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LANGUAGE ACCESS PLAN – 2026

I. Purpose and Authority

Nevada's Senate Bill 318 (SB318) and the federal guidance on Title VI both agree that language should not be a barrier to accessing governmental programs and services. As SB318 states, "Persons with limited English proficiency require and deserve meaningful, timely access to government services in their preferred language." Moreover, it makes it clear that it is the responsibility of government to provide that access:

State and local agencies and entities that receive public money have an obligation to provide meaningful, timely access for persons with Limited English Proficiency (LEP) to the Boards and services of those agencies and entities.

The Nevada Board of Professional Engineers and Land Surveyors (NVBPELS) is committed to compliance with SB318 and Title VI of the Civil Rights Act of 1964, 2 C.S. § 561 et seq. (Act 172 of 2006) in ensuring meaningful access to State services and Boards for individuals with limited English proficiency.

The purpose of this Language Access Plan (LAP) is to establish a reasonable and effective plan and protocol when providing services to, or interacting with, LEP individuals. Following this plan and protocol will ensure NVBPELS is inclusive as it strives to meet its mission and statutory requirements.

PURPOSE and MISSION

Purpose

The purpose of the Board, as stated in Nevada Revised Statute 625.005, is to safeguard life, health and property and to promote 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.

STATUTORY REQUIREMENTS

NRS 625: Professional Engineers and Land Surveyors, and
NAC 625: Professional Engineers and Land Surveyors

II. General Policy

NVBPELS recognizes that LEP individuals may contact the Board for data or other services, and NVBPELS is committed to ensuring meaningful access to LEP individuals. This LAP applies to all NVBPELS functions and services.

NVBPELS will use the following procedures to ensure that LEP individuals can gain equal access to NVBPELS services and communicate effectively.

- NVBPELS will take all reasonable steps to provide LEP individuals with meaningful access to its functions and services.
- Staff at the initial points of contact have the specific duty to identify and record language needs.
- No staff may suggest or require that a LEP individual provide an interpreter in order to access Board functions and services, and the Board, rather than the LEP individual, bears the responsibility for providing appropriate language services, regardless of the LEP individual's preferred language, at no cost to the LEP individual.
- Due to the technical nature of Board functions and services, use of informal interpreters of any kind is not allowed to minimize misinterpretation.

NVBPELS Language Access Coordinator

Murray Blaney, Operations/Compliance, mblaney@nvbpels.nv.gov, 775.688.1231.
The Language Access Coordinator will review and update (if needed) the NVBPELS LAP biennially. All NVBPELS staff will report language access needs to the Language Access Coordinator.

III. Profile of NVBPELS' LEP Clients

NVBPELS is committed to tracking the languages preferred for communication with potential LEP

clients so that we can better provide meaningful, timely access to our functions and services without regard to any language impediments.

NVBPELS will maintain a database of LEP individuals that contact the Board to request information. The Board does not currently know how many of the individuals that request information are LEP or requested translation or American Sign Language services. It is unknown if any of these individuals identify as Indigenous or Refugee.

To the knowledge of current Board staff, NVBPELS has never had a request for translation or American Sign Language services from LEP individuals.

NVBPELS has an option on the nvbpels.org website that will translate the website to the user's preferred language. Data from the use of the translation button will be captured and used to adjust the plan as needed.

IV. NVBPELS Language Access Services and Procedures

NVBPELS does not have any known LEP clients; therefore, does not have full-time or on-demand language access services. Any future language access needs will be addressed in the following manner:

Oral/Sign Language Services:

NVBPELS does not have employees that are trained or certified to provide language services. If the need arises, NVBPELS will contract with a State-approved vendor for oral and sign language services. NVBPELS will use the list of approved vendors located on the Department of Administration's Purchasing Division website.

<https://www.purchasing.nv.gov/statewide-contracts/translation-interpretation/>

Written Language Services:

NVBPELS does not have employees that are trained or certified to provide written language services in languages other than English. If the need arises, NVBPELS will contract with a State-approved vendor for written language services. NVBPELS will use the list of approved vendors located on the Department of Administration's Purchasing Division website.

