

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

Electronic Meeting

July 17, 2024 | 9:00 a.m.

CONVENED: 9:01 A.M.

ADJOURNED: 9:39 A.M.

Bureau Manager:

Stephen Duncombe

Board Secretary:

Nicole Herrera

Board Members Present:

Jeffery Miller, Chair

Arthur LeBaron

Stephen Connor

Lisa Zundel

James Pitkin

Chris Kobayashi

Board Members not Present:

Jeff Whitney

DOPL Staff Present:

Patrick Fitzgibbon, Outreach Manager

Bernice Palama, Compliance

Jenna Mayne, Exam Coordinator

ADMINISTRATIVE BUSINESS:

Approval of Minutes

TIME: 3:25

The minutes dated May 15, 2024 were reviewed. Mr. LeBaron made a motion to approve the minutes. Mr. Connor seconded the motion. The motion passed unanimously.

Investigations Report

TIME:

Mr. Main was unable to attend the meeting.

Compliance Reports

TIME: 4:40

Ms. Palama provided an update on compliance. Items noted with no action taken.

Outreach Report

TIME: 4:49

Mr. Fitzgibbon provided the board with an outreach update. Item noted with no action taken.

Education and Enforcement Fund

TIME: 6:10

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

Elect Chairperson

Time: 7:38

Mr. Connor motioned to elect Mr. LeBaron for chairperson. Ms. Zundel seconded the motion. The motion passed unanimously.

TOPICS FOR DISCUSSION:

UTAH PLS LAW AND RULE EXAM CUT SCORE RECOMMENDATION

TIME: 10:32

DECISIONS AND RECOMMENDATIONS

Ms. Mayne presented the board with a recommendation for the Utah Professional Land Surveyors Law and Rule exam. The exam is reviewed biannually by a group of peers. After the review the group has recommended to change the cut score from 75% down to 70%. The board discussed this. Mr. LeBaron made a motion to change the cut score from 75% to 70%. Mr. Pitkin seconded the motion. The motion passed unanimously.

NCEES 2024 ANNUAL MEETING

TIME: 33:45

The board reviewed who will be attending the 2024 NCEES annual meeting. Mr. LeBaron and Mr. Kobayashi will be attending. They will bring back an update to our next board meeting.

Next Board Meeting:

September 18, 2024 9:00 a.m.

ADJOURN:

Adjourned at 9:29 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.

09/19/2024

Date Approved

Arthur LeBaron

[Arthur LeBaron \(Sep 19, 2024 12:00 MDT\)](#)

Chairperson, Utah Professional Engineers and
Professional Land Surveyors Board

09/19/2024

Date Approved

Stephen Duncombe

Bureau Manager, Division of
Professional Licensing