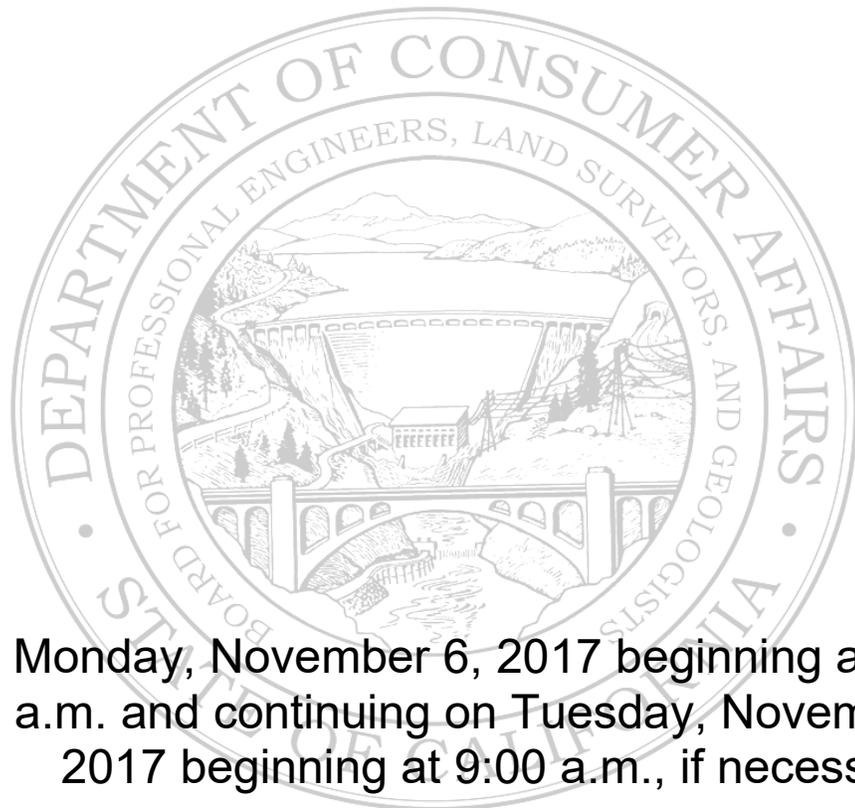




Meeting of the Board for Professional Engineers, Land Surveyors, and Geologists

Board for Professional Engineers,
Land Surveyors, and Geologists



Monday, November 6, 2017 beginning at 9:00
a.m. and continuing on Tuesday, November 7
2017 beginning at 9:00 a.m., if necessary

Department of General Services
3737 Main Street, Alvarado Room
Riverside, CA 92501

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

BOARD MEETING

NOVEMBER 6-7, 2017

Department of General Services
3737 Main Street, Alvarado Room
Riverside, CA 92501

BOARD MEMBERS

Eric Johnson, President; Betsy Mathieson, Vice President; Natalie Alavi; Fel Amistad; Kathy Jones Irish; Coby King; Asha Lang; Mohammad Qureshi; Karen Roberts; Jerry Silva; Robert Stockton; and Steve Wilson

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I. Roll Call to Establish a Quorum

II. Public Comment for Items Not on the Agenda

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V. Legislation

A. Legislative Calendar

B. Discussion of Legislation for 2017 (Possible Action):

AB 1190 (Oberholte): Department of Consumer Affairs: BreEZe system
(annual report)

SB 547 (Hill): Professions and vocations: weights and measures (BreEZe
annual report)

SB 547 (Hill D)- San Mateo

Professions and vocations: weights and measures.

Status: 10/2/2017-Approved by the Governor. Chaptered by Secretary of State. Chapter 429, Statutes of 2017.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Staff comment: SB 547 amended many different sections of the Business and Professions Code. The only section that concerns our board is Section 156. This recently amended section of law mandates the Director of DCA report the progress on release 3 entities transition to a new licensing technology platform to the Legislature by December 31 of each year. SB 547 was not an urgency bill and section 156 does not have an implementation date encompassed, therefore, the amendments made to this section of law will become effective January 1, 2018.

Business and Professions Code section 156 as amended by Chapter 429, Statutes of 2017

- (a) The director may, for the department and at the request and with the consent of a board within the department on whose behalf the contract is to be made, enter into contracts pursuant to Chapter 3 (commencing with Section 11250) of Part 1 of Division 3 of Title 2 of the Government Code or Chapter 2 (commencing with Section 10290) of Part 2 of Division 2 of the Public Contract Code for and on behalf of any board within the department.
- (b) In accordance with subdivision (a), the director may, in his or her discretion, negotiate and execute contracts for examination purposes, which include provisions that hold harmless a contractor where liability resulting from a contract between a board in the department and the contractor is traceable to the state or its officers, agents, or employees.
- (c) The director shall report progress on release 3 entities' transition to a new licensing technology platform to all the appropriate committees of the Legislature by December 31 of each year. Progress reports shall include updated plans and timelines for completing all of the following:
 - (1) Business process documentation.
 - (2) Cost benefit analyses of information technology options.
 - (3) Information technology system development and implementation.
 - (4) Any other relevant steps needed to meet the IT needs of release 3 entities.
 - (5) Any other information as the Legislature may request.

AB 1190 (Oberholte R)- Big Bear Lake

Department of Consumer Affairs: BreEZe system: annual report.

Status: 10/7/2017 Vetoed by Governor

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Governor's Message for AB 1190

To the Members of the California State Assembly:

I am returning Assembly Bill 1190 without my signature. This bill requires the Department of Consumer Affairs to post information on its homepage about the Project Approval Lifecycle as it relates to the BreEZe project. Currently, the Department of Technology post updates on their website for all information technology projects, including BreEZe, in the "Project Approval Lifecycle IT Project Proposals Report." In addition, I signed SB 547 which requires the Department of Consumer Affairs to report to the Legislature the progress it is making in transitioning its licensing programs to a new information technology system. Therefore, this bill is unnecessary and duplicative of those efforts.

Sincerely,

Governor Edward G. Brown Jr.

VI. Administration

- A. Fiscal Year 2017/18 Budget Review
- B. Update on Agencies Transition to Fi\$Cal

**0770- Professional Engineers, Land Surveyors and Geologist
Financial Statement**

Date Prepared
November 1, 2017

	FY 2016-17 Month 4 (7/16-10/16)	FY 2017-18 Month 4 (7/17-10/17)	% Change	FY 2017-18 FM 1 Projections	FY 2017-18 Updated Projections	% Change
Revenue						
1 Applications/Licensing Fees (125700)	640,344	307,732	-52%	2,829,000	2,165,409	-23%
Renewal fees (125800)	2,872,348	2,887,015	1%	6,138,000	6,251,199	2%
2 Delinquent fees (125900)	28,403	10,250	-64%	81,000	88,279	9%
Interest	14,214	No Data				
Other	126,121	No Data		134,000	117,371	-12%
Total Revenue:	3,681,430	3,204,997		9,182,000	8,622,257	-6%
Expense						
Personnel Services:						
3 Civil Service Perm.	883,267	965,472	9%	2,962,803	2,962,803	0%
4 Temp Help	37,165	54,655	47%	206,002	206,002	0%
Exam Proctor	2,063	0		5,082	5,082	0%
Board Members	1,800	2,400	33%	6,433	7,200	12%
Committee Members	500	0		2,250	2,250	0%
Overtime				1,483	1,483	0%
Total Salaries and Wages	924,795	1,022,526		3,184,053	3,184,820	0%
Total Benefits	505,506	No Data		1,528,585	1,528,585	0%
Total Personnel Services	1,430,301	1,022,526		4,712,638	4,713,405	0%
Operating Expense and Equipment:						
Fingerprints	7,552	No Data		61,802	61,802	0%
General Expense	17,354	7,411	-57%	62,716	62,716	0%
Printing	13,062	5,703	-56%	50,332	50,332	0%
Communication	6,430	6,049	-6%	27,525	36,297	32%
Postage	15,855	1,502	-91%	83,707	83,707	0%
Travel Out-of-State	0	No Data		5,188	5,188	0%
Travel In State	20,959	No Data		113,054	113,054	0%
Training	0	420		430	430	0%
Facilities Operations	352,333	389,448	11%	368,931	368,931	0%
5 C & P Services - Interdept.	300,000	510,722	70%	179,840	179,840	0%
C & P Services - External	381,170	108,892	-71%	375,299	375,299	0%
Minor Equipment	6,530	246	-96%	5,533	5,533	0%
Prorata	598,247	No Data		2,236,987	2,369,987	6%
Total General Expenses:	1,719,492	1,030,394		3,571,341	3,713,113	4%
Examinations:						
Exam Rent - Non State	0	1,282		245	245	0%
Administrative External Svcs	963,830	684,972	-29%	713,143	713,143	0%
C/P Svcs - Ext Expert Examiners	35,847	35,139	-2%	177,185	177,185	0%
Other Expense				5,177	5,177	0%
Total Examinations:	999,677	721,393		895,750	895,750	0%
Enforcement:						
Attorney General	90,558	88,730	-2%	438,759	532,380	21%
Office Admin. Hearing	0	700		92,113	92,113	0%
Evidence / Witness Fees	42,444	47,020	11%	241,016	282,120	17%
Court Reporters	1,600	No Data		3,531	3,531	0%
DOI - Investigation	98,332	No Data		235,675	235,675	0%
Total Enforcement:	232,934	136,450	-41%	1,011,094	1,145,819	13%
Total OE&E	2,952,103	1,888,237	-36%	5,478,184	5,754,681	5%
Total Expense:	4,382,404	2,910,763	-34%	10,190,822	10,468,086	3%
Total Revenue:	3,681,430	3,204,997		9,182,000	8,622,257	
Total Expense:	4,382,404	2,910,763		10,190,822	10,468,086	
Difference:	-700,974	294,234		-1,008,822	-1,845,829	

Note: The Board has not received our monthly fiscal tracking documents from the Department, therefore, certain line items are reflected as "no data." The highlighted sections in Month 4 are projections based on data regularly tracked internally at the Board without the benefit of the supplemental fiscal reports normally provided by the Department.

Financial Statement Notes

Notations:

- 1. Applications/Licensing Fees (125700):** In FY 2016/17, the Board collected 5,524 application fees, exam fees, and initial licensure fees in the first four months of the fiscal year, which equates to \$640,344 in Application and Licensing Revenue (125700). This FY the Board collected 2,748 application fees, exam fees and initial licensure fees in the first four months of the fiscal year, which equates to \$ 307,732 in Application and Licensing Revenue (125700). This is due to the refile process change enacted
- 2. Delinquent fees (125900):** Delinquent fees are collected when a licensee fails to pay their renewal on time. This line item varies greatly throughout the year and from year-to-year. Therefore, it is difficult to predict with great accuracy the total revenue collected from this line item.
- 3. Civil Service Perm.:** The total number of authorized positions granted to our Board increased from Month 4 of last fiscal year due to the addition of another manager position and filling the vacant registrar position. Additionally, the State granted a cost of living salary increase to employees.
- 4. Temp Help:** The board acquired additional in office temporary staffing this fiscal year.
- 5. C & P Services – Interdept:** The bulk of C & P Services Interdepartmental line item expenditures are allocated to Licensed State Employee Subject Matter Expert's for exam development. The full amount of the contract is encumbered at time of execution. Currently the board has 5 different interdepartmental contracts for exam development. Each contract is executed at one hundred thousand dollars. However, the Board does not anticipate the full amount of the contract will be used.

FY 2017/18 Month 4 (7/17-10/17) Column: The Board has not received our monthly fiscal tracking documents from the Department, therefore, certain line items are reflected as “no data.” The highlighted sections in Month 4 are projections based on data regularly tracked internally at the Board without the benefit of the supplemental fiscal reports normally provided by the Department.

FY 2017-18 Updated Projections Column: The data provided in this section is an updated year-end projection of our expenditures and revenue, where data is available.

