



Meeting of the Board for Professional Engineers, Land Surveyors, and Geologists

Board for Professional Engineers,
Land Surveyors, and Geologists



Thursday, December 10, 2020
beginning at 9:00 a.m.

Teleconference Public Board Meeting

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MEETING OF THE BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

BOARD MEETING

December 10, 2020

TELECONFERENCE

BOARD MEMBERS

President Alireza Asgari; Vice-President Natalie Alavi; Fel Amistad; Rossana D'Antonio; Duane Friel; Michael Hartley Kathy Jones Irish; Eric Johnson; Coby King; Asha Lang; Betsy Mathieson; Mohammad Qureshi; Frank Ruffino; and Wilfredo Sanchez

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<p>XII. Closed Session – The Board will meet in Closed Session to discuss, as needed: A. Personnel Matters [Pursuant to Government Code sections 11126(a) and (b)] 1. Executive Officer Performance Evaluation B. Examination Procedures and Results [Pursuant to Government Code section 11126(c)(1)] C. Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)] D. Pending Litigation [Pursuant to Government Code section 11126(e)]</p>	81
<p>XIII. Adjournment Due to technological limitations, adjournment will not be broadcast. Adjournment will immediately follow Closed Session, and there will be no other items of business discussed.</p>	83

I. Roll Call to Establish a Quorum

II. Pledge of Allegiance

III. Public Comment for Items Not on the Agenda

NOTE: The Board cannot take action on items not on the agenda. The Board will also allow for Public Comment during the discussion of each item on the agenda. Please see the last page of this Official Notice and Agenda for additional information regarding Public Comment.

IV. Administration

- A. Fiscal Year 2019/20 Summary Report
- B. Fiscal Year 2020/21 Budget Report
- C. Budget Letter 20-37 – Permanent 5% Budget Reduction

GUIDE TO READING THE FINANCIAL STATEMENT

Prepared 7/03/20

Object Description
Provides the name of the line item where our revenue and expenditures occur

FM1 Projections
Identifies the amount that BPELSG projected in July 2019 for FY 19-20

Percentage Change
Provides a percentage reference on the difference between FM1 Projections and Updated Projections

Difference
Provides a \$ difference between FM1 Projections and Updated Projections

	FY 19-20 4/12 Activity Log	FY 19-20 FM 1 Projections	FY 19-20 Updated Projections	% Change	\$ Difference
Revenue					
Applications/Licensing Fees	1,196,248	1,646,000	1,646,000	0%	0
Renewal fees	6,116,355	6,891,000	6,891,000	0%	0
Delinquent fees	48,633	88,000	88,000	0%	0
Other & Reimbursements	68,720	140,000	140,000	0%	0
Interest	74,492	163,000	163,000	0%	0
Total Revenue:	7,504,448	8,928,000	8,928,000	0%	0
Expense					
Personnel Services:					
Salary & Wages (Staff)	1,956,776	2,924,425	2,924,425	0%	0
Temp Help	88,479	123,785	123,700	0%	85
Statutory Exempt (EO)	89,056	135,526	135,000	0%	526
Board Member Per Diem	6,100	10,000	10,000	0%	0
Overtime/Flex Elect/Lump Sum	725	0	900	0%	-900
Staff Benefits	1,172,709	1,713,980	1,760,538	3%	-46,558
Total Personnel Services	3,313,845	4,907,716	4,954,563	1%	-46,847
Operating Expense and Equipment:					
General Expense	51,411	67,000	80,000	19%	-13,000
Printing	25,056	8,000	30,000	275%	-22,000
Communication	15,592	44,000	25,000	-43%	19,000
Postage	0	50,000	25,000	-50%	25,000
Insurance	103	16,000	17,000	6%	-1,000
Travel In State	35,346	60,000	50,000	-17%	10,000

Revenue and Expenditures
This column is provided for reference and reflects the amount BPELSG spent in each area for FY 19-20 as of April 12, 2020 from the Fi\$cal report

Updated Projections
Identifies amounts for revenue and expenditure projected at the time the Financial Statement was prepared

0770 - Professional Engineers, Land Surveyors and Geologists
Financial Statement

Prepared 11/19/2020

	FY 19-20 FM 13 11/10 Activity Log	FY 19-20 FM 1 Projections	% Change	\$ Difference
Revenue				
1 Applications/Licensing Fees	1,434,423	1,646,000	-13%	211,577
2 Renewal fees	6,832,841	6,891,000	-1%	58,159
3 Delinquent fees	70,202	88,000	-20%	17,798
Other & Reimbursements	109,447	140,000	-22%	30,553
4 Interest	126,128	163,000	-23%	36,872
Total Revenue:	8,573,041	8,928,000	-4%	354,959
Expense				
Personnel Services:				
5 Salary & Wages (Staff)	2,940,639	2,924,425	1%	(16,214)
Temp Help	138,485	123,785	12%	(14,700)
Statutory Exempt (EO)	133,998	135,526	-1%	1,528
Board Member Per Diem	11,700	10,000	17%	(1,700)
Overtime/Flex Elect/Lump Sum	726	0	0%	(726)
Staff Benefits	1,796,991	1,713,980	5%	(83,011)
Total Personnel Services	5,022,539	4,907,716	2%	(114,823)
Operating Expense and Equipment:				
General Expense	79,266	67,000	18%	(12,266)
6 Printing	34,084	8,000	326%	(26,084)
Communication	23,227	44,000	-47%	20,773
Postage	40,535	50,000	-19%	9,465
Insurance	103	16,000	-99%	15,897
Travel In State	81,915	60,000	37%	(21,915)
Travel, Out-of-State	664	800	-17%	136
Training	230	150	53%	(80)
Facilities Operations	358,580	416,004	-14%	57,424
7 C & P Services - Interdept.	661,477	457,090	45%	(204,387)
8 C & P Services - External	1,935,730	1,243,885	56%	(691,845)
9 DCA Pro Rata	1,591,912	1,579,000	1%	(12,912)
DOI - Investigations	0	0	0%	0
10 Interagency Services	22,401	27,000	-17%	4,599
Consolidated Data Center	20,839	22,000	-5%	1,161
Information Technology	30,528	1,143,000	-97%	1,112,472
Equipment	139,877	0	0%	(139,877)
11 Other Items of Expense (ARF Deposit)	200,000	0	0%	(200,000)
Total OE&E	5,221,368	5,133,929	2%	(87,439)
Total Expense:	10,243,907	10,041,645	2%	(202,262)
Total Revenue:	8,573,041	8,928,000		
Total Expense:	10,243,907	10,041,645		
Difference:	(1,670,866)	(1,113,645)		

	FY 20-21 FM 3 11/10 Activity Log	FY 20-21 FM 1 Projections	FY 20-21 Updated Projections	% Change	\$ Difference
Revenue					
1 Applications/Licensing Fees	258,384	1,508,000	1,508,000	0%	0
2 Renewal fees	1,628,911	8,628,000	8,628,000	0%	0
3 Delinquent fees	28,538	108,000	108,000	0%	0
Other & Reimbursements	31,870	127,000	127,000	0%	0
4 Interest	0	160,000	160,000	0%	0
Total Revenue:	1,947,703	10,531,000	10,531,000	0%	0
Expense					
Personnel Services:					
5 Salary & Wages (Staff)	685,395	2,698,000	2,698,000	0%	0
Temp Help	25,118	124,444	120,896	-3%	3,548
Statutory Exempt (EO)	31,136	122,463	125,580	3%	(3,117)
Board Member Per Diem	600	10,000	10,000	0%	0
Overtime/Flex Elect/Lump Sum	0	700	400	-43%	300
Staff Benefits	423,295	1,079,200	1,079,200	0%	0
Total Personnel Services	1,165,544	4,034,807	4,034,076	0%	731
Operating Expense and Equipment:					
General Expense	16,853	80,000	80,000	0%	0
6 Printing	24,766	27,000	27,000	0%	0
Communication	2,409	25,000	24,246	-3%	754
Postage	0	50,000	50,000	0%	0
Insurance	0	150	105	-30%	45
Travel In State	110	60,000	34,370	-43%	25,630
Travel, Out-of-State	0	800	400	-50%	400
Training	0	250	250	0%	0
Facilities Operations	104,054	360,000	360,000	0%	0
7 C & P Services - Interdept.	189,591	670,000	661,477	-1%	8,523
8 C & P Services - External	1,802,754	1,930,000	1,930,000	0%	0
9 DCA Pro Rata	852,500	1,748,000	1,748,000	0%	0
DOI - Investigations	0	0	0	0%	0
10 Interagency Services	238	25,000	24,500	-2%	500
Consolidated Data Center	42	22,000	22,000	0%	0
Information Technology	3,999	32,000	32,000	0%	0
Equipment	5,095	143,000	140,000	-2%	3,000
11 Other Items of Expense (ARF Deposit)	300,000	300,000	300,000	0%	0
Total OE&E	3,302,411	5,473,200	5,434,348	-1%	38,852
Total Expense:	4,467,955	9,508,007	9,468,424	0%	39,583
Total Revenue:	1,947,703	10,531,000	10,531,000		
Total Expense:	4,467,955	9,508,007	9,468,424		
Difference:	(2,520,252)	1,022,993	1,062,576		

Financial Statement Notes

- 1 Applications/Licensing Fees** - The total amount collected for Applications and Licensing Fees up until the fiscal month of the Activity Log.
- 2 Renewal fees** - Renewal fees are not collected equally throughout the year. On average, the Board collects 75% of its renewal fees revenue in the first half of the fiscal year.
- 3 Delinquent fees** - Approximately 90% of delinquent fee revenue is collected in the second half of the fiscal year.
- 4 Interest** - Includes income from surplus money investments earned on money in the Board's fund. The state treasury manages this money and the Board earns income based on the current interest rate.
- 5 Salary & Wages (Staff)** - The projected expenditures for salaries and wages is due to the Board almost being fully staffed, additional merit salary adjustments, and new bargaining unit agreements. The Board has the following vacancies: 1.0 SSM I, 1.0 SSA/AGPA, 1.0 OT, and 1.0 OA.
- 6 Printing** - \$25,000 in contract encumbrances in FI\$Cal reports (EDD mailers such as Pamphlets, Leaflets, and Brochures). Board staff is working with DCA Budgets to identify contracts.
- 7 C&P Services Interdepartmental** - Includes all contract services with other state agencies for examination services (Dept. of Conservation and Water Resources). This line item also now includes enforcement expenses for the Attorney General and the Office of Administrative Hearings.
- 8 C&P Services External** - Includes all external contracts (examination development, exam site rental, expert consultant agreements, and credit card processing). This line also includes our executed agreements for our business modernization project (system developer, project management, oversight, and software license subscription services).
- 9 DCA Pro Rata** - Includes distributed costs of programmatic and administrative services from DCA.
- 10 Interagency Services** - DCA Pro Rata shows up in this line throughout the year because of accountings inability to charge accruals for department distributed pro rata until the previous fiscal year closes.
- 11 Other Items of Expense (ARF Deposit)** - The Board has created an architectural revolving fund (ARF) to support tenant improvements throughout the office and the majority of costs will be new modular furniture procurement.

0770 - Professional Engineer's, Land Surveyor's and Geologist's Fund

Analysis of Fund Condition

Prepared 11/19/2020

(Dollars in Thousands)

Governor's Budget 2020-21	Governor's Budget			
	PY 2019-20	CY 2020-21	BY+1 2021-22	BY+2 2022-23
BEGINNING BALANCE	\$ 6,907	\$ 5,644	\$ 5,985	\$ 5,927
Prior Year Adjustment	\$ 300	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 7,207	\$ 5,644	\$ 5,985	\$ 5,927
REVENUES AND TRANSFERS				
Revenues:				
4121200 Delinquent fees	\$ 70	\$ 108	\$ 109	\$ 110
4127400 Renewal fees	\$ 6,833	\$ 8,628	\$ 8,714	\$ 8,714
4129200 Other regulatory fees	\$ 87	\$ 127	\$ 128	\$ 128
4129400 Other regulatory licenses and permits	\$ 1,434	\$ 1,508	\$ 1,523	\$ 1,523
4150500 Interest Income from interfund loans	\$ -	\$ -	\$ -	\$ -
4163000 Income from surplus money investments	\$ 126	\$ 259	\$ 40	\$ 83
4171400 Escheat of unclaimed checks and warrants	\$ 22	\$ 22	\$ 22	\$ 22
4172500 Miscellaneous revenues	\$ 1	\$ 1	\$ 1	\$ 1
Totals, Revenues	\$ 8,573	\$ 10,653	\$ 10,538	\$ 10,582
Transfers from Other Funds				
Revenue Transfer from Geology/General Fund	\$ -			
FO0001 Proposed GF Loan Repayment per item 1110-011-0770, Budget Act of 2011	\$ -	\$ -	\$ -	\$ -
Totals, Revenues and Transfers	\$ 8,573	\$ 10,653	\$ 10,538	\$ 10,582
Totals, Resources	\$ 15,780	\$ 16,297	\$ 16,523	\$ 16,508
EXPENDITURES				
Disbursements:				
1110 Program Expenditures (State Operations)	\$ -	\$ -	\$ -	\$ -
1111 Department of Consumer Affairs (State Operations)	\$ 10,243	\$ 9,468	\$ 9,752	\$ 10,045
8880 Financial Information System for CA (State Operations)	\$ -1	\$ -	\$ -	\$ -
9892 Supplemental Pension Payments (State Operations)	\$ 209	\$ 209	\$ 209	\$ 209
9900 Statewide Admin. (State Operations)	\$ 819	\$ 635	\$ 635	\$ 635
Less funding provided by General Fund (State Operations)	\$ -1,134	\$ -	\$ -	\$ -
Total Disbursements	\$ 10,136	\$ 10,312	\$ 10,596	\$ 10,889
FUND BALANCE				
Reserve for economic uncertainties	\$ 5,644	\$ 5,985	\$ 5,927	\$ 5,620
Months in Reserve	6.6	6.8	6.5	4.7

Email received from DCA on November 16, 2020:

All Board Executive Officers, Division/Bureau/Program Chiefs, Deputy Directors and Senior Executive Management

Good morning DCA Leadership. I hope this email finds you safe and healthy!

