

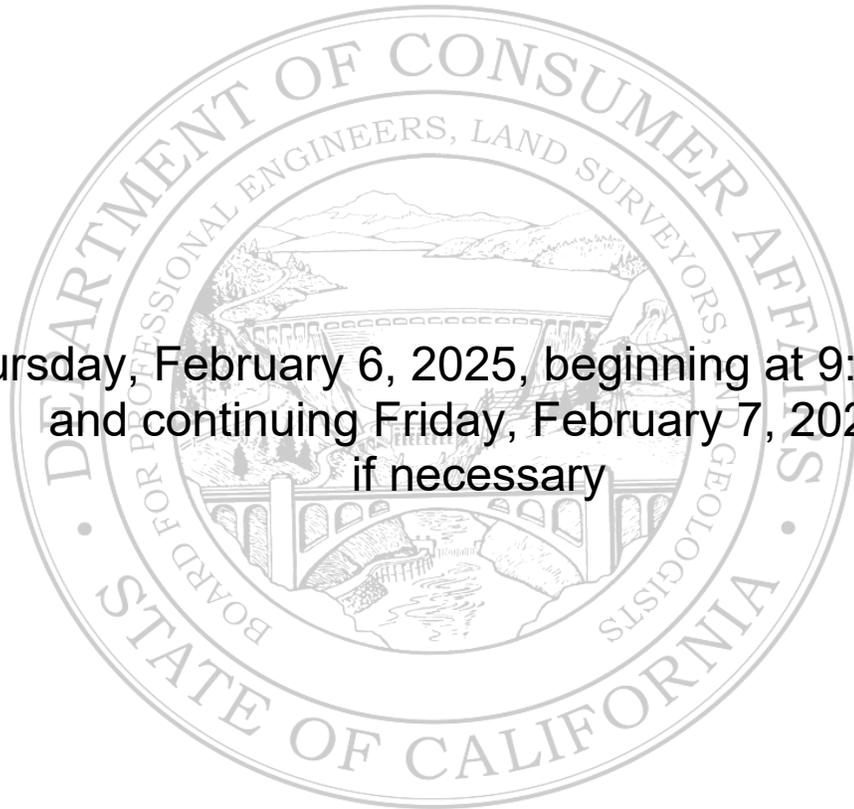


Gavin Newsom, Governor

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

Board for Professional Engineers,
Land Surveyors, and Geologists

Thursday, February 6, 2025, beginning at 9:00 a.m.,
and continuing Friday, February 7, 2025,
if necessary



Board for Professional Engineers,
Land Surveyors, and Geologists
2535 Capitol Oaks Drive
Third Floor Conference Room
Sacramento, CA 95833

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

BOARD MEETING

FEBRUARY 6-7, 2025

2535 Capitol Oaks Drive
Third Floor Conference Room
Sacramento, CA 95833

BOARD MEMBERS

President Christina Wong; Vice-President Guillermo Martinez; Fel Amistad; Alireza Asgari; Khaesha Brooks; Rossana D'Antonio; Michael Hartley; Coby King; Betsy Mathieson; Frank Ruffino; Wilfredo Sanchez; Fermin Villegas; and Cliff Waldeck

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III.	Public Comment for Items Not on the Agenda NOTE: The Board cannot discuss or take action on any matter raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting. (Government Code sections 11125, 11125.7(a).) The Board will also allow for public comment during the discussion of each item on the agenda and will allow time for public comment for items not on the agenda at the beginning of both days of the meeting. Please see the last page of this Official Notice and Agenda for additional information regarding public comment.	
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XII. Closed Session – The Board will meet in Closed Session to discuss, as needed:	115
A. Deliberate on a Decision(s) to be Reached in a Proceeding(s) Required to be Conducted Pursuant to Chapter 5 (commencing with Section 11500), as Authorized by Government Code Section 11126(c)(3).	
B. Confer with, or Receive Advice from, Its Legal Counsel Regarding Pending Litigation Pursuant to Government Code Section 11126(e)(1) and (2)(A), on the following matters:	
1. <u>Crownholm et al. v. Moore, et al.</u> No. 24-276, cert. pending (filed Sep. 9, 2024), Supreme Court of the United States, <u>Crownholm, et al. v. Moore, et al.</u> (No. 23-15138) (9 th Cir. April 16, 2024)	
2. <u>Victor Rodriguez-Fernandez vs. California Board for Professional Engineers, Land Surveyors, and Geologists</u> , San Diego County Superior Court, Case No. 37-2023-00053465-CU-WM-CTL	
XIII. Adjourn	117

I. Roll Call to Establish a Quorum

II. Pledge of Allegiance

III. Public Comment for Items Not on the Agenda

IV. Administration

- A. Fiscal Year 2024/25 Budget Report
- B. Status Update to Fee Change Rulemaking Proposal, Title 16, California Code of Regulations sections 407 and 3005 (**Possible Action**)

GUIDE TO READING THE REVENUE REPORT AND EXPENDITURE REPORT

Revenues

Fee increase effective January 1, 2021 has had a positive impact on revenues. Total revenue up \$1,276,880 (25%) over prior period.

Current Year Projections
Identifies the revenue amount that BPELSG projects for FY 21-22.

Revenue Category	PRIOR YEAR FY 2020-21 FM 4	CURRENT YEAR FY 2021-22 FM 4	CURRENT YEAR Projections
Delinquent Fees	\$38,696	↑ \$51,464	\$150,076
Other Regulatory Fees	\$32,130	↑ \$39,578	\$102,138
Other Regulatory Licenses & Permits	\$297,960	↑ \$645,747	\$1,743,588
Other Revenue	\$20,822	↓ \$10,486	\$51,328
Renewal Fees	\$3,415,953	↑ \$4,335,166	\$10,269,519
Total	\$3,805,560	↑ \$5,082,440	\$12,316,649

Revenue Category
Provides the name of the line item where our revenues occur.

Prior Year
Revenue collected up to FM 4 in October of 2020.

Arrows
These indicate a change in the current year over prior year. Up/green arrows indicate an increase and down/red arrows indicate a decrease over the prior period.

Current Year
Revenue collected up to FM 4 in October of 2021.

Department of Consumer Affairs
Expenditure Projection Report

Fiscal Month: 4
Fiscal Year: 2021 - 2022
Run Date: 12/09/2021

Fiscal Month
Identifies the expenditures up to October 2021

Fiscal Year
Identifies the current year

Run Date
Identifies the date this report was pulled from QBIRT

CY 21-22 YTD + Encumbrance
Provides a FM 4 total of YTD Actual and Encumbrance.

Governor's Budget
Publication that the Governor presents which identifies the current year authorized expenditures.

PERSONAL SERVICES

Notes	Fiscal Code	PY 20-21 FM 4 YTD + Encumbrance	CY 21-22 FM 4 YTD + Encumbrance	Governor's Budget	Percent of Governor's Budget Spent	Projections to Year End
1	5100 PERMANENT POSITIONS	\$955,435	\$1,077,755	\$3,425,000	31%	\$3,389,367
	5100 TEMPORARY POSITIONS	\$35,155	\$45,403	\$232,000	20%	\$130,000
	5105-5108 PER DIEM, OVERTIME, & LUMP SUM	\$600	\$38,876	\$36,000	108%	\$48,476
	5150 STAFF BENEFITS	\$559,421	\$618,030	\$1,703,000	36%	\$1,812,693
	PERSONAL SERVICES	\$1,550,611	\$1,780,065	\$5,396,000	33%	\$5,380,536

OPERATING EXPENSES & EQUIPMENT

2	5301 GENERAL EXPENSE	\$23,898	\$22,392	\$32,000	70%	\$71,871
3	5302 PRINTING	\$24,766	\$69,808	\$26,000	268%	\$33,966
	5304 COMMUNICATIONS	\$4,452	\$3,384	\$15,000	23%	\$20,777

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

PY 20-21 YTD + Encumbrance
Provides a FM 4 total of YTD Actual and Encumbrance.

Percent of Governor's Budget spent
Identifies the percentage spent at CY 21-22 FM 4 according to the Governor's Budget.

Projections to Year End
Identifies the expenditure amount that BPELSG projects for FY 21-22.

	OPERATING EXPENSES & EQUIPMENT	\$3,239,095	\$2,474,539	\$6,831,000	36%	\$5,308,996
	OVERALL TOTALS	\$4,789,706	\$4,254,604	\$12,227,000	35%	\$10,689,532

*Does not include additional Architecture Revolving Fund Expenses TBD

SURPLUS/(DEFICIT): 13%

Surplus/(Deficit)
Identifies if we have higher revenue and lower expenses (Surplus) or higher expenses and lower revenue (Deficit). This percentage is calculated using (Governor's Budget-Projections to Year End)/ Governor's Budget.

FINANCIAL REPORT

FISCAL YEAR 2024-25 FISCAL MONTH 5 FINANCIAL STATEMENT

Revenues

Total revenue is up \$278,123 (4%) over Prior Year 2022-23. Current Fiscal Year 2024-25 is a low volume year for renewals therefore we are comparing it to Prior Year 2022-23 due to it also being a low volume year for renewals.

Revenue Category	PRIOR YEAR FY 2022-23 FM 5	PRIOR YEAR FY 2023-24 FM 5	CURRENT YEAR FY 2024-25 FM 5	CURRENT YEAR FY 2024-25 PROJECTION
Delinquent Fees	\$63,014	\$53,570	\$29,843	\$141,610
Other Regulatory Fees	\$44,090	\$32,501	\$ 25,278	\$79,487
Other Regulatory Licenses & Permits	\$807,806	\$879,198	\$841,174	\$1,895,668
Other Revenue	\$30,664	\$59,911	\$83,046	\$14,324
Renewal Fees	\$6,038,345	\$6,822,527	\$6,282,701	\$9,302,981
Total	\$6,983,919	\$7,847,707	\$7,262,042	\$11,434,070

Reimbursements as of FM5 totaled \$64,083 including \$27,713 in Background Checks and \$36,370 in Cost Recovery. Background check expenses are included in the General Expense category.

**Department of Consumer Affairs
Expenditure Projection Report**

Fiscal Month: 5

Fiscal Year: 2024 - 2025

Run Date: 12/23/2024

PERSONAL SERVICES

Notes	Fiscal Code	PY 23-24 FM5 YTD + Encumbrance	CY 24-25 FM5 YTD + Encumbrance	Governor's Budget	Percent of Governor's Budget Spent	Projections to Year End
1	5100 PERMANENT POSITIONS	\$1,454,231	\$1,509,018	\$3,817,000	40%	\$3,713,500
	5100 TEMPORARY POSITIONS	\$1,191	\$0	\$232,000	0%	\$3,000
	5105-5108 PER DIEM, OVERTIME, & LUMP SUM	\$4,600	\$3,100	\$36,000	9%	\$18,000
	5150 STAFF BENEFITS	\$869,401	\$841,554	\$2,065,000	41%	\$2,228,100
	PERSONAL SERVICES	\$2,329,423	\$2,353,672	\$6,150,000	38%	\$5,962,600

OPERATING EXPENSES & EQUIPMENT

2	5301 GENERAL EXPENSE	\$25,438	\$30,638	\$32,000	96%	\$76,523	
	5302 PRINTING	\$77,382	\$3,410	\$26,000	13%	\$88,555	
	5304 COMMUNICATIONS	\$4,624	\$1,572	\$15,000	10%	\$27,497	
	5306 POSTAGE	\$27,850	\$1	\$36,000	0%	\$36,000	
	5308 INSURANCE	\$0	\$0	\$0	0%	\$86	
	53202-204 IN STATE TRAVEL	\$9,899	\$5,465	\$22,000	25%	\$42,000	
	53206-208 OUT OF STATE TRAVEL	\$1,120	\$0	\$0	0%	\$4,250	
	5322 TRAINING	\$0	\$0	\$15,000	0%	\$0	
	3 5324 FACILITIES*	\$450,692	\$471,122	\$377,000	125%	\$494,542	
	4 53402-53403 C/P SERVICES (INTERNAL)	\$270,321	\$259,601	\$1,127,000	23%	\$619,000	
	5 53404-53405 C/P SERVICES (EXTERNAL)	\$2,424,683	\$3,263,486	\$3,639,000	90%	\$2,472,415	
	6 5342 DEPARTMENT PRORATA	\$1,000,500	\$1,050,500	\$2,101,000	50%	\$2,101,000	
	7	5342 DEPARTMENTAL SERVICES	\$6,843	\$8,545	\$27,000	32%	\$27,000
		5344 CONSOLIDATED DATA CENTERS	\$39	\$0	\$22,000	0%	\$22,000
5346 INFORMATION TECHNOLOGY		\$32,086	\$121,688	\$94,000	129%	\$318,692	
5362-5368 EQUIPMENT		\$18,078	\$15,175	\$0	0%	\$37,000	
5390 OTHER ITEMS OF EXPENSE		\$0	\$0	\$3,000	0%	\$0	
54 SPECIAL ITEMS OF EXPENSE	\$898	\$1,620	\$0	0%	\$1,700		
	OPERATING EXPENSES & EQUIPMENT	\$4,350,452	\$5,232,822	\$7,536,000	69%	\$6,368,259	
	TOTALS	\$6,679,875	\$7,586,494	\$13,686,000	55%	\$12,330,859	
8	4840-4850 REIMBURSEMENTS					\$108,000	
	OVERALL TOTALS & REIMBURSEMENTS		15			\$12,222,859	

SURPLUS/(DEFICIT): 11%

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

Analysis of Fund Condition

Prepared 1/15/2025

(Dollars in Thousands)

PY 23-24 Actuals & CY 24-25 FM 5	Actual 2023-24	CY 2024-25	BY 2025-26	BY+1 2026-27
BEGINNING BALANCE	\$ 2,481	\$ 3,267	\$ 2,035	\$ -380
Prior Year Adjustment	\$ 269	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 2,750	\$ 3,267	\$ 2,035	\$ -380
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS				
Revenues:				
4121200 Delinquent fees	\$ 114	\$ 142	\$ 139	\$ 142
4127400 Renewal fees	\$ 10,028	\$ 9,303	\$ 10,080	\$ 9,303
4129200 Other regulatory fees	\$ 78	\$ 79	\$ 79	\$ 79
4129400 Other regulatory licenses and permits	\$ 2,289	\$ 1,896	\$ 1,907	\$ 1,896
4163000 Income from surplus money investments	\$ 264	\$ 193	\$ 193	\$ 193
4171400 Escheat of unclaimed checks and warrants	\$ 10	\$ 17	\$ 12	\$ 14
4172500 Miscellaneous revenues	\$ 0	\$ 0	\$ 0	\$ 0
Totals, Revenues	\$ 12,783	\$ 11,627	\$ 12,411	\$ 11,627
Operating Transfers to General Fund per EO E 21/22 - 276 Revised (AB 84)	\$ -	\$ -	\$ -	\$ -
Totals, Transfers and Other Adjustments	\$ 12,783	\$ 11,627	\$ 12,411	\$ 11,627
Totals, Revenues, Transfers and Other Adjustments	\$ 15,533	\$ 14,894	\$ 14,446	\$ 11,247
EXPENDITURES				
Disbursements:				
1111 Department of Consumer Affairs (State Operations)	\$ 11,475	\$ 12,223	\$ 13,882	\$ 14,298
9892 Supplemental Pension Payments (State Operations)	\$ 209	\$ 157	\$ 157	\$ 157
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 582	\$ 479	\$ 787	\$ 787
Less funding provided by General Fund (State Operations)	\$ -	\$ -	\$ -	\$ -
Total Disbursements	\$ 12,266	\$ 12,859	\$ 14,826	\$ 15,242
FUND BALANCE				
Reserve for economic uncertainties	\$ 3,267	\$ 2,035	\$ -380	\$ -3,995
Months in Reserve	3.0	1.6	-0.3	-3.1

3NOTES:

- A. ASSUMES WORKLOAD AND REVENUE PROJECTIONS ARE REALIZED IN CY AND BY.
- B. ASSUMES APPROPRIATION GROWTH OF 3% PER YEAR BEGINNING IN BY+1.

Expenditure Report Notes

- 1 Salary & Wages (Staff)** - The projected expenditures for salaries and wages is due to the Board being almost fully staffed, and includes merit salary adjustments and the bargaining unit agreements effective July 1, 2024.
- 2 General Expenses** - Includes Membership and Subscription Fees, Freight and Drayage, Office Equipment - Maintenance, Office Supplies, and DOJ and FBI fees for background checks which are reimbursed. Scheduled background check reimbursements through FM 5 are at \$27,538.
- 3 Facilities Operations** - Includes facilities maintenance, facilities operations, janitorial Services, rent and leases, exam rental sites, and security.
- 4 C&P Services Interdepartmental** - Includes all contract services with other state agencies for examination services (Dept. of Conservation). This line item also now includes enforcement expenses for the Attorney General and the Office of Administrative Hearings.
- 5 C&P Services External** - Includes all external contracts (examination development, expert consultant agreements, business modernization contracts, credit card processing, evidence and witness fees, and court reporter services).
- 6 DCA Pro Rata** - Includes distributed costs of programmatic and administrative services from DCA.
- 7 Departmental Services (Interagency Services)** - Includes pay-per-services billed through the Department of General Services.
- 8 Reimbursements** - Includes Reimbursements-Private Sectors (contracted with Guam to provide California Civil Seismic Principles Exams on the same dates the exam is administered in California by the Guam Registration Board at the rate of \$175 per examination that are administered to applicants), Fingerprint Reports, Cost Recovery, and US DOI Civil Case.

