

Meeting Minutes

**MEETING OF THE NEW MEXICO BOARD OF
LICENSURE FOR PROFESSIONAL ENGINEERS
AND PROFESSIONAL SURVEYORS held at
9:00 a.m., Friday, August 8, 2025,
Sandia Conference Room, 2nd floor, Wilson & Company, Inc.
4401 Masthead Street NE, Suite 150, Albuquerque, NM 87109
& Virtual**

Members Present – John Wayne, PS, Chair
Elizabeth McNally, PE, Vice Chair
Benjamin Aragon, PS, Secretary
Robert Gromatzky, PS
Gabe Flores, PE,
Karen Nichols, Public Member
Dr. Ahmed Elaksher, PEPS
Emilie Dohleman, PE,

Members Absent – Maxine McReynolds, Esq., Public Member,
Mark Dubbin, PE

Others Present – Perry Valdez, BLPEPS, Executive Director
Crystal Bustamante, BLPEPS, Budget/Finance Manager, CPO
Miranda Gonzales, BLPEPS, Administrative Manager
Mellissa Canta

1. Convene, Roll Call and Introduction of Audience

Mr. Valdez read the meeting script regarding the virtual meeting protocols. Mr. Wayne convened the meeting at 9:05 a.m. Roll call was taken, and a quorum was noted. Audience introductions were made at this time.

2. Meeting Notification

Mr. Valdez informed the Board the meeting was noticed on the Board's website and at the Board Office.

3. Approval of Agenda

MOTION by Ms. McNally to approve the agenda as presented, **SECONDED** by Mr. Gromatzky,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Ms. McNally, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Dr. Elaksher, Ms. Dohleman

The motion **PASSED unanimously**.

4. Approval of Minutes

a. Minutes of June 20, 2025

MOTION by Dr. Elaksher to approve the Minutes of June 20, 2025, as presented, SECONDED by Ms. Nichols,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Ms. McNally, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Dr. Elaksher, Ms. Dohleman

The motion **PASSED unanimously**.

5. Requested Public Comment/Correspondence

Mr. Valdez reported that there was no correspondence at this time.

6. Director's Report

a. License Status Report

Mr. Valdez gave the following licensing status report:

August 2025

Number of Active Licenses: **11,432** as of August 1, 2025

<u>Professional Engineers</u>		
• Number of active PEs:	10,846	
○ In State:	1,975	
○ Out of State:	8,871	
<u>Professional Surveyors</u>		
• Number of active PSs:	580	
○ In State:	209	
○ Out of State:	371	
<u>Professional Engineers/Professional Surveyors</u>		
• Number of active PEPS:	6	
○ In State:	5	
○ Out of State:	1	

**Of the number of engineers and surveyors listed above, these are individuals licensed as both engineers and surveyors with two separate license numbers (dual licensees).*

<u>Licensees with two numbers:</u>		
■ In State:	22	
■ Out of State:	18	

b. Financial Report

Ms. Bustamante reported that she added budget adjustments to the financial report. She requested a budget adjustment request (BAR) of \$110,300 for the 200 categories (Personal Services). She noted that during the operating budget the

salary increases were not adopted in the last legislative session. Ms. Bustamante requested a BAR of \$930,000 for the implementation of a new licensing system for the 300 categories (Contractual) and \$175,000 for the 400 categories (Other Costs).

Mr. Gromatzky asked if the overall budget is at risk for increased costs or failures to get things approved in the legislature.

Ms. Bustamante noted that the overall budget is not at risk, and she does not foresee any future budget requests.

Mr. Valdez informed the Board that the shortfall this fiscal year is because of the licensing system.

Ms. Bustamante reported that the total BAR would be \$1,215,300, leaving the Fund Balance with \$80,026. She noted that the University Support Fund FY25 Balance was \$2,106.

Dr. Elaksher asked if there was a breakdown of where the University Support funds were going to.

Mr. Valdez noted that there was a report, it was not included in this meeting packets. He stated that the report will be available at the next meeting.