Board of Prof. Engineers, Land Surveyors, Geologist and Geophysicists

Analysis of Fund Condition

(Dollars in Thousands)

2017-18 Governor's Budget

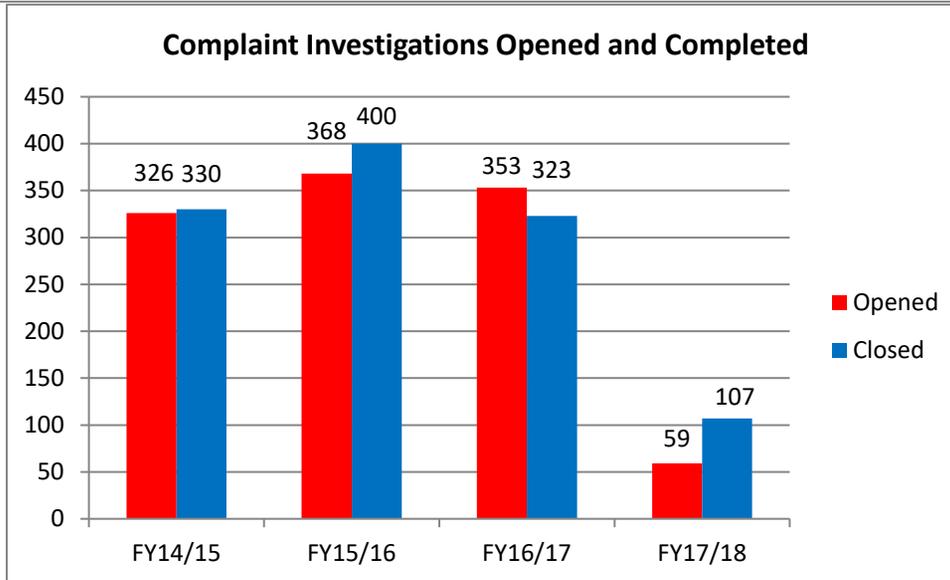
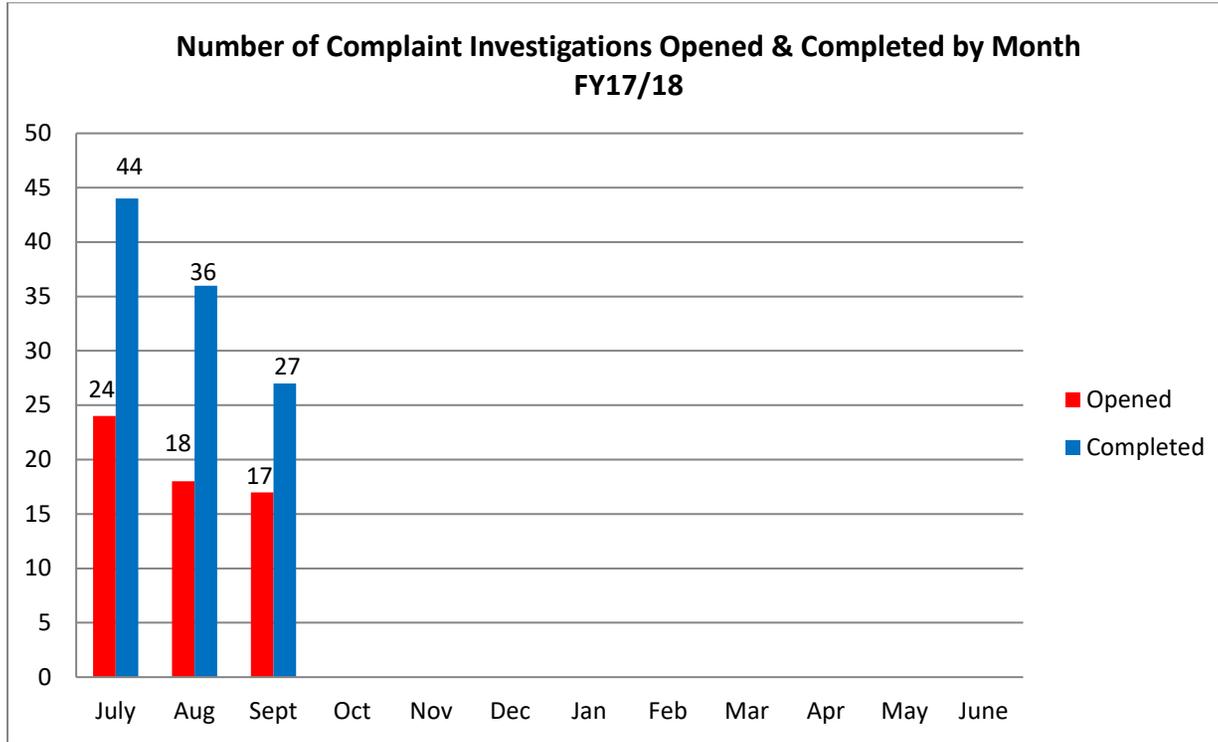
	Actual PY 2016-17	Budget Act CY 2017-18	BY 2018-19	BY+1 2019-20
BEGINNING BALANCE	\$ 8,263	\$ 10,042	\$ 8,181	\$ 6,954
Prior Year Adjustment	\$ 8	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 8,271	\$ 10,042	\$ 8,181	\$ 6,954
REVENUES AND TRANSFERS				
Revenues:				
125600 Other regulatory fees	\$ 140	\$ 105	\$ 105	\$ 105
125700 Other regulatory licenses and permits	\$ 2,423	\$ 2,165	\$ 2,178	\$ 2,199
125800 Renewal fees	\$ 6,189	\$ 6,251	\$ 6,251	\$ 6,314
125800 Delinquent fees	\$ 91	\$ 88	\$ 91	\$ 88
150300 Income from surplus money investments	\$ 61	\$ -	\$ -	\$ -
150500 Interest Income from interfund loans	\$ 70	\$ -	\$ -	\$ -
161000 Escheat of unclaimed checks and warrants	\$ 13	\$ 10	\$ 10	\$ 10
Miscellaneous revenues	\$ 1	\$ 3	\$ 2	\$ 2
Totals, Revenues	\$ 8,988	\$ 8,622	\$ 8,636	\$ 8,718
FO0001 Proposed GF Loan Repayment per item 1110-011-0770, Budget Act of 2011	\$ 3,200		\$ 800	
Totals, Revenues and Transfers	\$ 12,188	\$ 8,622	\$ 9,436	\$ 8,718
Totals, Resources	\$ 20,459	\$ 18,664	\$ 17,617	\$ 15,672
EXPENDITURES				
Disbursements:				
1111 Engineers, Land Surveyors & Geologists (State Operations)	\$ 9,853	\$ 9,784	\$ 9,980	\$ 10,179
8880 Financial Information System for CA (State Operations)	\$ 13	\$ 15	\$ -	\$ -
9900 Statewide Admin. (State Operations)	\$ 551	\$ 684	\$ 684	\$ 684
Total Disbursements	\$ 10,417	\$ 10,483	\$ 10,664	\$ 10,863
FUND BALANCE				
Reserve for economic uncertainties	\$ 10,042	\$ 8,181	\$ 6,954	\$ 4,808
Months in Reserve	11.5	9.2	7.7	5.7

VII. Enforcement

A. Enforcement Statistical Reports

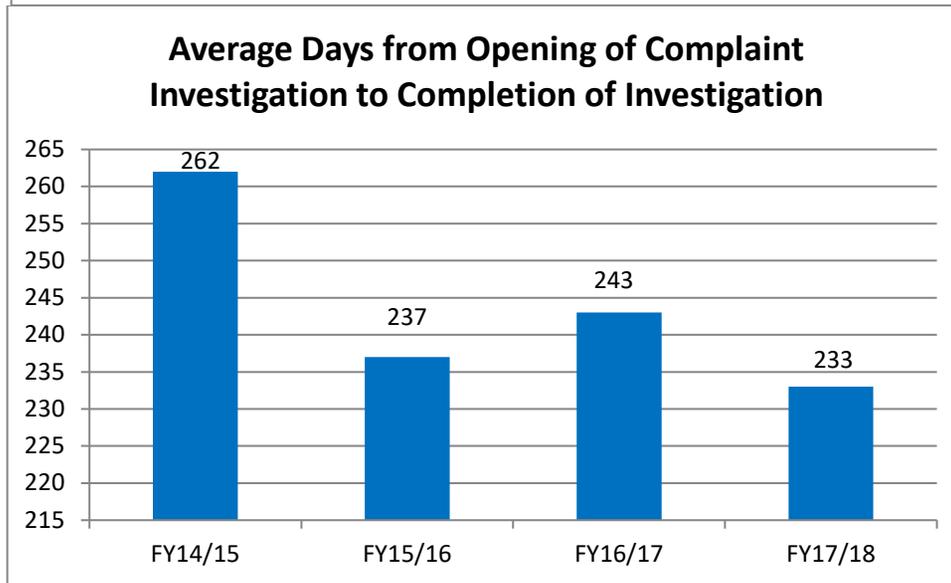
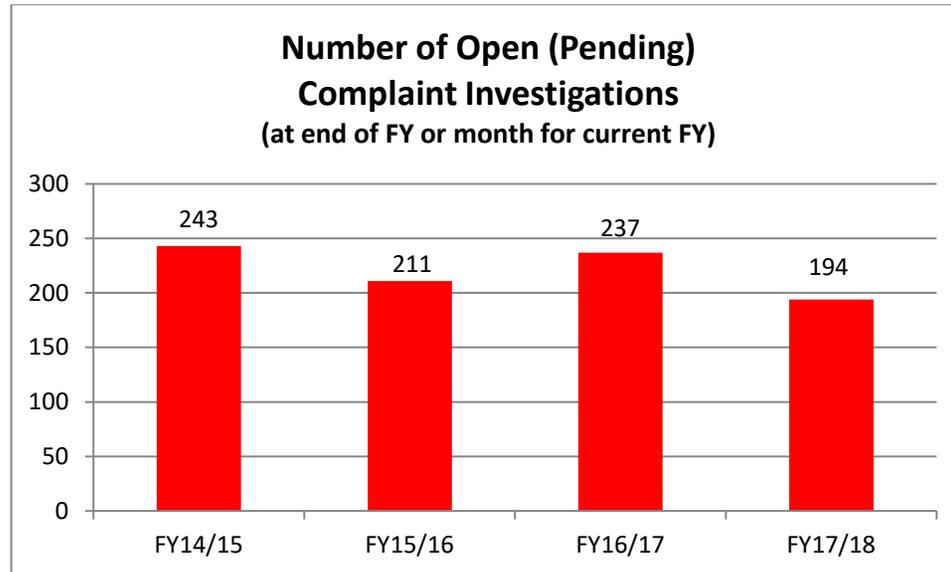
1. Fiscal Year 2017/18 Update