Board of Professional Engineers, Land Surveyors, and Geologists Examinations - Fiscal Impact (workload costs)

Workload Tasks	Volume Per Year	Hours Per Exam	Job Classification				
			AGPA	MST	Sr Reg	SSMI	Exec
Plan & facilitate exam development for state exams	9	445	4,005	-	-	-	-
Develop technical materials	9	209	1,879	-	-	-	-
Coordinate workshops & meetings.	9	223	2,010	-	-	-	-
Research, identify, analyze & special projects	9	139	1,253	-	-	-	-
Maintain item bank of items for all examination	9	70	626	-	-	-	-
Create database & maintenance	9	70	626	-	-	-	-
Recruit/screen/evaluate/liaison of Expert Consultants	9	70	-	626	-	-	-
Respond to vendors/contractors/Experts	9	58	-	522	-	-	-
Manage exam postponement requests	9	35	-	313	-	-	-
Reviews & modifies incorrect exam info	9	35	-	313	-	-	-
Plans & facilitates exam development	9	35	-	313	-	-	-
Exam development	9	186	-	-	1,670	-	-
Exam development & program management	9	2,244	-	-	0	2,053	191
Total Hours	9	3,817	10,400	2,088	1,670	2,053	191
Workload Required (Positions)			5.0	1.0	0.8	1.0	0.1
Total Costs (Positions)	\$1,559,903		\$942,242	\$151,086	\$233,258	\$206,712	\$26,606
Additional Costs (i.e. Temp-Help, Contracts, etc.)	\$ 1,582,097						
Personal Services & Operating Expenses & Equip	\$ 3,142,000						
Subsidized Amount (less)	\$ (1,685,000)						
Total Exam Cost Allocation	\$ 1,457,000						
Applications Per Year*	5,828						
Total Cost Per Exam:	\$250						

*Three-year average: 2020-21 through 2022-23

AGPA: Associated Governmental Program Analyst

MST: Management Services Technician

SSMI: Staff Services Manager I

Sr. Reg: Senior Registrar

Exec: Executive Management

Board of Professional Engineers, Land Surveyors, and Geologists In-Training Certificate - Fiscal Impact (workload costs)

Workload Tasks	Volume Per Year	Hours Per App	Job Classification			
			AGPA	SSM I	Sr. Reg	Exec
Application Review	3,094	0.1	309	-	700	-
Applicant Communications	3,094	0.1	155	-	-	-
Applicant Outreach	3,094	0.1	155	-	-	-
Fingerprint Criminal Records Program	3,094	0.1	309	-	-	-
Website and Application Form Review and Maintenance	3,094	0.1	155	-	-	-
Application Documentation Support	3,094	0.1	309	-	-	-
Records Retention	3,094	0.1	155	-	-	-
Licensing Program Management	3,094	0.2	-	619	-	191
Special Projects	3,094	0.1	155	-	-	-
Total Hours	3,094	0.8	1,702	619	700	191
Workload Required (Positions)			1.6	0.3	0.3	0.1
Total Costs (Positions)	495,015		\$ 308,354	\$62,306	\$97,749	\$26,606
Personal Services & Operating Expenses & Equip Costs	\$495,015					
Subsidized Amount (less)	(\$155,000)					
Total Initial License Cost Allocation	\$340,015					
Applications Per Year	3,094					
Total Cost Per Certificate:	\$110					

*Three-year average: 2020-21 through 2022-23

AGPA: Associated Governmental Program Analyst

SSA: Staff Services Analyst

OT: Office Technician (typ)

SSMI: Staff Services Manager I

Sr. Reg: Senior Registrar

Exec: Executive Management

Board of Professional Engineers, Land Surveyors, and Geologists Initial License - Fiscal Impact (workload costs)

Workload Tasks	Volume Per Year	Hours Per App	Job Classification				
			AGPA	MST	Sr Reg	SSMI	Exec
Application Review	3,423	1.2	3,038	-	-	1,070	-
Applicant Communications	3,423	0.5	856	856	-	-	-
Applicant Outreach	3,423	0.1	342	-	-	-	-
Fingerprint Criminal Records Program	3,423	0.2	685	-	-	-	-
Website and Application Form Review & Maintenance	3,423	0.1	342	-	-	-	-
Application Documentation Support	3,423	0.1	342	-	-	-	-
Records Retention	3,423	0.1	342	-	-	-	-
Licensing Program Management	3,423	0.3	-	-	1,027	-	-
Special Projects	3,423	0.3	836	-	-	-	191
Total Hours	3,423	2.9	6,783	856	1,027	1,070	191
Workload Required (Positions)			3.2	0.4	0.5	0.5	0.1
Total Costs (Positions)	1,333,126		\$614,557	\$65,674	\$210,236	\$291,572	\$151,086
Personal Services & Operating Expenses & Equip Costs	\$1,333,126						
Subsidized Amount (less)	(\$440,000)						
Total Initial License Cost Allocation	\$893,126						
Applications Per Year*	3,568						
Total Cost Per Application:	\$250						

*Three-year average: 2020-21 through 2022-23

AGPA: Associated Governmental Program Analyst

SSMI: Staff Services Manager I

Sr. Reg: Senior Registrar

Exec: Executive Management

Board of Professional Engineers, Land Surveyors, and Geologists Renewal License - Fiscal Impact (workload costs)

Workload Tasks	Volume Per Year	Hours Per App	Job Classification						
			AGPA	SSA	OT	OA	SSMI	Sr. Reg	Exec
Admin Board Budget	53,200	0.03	940	-	-	-	731	-	-
Admin Board Liaison	53,200	0.02	522	-	-	-	-	-	626
Admin Cashiering	53,200	0.03	731	-	-	626	-	-	-
Admin Contracts, Procurement & Asset Coordinator	53,200	0.02	1,148	-	-	-	-	-	-
Admin Facilities & Business Services	53,200	0.00	209	-	-	-	-	-	-
Admin Front Desk	53,200	0.02	-	-	626	626	-	-	-
Admin HR Liaison, Training & Emergency Plan Coordinator	53,200	0.04	1,984	-	-	-	-	-	209
Admin Legislative & Regulatory Review	53,200	0.03	731	-	-	-	209	-	418
Admin License Verifications	53,200	0.01	-	-	626	-	-	-	-
Admin Mail Processing	53,200	0.02	-	-	209	835	-	-	-
Admin Outreach	53,200	0.05	940	-	-	-	-	1,950	-
Admin Program Management	53,200	0.06	-	-	-	-	1,148	-	1,824
Admin Records Management Assistant Coordinator	53,200	0.02	1,044	-	-	-	-	-	-
Admin Reporting	53,200	0.02	1,044	-	-	-	-	-	-
Admin Social Media & Publications	53,200	0.01	731	-	-	-	-	-	-
Admin Special Projects	53,200	0.02	835	-	-	-	-	-	-
Admin Website, Development & Analytics	53,200	0.03	1,670	-	-	-	-	-	-
Enforcement Citation Program	53,200	0.01	418	-	-	-	-	-	-
Enforcement Complaint Investigations	53,200	0.17	7,934	-	940	-	-	-	-
Enforcement Delinquent Reinstatement Investigations	53,200	0.00	104	-	-	-	-	-	-
Enforcement Examination Subversion Complaint Investigations	53,200	0.01	313	-	-	-	-	-	-
Enforcement In-House Technical Expert	53,200	0.02	-	-	-	-	-	975	-
Enforcement Liaison to the Office of the Attorney General	53,200	0.01	-	-	-	-	522	-	-
Enforcement Organization Records Maintenance	53,200	0.03	63	-	1,600	-	-	-	-
Enforcement Program Management	53,200	0.03	-	-	-	-	1,566	-	191
Enforcement Reporting Legal Actions Program	53,200	0.03	1,357	-	-	-	-	-	-
Enforcement Subpoena Processing & PRA Requests	53,200	0.03	522	1,044	-	-	-	-	-
Enforcement Technical Expert Program Coordinator	53,200	0.01	313	-	-	-	-	-	-
Enforcement Unit Correspondence	53,200	0.03	898	626	209	-	-	-	-
Enforcement Unit Outreach	53,200	0.01	397	313	-	-	-	-	-
Enforcement Unit Publications	53,200	0.00	209	-	-	-	-	-	-
Total Hours	53,200	0.82	25,056	1,984	4,210	2,088	4,176	2,925	3,268
Workload Required (Positions)			12.0	1.0	2.0	1.0	2.0	1.4	1.6
Total Costs (Positions)	\$ 3,969,823		\$ 2,270,121	\$ 160,243	\$ 297,401	\$ 139,902	\$ 420,472	\$ 408,452	\$ 273,231
Additional Costs (i.e. Temp-Help, Contracts, etc.)	\$ 6,527,177								
Personal Services & Operating Expenses & Equip Costs	\$ 10,577,000								
Subsidized Costs (add)	\$ 2,280,000								
Total Renewal License Costs	\$ 12,857,000								
Applications Per Year*	51,530								
Total Cost Per Application:	\$250								

*Three-year average: 2020-21 through 2022-23
AGPA: Associated Governmental Program Analyst
SSA: Staff Services Analyst
OT: Office Technician (typ)
OA: Office Assistant (typ)
SSMI: Staff Services Manager I
Sr. Reg: Senior Registrar
Exec: Executive Management

Staff Recommendation: Move to approve the prior proposed regulatory text for Title 16, CCR section 407 and 3005 in accordance with the revised Fee Study Fiscal Impacts (workload costs), direct staff to submit the text to the Director of the Department of Consumer Affairs and the Business, Consumer Services, and Housing Agency for review, and if no adverse comments are received, authorize the Executive Officer to take all steps necessary to initiate the rulemaking process, make any non-substantive changes to the package, and set the matter for a hearing if requested. If no adverse comments are received during the 45-day comment period and no hearing is requested, authorize the Executive Officer to take all steps necessary to complete the rulemaking and adopt the proposed regulations at Sections 407 and 3005 as noticed.

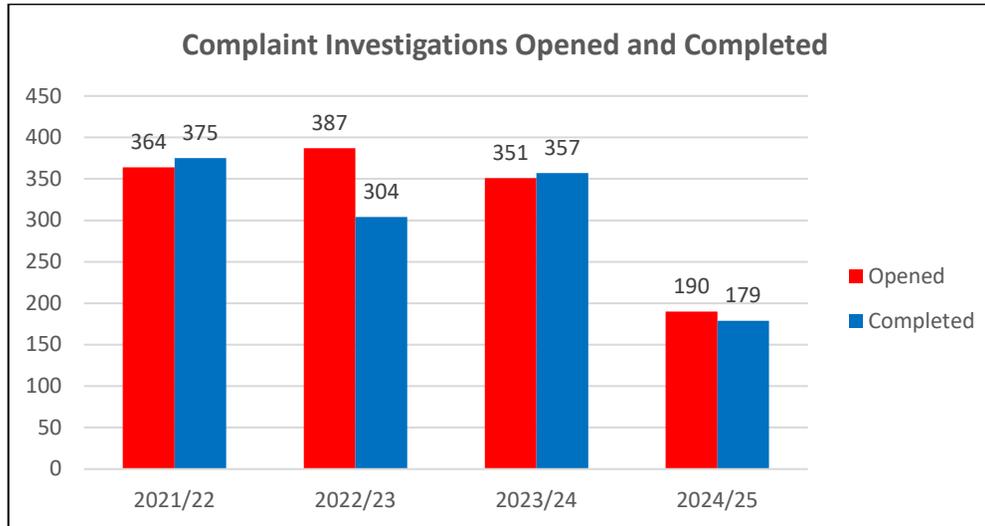
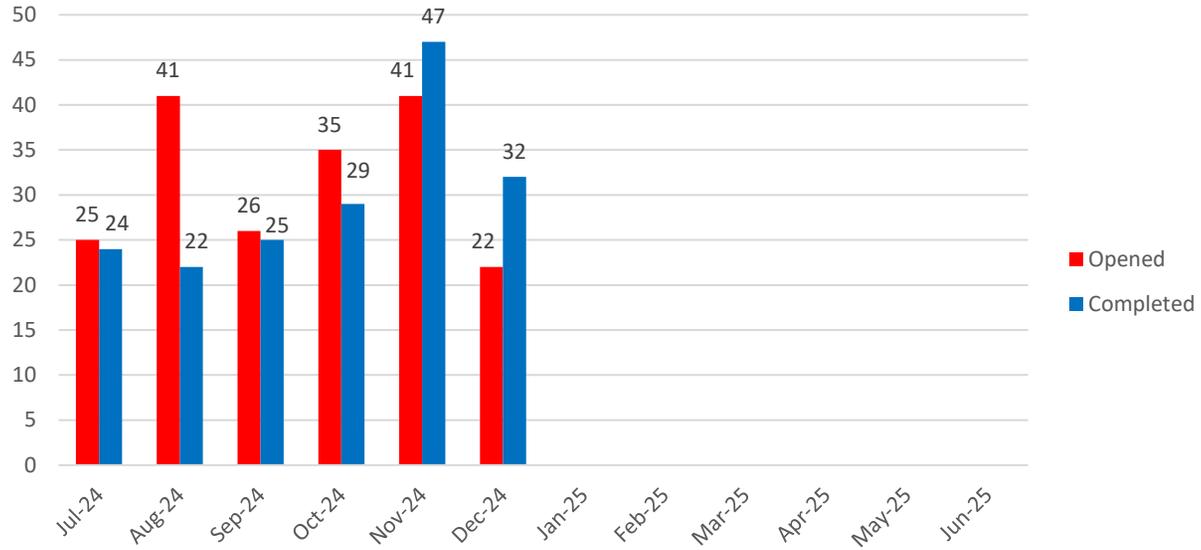
V. Enforcement

