

**UTAH PROFESSIONAL ENGINEERS AND  
PROFESSIONAL LAND SURVEYORS  
LICENSING BOARD**

**Electronic Meeting**

**March 15, 2023 | 9:00 a.m.**

**CONVENED:** 9:02 A.M.

**ADJOURNED:** 9:54 A.M.

**Bureau Manager:**

Stephen Duncombe

**Board Secretary:**

Nicole Herrera

**Board Members Present:**

Jeffery Miller, Chair

Stephen Connor

Lisa Zundel

Arthur Lebaron

James Pitkin

Chris Kobayashi

**Board Members not Present:**

Jeff Whitney

**DOPL Staff Present:**

Ashley Beyer, Outreach Manager

Krista Baird, Outreach Specialist

Bobby Main, Investigations

**ADMINISTRATIVE BUSINESS:**

Approval of Minutes

Time: 4:38

The minutes dated November 16, 2023 were reviewed. There is an amendment in the compliance section that needs to be updated. Ms. Zundel made a motion to approve the minutes with amendment. Mr. Connor seconded the motion. The motion passed unanimously.

Investigations Report

Time: 7:00

Mr. Main provided an investigations report. No concerns. Item noted with no action taken.

Compliance Reports

Time

Miss Lynn was not able to attend the meeting.

## Outreach Report

Time 9:25

Mrs. Beyer provided an outreach report. No concerns. Item noted with no action taken.

## Education and Enforcement Fund

Time: 13:45

Mr. Duncombe provided the Board with an updated report on the Fund and current licensing numbers. Item noted with no action taken.

## **TOPICS FOR DISCUSSION:**

### NCEES APRIL MEETING

TIME 16:30

## **DECISIONS AND RECOMMENDATIONS**

The board confirmed the 2 delegates that will be attending the meeting, Mr. Connor and Mr. Lebaron.

### NCEES AUGUST ANNUAL MEETING

TIME 44:55

Ms. Zundel volunteer to attend the NCEES August Annual Meeting. Mr. Lebaron and Mr. Connor would like to attend as well. Mr. Lebaron made a motion to approve the 3 delegates. Mr. Connor seconded the motion. The motion passed unanimously.

### Funding Requests

Time 18:00

Utah Society of Professional Engineers requesting a funding request for \$4800.00. Eric Anderson gave an overview of what the funds will be used on. Mr. Kobayashi made a motion to approve. Mr. Pitkin seconded the motion. The motion passed unanimously.

### CONTINUING EDUCATION QUESTION

TIME 23:09

Mr. Schulz expressed his concern about the amount of self-study hours and the requirement of a test for the online courses. The board discussed the requirements and how they closely follow the requirements that NCEES has. Mr. Miller encourages the board to review the continuing education requirements. No action at this time.

Next Board Meeting:

May 17, 2023 9:00 a.m.

**ADJOURN:**

Adjourned at 9:54 A.M.

*Note: This report is not intended to be a verbatim transcript, but is intended to record the significant features of what was discussed in the meeting. Discussed items are not necessarily arranged in chronological order.*

07/19/2023

Date Approved

*Jeffery T. Miller*  
Jeffery T. Miller (Jul 19, 2023 11:38 MDT)

Chairperson, Utah Professional Engineers and Professional Land Surveyors Board

07/19/2023

Date Approved

*Stephen Duncombe*

Bureau Manager, Division of Occupational and Professional Licensing