Complaint Investigation Phase



NOTE: FY17/18 statistics are through September 30, 2017

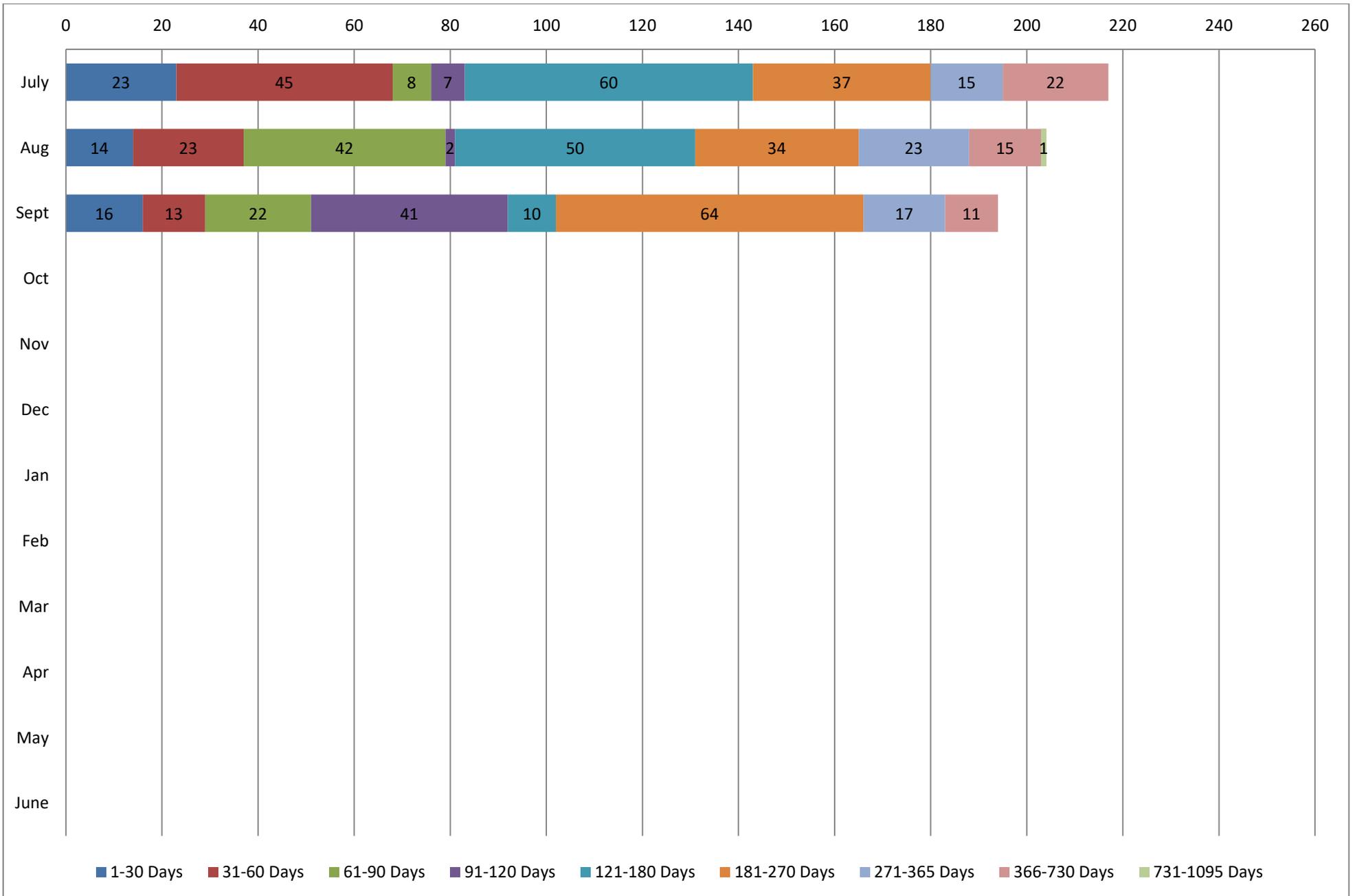
Complaint Investigation Phase



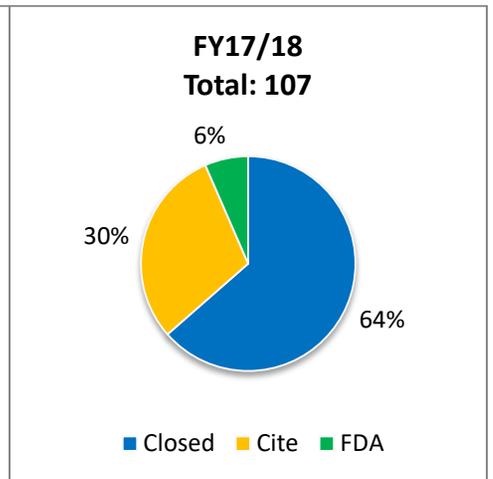
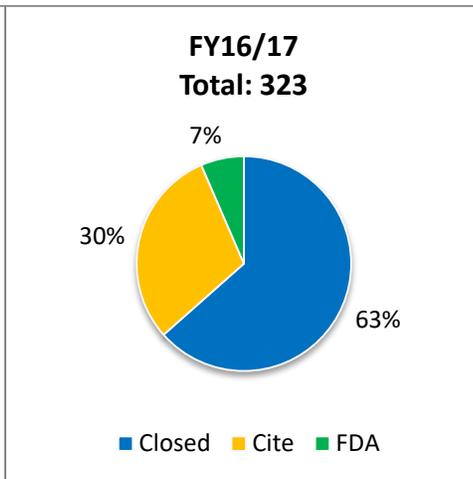
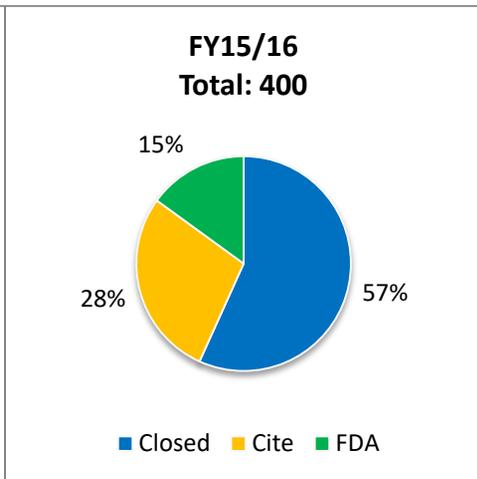
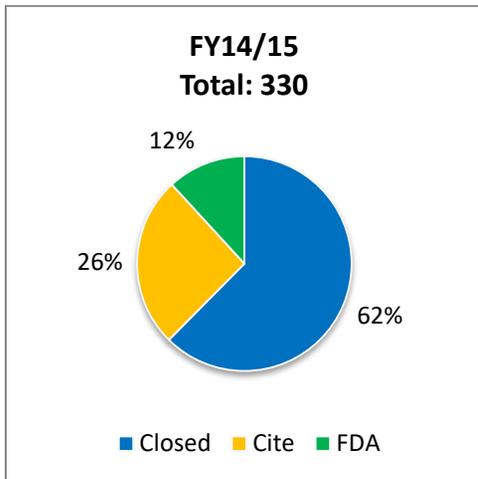
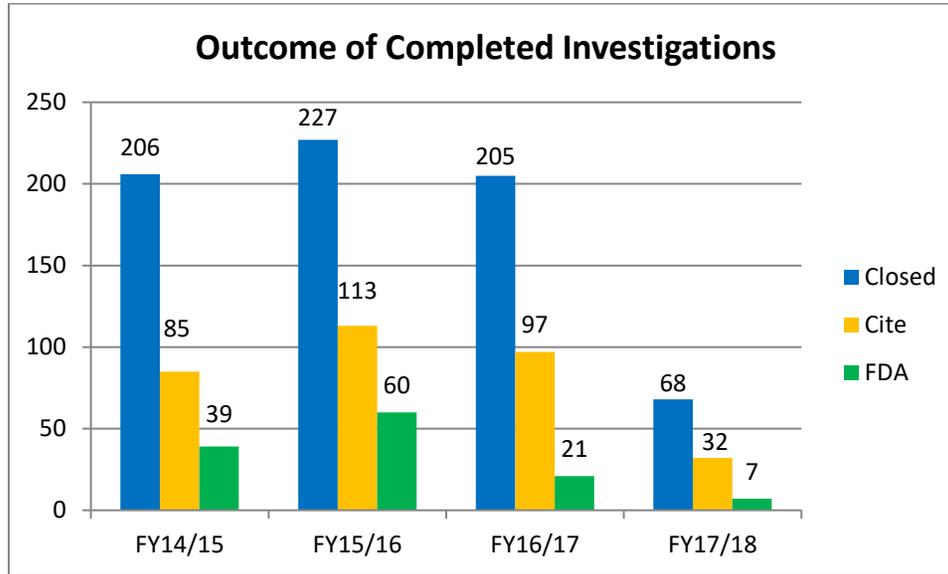
NOTE: FY17/18 statistics are through September 30, 2017

Complaint Investigation Phase

Aging of Open (Pending) Complaint Investigation Cases – FY17/18



Complaint Investigation Phase Outcome of Completed Investigations



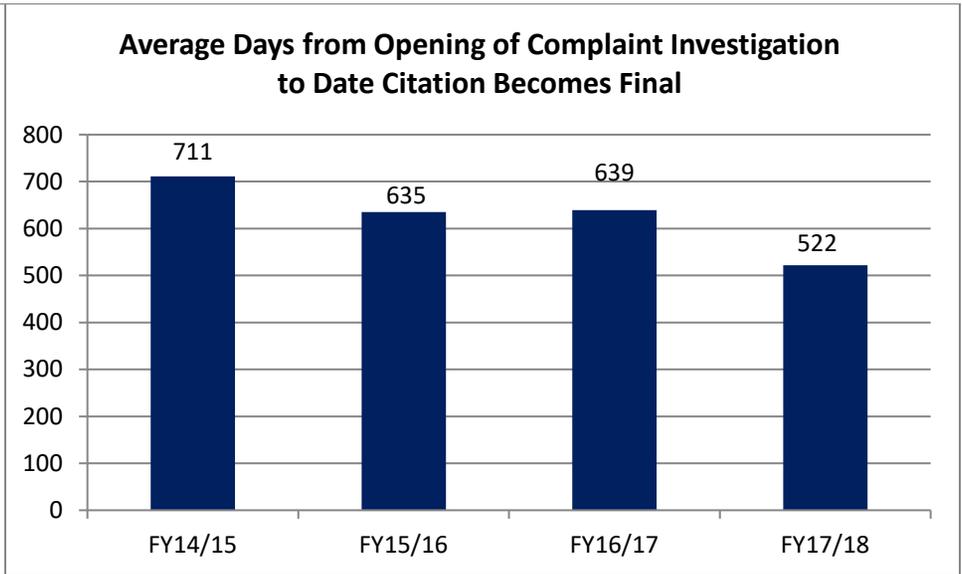
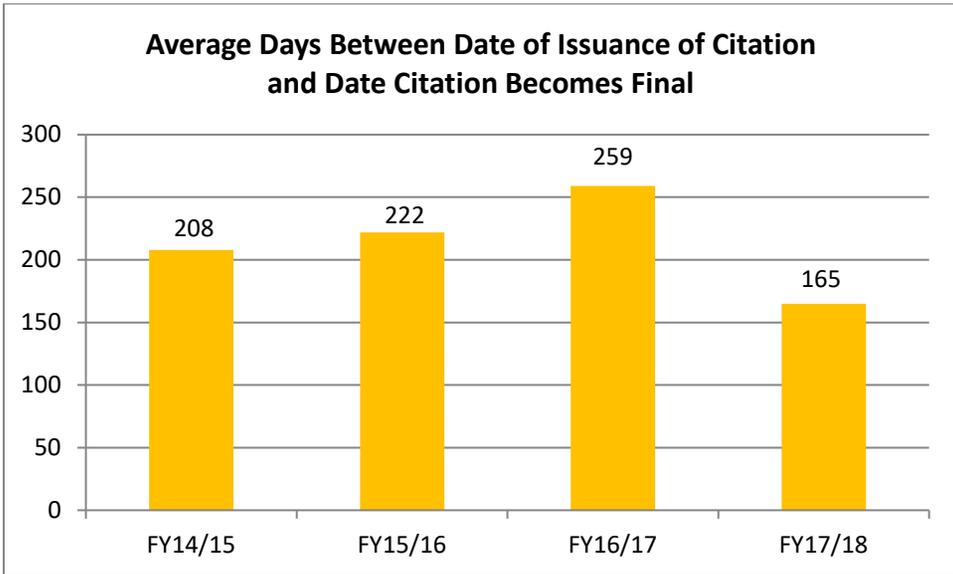
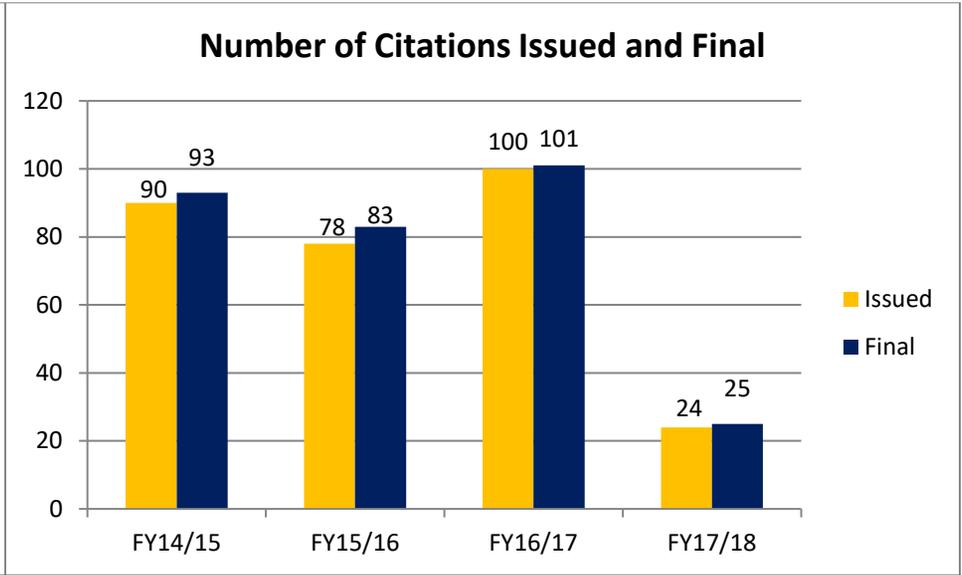
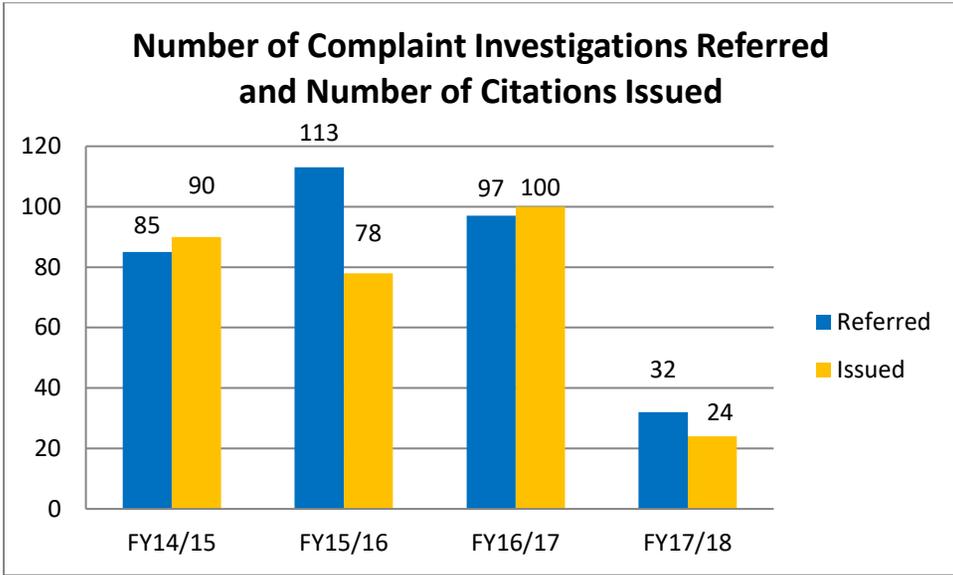
NOTE: FY17/18 statistics are through September 30, 2017

