

MINUTES OF THE REGULAR MEETING OF THE  
LOUISIANA PROFESSIONAL ENGINEERING  
AND LAND SURVEYING BOARD  
9643 BROOKLINE AVENUE, SUITE 121  
BATON ROUGE, LOUISIANA 70809-1433  
October 30, 2023

At 9:03 a.m. on October 30, 2023, Edgar P. Benoit, P.E. called the meeting to order at the Board's office in Baton Rouge, Louisiana, with the following members present:

Edgar P. Benoit, P.E.	Chairman
Wilfred J. Fontenot, P.L.S.	Vice Chairman
Reginald L. Jeter, P.E.	Secretary
Connie P. Betts, P.E.	Treasurer

Linda H. Bergeron, P.E.  
Byron D. Racca, P.E.  
James H. Chustz, Jr., P.L.S.  
Vijaya Gopu, Ph.D., P.E.  
Gordon E. Nelson, P.E.  
John J. Plaisance, II, P.E., P.L.S.

Absent: Janice P. Williams, P.E.

Also present: Donna D. Sentell, Executive Director  
Cheron Seaman, Deputy Executive Director  
Janet Lindsey, Application Manager  
Chris Aaron, Board Investigator  
D. Scott Landry, Board Attorney  
Joe Harman, P.E., Technical Advisor  
David Patterson, P.L.S., Technical Advisor  
Bill Tripoli, IT Director  
Stan Ard, P.L.S.  
Mark Hughes, P.L.S.

The invocation was led by Mr. Plaisance and the pledge was led by Mr. Nelson.

Public comment time was recognized by Chairman Benoit. Mr. Ard and Mr. Hughes from DOTD were recognized.

The Board unanimously approved the motion made by Ms. Bergeron, seconded by Ms. Betts, to accept the October 30, 2023 proposed Call and Agenda for the meeting.

The Board unanimously approved the motion made by Ms. Betts, seconded by Dr. Gopu, to approve the minutes from the July 24, 2023 Board meeting.

**Compliance and Enforcement**

**Case # 2022-19** – Mr. Aaron reported on a professional land surveyor who (a) engaged in gross misconduct in the practice of land surveying, (b) sealed, signed or issued land surveying documents not prepared by the licensee or under their responsible charge, (c) engaged in an act to enable someone to evade the requirements of the Board's licensure law and (d) aided or assisted another person in violating the laws and/or rules of the Board. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$3,000
2. Costs of \$1,815.45
3. Cease and desist
4. Louisiana Laws & Rules Quiz
5. Louisiana Professionalism & Ethics Quiz



6. Immediate suspension of license if fail to successfully complete and return the two quizzes, with suspension continuing until compliance
7. Publication on the Board's website and in the Journal with name
8. Report to NCEES with name

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Betts, Mr. Jeter and Ms. Bergeron, to approve the signed consent order. The name of the respondent is **John G. Dunlap, P.L.S.**

**Case # 2022-20** – Mr. Aaron reported on a professional land surveying firm which had a representative who (a) engaged in gross misconduct in the practice of land surveying and (b) sealed, signed or issued land surveying documents not prepared by the licensee or under their responsible charge. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$2,500
2. Costs of \$1,815.45
3. Louisiana Laws & Rules Quiz by each supervising professional
4. Louisiana Professionalism & Ethics Quiz by each supervising professional
5. Immediate suspension of license if supervising professionals fail to successfully complete and return the two quizzes, with suspension continuing until compliance
6. Publication on the Board's website and in the Journal with name
7. Report to NCEES with name

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Betts, Mr. Jeter and Ms. Bergeron, to approve the signed consent order. The name of the respondent is **John Dunlap Land Surveying, Inc.**

