

You are receiving this email as the current board administrator for an NCEES state licensing board.

Please see the attached memo regarding the eligibility requirements and process to name your eligible first-time attendees and three funded delegates for the 2023 NCEES annual meeting. The meeting will be held **August 15–18** in **Boston, Massachusetts**. A meeting summary, which includes funding details and a draft schedule of events, is also attached.

The links to the online forms to name your eligible first-time attendees and three funded delegates are in the memo. Responses must be received by **May 1**. If you need to make changes to a designated funded delegate after May 1, send an email to the Meetings Department at meetings@ncees.org. You may also add new eligible first-time attendees until June 30.

Let us know if you have any questions.

Meetings Department

NCEES
ncees.org

MEMO

DATE: February 28, 2023

TO: Member Board Administrators

FROM: David Cox, Chief Executive Officer

RE: Funded Delegate Notification for the NCEES Annual Meeting

The 2023 NCEES annual meeting will be held August 15–18 in Boston, Massachusetts. A meeting summary, which includes funding details and a draft schedule of events, is attached.

In accordance with NCEES policy, the Council will fund the lodging, travel expenses, and registration fees for the designated member board administrator (MBA) from each member board. The Council will provide the same funding to member board members attending the meeting for the first time (must have been appointed since August 16, 2021) and three eligible delegates.

For the designated attendees to receive this funding, their respective member boards must be in active status as defined in *Bylaws* 10.012. Delegates must attend the business sessions on Wednesday, August 16 and Thursday, August 17. Additional requirements for each are described below.

When meeting registration opens in May, NCEES will send an invitation to each funded attendee via email with meeting information and instructions for registering and making travel arrangements. Please include the person's email address, not an assigned board email address.

Member board administrator

NCEES will automatically invite the current eligible board administrator when registration opens in May, so it is not necessary to provide your name and contact information in the online form. When an MBA represents more than one board, the funding is for the designated MBA only and not for the assistant MBA or other member board staff.

First-time attendees

To qualify for this funding, the members must be currently serving on the board, have never attended an NCEES annual meeting in person, and have been appointed to the board since August 16, 2021.

In addition, funded first-time attendees must attend the First-Time Attendee Luncheon on Tuesday, August 15.

[Click here](#) to access the funded first-time attendee form. Up to four eligible board members can be included on each form, but you may complete the form as many times as needed to list all eligible members. This form should be completed by **May 1**, but newly appointed board members may be added after this date by completing another form.

Funded delegates

To qualify to be a funded delegate, the individual must be a current board member or an associate member.

[Click here](#) to access the funded delegate form. Responses must be received by **May 1**. If you need to make changes to the designated funded delegates later, send an email to the Meetings Department at meetings@ncees.org.

As required by the NCEES *Bylaws*, member board chairs must notify NCEES in writing on board letterhead by **June 30** if an associate member is designated as an eligible funded delegate. For boards that require authorization from the state, such designation may come from the agency director for that board.

For questions regarding funding for the designated MBA, eligible first-time attendees, or funded delegates, contact the Meetings Department at meetings@ncees.org.

Attachment

/tm

2023 NCEES Annual Meeting—Summary for funded attendees

Meeting dates and location	August 15–18, 2023 Westin Boston Seaport District 425 Summer Street Boston, MA 02210
Meeting summary	NCEES member boards meet as a group annually to conduct Council business. The agenda includes <ul style="list-style-type: none"> ▪ Business sessions to vote on issues such as motions presented by NCEES committees and task forces and the elections of a new president-elect and treasurer ▪ A plenary session to prepare delegates for the business sessions ▪ Workshops for professional engineers and surveyors, member board administrators, and law enforcement staff ▪ Forums to discuss professional issues for engineers, surveyors, member board administrators, and law enforcement staff ▪ A First-Time Attendee Luncheon to help the newest member board members and staff learn about NCEES and how to navigate the annual meeting
Schedule overview	The first business session begins at 9:00 a.m. on Wednesday, August 16 and concludes by 4:00 p.m. on Thursday, August 17. Funded attendees must attend all business sessions. Plan to arrive on Monday, August 14. The business meetings are preceded by morning workshops, the First-Time Attendee Luncheon, and an afternoon plenary session on Tuesday. There are also professional forums and zone meetings on Wednesday. A Law Enforcement Program is offered on Friday. A draft business meeting agenda follows this summary. A full schedule of events will be posted at ncees.org/annual_meeting when registration opens in mid-May.
Attendance requirements	Funded attendees must attend all business sessions on Wednesday and Thursday. Funded first-time attendees must also attend the First-Time Attendee Luncheon on Tuesday.
Funding summary	NCEES will fund the following funding, as applicable, for the member board administrator, qualified first-time attendees, and three eligible funded delegates from each board*: complimentary meeting registration, lodging expenses for up to five nights (August 14–18), and travel costs, per the travel policy. NCEES will also pay a one-time stipend to cover incidental expenses accordingly: <ul style="list-style-type: none"> ▪ \$150 plus the approved mileage calculation for those approved to drive ▪ \$375 for those who fly No expense reports are necessary to receive this stipend. The check will be made payable to the individual (unless specified during registration) and will be received at registration. This is intended to cover expenses such as parking at your home airport, ground transportation, baggage fees, dinner on Wednesday night, and incidental hotel charges, such as tips.
Registration	The delegate registration fee of \$450 will be waived for funded individuals. Meals include Tuesday’s welcome event; Wednesday’s breakfast and lunch; Thursday’s breakfast, lunch, and dinner; and Friday’s breakfast. The First-Time Attendee Luncheon on Tuesday and the Law Enforcement Program on Friday also include lunch.

