms throughout the document (e.g., "Execution Plan" is defined and yet non-capitalized and referred to in multiple different ways throughout the Guidelines, including "Project Execution," "specific execution plan," "project-specific execution plan," "execution plan").

Charge 3

Continue to study ways to standardize continuing professional competency (CPC) for engineers and surveyors across jurisdictions—including the use of home rule and/or NCEES CPC Standard. Study other ways so that licensees in multiple jurisdictions can meet CPC requirements without having to meet each individual jurisdiction's requirements. Make recommendations as appropriate. If appropriate, recommend revisions to Model Rules *240.30 to incorporate the idea of the home rule.*

The committee has reviewed ways to standardize CPC for a number of years and has identified numerous challenges that make it difficult for licensees registered in several jurisdictions to comply in all the jurisdictions in which they maintain a license. These challenges include

- Varying renewal periods among member boards based on annual, biennial, or triennial renewal periods and varying start dates for renewal periods
- Requirements to take jurisdiction-specific courses or activities

- Requirements to take courses or activities from pre-approved providers
- The number of CPC hours required during the preceding renewal period

The committee recognized that it is extremely difficult in some cases for licensees who hold licenses in multiple jurisdictions to navigate the CPC requirements of each jurisdiction. The issues cited above make it very difficult to standardize CPC until the member boards are more aligned in their requirements. A major obstacle to standardizing CPC requirements is that member boards will need to change laws and rules. The committee believes that these issues should be addressed first before changing the CPC requirements in the NCEES *Model Rules*.

The committee recommends that member boards accept the NCEES Continuing Professional Competency Standard in order to promote consistency and mobility of licensure. The committee discussed the possibility of member boards only conducting audits of licensees that reside in their jurisdiction; however, the committee felt that this approach would penalize resident licensees while exempting licensees from the audit if their home state does not require CPC. As an alternative, the committee recommends that when member boards conduct CPC audits and come across out-of-state licensees who do not meet the auditing jurisdiction's requirements due to varying renewal cycles, requirements for specific courses, the use of pre-approved providers, etc., the member board should default to the NCEES Continuing Professional Competency Standard and accept that as compliance or—as an alternative—recognize the licensee as meeting the CPC requirement if the licensee has met the CPC requirement in their jurisdiction of residence.

The committee will present **Motion 1** to amend *Model Rules* 240.30 I as a result of this charge.

CPC course providers

The committee also discussed the CPC courses and activities that are available to professional engineers and professional surveyors. While the technical and professional associations and societies representing engineers and surveyors appear to do a good job providing relevant and meaningful CPC courses and activities, the committee discussed concerns with CPC offered by online for-profit providers. Some of the concerns discussed related to online for-profit providers include

- Poor quality of the courses
- Lack of monitoring or tracking attendance
- Inability or lack of desire to verify course hours
- Disparities in the time required to complete a course versus the amount of credit awarded
- Failure to provide proper documentation of completion

Managing and administering CPC requirements take considerable time and resources for member boards. Because of this, it is important that the requirement is advancing member boards' missions to protect the public.

The committee recommends that NCEES assign a committee to study whether CPC requirements provide effective educational value in protecting the public and whether member boards should require CPC.

Charge 4

Identify ways to encourage member boards that are not active in NCEES to participate in NCEES activities (committees, zone committees, meetings, MBA Basecamp, MBA meetings, etc.)

The committee reviewed this charge with Charge 1. The committee feels that the key to getting member boards active in NCEES is to make sure that the MBA is aware of the services provided by NCEES and is engaged in Council activities. The committee believes that implementing the recommendations in Charge 1 to engage with and mentor new MBAs will promote member boards involvement with NCEES.

Charge 5

Study how member boards address minor violations of the registration act by licensees and determine if it would be appropriate to expunge or seal the disciplinary action after some period of time has passed without further violations of the registration act by the licensee. Develop best practices for boards and how Enforcement Exchange should handle these situations.

The committee studied a related charge during 2023–24. The 2023–24 committee recommended motions in 2024 related to sealing and expunging disciplinary actions and potentially reinstating Model Law status for NCEES Record holders who were subject to minor disciplinary actions that prevent them from being designated

a Model Law Engineer, Model Law Surveyor, or Model Law Structural Engineer. After discussions during the plenary session and the forums, the committee withdrew the motions based on concerns expressed about the motions by member boards.

After the 2024 annual meeting, the committee discussed the concerns with member boards. The following feedback was received:

- Member boards had reservations about reinstating Model Law status for Record holders who have had disciplinary actions expunged or sealed.
- Minor violations should be clearly defined and any ambiguity removed regarding what would qualify for expungement or sealing of a disciplinary action.
- Review the use of the term "expungement" and replace it with a more appropriate term. Expungement and sealing are legal procedures and may not be appropriate for use in NCEES processes.
- Review the time period that must elapse to seal/remove a disciplinary action. Possibly remove specific references to the number of years that must elapse and change the time period to renewal periods. This would prevent licensees from having a record expunged or sealed during the renewal cycle in which the disciplinary action occurred.
- Make clear which disciplinary actions are eligible to be expunged/sealed/removed. Disciplinary actions involving negligence, immoral character, or willful attempts to violate or circumvent the registration act should not be eligible.
- Do not remove a sealed/expunged record from NCEES Enforcement Exchange. Leave the disciplinary action in the record but include a note that the disciplinary action was sealed/expunged. Each member board can determine how to proceed based on their policies and procedures.

Few boards have the authority to seal and/or expunge records. After reviewing the input from the last annual meeting, the committee does not feel that it is appropriate at this time to make changes to NCEES *Model Law* or *Model Rules* that would address sealing or expunging disciplinary actions.

The committee does not support removing disciplinary actions, even if sealed or expunged, from the NCEES Enforcement Exchange database. These disciplinary actions should remain in Enforcement Exchange and be available for member boards to determine how they want to treat the disciplinary action.

The committee recommends that the Committee on Law Enforcement be charged with reviewing if it is appropriate to incorporate guidance in the *Investigation and Enforcement Guidelines* concerning how member boards should treat and report sealed and/or expunged records.

The committee developed draft language for consideration:

> The board may consider the removal of disciplinary action from a licensee's public record (website, board database, rosters, license lookup) for disciplinary actions that did not involve immoral character, a willful attempt to violate the board's laws or rules, or an attempt to circumvent the registration act. Removal of the disciplinary action should be limited to licensees who have had no prior disciplinary actions with the board.
>
> Licensees may still be required to report the disciplinary action to other boards during the application or renewal process, based on the boards' requirements.

Charge 6

Consider whether the term Member Board Executive is a better descriptive term than Member Board Administrator to describe the role and responsibilities of member board staff directors. Recommend any changes to this term as used in NCEES Bylaws *and communications.*

The committee reviewed the terms used by other national organizations representing professional licensees to describe member board staff directors, including the National Council of Architectural Registration Boards (NCARB) and the Council of Landscape Architectural Registration Boards (CLARB). The committee thought these two organizations would be appropriate to look at since many NCEES member board staff directors also work at member boards that are members of these two organizations. The committee also studied which term more accurately describes the responsibilities of member board staff directors. After discussing this charge at the January 13, 2025, committee meeting, the committee was able to discuss the issue and poll the MBAs at the MBA Meeting on January 14, 2025. The MBAs overwhelmingly supported changing the term used

to describe member board staff directors to "member board executive" (MBE) since it more accurately describes the role and responsibilities of the member board staff directors.

The committee will present **Motion 2** as a result of this charge.

Respectfully submitted, the **Committee on Member Board Administrators:**

John Greenhalge, Chair

Members
Jason Barbee
Tashana Branch
Kyle Elliott, P.L.S.
Amy Hall
Kyle Lazell
Kathleen Nosbisch
Kiran Shah
Pankaj Shah, P.E.
Perry Valdez
Jennifer Wootten

Board liaison
Elizabeth Beckett Johnston, P.E.

Staff liaison
Stef Goodenow

MOTIONS
MBA Motion 1
Move that the Committee on Uniform Procedures and Legislative Guidelines be charged with incorporating the following amendments into *Model Rules* 240.30 I:

240.30 Continuing Professional Competency (CPC)

I. Requirements for Renewal and Audit of the CPC Requirement
To renew a license, an applicant must meet ~~either~~ one of the following:
1. The requirements of the NCEES *CPC Standard*
2. The requirements of *[insert jurisdiction name]*
3. The requirements of the licensee's jurisdiction of residence, if that jurisdiction's CPC requirements are substantially equivalent to the NCEES *CPC Standard.*

If the licensee meets one of these three requirements, the board may consider the CPC requirement completed.

Rationale
The committee recognized that it is extremely difficult in some cases for licensees who hold licenses in multiple jurisdictions to navigate the CPC requirements of each jurisdiction for the reasons identified in the report. This proposed language would give member boards the flexibility to accept a licensee's CPC credits if the licensee meets their home state's CPC requirement and those requirements are substantially equivalent to the NCEES CPC Standard.

Board of directors' position
Endorses, consent agenda

MBA Motion 2

Move that a Special Committee on Bylaws be charged with changing references to Member Board Administrators to Member Board Executives throughout the *Bylaws* and that NCEES staff make revisions to the *Manual of Policy and Position Statements*, *Model Law*, *Model Rules*, and all other NCEES publications after adoption in the *Bylaws*, for approval by the board of directors.

Rationale

The term "member board executive" more accurately describes the role and responsibilities of member board staff directors and is consistent with titles used by similar national organizations.

Board of directors' position

Endorses, consent agenda

Committee on Uniform Procedures and Legislative Guidelines

James Purcell, P.E., Chair

ABSTRACT

The Committee on Uniform Procedures and Legislative Guidelines (UPLG) consists of a chair and members from each zone, with at least one member who is a surveyor. The committee promotes effective procedures for uniform comity by maintaining the *Model Law* and *Model Rules*. The committee incorporates 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. It comprehensively reviews the *Model Law* and *Model Rules*, with the view of possible revision, at least once every five years.

