

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

Electronic Meeting

September 17, 2025 | 9:00 a.m.

CONVENED: 9:03 A.M.

ADJOURNED: 9:46 A.M.

Bureau Manager:
Board Secretary:

Stephen Duncombe
Nicole Herrera

Board Members Present:

Arthur LeBaron, Chair
Lisa Zundel
Stephen Connor
James Pitkin

Board Members not Present:

Jeff Whitney
Chris Kobayashi
Jessica Chappell

DOPL Staff Present:

Sicily Hill, Compliance
Bobby Main, Chief Investigator

ADMINISTRATIVE BUSINESS:

Approval of Minutes:
TIME: 3:25

The minutes dated July 16, 2025, were reviewed. Ms. Zundel made a motion to approve the minutes as written. Mr. Connor seconded the motion. The motion passed unanimously.

Investigations Report
TIME: 4:20

Mr. Main provided an update to the board. Items noted with no action taken.

Compliance Reports

TIME: 25:00

Ms. Hill provided an update to the board. Items noted with no action taken.

Outreach Report

TIME:

Ms. Lewis was unable to attend the meeting.

Education and Enforcement Fund

TIME: 25:40

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

TOPICS FOR DISCUSSION:

DECISIONS AND RECOMMENDATIONS

INVESTIGATIVE PROCESS:

TIME: 7:20

Mr. Main is DOPL's Chief Investigator. The board wanted to have an overview of the investigative process as well as board responsibilities. Mr. Main answered the board members questions. Mr. Main asked Ms. Herrera to email the board members the handout provided.

NCEES ANNUAL MEETING

UPDATE:

TIME: 33:10

Mr. LeBaron attended the NCEES Annual Meeting in August 2025. He provided an overview of the items discussed at the meeting. Items noted, no action taken.

Next Board Meeting:

November 19, 2025, 9:00 a.m.

ADJOURN:

Adjourned at 9:46 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.

11/26/2025

Date Approved

11/26/2025

Date Approved

Arthur O LeBaron

Arthur O LeBaron (Nov 26, 2025 09:12:54 MST)

Chairperson, Utah Professional Engineers and
Professional Land Surveyors Board

Stephen Duncombe

Bureau Manager, Division of
Professional Licensing