A. Enforcement Statistical Reports

1. Fiscal Year 2024/25 Update

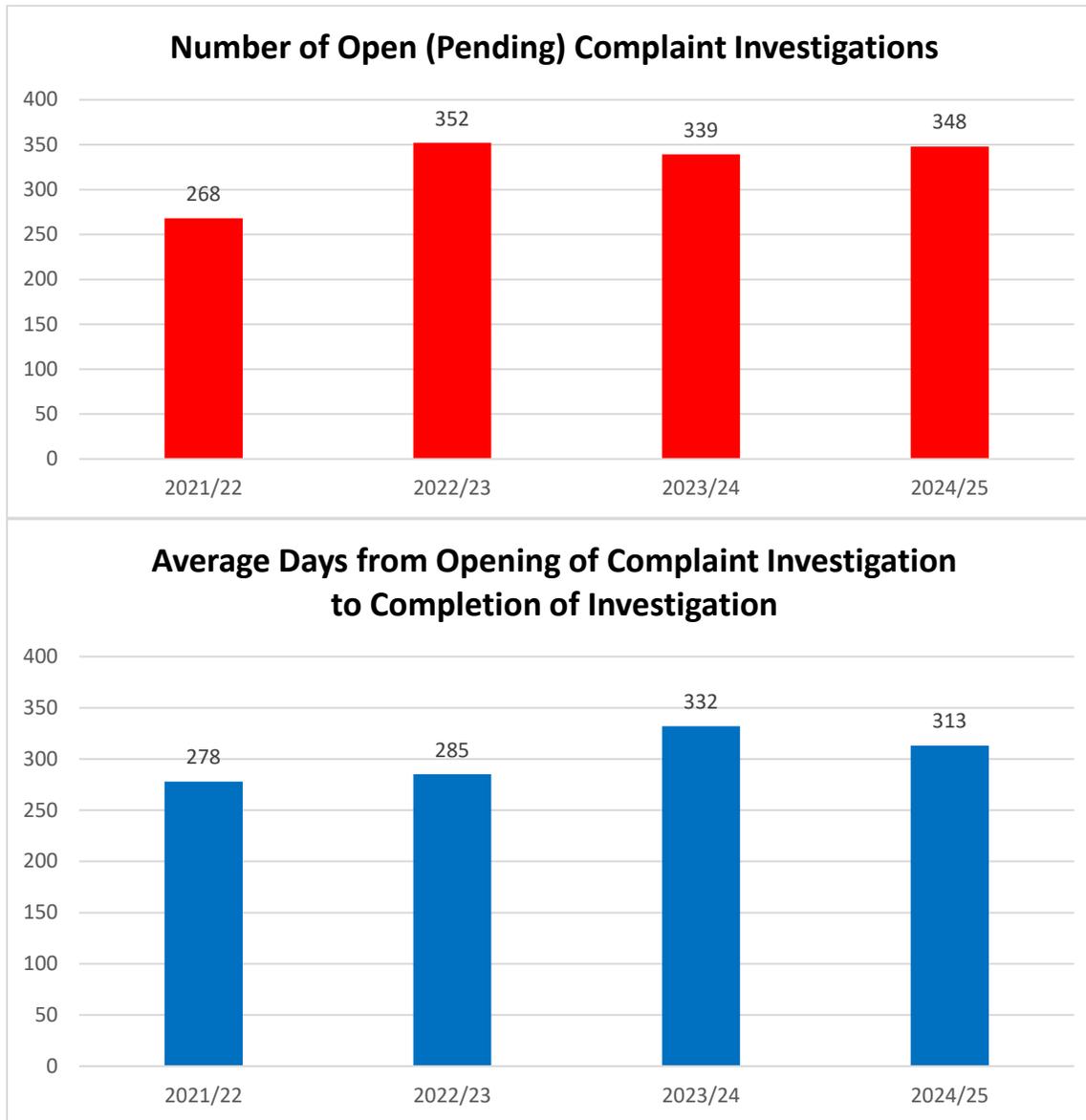
Complaint Investigation Phase

Number of Complaint Investigations Opened & Completed by Month
FY 24/25



NOTE: FY24/25 statistics are through December 31, 2024

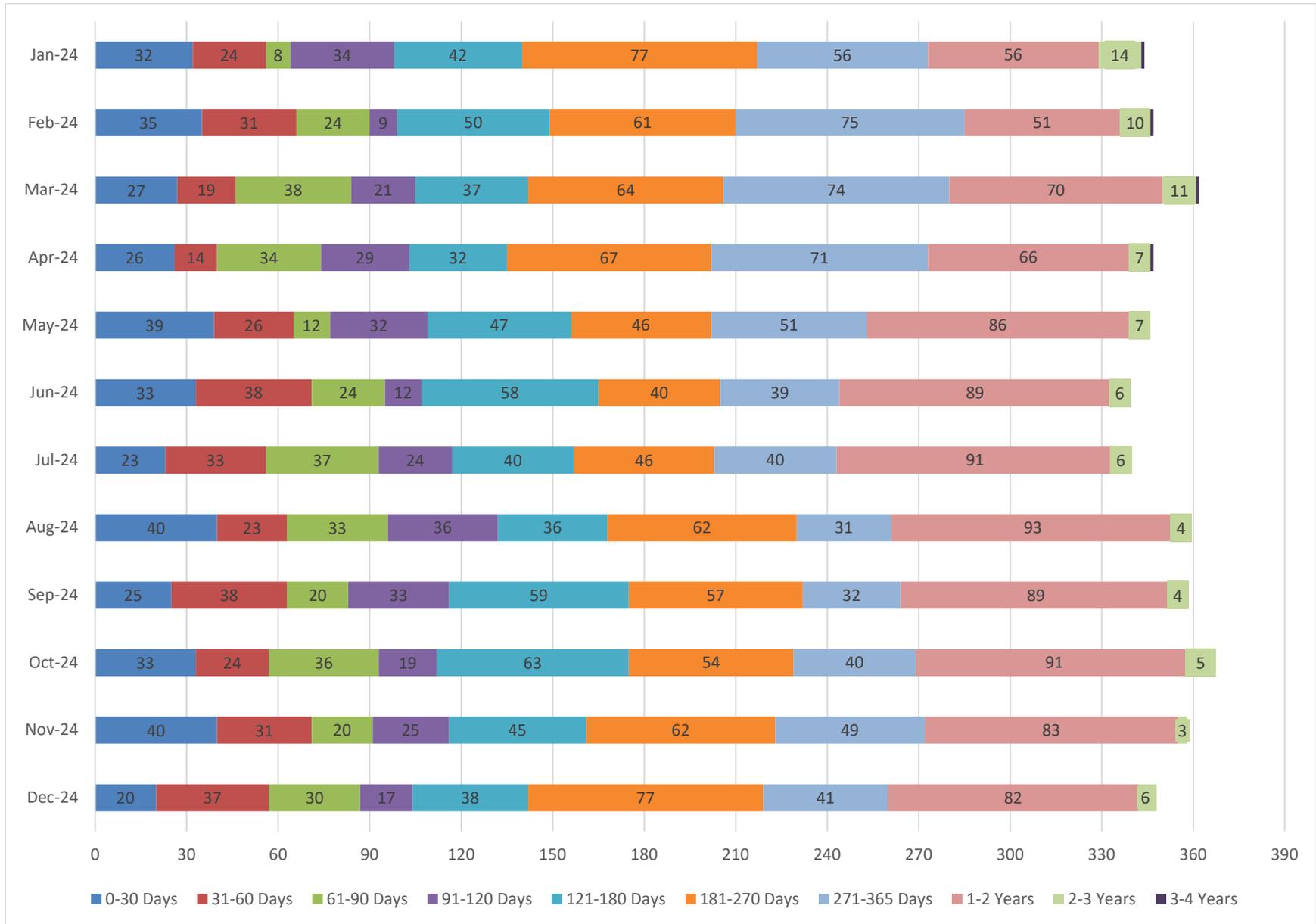
Complaint Investigation Phase



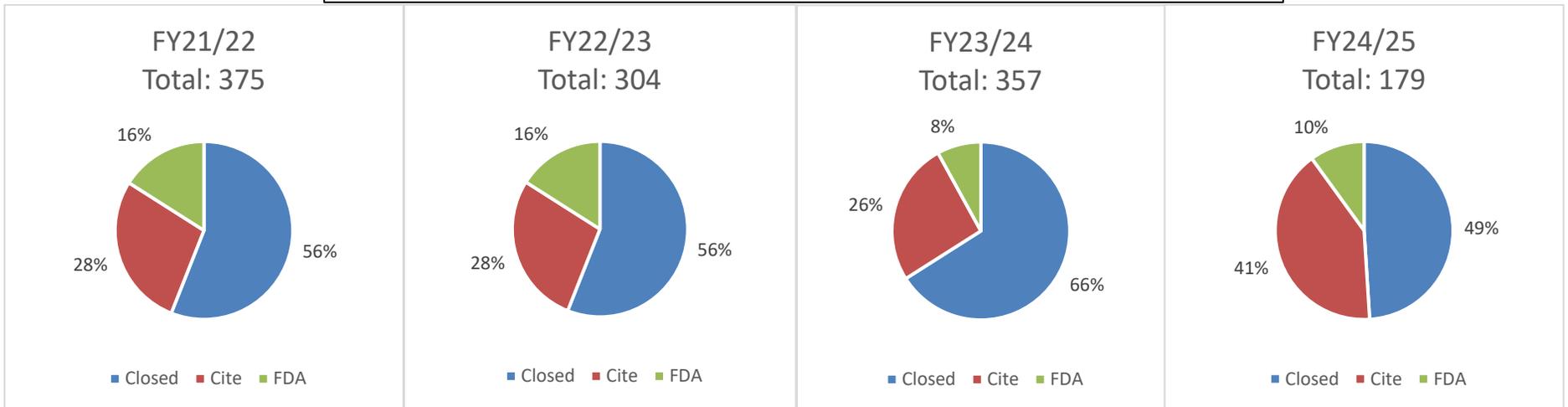
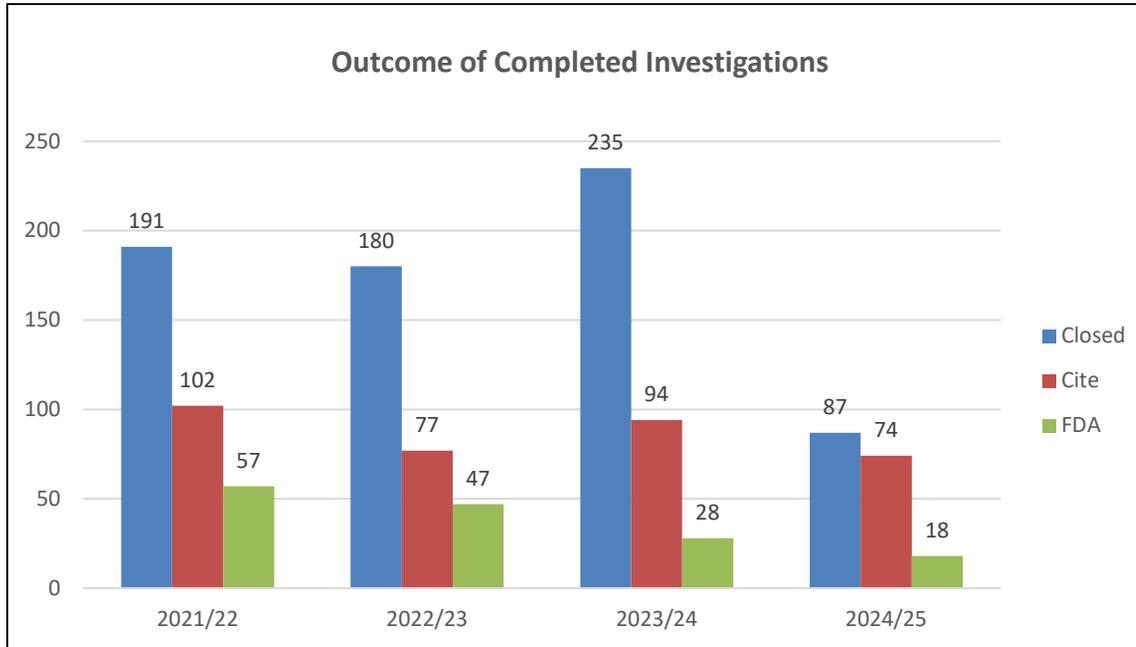
NOTE: FY24/25 statistics are through December 31, 2024

Complaint Investigation Phase

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



Complaint Investigation Phase



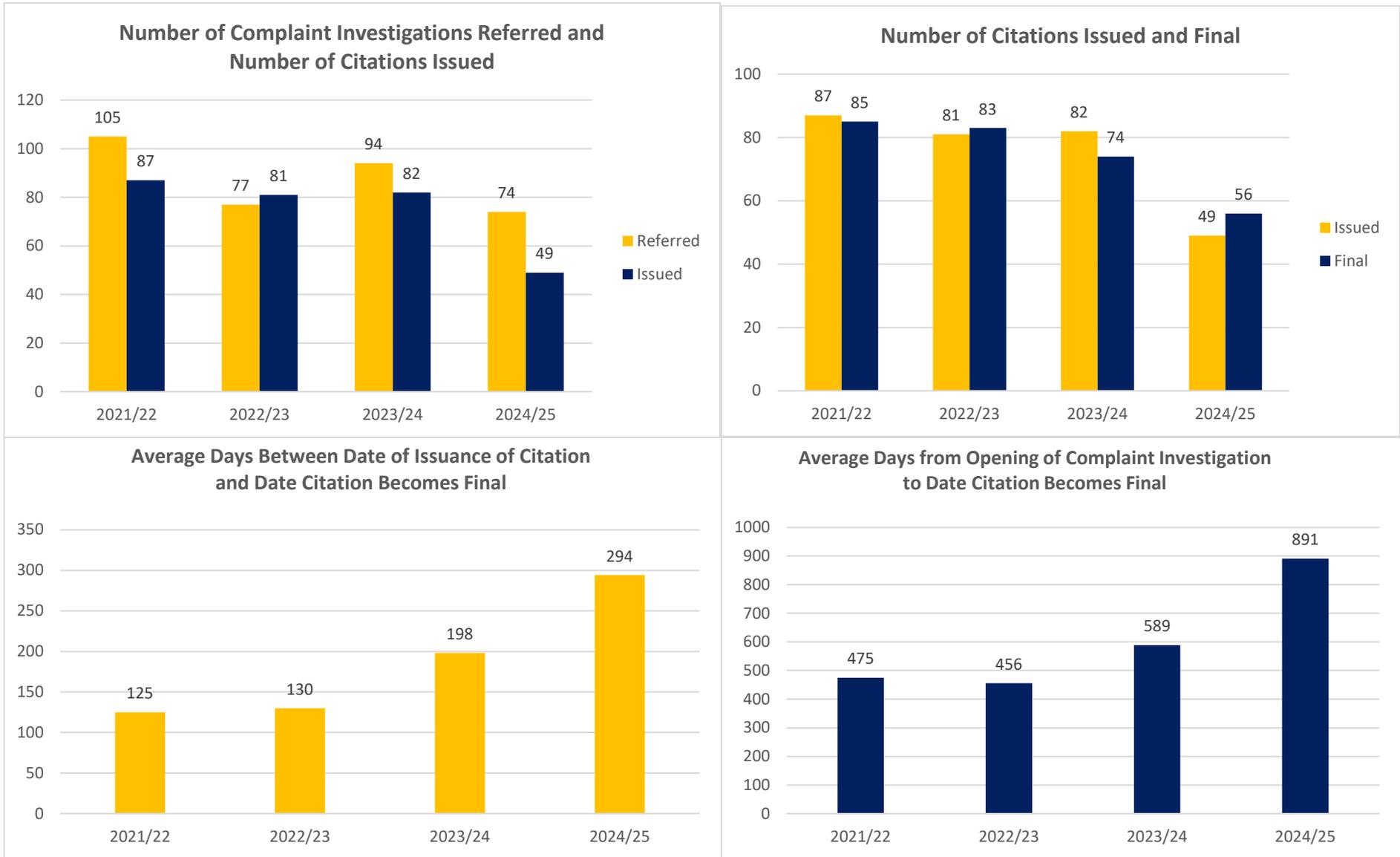
NOTE: FY24/25 statistics are through December 31, 2024

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

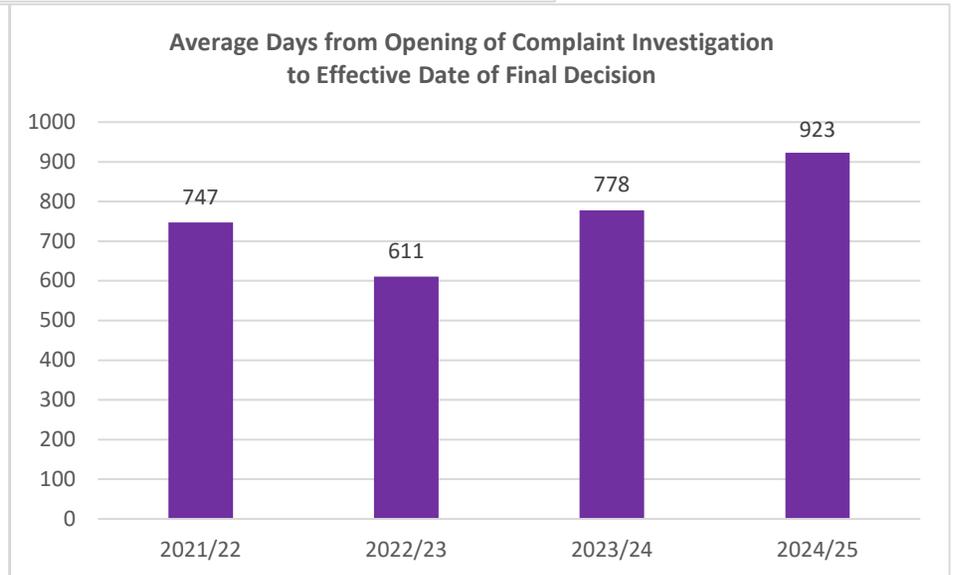
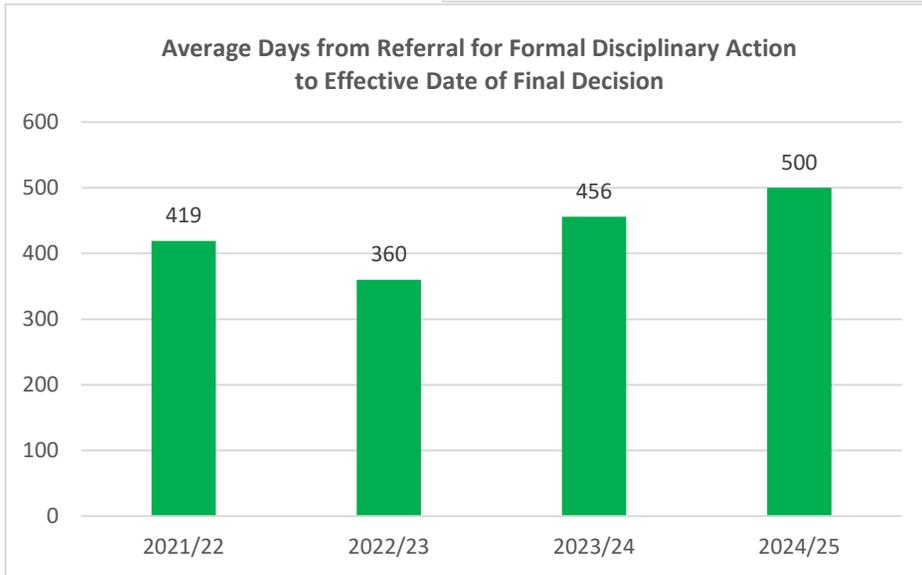
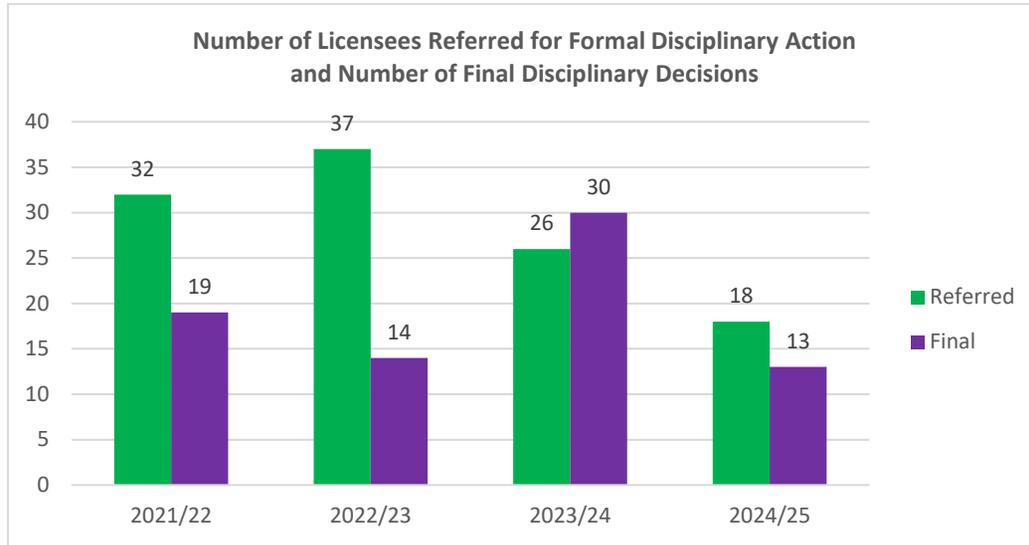
FDA = Referred for Formal Disciplinary Action

Citations (Informal Enforcement Actions)



NOTE: FY24/25 statistics are through December 31, 2024

Formal Disciplinary Actions Against Licensees



NOTE: FY24/25 statistics are through December 31, 2024

VI. Exams/Licensing

- A. Examination/Licensing Updates
- B. 2024 Examination Results
- C. Staff Report on Traffic Engineering (**Possible Action**)

2024 Exam Result Statistics

2024 - NCEES Engineering & Land Surveying National Exams

Computer-Based Exams (CBT)
January - June 2024
California Candidates

Computer-Based Exams (CBT)
July - December 2024
California Candidates

	Total Number of Candidates	Number Passed	Pass %
Agricultural Engineer	n/a	n/a	n/a
Chemical Engineer	35	13	37
Civil Engineer	1547	757	49
Control Systems Engineer	19	12	63
Electrical Engineer	238	117	49
Fire Protection Engineer	53	43	81
Fundamentals of Engineering	2,885	1,392	48
Fundamentals of Surveying	161	70	43
Industrial Engineer	n/a	n/a	n/a
Mechanical Engineer	200	123	62
Metallurgical Engineer	n/a	n/a	n/a
Nuclear Engineer	n/a	n/a	n/a
Petroleum Engineer	n/a	n/a	n/a
Practice of Surveying	103	52	50

	Total Number of Candidates	Number Passed	Pass %
Agricultural Engineer	3	1	33
Chemical Engineer	42	17	40
Civil Engineer	1330	696	52
Control Systems Engineer	n/a	n/a	n/a
Electrical Engineer	268	126	47
Fire Protection Engineer	n/a	n/a	n/a
Fundamentals of Engineering	3,304	1,569	47
Fundamentals of Surveying	174	70	40
Industrial Engineer	14	10	71
Mechanical Engineer	248	162	65
Metallurgical Engineer	18	13	72
Nuclear Engineer	1	1	100
Petroleum Engineer	7	2	29
Practice of Surveying	115	59	51

Structural Engineer Exam

Structural Engineer Exam

*Each exam is comprised of a Vertical and Lateral component
Each component is comprised of a Breadth section and Depth section, and these may be taken, and passed separately at different times*

*Each exam is comprised of a Vertical and Lateral component
Each component is comprised of a Breadth section and Depth section, and these may be taken, and passed separately at different times*

A candidate must pass all four exam sections in order to 'Pass' the Structural Exam

A candidate must pass all four exam sections in order to 'Pass' the Structural Exam

Structural Engineer - Vertical	81	52	64
Structural Engineer - Lateral	44	19	43

Structural Engineer - Vertical	89	18	20
Structural Engineer - Lateral	54	15	28

Examination Statistics

(State Specific and ASBOG Examinations)

NCEES examination statistics are available on the NCEES website at: <https://ncees.org/>

Civil Seismic Principles

Exam Cycle	Tested	Passed	Pass %
Q1 2018	No exams administered		
Q2 2018	1341	556	41
Q3 2018	513	225	44
Q4 2018	802	347	43
Total 2018	2656	1128	42
Q1 2019	593	283	48
Q2 2019	801	405	51
Q3 2019	715	341	48
Q4 2019	818	398	49
Total 2019	2927	1427	49
Q1 2020	319	177	55
Q2 2020	No exams administered		
Q3 2020	715	476	67
Q4 2020	713	369	52
Total 2020	1747	1022	59
Q1 2021	238	166	70
Q2 2021	941	482	51
Q3 2021	511	255	50
Q4 2021	625	283	45
Total 2021	2315	1186	51
Q1 2022	427	215	50
Q2 2022	628	322	51
Q3 2022	559	274	49
Q4 2022	610	321	53
Total 2022	2224	1132	51
Q1 2023	579	313	54
Q2 2023	692	342	49
Q3 2023	500	245	49
Q4 2023	730	356	49
Total 2023	2501	1256	50
Q1 2024	651	272	42
Q2 2024	926	450	49
Q3 2024	759	350	46
Q4 2024	740	311	42
Total 2024	3076	1383	45

Civil Engineering Surveying

Exam Cycle	Tested	Passed	Pass %
Q1 2018	No exams administered		
Q2 2018	1254	485	39
Q3 2018	513	224	44
Q4 2018	839	383	46
Total 2018	2606	1092	42
Q1 2019	553	251	45
Q2 2019	823	385	47
Q3 2019	695	304	44
Q4 2019	814	386	47
Total 2019	2885	1326	46
Q1 2020	420	232	55
Q2 2020	No exams administered		
Q3 2020	747	438	59
Q4 2020	713	332	47
Total 2020	1880	1002	53
Q1 2021	303	207	68
Q2 2021	1004	468	47
Q3 2021	522	274	52
Q4 2021	665	327	49
Total 2021	2494	1276	51
Q1 2022	421	224	53
Q2 2022	615	290	47
Q3 2022	526	267	51
Q4 2022	565	306	54
Total 2022	2127	1087	51
Q1 2023	588	325	55
Q2 2023	651	352	54
Q3 2023	476	245	51
Q4 2023	663	325	49
Total 2023	2378	1247	52
Q1 2024	755	536	71
Q2 2024	852	561	66
Q3 2024	587	369	63
Q4 2024	504	318	63
Total 2024	2698	1784	66

