

## Minutes of

Meeting of the Board of Licensure for Professional Engineers and Professional Surveyors held 9:00 a.m. November 9, 2012 at Board Office, 2550 Cerrillos Road, Rio Grande Conference Room, Santa Fe, NM

Members Present      Rola Idriss, PE, Board Chair  
                                 John Romero, PE  
                                 Gilbert Chavez, PS  
                                 Subhas Shah, PE  
                                 Paul Brasher, PE  
                                 Salvador Vigil, PS  
                                 Joshua Skarsgard, Public Member

Members Absent      Julie Samora, PE  
                                 Fred Sanchez, PS  
                                 Augusta Meyers, Public Member

Others Present      Eva Baca, Acting Executive Director  
                                 Erica Lopez, Executive Secretary  
                                 Rick Word, Board Attorney

### I.      **Convene/ Roll Call**

Dr. Idriss convened the meeting at 9:05 a.m.

Roll call was taken and it was noted that a quorum of the Board was present.

### II.     **Meeting Notification**

Ms. Lopez noted that the meeting was advertised in both the Albuquerque Journal and also on the board's website.

### III.   **Approval of Agenda**

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

### IV.    **Approval of Minutes**

**MOTION** by Mr. Chavez, **SECONDED** by Mr. Vigil, and **PASSED** unanimously **VOTED:** To approve the minutes of August 10, 2012.

### V.     **New Business**

**5.1      NCEES News-** Mr. Chavez reported he was a part of the Public Information Committee but was unable to attend the last meeting due to a hearing for the board. He stated a draft report of the meeting minutes should be coming out meeting in Phoenix next week and their big issue right now was computer based testing.

Dr. Idriss reported she was a part of the Education Committee and had a meeting in Phoenix coming up soon also. She stated that their responsible charges were PDH and continuing education.

## **VI. Old Business**

- 6.1 M.O.U.** – Ms. Baca stated that the most current copy of the MOU needed to be signed. She explained that there was only one sentence that needed to be revised.

Mr. Skarsgard stated once he received the most current copy he would forward it to all the members noting the change.

- 6.2 Proposed language changes to the Administrative Code Title 16, Chapter 39, Parts 1 through 8- Committee Meetings-** Dr. Idriss explained the changes had been reviewed at the special meeting and were approved at that time. She explained that only part 8 needed to be reviewed and approved.

**MOTION** by Mr. Romero, **SECONDED** by Mr. Chavez and **PASSED** unanimously,

**VOTED:** To approve Section 8 as presented with a friendly amendment by Mr. Skarsgard.

- 6.3 Rule Hearing Schedule-** Ms. Baca briefly explained to the board the process required for the rule hearing. It was decided that the hearing date would be decided at the January Board meeting.

**MOTION** by Mr. Chavez, **SECONDED** by Mr. Vigil, **PASSED** unanimously

**VOTED:** To give Ms. Baca the directive to send out the proposed changes to the licensees to get the hearing process started.

## **VII. Committee Reports**

- 7.1 PS Committee- Gilbert Chavez, PS, Chair-**

Mr. Chavez reported the committee had eight cases that were reviewed.

Mr. Chavez stated the committee also reviewed applications.

- 7.2 PE Committee- Paul Brasher, PE, Chair-**

Mr. Brasher reported the committee had reviewed some complaint cases.

Mr. Brasher stated that the committee also reviewed applications.

Mr. Brasher reported that the committee had a continuance to complete the application review since they ran out of time.

- 7.3 Joint Practice Committee-** Mr. Brasher reported the JPC had met and there were some representatives of the roofing industry. Mr. Brasher stated there needed to be further investigation because there were some unlicensed engineers making recommendations on structural changes.

Mr. Brasher reported that the fire protection item was also brought up. He stated he was going to work with the architects on this subject further.

- 7.4 Rules Committee-** Mr. Brasher stated there was really nothing to report other than the proposed changes and those had already been reviewed by the board.

**VIII. Executive Session**

There were no items to be discussed in executive session at this time.

**8.1 a Decision on Board Matters from Closed Session-**

No action to be taken at this time.

**IX. Director's Report**

**9.1 Complaint Status-** Ms. Baca gave the board a status of all complaints that the board currently had.

**9.2 Financial Report-** Ms. Shelley and Ms. Baca gave the board several current financial reports for their review.

**9.3 Online Renewals Progress-** Ms. Baca reported the transformation from the boards database had begun and online renewals would most likely be available by the 2013 renewal period.

**9.4 Employee Status-** Ms. Baca reported that two of the positions had already been advertised and closed and she is currently waiting for lists of qualified applicants to begin the interview process.

**X. Adjournment**

Dr. Idriss adjourned the meeting at 10:55 a.m.

Submitted By:

Approved By:

s/ Ericca Lopez  
Ms. Ericca Lopez, Executive Secretary

s/ Rola Idriss, PE  
Dr. Rola Idriss, PE, Board Chair

January 25, 2013 Approved Date