As a result of the substantial increased costs and revenue impacts of the COVID-19 pandemic and unprecedented wildfire activities, the economic impact to the state is unprecedented and expected to last for several years. The Administration needs to take immediate action to reduce costs and maximize efficiencies to attempt to offset these deficits.

On April 30, 2020, the Department of Finance (DOF) released [Budget Letter \(BL\) 20-11](#) (Current Year Expenditure Reductions) that provided direction to limit expenditures and hiring to only those necessary to support core functions, emergency response activities and to assist in maintaining operations in a telecommute environment. Director Kirchmeyer left it at the board's discretion on how to implement and achieve cost savings without impacting core functions. No 2019-20 authorized budget reduction was required to reflect the savings.

With BL 20-11 still in effect and building on the continuous expenditure saving measures already achieved, DOF released [Budget Letter \(BL\) 20-37](#) on November 3, 2020, which **requires each Department realize savings by taking a five percent (5%) permanent budget reduction no later than 2021-22**. The goal is to realize the first full year of operational efficiency savings in 2021-22 with a commensurate budget reduction. Departments are required to begin planning and preparing permanent cost savings measures now in order to have the flexibility to identify a budget reduction plan that best fits its operational needs. While the 5% target amount has not been received by DOF to date, applying 5% of your current year budget will get you close to the target for now. Unfortunately, the 5% plan is in addition to the employee compensation savings already in effect.

The BL outlines various options on how to achieve ongoing savings. The 5% permanent budget reduction plan will take some time to develop so programs need to start discussing options with staff immediately.

The Budget Office will be coordinating this drill for the Department. Your analyst and manager will be reaching out to you to start the discussions and assist in developing your budget reduction plan. **With the final DCA plan due to DOF on February 1, 2021, below is a schedule of deadlines we need you to adhere to meet the deadline, including Agency review.**

- November 23 – DCA Budget Office to begin discussions and assist in plan development with each program
- December 8 – Director's Quarterly meeting for further discussion
- December 21 – submit final plans to DCA Budget office
- December 28 – submit final plans to DCA Exec Office

I know this may seem daunting since I know many of you are already stretched in resources. The Budget Office is here to assist. If you have any questions, please contact me at (916) 574-7173.

Thank you.

Janice Shintaku-Enkoji, Chief
DCA Fiscal Operations

BUDGET LETTER

NUMBER:	20-37
SUBJECT:	CURRENT YEAR AND ONGOING EXPENDITURE REDUCTIONS
DATE ISSUED:	November 3, 2020
REFERENCES:	BL 20-08 , BL 20-11 , BL 20-30
SUPERSEDES:	N/A

TO: Agency Secretaries
Department Directors
Departmental Budget and Accounting Officers
Departmental Human Resources and Labor Relations Officers
Departmental Business Services Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

Budget Officers are requested to forward a copy of this budget letter (BL) to departmental Human Resources, Labor Relations, and Business Services Officers.

The COVID-19 recession has had a severe impact on nearly every aspect of California's economy, resulting in record unemployment while further highlighting long-standing economic inequalities. The state anticipates continued revenue impacts relative to pre-pandemic projections, while at the same time facing substantially increased costs associated with both COVID-19 response efforts and unprecedented wildfire activity. These economic impacts are expected to last for several years, and require immediate actions to reduce costs while maximizing the efficiency of state operations.

Initial actions to reduce costs were outlined in [BL 20-11](#) (Current Year Expenditure Reductions issued on April 30, 2020), which provided direction to departments to limit expenditures and hiring to only those necessary to support core functions, emergency response activities, and the ability to maintain operations in a telework environment. These restrictions and reporting requirements remain in effect. Additional information regarding these limitations is outlined below.

The 2020 Budget Act assumes that a **permanent** 5-percent reduction in most state operations expenditures is implemented no later than July 1, 2021 to realize full savings in the 2021-22 fiscal year. This BL provides additional guidance to departments on achieving these savings.

Specifically, the 2020 Budget Act calls for a number of efficiency measures including:

- **Operational Reductions**—Beginning in 2021-22, and building on the expenditure restrictions of [BL 20-11](#), the multi-year budget forecast assumes savings of approximately 5 percent to most departmental state operations budgets. Accordingly, departments shall begin planning and preparing now to identify potential cost saving measures. While departments have flexibility to identify reductions that best fit their operational and program needs, these savings must be realistic and achievable with full implementation no later than July 1, 2021. This 5-percent reduction is in addition to the employee

compensation savings already in effect. **All Executive Branch entities should have a plan submitted to Finance no later than February 1, 2021 using the attached template.**

Department-specific savings targets will be provided by your Finance Budget Analyst.

- **State Facilities and Workspace Innovations**—In consultation with the Department of General Services where applicable, departments shall, as appropriate, identify opportunities to reconfigure workspaces and reduce the state's physical footprint by taking into account an ongoing increase in telework, evaluating available space in existing state-owned buildings, and ultimately reducing leased space. Given the complexities involved with these efforts, it may not be realistic to complete these activities by July 1, 2021. Accordingly, departments that intend to include facilities reductions as part of their ongoing reduction plans, but cannot realize those savings by July 1, 2021, may submit a plan that includes "transitional" or one-time savings in the near term followed by longer-term facilities savings. Additionally, departments may find savings in other areas as noted below.

Options for achieving ongoing savings

- Reduction of discretionary programs
- Program consolidations
- Reduction of lease space (if part of a department's plan, and to the extent those savings cannot be fully realized in the budget year, departments will need to utilize other options to achieve necessary savings in the near term)
- Permanent reduction in travel (hotel, fuel, meal reimbursements, etc.) through increased use of technology in state programs
- Permanent reduction in various operating costs (less printing, postage, utilities, transit subsidies, etc.) related to increased and ongoing telework
- Permanent reduction in other state operational expenses and equipment (including contracts)

Departments may submit additional reduction ideas (beyond those listed above), **subject to Finance approval.**

The development of a reduction plan is an important opportunity to reassess existing business practices, with a focus on accessibility, transparency and equity to the people served by the state.

Criteria for evaluating departmental plans

Finance will apply the following criteria when analyzing departments' reduction plans to assess whether all proposed reductions are:

- Consistent with [BL 20-30](#), 2021-22 Budget Policy, released August 10, 2020. Specifically, that the proposal is not contrary to the budget priorities delineated therein: emergency response, promotion of economic recovery by supporting small businesses and job creation, and changes to existing programs or investments that allow California to rebuild its economy with greater equity and climate resiliency.
- Permanent in nature, quantifiable, and achievable by July 1, 2021.
- Consistent with current law and existing labor contracts.
- Legally sound and will not expose the state to litigation.

Departments are encouraged to immediately begin working with their Agency Secretary and Finance Budget Analyst to develop a plan to achieve these savings.

Process to remove savings from departmental budgets

Finance anticipates proposing a statewide Control Section in the 2021-22 Governor's Budget. This Control Section will serve as the mechanism to both reflect the statewide savings estimate as part of the Governor's Budget and serve as the mechanism to remove the identified savings from departmental budgets. Once the 2021-22 Budget is enacted, a BL will be issued to describe how items of appropriation affected by the final reduction plans will be revised.

These budgetary savings apply to all entities in the Executive Branch, including Constitutional Officers. As such, each entity is expected to work with their Finance Budget Analyst on their plans in a timely manner. **All entities must have a plan approved by Finance by March 30, 2021.** Failure to submit an acceptable reduction plan, as outlined in the evaluation criteria above, will result in an equivalent reduction to the department's state operations budget as part of the 2021-22 May Revision.

BL 20-11 expenditure reductions continue to apply

As previously noted, [BL 20-11](#) provided direction to departments to limit expenditures and hiring to those necessary to support core functions, emergency response activities, and the ability to maintain operations in a telework environment. Agency Secretaries and Cabinet-level Directors were authorized to make exemptions from the prohibitions in [BL 20-11](#) only in the following limited instances:

- Addressing a declared emergency.
- Providing 24-hour medical care.
- Avoiding a significant revenue loss.
- Achieving significant net cost savings.

As noted above, these provisions remain in place. While the provisions of [BL 20-11](#) do not apply to entities of California government not under the Governor's direct executive authority, it was requested that such entities implement similar or other mitigation measures to achieve budget and cash savings. Like the BL itself, the requested participation by those not under the Governor's direct executive authority also remains in effect. **In lieu of weekly reporting required in [BL 20-11](#), exemption reporting will be monthly going forward, with the next report due December 1, 2020.**

If you have any questions regarding this BL, please contact your assigned Finance Budget Analyst.

/s/ Keely Martin Bosler

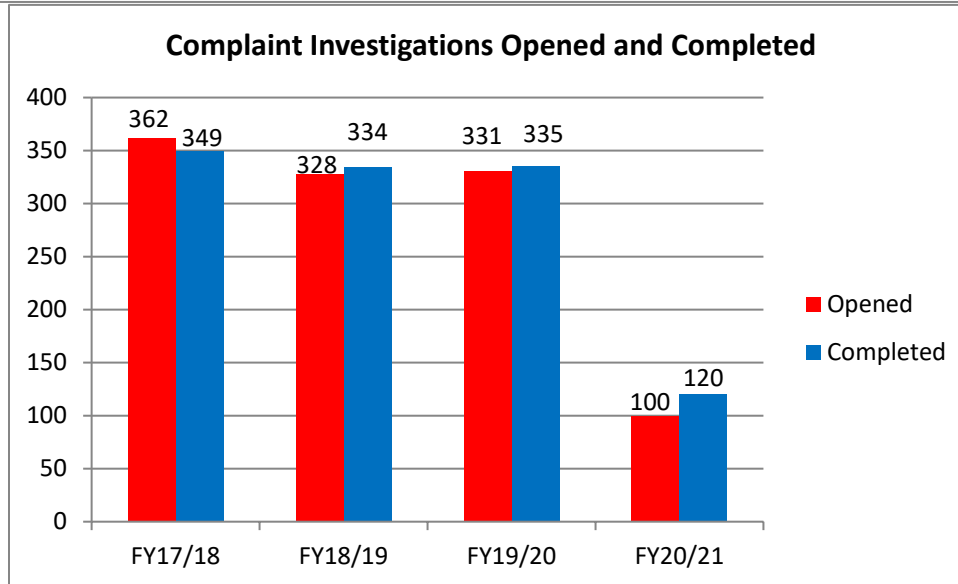
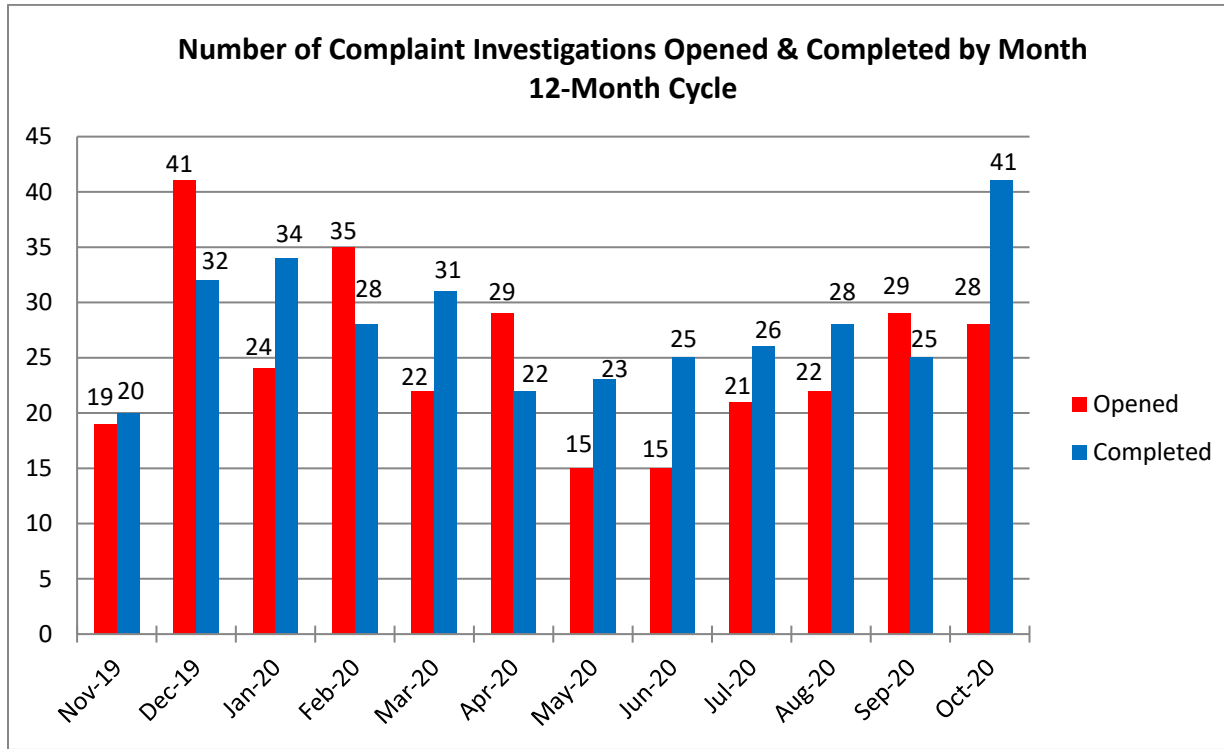
KEELY MARTIN BOSLER
Director