CA Professional Land Surveyor

Exam Cycle	Tested	Passed	Pass %
Spring 2018	129	30	23
Fall 2018	93	25	27
Total 2018	222	55	25
Spring 2019	112	40	36
Fall 2019	81	33	41
Total 2019	193	73	38
Spring 2020	No exams administered		
Fall 2020	116	38	33
Total 2020	116	38	33
Spring 2021	85	30	35
Fall 2021	88	27	31
Total 2021	173	57	33
Spring 2022	107	48	45
Fall 2022	148	40	27
Total 2022	255	88	35
Spring 2023	144	68	47
Fall 2023	113	33	29
Total 2023	257	101	39
Spring 2024	155	69	45
Fall 2024	128	42	33
Total 2024	283	111	39

Traffic Engineer

Exam Cycle	Tested	Passed	Pass %
Spring 2018	N/A	N/A	N/A
Fall 2018	77	39	51
Total 2018	77	39	51
Spring 2019	N/A	N/A	N/A
Fall 2019	69	36	52
Total 2019	69	36	52
Spring 2020	N/A	N/A	N/A
Fall 2020	49	31	63
Total 2020	49	31	63
Spring 2021	N/A	N/A	N/A
Fall 2021	60	28	47
Total 2021	60	28	47
Spring 2022	N/A	N/A	N/A
Fall 2022	71	33	46
Total 2022	71	33	46
Spring 2023	N/A	N/A	N/A
Fall 2023	100	62	62
Total 2023	100	62	62
Spring 2024	N/A	N/A	N/A
Fall 2024	102	56	55
Total 2024	102	56	55

Geotechnical Engineer

Exam Cycle	Tested	Passed	Pass %
Spring 2018	39	13	33
Fall 2018	35	7	20
Total 2018	74	20	27
Spring 2019	N/A	N/A	N/A
Fall 2019	78	30	38
Total 2019	78	30	38
Spring 2020	N/A	N/A	N/A
Fall 2020	60	21	35
Total 2020	60	21	35
Spring 2021	N/A	N/A	N/A
Fall 2021	74	26	35
Total 2021	74	26	35
Spring 2022	N/A	N/A	N/A
Fall 2022	81	22	27
Total 2022	81	22	27
Spring 2023	N/A	N/A	N/A
Fall 2023	106	33	31
Total 2023	106	33	31
Spring 2024	N/A	N/A	N/A
Fall 2024	98	34	35
Total 2024	98	34	35

ASBOG Fundamentals of Geology

Exam Cycle	Tested	Passed	Pass %
Spring 2018	105	75	71
Fall 2018	216	149	69
Total 2018	321	224	70
Spring 2019	153	108	71
Fall 2019	209	136	65
Total 2019	362	244	67
Spring 2020	No exams administered		
Fall 2020	145	112	77
Total 2020	145	112	77
Spring 2021	161	105	65
Fall 2021	132	95	72
Total 2021	293	200	68
Spring 2022	120	88	73
Fall 2022	116	63	54
Total 2022	236	151	64
Spring 2023	142	82	58
Fall 2023	165	107	65
Total 2023	307	189	62
Spring 2024	148	95	64
Fall 2024	165	101	61
Total 2024	313	196	63

ASBOG Practice of Geology

Exam Cycle	Tested	Passed	Pass %
Spring 2018	61	45	74
Fall 2018	105	73	70
Total 2018	166	118	71
Spring 2019	80	61	76
Fall 2019	89	70	79
Total 2019	169	131	78
Spring 2020	No exams administered		
Fall 2020	75	61	81
Total 2020	75	61	81
Spring 2021	95	69	73
Fall 2021	91	74	81
Total 2021	186	143	77
Spring 2022	90	74	82
Fall 2022	82	62	76
Total 2022	172	136	79
Spring 2023	74	57	77
Fall 2023	71	60	85
Total 2023	145	117	81
Spring 2024	58	41	71
Fall 2024	78	60	77
Total 2024	136	101	74

Geologist California Specific

Exam Cycle	Tested	Passed	Pass %
Spring 2018	102	47	46
Fall 2018	137	69	50
Total 2018	239	116	49
Spring 2019	116	56	48
Fall 2019	139	44	32
Total 2019	255	100	39
Spring 2020	150	74	49
Fall 2020	79	40	51
Total 2020	229	114	50
Spring 2021	106	47	44
Fall 2021	133	60	45
Total 2021	239	107	45
Spring 2022	128	58	45
Fall 2022	145	67	46
Total 2022	273	125	46
Spring 2023	129	50	39
Fall 2023	148	70	47
Total 2023	277	120	43
Spring 2024	111	44	40
Fall 2024	126	68	54
Total 2024	237	112	47

Certified Engineering Geologist

Exam Cycle	Tested	Passed	Pass %
Spring 2018	N/A	N/A	N/A
Fall 2018	45	24	53
Total 2018	45	24	53
Spring 2019	N/A	N/A	N/A
Fall 2019	40	29	73
Total 2019	40	29	73
Spring 2020	N/A	N/A	N/A
Fall 2020	17	11	65
Total 2020	17	11	65
Spring 2021	N/A	N/A	N/A
Fall 2021	39	20	51
Total 2021	39	20	51
Spring 2022	N/A	N/A	N/A
Fall 2022	31	13	42
Total 2022	31	13	42
Spring 2023	N/A	N/A	N/A
Fall 2023	39	13	33
Total 2023	39	13	33
Spring 2024	N/A	N/A	N/A
Fall 2024	48	18	38
Total 2024	48	18	38

Certified Hydrogeologist

Exam Cycle	Tested	Passed	Pass %
Spring 2018	N/A	N/A	N/A
Fall 2018	33	22	67
Total 2018	33	22	67
Spring 2019	N/A	N/A	N/A
Fall 2019	18	11	61
Total 2019	18	11	61
Spring 2020	N/A	N/A	N/A
Fall 2020	14	9	64
Total 2020	14	9	64

Agenda Item VI.C.: Staff Report on Traffic Engineering

Staff was tasked with researching concerns about the overlap of traffic and civil engineering and their definitions. Specifically, the Board has requested a report on how prevalent these concerns are with respect to a lack of understanding of the definition of traffic engineering, perceived or otherwise, with a plan for how best to address the concerns including what efforts staff has performed since 2015 when the concerns were first presented.

Staff Recommendation:

Board staff finds that insufficient rationale exists which would justify further clarifying or expanding on the definition of traffic engineering in rulemaking. Board staff recommends the continued efforts towards educating licensees and those seeking licensure in California. In addition, the Board will continue to seek input from licensed Traffic Engineers to update the California Traffic Exam specification to reflect current and future practice. This will be facilitated through an occupational analysis which occurs every 5-7 years.

Concerns about the overlap of civil and traffic engineering definitions is primarily a result of misinformation and miscommunication in the industry, which is discussed at length in this report. In summary:

- Civil engineers working in the field of transportation engineering oftentimes complete traffic engineering tasks as part of their civil engineering work. As a result, the distinction between the two disciplines may be unclear.
- Experience-related deficiencies for traffic engineering applications are essentially non-existent. Those pursuing licensure as a Traffic Engineer are not confused about the definition of traffic engineering but rather, individuals seeking licensure as a Civil Engineer do not understand that traffic engineering tasks do not qualify as civil engineering.
- Two independent occupational analyses have been completed since 2015 resulting in only minor updates to the exam specifications for the California Traffic Engineer examination. This suggests that the practice of traffic engineering has not changed significantly since 2015 and is not predicted to change significantly in the next five years.
- California is the only state that issues a Traffic Engineer license. The California Traffic Engineer examination is developed and administered for the purpose of traffic engineering licensure. The PE-Civil (Transportation) examination, developed and administered by NCEES, is used for the purpose of civil engineering licensure.

Background:

At the request of the Board, the Traffic Technical Advisory Committee (TAC) met twice in 2015 and again in 2018 to discuss the concerns voiced by applicants about the overlap of traffic and civil engineering and their definitions. One of the primary items discussed at those committee meetings was that the Board regulates the practice of civil engineering, the use of the title, and that the definition appears in statute for civil engineering with a provision that expressly prohibits the Board from further clarifying or

expanding on the definition of civil engineering in rulemaking. As for traffic engineering, the Board does not regulate the practice of traffic engineering rather only the use of the title. The Traffic TAC attempted to modernize the language and returned with the following recommendation at the March 2018 Board meeting:

The TAC recommends that the definition of traffic engineering as contained in the regulations be amended as shown below. (NOTE: Only the introductory paragraph to the entire section and the pertinent subdivision are shown. No changes to any of the other subdivisions are proposed to be made.)

404. Definitions.

For the purpose of the rules and regulations contained in this chapter, the following terms are defined. No definition contained herein authorizes the practice of engineering as defined in the Professional Engineers Act.

...
(qq) "Traffic engineering" is that branch of professional engineering which requires such education and experience as is necessary to understand the science of measuring traffic and travel and the human factors relating to traffic generation and flow the safe and efficient movement of people and goods on streets and highways; and requires the ability to apply this knowledge to planning, operating, and evaluating streets and highways and their networks, their abutting lands, and or their interrelationships with other modes of travel, to provide safe and efficient movement of people and goods. The above definition of traffic engineering shall not be construed to permit the practice of civil, electrical, or mechanical engineering.

At that time, the Board agreed to begin the rulemaking process however, more recently, both the Regulations Unit and Legal Office indicated that the Board does not have sufficient rationale to justify the proposed changes. At the June 2024 Board meeting, the Board took action to withdraw the rulemaking package. Furthermore, the Board requested a report from staff on how prevalent these concerns are with respect to a lack of understanding of the definition of traffic engineering, perceived or otherwise, with a plan for how best to address the concerns including what efforts staff has performed since 2015 when the concerns were first presented.

Discussion/Analysis:

Traffic engineering vs transportation engineering

Traffic engineering was created as a title branch in the 1970s and the following definition was added to Title 16, California Code of Regulations section 404:

(qq) "Traffic engineering" is that branch of professional engineering which requires such education and experience as is necessary to understand the science of measuring traffic and travel and the human factors relating to traffic generation and flow; and requires the ability to apply this knowledge to planning, operating, and evaluating streets and highways and their networks, abutting lands and interrelationships with other modes of travel, to provide safe and efficient movement of people and goods. The above definition of traffic engineering shall not be construed to permit the practice of civil, electrical, or mechanical engineering.

Alternatively, California started regulating the practice of civil engineering in the late 1920s and the definition in Business and Professions Code section 6731 is, in part:

Civil engineering embraces the following studies or activities in connection with fixed works for ... railroads, highways, ... or bridges:

It is important to re-emphasize that the definition of traffic engineering “shall not be construed to permit the practice of civil, electrical or mechanical engineering”. Because traffic engineering is a title act, an individual does not need to be licensed to practice traffic engineering. Oftentimes Civil Engineers working in the area of transportation engineering are involved in traffic engineering tasks related to their civil engineering work, but because California issues licenses for both civil and traffic engineering, there is no overlap between the two.

While evaluating these topics, it became apparent that many think of “transportation engineering” when referring to “traffic engineering” when the former is much more broad in scope, encompassing aspects of civil engineering in addition to what may be regarded as traffic engineering, at least in context with California’s licensing laws.

Licensing Requirements – Traffic Engineering

Applicants for licensure as traffic engineer must demonstrate six years or more of qualifying experience and successfully pass California Traffic Engineer examination. Qualifying experience for traffic engineering applicants is experience that meets the definition of traffic engineering in Title 16, California Code of Regulations section 404(qq). Staff reviewed all traffic engineering applications submitted to the Board between 2015 and 2024 and provided the statistics shown in Table 1.

Historically, the number of experience-related deficiencies for traffic engineering applications is essentially non-existent (Table 1, Column 4). Thus, individuals applying for a licensure as a Traffic Engineer since 2015 do not appear to have a lack of understanding of the definition of traffic engineering currently in regulation. Other deficiencies issued that are not captured in Table 1 may include missing transcripts for claimed education, incomplete reference forms, and claimed experience that overlaps with an application for another discipline (e.g., Civil Engineer application). Applications with deficiencies that are not resolved prior to the current Fall exam window are moved to the next exam window, thus resulting in more approved applications (Table 1, Column 3) than submitted applications (Table 1, Column 2) for a given year.

Table 1. Traffic engineer application statistics

Application received date (calendar year) (1)	Number of TE applications submitted (2)	Number of TE applications approved (3)	Number of TE applications issued an experience-related deficiency (4)	Number of abandoned TE applications (5)	Number of TE licenses issued (6)
2015	46	45	1	1	18
2016	51	49	0	0	43
2017	75	78	0	0	38
2018	58	44	2	1	34
2019	56	45	1	1	41
2020	30	35	0	0	27

2021	42	44	1	0	32
2022	51	43	0	1	33
2023	72	79	1	3	64
2024	57	66	1	0	55

California Traffic Engineer Examination

The exam content for the California Traffic Engineer examination is reevaluated every 5-7 years through an occupational analysis. There have been two occupational analyses completed for the California Traffic Engineer examination since 2015, one in 2017 and more recently in 2023. As of June 30, 2023, there were 1,479 licensed Traffic Engineers. The 2023 Occupational Analysis received responses from a total of 552 participants, with 258 responses considered complete enough for analysis. Only responses from active, licensed Traffic Engineers were included.

The 2023 Occupational Analysis included an open-ended question about expected changes in the Traffic Engineer job role over the next 5 years; none of these responses were related to the practice evolving to include tasks that would be the practice of civil engineering.

When comparing the 2024 exam specifications with the 2018 exam specifications (Attachment - BPELSG Traffic Engineer Test Plan Change_2018 to 2024), the 2024 test plan maintains the same four domains and generally similar content percentage with only language changes to the tasks, knowledges, and activities. Similarly, the 2018 exam specifications had minimal changes when compared to the previous exam specifications.

NCEES PE-Civil (Transportation) Engineer Examination

The National Council of Examiners for Engineering and Surveying (NCEES) develops examinations for engineers and surveyors which are used by State licensing boards. NCEES offers more than 20 different PE exams, however they do not have a PE exam in the specific discipline of traffic engineering. Thus, California developed the Traffic Engineer examination used by traffic engineering applicants to satisfy the state-specific second division exam requirement.

Civil engineering applicants are required to successfully pass the NCEES PE-Civil exam for licensure. The NCEES PE-Civil exam is offered in five disciplines (or area of specialty practice): construction, geotechnical, structural, transportation, and water resources and environmental and the Board allows civil engineer applicants to choose any one of those specialty versions to qualify for the civil engineer license in California. These exams are developed by NCEES and their examination vendor in collaboration with licensed engineers across the country and based on feedback gathered during a Professional Activities and Knowledge Study (PAKS), similar to an Occupational Analysis, discussed above. California is the only state that issues a separate Traffic Engineer license and does not include the practice of traffic engineering within the definition of civil engineering. As such, since California is alone in this regard nationally-thinking, there are portions of the NCEES PE-Civil (Transportation) exam specifications which include knowledge areas that would not be the practice of civil engineering in California and, instead, would be encompassed in the definition of traffic engineering in Title 16, California Code of Regulations section 404(qq) as defined in California. The

other four specialties of the PE-Civil exam do not contain knowledge areas relative to traffic engineering.

BPELSG Traffic Engineer Test Plan Change

Insertions | Deletions
Movement

Traffic Engineer Test Plan (Updated March 2024)	Traffic Engineer Test Plan 2018
I. Planning	I. Planning
Professional Activities:	Professional Activities:
1. Perform capacity analysis of transportation facilities (e.g. pedestrian, bicycle, vehicle, transit)	1. Perform capacity analysis of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
2. Evaluate traffic plans to ensure accommodation of current and future traffic volumes	2. Evaluate traffic plans to ensure accommodation of current and future traffic volumes
3. Estimate delays and queues at intersections	3. Evaluate delays and queues at intersections
4. Estimate traffic demands of proposed developments	4. Estimate traffic volumes produced by new developments
5. Estimate parking demands of proposed developments	5. Predict future parking demands of proposed developments
6. Determine the costs and benefits of proposed transportation projects	6. Determine the costs and benefits of proposed capital improvement projects to prioritize funding
7. Perform level of service analysis (LOS) of transportation facilities (e.g. pedestrian, bicycle, vehicle, transit)	7. Perform level of service analysis (LOS) of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
8. Evaluate circulation and access management for public and private development	8. Evaluate circulation and access management for public and private development
9. Conduct corridor planning to determine future transportation infrastructure for various modes of travel and complete streets	9. Conduct corridor analyses of alternative modes of travel to determine future transportation infrastructure
10. Identify the steps used in the travel demand modeling process	
11. Propose improvements to transportation infrastructure to accommodate changes in travel demand	10. Propose improvements to transportation infrastructure to accommodate changes in travel demand
12. Conduct traffic impact studies to identify deficiencies and provide information for environmental documents	11. Conduct traffic impact studies to identify deficiencies
13. Evaluate feasibility of proposed mitigation measures	12. Evaluate feasibility of proposed mitigation measures
14. Perform safety planning of transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	13. Perform safety analysis of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
15. Evaluate vehicle miles traveled (VMT) for proposed developments or roadway projects	14. Evaluate vehicle miles traveled (VMT) for proposed developments or roadway projects
Test questions on these professional activities may include one or more of the following:	Test questions on these professional activities may include one or more of the following:
A. Techniques for performing level of service (LOS) analysis	A. Techniques for performing level of service (LOS) analyses
B. Techniques for calculating levels of service (LOS)	B. Techniques for calculating levels of service (LOS)
C. Essential elements needed for traffic impact studies	O. Essential elements needed for traffic impact studies
D. Principles of travel demand modeling	C. Strategies to reduce travel demand

E. Trip generation analysis for various land uses	E. Trip generation analysis techniques for various land uses
F. Trip distribution methods associated with transportation analysis	D. Trip distribution techniques associated with traffic impact analysis
G. Techniques for calculating the capacity of transportation facilities (e.g., pedestrian, bicycle, vehicle, transit)	F. The techniques to compute the capacity of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
H. Techniques for evaluating the capacity of transportation facilities (e.g., pedestrian, bicycle, vehicle, transit)	G. The techniques for evaluating the capacity of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
I. Effect of new developments on adjacent roadways and driveways	H. The effect of new developments on access to adjacent roadways
J. Roadway characteristics that affect capacity	I. Roadway features that affect capacity
K. Access management principles related to the improvement of traffic flow	J. Access management principles related to the improvement of traffic flow
L. Techniques to improve traffic circulation on transportation networks (e.g., pedestrian, bicycle, vehicle, transit)	K. Circulation principles related to the improvement of traffic flow
M. Techniques to determine traffic impacts	L. Techniques to determine traffic impacts
N. Techniques to select mitigation measures based on constraints	M. Techniques to select mitigation measures based on constraints
O. Techniques to measure the effectiveness of proposed mitigations	N. Techniques to measure the effectiveness of proposed mitigations
P. Planning applications for macro- and micro-simulation models	P. Methods for applying principles of the planning process to macro- and micro-simulation models
Q. Techniques for conducting traffic flow studies	Q. Techniques for conducting traffic flow studies
R. The relationship between parking demand and individual land uses	R. The relationship between parking demand and individual land uses
S. The effects of vehicle characteristics and volumes on transportation facilities (e.g., pedestrian, bicycle, vehicle, transit)	S. The effects of vehicle characteristics and volumes on transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
T. Principles for evaluating vehicle miles traveled (VMT)	T. Calculating and evaluating vehicle miles traveled (VMT)
U. Strategies for transportation demand management	
V. Safety analysis techniques	U. Safety analyses techniques
W. Techniques for planning and evaluating multimodal transportation facilities (e.g., pedestrian, bicycle, vehicle, transit)	V. Multi-modal transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
X. Techniques for conducting queuing analyses	W. Techniques for conducting queue analyses
Y. Techniques for cost-benefit analysis	X. Cost-benefit analysis
II. Design	II. Design
Professional Activities:	Professional Activities:
1. Prepare plans, specifications and estimates for transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	1. Prepare plans, specifications and estimates for transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
2. Verify that transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail) comply with Federal and State accessibility standards	2. Verify that transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit) comply with Federal and State accessibility standards
3. Prepare engineering design plans (e.g., traffic signals, geometric, ITS, temporary traffic control)	3. Implement intelligent transportation system (ITS) measures