Closed = Closed with No Action Taken, includes the categories listed on the next page.

Cite = Referred for Issuance of Citation

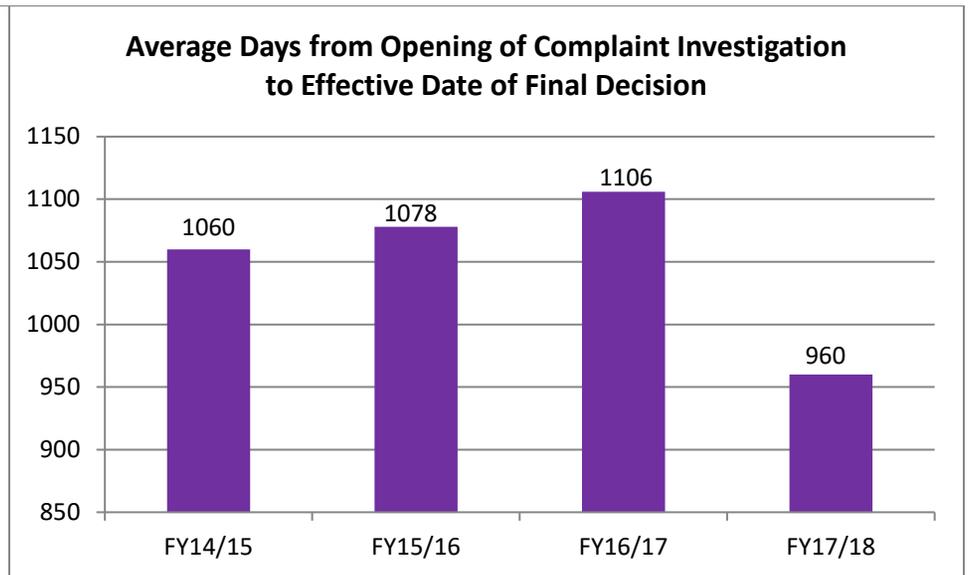
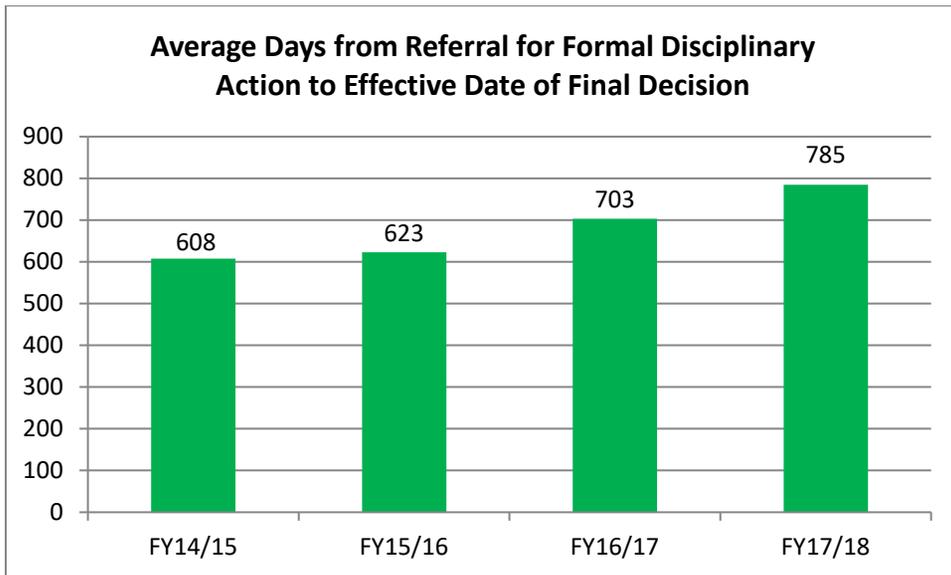
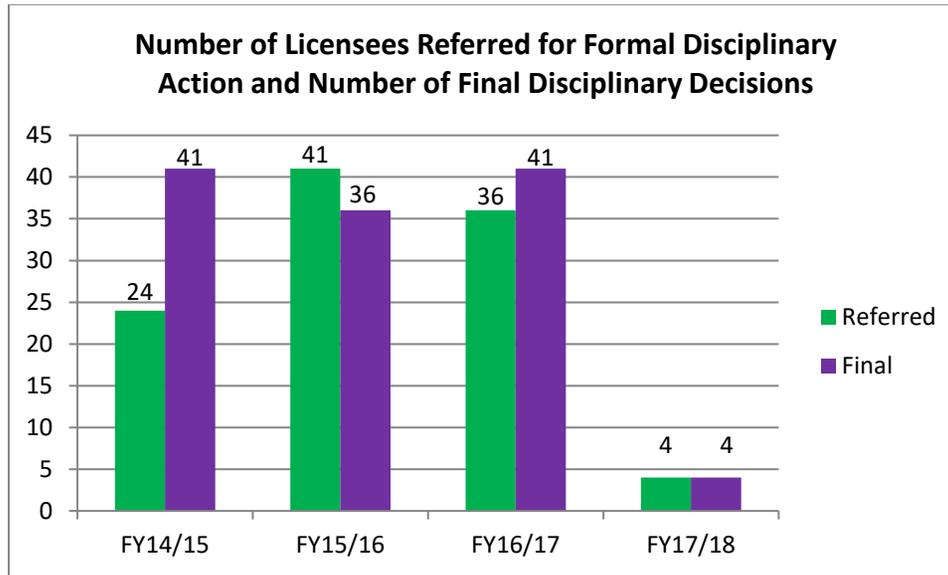
FDA = Referred for Formal Disciplinary Action

Citations (Informal Enforcement Actions)



NOTE: FY17/18 statistics are through September 30, 2017

Formal Disciplinary Actions Against Licensees



NOTE: FY17/18 statistics are through September 30, 2017

VIII. Exams/Licensing

A. Update on Fall 2017 Examinations

IX. Executive Officer's Report

- A. Legislation and Regulation Workgroup Summary
- B. Personnel
- C. ABET
- D. Association of State Boards of Geology (ASBOG)
- E. National Council of Examiners for Engineering and Surveying (NCEES)
- F. Outreach
- G. Update on Business Process Improvement Study
 - 1. DCA Business Modernization Report

Legislation and Regulations Workgroup

Legislation:

Legislation can be found under the Legislation section in the Board meeting materials.

Regulations:

1. Geology Education (3031)

- Concurrent review being done by DCA Regulations, Legal, and Budget Office.
 - Regulation language approved by DCA Legal August 16, 2017
 - Legal submitted initial package to DCA Regulations Coordinator on August 30, 2017.

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

The DCA procedure for approving rulemaking proposals has changed. Geology Education (3031) is the first rulemaking package that will undergo the new procedures.