UPLG was assigned 10 charges and will present nine motions. **The motions begin on page 116.**

CHARGES

Charge 1

Review revisions to Model Rules *240.30 D as presented by the Committee on Education and approved by the Council at the 2024 annual meeting. Propose amendments as appropriate.*

The committee reviewed the proposed changes to *Model Rules* 240.30 D and determined that "active participation in an accreditation visit as a program evaluator or evaluation team chair" is similar to "active participation in professional or technical society" as described in point 7 of the paragraph. Incorporating the new language into point 7 provides uniformity and satisfies the rationale of the Committee on Education. The Committee on Education was consulted and concurred.

The committee will present **Motion 1** as a result of this charge.

Charges 2–4, 8–9

The committee determined that Charges 2–4 and 8–9 all relate to *Model Law* 130.10 and the corresponding provisions of *Model Rules* 230.20 and, therefore, should be considered together to ensure uniformity in language and application.

- *Charge 2: Review revisions to* Model Law *130.10 and* Model Rules *230.20 as presented by the Committee on Education and approved by the Council at the 2024 annual meeting. Propose amendments as appropriate.*
- *Charge 3: Review revisions to* Model Law *130.10 C. 2.a.(1).(d). as presented by the Surveying and Mapping Sciences Licensure Task Force and approved by the Council at the 2024 annual meeting. Propose amendments as appropriate.*
- *Charge 4: Review revisions to* Model Law *130.10 C.2.a.(3) as presented by the Surveying and Mapping Sciences Licensure Task Force and approved by the Council at the 2024 annual meeting. Propose amendments as appropriate.*
- *Charge 8: Review revisions to* Model Law *130.10 concerning engineering technology degrees as presented by the Northeast Zone and approved at the 2024 annual meeting. Propose amendments as appropriate.*
- *Charge 9: Review revisions to* Model Law *130.10 as presented by the Engineering Licensure Task Force and approved by the Council at the 2024 annual meeting. Propose amendments as appropriate.*

The committee reviewed the proposed changes to *Model Law* 130.10 B as presented by the 2023–24 Committee on Education, the Northeast Zone, and the Engineering Licensure Task Force and approved by the Council at the 2024 annual meeting. The committee will present **Motion 2** to amend *Model Law* 130.10 B to incorporate the revisions as approved, with only minor edits.

The committee reviewed the proposed changes to *Model Law* 130.10 C as presented by the 2023–24 Committee on Education and by the Surveying and Mapping Sciences Licensure Task Force and approved by the Council at the 2024 annual meeting. The committee will present **Motion 3** to amend *Model Law* 130.10 C to incorporate the revisions as approved.

The committee reviewed the proposed changes to *Model Rules* 230.20 A as presented by the 2023–24 Committee on Education and approved by the Council at the 2024 annual meeting. In light of the changes

required by the Northeast Zone motion regarding engineering technology degrees, the committee recommends that *Model Rules* 230.20 A be amended beyond the changes approved through the Committee on Education motion in order to include reference to engineering technology degrees. The committee will present **Motion 4** to incorporate the changes related to the Committee on Education motion and **Motion 5** to incorporate the changes related to the Northeast Zone motion.

Charge 5

Review Model Law *and* Model Rules *to determine any inconsistencies with the upcoming Public Land Survey System (PLSS) exam. Propose amendments as appropriate.*

The committee reviewed the *Model Law* and *Model Rules* and determined that reference to the PLSS exam is required to be included in *Model Law* 130.30 and *Model Rules* 230.40.

The committee will present **Motions 6–7** as a result of this charge. If Motion 6 is adopted, NCEES staff will need to add a notation in *Model Law* Appendix A and *Model Rules* Appendix C that *Model Law* 130.30 B.5 cross-refers to *Model Rules* 230.40 C.2.b.

Charge 6

Review Model Rules *240.20 E which addresses responsible charge of a licensee. Determine if* Model Rules *240.20 E may be more appropriately placed in the rules of professional conduct section of the* Model Rules. *Propose amendments as appropriate.*

The committee reviewed *Model Rules* 240.20 E and determined that the definition of responsible charge is more appropriately placed in the *Model Law* and not in the Rules of Professional Conduct, within *Model Rules*. The term "responsible charge" is used throughout the *Model Rules*, and a definition in the *Model Law* would apply for all instances.

The committee will present **Motions 8–9** as a result of this charge.

Charge 7

Review Model Rules *240.30 G.2 to determine if exemptions for military personnel should also apply to family members. Propose amendments as appropriate.*

The committee reviewed *Model Rules* 240.30 G.2 and concluded that a family member of a licensee who is on active duty should not be exempt from continuing education requirements. A family member who is themselves a licensee and is not on active duty is not restricted in either time or access to continuing education opportunities in the same manner that a licensee on active duty is restricted.

Charge 10

Perform a complete review of the Model Law *and* Model Rules *to determine if the revisions to* Model Law *through either the Northeast Zone motion or the Engineering Licensure Task Force cause other needed revisions. Propose amendments as appropriate.*

The committee reviewed the *Model Law* and *Model Rules* and recommends that the Committee on Education be charged with reviewing *Model Law* 130.10 B.3 (in *Model Law* Appendix D) to determine if the education requirements for licensure as a structural engineer should include ETAC/ABET-accredited programs. The committee makes no other recommendations for revisions.

Respectfully submitted, the **Committee on Uniform Procedures and Legislative Guidelines:**

James Purcell, P.E., Chair

Members
Steven Bishop, S.E.
Sondra Miller, Ph.D., P.E.
Richard (Ric) Moore, P.L.S.
Karl Rickert, P.E.
Samuel (Wes) Tripp III, Esq.
Steven Twedt, P.E.

Consultant
David Beasley, Ph.D., P.E.

Board liaison
Jason Suelter, P.E., S.E.

Staff liaison
Nina Norris

MOTIONS

UPLG Motion 1

Move that *Model Rules* 240.30 D be amended as follows:

240.30 Continuing Professional Competency (CPC)

D. Units

[. . .]

7. Active participation in a professional and technical society (each organization) or in an accreditation visit as a program evaluator or evaluation team chair..... 2 PDHs

[. . .]

Rationale

The Committee on Education motion adopted by the Council at the 2024 annual meeting added active participation in an accreditation visit as a program evaluator or evaluation team chair as acceptable for continuing education credit. The UPLG Committee reviewed the proposed changes and determined that "active participation in an accreditation visit as a program evaluator or evaluation team chair" is similar to "active participation in professional or technical society." Incorporating that into point 7 provides uniformity and satisfies the rationale of the Committee on Education. The Committee on Education was consulted and concurred.

Board of directors' position

Endorses, consent agenda

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UPLG Motion 2

Move that *Model Law* 130.10 B be amended as follows:

130.10 General Requirements for Licensure

B. Engineering

1. Certification or Enrollment as an Engineer Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification as an engineer intern.

a. Graduating from an engineering bachelor's program ~~of four years or more~~ accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), graduating from an engineering master's program accredited by EAC/ABET, graduating from an engineering technology bachelor's program accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET), or meeting the requirements of the NCEES *Engineering Education Standard*

b. Passing the NCEES Fundamentals of Engineering (FE) examination

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.

(1) Education Requirements

An individual seeking licensure as a professional engineer shall possess one or more of the following education qualifications:

(a) A degree in engineering from an EAC/ABET-accredited bachelor's program

(b) A degree in engineering from an EAC/ABET-accredited master's program

(c) A degree in engineering technology from an ETAC/ABET-accredited bachelor's program

(~~c~~d) A bachelor's, master's, or doctoral degree in engineering or engineering technology from a non-~~EAC/~~ABET-accredited program. This individual's education must be shown to meet the NCEES *Engineering Education Standard*.

(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, and any jurisdiction-specific examination.

(3) Experience Requirements

An individual seeking licensure as a professional engineer shall present evidence of a specific record of four years of progressive engineering experience after a qualifying degree is conferred as described in a(1)(a), a(1)(b), or a(1)(d) above or evidence of a specific record of six years of progressive engineering experience after a qualifying degree is conferred as described in a(1)(c) above. This experience should be of a grade and character that indicate to the board that the applicant may be competent to practice engineering. 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 engineering acceptable to the board: three years of experience after the qualifying bachelor's degree is conferred as described in a(1)(a) or a(1)(~~c~~d) above

(b) An individual with a master's degree in engineering acceptable to the board: five years of experience after the qualifying bachelor's degree is conferred as described in a(1)(c) above

(~~b~~c) An individual with an earned doctoral degree in engineering acceptable to the board and who has passed the FE exam: two years of experience

(~~c~~d) An individual with an earned doctoral degree in engineering acceptable to the board and who has elected not to take the FE 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 Engineer[3,4]

The following shall be considered as minimum evidence satisfactory to the board being applied to that the applicant is qualified for licensure by comity as a professional engineer:

(1) An individual holding a license 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 license 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 (not applying for licensure in the structural discipline) who holds a license to engage in the practice of engineering issued by another state, the District of Columbia, or a territory of the United States 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 the applicant meets all of the following criteria:

(a) The professional engineering qualifications of the applicant include a minimum of seven years of continuous and verifiable experience as a professional engineer that is acceptable to the board being applied to;

(b) Applicant 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;

(c) Applicant's professional license has not been suspended or revoked at any time from any jurisdiction; and

(d) Applicant has passed the Principles and Practice of Engineering examination administered by the National Council of Examiners for Engineering and Surveying relevant to the discipline in which the applicant is seeking licensure.

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3 Jurisdictions (boards) that do not license by discipline may license an individual as a professional engineer.

4 Jurisdictions (boards) that license by discipline may license an individual in any discipline in which the individual can verify competency.