4. Implement roadside safety devices (e.g., guardrails, barriers, and crash cushions)	4. Select roadway safety devices such as guardrails, barriers, and crash cushions to improve safety
5. Implement traffic calming devices and measures	5. Select traffic calming devices and measures to improve traffic safety
6. Prepare parking facility layouts to maximize efficiency and circulation	6. Prepare parking facility layouts to maximize efficiency and circulation
7. Implement lighting systems for roadways and intersections	7. Develop lighting systems on roadways
Test questions on these professional activities may include one or more of the following:	Test questions on these professional activities may include one or more of the following:
A. Principles and standards for transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	B. Principles and standards for motorized and non-motorized transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
B. Principles for the design of traffic control devices (e.g., signal, signage, striping, pavement marking)	
C. The effects of the mixtures and sizes of vehicles on roadway geometric design	D. The effects of the mixtures and sizes of vehicles on roadway geometric design
D. Applications of design standards to roadway improvements	E. Applications of design standards to roadway improvements
E. Applications of sight distance principles to roadway design	F. Applications of sight distance principles to roadway design
F. Channelization guidelines to improve traffic flow	G. Channelization guidelines to improve traffic flow
G. Principles and standards for accessibility related to the design of transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	H. Statutes and guidelines regarding accommodations for the disabled related to the design of transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
H. Techniques for designing transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail) that takes into consideration users with disabilities	I. Techniques for designing transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit) that takes into consideration users with disabilities
	J. Principles for the design of spacing and other aspects of roadway lighting
I. Principles and standards for the development of parking facilities	A. Principles and standards for the development of parking facilities
J. Techniques for implementing technology to improve traffic flow and roadway safety (e.g., speed feedback sign, transit priority, vehicle detection, ITS)	K. Techniques for implementing intelligent transportation systems (ITS) technology to improve traffic flow and roadway safety
K. Principles of bicycle facilities design	L. Principles of bicycle facilities design
L. The design and application of traffic calming devices and measures	M. The design and application of traffic calming devices and measures
M. Techniques for speed management	
N. Principles and standards for the design of roundabouts	N. Principles and standards of the development of roundabouts
O. Application of roadway safety devices and measures (e.g., roadway lighting, crash cushions)	O. Application of roadway safety devices and measures
P. Principles and standards associated with the design of railroad crossings	P. Principles and standards associated with the design of railroad crossings
Q. Principles for the design of driveways	C. Principles for the design of driveways
III. Studies and Analyses	III. Studies and Analyses
Professional Activities:	Professional Activities:
1. Evaluate existing conditions to determine if changes to traffic control devices and roadway designs are recommended	1. Conduct field investigations of existing conditions to evaluate changes to traffic control devices and roadway designs

2. Conduct traffic collision analyses for transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	2. Identify traffic collision patterns and recommend improvements to transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
3. Conduct road safety analyses for transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	
4. Conduct engineering and traffic surveys to recommend speed limits	3. Conduct speed-zone surveys to assess speed limits
5. Perform parking studies for on- and off-street parking	4. Perform parking studies for parking management and regulation development
6. Conduct queuing studies for transportation facilities (e.g., pedestrian, bicycle, vehicle, transit, rail)	5. Conduct queuing studies for transportation facilities (e.g. facilities for pedestrians, bicycles, motorists, transit)
Test questions on these professional activities may include one or more of the following:	Test questions on these professional activities may include one or more of the following:
A. Guidelines for the installation of traffic control devices	D. Laws governing traffic control devices
B. Methods for performing engineering and traffic surveys	A. Methods for performing engineering and traffic surveys
C. Techniques for analyzing collision data	B. Techniques for analyzing collision data
D. Techniques for conducting safety studies (e.g., roadway safety audits)	C. Methods to enhance safety
E. Principles for non-motorized safety improvements	E. Principles for non-motorized safety improvements
F. Techniques for conducting parking studies	F. Techniques for conducting parking studies
G. Techniques for conducting delay studies	G. Techniques for conducting delay studies
H. Techniques for conducting queuing studies	H. Techniques for conducting queuing studies
I. Techniques for creating collision diagrams	I. Techniques for creating collision diagrams
IV. Operations	IV. Operations
Professional Activities:	Professional Activities:
1. Assess the need to install new traffic control devices	2. Identify the need to install new traffic control devices
2. Recommend placement of traffic control devices	1. Perform traffic engineering assessments to recommend placement of traffic control devices
3. Evaluate signal timing, phasing, and coordination for safety and operational improvements	3. Evaluate signal timing to determine operational improvements 5. Recommend signal phasing based on operational needs 6. Evaluate traffic signal coordination
4. Modify traffic control infrastructure for safety and operational improvements	4. Modify traffic signal hardware to improve safety and operations
5. Manage temporary traffic control and detour plans	7. Develop temporary traffic control and detour plans to minimize delay and address worker and road user safety
6. Evaluate on-street parking and curbside management	8. Manage on-street parking
Test questions on these professional activities may include one or more of the following:	Test questions on these professional activities may include one or more of the following:
A. Measures that improve traffic safety and operations	B. Measures that remedy traffic safety and operational deficiencies
B. Standards for the identification and placement of signing, striping and markings	C. State standards for the identification and placement of signing, striping and markings

C. Warrants for the installation of traffic signals	D. Warrants for the installation of traffic signals
D. Methods to optimize traffic flow using traffic signals	E. Methods to optimize traffic flow using traffic signals
E. Principles of traffic signal design	H. Principles of traffic signal design
F. Techniques to develop traffic signal timing plans	G. Techniques to develop traffic signal timing plans
G. Principles of traffic signal phasing and sequencing	K. Types of traffic signal phasing
H. Principles of traffic signal coordination	I. Traffic signal coordination timing
I. Principles governing the type and location of traffic signal detection systems	L. Principles governing the type and location of traffic signal detection systems
J. Principles of traffic signal preemption	M. Principles of traffic signal preemption
K. Principles of transit signal priority	F. Methods to factor transit priority into signal timing
L. Advanced signal timing concepts (e.g., adaptive, responsive)	T. Principles of adaptive signal timing
M. Principles for the installation of traffic control devices	O. Criteria for the installation of traffic control devices
	N. Methods for traffic signal interconnection
N. Standards for temporary traffic control	J. Standards for temporary traffic control
O. Applications of roadway safety devices	P. Criteria for roadway safety devices
P. Traffic control devices at transit and railroad facilities	Q. Traffic control devices at transit and railroad facilities
Q. Principles of channelization	R. Channelization principles
R. Applications of passing, stopping, decision and corner sight distances	S. Passing, stopping, decision and corner sight distances
S. Applications of traffic control devices for horizontal and vertical alignment of roadways	U. Influence of horizontal and vertical alignment of roadways on traffic control devices
T. Principles and standards of on-street parking and curbside management	A. Laws and regulations governing on-street parking

VII. Legislation

A. 2025 Legislative Calendar

DEADLINES

JANUARY

S	M	T	W	TH	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	

- Jan. 1** Statutes take effect (Art. IV, Sec. 8(c)).
- Jan. 6** Legislature Reconvenes (J.R. 51(a)(1)).
- Jan. 10** Budget must be submitted by Governor (Art. IV, Sec. 12(a)).
- Jan. 20** Martin Luther King, Jr. Day.
- Jan. 24** Last day to submit **bill requests** to the Office of Legislative Counsel.

FEBRUARY

S	M	T	W	TH	F	S
						1
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23	24	25	26	27	28	

- Feb. 17** Presidents' Day.
- Feb. 21** Last day for bills to be **introduced** (J.R. 61(a)(1), (J.R. 54(a)).

MARCH

S	M	T	W	TH	F	S
						1
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23	24	25	26	27	28	29
30	31					

- Mar. 31** Cesar Chavez Day

APRIL

S	M	T	W	TH	F	S
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27	28	29	30			

- Apr. 10** **Spring Recess** begins upon adjournment of this day's session (J.R. 51(a)(2)).
- Apr. 21** Legislature reconvenes from **Spring Recess** (J.R. 51(a)(2)).

MAY

S	M	T	W	TH	F	S
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

- May 2** Last day for **policy committees** to hear and report to **fiscal committees** fiscal bills introduced in their house (J.R. 61(a)(2)).
- May 9** Last day for **policy committees** to hear and report to the Floor **nonfiscal** bills introduced in their house (J.R. 61(a)(3)).
- May 16** Last day for **policy committees** to meet prior to June 9 (J.R. 61(a)(4)).
- May 23** Last day for **fiscal committees** to hear and report to the Floor bills introduced in their house (J.R. 61(a)(5)). Last day for **fiscal committees** to meet prior to June 9 (J.R. 61 (a)(6)).
- May 26** Memorial Day.

*Holiday schedule subject to Senate Rules committee approval.

JUNE

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June 2 - 6 Floor Session Only. No committees, other than conference or Rules committees, may meet for any purpose (J.R. 61(a)(7)).

June 6 Last day for each house to pass bills introduced in that house (J.R. 61(a)(8)).

June 9 Committee meetings may resume (J.R. 61(a)(9)).

June 15 Budget Bill must be passed by **midnight** (Art. IV, Sec. 12(c)(3)).

JULY

S	M	T	W	TH	F	S
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

July 4 Independence Day.

July 18 Last day for **policy committees** to meet and report bills (J.R. 61(a)(10)). **Summer Recess** begins upon adjournment of session provided Budget Bill has been passed (J.R. 51(a)(3)).

AUGUST

S	M	T	W	TH	F	S
					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Aug. 18 Legislature reconvenes from **Summer Recess** (J.R. 51(a)(3)).

Aug. 29 Last day for **fiscal committees** to meet and report bills to the Floor. (J.R. 61(a)(11)).

SEPTEMBER

S	M	T	W	TH	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				

Sept. 1 Labor Day.

Sept. 2-12 Floor Session Only. No committees, other than conference or Rules committees, may meet for any purpose (J.R. 61(a)(12)).

Sept. 5 Last day to **amend** on the Floor (J.R. 61(a)(13)).

Sept. 12 Last day for **each house to pass bills** (J.R. 61(a)(14)). **Interim Study Recess** begins at end of this day's session (J.R. 51(a)(4)).

*Holiday schedule subject to Senate Rules committee approval.

IMPORTANT DATES OCCURRING DURING INTERIM STUDY RECESS

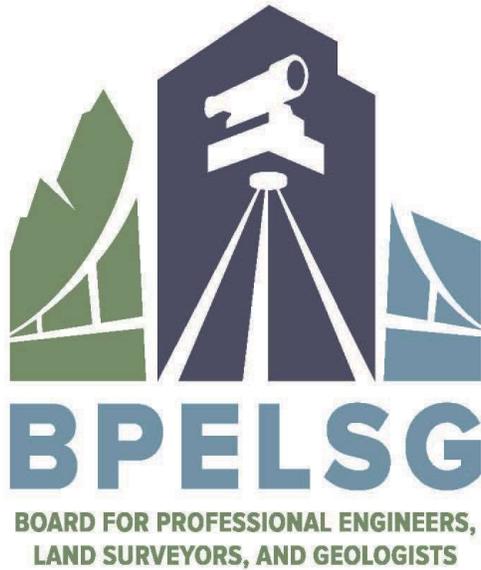
2025

Oct. 12 Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 12 and in the Governor's possession after Sept. 12 (Art. IV, Sec.10(b)(1)).

2026

Jan. 1 Statutes take effect (Art. IV, Sec. 8(c)).
 Jan. 5 Legislature reconvenes (J.R. 51(a)(4)).

VIII. Discussion and Approval of Amended Strategic Plan (Possible Action)



Board for Professional Engineers, Land
Surveyors, and Geologists
Amended Strategic Plan 2022 – 2027

Approved: [Approval date, 2025]

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Prepared by:

SOLID Planning Solutions

Department of Consumer Affairs

~~Revised November 6, 2023~~

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For Approval

Members of the Board

[Christina Wong, Public Member, Board President](#)

[Guillermo Martinez, Electrical Member, Board Vice President](#)

[Fel Amistad, Public Member](#)

[Alireza Asgari, Structural Engineer Member](#)

[Khaesha Brooks, Mechanical Engineer Member](#)

[Rossana D'Antonio, Civil Engineer Member](#)

[Michael Hartley, Land Surveyor Member](#)

[Coby King, Public Member](#)

[Elizabeth "Betsy" Mathieson, Geologist Member](#)

[Frank Ruffino, Public Member](#)

[Wilfredo Sanchez, Public Member](#)

[Fermin Villegas, Public Member](#)

[Cliff Waldeck, Public Member](#)

~~Elizabeth "Betsy" Mathieson, Geologist Member, Board President~~

~~Rossana D'Antonio, Civil Engineer Member, Board Vice President~~

~~Fel Amistad, Public Member~~

~~Alireza Asgari, Structural Engineer Member~~

~~Duane Friel, Public Member~~

~~Michael Hartley, Land Surveyor Member~~

~~Kathy Jones Irish, Public Member~~

~~Eric Johnson, Electrical Engineer Member~~

~~Coby King, Public Member~~

~~Paul Novak, Public Member~~

~~Mohammad Qureshi, Traffic Engineer Member~~

~~Frank Ruffino, Public Member~~

~~Wilfredo Sanchez, Public Member~~

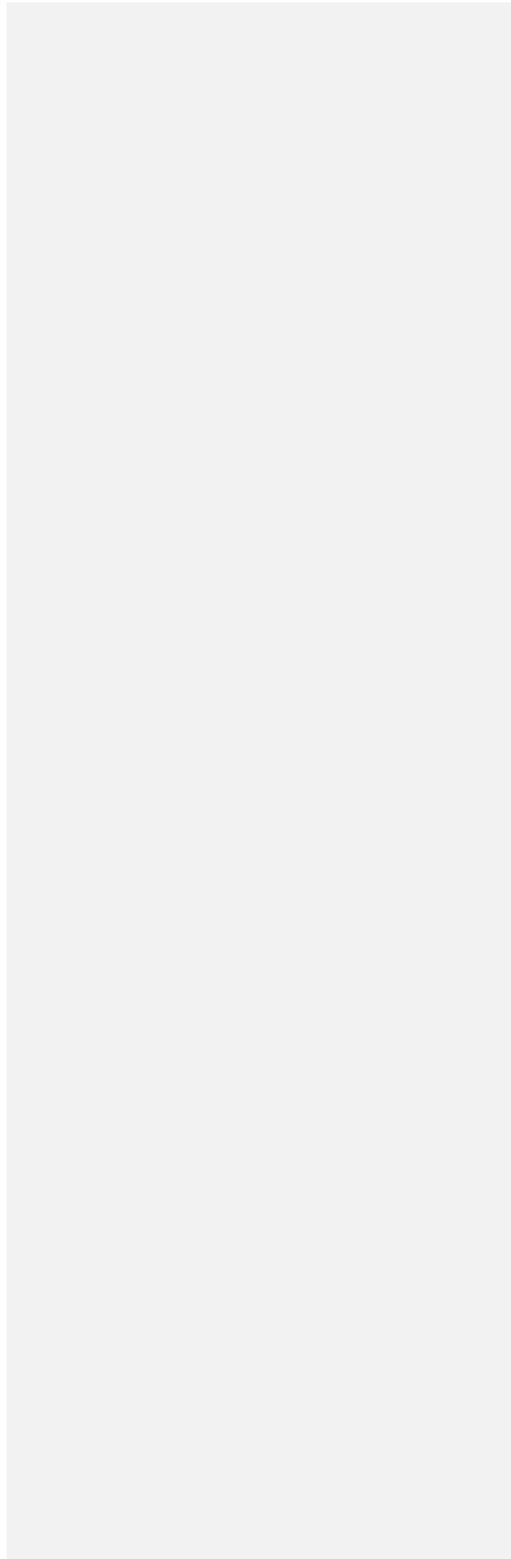
~~Christina Wong, Public Member~~

Gavin Newsom, Governor

~~Tomiquia Moss~~~~Lourdes M. Castro Ramirez~~, Secretary, Business, Consumer Services, and
Housing Agency Kimberly Kirchmeyer, Director, Department of Consumer Affairs

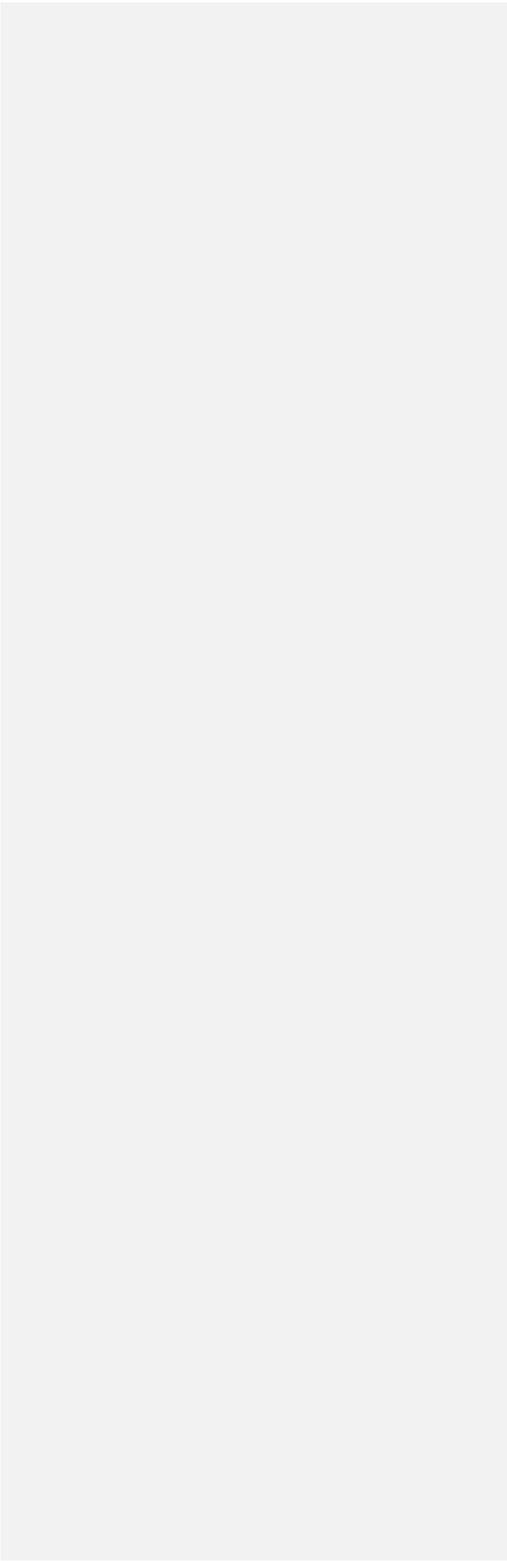
Richard B. Moore, Executive Officer, Board for Professional Engineers, Land Surveyors, and
Geologists

For Approval



|

For Approval



|

Message from the Board President

This new strategic plan is being published at an exciting time for the Board. During the strategic planning process (described in the final section of this document) the Board reflected upon and responded to recent changes in society and technology as well as in its regulated professions.