**NCEES also provides funding to others, such as zone officers, committee and task force chairs, and past presidents of NCEES.*

<p>Hotel room block rate</p>	<p>\$229/night for standard rooms, single or double occupancy</p> <p>The rate does not include taxes and fees (currently 16.45% tax). A daily hotel destination fee, currently \$20 per night, is waived for those who stay inside the NCEES room block.</p> <p>NCEES will make the hotel reservations for all funded attendees based on information provided during registration and be direct billed for room and taxes for up to five nights (August 14–18).</p>
<p>Travel</p>	<p>Fly: NCEES will fund round-trip economy-class airfare to Boston Logan International Airport. Delegates must follow travel booking instructions to be provided in the meeting invitation; NCEES will be direct billed for the cost of the airfare, per the travel policy.</p> <p>A list of suggested ground transportation options will be available online at ncees.org/annual_meeting when registration opens.</p> <p>Drive: Travelers who live within a 500-mile radius will be reimbursed for mileage up to 1,000 miles at the IRS-recommended rate. Those who plan to drive more than 1,000 miles round-trip will be reimbursed the lesser of the lowest logical airfare provided by NCEES’ designated agent, Travel Inc., or mileage calculated at the IRS-recommended rate. Instructions to make a driving request will be provided in the meeting invitation.</p> <p>Parking: Self-parking (currently \$44/night) is discounted to \$40 for those who stay in the NCEES room block. The cost for self-parking will be direct billed to NCEES for funded attendees who are approved to drive to the meeting. Valet parking is discounted to \$50/night.</p>

**NCEES Annual Meeting
Boston, Massachusetts
August 15–18, 2023
DRAFT Meeting Agenda**

Tuesday, August 15

8:00–11:30 a.m.	Workshops (related to licensure issues and professional development)
Noon–1:30 p.m.	First-Time Attendee Luncheon
2:30–5:00 p.m.	Plenary session
6:00–9:00 p.m.	Welcome event

Wednesday, August 16

7:00–8:30 a.m.	Breakfast
9:00–10:30 a.m.	Business session 1 <ul style="list-style-type: none">▪ Call to order, welcome, and Pledge of Allegiance▪ Introduction of NCEES board of directors, past presidents, and guests▪ Officer reports<ul style="list-style-type: none">○ Approval of 2022 annual meeting minutes○ Approval of consent agenda
10:45–11:45 a.m.	Zone meetings
Noon–1:30 p.m.	Lunch
2:00–5:00 p.m.	Breakout forums <ul style="list-style-type: none">▪ Engineering▪ Surveying▪ Member board administrators

Thursday, August 17

7:00–8:30 a.m.	Breakfast
9:00–10:00 a.m.	Business session 2 <ul style="list-style-type: none">▪ Call to order▪ Introduction of new motions to agenda▪ Election of 2023–24 president-elect▪ Election of 2023–26 treasurer▪ Committee and task force reports with motions
10:15–11:00 a.m.	<i>Zone meetings (if needed for new business discussion)</i>
11:15 a.m.–12:15 p.m.	Business session 3 <ul style="list-style-type: none">▪ Call to order▪ Committee and task force reports with motions (continued)
12:30–1:45 p.m.	Recognition Luncheon
2:00–4:00 p.m.	Business session 4 <ul style="list-style-type: none">▪ Call to order▪ Committee and task force reports with motions (continued)▪ New business▪ Unfinished business
2:00–4:30 p.m.	Law Enforcement Forum
7:00 p.m.–Until	Presentation of NCEES service awards and installation of 2023–24 board of directors

Friday, August 18

7:30–9:00 a.m.	Breakfast
9:00 a.m.–Noon	2023–24 board of directors informational meeting (observers welcome)
9:00 a.m.–4:00 p.m.	Law Enforcement Program (includes lunch)

A full schedule of events will be posted at [ncees.org/annual_meeting](https://www.ncees.org/annual_meeting) when registration opens in May.