V. Enforcement

A. Enforcement Statistical Reports

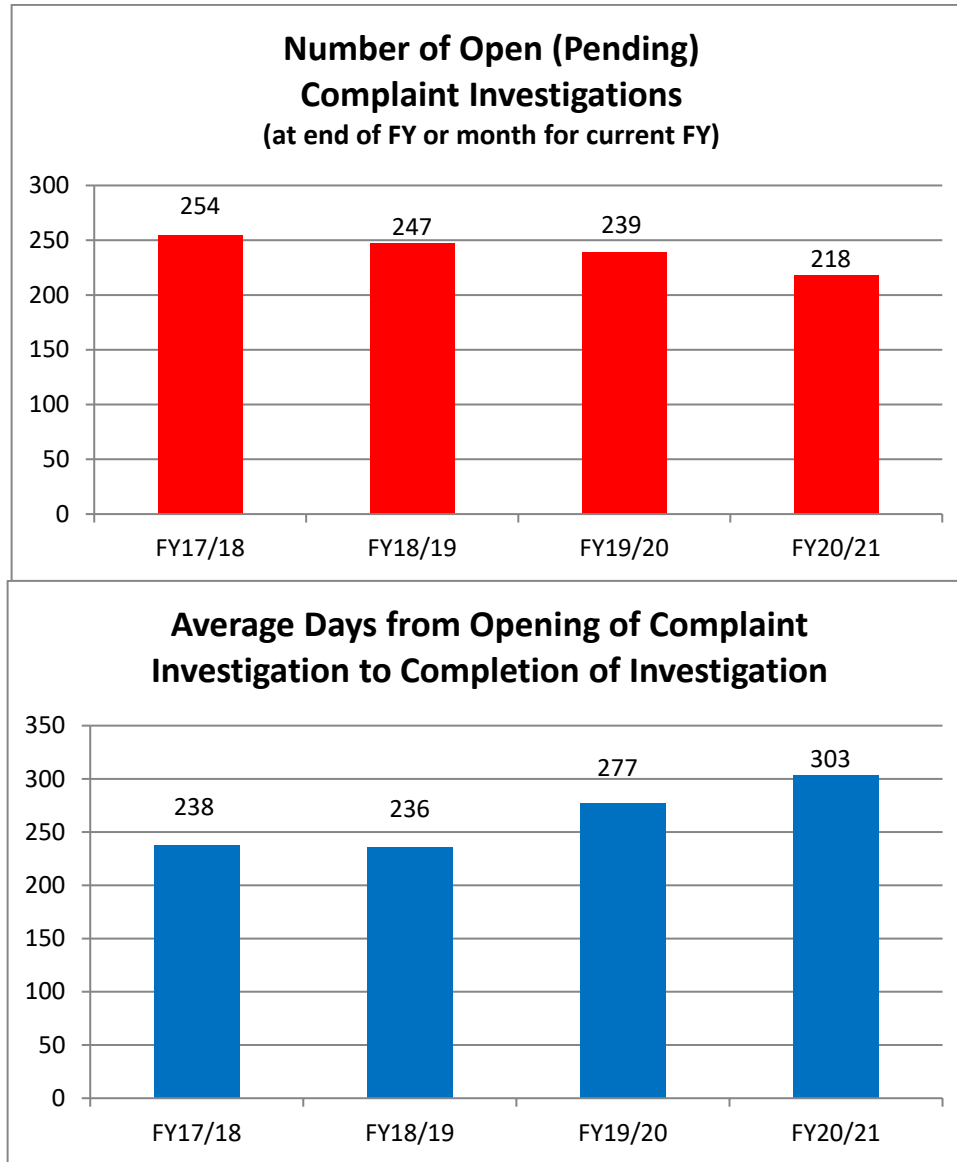
1. Fiscal Year 2020/21 Update

Complaint Investigation Phase



NOTE: FY20/21 statistics are through October 31, 2020

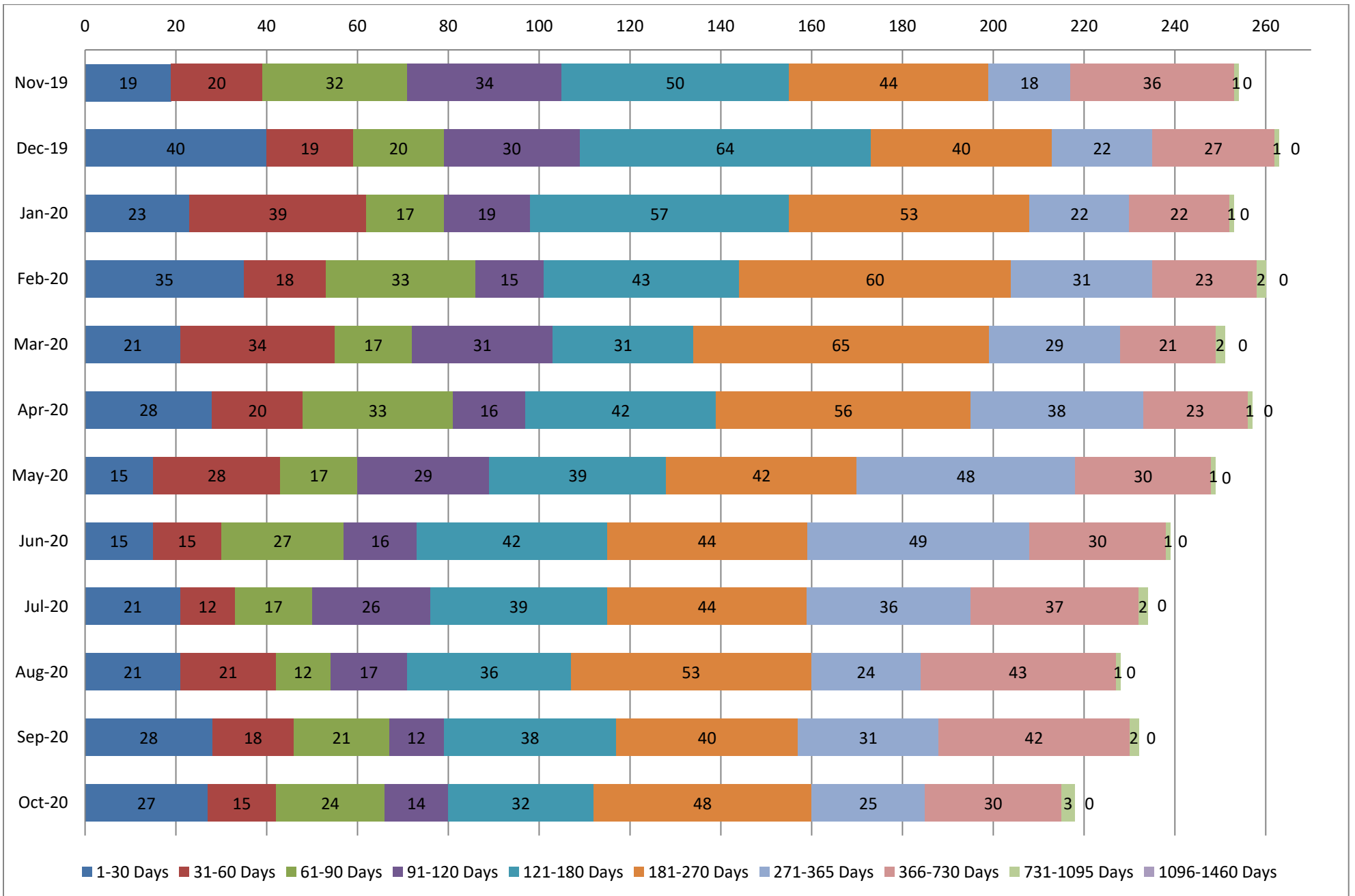
Complaint Investigation Phase



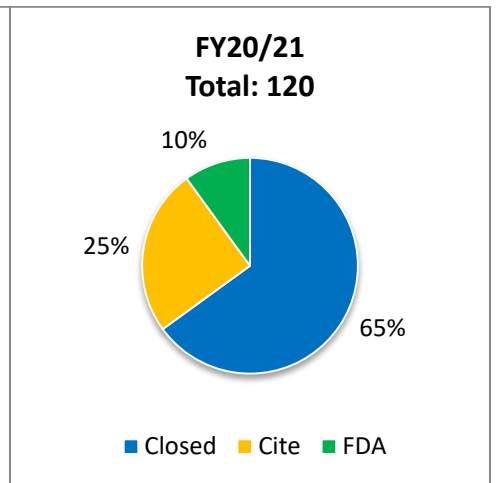
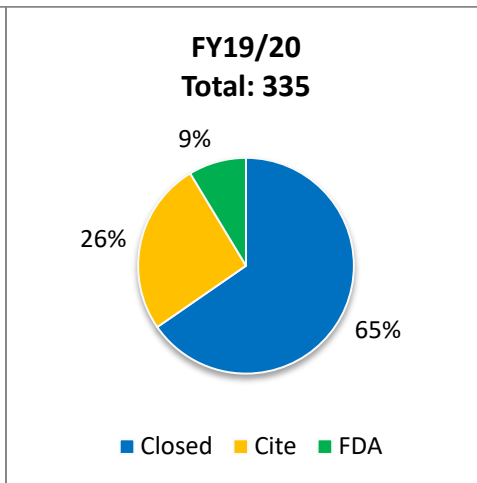
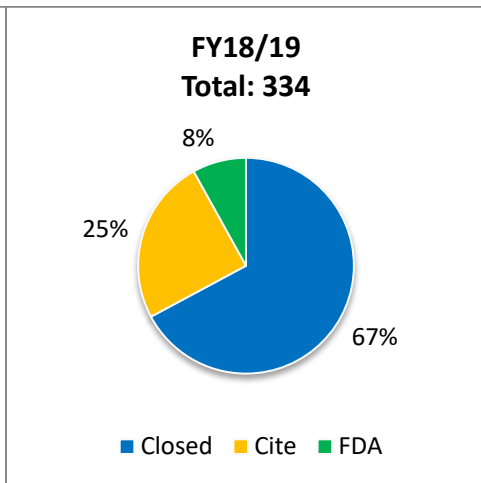
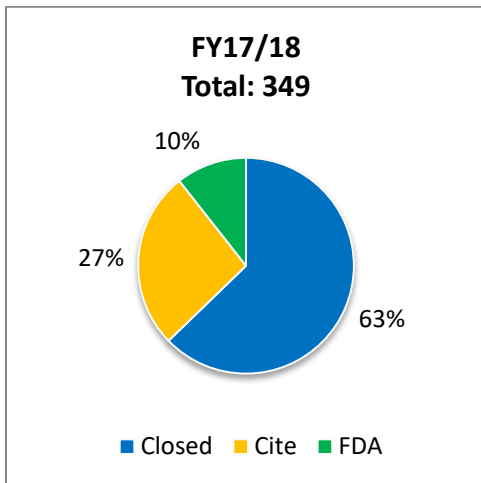
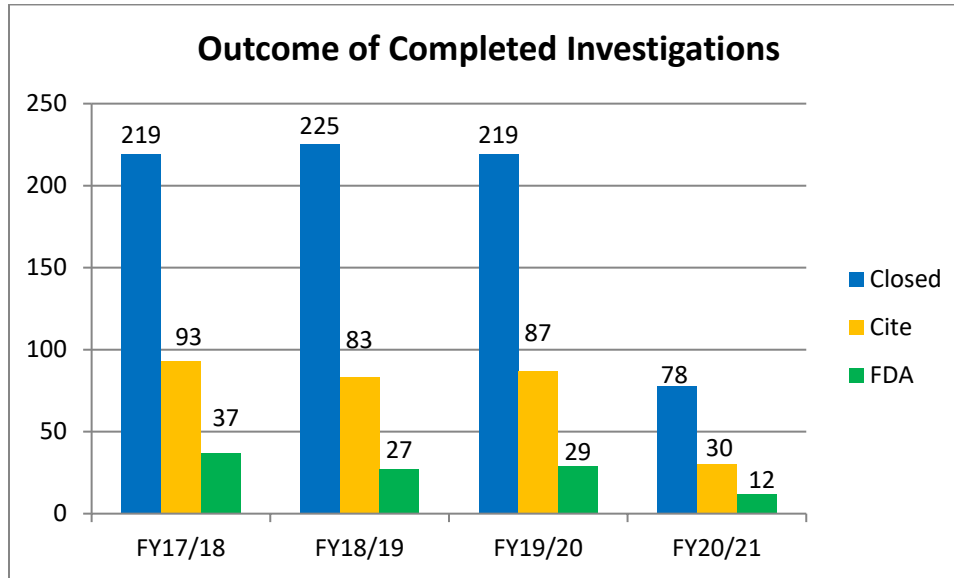
NOTE: FY20/21 statistics are through October 31, 2020