Rationale

The Committee on Education, Engineering Licensure Task Force, and Northeast Zone motions adopted by the Council at the 2024 annual meeting directed UPLG to incorporate amendments to *Model Law* 130.10 B. The committee reviewed the motions and determined that there were no conflicts between them and that the amendments could be incorporated essentially as passed, with edits to include engineering technology degrees in 2.a.(1)(d) and to include the word "above" in 2.a.(3). The committee also changed the term "certificate of licensure" to "license" in 2.b.(3) for consistency with 2.b.(1).

Board of directors' position

Endorses, consent agenda

UPLG Motion 3

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 Surveying Intern

The following shall be considered as minimum evidence that the applicant is qualified for certification as a surveying intern.

a. Graduating from a surveying bachelor's 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 bachelor's 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. Passing the NCEES Fundamentals of Surveying (FS) examination

2. Licensure as a Professional Surveyor

   a. Initial Licensure as a Professional Surveyor

   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 bachelor's degree in surveying ~~of four years or more~~ accredited by the Engineering Accreditation Commission of ABET (EAC/ABET)

   (b) A bachelor's degree in surveying ~~of four years or more~~ accredited by the Engineering Technology Accreditation Commission of ABET (ETAC/ABET)

   (c) A bachelor's degree in surveying ~~of four years or more~~ accredited by the Applied and Natural Science Accreditation Commission of ABET (ANSAC/ABET)

   (d) A bachelor's 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*

   [. . .]

   (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

   [. . .]

Rationale

The Committee on Education motion and the Surveying and Mapping Sciences Licensure Task Force motion adopted by the Council at the 2024 annual meeting directed UPLG to incorporate amendments to *Model Law* 130.10 C. The committee reviewed the motions and, confirming that there was no conflicting language with the amendments adopted through other motions from the Committee on Education and the Northeast Zone, determined that the amendments could be incorporated as adopted with no revision.

Board of directors' position

Endorses, consent agenda

UPLG Motion 4
Move that *Model Rules* 230.20 A be amended as follows:

230.20 Experience

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

[. . .]

8. Teaching experience must be in engineering or engineering-related courses at a junior-, senior-, or graduate-level in a college or university offering an engineering program ~~of four years or more~~ that is approved by the board.

[. . .]

Rationale

The Committee on Education motion adopted by the Council at the 2024 annual meeting directed UPLG to incorporate amendments to point 8 of *Model Rules* 230.20 A to provide consistency with the changes in *Model Law* 130.30. The committee reviewed the proposed amendment and determined that there is no conflict with other sections and that the amendments could be incorporated as adopted with no revision.

Board of directors' position

Endorses, consent agenda

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UPLG Motion 5
Move that *Model Rules* 230.20 A be amended as follows:

230.20 Experience

A. As a Professional Engineer

In evaluating experience that indicates to the board that the applicant may be competent to practice engineering, the following will be considered:

[. . .]

8. Teaching experience must be in engineering or engineering-related courses at a junior-, senior-, or graduate-level in a college or university offering an engineering or engineering technology program of four years or more that is approved by the board.

[. . .]

Rationale

The Northeast Zone motion adopted by the Council at the 2024 annual meeting provided for a licensure pathway that includes engineering technology degrees accredited by ETAC/ABET. In reviewing the *Model Law* and *Model Rules* to determine if there were other changes that were required as a result of the adoption of that motion, the committee determined that point 8 of *Model Rules* 230.20 A should allow for teaching in both engineering and engineering technology bachelor's programs to be considered. The term "bachelor's" is unnecessary in this instance because the definition of teaching experience that will be considered must be at junior, senior, or graduate level.

Board of directors' position

Endorses, consent agenda

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UPLG Motion 6
Move that *Model Law* 130.30 B be amended as follows:

130.30 Examinations

B. Examinations may be taken only after the applicant has met the other minimum requirements as given in Sections 130.10 and 130.20 of this Act and has been approved by the board for admission to the examinations. The board may offer the following examinations:
   1. NCEES Fundamentals of Engineering (FE) examination
   2. NCEES Principles and Practice of Engineering (PE) examination
   3. NCEES Fundamentals of Surveying (FS) examination
   4. NCEES Principles and Practice of Surveying (PS) examination
   5. NCEES Public Land Survey System (PLSS) examination

Rationale

The committee reviewed *Model Law* and *Model Rules* to determine if the implementation of the upcoming PLSS examination needs to be addressed. This review resulted in a recommendation to amend *Model Law* Section 130.30 by adding the PLSS examination to the current list of examinations that the member board may choose to offer in its jurisdiction to applicants.

Board of directors' position

Endorses, consent agenda

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UPLG Motion 7
Move that *Model Rules* 230.40 be amended as follows:

230.40 Examinations

A. Classification of Engineering Examinations
   This jurisdiction ~~or its designee will~~ shall provide the following examinations:

[. . .]

C. Classification of Surveying Examinations
   1. This jurisdiction shall require the following:
      a. NCEES Fundamentals of Surveying (FS) examination—The examination consists of subject matters in the fundamentals of surveying.
      b. 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.
   2. This jurisdiction may require the following:
      a. Jurisdictional examination(s)—The examination(s) may include jurisdiction laws, procedures, and standards for the practice of surveying.
      b. NCEES Public Land Survey System (PLSS) examination—The examination consists of subject matters related to the Public Land Survey System.

D. Approval of Applicant for Surveying Examinations
   1. NCEES Fundamentals of Surveying (FS) Examination
      a. 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.
   2. NCEES Principles and Practice of Surveying (PS) Examination
      a. An individual will be permitted to take the PS examination upon satisfactorily fulfilling all requirements of the jurisdiction, which may include additional exams referenced in Section 230.40 C.2.
      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.

[. . .]

L. Examination for Record Purposes

1. Any individual licensed by this board may take for Record purposes the FE/FS examination and/or a PE/PS/PLSS 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 committee reviewed *Model Law* and *Model Rules* to determine if the implementation of the upcoming PLSS examination needs to be addressed. This review resulted in a recommendation to amend *Model Rules* Section 230.40 by adding a reference to the PLSS examination in paragraph L, which would allow current Record holders to sit for the PLSS examination for the purposes of obtaining a license in a jurisdiction that requires the PLSS examination for comity licensure.

The amendment to 230.40 A provides consistency with the language in 230.40 C related to a jurisdiction to offer the requisite examinations. The amendment to 230.40 D provides for jurisdiction-specific exams, including the PLSS examination, to be required as a prerequisite to approval.

Board of directors' position

Endorses, consent agenda

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UPLG Motion 8

Move that *Model Law* 110.20 E be amended as follows:

110.20 Definitions

E. Responsible Charge—The term "Responsible Charge," as used in this Act, shall mean ~~direct control and personal supervision of engineering or surveying work, as the case may be.~~ to exercise full professional knowledge of and control over work. A licensee in responsible charge of engineering or surveying work must:

1. Have and exercise the authority to review and to change, reject, or approve both the work in progress and the final work product, through examination, evaluation, communication, and direction throughout the development of the work;
2. Be personally aware of the project's scope, needs, parameters, limitations, and special requirements;
3. 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; and
4. Accept full responsibility for the work.

Rationale

The 2023–24 Committee on Law Enforcement recommended that the UPLG Committee review *Model Rules* 240.20 E to determine if it may be more appropriately placed in the Rules of Professional Conduct section of the *Model Rules*.

Responsible charge is used in three sections of the *Model Rules*, and either leaving the definition in *Model Rules* 240.20 or placing it in *Model Rules* 240.15 would not provide for consistency of interpretation of the definition where the term appears in other sections. *Model Rules* 210.20 states, "The NCEES *Model Law*, Section 110.20, Definitions, provides definitions that also apply to these *Model Rules*." The UPLG Committee reviewed *Model Rules* 240.20 E and determined that the language used in this rule should be placed in *Model Law* 110.20 and that *Model Rules* 240.20 should be amended to remove the detailed description of responsible charge and to revise the requirements for sealing documents.

Board of directors' position
Endorses, consent agenda

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UPLG Motion 9
Move that *Model Rules* 240.20 D–J be amended as follows:

240.20 Seal on Documents

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. The board has final authority regarding the determination of whether work was actually prepared under the responsible charge of a licensee. The licensee is responsible for meeting all of the requirements for responsible charge whether the work is being performed remotely or locally.

~~E. In order to exercise full professional knowledge of and control over work, a licensee in responsible charge of engineering or surveying work must:~~

~~1. Have and exercise the authority to review and to change, reject, or approve both the work in progress and the final work product, through examination, evaluation, communication, and direction throughout the development of the work;~~

~~2. Be personally aware of the project's scope, needs, parameters, limitations, and special requirements;~~

~~3. 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; and~~

~~4. Accept full responsibility for the work.~~

~~The board has final authority regarding the determination of whether work was actually prepared under the responsible charge of a licensee. The licensee is responsible for meeting all of the preceding requirements whether the work is being performed remotely or locally.~~

~~F~~E. Any revision to a document containing the seal and signature of a licensee shall be described and dated. If the revisions are not done by the original licensee, the revisions must also be signed and sealed by the licensee in responsible charge of those revisions.

~~G~~F. In circumstances where a licensee in responsible charge of the work is unavailable to complete the work, or the work is a site adaptation of a standard design plan, or the work is a design plan signed and sealed by an out-of-jurisdiction licensee, a successor licensee may take responsible charge by performing all professional services to include developing a complete design file with work or design criteria, calculations, code research, and any necessary and appropriate changes to the work. The non-professional services, such as drafting, need not be redone by the successor licensee but must clearly and accurately reflect the successor licensee's work. The burden is on the successor licensee to show such compliance. The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all documents.

~~H~~G. When a licensee is required to seal and sign engineering/surveying documents, one of the following methods must be used:

1. Physical placement of a seal and a handwritten signature in permanent ink containing the name of the licensee
2. Digital placement of a seal and a handwritten signature in permanent ink containing the name of the licensee
3. Digital placement of a seal and a digital signature containing the name of the licensee

~~I~~H. Drawings, reports, and documents that are signed using a digital signature must have an electronic authentication process attached to or logically associated with the electronic document. The digital signature must be

1. Unique to the individual using it
2. Capable of verification
3. Under the sole control of the individual using it
4. Linked to a document in such a manner that the digital signature is invalidated if any data in the document is changed.