Ms. Bustamante continued with the FY 26 Budget and FY 27 Estimated Budget Request. She noted an estimated shortfall of \$338,800 in FY 27, because of the employee benefits and estimated annual SAAS costs. She put together some estimated proposed fee increases for license renewals. Ms. Bustamante noted that the Board waived \$13,975 for FY 24, \$26,830 for FY 25, and \$2,080 for this current fiscal year.

c. Staff Vacancy

Mr. Valdez reported that Marlene Segura, Licensing Administrator, is officially retiring on August 31, 2025. Since she submitted her official retirement paperwork, staff were able to advertise her position as a double fill. He informed the Board that interviews were being held with him, Mr. Aragon and Ms. Gonzales, in attendance. Mr. Stephen Martinez was selected, and he has accepted the position, with an official start date of August 16, 2025.

He noted that the Executive Assistant position is still vacant and pending the reclassification to an additional licensing position. The reason the reclassification has not moved forward is because the State has been reorganizing all positions in the State. Once the reorganization has been completed, which is expected to be in

August, staff will submit the paperwork for the additional licensing position.

7. Old Business

Mr. Valdez reported that there was no old business at this time.

8. New Business

a. Certificate of Appreciation for Outstanding Service as a Licensing Administrator

Mr. Valdez thanked Ms. Marlene Segura for her outstanding services as a Licensing Administrator with the Board for the last three years. He added that a certificate of appreciation will be circulated for the Board members to sign. The certificate will be presented to Ms. Segura on August 29, 2025.

b. 2025-2026 Committee Membership and Charges

Mr. Valdez updated the Board with the 2025-2026 Committee Membership Charges. He noted that the new Board members Mr. Flores and Mr. Dubbin have been added to Committees.

**** Dr. Elaksher recused himself from discussion items 8.c. and 8.d and left the room at 10:05 a.m.****

c. University Support Proof of Purchase Question

Ms. Gonzales informed the Board that the University Support criteria require Universities to submit proof of purchase within six months. Since the support is new, staff are still working to navigate the criteria and ensure that the participating schools comply with the requirements. She noted that New Mexico Tech responded to a letter requesting proof of purchase, noting that the institution had been approved for \$49,508 but expended only \$47,835, leaving a remaining balance of \$1,673. Ms. Gonzales asked the Board for guidance on how to proceed with schools that have unspent funds.

Ms. Aragon stated that if there is a remaining balance that the school should return it to the University Program Support Fund. If they need the unexpended funds, then they could submit a request through a new application.

Ms. Gonzales informed the Board that letters have been created.

Ms. Nichols asked if there is a grant agreement when the funds are awarded. She believes that a grant agreement should be required to allow the universities to understand the terms.

Ms. Gonzales noted that there was no grant agreement and when the support was first issued, they would just request an invoice from the university and then

pay the invoice. Since then, she has created letters informing the university that their request has been approved and provides specific language about the support and deadlines.

Mr. Aragon stated that maybe the university does not understand the requirements.

Ms. Nichols stated that the Board should draft a grant agreement to ensure that the university has a clear idea of the terms.

Mr. Gromatzky asked Ms. Gonzales to draft a grant agreement, add the terms of proof of purchase to the application, and have the Executive Committee meet to discuss the grant agreement.

MOTION by Mr. Gromatzky to require the University Support be to have a letter of acknowledgement and grant agreement as directed to staff, and that any unspent funds be returned to the Board after six-month proof of purchase has been met, **SECONDED** by Mr. Aragon,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Ms. McNally, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Ms. Dohleman

The motion **PASSED unanimously**.

d. NMSU University Support Application – Gamillo, B.

Mr. Valdez reported that the Board received a University Support Application for \$49,395 from NMSU. They are requesting 2 Trimble S7 3", DR Plus, 2 Trimble TSC7 Controller V2, and accessories.

MOTION by Ms. Dohleman to approve the University Support Application from NMSU in the amount of \$49,395, **SECONDED** by Ms. McNally,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Ms. McNally, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Ms. Dohleman

The motion **PASSED unanimously**.

**** Dr. Elaksher returned to the meeting at 11:00 a.m. ****

e. NCEES Annual Meeting Motions for Consideration

Mr. Valdez presented the annual meeting motions for consideration and asked if the members had any questions or concerns.

The Board said they would leave it up to those attending to vote appropriately on the motions.

f. Proposed Increased Renewal Fees

Mr. Valdez discussed with the Board the proposed increased renewal fees to help with the estimated budget shortfall for FY26 and FY27.

Ms. Dohleman stated that the Board would need to be open to the licensees about the increased renewal fees, through email and on the Board's website.

Dr. Elaksher asked if the fee increase would be temporary.

Mr. Valdez informed the Board that it could be a temporary fee and revisited at a later date.