Complaint Investigation Phase

Aging of Open (Pending) Complaint Investigation Cases – 12-Month Cycle



Complaint Investigation Phase Outcome of Completed Investigations



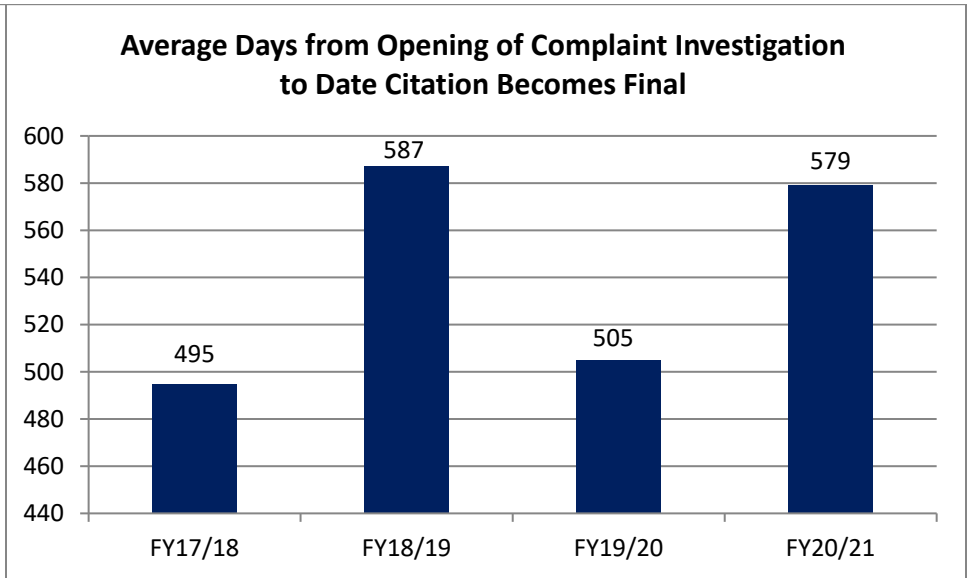
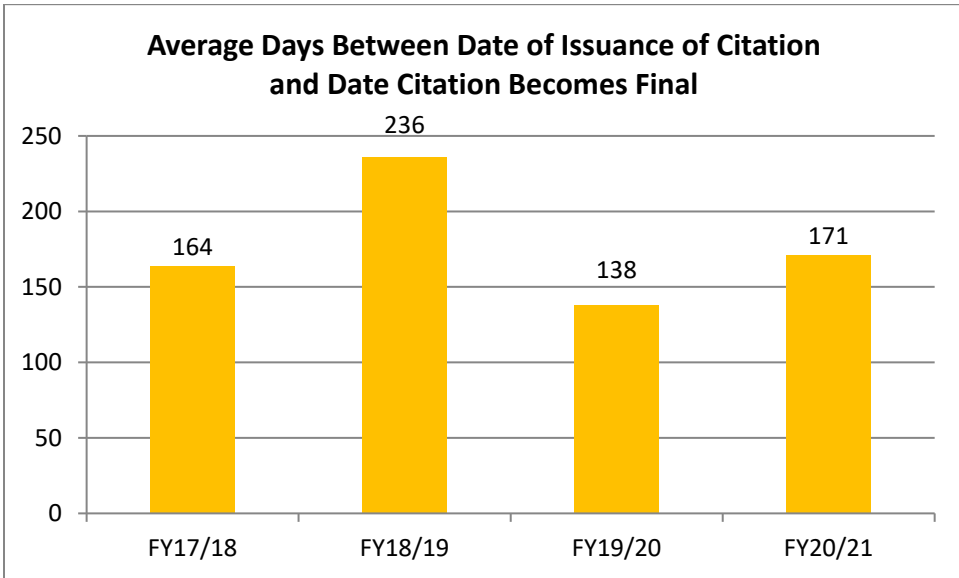
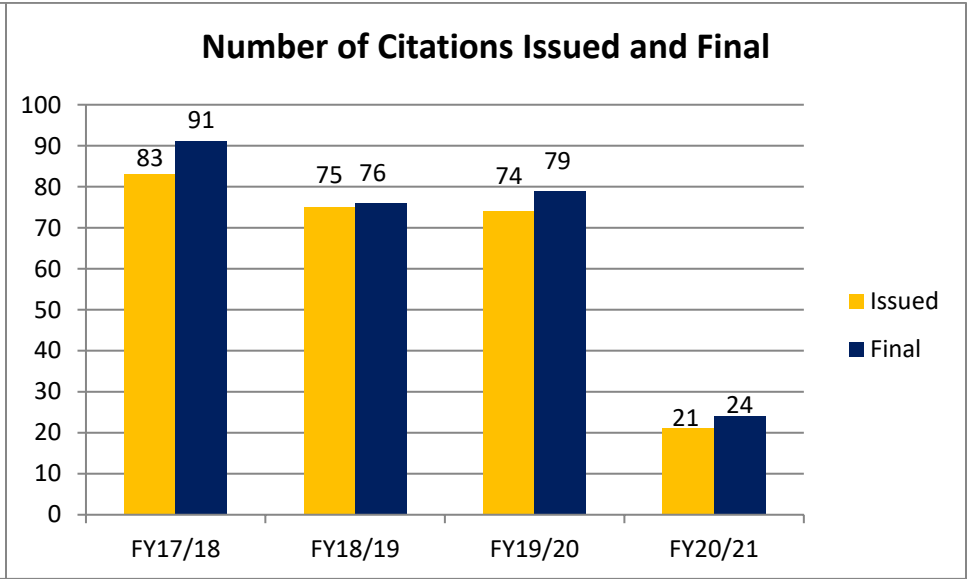
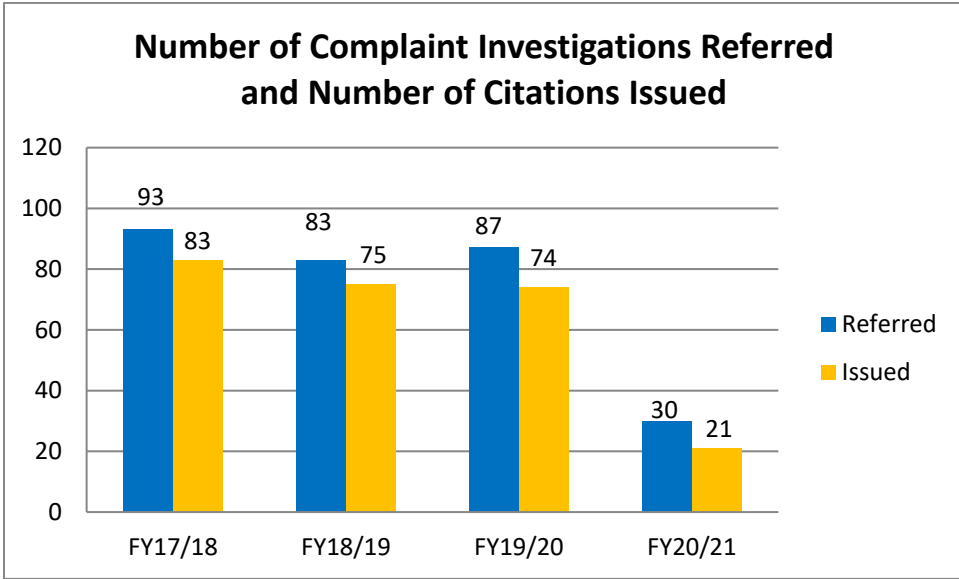
NOTE: FY20/21 statistics are through October 31, 2020

Closed with No Action Taken, includes No Violation/Insufficient Evidence; Compliance Obtained; Warning Letter; Other Reason for Closing Without Action (e.g., subject deceased); Resolved After Initial Notification; Referred to District Attorney with Request to File Criminal Charges; and Mediated.

Cite = Referred for Issuance of Citation

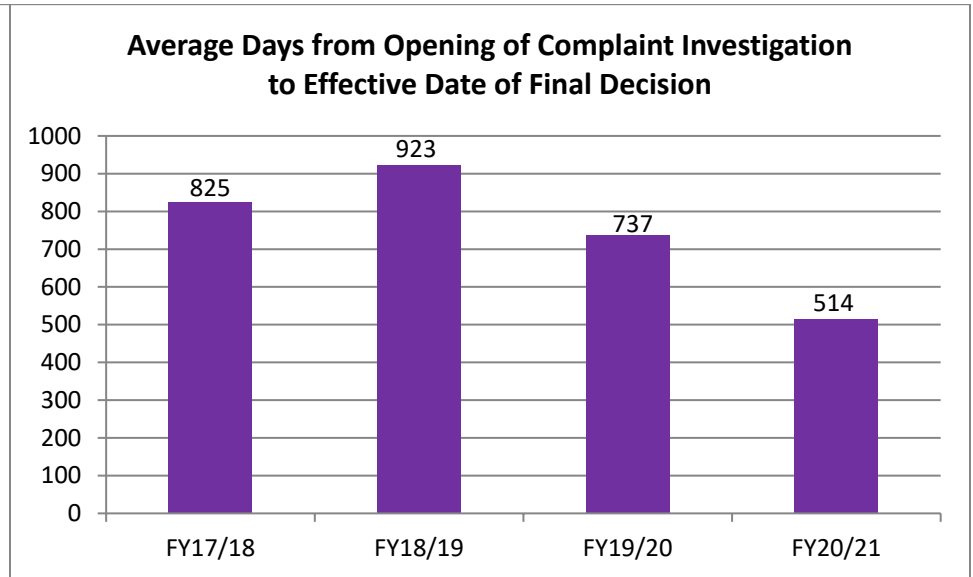
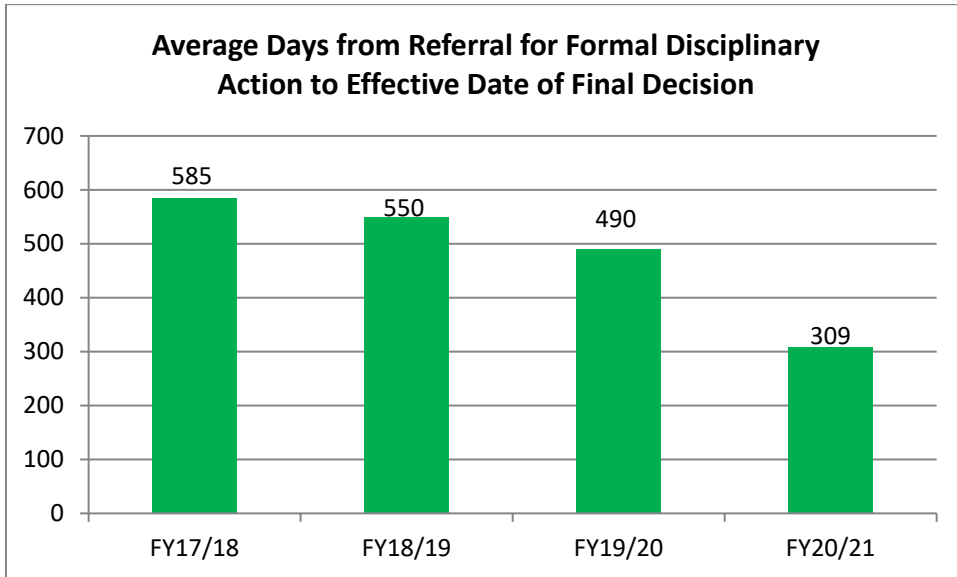
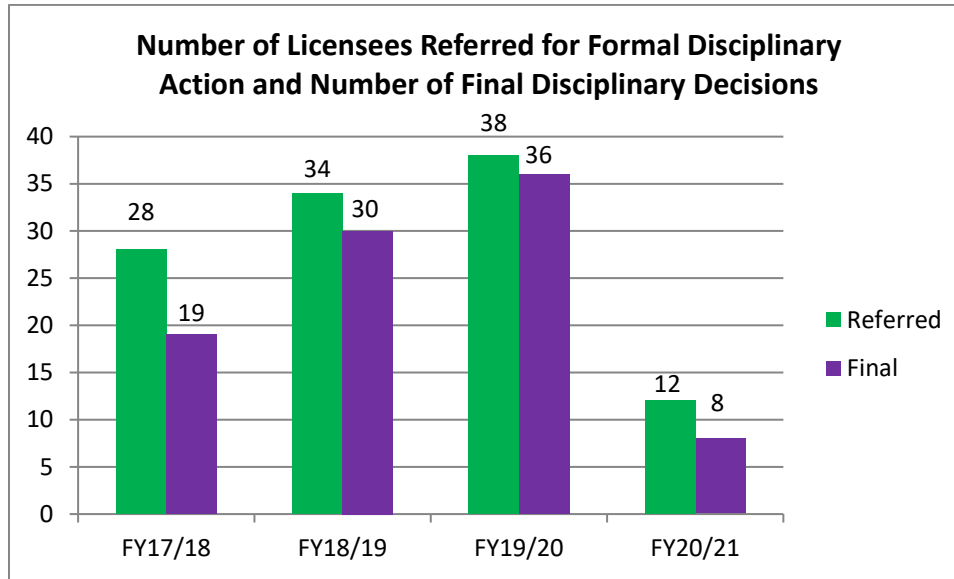
FDA = Referred for Formal Disciplinary Action