~~J~~I. A digital signature that uses a process approved by the board will be presumed to meet the criteria set forth in Section ~~H~~G and ~~I~~H above. Any hard copy printed from the transmitted electronic file shall bear the facsimile of the signature and seal and be a confirmation that the electronic file was not altered after the initial digital signing of the file. Any alterations to the file shall cause the facsimile of the signature to be voided.

Rationale
The 2023–24 Committee on Law Enforcement recommended that the UPLG Committee review *Model Rules* 240.20 E to determine if it may be more appropriately placed in the Rules of Professional Conduct section of the *Model Rules*.

Responsible charge is used in three sections of the *Model Rules*, and either leaving the definition in *Model Rules* 240.20 or placing it in *Model Rules* 240.15 would not provide for consistency of interpretation of the definition where the term appears in other sections. *Model Rules* 210.20 states, "The NCEES *Model Law*, Section 110.20, Definitions, provides definitions that also apply to these *Model Rules*." The UPLG Committee reviewed *Model Rules* 240.20 E and determined that the language used in this rule should be placed in *Model Law* 110.20 and that *Model Rules* 240.20 should be amended to remove the detailed description of responsible charge and to revise the requirements for sealing documents. Motion 9 is to remove the wording that is to be added to *Model Law* 110.20 by Motion 8 and to enhance the description of sealing documents by amending this Section D with the last two sentences from Section E.

Board of directors' position
Endorses, consent agenda

Committee on Awards

Marlon Vogt, P.E., Chair

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 Meritorious Service Award with Special Commendation, and the Distinguished Examination Service Award. The committee is guided by NCEES Administrative Policy 12.

Meetings were held virtually via Zoom on September 30, 2024; December 16, 2024; and March 19, 2025.

The Committee on Awards was assigned two charges. The committee has no motions for Council action.

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Canvass member boards by October 1, 2024, for nominations for awards to be presented at the 2025 annual meeting. Nominations should be received no later than January 31, 2025.*
- *Provide recommendations to the board of directors for awards to be presented at the 2025 annual meeting.*

In accordance with Charge 1, nominations for awards were solicited by October 1, 2024, and were received by January 31, 2025.

Nominations were as follows:

- 6 nominees—Distinguished Service Award
- 0 nominees—Distinguished Service Award with Special Commendation
- 3 nominees—Meritorious Service Award
- 3 nominees—Meritorious Service Award with Special Commendation (new for 2025)
- 5 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 on March 19, 2025, and reached agreement on the award recipients.

Recommendations to the board of directors were as follows:

- 3 nominees—Distinguished Service Award
- 0 nominees—Distinguished Service Award with Special Commendation
- 1 nominees—Meritorious Service Award
- 3 nominees—Meritorious Service Award with Special Commendation
- 5 nominees—Distinguished Examination Service Award

Charge 2

Determine if there is a more meaningful way to recognize Exam Services Award winners—potentially at exam committee meetings instead of at the NCEES annual meeting. Make recommendations to the board of directors.

The committee surveyed previous Distinguished Examination Service Award winners to get feedback on the current award process to determine if a change in the presentation of the awards is needed. The committee met virtually on December 16, 2024, to review the feedback.

It is the recommendation of the committee to continue recognizing Distinguished Examination Service Award winners at the annual meeting. The committee also recommends adding a second recognition event during a regularly scheduled exam committee meeting for which the award recipient is already scheduled to attend as

soon after the annual meeting as is practical. This recognition event could include sharing the video that was played during the annual meeting and providing the recipient the opportunity to speak.

Respectfully submitted, the **Committee on Awards:**

Marlon Vogt, P.E., Chair

Members
Robert Dorko, P.E.
Michael Drewyor, P.E., P.S.
Denn Manglona, P.E.
Sarah Tracy, P.E.

Board liaison
Laura Sievers, P.E.

Staff liaison
Patricia Sheppard

Committee on Examination Audit

Nicole Galavotti, P.E., Chair

ABSTRACT

The Committee on Examination Audit is responsible for an independent audit annually of the NCEES examination program.

The committee met in Greenville, South Carolina, on October 24–25, 2024, to conduct the annual independent audit of the NCEES exam program. The committee members, consultants, board liaison, and independent psychometric consultant addressed the committee charges as detailed in this summary report.

The Exam Audit Committee had four charges. It 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 by completing the other charges required by the committee. There were several comments made by the independent psychometric consultant that were discussed and clarified with Pearson VUE. There were no significant findings of anything problematic with the exams or processes, and discussion resulted in some clarifying language being added to statistical reporting tables.

Charge 2

Review the exam audit findings from the 2023–24 audit cycle to ensure findings were appropriately addressed.

The committee found that all prior exam audit findings have been appropriately addressed except for three. One was a general psychometric finding related to the language Pearson VUE used in exam technical reports. The second was related to typographical errors concerning exam numbers in a Pearson VUE technical report. The third found distractor rationale had not been provided for two professional surveying items of the three identified in the previous finding. All three items will be carried over for the 2025–26 Exam Audit Committee to review. The committee recommends there be follow-up to ensure the findings have been closed in the audit cycle identified due to the number of unresolved findings identified in this audit.

Charge 3

Audit the most recent administration of the following examinations for which sufficient performance data and analyses have been completed:

- *PE Agricultural and Biological Engineering (exam administered October 2023, professional activities and knowledge study [PAKS], and standard setting)*
- *PE Control Systems (exam administered October 2023)*
- *PE Industrial and Systems (exam administered October 2023)*
- *PE Mining and Mineral Processing (exam administered October 2023)*
- *PE Naval Architecture and Marine (exam administered October 2023)*
- *PE Nuclear (exam administered October 2023)*
- *PE Petroleum (exam administered October 2023, PAKS, and standard setting)*

Audits of the seven exams listed were completed at the October 25–26, 2024, meeting. Findings were provided to the exam development committees and Pearson VUE for review and response. A virtual Zoom meeting was held November 22, 2024, to review the audit findings.

At the time of the virtual meeting, there were a number of unresolved findings to be addressed by the PE Industrial and Systems, PE Mining and Mineral Processing, PE Naval Architecture and Marine Engineering, and PE Petroleum exam committees at upcoming meetings in early 2025. The final status of the findings will be updated at that time.

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 Electrical and Computer: three exams (exams administered October 2025 and April 2026)*
- *PE Mechanical: three exams (exams administered Oct 2025)*
- *PE Naval Architecture and Marine (exam administered Oct 2025)*
- *PE Mining and Mineral Processing (exam administered Oct 2025)*

The 2024–25 Exam Audit Committee observed these standard-setting meetings after its committee meeting. The 2025–26 Exam Audit Committee will review these observation reports.

In summary, the committee had a total of 30 findings across the seven exams audited for Charge 3 during the 2024–25 audit. There were no significant deficiencies or exceptions to the exam requirements as the committee understands them to be detailed in the audit checklist. The necessary data and resources were well organized and available from the staff, who were also immensely helpful and knowledgeable of the audit process. This committee appreciates the efforts of all participants as well as the exam development committees and their diligent work and conformance to the standards outlined in the *Exam Development Procedures Manual* and the *Manual of Policy and Position Statements*.

Respectfully submitted, the **Committee on Examination Audit:**

Nicole Galavotti, P.E., Chair

Members
William Atkinson, P.E.
Jason Dixon, P.E.
Denise Ramsey, P.E.
Mathew Weeks, P.L.S.

Consultants
Rosaleen (Rosey) Nogle, P.E.
Todd Folkerts, P.E., P.L.S.

Board liaison
Aaron Blaisdell, P.L.S.

Staff liaison
Donovan Colman, P.E.

Committee on Examinations for Professional Engineers

Rosaleen (Rosey) Nogle, P.E., Chair

ABSTRACT

The Committee on Examinations for Professional Engineers (EPE) supervises the preparation of exam specifications and is responsible for the content and scoring of all exams in the fundamentals and principles and practice of engineering. The committee, in the interest of uniformity and efficiency, may prepare exam development procedures and reviews exam scores and makes recommendations of minimum passing grades for exams.

The EPE Committee held one virtual meeting on November 9, 2024, and an in-person meeting at NCEES headquarters in Greenville, South Carolina, on February 7–8, 2025. Chair Rosaleen (Rosey) Nogle, P.E., served as a consultant to the Committee on Examination Policy and Procedures (EPP) and attended EPP virtual meetings and its in-person meeting held in Dallas, Texas, on February 17–18, 2025. EPE then held another virtual meeting on March 3, 2025.

EPE was assigned four charges and is not presenting any motions.

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 (PAKS) 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).*

All recurring committee activities were completed by the EPE Committee.

At its March virtual meeting, the EPE Committee, acting in its role under paragraph B of EDP 6, discussed the EPP Committee's recommendation to the NCEES board of directors that the PE Nuclear exam be discontinued. The EPE Committee adopted a motion to recommend to the NCEES board of directors that the PE Nuclear exam not be discontinued but rather be suspended, with conditions of suspension to be determined by the NCEES board of directors.

Charge 2

Review the exam development procedures and recommend revisions as necessary to NCEES staff.

This charge was combined with Charge 4 since both related to the *Exam Development Procedures Manual* (EDPM). Refer to the Charge 4 section below for further information.

Charge 3

Work with Pearson VUE to review the PAKS process and determine if 200 responses to the survey is reasonable for all exams. Consult with the Committee on Examinations for Professions Surveyors. Make recommendations to update the EDPM as necessary.

The committee determined in consultation with the psychometric consultant that if less than 200 PAKS survey responses are received but there are at least as many responses as the total number of exam passers from the previous five years, then the PAKS process may proceed. The EDPM is being updated to reflect this change.

Charge 4

Review the EDPM to address procedures no longer applicable in computer-based testing.