----- Forwarded message -----

From: **Eric Schulz** <howwooditbe3@gmail.com>

Date: Fri, Jan 6, 2023 at 1:43 PM

Subject: Utah PE licensing requirements for continuing education

To: dopl@utah.gov <dopl@utah.gov>

Dear DOPL,

I would like to recommend the update of the requirements for continuing education, as presented under R156-22-304. I have been a PE registrant since 1984.

Continuing education is an essential part of professional engineering and should be a requirement for license renewal. However, those requirements should not needlessly attempt to “second-guess” the value of registrants’ differing and reasonable efforts to stay abreast of their profession and must evolve with the methods of continuing education. Two examples needing adjustment are prominent in the current rules:

1. It has always been entirely reasonable and valuable to gain continuing education by what one might term “self-study.” In fact, for an active practitioner, such efforts are both continuous and substantial – and utterly dominate one’s real continuing education. The rules should recognize this fact of professional practice and allow some nominal number of hours per licensing renewal period (most states allow 6 hours per 2-year period).
2. In this day and age, the most common method of engaging in external continuing education is probably the participation in on-line delivered seminars (webinars). Even when a live session is delivered, it is typically offered in a recorded on-line format after-the-fact. The requirements described under (4)(a) and (4)(e) overlap in this area. While (a) recognizes “seminars”, (e) seems to suggest that on-line content must include a “test” in order to be valid, etc. Please spell-out practical and pertinent requirements for this broad area of education delivery.

Thank you.

Eric Schulz, P.E.
167386-2202

Sent from [Mail](#) for Windows

STATE OF UTAH

DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSING APPLICATION FOR FUNDING FROM EDUCATION AND ENFORCEMENT FUND

APPLICATION INSTRUCTIONS AND INFORMATION

1. All applications for funding must be made by completing and submitting the Division's "Application for Funding from Education and Enforcement Fund" form. The form is included in this packet. Applicants may submit their application via email to: doplbureau5@utah.gov, or via regular mail to:

DOPL Bureau 5
PO Box 146741
Salt Lake City UT 84114
2. Upon receipt of the application, the request for funding will be placed on the agenda for review by the respective Board. Applicants will be notified of the meeting and attendance is encouraged to present the training plan.
3. If the reviewed application is recommended for approval, the funding request must then be approved by the Bureau Manager, Division Director, and Department Director. *The application is not officially approved until it has been signed by all parties.* A letter of approval will be mailed to you after all signatures have been obtained.
4. It is *strongly* recommended that applications be submitted **at least 60 days** in advance of the event. If it is not received **15 days** prior to the next scheduled Board meeting, the request will not be placed on the agenda for consideration. Keep in mind, some Boards only meet a few times a year and may require you to submit your application sooner than recommended. **Any request not considered by the Board and approved prior to the event will not be approved for funding.**

Professional Licensing Boards meet in the Heber M. Wells Building. Meeting dates, times, and agendas can be accessed at www.dopl.utah.gov.

The following items may be considered by the Board in making a determination for funding:

- a. Previous experience in providing training; including cost per-attendee and current cost estimates.
- b. How the education fits with the Board's education objectives for the applicable year.
- c. How the text relates to the course objectives.
- d. Target audience.
- e. Target region.
- f. The number of students, hours of instruction, and the ratio of students per dollar to be spent for the education.
- g. The percentage of the training being paid for by the student, and by the Education and Enforcement Fund.
- h. Anticipated revenue received.

ITEMS QUALIFYING FOR STATE FUNDING:

Reimbursement will **only** be for educational expenses that qualify for state funding. Note: **Code Books** or any **Referenced Standards do not** qualify for funding. **Sponsors' staffing or personnel costs do not** qualify for funding. Break items **do not** qualify for funding (e.g. food, drink, promotional items, awards, and prizes).