Citations (Informal Enforcement Actions)



NOTE: FY20/21 statistics are through October 31, 2020

Formal Disciplinary Actions Against Licensees



NOTE: FY20/21 statistics are through October 31, 2020

**Number of Complaint Investigations Opened & Completed by Month
12-Month Cycle**

Month	Complaint Investigations Opened	Complaint Investigations Completed
November 2019	19	20
December 2019	41	32
January 2020	24	34
February 2020	35	28
March 2020	22	31
April 2020	29	22
May 2020	15	23
June 2020	15	25
July 2020	21	26
August 2020	22	28
September 2020	29	25
October 2020	28	41

**Complaint Investigations Opened and Completed
Total by Fiscal Year**

Fiscal Year	Complaint Investigations Opened	Complaint Investigations Completed
2017/18	362	349
2018/19	328	334
2019/20	331	335
2020/21	100	120

Current Fiscal Year through October 31, 2020

**Number of Open (Pending) Complaint Investigations
(at end of FY or month for current FY)**

Fiscal Year	Number of Open (Pending) Complaint Investigations
2017/18	254
2018/19	247
2019/20	239
2020/21	218

Current Fiscal Year through October 31, 2020

Complaint Investigation Phase

Average Days from Opening of Complaint Investigation to Completion of Investigation (at end of FY or month for current FY)

Fiscal Year	Average Days
2017/18	238
2018/19	236
2019/20	277
2020/21	303

Current Fiscal Year through October 31, 2020

Outcome of Completed Investigations

Fiscal Year	# Closed	% Closed	# Cite	% Cite	# FDA	% FDA
2017/18	219	63%	93	27%	37	10%
2018/19	225	67%	83	25%	27	8%
2019/20	219	65%	87	29%	29	9%
2020/21	78	65%	30	25%	12	10%

Current Fiscal Year through October 31, 2020

Closed = Closed with No Action Taken, includes No Violation/Insufficient Evidence; Compliance Obtained; Warning Letter; Other Reason for Closing Without Action (e.g., subject deceased); Resolved After Initial Notification; Referred to District Attorney with Request to File Criminal Charges; and Mediated.

Cite = Referred for Issuance of Citation

FDA = Referred for Formal Disciplinary Action

**Aging of Open (Pending) Complaint Investigation Cases
12-Month Cycle**

Month	0-30 Days	31-60 Days	61-90 Days	91-12 Days	121-180 Days	181-270 Days	271-365 Days	1-2 Years	2-3 Years	3-4 Years
November 2019	19	20	32	34	50	44	18	36	1	0
December 2019	40	19	20	30	64	40	22	27	1	0
January 2020	23	39	17	19	57	53	22	22	1	0
February 2020	35	18	33	15	43	60	31	23	2	0
March 2020	21	34	17	31	31	65	29	21	2	0
April 2020	28	20	33	16	42	56	38	23	1	0
May 2020	15	28	17	29	39	42	48	30	1	0
June 2020	15	15	27	16	42	44	49	30	1	0
July 2020	21	12	17	26	39	44	36	37	2	0
August 2020	21	21	12	17	36	53	24	43	1	0
September 2020	28	18	21	12	38	40	31	42	2	0
October 2020	27	15	24	14	32	48	25	30	3	0

Number of Complaint Investigations Referred and Number of Citations Issued

Fiscal Year	Complaint Investigations Referred for Issuance of Citation	Citations Issued
2017/18	93	83
2018/19	83	75
2019/20	87	74
2020/21	30	21

Current Fiscal Year through October 31, 2020

Number of Citations Issued and Final

Fiscal Year	Issued	Final
2017/18	83	91
2018/19	75	76
2019/20	74	79
2020/21	21	24

Current Fiscal Year through October 31, 2020

Average Days Between Date of Issuance of Citation and Date Citation Becomes Final

Fiscal Year	Number of Days
2017/18	164
2018/19	236
2019/20	138
2020/21	171

Current Fiscal Year through October 31, 2020

Average Days from Opening of Complaint Investigation to Date Citation Becomes Final

Fiscal Year	Number of Days
2017/18	495
2018/19	587
2019/20	505
2020/21	579

Current Fiscal Year through October 31, 2020

**Number of Licensees Referred for Formal Disciplinary Action
and Number of Final Disciplinary Decisions**

Fiscal Year	Number of Licensees Referred for Formal Disciplinary Action	Number of Final Disciplinary Decisions
2017/18	28	19
2018/19	34	30
2019/20	38	35
2020/21	12	8

Current Fiscal Year through October 31, 2020

**Average Days from Referral for Formal Disciplinary Action
to Effective Date of Final Decision**

Fiscal Year	Number of Days
2017/18	585
2018/19	550
2019/20	490
2020/21	309

Current Fiscal Year through October 31, 2020

**Average Days from Opening of Complaint Investigation
to Effective Date of Final Decision**

Fiscal Year	Number of Days
2017/18	825
2018/19	923
2019/20	737
2020/21	514

Current Fiscal Year through October 31, 2020

VI. Exams/Licensing

A. 2020 Examinations Update

B. Presentation from Prometric, Inc. – Remote Proctoring

VII. Executive Officer's Report

- A. Rulemaking Status Report
- B. Update on Board's Business Modernization Project
- C. Personnel
- D. ABET
- E. Association of State Boards of Geology (ASBOG)
 - 1. Annual Meeting Report
- F. National Council of Examiners for Engineering and Surveying (NCEES)
- G. Update on Outreach Efforts
- H. Board Meeting – Format for Virtual Meetings

Rulemaking Overview

1. Fees and Certificates (404, 410, 3005, and 3010)

- Rulemaking file was approved by Office of Administrative Law (OAL) and filed with Secretary of State (SOS) on November 18, 2020 with an effective date of January 1, 2021.
 - Rulemaking file was transmitted to OAL for final review and approval on October 6, 2020.
 - Board approved final language and responses to comments on June 25, 2020.
 - Additional 15-Day public comment period ended on June 19, 2020.
 - Submitted for final review by DCA/Agency on February 26, 2020.
 - 15-Day public comment period ended February 2, 2020.
 - Board approved modified language for 15-day public comment period on January 16, 2020.
 - 45-Day public comment period ended on January 14, 2020.
 - DCA/Agency approved for filing with OAL for publication on November 14, 2019.
 - Submitted for initial (pre-notice) review by DCA Legal on May 30, 2019.
 - Board directed staff to pursue rulemaking proposal on November 1, 2018.

2. Repeal Professional Engineer and Land Surveyor Appeals (443 and 444)

- Board staff working with DCA Legal to prepare documents for initial notice.
 - Budgets approved on November 24, 2020 and forwarded to DCA Legal
 - Submitted to DCA Budgets October 13, 2020
 - Submitted for initial (pre-notice) review by DCA Legal on September 5, 2019.
 - Board directed staff to pursue rulemaking proposal on March 1, 2013.

3. Substantial Relationship Criteria and Criteria for Rehabilitation (416, 418, 3060, and 3061).

- Final rulemaking file submitted to OAL for review on December 2, 2020.
 - Agency approved on November 19, 2020.
 - Approved by DCA and sent to Agency on November 9, 2020
 - Sent to DOF on October 1, 2020
 - Rulemaking file submitted to DCA for final review on September 4, 2020
 - Board approved final language and responses to comments on June 25, 2020.
 - 15-Day public comment period ended on May 13, 2020.
 - 45-Day public comment period ended on April 27, 2020.

- Board approved modified language for 15-day public comment period on March 12, 2020.
- DCA/Agency approved for filing with OAL for publication on March 2, 2020.
- Submitted for initial (pre-notice) review by DCA Legal on June 11, 2019.
- Board directed staff to pursue rulemaking proposal on February 21, 2019.

4. Definition of Traffic Engineering (404)

- Board staff working with DCA Legal to prepare documents for initial notice.
 - Submitted for initial (pre-notice) review by DCA Legal on September 3, 2020.
 - Board directed staff to pursue rulemaking proposal on March 8, 2018.

5. Definitions of Negligence and Incompetence and Responsible Charge Criteria for Professional Geologists and Professional Geophysicists (3003 and 3003.1)

- Board staff preparing documents to submit to DCA Legal for review for initial notice.
 - Board directed staff to pursue rulemaking proposal on September 6, 2018.

Note: Documents related to any rulemaking file listed as “noticed” can be obtained from the Board’s website at http://www.bpelsg.ca.gov/about_us/rulemaking.shtml.

PROJECT STATUS REPORT

Reporting period:	10/07/2020 – 11/30/2020	Project title:	Business Modernization Cohort 1
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EXECUTIVE SUMMARY

Narrative Summary of Status	Schedule:	GREEN	Budget:	GREEN	Issues:	GREEN
<p>BPELSG Connect launched September 16, 2020 for Minimum Viable Product (MVP) 1 (EIT/LSIT applications; complaint submittal). Planning for Product Increment 2 phase (PI2) commenced after launch and is currently progressing through three sprints (6, 7, and 8). Scope for BPELSG in PI2 is refinements for MVP1; preparations for future application sprints, and implementation of license renewals.</p>						

PROJECT MILESTONE STATUS REVIEW

Project Milestones	Status	Completion Date	Issues Exist (Yes/No)
Project Planning Complete – Project Start	Complete	1/13/2020	No
Onboard Systems Integrator	Complete	1/31/2020	No
Sprint Planning & Development	Complete	7/10/2020	No
User Acceptance Testing (UAT)	Complete	8/21/2020	No
Go Live - MVP1	Complete	9/16/2020	No
MVP Product Increment 2	In Progress	Jan 2021	No



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

2535 Capitol Oaks Drive, Suite 300, Sacramento, California, 95833-2944

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Facsimile: (916) 263-2246

www.bpelsg.ca.gov

December 1, 2020

Message to the Board's License holders...

As many of you know, in early 2020 the Board initiated the development of a new application/licensing system designed to facilitate the submittal of applications and management of license(s) through an online portal, known as BPELSG Connect. The first release resulting from this development launched in September 2020 with online Engineer-in-Training (EIT) and Land Surveyor-in-Training (LSIT) applications in addition to online complaint submittals.

The Board anticipates that renewal of existing licenses will be included in the next release which is scheduled to occur in early 2021. Traditionally, license holders have become accustomed to receiving a renewal notification in the mail around 30-60 days prior to their license renewal date, on a biennial basis. These notices are printed and mailed by a state agency, through a cooperative agreement with the Department of Consumer Affairs (DCA) on behalf of the Board. Due to circumstances outside of the Board's or DCA's control, this other agency will discontinue production and distribution of the printed renewal notices sometime during 2021.

Once renewal functionality in the next release of BPELSG Connect becomes publicly available, it will be imperative for each individual license holder to register a new profile in the system as soon as possible to ensure that future renewal notices are received by each license holder in a timely and efficient manner.

It is anticipated that during registration, the license holder will:

- Confirm contact information including address of record
- Link their profile to their existing license(s)
- Verify receipt of a confirmation email

The Board believes that this initial process should only require approximately 10 minutes of the license holder's time to complete and will be well worth that time to ensure that each license holder is properly served in an effective manner during this transition.

Please share this message with your professional licensed colleagues and spread the word. The Board will continue to provide updates on this effort in the near future and throughout 2021.

Executive Officer Report – Item VII. E. 1 – Annual Meeting Report

Several staff members and board members attended the virtual session held on November 4, 2020. Board Member Betsy Mathieson represented the California Board during official proceedings and staff Senior Registrar Laurie Racca participated in activities as the Chair of ASBOG’s Examination Committee.

COVID-related Topics

- All state Boards cancelled the March 2020 exam
- All meetings scheduled after onset of pandemic (Council of Examiners, Executive Committee Meetings, Annual Business Meeting) have been virtual
- Task Analysis Survey (occupational analysis) scheduled for 2021 is being delayed until 2022 due to financial and logistical considerations related to COVID. \$150K has been set aside for TAS. Executive Committee has decided to delay spending those funds until potential future COVID impacts to the organization are known.
- COVID **has not** had a significant impact on ASBOG finances. COVID related expenses have been offset by COVID related savings (reduced travel expenses and meeting expenses)

Operational documents development (to be finalized soon)

- Item Writing and Review Manual
- Organizational Emergency Response Plan


Computer Based Testing


- ASBOG is negotiation with a testing vendor to administer exams by CBT.
- The fall 2020 Council of Examiners (exam workshop) was held using a CBT exam form as a “beta test”.
- Projected date for first CBT exam is Spring 2022. It may be possible to move that up to Fall 2021 depending on how the scope and contract negotiations go with the testing vendor.
- Member boards adopted the new Slate of Officers which included Rachel Kirkman (member of the North Carolina Board) as the incoming Secretary.