Charges 2 and 4 were combined during committee deliberation. EDPM procedures and referenced documents that applied only to pencil-and-paper exams were deleted. References to exam development committees were made consistent. Procedures regarding virtual exam development meetings and appropriate security measures were clarified. References to the PLSS exam were added. Language regarding the psychometric consultant was clarified for consistency. These changes will be incorporated into the next EDPM version.

Respectfully submitted, the **Committee on Examinations for Professional Engineers:**

Rosaleen (Rosey) Nogle, P.E., Chair

Members
David Whitman, Ph.D., P.E., Vice Chair
Jan Bostelman, P.E.
Christopher Duhamel, P.E., P.L.S.
Vincent Fazio, P.E.
Vinod (Vinnie) Goel, Ph.D., P.E.
Dennis Hoyle, P.E., P.L.S.
Kimberly Kramer, Ph.D., P.E., S.E.
Marjorie Lund, P.E., S.E.
Colleen Scholl, P.E.
Sean St.Clair, Ph.D., P.E.
Garth Thomas Jr., P.E.
Richard Willoughby, P.E.

Board liaison
Elizabeth Beckett Johnston, P.E.

Staff liaison
Lehmon Dekle, P.E.

Committee on Law Enforcement

Bob Herbert, Chair

ABSTRACT

The Committee on Law Enforcement was established under NCEES *Bylaws* 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 seven charges and prepared recommendations for each charge using its NCEES Basecamp project, virtual meetings, and an in-person meeting. The committee has no motions for Council action.

CHARGES

Charge 1

Accomplish all recurring committee activities:

- *Review the 2024 Law Enforcement Program. Organize similar activities for the 2025 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 2024 Law Enforcement Program. Organize similar activities for the 2025 annual meeting.

The 2024 Law Enforcement Program included a forum and workshop and was part of the NCEES annual meeting in Chicago, Illinois.

The 2024 Law Enforcement Forum consisted of an interactive program that included a discussion of "work-for-hire" websites that offer engineering and surveying services, NCEES enforcement resources, and an Enforcement Exchange update. Ninety-five individuals attended the forum. Participants then took part in roundtable discussions of current law enforcement topics.

The 2024 Law Enforcement Workshop was a success. The program, Applying Investigation Tools and Techniques to a Regulatory Investigation, was presented by Tim Randall of the Public Agency Training Council (PATC), who has a distinguished background as a criminal investigator, a role he performed for 21 years. The workshop covered criminal investigations and the applied sciences that could be used in civil or regulatory investigations. Ninety-six individuals attended the workshop.

The 2025 Law Enforcement Forum will be held Thursday, August 21, 2:00–4:30 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. The forum will begin with discussion of current law enforcement issues affecting member boards, including an update on "work-for-hire" websites and Enforcement Exchange. Participants will then take part in roundtable discussions of law enforcement topics provided during registration.

The Law Enforcement Workshop will be held Friday, August 22, 9:00 a.m.–4:00 p.m., as part of the annual meeting schedule of events. A representative from the Code Enforcement Officer Safety Foundation will conduct safety awareness training that will include understanding the threat, basic investigator safety, and high-risk case management.

Submit articles for inclusion in *Licensure Exchange* related to law enforcement issues.

The following articles were published in *Licensure Exchange* in 2024–25:

- October 2024: "Takeaways from the 2024 annual Law Enforcement forum and training" (Bob Herbert)
- December 2024: "Member boards share how they address enforcement challenges" (Bob Herbert and Roy Cepero)
- February 2025: "Member boards share how they address enforcement challenges" (Michael Clendaniel, P.E., Tiffany Criswell, and Jill Short)
- April 2025: "More than 'just plan stamping'" (Jason McLean)
- June 2025: "Investigative procedures—It's in there" (Rick Huett)

Review the Investigation and Enforcement Guidelines. Revise as appropriate.
The committee reviewed the *Investigation and Enforcement Guidelines* and recommended no changes. See Charge 6 for recommended changes specifically related to that charge.

Review the Enforcement Exchange Instruction Manual. Revise as appropriate.
The committee reviewed the *Enforcement Exchange Instruction Manual* and updated the manual to address two recent changes to Enforcement Exchange:

- Increased data privacy concerns and address information entry for violators—If member board rules do not allow a board to enter a violator's address information, that board may contact NCEES to opt out of providing this information.
- An Update Notes section was added to allow member boards to provide new information (additional sanctions, amendments, court order findings, expungements, individual met requirements, etc.) about a violation.

Charge 2
Assist the Committee on Member Board Administrators with a review of NCEES policies and models surrounding building information modeling (BIM) and electronic seals security. Identify any potential issues or problems. Recommend potential solutions and revisions to policy, guidelines, or model documents to the MBA Committee.

The Law Enforcement Committee reviewed this charge and, after discussion, does not feel that any recommendations are needed, as the current *Model Law* addresses BIM and electronic sealing security. Some points that were noted during the discussion: There are four to five states that have laws/mandates accepting 3D models for projects. A few other jurisdictions are in pilot programs. A presentation was provided by the California Department of Transportation to a few members of the committee on how they are moving forward after being mandated by their state government to accept these models. The committee recommends updating the NCEES BIM Guidelines dated June 2019 to change the last sentence under "National BIM standard—United States" to include "or as amended."

Sealing security was also discussed and reviewed by the Law Enforcement Committee. The committee feels it is the responsibility of the professional signing and sealing to protect their seal. However, the committee still believes this matter is worth further review by a committee, as document sealing continues to progress digitally.

Charge 3
Develop a topic and/or presentation for one virtual webinar during the 2024–25 fiscal year.

The committee will present a virtual webinar on June 5, 2:00–3:30 p.m. ET. There will be a presentation of enforcement cases to highlight various procedures and ethical issues encountered during the course of an investigation.

Charge 4
Study typical disciplinary actions applied by member boards. Develop recommendations and/or guidelines that member boards may use to consistently apply disciplinary actions.

The committee contacted several member boards. Disciplinary actions ranged from a warning to a minor fine starting at $1,000. Major penalties ranged from $1,000–5,000 per charge to a discontinuation of the licensee's license. Typical actions were reeducation and/or a $1,000 fine.

The *Investigation and Enforcement Guidelines* includes a section on disciplinary penalties and an appendix, "Guide to Disciplinary Sanctions," that includes penalty and sanction guidelines.

Charge 5
Study how member boards deal with self-reporting disciplinary actions when individuals apply for licensure or renew their license and then develop recommendations and/or guidelines that member boards could use.

The committee surveyed the member boards to obtain insights into current practices regarding self-reporting disciplinary actions; 20 member boards responded. The following is a summary of the survey findings:

- Self-reporting requirements
  - 95 percent of boards require self-reporting during initial licensure and renewal.
  - 100 percent require reporting of disciplinary actions from other jurisdictions.
  - 90 percent require reporting of criminal convictions.
  - 40 percent require reporting of civil lawsuits related to professional practice.
- Verification and enforcement
  - 95 percent of boards verify the accuracy of self-reported disciplinary actions.
  - 45 percent take reciprocal action for out-of-state disciplinary actions.
  - 65 percent differentiate between technical violations (e.g., PDH shortages) and serious misconduct (e.g., negligence, fraud).
  - 60 percent have formal review guidelines.
- Handling of self-reports
  - Most boards review on a case-by-case basis.
  - Some have committees or enforcement units for reviewing reports.
  - A few jurisdictions determine whether the violation would be considered an offense under their own laws before taking action.

Based on the survey responses, the committee developed the following recommendations that member boards should consider as they deal with self-reporting disciplinary actions.

A. Reporting requirements
   - What must be reported?
     - Any prior disciplinary action from another licensing board, including reprimands, probations, suspensions, fines, or revocations
     - Any denial of licensure in another jurisdiction
     - Any criminal conviction (felony or misdemeanor)
     - Any pending disciplinary actions or investigations by another licensing board
   - Timeframe for reporting
     - Licensees must report new disciplinary actions within 30–60 days of occurrence.
     - Disciplinary actions must be disclosed at the time of license renewal if not previously reported.
   - Required documentation
     - Official board orders or court records
     - Copies of denial letters from licensing agencies
     - A written explanation from the licensee regarding the circumstances

B. Verification process
   - Initial review
     - Confirm completeness of submitted documentation.
     - Request additional information if necessary.
   - Verification steps
     - Contact the originating board or legal authority for validation.
     - Cross-check with national disciplinary databases.
     - Review public records when applicable.
   - Assessment criteria
     - Technical violations (e.g., late renewal, PDH deficiencies): Minimal action required
     - Moderate infractions (e.g., probation, monetary penalties): Reviewed based on severity and risk
     - Serious infractions (e.g., fraud, negligence, criminal acts, revocations): Referred to board for formal review

C. Disciplinary review and reciprocal action
   - Case evaluation
     - Determine if the reported action would have been a violation under local laws.
     - Consider whether the applicant/licensee has fulfilled all penalties imposed by the originating board.
     - Assess whether the individual remains licensed in the jurisdiction where the discipline occurred.
   - Reciprocal action considerations
     - Boards should differentiate between minor and serious violations when deciding on reciprocal action.
     - Public safety risks, unethical behavior, or a license revocation may warrant reciprocal discipline.

D. Failure to report and false statements
   - Consequences of non-disclosure
     - Failure to report required disciplinary actions may result in:
       - Immediate denial of licensure or renewal
       - Investigation and possible suspension or revocation of license
       - Additional fines or penalties imposed by the board
     - Intentional misrepresentation
       - Providing false or misleading information will be treated as an ethics violation and may result in disciplinary action, including license revocation.

The committee concluded that standardizing self-reporting and enforcement guidelines across member boards will

- Ensure fairness and transparency
- Reduce administrative inconsistencies
- Improve public safety and professional accountability

Charge 6

Review and evaluate reciprocal disciplinary actions. Develop recommendations to determine appropriate reciprocal disciplinary actions.