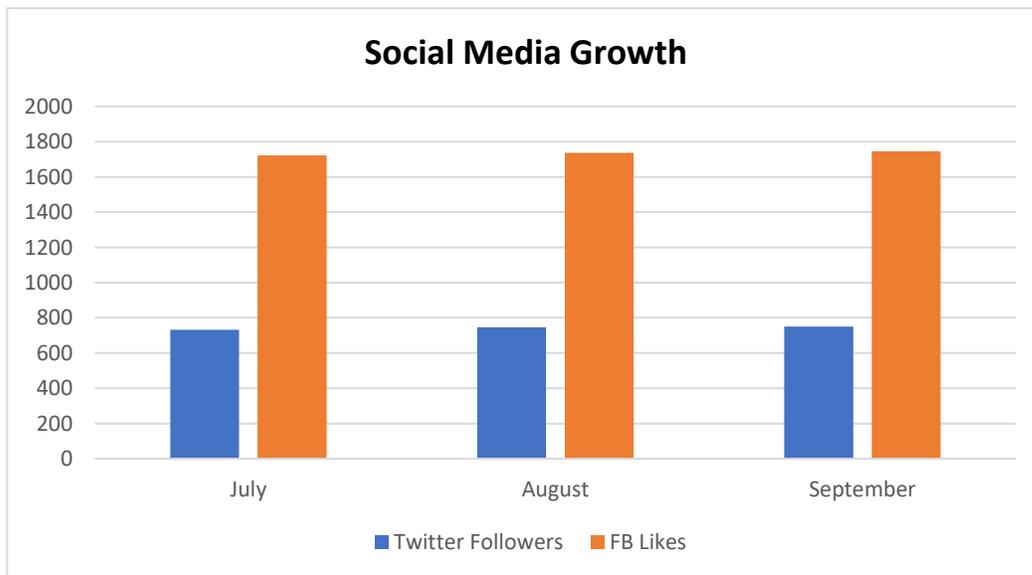
QUARTERLY OUTREACH REPORT (Q3)

SOCIAL MEDIA July - September 2017

Description	July	August	September
Followers	733	746	750
Growth		+13	+4

Facebook Growth

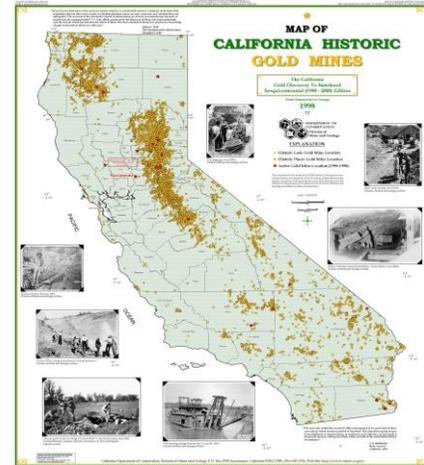
Description	July	August	September
Likes	1,723	1,736	1,745
Growth		+13	+9





Top 5 Twitter “Tweets” of Past Quarter (July – September 2017)

Twitter “Tweets”	Date Posted	Views
1. Map of Historical CA Gold Mines	Aug 10	1,075
2. Updated Strategic Plan	Aug 4	1,024
3. Summer Bulletin Posted	July 6	814
4. Damage to Pfeiffer Bridge	July 24	796
5. Geologic Faults in CA Map	Aug 24	770



CA Gold Mines – Posted August 10, 2017

Top 5 Facebook Posts of Past Quarter (July – September 2017)

Posts	Date Posted	Views
1. Big Sur’s Wettest Years	Aug 17	2,200
2. Damage to Pfeiffer Canyon Bridge	July 27	1,300
3. Map of CA Historic Goldmines	Aug 10	1,100
4. Volcanoes and Earthquakes	July 13	1,100
5. Oldest Vehicle Still Running	July 18	1,000



Damage to Pfeiffer Bridge – Posted July 27, 2017

Top 5 Webpage Views of Past Quarter (July – September 2017)

Page Title	Views
1. License Lookup	100,954
2. Home	69,414
3. Instructions on Application for a CA Engineers License	34,705
4. Professional Engineer Application	30,875
5. EIT/LSIT Certification: Information and Application	28,343



VIDEO PRODUCTION July – September 2017

- Video # 3 – License Renewal with Credit Card – Posted to Website.

This video is a step-by-step tutorial explaining how to renew licenses by credit card.

<https://youtu.be/oX3D2QXw-x8>



Board for Professional Engineers,
Land Surveyors, and Geologists

PRINTED MATERIALS July – September 2017

Fall 2017 Bulletin:

Quarterly Publication –

<http://www.bpelsg.ca.gov/pubs/bulletin.latest.pdf>

VOLUME 4 | NUMBER 3

FALL 2017

BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS

BULLETIN

FEATURES

- 1 Mud Creek Landslide: Board Licensees in Action, Part 1
- 5 Digging Deeper: Understanding Our Certificate Holders and Licenses

IN EVERY ISSUE

- 3 Board News
- 4 Get to Know Our Licensees
- 9 Outreach Events
- 11 Enforcement Actions
- 14 Default/Cons: Outcomes of Formal Administrative Disciplinary Decisions
- 14 In Memoriam
- 15 National Association News
- 16 Legislation and Regulation News and Updates
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Mud Creek Landslide: Board Licensees in Action, Part 1

Brooke Phayer, Editor

Editor's Note: This article is the first in a three-part series focusing on the May 20 landslide at Big Sur's Mud Creek; the landslide was the largest in California's recorded history.

Board-licensed engineers, land surveyors, and geologists are central to resolving the numerous problems presented by the landslide, including the repair of Highway 1, which controls access to the Big Sur area. The series will highlight those professionals and the work involved.

To learn more about the landslide, read our "Get to Know Our Licensees" article (page 4), which features an interview with Stacy Meacham, PLS, a Caltrans land surveyor who is heavily involved in the project.

Watch for our next two Board Bulletins, which will feature engineers and geologists involved in the Big Sur landslide project.

Big Sur's Mud Creek landslide dumped 5 million cubic yards of rock, dirt, and debris, reshaping the California coastline by burying a quarter mile of Highway 1, dumping slide material 600 feet out into the Pacific Ocean, and creating 15 acres of new land. At this point, it is still unclear how much of the debris Caltrans will haul away.



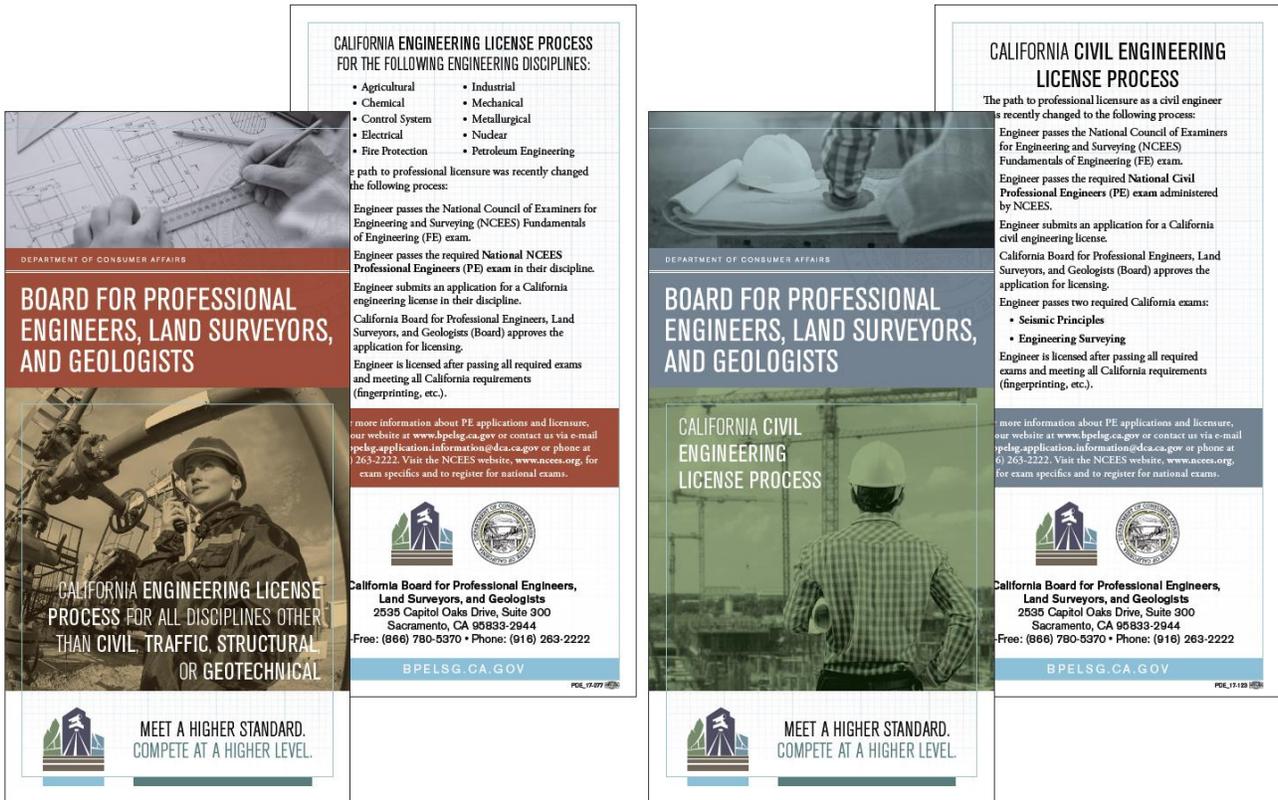
Big Sur's Mud Creek landslide, significantly covering Highway 1. (continued on page 2)

BPESL.G.CA.GOV



Publication Outreach Pieces (5" x 10"):

- The PATH to Professional Engineering Licensure for CIVIL, TRAFFIC, or GEOTECHNICAL
- The VALUE of Professional Engineering Licensure for ALL OTHER DISCIPLINES



OUTREACH EVENTS July – September 2017

CLSA Sacramento Chapter, August 3, 2017

Executive Officer Ric Moore, PLS, and Staff Senior Registrar Dallas Sweeney, PLS, made a Power Point presentation on the new application process, new laws, test statistics and enforcement updates.

CLSA Central Valley Chapter (Modesto), August 23, 2017

Executive Officer Ric Moore, PLS, and Staff Senior Registrar Dallas Sweeney, PLS, made a Power Point presentation on the new application process, new laws, test statistics and enforcement updates.

CLSA Cascade Chapter (Redding), August 31, 2017

Executive Officer Ric Moore, PLS, and Staff Senior Registrar Dallas Sweeney, PLS, made a Power Point presentation on the new application process, new laws, test statistics and enforcement updates.

CLSA Monterey Chapter & Monterey Student CLSA Chapter, September 13, 2017

Executive Officer Ric Moore, PLS, and Staff Senior Registrar Dallas Sweeney, PLS, made a Power Point presentation on the new application process, new laws, test statistics and enforcement updates.



**Department of
Consumer Affairs**

**Board for Professional
Engineers, Land Surveyors, and
Geologists**

Business Modernization Report

DEVELOPED BY:

Department of Consumer Affairs
Office of Information Services
Project Management Office

And

Board for Professional Engineers, Land Surveyors,
and Geologists

For the reporting period of July 1, 2017 – September 30, 2017



REVISION HISTORY

Revision	Date	Description	Author
0.1	08/01/17	Initial draft	Marisa Rey
0.2	9/20/17	Incorporated Timelines & minor revisions	Marisa Rey

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1 INTRODUCTION

1.1 Overview

The Department of Consumer Affairs' (Department) Business Modernization Plan lays out the structured approach of the Business Modernization Strategy. This Business Modernization Report (Report) details the comprehensive record of the Board for Professional Engineers, Land Surveyors, and Geologists (BPELSG) summary of business activities, findings, recommendations, project approvals, and proposed timelines; and leverages information collected since the early stages of the planning activities. The guiding principles driving this effort are derived from the BreEZe Project Lessons Learned and the Bureau of State Audit's BreEZe report dated February 12, 2015, to ensure that business decisions align not only with the Department's Strategic Plan but also with the BPELSG's specific requirements and overall readiness.

The findings, challenges and opportunities, recommended approach, and anticipated timelines are provided in this consolidated report. Additional details about the Department's Business Modernization Strategy may be obtained by contacting the Project Management Office (PMO), within the Department's Office of Information Services (OIS).

This is a living document developed and maintained by the PMO and does not describe or contain standard project management activities or documentation; those may be leveraged directly from the program documentation and other artifacts.

1.2 Purpose

This business-driven Business Modernization Report and its underlying assessments, articulate the modernization approach and provide relevant and consistent information to stakeholders throughout the lifecycle of the Business Modernization effort while providing the Department and the BPELSG with an integrated view of activities and progress.

Business activities, effort development and outcomes are linked by clear and organized communication methods that include ongoing status reports, correspondence, periodic briefings, and regular stakeholder's meetings that provide consistency in the overall perception of this effort, allowing for a more efficient management of expectations and ongoing Executive, Management, and staff support and commitment.

2 MODERNIZATION APPROACH

Business Modernization requires a complete business process review, an acceptable level of organization readiness, and a thorough market research of information technology alternative solutions. The results of these reviews and market research will be documented in this comprehensive report, along with details for transitioning to, and sustaining, a modern environment that comprises an integrated system.

Modernization may not be a "one size fits all" effort, but instead should consider current state of the organization, total staff, and the general complexity of the BPELSG's environment. The first readiness characteristic is organizational readiness for change. As an organization-level concept, readiness for change refers to organizational members' shared commitment to implement a change and shared belief

in their collective capability to do so. Consequently, before embarking on any business modernization effort, the organization's readiness for change must be assessed.

