



## New Mexico State Board of Licensure for Professional Engineers and Professional Surveyors

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Meeting of the Professional Engineers and  
Professional Surveyors held 9:00a.m.  
April 12, 2013 at the Workers Compensation  
Administration Albuquerque, NM

Members Present- Dr. Rola Idriss, PE Board Chair  
Augusta Meyers, Public Member  
John Romero, PE  
Gilbert Chavez, PS  
Paul Brasher, PE  
Sal Vigil, PS  
Josh Skarsguard, Public Member  
Julie Samora, PE  
Ronald Bohannon, PE  
Glen Thurow, PS

Members Absent- Rick Word, Assistant Attorney General

Others Present- Eva Baca, Acting Executive Director  
Perry Valdez, Team Leader  
Melissa Shelley, Licensing Specialist  
Cholla Khoury, Administrative Prosecutor  
Joe Barela, Technical Investigator

### **1. Convene/ Roll Call/Introduction of Guests**

Dr. Idriss convened the meeting at 9:00 a.m.

Roll call was taken a quorum of the Board was present.

Ms. Khoury, Administrative Prosecutor introduced herself to the board.

Mr. Barela introduced himself as the Technical Investigator for the PEC

### **2. Approval of Agenda**

**MOTION** by Mr. Romero, **SECONDED** by Mr. Bohannon, and  
**PASSED** unanimously  
**VOTED:** To approve the agenda with amendments.

### **3. Meeting Notification**

It was noted that the meeting was advertised in the Albuquerque Journal and on the board's website. The notice was posted 24 hours in advance.

### **4. Public Comment**

No action taken

### **5. New Business**

#### **a. Agenda Amendment**

##### **Review of Compliance/Disciplinary Hearing Process**

Ms. Khoury discussed the administrative prosecutor's role, her responsibilities processing compliance and disciplinary hearings. She advised the Board not to discuss cases before a hearing.

### **6. Old Business**

#### **a. February 22, 2013, approval of minutes.**

**MOTION** by Mr. Chavez, **SECONDED** by Ms. Meyers, and **PASSED** unanimously.

**VOTED:** To approve the minutes of February 22, 2013 as presented.

#### **b. 16.39 NMAC. Administrative Code-Title 16, Chapter 39-Parts 1,2,3,4,5,7 and 8-proposed changes.**

The board discussed, and approved proposed changes to 16.39 NMAC Administrative Code-Title 16, Chapter 39-Parts 1,2,3,4,5,6,7, and 8. The Board will proceed with a rule hearing in July.

**MOTION** by Mr. Vigil, **SECONDED** by Mr. Chavez, and **PASSED** Unanimously.

**VOTED:** To approve the proposed changes to the Administrative Code.

#### **c. Travel Policy**

Ms. Samora and Mr. Brasher met with RLD Superintendent, Mr. Dennis in regards to the travel policy for the Board. The discussion included the provisions on the MOU with the RLD. The history of the Board and the NCEES was explained to Mr. Dennis and emphasized that members are voting members and it is important to have representation at the national meetings. This is why it is important for more than one member to travel. Mr. Dennis asked the Board to draft a travel policy for the Board and to specifically define a Board "delegate".

Mr. Skarsgard discussed the financial MOU guidelines regarding finances and NCEES board travel and how they have been handled by the Regulation and Licensing Division.

Mr. Chavez recommended placing a three day standard rule for reimbursement. Similar to what NCEES provides for designees.

**MOTION** by Mr. Romero **SECONDED** by Ms. Samora, and **PASSED** Unanimously.

**VOTED:** That the New Mexico Board of Professional Engineers and Professional Surveyors consider travel to the NCEES meeting as official business.

Mr. Word, Assistant General Attorney will draft a letter to Mr. McKay, RLD Attorney regarding NCEES Travel. A draft subcommittee will be put in place, with Mr. Skarsgard, Ms. Samora, Mr. Chavez, and Mr. Romero to meet and finalize the draft travel policy.

## **7. New Business**

### **a. NCEES**

Dr. Idriss, Mr. Bohannon and Mr. Chavez will be traveling to the April Western Zone meeting as funded members by NCEES.

### **b. 2013 CBT-University Meetings**

Ms. Samora, Mr. Valdez, and Dr. Idriss will work together on a presentation on the upcoming computer based testing. A NCEES presentation is available to use a base. Mr. Valdez and members will present the information to the universities in the State.

### **c. Board Budget**

Mr. Valdez presented an overview of the board's budget. Dr. Idriss asked Mr. Valdez to provide a detailed financial report identifying each of the line items and what the expenditures would be for FY14 in comparison to last year's budget. Mr. Valdez will provide a report at the June meeting.

## **8. Director Reports**

Ms. Baca updated the Board on the status of positions. The compliance position has been approved by SPO and waiting on the advertisement. The Executive Director job description and justification has been sent to DFA for approval.

## **9. Committee Report**

### **a. PS Committee**

Mr. Chavez reported that the PS Committee reviewed three applications, denied one and reviewed three complaint cases and two of the complaint cases were dismissed.

The Committee requested a letter of concern be sent to Dr. Sonya Cooper in regards to the requirement changes of surveyor hours.

Mr. Chavez also mentioned that he would like to see certificates of Authorizations for firms, reagents and professionals to be put on the agenda for the next meeting.

### **b. PE Committee**

Mr. Brasher reported that the PE Committee reviewed ninety four applications; four complaint cases, three were dismissed and one closed for SOL.

Mr. Ludi, PRC was present and addressed the issues of electronic stamping and signature and if there is a different stamp for fire protection engineering.

The PE committee directed Mr. Barela, Technical Investigator, to investigate the buildings of cell phone towers also the information brought forward by Mr. Ludi.

### **c. Executive Committee**

No Report

### **d. Joint Practice Committee**

Reported that continuing education for architects will be revised. The requirement will decrease to twenty-four hours per two years. Discussed fire protection insurance types and the architect's board will be discussing requirements for an engineer in charge for stamping purposes.

### **e. Public Info. Exam and Licensure Promotion Committee**

Ms. Samora provided a report to the Board. A newsletter is planned for May and articles and input is requested. All articles are to be sent to Ms. Baca. The consumer information brochure is being considered and the committee will be meeting again to discuss ideas. Public relations-the committee will continue to look for opportunities to promote licensure and the NCEES materials will be used as a base. The Computer Based Testing (CBT) presentation Power Point is available from NCEES to be used to discuss CBT to universities to prepare them for the first CBT exam in January 2014. The Committee will work with staff on website redesign.

**f. Rules and Regulations Committee**

Ms. Samora reported that the revised Parts of the Administrative Code have been reviewed by the Committee, the Board and the AG representative. We are now ready to schedule and prepare for a hearing and distribution and posting of the proposed rules.

**g. NCEES Committee Member**

Dr. Idriss will be giving a presentation at the NCEES Western Zone meeting for the Education Committee. Ms. Samora will be giving presentations at the Zone meeting for the CBT Task Force and the EPE committee as well as awards. It was reported that Mr. Chavez has been nominated for the Western Zone Distinguished member award and he will be presented that award at the NCEES Zone meeting in April

**10. Schedule Next Meeting Date**

June 14, 2013 Santa Fe, NM

**11. Adjournment**

Dr. Idriss adjourned the meeting at 12:01 p.m.

Submitted By: s/Melissa Shelley

Ms. Melissa Shelley, Licensing Specialist

Approved By: s/Dr. Rola Idriss

Dr. Rola Idriss., Board Chair

Approval Date: August 9, 2013