

MINUTES

MEETING OF THE NEW  
MEXICO BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND PROFESSIONAL  
SURVEYORS held 1:00 p.m., Friday, January 12, 2017,  
Toney Anaya Building, Hearing Room 1,  
2550 Cerrillos Road, Santa Fe, NM

**Members Present –** Karl Tonander, PE, Board Chair  
Glen Thurow, PS  
David Cooper, PS  
Cliff Spirock, PS  
Julie Samora, PE  
Walter Gerstle, PhD, PE

**Members Absent –** Paul Brasher, PE  
Ron Bohannon, PE  
Augusta Meyers, Public Member  
Josh Skarsgard, Esq, Public Member

**Others Present –** Perry Valdez, BLPEPS, Executive Director  
Annette Thompson-Martinez, BLPEPS, Deputy Director  
Angelica Urioste, BLPEPS Executive Assistant  
Marylou Poli, Legal Counsel

**1. Convene, Roll Call and Introduction of Audience**

Mr. Tonander convened the meeting at 9:18 a.m., roll call was taken and a quorum noted.

**2. Meeting Notification**

Mr. Valdez informed the Board the meeting was noticed in the Albuquerque Journal as well as the Board's website. Mr. Valdez stated Clayton Pelletier, CFO is in attendance of the meeting to assist with questions regarding the FY17 audit.

**3. Approval of Agenda**

**MOTION** by Mrs. Samora to approve the agenda as presented, **SECOND** by Mr. Spirock, **PASSED** unanimously.

**4. Approval of Minutes**

**a. Minutes of August 11, 2017**

**MOTION** by Mr. Spirock to approve the minutes of August 11, 2017 as presented, **SECOND** by Mr. Cooper, **PASSED** unanimously.

**b. Transcription of November 3, 2017**

**MOTION** by Mr. Spirock to approve the transcription of November 3, 2017 as presented, **SECOND** by Mr. Cooper, **PASSED** unanimously.

**5. Public Comment/Correspondence**

There were no public comments or correspondences to discuss.

**6. Director's Report**

**a. Status of Proposed Legislation**

Mr. Tonander informed the members a response was received from the Governor's Office and inquired as to how the Board would like to proceed. The Board briefly discussed options of submitting legislation in the short session or waiting to propose changes in the regular session. Mr. Tonander asked Mr. Spirock what his preference would be since this was a concern of his. Mr. Spirock stated it is best to wait at this time.

**b. Financial/Audit Report**

Mr. Tonander introduced Clayton Pelletier as the Boards Chief Financial Officer (CFO) and thanked him for attending the meeting. Mr. Pelletier thanked the Board for the invite to attend the meeting and also stated it was a good time to go over the Board's Audit report. Mr. Pelletier stated he has been acting as the CFO of the Board for the past three years based on the MOU in place with The Regulation and Licensing Department. He indicated he would be happy to compile any financial reports when needed. He briefly discussed the audit financial statements along with the management analysis and expressed he would be happy to provide more detail if anyone had questions or would like to know how to navigate the report. He stated the Board has the appropriate mechanisms in place for all the financial transactions and has not had audit findings. Mr. Pelletier reported the FY17 Audit report reflects there are no current year audit findings. Mr. Tonander stated he has had a discussion with Mr. Pelletier to assist in exploring how the Board could use a portion of the fund balance for Scholarships/educational program support. Mr. Pelletier asked for a detailed email to be drafted so he could reach out to the Nursing Board to find out the process in place for the scholarship program they use. Mrs. Thompson-Martinez reported the Executive Committee met and reviewed projections for the budget and the projected fund balance. She reviewed the numbers shared with the Committee and explained the projected amounts for salaries and benefits will not be accurate until the vacant staff position has been filled. The Board collaborated on ideas as to how the fund balance monies should be allocated and directed staff

to research this possibility further. Mrs. Thompson-Martinez along with Mr. Valdez thanked Mr. Pelletier for all his help and support with the FY17 Audit. Mr. Tonander reported the Budget Hearing took place and stated the Committee asked a couple of questions about the recommended amount and the surveying programs which were answered. He stated the Committee voted to accept the LFC recommendation which was slightly higher than the DFA recommendation. Mr. Tonander also expressed gratitude toward Mr. Pelletier on behalf of the Board and welcomed his participation in future meetings.