The Department understands that each board and bureau is unique and they have different characteristics that influence readiness to change, and the readiness assessment of the BPELSG (assessments are a combination of department-led and self-assessed surveys), will allow for early detection and mitigation of barriers to change and leverage factors that contribute to successful implementation and improvements. It may not be feasible to implement a single solution across all the boards and bureaus, and all platform development and procurement activities will be based on business requirements representing the individual and specific needs of the BPELSG. During the Stage 2 Alternative Analysis of the Project Approval Lifecycle (PAL), a cost benefit analysis will be performed to determine the overall cost effectiveness for each viable option.

3 PRIORITY BUSINESS ACTIVITIES

To build a roadmap from the current to the future state, the Department has taken foundational steps and activities required to support the Department's best practices vision. Below are key activities that need to be accomplished during the modernization effort. These activities include guidance to produce findings and recommendations that could be used to develop a strategy to drive business improvements, and to conduct business process re-engineering.

- Educational Workshops.
- Conduct facilitated workshop with individuals from different areas of the organization to educate the different programs on the process and staff demands, as well as to gather all perspectives as the issues will be varied.
- Rough Order of Magnitude (ROM).
- Set program's expectations and responsibilities. Develop an inventory of business processes.
- As-Is and To-be Business Process Analysis.
- Elaboration of business processes.
- Develop business needs specifications.

3.1 Workshops & Meetings

All stakeholders will receive benefits from the successful execution of business modernization. Workshops and meetings with key stakeholders within the BPELSG were and will continue to be conducted as necessary, to assess and monitor the state of the current environment.

A list of workshops and meetings used to discuss challenges and opportunities in each program area can be found under the supporting documentation section.

3.2 Challenges and opportunities

From all meetings to date, the following information was gathered:

Area	What's Working Well	Challenges / Opportunities
Program	<ul style="list-style-type: none"> • Current infrastructure is good and quite adequate to support current activities. • Staff is experienced and knowledgeable in all different areas. 	<ul style="list-style-type: none"> • Program completely revised most of their business processes. • Business processes mapping provided the program with a good opportunity to improve some of the procedures and become more efficient • Program requested SOLIDs assistance and met with them in March to discuss their involvement and future steps. • Program completed S1BA draft and provided it to PMO on 7/13 for feedback. • S1BA revisions were completed by PMO and submitted back to program on 8/7.
System	<ul style="list-style-type: none"> • Majority of the source data is available at the appropriate level of detail. • System meets the overall needs of the program. 	<ul style="list-style-type: none"> • Current system lack advanced reporting and ad-hoc capabilities. • Online Applications. • Annual Reports • Inspections • Current system does not accept credit cards. • Opportunity to standardize and modernize.

4 ASSESSMENT CRITERIA

The following table includes preliminary assessment questions and answers that blend principles of the BPELSG, status of current processes, current perception of staff and management, and organizational readiness to change. This information was collected during meeting/s between the BPELSG and the Department. Readiness assessments, like the one summarized below, will be used throughout this effort to gauge progress and risk as we reach different milestones.

Readiness Area	Readiness Component	Not Prepared	Moderately Prepared	Highly Prepared
Culture of Organization	This Business Modernization Effort is viewed as...	<input type="checkbox"/> only a requirement of government environment.	<input type="checkbox"/> primarily a project to achieve workflow efficiencies.	✓ a component of business transformation to enable quality of service
	Staff involvement in the effort...	<input type="checkbox"/> is not feasible.	<input type="checkbox"/> primarily occurs by management for key decisions.	✓ is active and engaged
	The Executive Team...	<input type="checkbox"/> relies on the Department to provide planning guidance.	<input type="checkbox"/> delegates full responsibility for this effort to a specific person or team.	✓ devotes substantial time to planning for business modernization
	Staff and other resource(s)...	<input type="checkbox"/> have not yet been told about the effort	<input type="checkbox"/> have been given general info, but have little idea how it will impact their work.	✓ have been included in communications including some specific early planning activities.
Leadership and Management	Assess Executive Officer/Chief support of this effort as an Agent for Change	<input type="checkbox"/> Averse	<input type="checkbox"/> Neutral	✓ Champion
	Assess Board Members/Advisory Council support of this effort as an Agent for Change	<input type="checkbox"/> Averse	<input type="checkbox"/> Neutral	✓ Champion
	Assess Management Team support of this effort as an Agent for Change	<input type="checkbox"/> Averse	<input type="checkbox"/> Neutral	✓ Champion
	Assess Staff support of this effort as an Agent for Change	<input type="checkbox"/> Averse	<input type="checkbox"/> Neutral	✓ Champion
	Level of planning for success	<input type="checkbox"/> has not been discussed.	<input type="checkbox"/> is recognized, but has not been formally addressed.	<input type="checkbox"/> is understood and commitment to success is demonstrated.

Readiness Area	Readiness Component	Not Prepared	Moderately Prepared	Highly Prepared
	Staffing needs for this effort...	<input type="checkbox"/> have not been analyzed.	<input type="checkbox"/> are generally understood	<input type="checkbox"/> have been documented detailing current and proposed needs.
Workflow & Business Process Improvement	Current and/or proposed business processes are...	<input type="checkbox"/> generally, not documented today.	<input checked="" type="checkbox"/> are starting to be documented and analyzed and plan for development is in place.	<input type="checkbox"/> are documented
	SME to collaborate with development of Business Activities Artifacts	<input type="checkbox"/> are non-existent	<input checked="" type="checkbox"/> have experience and will work with SOLID or vendor to detail the tasks and activities	<input type="checkbox"/> have strong experience with current business processes to develop artifacts
Information Technology	A solution using a high-availability platform...	<input checked="" type="checkbox"/> has not been assessed	<input type="checkbox"/> is being assessed and will be determined in accordance with the Department's recommendations	<input type="checkbox"/> has an IT solution in mind and will be determined in accordance with the Department's recommendations
Total items checked in each category:		1	2	10
Additional details: Mandates (industry, legislative, departmental) unable to meet in current business scenario		<ul style="list-style-type: none"> • Online Application 		

5 ASSESSMENT RECOMMENDATIONS

The purpose of this section is to capture recommendations and duration from readiness assessments as we move forward with the Business Modernization effort.

[CURRENTLY UNDER DEVELOPMENT]

6 TIMELINES

The Department will continue to collaborate with the BPELSG to create and actively manage a comprehensive timeline. Many business activities will be executed concurrently, requiring coordination, common understanding, and collaboration across the stakeholders and project teams.

Time estimates used to determine the proposed timelines are based on an approximation of effort modified by a set of assumptions such as available resources, training required, portion of day that team members are allocated, and stakeholder involvement. Scheduling for unexpected events are recorded into the proposed timeline by adding a fixed contingency percentage to provide consistency during the effort development.

Using this method of estimation, the duration of a task shortens or extends as resources are added or removed from a task while the amount of effort necessary to complete a task remains unchanged. As the proposed timeline is optimized, the DCA PMO will progressively update the data in the BPELSG Business Modernization Report.

It is challenging to know the feasibility of a timeline from the start and it is important to emphasize the possibility of vital work that may not have been identified in this plan, such as the ongoing identification and engagement of diverse stakeholder groups, or the possibility of future modifications to the California Department of Technology's (CDT) requirements, approval process, or regulations, that will likely influence these timelines.

One of CDT's responsibilities is to review and approve Information Technology (IT) project proposals to ensure that proposed projects are based on well-defined programmatic needs, consider feasible alternatives to address the identified needs, identify a sound technical solution, implement project management best practices, and comply with state policies and procedures.

Delegated Projects: For reporting purposes, CDT delegates project management and oversight responsibilities to each agency if the project development and implementation fall within the approved threshold. This includes maintaining the PAL's stage deliverables to support the decisions relative to the project initiative.

Reportable Projects: The most significant IT projects are reportable and therefore must be formally approved by CDT through the PAL. Projects that meet one or more of the following characteristics are generally reportable:

- Estimated project cost exceeds the department's cost threshold assigned by CDT.
- A budget action is required to fund all or part of the IT expenditure.
- Projects that are specifically mandated by the Legislature.

In considering the timeline, these two possible scenarios were determined:

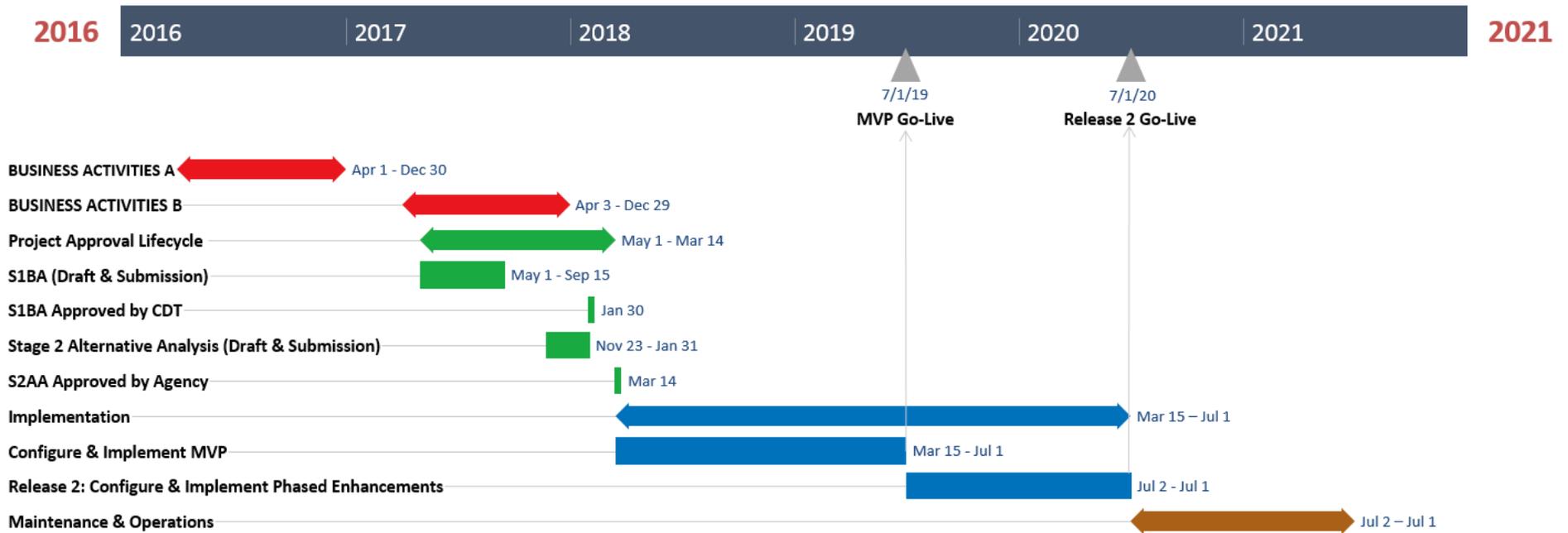
- [Proposed Timeline A](#) – **Delegation Model:** Only incorporates business activities and all activities associated with Stage 1 Business Analysis (S1BA) and Stage 2 Alternative Analysis (S2AA) of the PAL.
- [Proposed Timeline B](#) – **Reportable Model:** Incorporates business activities and all activities associated with the four stages of the PAL

For reference, high-level views of the identified outcomes and a potential effort execution timeline are reflected on the Proposed Modernization Timelines. If needed and upon request, the OIS PMO will provide updates and status, for specific details of the Business Modernization tasks.

7 SUPPORTING DOCUMENTATION

7.1 Proposed Timeline A - Delegation Model

BPELSG Business Modernization
Proposed Timeline A



PLEASE NOTE: Dates are tentative and subject to change.