MOTION by Mr. Gromatzky to increase the renewal fee to \$220 per biennial on a temporary basis that will be revisited, **SECONDED** by Dr. Elaksher,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Ms. McNally, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Dr. Elaksher, Ms. Dohleman

The motion **PASSED unanimously**.

Ms. McNally left the meeting at 12:00 p.m.

g. Budget Adjustment Request (BAR) – Personal Services and Employee Benefits

Ms. Bustamante reported that the Board is requesting a BAR increase of \$110,300 for personnel. She noted that this was requested in the FY26 Budget, and during the 2025 Legislative Session they were not entertaining budget increases. It was recommended that the Board submit a BAR request for FY26 and submit the increases in the FY27 Budget request. She noted that there is another BAR request for the 300 and 400 categories for the special project.

Ms. Dohleman asked if this BAR request would be included in the FY27 Budget.

Ms. Bustamante noted that the BAR will be requested in FY26 and then for FY27 she will request the additional funds needed for personnel.

MOTION by Ms. Dohleman to request a BAR for FY26 \$110,300 for increased personal increases, \$930,000 for development and installation of the licensing program, and \$175,000 for ongoing use of the software program, **SECONDED** by Mr. Gromatzky,

Roll Call Vote:

Voting 'Aye': Mr. Wayne, Mr. Aragon, Mr. Gromatzky, Mr. Flores, Ms. Nichols, Dr. Elaksher, Ms. Dohleman

The motion **PASSED unanimously**.

9. Closed Session

10. Action on Items Discussed During Closed Session

a. Contracts and Other Expenses

Although a closed session was listed on the agenda, the Board did not convene in the closed session.

11. Committee Reports

a. PS Committee

Mr. Gromatzky reported that the Committee met on Thursday, August 7, 2025. He noted that the Committee approved the meeting minutes from June 5, 2025, and July 18, 2025. The Committee addressed old business items SPCS 2022 update, FFA/4H outreach and guidance from DOT concerning monumentation after construction. In new business, the Committee voted to adopt the NCEES PLSS exam requirement, enforcement of NM subdivision regulation, and created the PSC sub-Committee for review of complaint cases.

Mr. Gromatzky stated that the Committee acknowledged the sub-Committee application and staff reviewed applications. He concluded that the Committee went into closed session and there were 6 disciplinary cases and 2 applications for review.

b. PE Committee

Mr. Flores reported that the Committee met on Thursday, August 7, 2025. He noted that the Committee approved the meeting minutes of June 5, 2025. The Committee addressed the old business item, the PEC sub-Committee for review of applications. In new business, the Committee tabled discussion item PEC sub-Committee for review of compliance cases until staff can provide a write-up of the terms.

Mr. Flores stated that the Committee acknowledged the sub-Committee applications and staff review applications. He concluded that the Committee went into closed session, and there were five disciplinary cases, eight self-

reporting cases, four PDH audits, and four applications for review.

c. Executive Committee

Mr. Valdez reported that the Executive Committee had not met.

d. Joint Practice Committee

Mr. Valdez reported that the Joint Practice Committee had not met, and the Landscape Architects Board is in charge this fiscal year.

e. Public Information, Exam and Licensure Promotion Committee

1) Newsletter

2) Presentation(s)

Mr. Valdez reported that NMSPE will be hosting a conference in Albuquerque in November 2025. He noted at the last NMSPE conference he did a survey for members to complete that asked about the importance of EI certification. He noted that majority of votes responded that they believed the EI certification is important. He discussed that the Newsletter is in progress and should be completed soon and sent out.

f. Legal Enforcement Committee

Mr. Valdez reported that the Legal Enforcement Committee had not met.

g. Penalties and Fees Committee

Mr. Valdez reported that the Penalties and Fees Committee had not met.

h. NCEES Committee Members

Mr. Valdez reported that the MBA Committee had not met.

Dr. Elaksher reported that he is on the Committee of Education, and they have discussed the general educational requirements from ABET and the credential evaluation.

i. Project Steering Committee

Mr. Valdez reported that the Project Steering Committee had not met.

12. Next Scheduled Meeting Date: November 7, 2025 – Santa Fe/Virtual

13. Adjourn

The meeting adjourned at 12:23 p.m.

s/Miranda Gonzales

Miranda Gonzales, Administrative Manager

s/John Wayne

John Wayne, Board Chair

November 7, 2025 Approved Date