[https://purchasing.nv.gov/Contracts/Documents/Translation Interpretation/](https://purchasing.nv.gov/Contracts/Documents/Translation%20Interpretation/)

Community Outreach and Engagement

Providing Notice of Language Assistance Services:

NVBPELS does not have employees that are trained or certified to provide language services in-house for languages other than English. NVBPELS will take steps to publicize the availability of language access services on the nvbpels.org website.

Procedures and Resources for LEP Community Outreach:

NVBPELS will utilize translation services from approved vendors to produce information pamphlets and handouts when requested.

Cultural Competency Resources:

NVBPELS will provide resources for its staff to improve their cultural competency and ability to work with diverse groups by utilizing the educational materials and tools on the Nevada Department of Health and Human Services' (DHHS) Cultural Literacy Strategies website.
<https://dhhs.nv.gov/Boards/CHA/MH/Toolkit/culturalliteracystrategies/>.

V. Implementing NDNH's Language Access Services

If language access services are requested, employees will inform the NVBPELS Language Access Coordinator. The Language Access Coordinator will take the appropriate steps as outlined in this document to secure a qualified person to provide the needed service(s).

Language Access Procedures

Accessing Appropriate Oral/Sign Language Services:

If oral/sign language services are needed, employees will inform the NVBPELS Language Access Coordinator. The Language Access Coordinator will secure a qualified person to provide the needed service by utilizing the list of approved vendors located on the Department of Administration's Purchasing Division website.

<https://www.purchasing.nv.gov/statewide-contracts/translation-interpretation/>

Accessing Appropriate Written Language Services:

If written language services are needed, employees will inform the NVBPELS Language Access Coordinator. The Language Access Coordinator will secure a qualified person to provide the needed service by utilizing the list of approved vendors located on the Department of Administration's Purchasing Division website.

<https://www.purchasing.nv.gov/statewide-contracts/translation-interpretation/>

Language Services Quality Assurance:

NVBPELS is committed to ensuring that all language service providers it uses are qualified and competent to provide those services. NVBPELS will secure qualified professionals by utilizing the list of approved vendors located on the Department of Administration's Purchasing Division website. <https://www.purchasing.nv.gov/statewide-contracts/translation-interpretation/>

Staff Training Policies and Procedures

NVBPELS ensures that its staff are familiar with this LAP. All staff will inform the NVBPELS Language Access Coordinator if language access services are requested. The NVBPELS Language Access Coordinator will periodically remind staff about the LAP and the Board's responsibility to provide language access if requested.

V. Evaluation of and Recommendations for NVBPELS Language Access Plan

NVBPELS is committed to monitoring the performance of the above policies, procedures, and resources to ensure that its LAP is responsive to the needs of both NVBPELS and the people it serves. NVBPELS will review, evaluate, and update (if needed) its LAP biennially.

Processes for Monitoring and Evaluation

Parties Responsible for LAP Maintenance:

The NVBPELS Language Access Coordinator will be responsible for reviewing and updating (if needed) the NVBPELS LAP biennially.

Criteria and Methods for LAP Evaluation:

To the knowledge of current Board staff, language access has not been a barrier to doing business and the Board has never had a request for translation services. Based on this history NVBPELS will track its LAP's performance by tracking the number of requests for language access services using a database.

Evaluation Outcomes and Proposed Changes

Performance Monitoring Data:

NVBPELS serves thousands of individuals who access Board functions and services annually. To date, and to our knowledge, none of these individuals were LEP; therefore, no language access services were requested or provided.

Proposed LAP Revisions:

This is the first revision LAP that NVBPELS has prepared, and no revisions are proposed

Proposed Budgetary Implications:

With no language access services requested since the first LAP was released (and none prior to release), NVBPELS does not foresee the need for significant funding for language access services in the next fiscal year biennium.

Suggested Legislative Amendments:

Based on no requests for language access services in the past eighteen months (and prior), NVBPELS does not recommend revisions to SB318 or other legislation at this time.