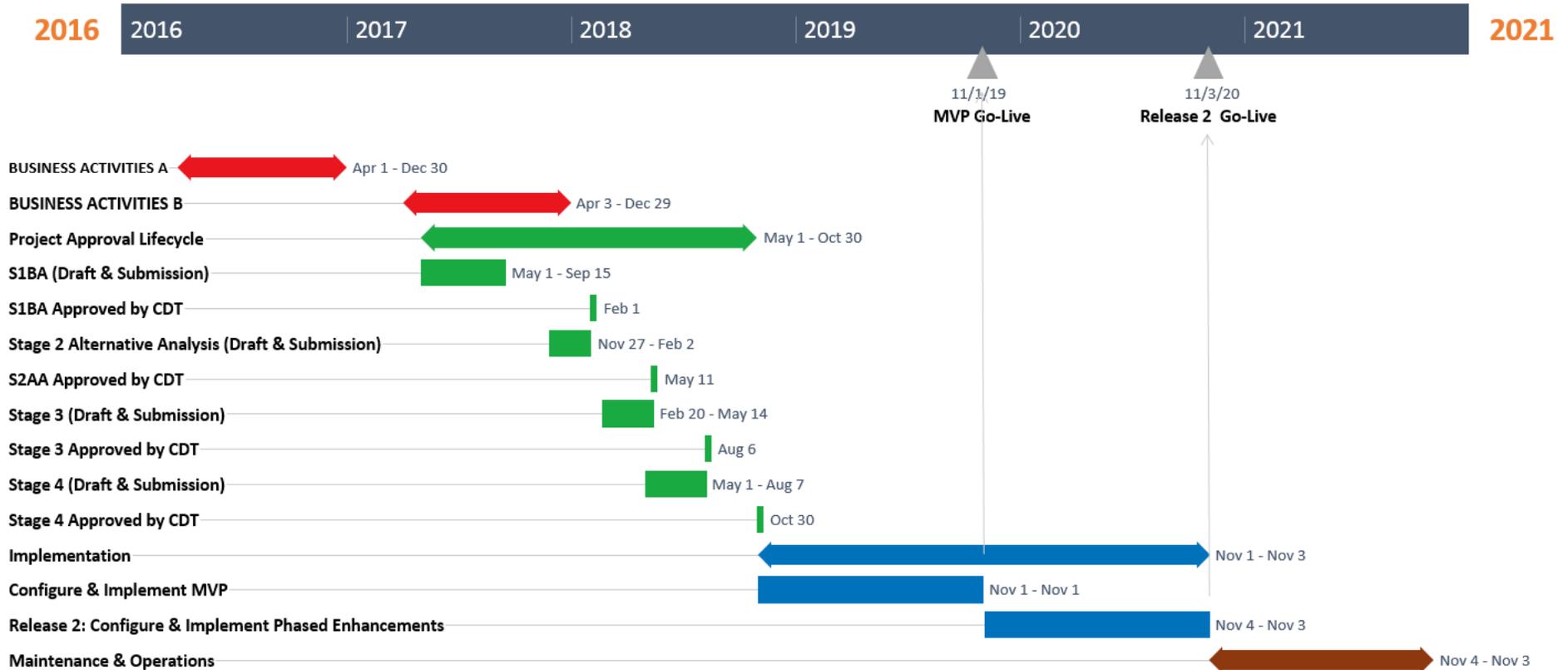
*Business Activities will be conducted by a third party and may vary due to contract performance.

**PAL timeline is based on estimates of current CDT’s requirements and documentation, as well as DCA’s experience with other projects.

***System Implementation timeline will vary depending upon the solution characteristics, implementation strategy and complexity, and platform selected.

7.2 Proposed Timeline B – Reportable Model

BPELSG Business Modernization Proposed Timeline B



PLEASE NOTE: Dates are tentative and subject to change.

*Business Activities will be conducted by a third party and may vary due to contract performance.

**PAL timeline is based on estimates of current CDT's requirements and documentation, as well as DCA's experience with other projects.

***System Implementation timeline will vary depending upon the solution characteristics, implementation strategy and complexity, and platform selected.

7.3 WORKSHOPS/ MEETINGS / ACTIVITIES

Meeting / Activity	Date	Attendees /Staff	Summary
Initial Meeting to present Business Modernization & approach	5/9/17	Ric Moore – BPELSG Nancy Eissler – BPELSG Jeff Alameida - BPELSG Jason Piccione -DCA CIO Baird Cowan – DCA CTO Brian Clifford – DCA SOLID Kelly Boynton – DCA SOLID Marisa Rey – DCA PMO	<ul style="list-style-type: none"> • Walked through BPELSG status within the Business Modernization process & reviewed business processes for next generation of the business model. • VIP with BPELSG already completed AS-IS and TO-BE for their business model. • Discussed the PAL process stages of the process. In stage 2 review viable options (BreEZe vs Accela vs Stat-Quo). • BPELSG (Jeff) is working on the Stage 1 with a goal by the end of July 2017. • Discussed the need to have the highest level of technicians to move the biz mod forward to best expectations. • Discussed the approach to the biz-mod process, gathering and agreeing upon expectations of the project and business need. Reviewed the value of biz mod process outside of IT. • Currently at Business process and BPELSG has identified 40 and prioritized on 30 of them. For the 10 deficient they felt that they need to look at TO-BE because of the to-be process is being developed as new or by legislation coming in. • AS-IS, TO-BE, Stake-Holder, 18 different new ones as well as they are currently working on their own to get to the finish line. Doing the 10 on their own following the same format as what they walked through with VIP. After they want to work with a contractor to do the System Requirements. • Want system requirements by end of calendar year working with vendor. Discussed keeping the PAL Stage 1 process written up as Business process not System process. • Discussed about market research having it already done from Cannabis. • Reasonable go live date would be 2 years: 6/30/2020.
Inventory	N/A	N/A	Initial Inventory was conducted by an external vendor.
As-Is Mapping	N/A	N/A	As-Is Mapping was conducted by an external vendor.
Functional Requirements	N/A	N/A	Functional Requirements were conducted by an external vendor
S1BA	5/10/17	BPELSG – Jeff Alameida	Submitted S1BA draft to PMO. PMO to review and provide feedback.
S1BA	5/18/17	BPELSG – Jeff Alameida	Provided additional information to incorporate into the S1BA to PMO.
S1BA	5/25/17	DCA PMO	Marisa Rey submitted revisions to S1BA via email to Jeff.
Updates	8/8/17	BPELSG -Jeff Alameida	Discussed with Marisa Rey S1BA edits.

Meeting / Activity	Date	Attendees /Staff	Summary
S1BA	9/7/17	BPELSG – Jeff Alameida	Submitted completed S1BA for DCA & Agency review.
S1BA	9/21/17	DCA Jason Piccione	Jason provided edits to S1BA. Marisa Rey will incorporate changes and will submit additional questions to BPELSG.
S1BA	9/28/17	DCA PMO	Marisa submitted CIO's requested revisions and questions to BPELSG
S1BA	10/5/17	DCA PMO	After confirming with BPELSG, S1BA routed for DCA, Agency, and CDT review and approval.
S1BA Updates	10/11/17	PMO	S1BA under review by Executive Office.
S2AA	10/11/17	BPELSG & PMO	Jeff requested a copy of Cannabis' S2AA. Marisa provided a copy via email to Jeff.
S1BA Updates	10/17/17	PMO	S1BA and DCA's signed Transmittal hand delivered to Agency.

- 7.4 BUSINESS ACTIVITIES**
- 7.5 STAGE 1 BUSINESS ANALYSIS (S1BA)**
- 7.6 BUDGET CHANGE PROPOSAL (BCP) (If applicable)**
- 7.7 REQUEST FOR INFORMATION (RFI)**
- 7.8 STAGE 2 Alternative Analysis**
- 7.9 STAGE 3 Solution Development (If applicable)**
- 7.10 STAGE 4 Project Readiness & Approval (If applicable)**

X. 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)

XI. President's Report/Board Member Activities

XII. Approval of Meeting Minutes (Possible Action)

A. Approval of the Minutes of the September 21, 2017, Board Meeting

DRAFT

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

CalTrans District 11
4050 Taylor Street, Gallegos Room #134
San Diego, CA 92110-2737

Thursday, September 21, 2017, beginning at 9:00 a.m.

Board Members Present:	Eric Johnson, President; Natalie Alavi; Fel Amistad; Kathy Jones Irish; Coby King; Mohammad Qureshi; Karen Roberts; Robert Stockton; and Steve Wilson
Board Members Absent:	Asha Lang; Betsy Mathieson; and Jerry Silva
Board Staff Present:	Ric Moore (Executive Officer); Nancy Eissler (Assistant Executive Officer); Tiffany Criswell (Enforcement Manager); Larry Kereszt (Examination Manager); Celina Calderone (Board Liaison); Laurie Racca (Senior Registrar); Kara Williams (Legislative and Budget Analyst); Vicki Kereszt (Business Services and Renewal Analyst); Gary Duke (Legal Counsel); and Michael Santiago (Legal Counsel)

I. Roll Call to Establish a Quorum

President Johnson called the meeting to order at 9:04 a.m., and a quorum was established. He thanked Rob McMillan and Carmen Irene who helped facilitate the meeting space with the Department of Transportation and also introduced Dean Grafilo, Director of the Department of Consumer Affairs.

II. Public Comment for Items Not on the Agenda

No public comment.

III. Legislation

A. Legislative Calendar

Ms. Williams reviewed the legislative calendar.

B. Discussion of Legislation for 2017 :

SB 715 Department of Consumer Affairs: regulatory boards: removal of board members

The author's office has indicated that they do not plan on moving forward with this bill at this time. No vote needed.

AB 1190 Department of Consumer Affairs: BreEZe system (annual report)
The Board's current Watch position stands. No vote needed.

SB 547 Professions and vocations: weights and measures (BreEZe annual report)

MOTION:	Mr. Stockton and Mr. King moved to take a Watch position on SB 547, as amended August 21, 2017.
VOTE:	9-0

Member Name	Yes	No	Abstain	Absent	Recusal
Eric Johnson	X				
Betsy Mathieson				X	
Natalie Alavi	X				
Fel Amistad	X				
Kathy Jones Irish	X				
Coby King	X				
Asha Lang	X			X	
Mohammad Qureshi	X				
Karen Roberts	X				
William Silva				X	
Robert Stockton	X				
Steve Wilson	X				

IV. Administration

A. Fiscal Year 2016-2017 Budget Review

Ms. Williams reviewed the budget. Mr. Moore reported that the Board has been actively promoting licensure and as a result, new applications appear to be rising and helping the Board move toward a model where applicants pass the required national NCEES exams while gaining experience prior to submitting an application to the Board for licensure. He is hopeful that this new foundation will aid in the estimations for the fee study.

Mr. Moore reported on the fund condition received from the DCA Budget office. He indicated that the predictions relating to the Governor's Budget are so far in the future that they cannot be relied upon as accurate. He noted that the Board has yet to receive reports relating to the current year's revenue and expenditures, as they are not available yet. Ms. Williams indicated that the estimations are 2-years out. There is a lengthy span of time from when the

Board provides the Budget Office the data that is provided to the Governor's Office. She thought it was important to show Board members the actual report received from the Budget Office.

B. Update on Agencies Transition to Fi\$Cal

Mr. Moore reported on the backlog in payments due to the transition to Fi\$Cal, which is the State's new invoice payment system. The Department of Consumer Affairs is one of the pilot agencies to use the new system and has been instrumental in the implementation and is working with the State Controller's Office and the Department of Finance to streamline the process. Payments are slowly being disbursed. Expert consultants have recently been paid for work completed in May, the annual membership to ASBOG check was manually processed for July, and the rent for the Board Office was finally paid for the past three months. Mr. Moore has been in contact with the Director of DCA and is hoping for a resolution by November.