We are 2-1/2 years into the global COVID-19 pandemic, having adapted to circumstances by implementing changes such as temporary teleworking for Board staff and holding two years of Board meetings via an online hosting platform that allows remote participation by Board members, staff, guests, and the public.

Increased recognition of the importance of diversity, equity, and inclusion of underserved communities led to the expansion of the Board's list of Values and the development of some important new Objectives.

The Board's ongoing rollout of its new online application/licensing portal, Connect, facilitated development of several Objectives designed to meet needs identified during internal and external surveys conducted early in the strategic planning process.

This strategic plan is but one example of the Board's incorporating input from various stakeholders. I encourage every licensee to respond to Board surveys such as the periodic job analysis surveys for exam development. I also encourage all individuals to take advantage of opportunities to provide feedback to the Board. That input will increase the Board's effectiveness in meeting the Goals described in this strategic plan and will further protection of the public.

Supplemental Message from the Board President

Commented [AF1]: We offer the current board president the chance to add a new message for the amended plan.

About the Board

- 1891
 - Licensing for land surveyors (first in nation) was enacted on March 31, 1891 by the Legislature, which also established the State Surveyor General.
- 1920s
 - The Board was created by the Legislature. Registration was for civil engineers only.
- 1930s
 - Structural Engineer license was added by the Legislature.
 - State Surveyor General's office was abolished and Land Surveyor licensing authority was transferred to the Board by the Legislature.
- 1940s
 - The Legislature added restrictions on use of engineering titles (this began the creation of the "title acts") for the branches of professional engineering in the fields of chemical, electrical, mechanical, and petroleum engineering.

- 1960s
 - The Legislature added restrictions on use of engineering titles for the branch of metallurgical engineering.
 - The Legislature added restrictions on the practices of electrical and mechanical engineering (change in status from “title act” to “practice act”) and on use of engineering titles for the branch of industrial engineering.
 - The Legislature delegated authority to the Board to create new title acts.
 - The Legislature created the Board of Registration for Geologists under the Geologist Act to regulate the practice of geology.
- 1970s
 - The first Professional Geologist license and the first Certified Engineering Geologist title authority license were issued.
 - Professional Geophysicist licensure and regulation of the practice of geophysics were added by the Legislature.
 - The Board held hearings and created nine additional title act branches of engineering: agricultural, control systems, corrosion, fire protection, manufacturing, nuclear, quality, safety, and traffic.
- 1980s
 - The Geotechnical Engineer license was added by the Legislature.
 - The Board’s authority to create new title act branches of engineering was eliminated by the Legislature at the Board’s request.
 - The requirement for testing of all civil engineering applicants on engineering surveying principles and seismic principles was added by the Legislature.
- 1990s
 - The Legislature created the sunset review process for all licensing boards under the Department of Consumer Affairs.
 - The Board adopted regulations to create the title authority license of Certified Hydrogeologist for Professional Geologists.
- 2000s
 - Laws requiring licensees to execute written contracts for professional services were enacted.
 - Legislation was enacted that eliminated the Board for Geologists and Geophysicists and transferred all of the duties, powers, purposes, responsibilities, and jurisdiction to regulate the practices of geology and geophysics to the Board for Professional Engineers and Land Surveyors.
- 2010s
 - Effective January 1, 2011, the name of the Board was changed to the Board for Professional Engineers, Land Surveyors, and Geologists.

- The Board began administering its state-specific licensing examinations via computer-based testing (CBT).
- The Board implemented online licensure renewals via credit card payment.
- The Legislature authorized the Board to collect fingerprints from applicants for the purpose of a criminal history record check to further its mission of public protection.
- The Board conducted a review of its operational processes and procedures and, based on that review, reorganized into four functional units: Administrative Services, Enforcement, Examination Development, and Licensing.
- The Board transitioned all eight of its state-specific licensing examinations to computer-based testing (CBT) format, allowing for more testing opportunities.
- 2020s
 - Working with a vendor and the Department of Consumer Affairs' Office of Information Services, the Board developed and launched its BPELSG Connect system, a licensing and enforcement monitoring system that allows submission of applications, renewals, and complaints through an online portal.

Significant Accomplishments

The Board has achieved the following accomplishments related to the objectives in its July 27, 2017, Updated Strategic Plan:

Objective 1.1 Develop and implement an integrated licensing and enforcement case management system.

Status – The Board conducted a Business Process Improvement Study, then retained a vendor to implement a Business Modernization Project including a newly acquired integrated software system to manage workflows across all units of operation within the Board. The resulting online application/licensing portal, BPELSG Connect, includes license application, renewal, and enforcement case management modules. The first phase went live in late 2020, facilitating online applications and application status tracking for engineer-in-training and land surveyor-in-training, and online submittal of complaints to the Board’s Enforcement Unit. Subsequent phases included additional applications for other licenses and payment for license renewal, and payment for state-specific exams and notification of exam results. The Board’s speed and success in implementing its Business Modernization Project has received acclaim from DCA, and license applicants have provided overwhelmingly positive feedback about their experience submitting an application on the platform.

Objective 2.1 Monitor and report annually whether national exams continue to meet California’s licensing requirements.

Status –The Board monitors national exam results and trends. Board members and staff are actively involved with NCEES and ASBOG examination development and oversight committees. The Board’s Executive Officer continues to encourage Board members and staff to maintain involvement with NCEES and ASBOG.

Objective 3.2 Proactively monitor and clarify as needed laws and regulations.

Status – Board staff continuously monitors the laws and regulations under the Board’s jurisdiction to ensure they are clear, appropriate, and relevant and recommends additions, amendments, or repeals as needed.

Objective 5.1 Communicate enforcement actions on an ongoing basis on the Board website as soon as feasible.

Status – Accusations against licensees are posted in the License Lookup section of the Board’s website once they are filed and served on the respondent (licensee). Final disciplinary decisions are posted on the website once they become final and effective.

Objective 5.2 Maintain and expand as necessary the Board’s social media presence.

Status – As reported quarterly, the responses to the Board’s Facebook posts and Twitter tweets indicate the Board’s social media presence is reaching licensees.

Objective 5.3 Report annually to the Board the steps taken to educate university administrators and students about the importance of licensure.

Status – Board staff provides quarterly reports on the Board’s extensive outreach program to college and university academic staff and students. This outreach emphasizes the importance of, and paths to, licensure. Outreach presentations are usually done in-person on campus but may also be done as virtual/remote presentations.

Mission, Vision, and Values

Our Mission

We protect the public's safety and property by promoting standards for competence and integrity through licensing and regulating the Board's professions.

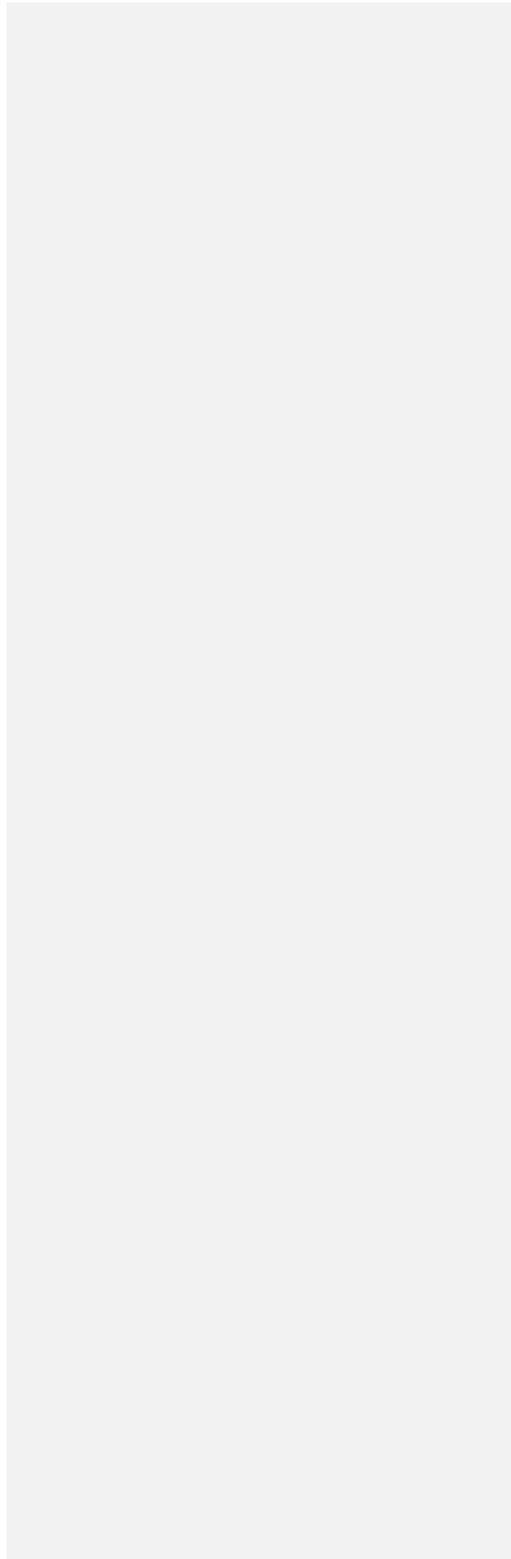
Our Vision

A safe and resilient California with confidence in the integrity and work of the Board's licensed professionals.

Our Values

- Accountability
- Competence
- Consumer Protection
- Diversity, Equity, and Inclusion
- Fairness
- Integrity
- Professionalism

For Approval



Goal 1: Licensing

The Board protects the public by licensing qualified individuals who provide professional services in California.

Objectives:

- 1.1 Improve communication to licensees to ensure they are engaged and up to date on regulations and policies.
- 1.2 Continue rollout and enhancement of the Connect system to improve interactions with licensees.
- 1.3 Develop a strategy to implement a continuing education requirement to help licensees maintain and improve their professional knowledge and awareness of new, pertinent laws.
- ~~1.4~~ Implement a renewal assessment to promote better informed licensees regarding relevant laws and regulations.
- ~~1.4~~
- 1.5 Explore options to reduce cost barriers for licensure.

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Goals 2: Applications and Examinations

The Board processes applications and administers examinations in a timely and accessible manner to determine individuals' qualifications for licensure.

Objectives:

- 2.1 Improve communication to potential applicants to educate them on application and examination requirements, the Connect system, and the licensing process.
- 2.2 Offer applicants current status updates in the Connect system as a way of checking the status of their application online and reducing the need for applicants to call the Board.
- 2.3 Continue rollout and enhancement of the Connect system to streamline applications and the exam scheduling process.
- 2.4 Update and maintain the list of frequently asked questions and appropriate answers to enable applicants to submit a complete application package and improve staff efficiency.
- 2.5 Educate prospective references that their opinion of an applicant's readiness for licensure is as important as passing an exam to provide additional verification of the applicant's qualifications.
- 2.6 Advocate for national exam and state exam standards to maintain their high quality and which reflect the knowledge and skills needed in the profession(s) to accurately measure applicants' qualifications to practice in California.
- 2.7 Keep licensure requirements and exams relevant and fair to competent applicants with varied education and experience to increase diversity in the professions, leading to an increase in the number of licensees.
- 2.8 Increase the visibility of application processing timeframes on the website to inform Board members, licensees, and consumers of the Board's performance.

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Goal 3: Laws and Regulations

The Board strives to ensure that statutes, regulations, policies, and procedures strengthen and support its mandate and mission.

Objectives:

- 3.1 Collaborate with the Department of Consumer Affairs and the California Business, Consumer Services and Housing Agency on the timeline for approval of regulations to facilitate timely implementation of changes.
- 3.2 Develop a mentorship or succession plan to provide staff with continuity of knowledge and skills related to the legislative and rulemaking processes.
- 3.3 Anticipate the need for new legislation, recruit potential sponsors for bills, and respond to bills that have an effect on the Board's ability to protect the public in an effort to ensure statutes are relevant and to support the Board's mission.
- 3.4 Develop and promote new regulations as necessary to implement statutory authority and to keep Board policies and procedures consistent and relevant across all the professions.
- 3.5 Improve communication, ~~including utilization of plain language, to licensees to ensure that they are kept aware~~ increase awareness and understanding of changing laws and regulations.
- 3.6 Promote legislation to increase and collect penalties for unlicensed practice to provide effective deterrents.

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Goal 4: Enforcement

The Board strives to protect the public by enforcing the laws and regulations governing the Board's professions.

Objectives:

- 4.1 Continue development and refinement of the Connect system's enforcement module to increase the efficiency of complaint submittal, respondent contact, case-tracking, and reporting of case status.
- 4.2 Improve education to applicants and licensees of common violations that could lead to disciplinary action to reduce violations and increase understanding of requirements.
- 4.3 Work with law enforcement and other appropriate government agencies to enforce penalties to provide effective deterrents to unlicensed practice.
- 4.4 Continue to reduce investigation timelines to streamline enforcement against violators and be responsive to complainants.
- 4.5 Educate other governmental entities about unlicensed practice to minimize risk to the public and increase effectiveness of enforcement actions against unlicensed individuals.
- 4.6 Develop a plan for recruitment, training, and retention of diverse expert consultants to improve the quality and consistency of case reviews.
- 4.7 Explore ways to expand language access during the complaint process.
- 4.64.8 Evaluate enforcement procedures for alignment with laws and regulations to maximize consistent disciplinary application.

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Goal 5: Outreach

The Board promotes the importance of licensure to educate applicants, licensees, the public, and other stakeholders about the practice and regulation of the professions.

Objectives:

- 5.1 Solicit feedback from applicants, licensees, complainants, respondents, consumers, and staff to gauge the Board's success in meeting its goals and to receive suggestions for improvement.
- 5.2 Increase outreach to students through innovative tools and social media platforms to increase interest in the professions, recognition of the importance of licensure, understanding of requirements, and awareness of the Board's activities.
- 5.3 Explore and implement additional means of outreach on social media, including advertising, to increase interest in the professions, recognition of the importance of licensure, understanding of requirements, and awareness of the Board's activities.
- 5.4 Increase public awareness of the Board's functions and services so the public knows how to submit complaints and can use the Board and DCA as a resource.
- 5.5 Disseminate information on licensure and engage in outreach to underrepresented populations to increase diversity among the professions.
- ~~5.6 Collaborate with the Department of Consumer Affairs to educate the public on the enforcement process and the resources available to them provide information to the public such that complainants are aware of how to properly file a complaint, understand the complaint process, and obtain awareness of the result of their complaints.~~
- ~~5.6~~
- ~~5.7 Increase public accessibility and awareness of the services offered by professions regulated by the Board.~~

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For Approval



Goal 6: Customer Service and Administration

The Board continuously works to improve efficiency, ~~and~~ quality, and accessibility of its services.

Objectives:

- 6.1 Provide customer service training to staff on a periodic basis to reinforce the importance of serving the public.
- 6.2 Develop a mentorship or succession plan for all management positions to provide continuity of knowledge.
- 6.3 Assess and administer, where appropriate, technological developments that improve process efficiencies to better serve applicants, licensees, and the public.
- 6.4 Create an onboarding program for the board members to educate them on the Board's regulated professions, policies, and procedures to increase the board members' effectiveness and confidence.
- 6.5 Evaluate customer service complaints to find patterns related to the sources and types of complaints to implement changes where needed.

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Strategic Planning Process

To understand the environment in which the Board operates and to identify factors that could impact the Board's success, the California Department of Consumer Affairs' SOLID Planning Unit (SOLID) conducted an environmental scan of the internal and external environments by collecting information through the following methods:

- Interviews were conducted with twelve members of the Board, as well as the Executive Officer, and five members of Board management. These interviews were completed during the months of August and September 2021.
- An online survey was posted on the Board website and sent to a Listserv of external Board stakeholders in August 2021. Six hundred and twenty-three stakeholders completed the survey.

The most significant themes and trends identified from the environmental scan were discussed by the Board members and the Executive Officer during a strategic planning session facilitated by SOLID on January 10, 2022. This information guided the Board in the review of its mission, vision, and values while directing the development of the strategic goals and objectives outlined in this new strategic plan.

The plan was revised and approved in November 2023, revising language in two objectives (5.5 and 5.6).

DEI Supplement Planning Process

In September of 2022, Governor Gavin Newsom, through Executive Order N-16-22, strengthened the State's commitment to a "California For All" by directing state agencies and departments to take additional actions to embed equity analysis and considerations into their policies and practices, including but not limited to the strategic planning process.

SOLID conducted a new DEI focused scan and analysis during January of 2024. Feedback was solicited from external stakeholders, board members, and the Board's leadership and staff. This feedback was used to assist BPELSG in considering a diversity, equity, and inclusion perspective to its current strategic plan.

The supplemental planning session was held in October of 2024 and during this session, the Board revised five objectives and added four new objectives.

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Board for Professional Engineers, Land Surveyors, and Geologists

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Strategic plan adopted on March 7, 2022.

Amended Strategic plan adopted on [Date of approval].

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This strategic plan is based on stakeholder information and discussions facilitated by SOLID for the Board for Professional Engineers, Land Surveyors, and Geologists on January 10, 2022.

This plan was amended on October 16, 2024.

~~Subsequent amendments may have been made after the adoption of this plan.~~

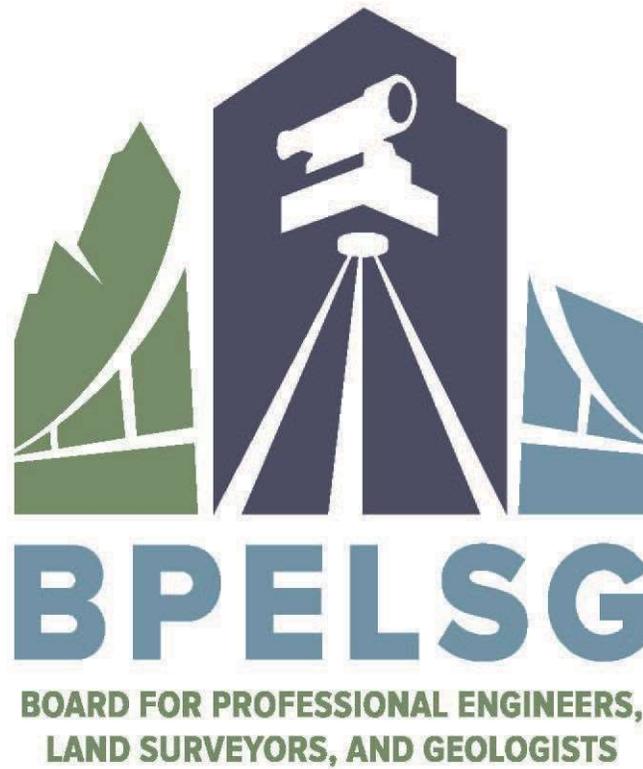


Prepared by:

SOLID Planning Solutions

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Sacramento, CA 95834



Board for Professional Engineers, Land
Surveyors, and Geologists
Amended Strategic Plan 2022 – 2027

Approved: [Approval date, 2025]

Prepared by:

SOLID Planning Solutions

Department of Consumer Affairs

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Members of the Board

Christina Wong, Public Member, Board President

Guillermo Martinez, Electrical Member, Board Vice President

Fel Amistad, Public Member

Alireza Asgari, Structural Engineer Member

Khaesha Brooks, Mechanical Engineer Member

Rossana D'Antonio, Civil Engineer Member

Michael Hartley, Land Surveyor Member

Coby King, Public Member

Elizabeth "Betsy" Mathieson, Geologist Member

Frank Ruffino, Public Member

Wilfredo Sanchez, Public Member

Fermin Villegas, Public Member

Cliff Waldeck, Public Member

Gavin Newsom, Governor

Tomiquia Moss, Secretary, Business, Consumer Services, and Housing Agency

Kimberly Kirchmeyer, Director, Department of Consumer Affairs

Richard B. Moore, Executive Officer, Board for Professional Engineers, Land Surveyors, and Geologists

Message from the Board President

This new strategic plan is being published at an exciting time for the Board. During the strategic planning process (described in the final section of this document) the Board reflected upon and responded to recent changes in society and technology as well as in its regulated professions.