**c. Licensing Renewal Status Report**

As of January 9, 2018 there is 720 Expired Licenses, 689 Professional Engineers, and 31 Professional Surveyors

**d. Licensing Status Report**

As of January 8, 2018 there is 8, 335 Licensees, 7,844 Active Engineers, 474 Active Surveyors, 1,661 Retired Professional Engineers/Surveyors, 1,377 Retired PEs, and 142 Retired PSs.

**7. Old Business**

**a. Nevada-Wyoming Licensing MOU**

Mr. Valdez stated this item has been on the agenda and wanted to share the information with the Board. The Board discussed this issue at length and will continue to monitor upcoming legislative changes which could impact the Board.

**8. New Business**

**a. Review of Policy Advisories**

Mr. Valdez placed this item on the agenda for Board discussion and informed the Board there are not many Policy Advisories for the Full Board to review. Mr. Spirock recommended the Policy Advisories be kept up to date with topics and items so everything to ensure everything is current. Mr. Tonander suggested any necessary changes to the Policy Advisories be discussed at next scheduled meeting under "Old Business." He mentioned a motion should take place to eliminate PE/PS Advisory Public Work being that it no longer pertains to the Board. Mr. Valdez stated he would make the corrections.

**MOTION** by Mr. Thurow to remove the Advisory Opinion labeled PE/PS Advisory Public Work involving Engineering and Surveying be moved to Archive, **SECOND** by Mr. Cooper, **PASSED** unanimously.

\*\*\*Mrs. Samora left at 11:15 a.m.\*\*\*

## 9. Committee Reports

### a. **Executive Committee**

Mr. Tonander mentioned Mr. Bohannan Chair of this Committee was absent, however a meeting took place on January 11, 2018. Several topics were addressed during the meeting that involved charges of the Committee's, travel for the Western Zone meeting, and storage unit that involves records, furniture and how to handle the disposal of these items.

### b. **Joint Practice Committee**

Mrs. Samora stated that she will provide a report at every meeting to keep the Board up to date with the issues that arise with the Joint Practice Committee. She asked to put any Minutes from the Joint Practice Committee to be put on the Website. Mrs. Samora mentioned the next scheduled meeting which will be held on January 24, 2018, as well as having a white paper done on the importance of Engineering Licensing and the importance on any information.

### c. **Public Information Committee, Exam and Licensure Promotion Committee**

Mrs. Samora stated a meeting with Ms. Meyers will be scheduled to accomplish the tasks assigned to the committee. Mr. Tonander suggested the Committee to include in Newsletter on what the Board is currently doing in addition to important news. Mr. Valdez stated he uploaded the new Rules on the website which into effect December 28, 2017.

### d. **Rules and Regulations Committee**

Mr. Tonander mentioned Mr. Bohannan chair of Committee was not present to provide a report.

### e. **Legal Enforcement Committee**

Mr. Spirock explained a current incident regarding an engineer stamping on surveying control information and suggested a memo be drafted. Mr. Tonander stated this item would be reviewed by the Rules and Regulations Committee.

### f. **NCEES Committee Members**

Mr. Thurow stated he does not have a report.

## 10. Executive Session

The Board did not enter into executive session.

## 11. Action on Items Discussed During Executive Session

The Board did not enter into executive session.

**12. Next Scheduled Meeting Date:**

- a. April 13, 2018 – Albuquerque, NM

**13. Adjourn**

Meeting adjourned at 11:39 a.m.

Submitted by:

s/ Angelica Urioste  
Angelica Urioste, Executive Assistant

Approved by:

s/ Karl Tonander  
Karl Tonander, Board Chair

April 13, 2018 Approved Date