II. Public Comment for Items Not on the Agenda (cont.)

During Public Comment, Mr. Laith Al Any, Electrical Engineer and Professor at the National University School of Engineering, discussed the engineering newcomers to San Diego who have migrated and sought refuge in the United States. He assists them to achieve their goals in acquiring their EIT certification and PE license. Over 2,000 engineers mostly from Iraq have relocated to San Diego with a lot of engineering experience. Once they arrived in the US, there were language and cultural barriers in addition to the ability to evaluate their degrees, diplomas, and experience. With assistance through the Association of International Graduates, many have achieved their goals and are currently employed by the City and State agencies and have expanded nationally. He thanked the Board for supporting the efforts of his organization over the years.

V. Enforcement

A. Enforcement Statistical Reports

1. Fiscal Year 2016/17 Update

Ms. Criswell reviewed the enforcement statistics. The Board complimented the Enforcement Unit on the reduction in aging of cases.

Mr. McMillan appreciates the statistical graphs assembled in the report.

VI. Exams/Licensing

A. Update on Fall 2017 Examinations

Mr. Kereszt reported that staff is moving forward and finalizing the preparations for the administration of the Fall 2017 examinations which will start October 6 and run through November 9.

Prometric will now administer the examinations utilizing the new Surpass System beginning with the geology, land surveyor, and traffic examinations. Candidates should notice improved navigation and cleaner graphics while staff should notice more efficiency in examination development.

Mr. Kereszt reported that current natural disasters have presented dilemmas to candidates who cannot access test centers or candidates who have been affected by these disasters. Prometric is monitoring sites and candidates in the affected areas and will notify the Board of candidates scheduled in those test centers. Staff has been reaching out to them to advise them of their options to either take the examination at another location if they feel they are ready or to postpone until the next cycle. These options will not add extra fees. Staff will move everything forward where and when the candidates are ready.

Mr. Kereszt indicated that candidates are being encouraged to take the required NCEES examination before applying for licensure with California. In October 2016, there were 2,803 who were scheduled to take the PE NCEES examinations. The numbers increased to 3,736 in April of 2017 and again to 4,008 for the October 2017 examination administration. He also noted that due to the tremendous amount of outreach, the geology candidate pool also increased. There were 130 Geology-in-Training (GIT) candidates. It is a smaller scale but a big improvement overall. Because of the increase in candidates, a new venue for the administration of the ASBOG exams must be secured to accommodate them.

B. Update on Conversion of California State Civil Engineering Exams to Continuous Testing in 2018

Mr. Kereszt reported that beginning in April 2018 examination, the Board will offer the State-Specific Civil Engineer exams (Engineering Surveying and Seismic Principles) on a quarterly basis. An applicant can sit for each examination once per quarter up to four times per year. When the candidate applies for the examination and is approved to sit, they can schedule their examination the following quarter. It is planned that candidates will receive their results during the month following when they sat. If they are not successful, they may retake the exam the following quarter.

VII. Executive Officer's Report

B. Legislation and Regulation Workgroup Summary

Mr. Moore reviewed the regulation packages and noted that staff is actively researching other regulation packages that are needed.

The amendments to Board Rule 425 relating to Qualifying Experience for Land Surveyors were approved and will become effective October 1, 2017.

The proposed amendments to 16 CCR 3031 relating to Geology Education is the first rulemaking package that is going through the new regulation process. It has been approved by DCA and has moved on to Agency. These approvals must be received before it can be noticed for public comment.

C. Personnel

Mr. Moore reported that a new evaluator was hired in the Licensing Unit. Arsha Quasmi has accepted a position with another department and will leave the Board. Somone Highbaugh has accepted a permanent position in another department. He also announced that DCA Deputy Director for Board and Bureau Relations Christine Lally has accepted a position with the Medical Board.

D. ABET

Mr. Moore reported that we have yet to hear anything from ABET concerning the observation visits.

E. Association of State Boards of Geology (ASBOG)

Mr. Moore announced that starting January 1, 2018, Laurie Racca will be Chair of the Examination Committee for ASBOG. Ms. Racca reported that the Annual Meeting will take place in Portland in late October and early November.

An Out-of-State Travel request is in progress to send a second person to the Annual Meeting. Ms. Racca added that as Chair of the Examination Committee, her travel will be funded by ASBOG starting January 2018.

1. Fall Meeting Motions

- a. Approve BPELSG Representative for Voting

MOTION:	Mr. King and Mr. Amistad moved to designate Betsy Mathieson as voting delegate and Laurie Racca as proxy
----------------	--

	if Ms. Mathieson is not available to vote on behalf of the Board at the 2017 ASBOG Annual Meeting.
VOTE:	9-0

Member Name	Yes	No	Abstain	Absent	Recusal
Eric Johnson	X				
Betsy Mathieson				X	
Natalie Alavi	X				
Fel Amistad	X				
Kathy Jones Irish	X				
Coby King	X				
Asha Lang				X	
Mohammad Qureshi	X				
Karen Roberts	X				
William Silva				X	
Robert Stockton	X				
Steve Wilson	X				

b. Briefing on ASBOG Annual Meeting Agenda (Informational Only)

Ms. Racca reported that the 2018 Annual Meeting will take place in California which coincides with the 50th anniversary of the Geologist and Geophysicist Act.

G. Outreach

Ms. Racca reported that there is a new board for the Safe Dig Act known as the California Underground Facilities Safe Excavation Board. It was created by the legislature and is under the umbrella of the California State Fire Marshall's Office. She and Ric met with the Executive Officer and he was receptive to the educational outreach that the Board provides.

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

1. Report from Annual Meeting

Mr. Stockton reported that the California motion that became the Western Zone motion to equalize voting across the country did not pass. He commended Dr. Qureshi for all his work in assembling a comprehensive argument for it.

Dr. Amistad reported that former Board member Patrick Tami was inaugurated as NCEES President.

Carl Josephson conducted a structural engineering presentation where he discussed licensure and significant structures.

Ms. Eissler reported that the motion to hold a single combined zone meeting which would take place in 2020 passed. The Zone Vice-Presidents would work with NCEES staff to select the location.

Mr. Moore reported that the California motion to create a separate component of the professional surveyor exam relating to the Public Lands Survey System passed.

H. Update on Business Process Improvement Study

Mr. Moore reported that staff completed the stakeholder requirements for all processes. The first document was submitted for the Project Approval Lifecycle (PAL) Stage 1 process, and the Request for Qualifications (RFQ) to develop the system requirements was released.

VIII. Technical Advisory Committees (TACs)

A. Assignment of Items to TACs

No report given.

B. Appointment of TAC Members

1. Appointment of New Member to the Geology and Geophysics TAC

MOTION:	Mr. Stockton and Ms. Irish moved to appoint Elizabeth “Liz” Elliott to the Geologist and Geophysicist TAC.
VOTE:	9-0

Member Name	Yes	No	Abstain	Absent	Recusal
Eric Johnson	X				
Betsy Mathieson				X	
Natalie Alavi	X				
Fel Amistad	X				
Kathy Jones Irish	X				
Coby King	X				
Asha Lang				X	
Mohammad Qureshi	X				
Karen Roberts	X				
William Silva				X	
Robert Stockton	X				
Steve Wilson	X				

C. Reports from the TACs

A Certificate of Appreciation was presented to former Land Surveyor TAC member and Chair, Mike Butcher.

VII. Executive Officer's Report (Cont.)

A. Board Designation as a Transportation Partner with Department of Transportation – Update from District Engineers on Local Engineering Project

Allan Kosup, the I-5 Corridor Director with CalTrans, provided a presentation to the Board.

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

A. Examination Procedures and Results [Pursuant to Government Code section 11126(c)(1)]

B. Administrative Adjudication [Pursuant to Government Code section 11126(c)(3)]

C. Pending Litigation [Pursuant to Government Code section 11126(e)]

1. Thomas Lutge v. Board for Professional Engineers, Land Surveyors, and Geologists, Department of Consumer Affairs, Court of Appeal, Third Appellate District, Case No. C075779 (Sacramento Superior Court Case No. 34-2012-80001329-CU-WM-GDS)

2. Lawrence Allen Stevens v. Board for Professional Engineers, Land Surveyors, and Geologists, Department of Consumer Affairs, Sacramento Superior Court Case No. 34-2016-80002334

XIII. Open Session to Announce the Results of Closed Session

During Closed Session, the Board took action on three stipulations and discussed litigation as noticed.

IX. President's Report/Board Member Activities

A. Discussion of Salary Structure Increase and Exempt Status of the Executive Officer Position.

President Johnson discussed the Executive Officer pay range and asked Dr. Qureshi and Mr. Wilson to work with the Board's Legal Counsel to prepare a package for consideration to the Department of Consumer Affairs.

X. Approval of Meeting Minutes

A. Approval of the Minutes of the July 27, 2017, Board Meeting

MOTION:	Ms. Irish and Mr. Wilson moved to approve minutes as amended.
VOTE:	8-0-1

Member Name	Yes	No	Abstain	Absent	Recusal
Eric Johnson	X				
Betsy Mathieson				X	
Natalie Alavi	X				
Fel Amistad	X				
Kathy Jones Irish	X				
Coby King	X				
Asha Lang				X	
Mohammad Qureshi	X				
Karen Roberts			X		
William Silva				X	
Robert Stockton	X				
Steve Wilson	X				

XI. Discussion Regarding Proposed Agenda Items for Next Board Meeting

Mr. Moore reported that Senate Bill 2 is currently on the Governor’s desk for signature. This bill imposes an additional fee for items recorded with the County Recorder’s Office. The issue is that it impacts deeds and maps. It may be inconsistently applied across the state as to the interpretations of maps. Mr. Moore believes the Governor will sign the bill and that the Board should prepare to proactively work with Counties to ensure a consistent interpretation and application. He will work with the Board’s Legal Counsel to prepare a presentation for a future meeting.

The next Board meeting will take place November 6-7, 2017 in Ontario
Department of General Services
3737 Main Street, #207 Alvarado Room
Riverside, CA 92501

Ms. Criswell announced that there would be a reinstatement hearing Monday, November 6, 2017. Mr. King will be only be available to attend the meeting on Monday, November 6, 2017.

XIV. Adjourn

The meeting adjourned at 2:20 p.m.

PUBLIC PRESENT

Steve Hao, CalTrans

Rob McMillan, CLSA

Carl Josephson, SEAOC

Mike Butcher, SB & O

XIII. Discussion Regarding Proposed Agenda Items for Next Board Meeting

A. 2018 Board Meeting Schedule

2018 Board for Professional Engineers, Land Surveyors, and Geologists

Board Meetings

January 2018

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018

S	M	T	W	T	F	S
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

October 2018

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018

S	M	T	W	T	F	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Holidays

1/1	New Year's
1/15	M. L. King, Jr. Day
2/19	President's Day
5/28	Memorial Day
7/4	Independence Day
9/3	Labor Day
11/12	Veteran's Day
11/23-11/24	Thanksgiving Break
12/25	Christmas

Board Meeting Dates

January 8-9	– Sacramento
March 8-9	– Fresno
May 3-4	– Sacramento
June 28-29	– Riverside
September 6-7	– Santa Rosa
November 1-2	– Monterey
December 13-14	– San Diego

Key

BOARD MEETINGS	HOLIDAYS
NCEES FUNCTIONS	ASBOG ANNUAL MTG.

- January 17** Director's Meeting
- February 23-24** NCEES Board of Director's Meeting
- April 5-7** Western Zone, Honolulu, Hawaii
- August 15-18** Scottsdale, AZ NCEES Annual Meeting
- October 30-31** ASBOG Annual Meeting

XIV. Other Items Not Requiring Board Action

XV. 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)]
- 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)]
 - 1. Lawrence Allen Stevens v. Board for Professional Engineers, Land Surveyors, and Geologists, Department of Consumer Affairs, Sacramento Superior Court Case No. 34-2016-80002334

XVI. Open Session to Announce the Results of Closed Session

XVII. Adjourn
