

**BEFORE THE PROFESSIONAL ENGINEERING BOARD OF
THE NEW MEXICO BOARD OF LICENSURE FOR PROFESSIONAL
ENGINEERS AND PROFESSIONAL SURVEYORS**

IN THE MATTER OF:

Alyssa S. Larson
License No. **24755**

CASE NO. **ASL-05-15-2025**

Respondent.

**PRE-NOTICE OF CONTEMPLATED
ACTION SETTLEMENT AGREEMENT**

WHEREAS, the New Mexico Board of Licensure for Professional Engineers and Professional Surveyors' Professional Engineering Board ("Board") reviewed records and investigation files demonstrating violations of the Engineering and Surveying Practice Act, NMSA 1978, Sections 61-23-1 through 61-23-36 and Board Rules adopted pursuant to that Act, and on June 5, 2025 the Board's Professional Engineering Committee voted to issue a Notice of Contemplated Action ("NCA") in this matter to Respondent Alyssa S. Larson, professional engineer, license number 24755; and

WHEREAS, Respondent and the Board are willing to resolve this matter amicably without the issuance of an NCA as required under the Uniform Licensing Act ("ULA"), NMSA Sections 61-1-1 et seq., and the Engineering and Surveying Practice Act, NMSA 1978, Sections 61-23-1 et seq., without a hearing; and

WHEREAS, Respondent and the Board believe that this Pre-NCA Settlement Agreement is appropriate and in the best interests of both the Board and Respondent.

IT IS AGREED AS FOLLOWS:

1. Jurisdiction

The Board has jurisdiction over Respondent and the subject matter. Respondent is licensed by the Board or otherwise subject to the Engineering and Surveying Practice Act and falls under the jurisdiction of the Board and its Professional Engineering Committee.

2. Violations

Section 16.39.2.8 NMAC, Continuing Professional Development – Requirements:

B. Failure to meet requirements – Submission of professional development hours (PDHs) shall be made concurrently with license renewal. Failure to meet the PDH requirements will result in the rejection of renewal.

3. Action

- A. Respondent will remit a total fine of \$1,500 payable to NMBLPEPS to be paid no later than sixty (60) days from the date this Agreement is accepted by the Board.
- B. Respondent will submit proof of completion of her missing twenty-eight PDHs to the Board no later than sixty (60) days from the date this Agreement is accepted by the Board. These hours cannot be used for Respondent's current renewal cycle.

4. Waiver

- A. Respondent enters into this Pre-NCA Settlement Agreement voluntarily and waives Respondent's right to a full hearing before the Board and all relevant time limitations pursuant to the provisions of the ULA, including but not limited to NMSA 1978, Sections 61-1-4(F) and 61-1-8.
 - B. By signing this Pre-NCA Settlement Agreement, Respondent understands and agrees that Respondent waives excusal of any Board member on the grounds of bias or improper motive as a result of Respondent's review of this Pre-NCA Settlement Agreement.
 - C. Respondent's waiver of any rights herein is made knowingly, intentionally, and voluntarily.
 - D. Respondent has the right to seek the advice of an attorney regarding this Pre-NCA Settlement Agreement.
 - E. This Pre-NCA Settlement Agreement constitutes disciplinary action by the Board.
5. Failure to comply with the terms and conditions of this Pre-NCA Settlement Agreement shall be separate and independent grounds for disciplinary action by the Board. In the event the Respondent fails to comply with the provisions hereof, the Board shall have the

right to take such action against Respondent as it deems appropriate under the circumstances, including revoking Respondent's license.

6. This Pre-NCA Settlement Agreement is a settlement of Case Number ASL-05-15-2025 and only the specific facts therein. No costs have been incurred in this matter. The Board reserves the right to initiate proceedings for any other violation of the Engineering and Surveying Practice Act or the Board Rules adopted pursuant to that Act.

7. Reportable Discipline

- A. This Agreement, if accepted, constitutes formal disciplinary action by the Board and must be reported to the National Council Examiners for Engineering and Surveying (NCEES) Enforcement database. It is noted that other jurisdictions where Respondent possesses an engineer's license might require Respondent to report this disciplinary action. This statement is a reminder that Respondent may have a duty to report this disciplinary action in another jurisdiction. Respondent acknowledges the following discipline will be reported:
- B. Respondent was randomly selected for an audit of her Professional Development Hours (PDH) on May 2, 2025. On May 15, 2025, Respondent informed Board staff that she only had proof of 2 hours in ethics and did not have proof of the other 28 PDHs from the renewal cycle of 2022-2023, being unable to comply with PDH audit requirements.

8. Non-Compliance

Respondent agrees that any violation of this Agreement may result in further disciplinary action. A violation will result in the immediate filing of an Order to Show Cause by the Board's Executive Director as to why the Board should not find Respondent in violation of the Agreement and impose lawful sanctions or penalties and/or take any other disciplinary action. Upon filing an Order to Show Cause, the matter shall be set for the next regular meeting of the Board, at which time the Board shall hear from the Executive Director regarding the alleged non-compliance and any evidence offered by Respondent. Any presentation regarding the Order to Show Cause shall be limited to evidence surrounding Respondent's alleged failure to comply with the Agreement or defense thereof. If the Board finds that a violation has occurred, the Board may impose any discipline against Respondent considered in the Order to Show Cause.

9. Compliance

If Respondent fully complies with the terms and conditions of this Agreement the matter will be concluded. Respondent agrees to otherwise comply with the Engineering and Surveying Practice Act and acknowledges that any separate violation of the Act or Board Rules adopted to that Act may result in separate disciplinary charges and action by the Board.

10. Contact Information

Respondent shall notify the Board's office within ten (10) calendar days if there is a change in employment or home address while this Agreement is in effect.

11. The Board agrees that nothing in this Pre-NCA Settlement Agreement represents a restriction on the Respondent's license.

12. This Pre-NCA Settlement Agreement is a public record subject to inspection under the Inspection of Public Records Act, NMSA 1978, Sections 14-2-1 et seq.

7/2/2025

DATE



RESPONDENT

**BEFORE THE PROFESSIONAL ENGINEERING BOARD OF
THE NEW MEXICO BOARD OF LICENSURE FOR PROFESSIONAL
ENGINEERS AND PROFESSIONAL SURVEYORS**

IN THE MATTER OF:

Alyssa S. Larson
License No. **24755**

CASE NO. **ASL-05-15-2025**

Respondent.

ORDER

This proposed settlement comes before the Board during a properly scheduled public meeting with a quorum present and majority voting in the affirmative, this Agreement is:

 X ACCEPTED REJECTED

7/2/2025

DATE


ELIZABETH MCNALLY, PE
CHAIRPERSON
NEW MEXICO PROFESSIONAL
ENGINEERING COMMITTEE

CERTIFICATE OF SERVICE

I, Jessie James, **HEREBY CERTIFY** that a true and correct copy of the foregoing *Pre-NCA Settlement Agreement* for *Case ASL-05-15-2025* was mailed to the Respondent on July 8, 2025, via UPS, signature required, to Respondent's last address of record:

Alyssa S. Larson
3177 W Fairway Drive
Coeur d'Alene, ID 83815


Jessie James, Compliance Officer

New Mexico Board of Licensure for
Professional Engineers and Professional Surveyors
P.O. Box 1967
Santa Fe, New Mexico 87504

UPS Tracking #: **1Z66Y0R13598176604**