We are 2-1/2 years into the global COVID-19 pandemic, having adapted to circumstances by implementing changes such as temporary teleworking for Board staff and holding two years of Board meetings via an online hosting platform that allows remote participation by Board members, staff, guests, and the public.

Increased recognition of the importance of diversity, equity, and inclusion of underserved communities led to the expansion of the Board's list of Values and the development of some important new Objectives.

The Board's ongoing rollout of its new online application/licensing portal, Connect, facilitated development of several Objectives designed to meet needs identified during internal and external surveys conducted early in the strategic planning process.

This strategic plan is but one example of the Board incorporating input from various stakeholders. I encourage every licensee to respond to Board surveys such as the periodic job analysis surveys for exam development. I also encourage all individuals to take advantage of opportunities to provide feedback to the Board. That input will increase the Board's effectiveness in meeting the Goals described in this strategic plan and will further protection of the public.

About the Board

- 1891
 - Licensing for land surveyors (first in nation) was enacted on March 31, 1891 by the Legislature, which also established the State Surveyor General.
- 1920s
 - The Board was created by the Legislature. Registration was for civil engineers only.
- 1930s
 - Structural Engineer license was added by the Legislature.
 - State Surveyor General's office was abolished and Land Surveyor licensing authority was transferred to the Board by the Legislature.
- 1940s
- The Legislature added restrictions on use of engineering titles (this began the creation of the "title acts") for the branches of professional engineering in the fields of chemical, electrical, mechanical, and petroleum engineering.
- 1960s
 - The Legislature added restrictions on use of engineering titles for the branch of metallurgical engineering.
 - The Legislature added restrictions on the practices of electrical and mechanical engineering (change in status from "title act" to "practice act") and on use of engineering titles for the branch of industrial engineering.
 - The Legislature delegated authority to the Board to create new title acts.
 - The Legislature created the Board of Registration for Geologists under the Geologist Act to regulate the practice of geology.
- 1970s
 - The first Professional Geologist license and the first Certified Engineering Geologist title authority license were issued.
 - Professional Geophysicist licensure and regulation of the practice of geophysics were added by the Legislature.
 - The Board held hearings and created nine additional title act branches of engineering: agricultural, control systems, corrosion, fire protection, manufacturing, nuclear, quality, safety, and traffic.
- 1980s
 - The Geotechnical Engineer license was added by the Legislature.
 - The Board's authority to create new title act branches of engineering was eliminated by the Legislature at the Board's request.
 - The requirement for testing of all civil engineering applicants on engineering surveying principles and seismic principles was added by the Legislature.

- 1990s
 - The Legislature created the sunset review process for all licensing boards under the Department of Consumer Affairs.
 - The Board adopted regulations to create the title authority license of Certified Hydrogeologist for Professional Geologists.
- 2000s
 - Laws requiring licensees to execute written contracts for professional services were enacted.
 - Legislation was enacted that eliminated the Board for Geologists and Geophysicists and transferred all of the duties, powers, purposes, responsibilities, and jurisdiction to regulate the practices of geology and geophysics to the Board for Professional Engineers and Land Surveyors.
- 2010s
 - Effective January 1, 2011, the name of the Board was changed to the Board for Professional Engineers, Land Surveyors, and Geologists.

- The Board began administering its state-specific licensing examinations via computer-based testing (CBT).
- The Board implemented online licensure renewals via credit card payment.
- The Legislature authorized the Board to collect fingerprints from applicants for the purpose of a criminal history record check to further its mission of public protection.
- The Board conducted a review of its operational processes and procedures and, based on that review, reorganized into four functional units: Administrative Services, Enforcement, Examination Development, and Licensing.
- The Board transitioned all eight of its state-specific licensing examinations to computer-based testing (CBT) format, allowing for more testing opportunities.
- 2020s
 - Working with a vendor and the Department of Consumer Affairs' Office of Information Services, the Board developed and launched its BPELSG Connect system, a licensing and enforcement monitoring system that allows submission of applications, renewals, and complaints through an online portal.

Significant Accomplishments

The Board has achieved the following accomplishments related to the objectives in its July 27, 2017, Updated Strategic Plan:

Objective 1.1 Develop and implement an integrated licensing and enforcement case management system.

Status – The Board conducted a Business Process Improvement Study, then retained a vendor to implement a Business Modernization Project including a newly acquired integrated software system to manage workflows across all units of operation within the Board. The resulting online application/licensing portal, BPELSG Connect, includes license application, renewal, and enforcement case management modules. The first phase went live in late 2020, facilitating online applications and application status tracking for engineer-in-training and land surveyor-in-training, and online submittal of complaints to the Board’s Enforcement Unit. Subsequent phases included additional applications for other licenses and payment for license renewal, and payment for state-specific exams and notification of exam results. The Board’s speed and success in implementing its Business Modernization Project has received acclaim from DCA, and license applicants have provided overwhelmingly positive feedback about their experience submitting an application on the platform.

Objective 2.1 Monitor and report annually whether national exams continue to meet California’s licensing requirements.

Status –The Board monitors national exam results and trends. Board members and staff are actively involved with NCEES and ASBOG examination development and oversight committees. The Board’s Executive Officer continues to encourage Board members and staff to maintain involvement with NCEES and ASBOG.

Objective 3.2 Proactively monitor and clarify as needed laws and regulations.

Status – Board staff continuously monitors the laws and regulations under the Board’s jurisdiction to ensure they are clear, appropriate, and relevant and recommends additions, amendments, or repeals as needed.

Objective 5.1 Communicate enforcement actions on an ongoing basis on the Board website as soon as feasible.

Status – Accusations against licensees are posted in the License Lookup section of the Board’s website once they are filed and served on the respondent (licensee). Final disciplinary decisions are posted on the website once they become final and effective.

Objective 5.2 Maintain and expand as necessary the Board’s social media presence.

Status – As reported quarterly, the responses to the Board’s Facebook posts and Twitter tweets indicate the Board’s social media presence is reaching licensees.

Objective 5.3 Report annually to the Board the steps taken to educate university administrators and students about the importance of licensure.

Status – Board staff provides quarterly reports on the Board’s extensive outreach program to college and university academic staff and students. This outreach emphasizes the importance of, and paths to, licensure. Outreach presentations are usually done in-person on campus but may also be done as virtual/remote presentations.

For Approval

Mission, Vision, and Values

Our Mission

We protect the public's safety and property by promoting standards for competence and integrity through licensing and regulating the Board's professions.

Our Vision

A safe and resilient California with confidence in the integrity and work of the Board's licensed professionals.

Our Values

- Accountability
- Competence
- Consumer Protection
- Diversity, Equity, and Inclusion
- Fairness
- Integrity
- Professionalism

FOR APPROVAL

Goal 1: Licensing

The Board protects the public by licensing qualified individuals who provide professional services in California.

Objectives:

- 1.1 Improve communication to licensees to ensure they are engaged and up to date on regulations and policies.
- 1.2 Continue rollout and enhancement of the Connect system to improve interactions with licensees.
- 1.3 Develop a strategy to implement a continuing education requirement to help licensees maintain and improve their professional knowledge and awareness of new, pertinent laws.
- 1.4 Implement a renewal assessment to promote better informed licensees regarding relevant laws and regulations.
- 1.5 Explore options to reduce cost barriers for licensure.

For Approval

Goals 2: Applications and Examinations

The Board processes applications and administers examinations in a timely and accessible manner to determine individuals' qualifications for licensure.

Objectives:

- 2.1 Improve communication to potential applicants to educate them on application and examination requirements, the Connect system, and the licensing process.
- 2.2 Offer applicants current status updates in the Connect system as a way of checking the status of their application online and reducing the need for applicants to call the Board.
- 2.3 Continue rollout and enhancement of the Connect system to streamline applications and the exam scheduling process.
- 2.4 Update and maintain the list of frequently asked questions and appropriate answers to enable applicants to submit a complete application package and improve staff efficiency.
- 2.5 Educate prospective references that their opinion of an applicant's readiness for licensure is as important as passing an exam to provide additional verification of the applicant's qualifications.
- 2.6 Advocate for national exam and state exam standards to maintain their high quality and which reflect the knowledge and skills needed in the profession(s) to accurately measure applicants' qualifications to practice in California.
- 2.7 Keep licensure requirements and exams relevant and fair to competent applicants with varied education and experience to increase diversity in the professions, leading to an increase in the number of licensees.
- 2.8 Increase the visibility of application processing timeframes on the website to inform Board members, licensees, and consumers of the Board's performance.

Goal 3: Laws and Regulations

The Board strives to ensure that statutes, regulations, policies, and procedures strengthen and support its mandate and mission.

Objectives:

- 3.1 Collaborate with the Department of Consumer Affairs and the California Business, Consumer Services and Housing Agency on the timeline for approval of regulations to facilitate timely implementation of changes.
- 3.2 Develop a mentorship or succession plan to provide staff with continuity of knowledge and skills related to the legislative and rulemaking processes.
- 3.3 Anticipate the need for new legislation, recruit potential sponsors for bills, and respond to bills that have an effect on the Board's ability to protect the public in an effort to ensure statutes are relevant and to support the Board's mission.
- 3.4 Develop and promote new regulations as necessary to implement statutory authority and to keep Board policies and procedures consistent and relevant across all the professions.
- 3.5 Improve communication, including utilization of plain language, to increase awareness and understanding of changing laws and regulations.
- 3.6 Promote legislation to increase and collect penalties for unlicensed practice to provide effective deterrents.

Goal 4: Enforcement

The Board strives to protect the public by enforcing the laws and regulations governing the Board's professions.

Objectives:

- 4.1 Continue development and refinement of the Connect system's enforcement module to increase the efficiency of complaint submittal, respondent contact, case-tracking, and reporting of case status.
- 4.2 Improve education to applicants and licensees of common violations that could lead to disciplinary action to reduce violations and increase understanding of requirements.
- 4.3 Work with law enforcement and other appropriate government agencies to enforce penalties to provide effective deterrents to unlicensed practice.
- 4.4 Continue to reduce investigation timelines to streamline enforcement against violators and be responsive to complainants.
- 4.5 Educate other governmental entities about unlicensed practice to minimize risk to the public and increase effectiveness of enforcement actions against unlicensed individuals.
- 4.6 Develop a plan for recruitment, training, and retention of diverse expert consultants to improve the quality and consistency of case reviews.
- 4.7 Explore ways to expand language access during the complaint process.
- 4.8 Evaluate enforcement procedures for alignment with laws and regulations to maximize consistent disciplinary application.

Goal 5: Outreach

The Board promotes the importance of licensure to educate applicants, licensees, the public, and other stakeholders about the practice and regulation of the professions.

Objectives:

- 5.1 Solicit feedback from applicants, licensees, complainants, respondents, consumers, and staff to gauge the Board's success in meeting its goals and to receive suggestions for improvement.
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- 5.4 Increase public awareness of the Board's functions and services so the public knows how to submit complaints and can use the Board and DCA as a resource.
- 5.5 Disseminate information on licensure and engage in outreach to underrepresented populations to increase diversity among the professions.
- 5.6 Collaborate with the Department of Consumer Affairs to educate the public on the enforcement process and the resources available to them.
- 5.7 Increase public accessibility and awareness of the services offered by professions regulated by the Board.

Goal 6: Customer Service and Administration

The Board continuously works to improve efficiency, quality, and accessibility of its services.

Objectives:

- 6.1 Provide customer service training to staff on a periodic basis to reinforce the importance of serving the public.
- 6.2 Develop a mentorship or succession plan for all management positions to provide continuity of knowledge.
- 6.3 Assess and administer, where appropriate, technological developments that improve process efficiencies to better serve applicants, licensees, and the public.
- 6.4 Create an onboarding program for the board members to educate them on the Board's regulated professions, policies, and procedures to increase the board members' effectiveness and confidence.
- 6.5 Evaluate customer service complaints to find patterns related to the sources and types of complaints to implement changes where needed.

Strategic Planning Process

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DEI Supplement Planning Process

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Board for Professional Engineers, Land Surveyors, and Geologists

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Sacramento, CA 95833-2944

Phone: (916) 999-3600

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Strategic plan adopted on March 7, 2022.

Amended Strategic plan adopted on [Date of approval].

This strategic plan is based on stakeholder information and discussions facilitated by SOLID for the Board for Professional Engineers, Land Surveyors, and Geologists on January 10, 2022.

This plan was amended on October 16, 2024.



Prepared by:

SOLID Planning Solutions

1747 N. Market Blvd., Ste. 270

Sacramento, CA 95834

IX. 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)
- F. National Council of Examiners for Engineering and Surveying (NCEES)
- G. Update on Outreach Efforts

Rulemaking Status Report

- 1. Experience requirements—Professional Land Surveyors (Renumbering Paragraphs - Section 100) (16 CCR sections 425)**
 - Board staff will work on the pre-notice documents.
 - Board directed staff to pursue rulemaking proposal on December 19, 2024.

- 2. Applications, References, Computation of Qualifying Experience, and Schedule of Examinations (16 CCR sections 420, 427.10, 427.30, 3021, 3022.2, 3023, and 3032)**
 - Staff working with Legal to prepare language for Board review.
 - Staff working on final text for submittal to DCA Legal in September 2022.
 - Staff working with DCA Legal to finalize proposal for notice (April 2022).
 - Submitted for initial (pre-notice) review by DCA Legal on December 6, 2021.
 - Board directed staff to pursue rulemaking proposal on November 8, 2021.

- 3. Definitions of Negligence and Incompetence and Responsible Charge Criteria for Professional Geologists and Professional Geophysicists (16 CCR sections 3003 and 3003.1)**
 - Board staff will work on the pre-notice documents.
 - Board directed staff to pursue rulemaking proposal on September 6, 2018.

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

PROJECT STATUS REPORT

Reporting period:	1/21/2020 – 1/27/2025	Project title:	Business Modernization Cohort 1
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EXECUTIVE SUMMARY

Narrative Summary of Status	Schedule:	GREEN	Budget:	GREEN	Issues:	GREEN
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The Maintenance & Operations (M&O) phase of project began July 2022 and expected to continue through 2025. Current development is underway to support originally planned enforcement investigation and monitoring for connect Backoffice. Simultaneously, content is currently being developed for the three Renewal Assessments.

PROJECT MILESTONE STATUS REVIEW

Project Milestones	Status	Completion Date	Issues Exist (Yes/No)
Project Planning Complete – Project Start	Complete	1/13/2020	No
Go Live – Most Viable Product (MVP1)	Complete	9/16/2020	No
Go Live - Product Increment 2 (PI2)	Complete	1/20/2021	No
Go Live - Product Increment 3 (PI3)	Complete	6/16/2021	No
Go Live - Product Increment 3.5 (PI3.5)	Complete	11/10/2021	No
Go Live - Product Increment 4 (PI4)	Complete	4/29/2022	No
Go Live – M&O Increment 1 (PI5/M&O1)	Complete	10/12/2022	No

Go Live – M&O Increment 2 (PI6/M&O2)	Complete	2/28/2023	No
Go Live – M&O Increment 3 (PI7/M&O3)	Complete	4/18/2023	No
Go Live – M&O Fall Release	Complete	9/14/2023	No
Go Live – M&O February Release (SE App)	Complete	2/29/2024	No
Go Live – M&O April Release (GE/TE Apps)	Complete	4/11/2024	No

QUARTERLY OUTREACH REPORT (Q2)

SOCIAL MEDIA: October- December 2024

 TOP FACEBOOK POSTS	DATE	VIEWS
Board Connect Platform Issue Notification	Nov 12	145
Notice and Agenda for 10/16-17 Meeting Posted	Oct 7	104
CHG Exam Help Requested	Oct 30	71
Notice and Agenda for 12/19-20 Meeting Updated	Dec 13	58
Notice and Agenda for 12/10-20 Meeting Posted	Dec 6	56

 TOP TWEETS	DATE	VIEWS
Connect Platform Issue Notification	Nov 12	159
NCEES CHG Survey Request	Oct 30	84
NCEES SE PAKS Survey Request	Oct 14	78
Summer Bulletin Release	Oct 14	64
Meeting Materials Released for 10/16-10/17 Meeting	Oct 14	57

 WEB PAGE VIEWS	VIEWS
License Lookup	91,107
Board Home Page	54,056
Applicants Information	30,416
PE License Renewal Information	23,722
PE License Information	20,841

OUTREACH EVENTS: October- December 2024

All Virtual Unless Noted "In-Person"

KEY: CLSA - Calif. Land Surveyors Association ASCE - American Society of Civil Engineers

November 2024	
November 1	CLSA Central Coast Chapter Monument Conservation Committee Meeting R. Moore, PLS with D. Sweeney, PLS (virtual)
November 1	University of San Francisco, "Professional Licensure in California" (virtual), N. King, PE and A. White, PE
November 7	Cal Poly, SLO (in-person) J. Goodwin, PG
November 13	CSU, Bakersfield (in-person) J. Goodwin, PG
November 14	CSU, Los Angeles (in person) J. Goodwin, PG
November 14	Southern CA, Northern CA-NV, and San Diego Chapters of Society of Fire Protection Engineers – Speech on licensing (virtual) R. Moore, PLS
November 20	CSU, Fullerton ASCE Student Chapter, "Professional Engineering Licensure in California" (in-person), N. King, PE
November 20	Biola University, "Professional Engineering Licensure in California" (in-person), N. King, PE
December 2024	
December 6	Cal Poly San Luis Obispo, "Professional Licensure in California" (virtual), N. King, PE
December 12	CLSA San Diego land survey review (LSR) (virtual) D. Sweeney, PLS

X. President's Report/Board Member Activities

XI. Approval of Meeting Minutes (Possible Action)

A. Approval of December 19, 2024, Board Meeting Minutes

DRAFT

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

Department of Consumer Affairs
1625 North Market Boulevard, Hearing Room, #102
Sacramento, CA 95834

Thursday, December 19, 2024

Board Members Present:	President Christina Wong; Vice-President Guillermo Martinez; Fel Amistad; Alireza Asgari; Khaesha Brooks; Rossana D’Antonio; Michael Hartley; Coby King; Betsy Mathieson; Frank Ruffino; Wilfredo Sanchez; and Cliff Waldeck
Board Members Absent:	Fermin Villegas
Board Staff Present:	Ric Moore (Executive Officer); Tiffany Criswell (Assistant Executive Officer); Brook Grabowski (Enforcement Manager); Dawn Hall (Administrative Manager); Larry Kereszt (Examination Manager); Celina Calderone (Board Liaison); Joshua Goodwin (Senior Registrar Geologist); Natalie King (Senior Registrar Civil); Dallas Sweeney (Senior Registrar Land Surveyor); and Christopher Pirrone (Legal Counsel)

I. Roll Call to Establish a Quorum

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

II. Pledge of Allegiance

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

Due to complications with the audio, the meeting was paused and reconvened at 9:18 a.m.