The committee reviewed reciprocal disciplinary actions with various member boards. The committee recommends the following changes to Chapter 8 of the *Investigation and Enforcement Guidelines*:

- Addition: "The point of a disciplinary order is to protect the health, safety, welfare, and property of the public and not simply to punish the licensee who is the subject of the disciplinary action. In situations where the violations are not so egregious as to warrant a revocation, suspension, or a voluntary surrender of their license, the disciplinary action should be such that it provides for the rehabilitation and reeducation of the licensee so that they may continue to resume practice without further potential harm to the public and their own registration and livelihood from having fines stacked on them from other jurisdictions after the completion of the original action."
- Addition: "For disciplinary actions that involve quality of work issues and other public protection issues, such as misconduct, gross negligence, gross incompetence, fraud, deceit, and practicing outside area of competence, they should be reviewed on a case-by-case basis for formal disciplinary action that would mirror such penalties (not fines) imposed by the jurisdiction taking the original action to protect the health, safety, welfare, and property of the public."

Charge 7

Review and evaluate continuing education audits/violations. Develop recommendations, if needed, as to whether continuing education violations should impact a licensee's Model Law Engineer or Model Law Surveyor status.

The committee reviewed continuing education audits/violations with various member boards. The committee recommends no changes to the *Investigation and Enforcement Guidelines*. The committee found that the majority of the member boards require completed applications that contain certification questions related to the compliance of obtaining the continuing professional competency (CPC) requirements, and more importantly, answering "yes" or "no" to whether the applicant has obtained the required CPC in accordance with their member board's laws and rules. According to the member board's laws and rules related to the application process to either obtain or renew a license, if the applicant has provided false information or acted dishonestly in completing the member board's licensure application, they have likely engaged in a violation of ethics as well. In some states, any person who provides false information on an application with the purpose of securing the issuance by the member board of a license, permit, authorization, certificate, or registration, could have committed a criminal act.

The committee also recommends no changes or actions to restore Model Law Engineer or Model Law Surveyor status following a violation of CPC laws/rules, as CPC disciplinary actions often accompany ethics violations resulting from the falsifying of the application itself.

Respectfully submitted, the **Committee on Law Enforcement:**

Bob Herbert, Chair

Members
Roy Cepero
Michael Clendaniel, P.E.
Tiffany Criswell
Grant Grigg
Carey Hardin, P.E.
Jason McLean
Tammy Rollins
Glen Thurow, P.S.

Board liaison
Samuel Wilson, DBA, P.E.

Staff liaison
Bob Whorton, P.E.

Surveying and Mapping Sciences Licensure Task Force

Gary Thompson, P.L.S., Chair

ABSTRACT

The Surveying and Mapping Sciences Licensure Task Force was formed to review the current surveying licensure model and to study the potential licensure of mapping scientists.

The task force was assigned to consider whether the development of a Principles and Practice of Surveying (PS) non-boundary exam is to provide a pathway for licensure and for safeguarding the health, safety, and welfare of the public as a professional surveyor for individuals who practice within the areas of surveying that are bolded in the following NCEES *Model Law* definition of the practice of surveying. The development of the non-boundary exam utilizes the engineering licensure model, to test and practice within one's area of competency.

110.20 Definitions

B. Professional Surveyor [. . .]

3. Practice of Surveying—The term "Practice of Surveying," as used in this Act, shall mean providing, or offering to provide, professional services using such sciences as mathematics, geodesy, and photogrammetry, and involving both (1) the making of geometric measurements and gathering related information pertaining to the physical or legal features of the earth, improvements on the earth, the space above, on, or below the earth and (2) providing, utilizing, or developing the same into survey products such as graphics, data, maps, plans, reports, descriptions, or projects.
    a. Professional services include acts of consultation, investigation, testimony evaluation, expert technical testimony, planning, mapping, assembling, and interpreting gathered measurements and information related to any one or more of the following:
        i. Determining by measurement the configuration or contour of the earth's surface or the position of fixed objects thereon
        ii. Determining by performing geodetic surveys the size and shape of the earth or the position of any point on the earth
        iii. Locating, relocating, establishing, reestablishing, or retracing property lines or boundaries of any tract of land, road, right of way, or easement
        iv. Making any survey for the division, subdivision, or consolidation of any tract(s) of land
        v. Locating or laying out alignments, positions, or elevations for the construction of fixed works
        vi. Determining, by the use of principles of surveying, the position for any survey monument (boundary or **nonboundary) or reference point; establishing or replacing any such monument or reference point**
        vii. Creating, preparing, or modifying electronic, computerized, or other data, relative to the performances of the activities in items i–vii above

Previous committee and task force information concerning the development of a PS non-boundary exam can be found in the following reports:

2018 Surveying Exam Module Task Force report
ncees.org/wp-content/uploads/Master-AICR-2018-final.pdf
Starting on page 152

2019 Surveying Exam Module Task Force report
ncees.org/wp-content/uploads/Action-Items-and-conference-reports-2019-updatedJuly13.pdf
Starting on page 101

2020 Committee on Examinations for Professional Surveying (EPS) report
ncees.org/wp-content/uploads/dlm_uploads/Action-Items-and-Conference-Reports-2020-web-revised-July-13.pdf
Page 87, Charge 3

2021 EPS Committee report
ncees.org/wp-content/uploads/dlm_uploads/2021-Action-Items-and-Conference-Reports-VAM-web-1.pdf
Page 105, Charge 3

2022 EPS Committee report
ncees.org/wp-content/uploads/2022-Action-Items-and-Conference-Reports_web_with-_fields.pdf
Page 70, Charge 3

2023 EPS Committee report
ncees.org/wp-content/uploads/2023/06/2023-NCEES-Action-Items-and-Conference-Reports_web-2.pdf
Page 88

The task force held three virtual meetings, one in-person meeting, and other virtual subgroup meetings.

The task force was assigned three charges, will present no motions, and has one recommendation to the EPS Committee.

CHARGES

Charge 1

Continue 2023–24 task force research and determine if a Non-Boundary PS examination could be offered as a standalone exam and provide a pathway to licensure for non-boundary P.S. licensure in jurisdictions.

- *Invite input from related societies of surveying-related groups (hydrographers, geodetic surveyors, photogrammetric surveyors, engineering surveyor professionals, utility engineers, etc.) as appropriate.*
- *Provide a questionnaire to all member boards on their intent to license "non-boundary" surveying practitioners. Include questions regarding "grandfathering"—yes or no; if yes, for how long; etc.*

Society input

The task force contacted the following organizations and groups to request input and comments on the development of a non-boundary PS exam:

- American Society of Photogrammetry and Remote Sensing (ASPRS)
- American Association for Geodetic Surveying (AAGS)
- National Society of Professional Surveyors (NSPS)
- Young Surveyors Network
- NSPS-The Hydrographic Society of America (THSOA) Hydrographic Certification Board
- Utility Engineering and Surveying Institute of the American Society of Civil Engineers (UESI/ASCE)
- Reality Capture Network
- Surveying and Geomatics Educators Society (SaGES)
- NSPS Military Committee

The task force asked the organizations the following questions:

1. If NCEES developed and offered a mapping science exam, do you believe members of your association would benefit from a non-boundary professional surveyor license?
2. Do you believe an NCEES mapping science exam would encourage more of your members to seek licensure as a professional surveyor?

The 2024–25 task force received written and verbal comments from the following organizations and groups:

- NSPS
- Young Surveyors Network
- NSPS-THSOA Hydrographic Certification Board
- UESI/ASCE
- SaGES
- NSPS Military Committee

The 2023–24 task force received written and verbal comments from the following organizations and groups:

- ASPRS
- AAGS
- National Oceanic and Atmospheric Administration (NOAA)
- North Carolina Geodetic Survey

- Geospatial Professional Network (GPN, formally Urban and Regional Information Systems Association)
- GIS Certification Institute
- Management Association for Private Photogrammetrists and Surveyors (MAPPS)
- NSPS
- SaGES
- NSPS-THSOA Hydrographic Certification Board

The following organizations provided comments in support of a non-boundary PS exam:
- Young Surveyors Network
- NSPS-THSOA Hydrographic Certification Board
- UESI/ASCE
- SaGES
- ASPRS (2023 exam development letter of support)
- AAGS (2023 exam development letter of support)
- NOAA (2023 exam development letter of support)
- North Carolina Geodetic Survey (2023 exam development letter of support)

The following organizations provided comments that are not in support of a non-boundary PS exam:
- NSPS Military Committee
- GIS Certification Institute
- GPN

NSPS abstained from answering these questions without consensus from the NSPS board of directors. NCEES President Andrew Zoutewelle, P.L.S., was invited to speak at the NSPS spring meeting on March 21, 2025.

Surveying and geomatics program input

The task force requested comments from ABET-accredited surveying and geomatics college programs for input and comments on the development of a non-boundary PS exam.

The task force asked the geomatics/surveying programs the following questions:
1. If NCEES developed and offered a "mapping science" exam, do you believe your students would benefit from a non-boundary Professional Surveyor license? Please feel free to comment beyond a 'yes' or 'no'.
2. Do you believe a NCEES mapping science exam would encourage more of your students to seek licensure as a Professional Surveyor? Do you have any thoughts regarding how many students might be interested?

The task force requested comments from ABET-accredited surveying and geomatics programs and received comments from the following universities' surveying and geomatics programs:
- Florida Atlantic University
- University of Maine
- North Carolina A&T State University
- Troy University
- Alfred State College
- Penn State Wilkes-Barre
- University of Texas at Tyler
- University of Florida

The following is a summary of the comments the task force received from the universities' surveying and geomatics programs:
- Five of the eight programs commented that it would benefit their students.
- One program commented that their students would be prepared for both a non-boundary PS exam and the current PS exam.
- Two programs said no based on their curriculum providing classes in boundary and mapping.

