

## MINUTES

MEETING OF THE PROFESSIONAL SURVEYING  
COMMITTEE of the Board Licensure of Professional  
Engineers and Professional Surveyors held 09:00 a.m.,  
Thursday, August 10, 2017, Toney Anaya Building,  
CID/MHD Conference Room 3<sup>rd</sup> Floor  
2550 Cerrillos Road, Santa Fe, New Mexico 87505

**Members Present-** Glen Thurow PS, Committee Chair  
Augusta Meyers, Public Member  
David Cooper, PS  
Cliff Spirock, PS

### **Members Absent-**

**Others Present-** Perry Valdez, BLPEPS, Executive Director  
Angelica Urioste, BLPEPS, Executive Assistant  
Felicia Martinez, BLPEPS, Licensing Administrator  
Miranda Baca, BLPEPS, Compliance Officer  
Marylou Poli, Legal Counsel

\*\*\*Ms. Meyers arrived at 9:14 a.m.\*\*\*

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

Mr. Thurow convened the meeting at 9:01 a.m., roll call was taken and a quorum noted.  
No audience was in attendance.

#### **2. Meeting Notification**

Mr. Valdez informed the Committee the meeting was noticed in the Albuquerque  
Journal as well as the Board's website.

#### **3. Approval of Agenda**

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

#### **4. Approval of Minutes**

##### **a. Minutes of June 1, 2017**

**MOTION** by Mr. Spirock to approve the Minutes of June 1, 2017 as presented,  
**SECOND** by Mr. Cooper, **PASSED** unanimously.

5. **Public Comment/Correspondence**

a. **E. Burkholder- Basis of Bearing in Minimum Standards**

Mr. Cooper went into detail on the Basis of Bearing as to why it is effective, as written in the Minimum Standards, and do not need to be changed. He believes that it's a Surveyor term that isn't necessary, this is an issue that has been addressed many times and should be left alone. Mr. Spirock concurs with Mr. Cooper's feedback, he states that the language should be left alone in the Minimum Standards until the Policy Advisory is reconsidered and looked at again. Mr. Thurow was in agreement to have no further discussion on this topic being that the Board has taken the time to review Mr. Burkholder's concerns more than once.

6. **Old Business**

a. **Mail-out Exam Status**

Mr. Valdez stated the Mail-out Exam will be implemented in August and has created exam outlines and affidavit examples using South Dakota, California, Idaho, Main, and Virginia outline of their original Mail-out Exam documents. Mr. Thurow stated that there is a four-week turnaround to submit exam, in failure to comply with this Mr. Thurow suggested that there should be a one-year limit until they can retake the exam. He also wants to include a challenge sheet allowing and adding this challenge to each question helping improve exam scores and point out the weak areas throughout the exam. It was in agreement by the Board to lower the passing score to a 70% or better in order to proceed, it was in discussion to originally have the passing score as a 90% but felt that was not necessary. It was also discussed about the different forms that require a notary/non-notary. Final conclusion was to go with the form that doesn't require a notary.

**MOTION** by Mr. Thurow to approve and lower exam passing score to a 70%,  
**SECOND** by Ms. Meyers, **PASSED** unanimously.

**MOTION** by Mr. Thurow to approve and go with the form that doesn't require a notary, **SECOND** by Mr. Spirock, **PASSED** unanimously.

7. **New Business**

Nothing to discuss.

8. **Application Review – Recommended Approval**

a. **Recommended for Approval List (*Exhibit A*)**

- 1) PS Exam(s)
- 2) PS Endorsement Application(s)

**MOTION** by Mr. Thurow to approve Exhibit A, the recommended for approval applications, **SECOND** by Mr. Cooper, **PASSED** unanimously.

9. **Executive Session**

**MOTION** by Mr. Thurow that the Committee enter into closed Executive Session to discuss the items listed on the agenda pursuant to NMSA 1978, Section 10-15-1 (H) (1), to discuss matters pertaining to the issuance, suspension, renewal or revocation of a license and to deliberate on pending cases. **SECOND** by Ms. Meyers, **PASSED** unanimously.

**Roll call vote taken, voting 'Yes':** Glen Thurow, Augusta Meyers, David Cooper, Cliff Spirock.

10. **Action on Items Discussed During Executive Session**

Mr. Spirock brought the Committee back into open session and affirmed that while in closed session it discussed only those matters specified in the motion to close the meeting and listed on the agenda under executive session, in accordance with NMSA 1978 Section 10-15-1 (H) (1)

a. **Disciplinary Cases**

1) **Case 2-PS-05-20-2016**

**MOTION** by Mr. Spirock refer for an NCA with a fine, **SECOND** by Mr. Cooper, **PASSED** unanimously.

2) **Case 7-PS-11-14-2014**

**MOTION** by Mr. Spirock to petition the District Court to enforce the Board's decision of Cease and Desist and default order, **SECOND** by Ms. Meyers, **PASSED** unanimously.

b. **Self-Reporting**

1) **MJZ-06—26-2017**

**MOTION** by Mr. Cooper acknowledge receipt and take no action, **SECOND** by Ms. Meyers, **PASSED** unanimously.

c. **Status Review of Complaints and NCAs**

A review of Complaint and NCA status was provided by Ms. Baca.

d. **Applications for Review**

1) **Martinez, A. – Reconsideration/Letter**

No motion, no action taken.

2) **PS Exam**

a) **Ward-Nusz, J. – Reconsideration**

**MOTION** by Mr. Spirock to approve, **SECOND** by Mr. Cooper, **PASSED** unanimously.

**3) PS Endorsements**

**a) Meade, M.**

**MOTION** by Mr. Spirock to approve,  
**SECOND** by Ms. Meyers, **PASSED** unanimously.

**b) Scyoc, J.**

**MOTION** by Mr. Spirock to approve,  
**SECOND** by Mr. Cooper, **PASSED** unanimously.

**c) Steffler, C.**

**MOTION** by Mr. Spirock to approve,  
**SECOND** by Ms. Meyers, **PASSED** unanimously.

**d) Welch-Westfall, H.**

**MOTION** by Mr. Spirock to approve because the applicant's education meets the core courses, **SECOND** by Mr. Cooper, **PASSED** unanimously.

**11. Next Scheduled Meeting Date: August 10, 2017 – Santa Fe, NM**

**12. Adjourn**

Meeting adjourned at 10:58 a.m.

Submitted by:

Approved by:

s/ Angelica Urioste

s/ Glen Thurow

Mrs. Angelica Urioste, Executive Assistant

Mr. Glen Thurow, Committee Chair

November 2, 2017 Approved Date