

Minutes of

Meeting of the Board of Licensure for Professional Engineers and Professional Surveyors held 9:00 a.m. April 25, 2014, Skeen Library, Tripp Conference Room 212, New Mexico Mining Institute of Mining and Technology, Socorro, NM

Members Present Paul Brasher, PE, Chair
John T. Romero, Sr., PE
Julie Samora, PE
Ronald Bohannon, PE
Glen Thurow, PS
Gilbert Chavez, PS
Joshua Skarsgard, Public Member
Augusta Meyers, Public Member

Members Absent Rola Idriss, PE
Salvador Vigil, PS

Others Present Perry Valdez, Acting Executive Director, BLPEPS
Ericca Lopez, Executive Secretary, BLPEPS
Naomi Velasquez, Compliance Officer, BLPEPS
Rick Word, Board Attorney

1. Convene, Roll Call and Introductions of Audience

Mr. Brasher convened the meeting at 9:10 a.m. Roll call was taken and it was noted that a quorum of the Board was present.

2. Meeting Notification

The meeting was noticed in the Albuquerque Journal and the board's website.

3. Approval of Agenda

MOTION by Mr. Chavez, **SECONDED** by Mr. Romero, **PASSED** unanimously
VOTED: To approve the agenda as presented.

4. Approval of Minutes

a. Minutes of February 7, 2014

MOTION by Mr. Thurow, **SECONDED** by Mr. Bohannon, **PASSED** unanimously

VOTED: To approve the meeting minutes of February 7, 2014 as presented.

5. Public Comment/ Correspondence

None at this time.

6. New Business

a. NCEES Annual Meeting- August 20-23, 2014

Mr. Valdez stated he would like to know who was planning to attend the annual meeting so he could begin the paperwork process.

Mr. Brasher, Mr. Bohannon, Mr. Chavez, Ms. Samora, Mr. Thurow, Mr. Romero and Ms. Meyers indicated they were interested in attending.

b. Compliance Process- Failure to Respond-

After a short discussion it was decided that if a respondent does not provide a response after two notifications being sent out, the investigator would proceed to investigate without a response.

c. Unlicensed Practice-

Mr. Valdez informed the Board the JPC had brought forth some information regarding a company, Horizons of New Mexico, that offers services provided by people with disabilities. Services are being offered by providers that are not licensed. Mr. Valdez stated a letter was sent from the JPC chair regarding the issue of the company offering services by non-licensed providers. They are now waiting for a response.

MOTION by: Mr. Bohannon, **SECONDED** by Ms. Meyers, **PASSED** unanimously
VOTED: To have the investigator begin an investigation based on the information that has been brought forth about Horizons of New Mexico.

7. Old Business

a. Amendment to Travel Policy-

Mr. Valdez stated he was notified that the Governor's Office does not want a quorum of the board in attendance at national meetings.

MOTION by Mr. Skarsgard, **SECONDED** by Mr. Romero, **PASSED** unanimously
VOTED: To add an amendment to the travel policy which states that in the event there is a quorum at a national meeting; the traveling members shall not discuss the business of the board to violate the Open Meetings Act.

b. Rule Changes

Ms. Samora stated she had made a few minor edits to the rule changes and they had been submitted to all members of the board for review prior to the meeting.

1. 16.39.1.12- Duties of the Board, Officers of the Board and the Executive Director

MOTION by Mr. Bohannon, **SECONDED** by Mr. Romero, **PASSED** unanimously
VOTED: To accept the changes as modified.

2. 16.39.4.8- Increase of construction value

MOTION by Mr. Romero, **SECONDED** by Ms. Meyers, **PASSED** unanimously
VOTED: To accept the changes as modified.

3. 16.39.6- Military

MOTION by Ms. Samora, **SECONDED** by Mr. Thurow, **PASSED** unanimously
VOTED: To accept the rule as presented.

4. Status

Mr. Valdez stated with the pending changes the staff was on hold and basically back at square one but now that the draft rules were done staff could proceed to move forward.

8. Executive Session

MOTION by Mr. Chavez, **SECONDED** by Mr. Romero,
VOTED: To go into executive session to discuss the items listed on the agenda pursuant to NMSA 1978, Sections 10-15-1 (H)(2) to discuss limited personnel matters.

Roll Call Vote: Mr. Bohannon, Ms. Samora, Mr. Romero, Ms. Meyers, Mr. Skaragard, Mr. Chavez, Mr. Brasher and Mr. Thurow

8a. Action on Items Discussed During Executive Session

Mr. Brasher brought the Board back in to open session by stating only the items listed on the agenda were discussed.

- a. Personnel Matters
 - 1. Licensing Manager Positions
 - 2. Executive Director Position
 - 3. Staff Position Reclassifications/ Salaries

MOTION by Mr. Skarsgard, **SECONDED** by Ms. Meyers, **PASSED** unanimously **VOTED:** To begin work on staff reclassifications.

9. Committee Reports

a. PS Committee

Mr. Thurow reported the committee reviewed a couple of cases and several applications.

b. PE Committee

Ms. Samora reported the committee also reviewed a few cases and several applications and had created a subcommittee to look further into the Industrial Exemption.

c. Executive Committee

Has not met, but reclassification of staff positions will be worked on through this committee.

d. Joint Practice Committee

Had a meeting but the main issue was the item regarding Horizons of New Mexico.

e. Public Information, Exam and Licensure Promotion Committee

Has not met but did get out an e-newsletter to the licensees.

f. Rules and Regulations Committee

Changes to the rules had just been reviewed and can now move forward.

g. Legal Enforcement Committee

Nothing to report at this time.

h. NCEES Committee Members

Ms. Samora reported that she was on the awards committee and the committee had made its final selection and would be presented at the Western Zone meeting.

i. Ad Hoc Committee-

Committee had met with Mr. Unthank regarding the board staff. Mr. Unthank was very supportive.

10. Directors Report

a. FY 2013 Annual Audit

Mr. Valdez submitted copies of the audit for board members to review. He reported that there were no findings.

b. FY15 Operating Budget

Mr. Valdez reported the legislature had approved the budget.

c. Website Update

Mr. Valdez showed the board members a sample of how the board's new website will look.

d. E-Newsletter Issue 1

Mr. Valdez stated he had received very good feedback on the e-Newsletter that had been sent out.

e. Staff Positions: Licensing Managers

Mr. Valdez reported the list of applicants for the licensing manager positions had been received and interviews would be happening shortly.

11. Next Scheduled Meeting- June 20, 2014, Albuquerque

12. Adjourn

Mr. Brasher adjourned the meeting at 12:21 p.m.

Submitted By:

Approved By:

s/ Ericca Lopez
Ms. Ericca Lopez, Executive Secretary

s/Paul Brasher
Mr. Paul Brasher, Board Chair

June 20, 2014 Approved Date