FE and PE examinee input

The task force developed a questionnaire for individuals who have recently taken the Fundamentals of Engineering (FE) and Principles and Practice of Engineering (PE) exams with the following questions:
1. If NCEES develops a mapping science (non-boundary) exam, would it encourage and provide you with a pathway to seek licensure as a professional surveyor?
2. How likely are you to pursue a professional surveying license via a mapping science pathway?

The questionnaire was sent to 40,457 FE and PE examinees who took an exam in 2024. The task force received 4,928 responses over a two-week period. The majority of the respondents were from the civil engineering discipline, but responses were also received from other engineering disciplines (mechanical, electric, etc.). Below is a summary of the responses to the FE/PE exam takers questionnaire.

Question 1:

Answer	Number of responses
No	3,618
Yes	1,310 (26.60%)

Discipline	Yes responses
FE Civil	575
FE (all others)	160
PE Civil	582
PE (all others)	119

Note: The totals are greater than 1,310 since some examinees took both the FE and PE exams in 2024.

Question 2: (From question 1 yes responses only)

Answer	Number of responses	Percentage (of 1,310 yes responses)
Likely	433	33.1%
Very likely	274	20.9%
Neither likely nor unlikely	419	32.0%
Unlikely	129	9.9%
Very unlikely	55	4.2%

NCEES member board input

The task force prepared a questionnaire for NCEES member boards (joint and surveying-only boards) with the following questions:

1. Which of the following surveying areas of practice are included in your definition of surveying in your licensing law? Select all that apply (boundary, geodetic, topographic, photogrammetry/remote sensing, hydrographic, construction staking, drainage design, and mapping).
2. If NCEES created a mapping science (non-boundary) exam to test minimum competency, would your Board consider accepting this exam as a pathway to licensure as Professional Surveyor practicing outside the boundary surveying discipline? (Options included "Yes," "Maybe," and "No.")
3. Additional comments and open responses

Forty-seven member boards responded to the questionnaire. The following is a summary of the responses:

Question 1:

Areas of practice	Number of responses
Boundary	55
Geodetic	46
Topographic	46
Photogrammetry/remote sensing	29
Hydrographic	33
Construction Staking	30
Drainage	15
Mapping	28

Note: In addition to the 47 member boards that responded, the task force reviewed the licensing laws of the eight member boards that did not respond to determine the areas of practice in their licensing laws.

Question 2:

Answer	Number of responses
Yes	11
Maybe	18
No	18

An additional questionnaire was sent to the NCEES member boards concerning grandfathering. There were only a few responses at the time of this report's submittal.

Charge 2

Perform due diligence work as outlined in the Manual of Policy and Position Statements *regarding the potential of NCEES offering a Non-Boundary PS exam. Upon completion, make recommendations to the EPS Committee.*

Examination Development Policy 9 requires a minimum of 10 member boards collectively who can demonstrate a need for the exam in their jurisdiction to request the development of the exam. The requests must include proof of such need, estimate of usage, and impact on safeguarding the health, safety, and welfare of the public. Proof of need must 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 exam.

The task force received 10 requests for the development of a non-boundary PS exam from the following member boards:

- Guam
- Florida
- Louisiana
- Maryland
- North Carolina
- Ohio
- Oklahoma
- South Carolina
- Tennessee
- Virginia

The task force was informed to expect a letter from the Mississippi board and potentially several other boards prior to the 2025 annual meeting.

Using the estimated exam volume collected in the task force's questionnaire, in the request letters, from the FE/PE examinee questionnaire, and from information from the associations and groups, the task force estimates that the exam volume for a non-boundary PS exam would be 600 annually, with the potential for a yearly increase in exam volume.

The task force recommends the following:

- That the name of the non-boundary PS exam be the Principles and Practice of Surveying Geospatial exam, or the PS Geospatial exam. The rationale for using this name is that it describes the area of practice being tested, and using the current title of the Principles and Practice of Surveying exam will allow those states that require the NCEES PS exam to utilize the PS Geospatial exam without having to change their laws or rules.
- That the PS Geospatial exam be a stand-alone exam and not an add-on exam like the Public Land Survey System exam.
- That NCEES develop the PS Geospatial exam as a computer-based test in linear, fixed-form format and offer the exam twice a year
- That the licensure pathway with the PS Geospatial exam include taking and passing the Fundamentals of Surveying (FS) exam, taking and passing the PS Geospatial exam, and finally taking and passing any required jurisdictional exam before obtaining a professional surveying license
- That an applicant who successfully passes the FS, PS Geospatial, and any required jurisdictional exams use the designation "professional surveyor" (P.S.).
    - The task force members had an in-depth discussion on what designation to give an applicant who follows the PS Geospatial exam licensure pathway. "Professional surveyor" was favored by a majority of the task force members, but other designations were discussed and recommended. The task force understands that some jurisdictions will choose to use an alternate designation instead of "professional surveyor."
- That the current education standard and experience requirements be used for applicants who follow the PS Geospatial exam pathway

- That NCEES and the psychometric consultant utilize the Mapping Science and Core PAKS data to develop a report to be given to a group of subject-matter experts (specification development committee) to develop a specification for the PS Geospatial exam
- That the NCEES exam development staff work with the Colonial States Boards of Surveyor Registration and ASPRS to discuss a potential agreement that each organization must develop an item bank for the PS Geospatial exam
- That the NCEES exam development staff include a member(s) of this task force as a member or consultant of the specification development committee and in exam development committees if the exam is approved by the board of directors

In summary, the task force, along with past task forces and committees, has obtained the following evidence and information to support the development of a PS Geospatial exam:
- Ten request letters for a PS Geospatial exam have been provided by member boards.
- Eighteen additional member boards indicated an interest in using a PS Geospatial exam.
- Professional associations and college geomatics programs have shown support for a PS Geospatial exam.
- NCEES has completed a Mapping Science PAKS.
- NCEES and Pearson VUE created a hypothetical exam specification for the Core plus Mapping Science exam specification.
- Data from the Mapping Science and Core PAKS can be used to develop a specification for a PS Geospatial exam.
- Potential questions for a PS Geospatial exam are available from the Colonial States Board of Surveyor Registration and the current PS exam.
- A PS Geospatial exam would promote licensure and protect the health, safety, and welfare of the public.
- The estimated volume for a PS Geospatial exam is sufficient to support the development of an exam.
- The Bureau of Labor Statistics projects the land surveying profession to experience positive job growth, with employment of surveyors expected to increase by 6 percent from 2023 to 2033. Many of these individuals will practice in the non-boundary areas of surveying, and the PS Geospatial exam will provide them a pathway for licensure and protect the health, safety, and welfare of the public.
- In its 2023 report, the EPS Committee concluded that "mapping science is an evolving and developing professional surveying practice; thus, a separate division may become necessary in the future." The future is now.

Charge 3

Determine whether changes to Model Law *would be needed (e.g., Sec. 130.10 C.2.a) or whether existing* Model Law *would accommodate a Non-Boundary PS exam as a standalone exam. Make recommendations as appropriate.*

The task force reviewed the Committee on Uniform Procedures and Legislative Guidelines' proposed changes to the *Model Law* for the Public Land Survey System exam and used these proposed changes as a guide in determining what will be required for the implementation of the PS Geospatial exam.

The task force recommends that the following sections of the *Model Law* be reviewed for revision to support the PS Geospatial exam:
- Section 130.10 C.2.c
- Section 130.10 C.3
- Section 130.30 B
- Section 140.10 D

The task force decided to look at the *Model Rules* as well. The task force recommends that the following sections of *Model Rules* be reviewed for revision to support the PS Geospatial exam:
- Section 230.20 B.4
- Section 230.40 C.1.b
- Section 230.40 D.2
- Section 230.50 B
- Appendix B

Respectfully submitted, the **Surveying and Mapping Sciences Licensure Task Force:**

Gary Thompson, P.L.S., Chair

Members
Renee Clough, P.E., P.L.S.
Henry Dingle Jr., P.L.S.
James Hollandsworth, P.E., P.S.
Troy Jensen, P.L.S.
William Karr, P.S.
Kelly Katz, P.L.S.
Timothy Lingerfelt, P.L.S.
Shelley Macy, P.E.
Jeanne Nebre, P.L.S., L.S.
Thomas Orisich, P.L.S.
David Page, P.L.S.
Dean Ringle, P.E., P.S.
Michael Zoltek, P.L.S.

Board liaison
Laura Sievers, P.E.

Staff liaison
Davy McDowell, P.E.

New Business

This section provides a place for notes about any new motions or resolutions introduced at the annual meeting.

Unfinished Business

After all other motions have been considered, the Council will address unfinished business. As part of unfinished business, the Committee on Finances will present the 2025–26 fiscal year budget for Council action.

Approval of Budgets

Move to adopt the 2025–26 proposed operating and capital expenditure budgets, which are shown in the Finance Committee Appendices B and C.

NCEES

advancing licensure for engineers and surveyors

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15.a. NCEES Annual Meeting Consent Agenda

Joe Lombardo
Governor

L. Brent Wright, PE/SE
Board Chair
Mark J. Fakler, PE
Executive Director

Memorandum

July 3, 2025

To: Board Members
From: Patty Mamola
Subject: NCEES Action Items and Conference Reports

Background

The National Council of Examiners for Engineering and Surveying (NCEES) was established in 1920 by several state engineering and land surveying licensing boards. At the time, states were beginning to draft statutes and regulations and recognized the need for uniformity in licensing laws to facilitate mobility. NCEES is a member-driven organization consisting of US state and territory boards that regulate engineering and land surveying professions.

The vision of NCEES is to lead in the professional licensure of engineers and land surveyors through uniform laws, licensing standards, and professional ethics to protect the health, safety, and welfare of the public. Its mission is to advance licensure for engineers and surveyors to safeguard these aspects. This mission is supported by its member boards, board of directors, staff, board administrators, and volunteers by:

- Providing nationally normed examinations for engineers and surveyors
- Offering uniform model laws and rules for adoption by member boards
- Promoting professional ethics among engineers and surveyors
- Coordinating with domestic and international organizations to advance licensure for engineers and surveyors

NCEES meets annually, bringing together each state and US territory engineering and land surveying regulatory boards to deliberate and act on motions. The 104th Annual Meeting will be held from August 19-22, 2025, in New Orleans, Louisiana. NCEES publishes its Action Items and Conference Reports before its Annual Meeting to enable member boards to consider matters to be voted on. The agenda includes a consent agenda, where member boards can request specific motions to be removed for discussion and voting. Motions not on the consent agenda are discussed and voted on individually.