QUARTERLY OUTREACH REPORT (Q3)

SOCIAL MEDIA: JULY–September 2020

 TOP 5 FACEBOOK POSTS	DATE	VIEWS
State Power Flex Alert	September 4	464
COVID-19 Notice	September 3	401
State Power Flex Alert	August 24	385
Census Notice	August 21	381
State High Heat Warning	August 7	359

 TOP 5 TWEETS	DATE	VIEWS
COVID-19 Notice	September 18	493
COVID-19 Notice	August 14	479
COVID-19 Notice	July 17	475
COVID-19 Notice	July 3	468
COVID-19 Notice	July 10	457

 WEB PAGE VIEWS	VIEWS
License Lookup	284,545
Board Home Page	177,152
Applicant Information	111,549
License Information	83,504
License Renewal	81,685



OUTREACH EVENTS (Virtual): July–September 2020

KEY

- ASCE** American Society of Civil Engineers
- APWA** American Public Works Association
- CalGeo** California Geotechnical Engineering Association
- SWE** Society of Women Engineers
- YMF** Young Members Forum

AUGUST

August 20 **Geology**—Frequently Asked Questions: How to Apply for a GIT, P.G., PGP, CHG or CEG License or Certificate. Will be repeated next year before the application deadline in May. By Laurie Racca, P.G.

August 26 **Geology**—References: Completing the Independent Evaluation Form for P.G., PGP, CHG or CEG applications. Will be repeated next year before the application deadline in May. By Laurie Racca, P.G.

SEPTEMBER

September 9 **Engineering**—*Chico State* (senior civil/mechanical engineering class, 75 students). By Natalie King, P.E., and Mike Donelson, P.E.

September 21 **Engineering**—*Long Beach State* (senior class, professional practice, and CE101 students attending as well). By Natalie King, P.E., and Mike Donelson, P.E.

September 23 **Engineering**—*SWE Orange County* (all disciplines). By Natalie King, P.E., and Mike Donelson, P.E.

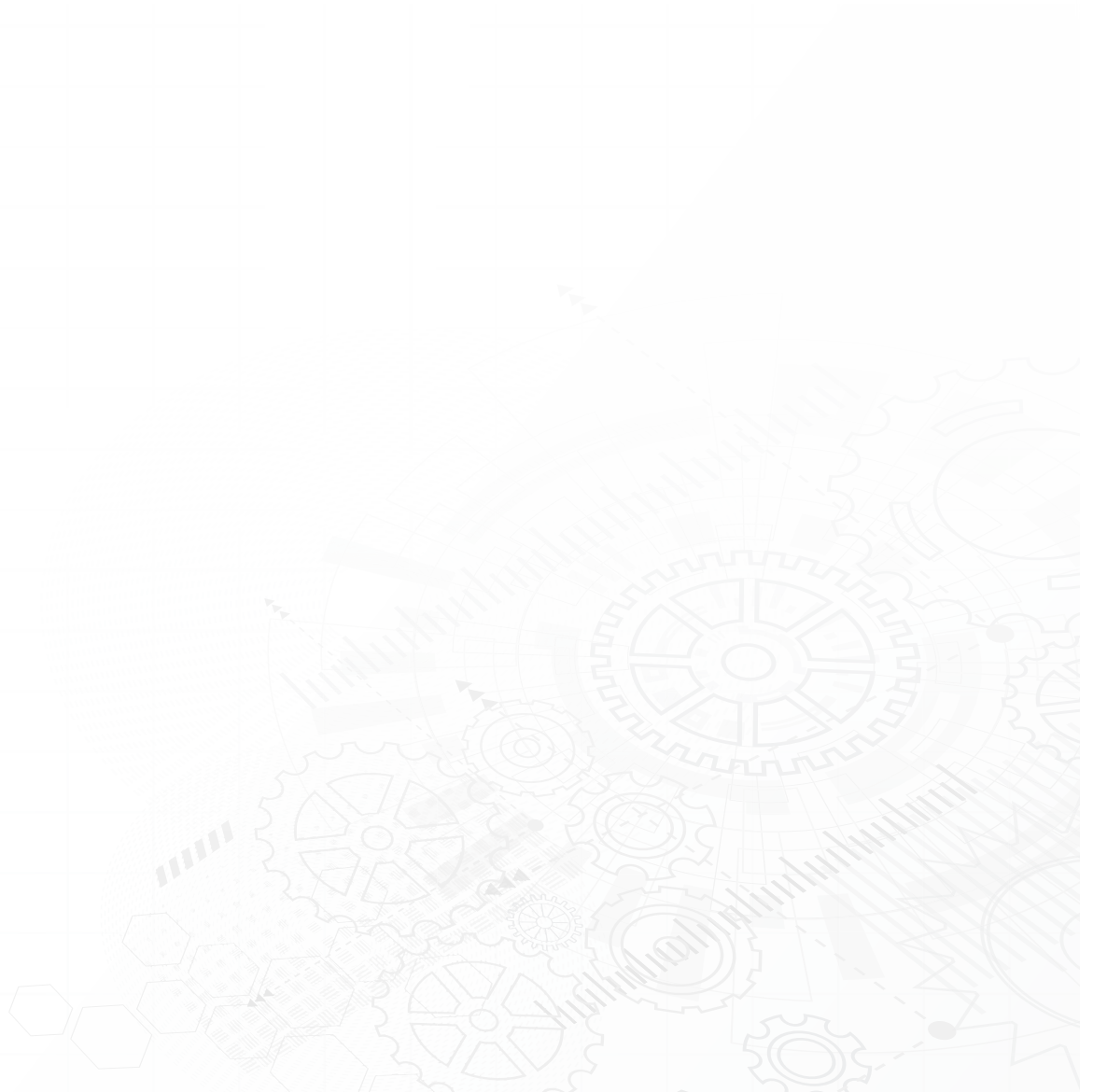




PRINTED MATERIALS: July–September 2020

Quarterly Board *Bulletin*

www.bpelsg.ca.gov/pubs/bulletin.latest.pdf



VIII. Technical Advisory Committees (TACs)

- A. Assignment of Items to TACs (Possible Action)
- B. Appointment of TAC Members (Possible Action)
- C. Reports from the TACs (Possible Action)

IX. President's Report/Board Member Activities

A. Discussion on Change in Exempt Salary Level of the Executive Officer
(Possible Action)

OFFICE OF HUMAN RESOURCES

1625 North Market Blvd., Suite N321, Sacramento, CA 95834
Phone (916) 574-8300 Fax (916) 574-8608
www.dca.ca.gov

MEMORANDUM

DATE	October 23, 2020
TO	Board Presidents and Board Chairpersons
FROM	[Original Signature on File] Nicole Le, Chief Office of Human Resources
SUBJECT	Salary Increase for Executive Officer

This memorandum provides guidance on the process by which boards, committee, or the commission (hereafter referred to as Board) may request a salary increase for their Executive Officers (EO), a term which is intended to also include Executive Directors and Registrars.

The Business and Professions Code provides Boards with the authority to employ an EO. The EOs are non-civil service, exempt employees who serve at the pleasure of the Board. Board members may appoint and set the salary for their EO. However, pursuant to Government Code section 19825, the California Department of Human Resources (CalHR) is the final approver for EO salary increases. Further, under CalHR's directive and as part of its approval process, all EO/exempt salary increase requests must be submitted as an Exempt Position Request (EPR) package that includes an Exempt Position Request Form, a justification memo for the salary increase, a duty statement, and organization charts. The EPR package must be submitted to the Business, Consumer Services and Housing Agency (Agency), and then forwarded to the Governor's Office and CalHR for approvals.

There are two types of requests that may impact the EO's salary: *exempt salary* increases and *exempt level* increases. An exempt salary increase request is when a Board requests to increase the monthly salary of the EO, whose proposed salary is within the existing salary band of the position. An exempt level increase request is when a Board requests to increase the exempt level/salary band of the EO position and not necessarily the salary of the incumbent.

It is important to recognize that the Board may recommend an adjustment to the EO salary based upon the EO's exemplary work performance and/or an increase in duties or responsibilities. As a general rule, salary increase requests should not

exceed five percent of the EO's current monthly salary, up to the maximum of the EO salary band. The Board should also not recommend any salary increase requests unless 12 months or more have lapsed since the last increase.

An increase to an exempt level/salary band should be based upon a change within the Board including, but not limited to: added responsibilities and/or organizational growth, legislative changes, additional programs within the Board, or significant staffing increases.

Below is the process to request an exempt level and/or salary increase:

- The Board President contacts the Department of Consumer Affairs' (DCA) Executive Office to request a discussion with the DCA Chief Deputy Director, Deputy Director of the DCA Office of Board and Bureau Services (OBBS), and Chief of DCA Office of Human Resources (OHR). The intent of this discussion is to ensure that the proposal is timely, that it meets the general CalHR requirements and the process is conducted in an appropriate manner.
- The OHR Chief provides the following information:
 - The effective date of the last exempt salary increase and/or exempt level increase
 - The EO's current salary
 - The EO's length of service in the position
 - Any relevant salary information (i.e., salary compaction issues, salary history, etc.)
- The Board President/Chairperson or designee works with Board staff and counsel to develop a Board meeting agenda to include notification of the potential EO salary or level increase on the meeting agenda.
- The Board votes to approve the request for an increase at the Board meeting.
- The Board President submits a written justification to support the request for salary and/or level increase to DCA OHR. The Board President may include any additional evidence that helps support the increase request. The Board is encouraged to provide statistical information of the last 12 months to justify the exempt salary increase request, and to provide statistical information of the last three years to justify the exempt level increase request. The written justification may include, but is not limited to:
 - EO's accomplishments
 - EO's exemplary work performance
 - Statistical information
 - Changes in the Board's budget
 - Changes in the Board's staff size
 - Changes in programmatic complexity and/or operational changes
 - Legislative-driven change that increase the level of complexity and sensitivity of work
 - Licensee growth and/or new license types

- Licensing and Enforcement performance measures
 - Most recent EO's performance appraisal.
- Upon receipt of the Board President's written justification, OHR prepares the EPR package and forwards the completed EPR package to DCA's Executive Office.
- The Board President and EO will be notified when the EPR package is recommended for approval from DCA's Executive Office and submitted to Agency.
- Agency will submit the EPR to the Governor's Office and CalHR.
- The Board President and EO will be notified when the EPR package is approved by the final approver, CalHR.
- If an EPR package is not approved, the Board President and EO will be notified accordingly.

If you have questions regarding the EO salary increase process, please contact the OHR Chief at (916) 574-8306 or (916) 574-8342.

cc: Kimberly Kirchmeyer, Director
Christine Lally, Chief Deputy Director
Ryan Marcroft, Deputy Director, Legal Affairs Division

X. Approval of Meeting Minutes (Possible Action)

- A. Approval of the Minutes of the August 20, 2020 and October 15-16, 2020 Board Meetings.

DRAFT

MINUTES OF THE BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

Teleconference

Thursday, August 20, 2020, beginning at 9:00 a.m.

Board Members Present:	Natalie Alavi; Fel Amistad; Alireza Asgari; Duane Friel; Kathy Jones Irish; Eric Johnson; Coby King; Asha Lang; Betsy Mathieson; Mohammad Qureshi; and Frank Ruffino
Board Members Absent:	
Board Staff Present:	Ric Moore (Executive Officer); Nancy Eissler (Assistant Executive Officer); Tiffany Criswell (Enforcement Manager); Larry Kereszt (Examinations Manager); Celina Calderone (Board Liaison); Anthony Pane and Joseph Chin (Legal Counsel)

I. Roll Call to Establish a Quorum

Mr. Moore called the meeting to order at 9:10 a.m. and a quorum was established.

II. Selection of Temporary President

MOTION:	Mr. Friel and Mr. Ruffino moved to appoint Eric Johnson as Temporary President.
VOTE:	11-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi	X				
Frank Ruffino	X				

III. Pledge of Allegiance

Mr. Ruffino led everyone in the recitation of the Pledge of Allegiance.

IV. Public Comment for Items Not on the Agenda

During Public Comment, an individual by the name of Michael asked the Board to consider online or at home testing methods.

Rouhi El-Rabaa would like the Board to consider opening the fourth quarter testing window for those who failed one or both of the California Civil Engineering examinations during the third quarter.

David Woolley discussed the rulemaking process, in reference to the amendments proposed to be made to Board Rule 416. He is concerned with the term “Professional Misconduct”. If someone is pursued under a professional misconduct allegation, it may cause a financial burden. His plan is to pursue this through the Office of Administrative Law as an underground regulation.

V. Nomination and Election of President and Vice President for Fiscal Year 2020/21

MOTION:	Dr. Qureshi and Ms. Irish moved to nominate Dr. Asgari as Board President and Ms. Alavi as Vice-President
VOTE:	11-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi	X				
Frank Ruffino	X				

9:40 a.m. Dr. Qureshi left the meeting.

VI. Administration

A. Fiscal Year 2018/19 Year-End Summary

Mr. Moore reported on the Fiscal Year 2018/19 budget summary and noted a net of about \$40,000 in positive revenue. There were no significant changes from the previous projections reported by staff.

The financial statement for Fiscal Month 1 projections for the current fiscal year represented anticipated changes to the fees that are moving through the Office of Administrative Law that will become effective the latter half of this year. It is anticipated that the new renewal fees will become effective January 1, 2021 and all other fees effective with the adoption of the rulemaking.

B. Fiscal Year 2020/21 Budget Report

Mr. Moore reported that it is estimated there will be 4.9 months in reserves at the end of Fiscal Year 2020/21 and those reserves should remain at a consistent level for a couple of years beyond. This estimate is predicated on the aforementioned fee regulations becoming effective as anticipated and subject to final closing of FY 2019/20 numbers.