III. Public Comment for Items Not on the Agenda

During Public Comment, an individual by the name of Waih Truong with Caltrans discussed the process for which licensure is obtained for civil engineers and the possibility of lifting certain requirements for the Seismic and Surveying examinations.

IV. Hearing on the Petition for Reinstatement of Revoked License of Adebowale Olujimi Sodipo

This hearing was held on Thursday, December 19, 2024.

The Board met in Closed Session immediately following the Hearing on the Petition for Reinstatement of Revoked License to decide that matter, pursuant to Government Code Section 11126(c)(3).

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

- A. Deliberate on a Decision(s) to be Reached in a Proceeding(s) Required to be Conducted Pursuant to Chapter 5 (commencing with Section 11500), as Authorized by Government Code Section 11126(c)(3).
- B. Confer with, or Receive Advice from, Its Legal Counsel Regarding Pending Litigation Pursuant to Government Code Section 11126(e)(1) and (2)(A), on the following matters:
 - 1. Crownholm et al. v. Moore, et al. No. 24-276, cert. pending (filed Sep. 9, 2024), Supreme Court of the United States, Crownholm, et al. v. Moore, et al. (No. 23-15138) (9th Cir. April 16, 2024)
 - 2. Victor Rodriguez-Fernandez vs. California Board for Professional Engineers, Land Surveyors, and Geologists, San Diego County Superior Court, Case No. 37-2023-00053465-CU-WM-CTL

VI. Administration

- A. Fiscal Year 2024/25 Budget Report
Dawn Hall, Administrative Manager, reported that there are no changes with the projections from the last Board meeting. There were no real changes to the overall expense projections however, it is still early in the year.

There is an adjustment in the fund condition for the prior year. The beginning balance was adjusted which had a positive impact on the overall fund balance and the months in reserve.

- B. Status Update to Fee Change Rulemaking Proposal
Staff has revised the fiscal impact and workload tables that were included in the fee increase to support the proposed fees for the regulations package and it reflects the actual cost for the last Fiscal Year. At the time that the fee analysis was published, the actual figures for Fiscal Month 13 were not available.

VII. Enforcement

- A. Enforcement Statistical Reports
 - 1. Fiscal Year 2024/25 Update
Brook Grabowski, Enforcement Manager, reviewed the statistics and emphasized that since the introduction of Connect there has been an increase in complaints however, many are not pertinent to the Board and are closed quickly.

During Public Comment Alan Escarda representing PECG said that he has heard that renewal fees were subsidizing exams and asked how much is the Board subsidizing? Mr. Moore responded that the subsidized amount

technically is coming from the Board's budget, however, the revenue is primarily coming from license renewal fees.

VIII. Exams/Licensing

A. Examination/Licensing Updates

Larry Kereszt, Examinations Manager, reported that the Fall 2024 examinations have concluded. The only exams that are currently being administered are the civils as they are year-round. He is hoping to present the scores and statistics for all of 2024 at the next Board meeting.

He also presented a revision of the cover page of the California-Specific Professional Land Surveyor Examination Test Plan previously approved by the Board. The percentages were incorrectly placed on domain 5 and domain 6. The actual test specs were not affected, just the cover page.

C. Adoption of Test Plan Specifications (Possible Action)

1. Professional Geologist – Certified Engineering Geologist (CEG) Examination

MOTION:	Ms. Mathieson and Mr. King moved to approve the CEG Test Plan Specifications.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D'Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

Mr. Moore reported on an incident that occurred in November and provided some background on the process of how approved Civil Engineer applicants are notified to sit for the exam or were no shows, despite the fact that they are aware of their no-show status. The Board has always notified the candidates. It used to be by paper but is now through Connect. The Board provides Prometric with a list of candidates eligible to sit for the examinations so that they can upload the notifications via Connect. The pass and fail exam results

are automatically distributed via Prometric to Connect, however the no shows are not since the Board must confirm their no-show status and provide that information to Prometric for distribution. This time instead of the no show notifications going out to the candidates who legitimately no showed, it was distributed to thousands of candidates who legitimately had previously passed or failed. Consequently, staff was receiving calls and emails in the early morning hours of November 12, 2024. The Board's assessment provider, Prometric, identified a technical issue that sent unintended email communications that reflected a no-show examination status. By 9 a.m. a message was placed on the login page of Connect and the Board's homepage advising candidates to disregard the notification explaining that it was sent in error and that we were actively working to ensure that it is corrected. Staff continued to work diligently with the developers and Prometric to correct this and wanted to ensure licensees that they did not no-show despite some of them becoming licensed in the last few years. Over the next couple of weeks, corrected results replaced the inadvertently sent out no show results which made the previously correct results whole again. This incident caused a great deal of concern to those who were waiting for exam results and those who were already licensed, which staff understood and sympathized with the affected applicants and licensees.

B. Discussion on NCEES and State Examinations Related to Engineering Council U.K. Mutual Recognition Agreement (**Possible Action**)

Mr. Moore reviewed the U.K. Mutual Recognition Agreement (MRA) and noted that the Board needs to decide on the next step before we move forward as a Board to the rulemaking process. If the Board moves forward with rulemaking, it is for the Board to decide which second division engineering exam or exams will be allowed to be waived as it relates to this MRA and this pathway towards licensure in California. As part of the agreement, any Chartered Engineer who is licensed by the U.K. Engineering Council and obtains an International PE (IntPE) designation over and above that Chartered Engineer status can apply to a participating board in the United States and does not have to demonstrate passing the Fundamentals of Engineering (FE) exam or Principles and Practice of Engineering (PE) exams provided by NCEES. The MRA also recognizes that jurisdiction-specific exams may exist within certain U.S. states which could still be required. For California to participate, it would have to just make that distinction. The Board must eventually determine an equitable pathway for applicants under the MRA to do so, starting with the FE exam. The Board has had provisions of rulemaking for many years for different conditions on how one could waive the FE (first division) exam, (Board Rule 438(a) for engineers and 438(b) for surveyors). International PE requirements far exceed those currently required by the California Board. While it is likely that these candidates will meet one of the conditions already established under the current FE waiver, an additional condition with clarifying language under the current FE waiver will need to be established at a future meeting.

MOTION:	Mr. King and Ms. D'Antonio moved to approve waiver of the NCEES Fundamentals of Engineering (FE) exam for applicants who will qualify under the U.K. MRA agreement. Board staff will bring forth recommended language for the Board to consider in a future rulemaking proposal.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D'Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

Mr. Moore continued and explained that all applicants for a Professional Engineer license in California are currently required to pass the Principles and Practice of Engineering (PE) exam and/or any required state exams (collectively described as the second division examination in Board's laws) that most closely align with the discipline or branch of engineering for which the applicant is seeking a license. A waiver of any or all of the second division examination(s) currently does not exist in the Board Rules.

For each of the license types that the Board issues, there are either corresponding national and state exams, or just a national or state exam. The only state exams given that are applicable are civil (engineering surveying and seismic principles). If there are any candidates for traffic engineering, which is unique to California, there is no national exam for that purpose. There are many more participating organizations under the engineering council than we have branches of engineering.

There are 39 Participating Authorities (Professional Engineering Institution – PEI) from the U.K. listed in the ratified MRA, each of which appears to be separated in a similar manner based on specialty of engineering. Since California is only one of a handful of states that issue PE licenses by discipline or branch of engineering which could likely lead to confusion as to which California license would align with the future applicant's U.K. membership and

individual expertise, staff asked the Engineering Council for a breakdown of currently listed IntPE's as it relates to their respective PEI.

Currently, there are 360 International Engineers that the Engineering Council has qualified. As anticipated, the majority are engineers chartered by the PEI's associated with civil, electrical, and mechanical engineering.

Mr. Moore also pointed out that he did not list the Geotechnical Engineer or the Structural Engineer license types in that California is unique in this area, requiring a Civil Engineer license in California first. By the Board establishing a proper pathway towards the Civil Engineer license for IntPEs, the normal pathway for both the Geotechnical and Structural engineer licenses would remain as is.

Mr. Martinez commented that originally he had expected a larger number of interested engineers from the U.K. than 360.

Ms. D'Antonio added that this is meant to benefit both countries. There are workforce crises in both. Currently, there has never been a bigger boom in engineering projects globally, as the need is definitely there. While there are only currently 360 International Engineers, it does not dictate that there may be more people that sign up in either country.

Mr. Asgari asked if the Board would waive both of the California state civil examinations. Mr. Moore explained that for this Board to participate in the MRA, despite that fact that the Board voted and agreed to participate, the Board can always rescind its decision. Because the way the MRA is written you must waive the NCEES Fundamentals of Engineering and Professional Engineering exams. Both parties recognize that there can be jurisdictional standards and requirements and may require other actions. The Engineering Council of U.K. acknowledges the existence and importance of California's civil seismic principles exam. Board staff's recommendation for this pathway, if you consider waiving any state exams, is to not waive the civil seismic principles for people applying under a Civil Engineering license through this pathway and to not waive the required California laws and regulations.

During Public Comment, Michael Parolini, representing SEAOC, expressed that SEAOC advocates for equivalency, no double standards. If there is going to be state specific, seismic and surveying and rulemaking then it absolutely must be required. As an individual licensee, he indicated that you only hear from the people who do not pass surveying or say that it is a barrier to their employment. The fact that you can still practice, if you do not Sunset that, then you cannot take away the surveying exam. If you are going to eliminate a barrier, you need to also eliminate the practice portion of it as well.

Alan Escarda, representing PECG, announced that PECG does support maintaining the state specific exams and does not want to see waivers. They have been contacted by a member that was hired at Caltrans from the U.K. who has their International PE license and is in the process of applying through the MRA. He understands that this process will take place January 1, 2025. Does that mean that this person cannot request a waiver until then? Secondly, assuming the waiver is granted, will the applicant be able to apply for the state specific examinations?

Mr. Moore first addressed Mr. Parolini’s concerns. The details of the MRA will be in the Rulemaking. It is very critical for the Board to consider equivalency in terms of pathways in the Rulemaking process. For Mr. Escarda, the only thing that is becoming effective January 1, 2025 are the changes to the Board’s laws affected by the Sunset bill which allows the Board to consider this in statute and gives the Board the authority to do something in Rulemaking should they decide to do so. It is possible that the rulemaking process for this pathway is probably going take another 2-3 years as this is a new item and simply not modifying existing language.

MOTION:	Mr. King and Ms. D’Antonio moved for the purposes of establishing a future pathway for chartered engineers from the U.K. applying through the NCEES UK Mutual Recognition agreement (MRA), the Board approves waiving the NCEES national PE exams that are currently accepted in California as shown in the second column beginning on page 38 and continuing on page 39 and directs staff to come back with proposed rulemaking language.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D’Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

In separate public comment, Michael Parolini stated that we have a duty to our emerging engineers. This topic is not about technical components of exams, but the exam environment related to the structural exam. The NCEES national structural exam was the last exam to move to Computer Based Testing (CBT) as it was considered to be the most difficult to do so. The first administration was in April of 2024 and the results were not impressive. The technical content did not get more difficult and the examinees did not get less competent. The testing environment did not work for many candidates across the United States. The PE-Structural exam (new name for the CBT version of the NCEES structural exam) consists of multiple exams totaling a minimum of 21.5-hours which could extend over 4 separate days. Other states are currently engaging with NCEES, and NCEES has been less than forthcoming with their ability or desire to make changes and have indicated that they have no duty to do so. California should be a leader in forcing their hand. He would ask that perhaps the Board consider investigating what other states are doing such as Washington and Illinois who have interest in their structural exam. To be clear, Mr. Parolini explained that the manner in which it was administered is not equivalent to what it was in the written exam.

Mr. Moore explained that California state exams are computer-based-testing (CBT) format similar to NCEES, but unlike NCEES and many examination vendor clients, the Board currently allows examinees to bring in their reference materials for state specific exams. Pearson Vue, the CBT vendor for NCEES, and most Prometric clients do not allow for this. From what he understands, structural applicants who normally came into the traditional paper-based exams with wagons full of reference materials are now having to search for reference materials in the searchable screen provided by NCEES/Pearson Vue. He has discussed this matter with NCEES and has knowledge that NCEES is very aware of the concerns, and he has gone so far as to share the audio discussion that took place at one of our previous board meetings in reference to the concerns expressed. He is very interested to see what adjustments NCEES will make as it moves forward while understanding that multiple administrations of the new exam in the CBT format will likely have the most appreciable impact on how those adjustments occur.

IX. Legislation

A. 2025 Legislative Calendar

Mr. Moore reviewed the 2025 Legislative Calendar. He is not aware of any bills that may come before the Board, but staff continues to monitor.

X. Consideration of Rulemaking Proposal (Possible Action)

A. Approval of Rulemaking Proposal to Amend Title 16, California Code of Regulations section 425.

MOTION:	Mr. Hartley and Ms. Mathieson moved to approve the Rulemaking Proposal to Amend Title 16, California Code of Regulations section 425.
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VOTE:	12-0, Motion Carried
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Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D'Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

XI. Executive Officer's Report

A. Rulemaking Status Report

Currently there are only two items: Applications, References, Computation of Qualifying Experience, and Schedule of Examinations; and the Definitions of Negligence and Incompetence and Responsible Charge Criteria for Professional Geologists and Professional Geophysicists. The Board should see the rulemaking for the fee change and the proposal to amend Title 16, California Code of Regulations section 425 on a future agenda.

B. Update on Board's Business Modernization Project

The remaining enforcement functionality related to back office is progressing well. The Enforcement Manager and Registrars have been actively working on the license renewal assessment content. They have concluded the assessment related to the Professional Land Surveyors' Act and related Board Rules and are now focusing on the Professional Engineers Act content. Mr. Moore expressed his excitement to demonstrate it to the Board.

During Public Comment, Mr. Escarda asked if there will be a fee involved in the renewal assessment and the length of time it will take to complete. Mr. Moore explained that there will be no fee involved and should take approximately 45 minutes to complete.

C. 2025 Board Meeting Schedule (Possible Action)

Mr. King requested that we maintain the May 29-30, 2025 dates as they are the only dates he is available in the month of May.

MOTION:	Dr. Amistad and Mr. Sanchez moved to approve the 2025 Board meeting calendar.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D'Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

D. Personnel

Mr. Moore reported that the Board staff maintains two vacancies. One in the Licensing Unit and the other in the Enforcement Unit. They will remain open unless the positions are eliminated or he is instructed to fill them.

E. ABET

No report given.

F. Association of State Boards of Geology (ASBOG)

1. Report from 2024 Fall Annual Meeting

Mr. Moore introduced Joshua Goodwin, Senior Registrar Geologist. Mr. Goodwin attended the ASBOG Annual Meeting in Fort Collins, CO in October as well as Ms. Mathieson representing on behalf of the California Board. ASBOG is working on a strategic plan and shared some of the processes and ideas. The current psychometrician is retiring so a committee has been reviewing RFPs (Request for Proposals). In addition to being involved in the psychometrician RFP committee, Mr. Goodwin has recently been appointed the Exam Committee Chair for ASBOG and he participated in the Council of Examiners workshop that was held October 25-26, 2024.

Ms. Mathieson added that in reference to strategic planning, one of the items was that they may work with ABET to use ASBOG's knowledge base to decide on school's qualifications for ABET accreditation. She added that Mr. Moore is on the Strategic Planning Committee.

She added that computer-based-testing (CBT) was implemented two years ago for the geology exams. There were a lot of early problems with testing centers and various other complications that they have worked through. The

organization is in great shape financially and the Executive Director said that Mr. Moore helped bridge the gap between ASBOG and NCEES to collaborate on implementing CBT.

They affirmed the slate of officers. As Mr. Goodwin mentioned, someone else was elected Secretary from Washington state, so now there is West Coast representation on the Executive Board. There were no proposed bylaw changes.

Mr. Moore congratulated Mr. Goodwin on being appointed as Exam Committee Chair for ASBOG.

- G. National Council of Examiners for Engineering and Surveying (NCEES)
 1. May 15-17, 2025, Western Zone – Central Zone Joint Interim Meeting, Albuquerque, NM – Funded Delegates (**Possible Action**)
 Christina Wong, Michael Hartley, and Alireza Asgari volunteered to attend as funded delegates.

MOTION:	Dr. Amistad and President Wong moved to nominate Michael Hartley, Alireza Asgari, and Christina Wong to attend the Western Zone and Central Zone Joint Interim meeting.
VOTE:	12-0, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D’Antonio	X				
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

XII. President’s Report/Board Member Activities

President Wong reported that she is the Chair for the Nominating Committee for NCEES Western Zone. She noted a vacancy for the position of Western Zone Secretary that is available, and nominations for this vacancy will close February 15, 2025. She also participated in the DCA Leadership meeting.

Ms. D’Antonio was appointed to the NCEES Committee on Licensure which is a new committee. The charge of this committee is to review the models of licensure

and address gaps that exist, for example, with regards to the controversial Engineering Technology Accreditation Commission (ETAC) degrees, how to deal with licensure during emergencies, whether states will recognize the licensure from other states and how to deal with licensure with regards to emerging technology. The next meeting will take place February 7, 2025, and therefore she will not be able to attend the February Board meeting.

Vice-President Martinez attended the DCA leadership meeting as well.

XIII. Approval of Meeting Minutes (Possible Action)

A. Approval of October 16-17, 2024, Board Meeting Minutes

MOTION:	Michael Hartley Khaesha Brooks moved to approve the minutes as amended.
VOTE:	11-0-1, Motion Carried

Member Name	Yes	No	Abstain	Absent	Recusal
President Wong	X				
Vice-President Martinez	X				
Fel Amistad	X				
Alireza Asgari	X				
Khaesha Brooks	X				
Rossana D'Antonio			X		
Michael Hartley	X				
Coby King	X				
Betsy Mathieson	X				
Frank Ruffino	X				
Wilfredo Sanchez	X				
Fermin Villegas				X	
Cliff Waldeck	X				

XIV. Adjourn

The meeting adjourned at 4:47 p.m.

PUBLIC PRESENT

Carl Josephson, SEAOC
 Waih Truong, Caltrans
 Debo Sodipo
 Rob McMillan, CLSA
 Michael Parolini, SEAOC
 Alan Escarda, PECG

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

- A. Deliberate on a Decision(s) to be Reached in a Proceeding(s) Required to be Conducted Pursuant to Chapter 5 (commencing with Section 11500), as Authorized by Government Code Section 11126(c)(3).
- B. Confer with, or Receive Advice from, Its Legal Counsel Regarding Pending Litigation Pursuant to Government Code Section 11126(e)(1) and (2)(A), on the following matters:
 1. Crownholm et al. v. Moore, et al. No. 24-276, cert. pending (filed Sep. 9, 2024), Supreme Court of the United States, Crownholm, et al. v. Moore, et al. (No. 23-15138) (9th Cir. April 16, 2024)
 2. Victor Rodriguez-Fernandez vs. California Board for Professional Engineers, Land Surveyors, and Geologists, San Diego County Superior Court, Case No. 37-2023-00053465-CU-WM-CTL

XIII. Adjourn