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Discussion

The current NCEES Annual Meeting agenda includes 70 motions—64 motions on the consent agenda and 6 motions on the non-consent agenda. This memo is provided to assist the Board in discussing these motions and reaching a consensus on the desired actions for each motion.

Consent Agenda

The 64 motions on the consent agenda are considered non-controversial. These motions were presented at NCEES zone meetings and raised no concerns. The motions address previously approved directives, housekeeping, clarifications, and aligning language with other NCEES documents. The consent agenda motions include:

- Special Committee on Bylaws Motions 1-21
- Advisory Committee on Council Activities Motion 2-4
- Committee on Education Motion 3
- Committee on Examination Policy and Procedures Motions 1-12
- Committee on Examinations for Professional Surveyors Motion 1
- Committee on Finances Motions 1-3, 6-7
- Committee on Licensure Motions 1-3, 5-9
- Committee on Member Board Administrators Motions 1-2
- Committee on Uniform Procedures and Legislative Guidelines Motions 1-9
- Board of Directors Motions 1-2

Recommendation: Keep all motions on the consent agenda.

Non-Consent Agenda

The six motions on the non-consent agenda for consideration are:

- Advisory Committee on Council Activities Motion 1
- Committee on Education Motions 1 and 2
- Committee on Finances Motions 4 and 5
- Committee on Licensure Motion 4

Advisory Committee on Council Activities Motion 1 – This motion was not endorsed by the NCEES Board of Directors. The motion proposes that any actions previously approved by the Council at an annual meeting, which are then referred to the UPLG Committee for review and subsequently brought back to the Council for adoption of specific language, should be placed on the consent agenda of a future annual meeting.

The committee's rationale is that a UPLG motion to adopt proposed language should not be subject to defeat on the floor after the Council has already voted to approve the underlying change in principle.

While the NCEES Board of Directors supports the intent of the motion, it has concerns about the proposed process:

1. The process could require the NCEES Board of Directors to implement actions it may not agree with, effectively limiting its discretion.

2. If a motion were made to remove the item from the consent agenda and amend it on the floor, there is no clear guidance on who would determine whether such an amendment alters the original intent of the Council-approved action. It is unclear whether this responsibility would fall to the presiding officer, the NCEES Board of Directors, the UPLG chair, or the parliamentarian.

Because of these concerns, the NCEES Board of Directors believes the process either requires more precise definition or should remain as it currently operates.

For details, see page 59 of the NCEES Action Items and Conference Report. **Recommendation**: Vote against ACCA Motion 1 to amend Administrative Policy 8.

Committee on Education Motion 1 and 2 – Motions 1 and 2 have been endorsed by the NCEES Board of Directors. Both motions propose eliminating the general education component from the NCEES Education Standard for engineering and surveying.

This change aligns the NCEES Education Standards with ABET's approach, in which universities are responsible for establishing their own general education requirements. It also reflects the evolving nature of higher education curricula in engineering and surveying programs.

For additional information, see pages 64–67 of the NCEES Action Items and Conference Report. **Recommendation**: Vote in favor of Committee on Education Motions 1 and 2 to approve the proposed revisions to the NCEES Education Standard for engineering and surveying.

Committee on Finances Motions 4 and 5 – Endorsed by the NCEES Board of Directors.

- **Motion 4** transfers 50% of NCEES financial reserves available for mission initiatives/capital project balance, approximately $9.4 million, to the NCEES Foundation. The funds would be used to generate investment income for the Foundation which could then be spent on mission advancement opportunities.
- **Motion 5** reduces the minimum amount of money designated for reserves from 75% to 50% of the annual operating budget.

Both motions can be approved without negatively impacting the long-term financial health of NCEES. For details, see page 92-93 of the NCEES Action Items and Conference Report. **Recommendation**: Vote in favor of Committee on Finances Motions 4 and 5.

Committee on Licensure Motion 4 – Motion 4 has been endorsed by the NCEES Board of Directors. This motion clarifies the model law language related to references required for licensure.

For more information, see page 107 of the NCEES Action Items and Conference Report. **Recommendation**: Vote in favor of Committee on Licensure Motion 4.

Summary

Due to the unpredictability of deliberations and actions that will occur at the NCEES Annual meeting, the Board must remain flexible in adjusting its consensus during deliberations and voting at the NCEES Annual Meeting.

Attachment: NCEES Action Items and Conference Reports, 104th NCEES Annual Meeting

15.b. NCEES Annual Meeting Non-Consent Agenda

16. Committee Reports

16.a. Administrative Procedures Oversight Committee

16. b. Legislative Committee

16.c. Professional Association Liaison Committee

16.d. Public Outreach Committee

16.e. PLS Standards of Practice Subcommittee

17. Board Committee Assignments for Fiscal Year 2025-2026

COMMITTEE ASSIGNMENTS

2025-2026

ADMINISTRATIVE PROCEDURES OVERSIGHT COMMITTEE

Matt Gingerich, PLS, Chair
Karen Purcell, PE
Robert Fyda, PE
Mark Fakler, 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)
Mark Fakler, Executive Director (Staff Liaison)
Murray Blaney, Operations/Compliance (Staff Liaison)

PROFESSIONAL ASSOCIATION LIAISON COMMITTEE

Michael Kidd, PLS, Chair
Brent Wright, PE/SE
Angelo Spata, PE
Mark Fakler, Executive Director (Staff Liaison)
Derek Vogel, Communications (Staff Liaison)

PUBLIC OUTREACH COMMITTEE

Jason Dixon, PE, Chair
Greg DeSart, PE
Michael Kidd, PLS
Thomas Matter, Public Member
Mark Fakler, Executive Director (Staff Liaison)
Derek Vogel, Communications (Staff Liaison)

18. Future Outreach Relating to Legislative Matters

19. Government Liaison Report

20. Board and Staff Assignments

Action List

BOARD MEETING ITEMS

July 18, 2024, Board meeting

15. Administrative report by Executive Director
b. Action items related to the 2021-2025 Strategic Plan

Also requested that invitation to attend the strategic plan session be extended to wider industry stakeholders. Board members to send names to Mr Fakler. **Mr Fakler**

September 12, 2024, Board meeting

15. Discussion and possible action on board committee reports.
d. Public Outreach Committee, Chair Jay Dixon
i. Consider possible recognition events for initial licensure recipients

Staff to present options with costing to POC to consider. Add as future POC agenda item. **Staff**

March 13, 2025, Board meeting

18. Discussion and possible action on examinations required for licensure as a Professional Land Surveyor resulting from changes to national examinations occurring in 2027.

Board decided no immediate action to be taken. Staff to monitor what changes other states make and convene a group or workshop to explore options and implications – cost to candidates, impact on comity applicants, the make-up of our state specific exam, any statute/regulation changes etc. **Staff/Mr Fakler**

June 12, 2025, Interim Board meeting

5. Update on the 83rd Nevada Legislative Session relating to 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.

Mr Spata requested a future agenda item to consider ongoing outreach relating to some of the challenges of this legislative session, that may involve assigning a committee to develop a longer-term strategy. **Mr Fakler**

COMMITTEE ITEMS

PROFESSIONAL ASSOCIATION LIAISON COMMITTEE

February 9, 2021, Meeting

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. **Mr Fakler**

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. **Mr Fakler**

April 1, 2025, Meeting

6. Consider proposed budget for fiscal year July 1, 2025, to June 30, 2026.

Relating to item 6 from the March 2023 meeting, staff to draft options and present for committee consideration at the next scheduled APOC meeting. **Staff**

PUBLIC OUTREACH COMMITTEE

Increase outreach to under-graduates at Nevada, UNLV and GBC. Explore options. **Staff + Committee**

Consider Initial License (and/or FE) Celebration by the board. Staff. Explore options. **Staff + Committee**

LEGISLATIVE COMMITTEE

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 before end of FY 2023/2024 of the issues to be addressed. This item encompasses discipline specific vs PE state discussion. Mr Fyda and Ms Mamola discuss and identify possible solutions to the issues identified by position statement. **In progress**

Possible NRS changes for consideration

Possible NAC changes for consideration

- Review for impacted regulations
Item from August 8, 2024, Interim Board meeting
Pending result of NCEES Annual Meeting vote on *Engineering Licensure Task Force Motion 1*, the proposed pathway for comity licensure to be vetted by LegComm (for review against current regulations) at a future committee meeting. **Staff**

Schedule for NAC changes currently under review

Executive Order regulation changes/repeals – Regulation changes/repeals approved via consent agenda at the Legislative Commission hearing held June 18, 2024. Staff will follow up through the codification process. **In progress.**

Contract and PLS regulation changes/repeals

R007-24 package submitted to LCB.

PLS STANDARDS OF PRACTICE SUB-COMMITTEE

– NRS 625.380
Letter from NALS relating to NRS 625.380. Moved to PLS Standards of Practice sub-committee for discussion. **Staff**

STRATEGIC PLAN ITEMS

2025 Strategic Planning Session
November 5, 2025 – Reno board office (tentative 1pm – 5pm)

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.

September 11, 2025 — Las Vegas

November 6, 2025 — Reno

January 15, 2026 — Las Vegas

March 12, 2026 — Reno

May 14, 2026 — Las Vegas

July 16, 2026 — Reno

Future NCEES Meetings

NCEES Central/Western Zone Interim Meetings

April 30-May 2, 2026 —Bend, Oregon

NCEES Annual Meetings

August 19-22, 2025 — New Orleans, Louisiana

22.Topics for Future Meetings

23. Public Comment

24. Adjournment