VII. Legislation

A. 2020 Legislative Calendar

Ms. Eissler reviewed the legislative calendar.

B. Discussion of Legislation for 2020

AB 1263 Contracts: consumer services: consumer complaints.
This bill is dead.

AB 1616 Department of Consumer Affairs: boards: expunged convictions.

MOTION:	Mr. King and Ms. Alavi moved to take a position of watch on AB 1616, as amended July 7, 2020.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

AB 2028 State agencies: meetings.

MOTION:	Mr. King and Ms. Alavi moved to take a position of watch on AB 2028, as amended July 28, 2020.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				

Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

AB 2113 Refugees, asylees, and immigrants: professional licensing.

MOTION:	Ms. Alavi and Mr. King moved to take a position of watch on AB 2113, as amended August 4, 2020.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

AB 2549 Department of Consumer Affairs: temporary licenses.
This bill is dead.

SB 865 Excavations: subsurface installations.

MOTION:	Mr. King and Mr. Ruffino moved to take a position of watch on SB 865, as amended July 27, 2020.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				

Mohammad Qureshi				X	
Frank Ruffino	X				

SB 878 Department of Consumer Affairs Licensing: applications: wait times. Ms. Eissler reported that this bill is currently on the Assembly floor on the consent calendar for consideration.

SB 1474 Business and Professions

MOTION:	Mr. King and Ms. Irish moved to support SB 1474, as amended August 10, 2020.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

II. Enforcement

A. Enforcement Statistical Reports

1. Fiscal Year 2020/21 Update

Ms. Criswell presented the Enforcement statistics. Mr. King asked if there have been any changes brought about by the pandemic. She reported that, for the most part, they have maintained a level of normalcy. Board staff is very efficient, and delays have been minimal. The Office of Administrative Hearings came to a brief halt but is back on course. Hearings are not currently being scheduled until January.

During public comment, Mr. Woolley referenced the 2019/20 statistics. He is part of a peer group in Orange County that files complaints against professionals. When they file a complaint, it goes through a peer group that reviews them as they do not want to waste the Board's or professional's time with anything that is not substantial. Licensees who file complaints are discouraged when the case is considered a wash, and that is disheartening. He wanted to offer the Board members a different perspective. It is difficult on both parties.

III. Exams/Licensing

A. Update on 2020 California State Examinations

Mr. Kereszt reported that exam administration for Prometric exam centers resumed in July for the California Civil Seismic Principles and Engineering Surveying exams with 262 Seismic Principle candidates and 291 Engineering Surveying candidates scheduled. Considering the circumstances, there are 2,500 candidates scheduled for the remainder of the year for these two examinations, which is on trend with last year. The number of no-shows are minimal at this time. The scheduling numbers are increasing as more people become eligible for the exams. There have been minimal scheduling conflicts. The exam staff is currently working with ASBOG to secure exam locations and are presently in the contract phase for the October 2, 2020, exam administration.

NCEES has found it difficult to secure exam sites in order to accommodate as many candidates as they can while also considering social distancing guidelines. Mr. Kereszt explained that they are still moving forward with all the examinations that are scheduled and will adjust as changes arise.

Mr. King inquired about remote proctoring. Mr. Kereszt expressed his concern with examination security with remote exam administration. Ms. Irish suggested a presentation provided by Prometric for the next Board meeting to discuss remote proctoring, exam security, and what options are available in our current climate as we continue to consider how to move forward with exam administration. Mr. Kereszt will be in communication with Prometric to prepare a presentation for a future Board meeting.

During Public Comment, Jason Woodward expressed that he would like the Board to move forward with online testing and would like more examination communication.

Rouhi El-Rabaa inquired whether the Board has active plans to allow candidates who failed one or both of the California Civil Engineering examinations during the third quarter to take the examinations during the fourth quarter. He presented his points and encouraged the Board to consider his request.

B. 2019-20 Application and Licensing Update

Mr. Moore reviewed the licensing statistics.

IV. Executive Officer's Report

A. Rulemaking Status Report

Mr. Moore reported that staff is finalizing the Fees and Certificates rulemaking file for submittal to DCA to begin the final review process before it is submitted to the Office of Administrative Law.

The Professional Engineer and Land Surveyor Appeals rulemaking file has been submitted for review by DCA Legal. Ms. Eissler added that DCA provided comments that included changes to some of the forms. Once this is complete, the formal process can begin.

Board staff is finalizing the rulemaking file for submittal to DCA to begin final review process for the Substantial Relationship Criteria and Criteria for Rehabilitation. Ms. Eissler will assemble the documents that make up the final rulemaking file to submit to DCA to start the final rulemaking process.

Board staff is preparing the rulemaking file for the Definition of Traffic Engineering for submittal to DCA for the initial review.

B. Update on Board's Business Modernization Project

Mr. Moore reported that remote communications and collaboration have been going well. User acceptance testing began on July 23, 2020. He commended staff for their dedication and being able to identify several issues. The vendor, the DCA Office of Information Services (OIS), and the project management team have been working together to resolve them. Testing will end this week in terms of the initial review. Next week, regression testing will take place to ensure everything is working. The focus of this stage is EIT and LSIT application submission and submission of a complaint to the Enforcement Unit. He is optimistic that it will go live in early September. As for the budget, Mr. Moore reported that they are at 88-90% of the scheduled budget. He thanked the Project Management Team and the vendor.

Mr. King, Ms. Irish, and Ms. Mathieson expressed how well this has been managed and commended everyone involved.

During Public Comment, Alan Escarda commented on the Business Modernization Project. He is interested in knowing why the project was so successful, brought in on time, and under budget. Was it the people, process, project management techniques, smaller in scope? He suggested developing a presentation on why it was so successful. He also asked where he could find more information on the Board's website about the Business Modernization Project.

Mr. Moore advised that he would consult with the project management team regarding a presentation. He explained that the motivation was to improve how the Board conducts business, to ensure that Board staff has the most effective tools to conduct work in a reasonable, timely manner, and to improve communication with the applicants and licensees. The applicants and licensees will have their own user profile and have the ability to submit their information online during the application process, and it will provide a more effective method of renewing licenses.

C. Personnel

Mr. Moore reported that they are in the process of recruiting for the vacant receptionist position and are assembling the duty statement to replace the Administrative Unit Manager.

D. ABET

1. Fall 2020 and Winter 2021 Board Observer Opportunities

Mr. Moore previously reported that ABET had cancelled any observation visits; however, the Board has received requests for two virtual sessions in November 1-3, 2020, and February 7-9, 2021. He cannot disclose which universities. Ms. Mathieson expressed interest in the February session, and Dr. Amistad expressed interest in the November session.

E. Association of State Boards of Geology (ASBOG)

The examination staff is working to secure a suitable location in Sacramento to administer the geology exams while maintaining social distancing requirements.

F. National Council of Examiners for Engineering and Surveying (NCEES)

1. Nomination of NCEES Emeritus Member

MOTION:	Ms. Mathieson and Mr. King moved to nominate Steve Wilson to NCEES Emeritus Member.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang	X				
Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

2. Annual Meeting Update

Mr. Moore worked with Dr. Qureshi, Mr. King, and Mr. Wilson to ensure that the Board's intent was expressed in the voting. He submitted the ballot July 20 and will provide a summary at the next meeting.

G. Update on Outreach Efforts

Mr. Moore reported that the amount of in-person sessions have dramatically dropped off while online communications have increased. The Board has begun to post upcoming land surveying and geology related webinars to the Board’s website.

He added that the 2020 Certificates of Recognition are ready to be distributed. There were 249 certificates for Professional Engineers who have been licensed for 50+ years and in good standing, 80 certificates issued for Professional Land Surveyors who have been licensed for 40+ years, and 77 certificates issued for Professional Geologists who have been licensed 35+ years.

V. Technical Advisory Committees (TACs)

A. Assignment of Items to TACs

No report given.

B. Appointment of TAC Members

No report given.

C. Reports from the TACs

No report given.

During Public Comment, Mr. Woolley reiterated his concern with the rulemaking related to AB 2138 and inquired as to the availability to the public of the webinars presented by Board Staff Land Surveyor Dallas Sweeney.

VI. President’s Report/Board Member Activities

President Johnson expressed his appreciation to both Dr. Qureshi and Ms. Jones for the Board President and Vice-President nominations.

VII. Approval of Meeting Minutes

A. Approval of the Minutes of the June 25, 2020, Board Meeting

MOTION:	Ms. Mathieson and Ms. Irish moved to approve the minutes, as amended.
VOTE:	10-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Natalie Alavi	X				
Fel Amistad	X				
Alireza Asgari	X				
Duane Friel	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King			X		
Asha Lang			X		

Betsy Mathieson	X				
Mohammad Qureshi				X	
Frank Ruffino	X				

VIII. Discussion Regarding Proposed Agenda Items for Next Board Meeting

No items discussed.

IX. Closed Session – The Board met in Closed Session to discuss, as needed:

- A. Personnel Matters [Pursuant to Government Code sections 11126(a) and (b)]
- B. Examination Procedures and Results [Pursuant to Government Code section 11126(c)(1)]
- C. Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)]
- D. Pending Litigation [Pursuant to Government Code section 11126(e)]

X. Adjournment

Due to technological limitations, adjournment was not be broadcast. Adjournment immediately followed Closed Session, and there were no other items of business discussed.

PUBLIC PRESENT

Michael Michael
Rouhi El-Rabaa
David Woolley
Alan Escarda

DRAFT

MINUTES OF THE BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

Teleconference

Thursday, October 15, 2020, beginning at 9:00 a.m., and continuing
Friday, October 16, 2020, beginning at 9:00 a.m.

Thursday, October 15, 2020

Board Members Present:	President Alireza Asgari; Vice-President Natalie Alavi; Fel Amistad; Rossana D’Antonio; Duane Friel; Michael Hartley; Kathy Jones Irish; Eric Johnson; Coby King; Betsy Mathieson; Mohammad Qureshi; and Wilfredo Sanchez
Board Members Absent:	Asha Lang and Frank Ruffino
Board Staff Present:	Ric Moore (Executive Officer); Nancy Eissler (Assistant Executive Officer); Tiffany Criswell (Enforcement Manager); Larry Kereszt (Examinations Manager); Celina Calderone (Board Liaison); Anthony Pane (Legal Counsel); and Joseph Chin (Legal Counsel)

I. Roll Call to Establish a Quorum

President Asgari welcomed new Board members Rossana D’Antonio, Wilfredo Sanchez, and Michael Hartley to the Board.

President Asgari called the meeting to order at 9:00 a.m., and a quorum was established.

II. Pledge of Allegiance

President Asgari led everyone in the recitation of the Pledge of Allegiance.

III. Public Comment for Items Not on the Agenda

During Public Comment, David Woolley, PLS, discussed practice issues. He stated that staff does good job with outreach. However, with practice issues regarding professional discretion, he would feel more comfortable with a written or practice guide that has been peer-reviewed.

Mr. Hartley joined the meeting at 9:10 a.m.

Don Schinske, representing SEAOC, would like to alert the Board to a request made to get affirmation from the Board of an engineer’s right to perform inspections. There has been difficulty in some jurisdictions with planning departments allowing them to conduct inspections and check conformance with

construction documents. These are general construction inspections that do not require special certifications. He looks forward to working with the Board on this issue.

Christoph Lohr, P.E., representing the ASPE (American Society of Professional Engineers), advised that ASPE currently has an initiative with NCEES to implement a plumbing engineer exam option under the mechanical engineer discipline. NCEES has stated that they need 10 states to send letters of recommendation with a rough number of potential test takers. Currently, there are only three exam options for mechanical engineers to acquire their PE. There are no questions that covered plumbing. Over the years, it has progressively become more complex. This includes water chemistry, waterborne pathogens, medical gas systems, and natural gas. They have also seen a shift in the demographics from typically non-degreed individuals to degreed engineers who have focused their efforts on the matter of plumbing. Without an exam, there is a barrier in the way for these engineers to not have an exam that tests them on the knowledge that they are specializing in.

He is requesting that a letter of support be sent to NCEES indicating that the Board is in favor of having an exam that tests engineers on plumbing issues to allow them to get a license, which is a big part of their careers as a professional engineer to aid in promoting public health and safety.

IV. Administration

A. Fiscal Year 2019/20 Summary Report

Mr. Moore reported that the Board continues to wait on Fiscal Month 13 reports. The expenditure portion of the report was available but not the revenue. He is hoping to have the final numbers for Fiscal Month 13 for Fiscal Year 2019/20 by the next Board meeting.

B. Fiscal Year 2020/21 Budget Report

The Budget Report is current as of Fiscal Month 2 based on the September 28th activity log. The Board is relying on the Fi\$Cal reports that DCA has worked on tremendously over the last few years. DCA has implemented a reporting technology system that is referred to as QBIRT. Staff is merging the Fi\$Cal reports with the QBIRT reports which reflect the new fees anticipated to go into effect January 1, 2021.

Based on the figures provided, FY 2019/20 has about six months (6.8 months) in reserve going at least through the next couple of years. Mr. Moore reiterated that this is based on resolving the final actual numbers for Fiscal Year 2019/20 and upon our fees becoming effective January 1, 2021.