The following is a list of items which may qualify for funding:

- Instructor Fees: Will not be reimbursed for excess of \$3,000 per day, *including* travel and meals. Any Instructor fees in excess of \$150.00 per hour will be subject to further review and approval by the Board, the Division and the Department. (*State or local government employees should be aware of prohibition of paying instructor fees if the instructor is also being paid wages for the same time period. Contact DOPL with questions.*)
- Instructor Travel and Meals: Meals, mileage, and lodging must not exceed current State of Utah rates. Current maximum rates are: mileage at \$.56 per mile, \$95.00 per day for hotel, and meals at: \$10.00 breakfast, \$13.00 lunch, and \$16.00 dinner.
- Code Analysis and Code Update Books
- Workbooks, Study Guides, or Textbooks
- Meeting Rooms or Facilities
- Audio/Visual Equipment Costs
- Printing Costs (*including copies for workbooks, study guides, or textbooks*)
- Brochures (*for advertising, mailing, etc.*)
- Mailing, Postage & Handling Costs

Please note: Any items that do not qualify for state funding must be included as part of the registration fee paid by the participant, or paid by the sponsor of the program.

5. Applicants will be notified in writing if the application has been approved or denied. Advertising and agenda or training material for the training program shall include the following statement, ***“Partial funding for this educational opportunity has been provided by the Division of Occupational & Professional Licensing and the Education and Enforcement Fund.”***
6. It is the responsibility of the sponsoring organization to assure that the training is provided by instructors who are qualified to teach the program demonstrated with adequate education and experience. Furthermore, the sponsoring organization is responsible to assure that instructors are prepared to teach the class, including making an appropriate outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and assuring that the training is held for the time period specified in your request for funding. Please be aware that funding grants are based upon the sponsoring organizations’ assurance that a quality training program will be provided.

If the training is deficient in quality of presentation or preparation as outlined above, it could jeopardize your grant of funding. We recommend the contract you enter into with instructors completely and accurately specify the responsibilities of the instructors and any consequences as a result of failing to hold the training, and/or lack of adequate preparation.
7. It is the responsibility of the sponsoring organization to engage in good faith negotiations to ensure the best reasonable value for eligible reimbursement costs.
8. After completion of each course the sponsoring organization must complete and submit the following to the Division in order to obtain reimbursement for the training provided.
 - a. Request for Reimbursement Form
 - b. Itemized Invoice: Provided on the sponsoring organization’s letterhead with attached original receipts, invoices, and other documentation to support the requested reimbursement.
 - c. Roster of Attendees
 - d. Advertising: Copy of the advertising announcement, agenda, and training material, which includes the acknowledgement of funding as specified above.



State of Utah
DIVISION OF OCCUPATIONAL & PROFESSIONAL LICENSING

160 East 300 South, P.O. Box 146741
 Salt Lake City, Utah 84114-6741
 Telephone (801) 530-6628
www.dopl.utah.gov

APPLICATION FOR FUNDING FROM EDUCATION AND ENFORCEMENT FUND

<input type="checkbox"/> Architect <input checked="" type="checkbox"/> Engineer <input type="checkbox"/> Land Surveyor <input type="checkbox"/> Landscape Architect <input type="checkbox"/> Geologist	<input checked="" type="checkbox"/> New Funding Request - Requests should be submitted 60 days in advance of the program date. <input type="checkbox"/> Additional Funding Request - Requests should be submitted 60 days in advance of the program date.
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(Note: Microsoft Word users can fill in the blanks, print the form and save it for their records)

Requesting Organization: Utah Society of Professional Engineers		Federal I.D. Number: 47-1826625	
Contact Person: Eric Anderson		Phone #: 801-870-0723	
Mailing Address: 121 E. Chase Ln		E-Mail: eranderson@parker.com	
City: Centerville		State: UT	ZIP: 84014
Title of Event: USPE C.E. Conference		Amount Requested: \$ 4800.00	
Dates of Training - From: 5-20-2023	To: 5-20-2023	Location: University of Utah	
Number of Classroom Hours: 8	Level of Curriculum: <input type="checkbox"/> Beginner <input checked="" type="checkbox"/> Professional		
Expected Number of Attendees: 150	<input type="checkbox"/> Novice <input type="checkbox"/> Expert		
Summary of Training Objectives: Learn and apply advanced engineering principles to real world problems from experienced engineers. The day is divided into one hour training lectures with time for limited questions. The attendees have the option of attending the lectures that apply to, or are of interest to them.			
Please provide information for each course being taught in the training. <i>(Attach additional pages if necessary.)</i>			
Course Description: Please see the attached agenda for the presentation titles			
Describe how the training relates to the education goals of the Professional Board for the current year: This training provides technical professionals the opportunity to get together, discuss and learn from each other about problems and issues in the industry and meaningful approach to solutions.			
Text(s) or other materials to be used: Custom text is prepared by each instructor specifically for this conference.			
Lead Instructor: Please see the attached agenda for a list of instructors		Phone #:	
Street Address:		E-Mail:	
City:		State:	ZIP:

BOARD ACTION		
Date: 3/15/2023	<input checked="" type="checkbox"/> Favorable <input type="checkbox"/> Unfavorable	Amount Recommended: \$ 4800.00
Reason:		
DEPARTMENT OF COMMERCE ACTION		
Date:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Amount Approved: \$
Bureau Manager:		Date:
Division Director:		Date:
Department Director:		Date:



State of Utah
DIVISION OF OCCUPATIONAL & PROFESSIONAL LICENSING

160 East 300 South, P.O. Box 146741
 Salt Lake City, Utah 84114-6741
 Telephone (801) 530-6628
www.dopl.utah.gov

**APPLICATION FOR FUNDING FROM EDUCATION AND
 ENFORCEMENT FUND
 WORKSHEET**

Title of Event: USPE CE Conference	
Dates of Training - From: 5/20/2023	To: 5/20/2023

PROJECTED TRAINING REVENUE			
Funding Participants <i>(excluding DOPL)</i>			
Jurisdiction:			\$
Organization/Association: USPE			\$ 600.00
Individual:			\$
Other: Optional Lunch for Non-USPE Members			\$ 1,000.00
Other:			\$
Other:			\$
Other:			\$
Other:			\$
Registration Fee: \$ 0	Number of Attendees:	Total	\$
Total Training Revenue Anticipated			\$ 1,600.00
Portion of Registration fees for Non-Reimbursable Expenses <i>(Code books, Breaks, etc.)</i>			(\$ 1,600.00)
Portion of Registration to be Applied Against Education Costs			(\$)
Balance of Anticipated Revenue			\$

PROJECTED TRAINING EXPENSES			
Meeting Room:			\$ 800.00
Instructor Fees:			\$
Instructor Travel:			\$
Audio/Visual Equipment:			\$ 400.00
Workbooks, Text Books, Study Guides:			\$
Printing:			\$ 1,500.00
Brochures, Advertising:			\$
Postage, Mailing:			\$ 1,800.00
Other qualified items: List of licenced engineers			\$ 300.00
Total Reimbursable Expenses			\$ 4,800.00
Portion of Registration to be Applied to Educational Cost			(\$ 0.00)
Total Anticipated Reimbursement Request			\$ 4,800.00

I hereby verify under penalty of perjury, that any funds requested from the State of Utah are not being reimbursed from any other source.

Eric R. Anderson
 Name of Authorized Representative (print)

USPE Board Member
 Title

1 March 2023
 Date of Signature

Eric R. Anderson
 Signature

UTAH SOCIETY OF PROFESSIONAL ENGINEERS
Annual Conference & Order of Engineer Induction Ceremony

DATE: Saturday, May 20, 2023
LOCATION: University of Utah – Warnock Engineering Building Lower level 104
72 Central Campus Dr. Salt Lake City, UT 84112
COST: Free
CREDITS: 1 CE credit per every hour of lecture attended
LUNCH COST: \$10.00 for non-NSPE members
RSVP DEADLINE: May 15th deadline for lunch and Registration
TO REGISTER: <https://www.coe.utah.edu/uspe>

TENTATIVE AGENDA, REV 3/1/2023

8:00 am Opening Keynote Speaker
Nancy Henson, NI, The Creative Process in Engineering

9:00 am Larry Howell PhD PE, BYU, Compliant Mechanisms: Nonintuitive Fundamentals and Impactful Applications

10:00 am Georges Bonnet, Church of Jesus Christ of Latter-Day Saints, SLC Temple Seismic Upgrades

11:00 am James Campbell PE, Pacificorp Rocky Mountain Power, The Path to Net-Zero

Noon Lunch – Free for active NSPE members/ \$10 for non-members
Order of the Engineer Ceremony

1:00 pm Mark Athay PE,TRC, Texas Power Outages - Causes and Lessons Learned

2:00 pm Morgan Barron, US Army, M&S Engineering Challenges in Electrification of Vehicles

3:00 pm Jody Smith PE, Materion, Topic Our Safety, 40 Years of MSHA History

4:00 pm John A. Palmer PhD PE, Palmer Engineering and Forensics, The Engineering Hierarchy for Safety

Second Track for afternoon session: Utah Earthquake Response program ATC-20. Class is limited to 40 attendees. Post-Earthquake Building Inspection Certification.

Partial funding for this educational opportunity has been provided by the Division of Occupational & Professional Licensing and the Education and Enforcement Fund

Co-Sponsored by University of Utah College of Engineering Alumni Association