Mr. King appreciates the Guide to Reading the Financial Statement and has asked for additional bubbles of all five columns and not just the three that are

currently noted. Dr. Qureshi noted it would be more useful in the beginning of the report.

Ms. Mathieson requested a tag or balloon to notate the situation where the Board is waiting for the final FY2019/20 figures where the expenses exist but not revenue.

V. Legislation

A. 2020 Legislative Calendar

Ms. Eissler reported that the legislative session has ended for the year.

B. Discussion of Legislation for 2020 (Possible Action)

There was no discussion or action on the following items:

AB 1616 Department of Consumer Affairs: boards: expunged convictions.

AB 2028 State agencies: meetings.

AB 2113 Refugees, asylees, and immigrants: professional licensing.

SB 865 Excavations: subsurface installations.

SB 878 Department of Consumer Affairs Licensing: applications: wait times.

SB 1474 Business and Professions

VI. Enforcement

A. Enforcement Statistical Reports

1. Fiscal Year 2020/21 Update

Ms. Criswell reviewed the Enforcement statistics. She reported that there has been a very lengthy investigation on an unlicensed company that got the attention of the San Bernardino County District Attorney's Office. Earlier in the month, criminal charges were filed against a company originally known as Group Land Surveyors. Previously, the Board had cited individuals, and took disciplinary action against licensees for their involvement in aiding and abetting. However, more evidence was obtained indicating that they were offering their services through the internet, taking money, and then providing no services whatsoever, which are considered financial crimes. Business names were created that mimicked legitimate land surveying companies and then they went to the extent of actually taking over and creating a website of a legitimate licensed land surveyor's company. The company suffered greatly having clients calling, accusing them of services not being rendered. There were seven felony counts related to grand theft and identity theft filed against two individuals. Those counts were just filed, and Ms. Criswell is hopeful to be able to announce better news at such time as they move through the criminal process.

VII. Exams/Licensing

A. 2020 Examinations Update

Mr. Kereszt, Exam Development Manager, reported on the Fall 2020 Exam Administration. All of the Geology program exams have already been administered for the Fall, and the Engineering and Land Surveying exams will be administered in the next coming weeks. The Traffic Engineer examination began today with a 15-day testing window that will end on October 30th. The Geotechnical Engineer examination, which has a 15-day testing window, will be administered November 1 through November 15. The Land Surveying examination will be held on October 27. The national ASBOG examinations for the Practice of Geology and the Fundamentals of Geology were both administered on October 2nd. As a result of social distancing and the restrictions on large gatherings, the exams were administered in four locations in Sacramento, whereas typically there are only two.

Mr. Kereszt reported that there were 335 candidates who were eligible to take the Fundamentals of Geology examination. Of those candidates, 190 chose to postpone until March 2021. That left 145 candidates who took the examination. For the Practice of Geology, there were 135 eligible, and 60 postponed to March 2021, leaving 75 to take the exam. For the California specific exam for Geology, there were 106 candidates eligible and 32 of those candidates chose to postpone.

The March 2021 ASBOG exam administrations are the only examinations the Board continues to physically administer in paper/pencil format, and a location for the exams to be administered will need to be secured in Southern California.

Mr. Kereszt noted an amendment to the first quarter results for the seismic principles are incorrect. The total number of candidates should have been 319, and the number passed should have been 177. The passage percentage rate remains correct at 55%.

During Public Comment, Christoph Lohr expressed his interest in the NCEES numbers for the Mechanical Engineering examination.

During Public Comment, Alan Escarda, representing PECG, noted that there were discussions at the previous Board meeting on a presentation for alternate testing methods and added that there are members who are very interested in these methods, especially those in rural areas.

Mr. Moore reported that staff attempted to coordinate with Prometric but were not able to finalize details in time for this meeting. Mr. Kereszt is attempting to schedule the presentation for the next Board meeting.

VIII. Executive Officer's Report

A. Rulemaking Status Report

Fees and Certificates (404, 410, 3005, and 3010) - Rulemaking file was provided to the Office of Administrative Law (OAL) for final review and approval

on October 6, 2020. Mr. Moore is anticipating that the fees will become effective January 1, 2021.

Repeal Professional Engineer and Land Surveyor Appeals (443 and 444) - Board staff is working with DCA Legal to finalize documents for initial notice.

Substantial Relationship Criteria and Criteria for Rehabilitation (416, 418, 3060, and 3061) – The Board approved the final language and the responses to comments at the June 25, 2020, meeting, and the rulemaking file has been submitted to DCA for final review.

Definition of Traffic Engineering (404) – Board staff is working with DCA Legal to prepare the documents for initial notice.

During Public Comment, Alan Escarda reported that Caltrans has initiated a Lean 6 Sigma team to make travel expense claim reimbursements for exam registration and renewal fees through a mass program. He explained the current manner in which these fees are reimbursed and noted that the Lean 6 Sigma team has identified a potential savings of up to \$3 million dollars if they are able to process claims through a mass reimbursement. He is aware that this was not identified during the implementation of the process improvement online portal but would like contact information to forward to the Lean 6 Sigma team at Caltrans to discuss this possibility. Mr. Moore noted he would be the primary contact.

Mr. Woolley, PLS, recalled that at the last meeting he expressed his concerns about professional misconduct being a part of the proposed amendments to Board Rule 418 and not being defined. He conducted some research and discovered the California State Bar has a definition of misconduct and provided examples. He noted that if this makes it through the rulemaking process, and he hopes that OAL will not approve it, the Board will need to provide its staff with specific direction as it would be not be good to be cited and have to explain misconduct when it is not defined.

B. Update on Board’s Business Modernization Project

Mr. Moore reported that BPELSG Connect launched September 16, 2020, which incorporated the functionality for the first Minimum Viable Product (MVP). Since the launch, the Board has processed approximately 300 Engineer-in-Training (EIT)/Land Surveyor-in-Training (LSIT) applications, in various stages. He is very pleased with its functionality.

Ms. Irish congratulated staff and appreciated Mr. Moore’s briefing.

Ms. Mathieson echoed Ms. Irish’s comment and thanked Mr. Moore for the good news.

D. 2021 Board Meeting Schedule (Possible Action)

Mr. Moore introduced and reviewed the 2021 Board meeting schedule as recommended by staff.

C. Personnel

Staff is continuing to work with Human Resources to recruit for the Administrative Unit Manager. Recruitment has started for an additional evaluator, and an Associate Governmental Programs Analyst (AGPA) for the Enforcement Unit.

E. ABET

Mr. Moore recalled that at the last meeting, there were two visits at which the Board was invited to be an observer. Board Members Fel Amistad and Betsy Mathieson both volunteered. Outreach Coordinator Brooke Phayer has been in communication with ABET and is in receipt of the information that they need.

F. Association of State Boards of Geology (ASBOG)

1. Fall 2020 Annual Meeting

The November 4 Annual Meeting will be held virtually.

Mr. Moore requested that the Board delegate a voting representative who will attend the Annual Meeting virtually.

MOTION:	Mr. King and Dr. Qureshi moved to nominate Ms. Mathieson as Board representative.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
Alireza Asgari	X				
Natalie Alavi	X				
Fel Amistad	X				
Rossana D'Antonio	X				
Duane Friel	X				
Michael Hartley	X				
Kathy Jones Irish	X				
Eric Johnson	X				
Coby King	X				
Asha Lang				X	
Betsy Mathieson	X				
Mohammad Qureshi	X				
Frank Ruffino				X	
Wilfredo Sanchez	X				

F. Association of State Boards of Geology (ASBOG) (Cont.)

Mr. Moore reported that one of the items ASBOG has been discussing, is migrating their examinations to computer-based testing (CBT), comparable to

that of NCEES. We would like to see them expedite the process given the issues that the Board had with having to arrange for in-person proctors, the number of examinees postponing, and meeting in large groups. Not only are we responsible for administering the paper and pencil exams, but to his knowledge, they are the only paper and pencil exams left under the Department of Consumer Affairs in California. He would like to strongly encourage ASBOG to move forward at an accelerated pace to migrate towards CBT. It was agreed that Mr. Moore will compose a letter to ASBOG encouraging them to accelerate the pace and if the Board is comfortable with that request, it would be signed by the Board President and delivered soon in time for discussion at the Annual Meeting to reinforce that notion.

- G. National Council of Examiners for Engineering and Surveying (NCEES)
Mr. Moore reported that NCEES hosted a virtual Annual Meeting on August 27, 2020. In summary, Brian Robertson, a professional engineer from the Colorado Board, who was serving as the most recent Western Zone Vice-President, was elected as President Elect for 2020/21 and will serve as President of NCEES in 2021/22. Paul Tyrell, land surveyor from the Massachusetts Board was elected as Treasurer for the term 2020 - 2023.

As for Western Zone, Scott Bishop, land surveyor from Utah, was elected as Western Zone Vice-President 2020-2022, and Dr. Qureshi was elected as Western Zone Assistant Vice-President 2020-2022.

The Board had approved nominating Steve Wilson, former land surveyor Board Member, as an Emeritus member of the California Board. As an Emeritus Member, he would be able to represent the California Board for NCEES committee assignments. The nomination was ratified during the August 2020 NCEES Board of Directors' meeting.

Ms. Irish congratulated Dr. Qureshi and extended congratulations to Mr. Wilson.

- H. Update on Outreach Efforts
No report given.

IX. Technical Advisory Committees (TACs)

- A. Assignment of Items to TACs (Possible Action)
No report given.
- B. Appointment of TAC Members (Possible Action)
No report given.
- C. Reports from the TACs (Possible Action)
No report given.

X. President's Report/Board Member Activities

President Asgari reported that the Structural Engineer Item Writing and Grading for NCEES was cancelled due to the April examination being cancelled. The October exam will be held October 22-23, 2020, and the grading is anticipated to take place virtually.

Dr. Qureshi reported on the NCEES Executive Leadership meeting between Scott Bishop, Mr. Moore, and himself. They discussed the May Zone meeting scheduled to be held in Montana. It is not certain if it will be held in person or virtually.

XI. Approval of Meeting Minutes (Possible Action)

A. Approval of the Minutes of the August 20, 2020, Board Meeting

Ms. Mathieson questioned the wording of the comments made by Mr. Woolley as she did not think they clearly expressed his intent. Mr. Moore advised that staff will review the audio recording of the meeting; however, staff generally does not reword comments made by the public. The minutes will be brought back to the December meeting.

XII. Discussion Regarding Proposed Agenda Items for Next Board Meeting

Dr. Qureshi suggested including the nomination for Western Zone Secretary-Treasurer on the next agenda.

XVI. Closed Session – The Board met in Closed Session to discuss, as needed:

- A. Personnel Matters [Pursuant to Government Code sections 11126(a) and (b)]
- B. Examination Procedures and Results [Pursuant to Government Code section 11126(c)(1)]
- C. Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)]
- D. Pending Litigation [Pursuant to Government Code section 11126(e)]

Friday, October 16, 2020

Board Members Present:	President Alireza Asgari; Vice-President Natalie Alavi; Fel Amistad; Rossana D’Antonio; Duane Friel; Michael Hartley; Kathy Jones Irish; Coby King; Mohammad Qureshi; and Wilfredo Sanchez
Board Members Absent:	Frank Ruffino, Eric Johnson; Asha Lang; and Betsy Mathieson
Board Staff Present:	Ric Moore (Executive Officer); Nancy Eissler (Assistant Executive Officer); Tiffany Criswell (Enforcement Manager); Celina Calderone (Board Liaison); Anthony Pane (Legal Counsel) and Joseph Chin (Legal Counsel)

I. Roll Call to Establish a Quorum (Cont.)

President Asgari called the meeting to order at 9:02 a.m., and a quorum was established.

III. Public Comment for Items Not on the Agenda (Cont.)

There was no Public Comment.

XIII. Hearing on the Petition for Reinstatement of Surrendered License of Claude M. Keissieh

This hearing was held on Friday, October 16, 2020, beginning at 9:00 a.m.

XIV. Hearing on the Petition for Reinstatement of Revoked License of David Hal Platt

This hearing was held on Friday, October 16, 2020, immediately following the hearing on Petition for Reinstatement of Surrendered License of Claude M. Keissieh.

XV. Closed Session – Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)]

NOTE: The Board met in Closed Session immediately following the Hearing on the Petition for Reinstatement of Surrendered License and Hearing for Petition for Reinstatement of Revoked License to decide those matters.

XVII. Adjournment

Due to technological limitations, adjournment was not be broadcast. Adjournment immediately followed Closed Session, and no other items of business were discussed.

PUBLIC PRESENT

David Woolley

Don Schinske, SEAOC

Alan Escarda, PECG

Christoph Lohr, ASCE

XI. Discussion Regarding Proposed Agenda Items for Next Board Meeting

XII. Closed Session – The Board will meet in Closed Session to discuss, as needed:

- A. Personnel Matters [Pursuant to Government Code sections 11126(a) and (b)]
 - 1. Executive Officer Performance Evaluation
- B. Examination Procedures and Results [Pursuant to Government Code section 11126(c)(1)]
- C. Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)]
- D. Pending Litigation [Pursuant to Government Code section 11126(e)]

XIII. Adjournment

Due to technological limitations, adjournment will not be broadcast. Adjournment will immediately follow Closed Session, and there will be no other items of business discussed.