**Case # 2021-29** – Mr. Aaron reported on a professional engineer who (a) practiced and/or offered to practice land surveying and used the words "surveyor", "surveying" or any modification or derivative thereof in a person's name or form of business or activity without proper licensure, (b) engaged in fraud, deceit, material misstatement or perjury, or the giving of any false or forged evidence, in applying for a renewal license with the Board, (c) engaged in gross misconduct in the practice of engineering, (d) as a supervising professional of a professional engineering firm, failed to ensure renewal of the firm's license, (e) failed to be truthful in all communications with the Board and to avoid fraud, deceit, perjury and material misstatements, or the submission of false or forged evidence, in connection with such communications, (f) engaged in an act to enable another person to evade the requirements of the Board's licensure law, (g) failed to seal, sign and place the date of execution on all engineering documents that have been issued by the licensee to a client or any public or governmental agency as completed work and (h) aided or assisted another person in violating the laws and/or rules of the Board. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$5,500
2. Costs of \$2,072.83
3. Cease and desist
4. Louisiana Laws & Rules Quiz
5. Louisiana Professionalism & Ethics Quiz
6. Immediate suspension of license if fail to successfully complete and return the two quizzes, with suspension continuing until compliance
7. Publication on the Board's website and in the Journal with name
8. Report to NCEES with name

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Betts, Mr. Jeter and Ms. Bergeron, to approve the signed consent order. The name of the respondent is **Edward C. Bradford, P.E.**



**Case # 2021-30** – Mr. Aaron reported on a professional engineering firm which (a) practiced and/or offered to practice land surveying and used the words “surveyor”, “surveying” or any modification or derivative thereof in a person’s name or form of business or activity without proper licensure, (b) engaged in fraud, deceit, material misstatement or perjury, or the giving of any false or forged evidence, in applying for a renewal license with the Board, (c) failed to be truthful in all communications with the Board and to avoid fraud, deceit, perjury and material misstatements, or the submission of false or forged evidence, in connection with such communications, (d) practiced and/or offered to practice engineering with an expired license, (e) had a representative who engaged in gross misconduct in the practice of engineering and (f) had a representative who failed to seal, sign and place the date of execution on all engineering documents that have been issued by the licensee to a client or any public or governmental agency as completed work. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$6,500
2. Costs of \$2,072.83
3. Past unpaid renewal fees of \$120
4. Cease and desist
5. Louisiana Laws & Rules Quiz by each supervising professional
6. Louisiana Professionalism & Ethics Quiz by each supervising professional
7. Immediate suspension of license if supervising professionals fail to successfully complete and return the two quizzes, with suspension continuing until compliance
8. Publication on the Board’s website and in the Journal with name
9. Report to NCEES with name

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Betts, Mr. Jeter and Ms. Bergeron, to approve the signed consent order. The name of the respondent is **Bradford Engineering and Services, LLC**.

**Case # 2023-18** – Ms. McCreary reported on a professional engineer who practiced and/or offered to practice engineering with an expired license. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$1,000.00;
2. Costs of \$180.82;
3. Successful completion of Louisiana Laws & Rules Quiz, with a score of 90% or higher;
4. Successful completion of Louisiana Professionalism & Ethics Quiz with a score of 90% or higher;
5. Publication of consent order on the Board’s website and summary of consent order in the Journal by name;
6. Report to NCEES by name

After discussion, the Board unanimously approved the motion to approve the signed consent order made by the Complaint Review Committee, consisting of Ms. Bergeron, Mr. Chustz and Dr. Gopu. The name of the Respondent is **John M. Ehlers, P.E.**

## **Committee Reports**

### **Laws and Rules Committee**

Mr. Landry presented information on Act 393 of the 2023 Regular Session, which made changes to the Louisiana open meetings law. After discussion, the Board unanimously approved the motion made by Mr. Jeter, seconded by Ms. Bergeron, to authorize Mr. Landry to begin drafting the appropriate rule revisions as required by Act 393.



1 Mr. Landry presented the updated Petition for Declaratory Order and Ruling filed  
2 by ReCon Management Services, Inc. After discussion, the Board unanimously  
3 approved the motion made by Ms. Bergeron, seconded by Mr. Racca, to approve  
4 the following ruling on ReCon's Petition for Declaratory Order and Ruling:  
5

6 **RULING ON PETITION FOR DECLARATORY ORDER**

7 1.

8 On or about September 6, 2023, ReCon Management Services, Inc.  
9 ("Petitioner") filed with the Louisiana Professional Engineering and Land  
10 Surveying Board (the "Board") a petition for declaratory order and ruling  
11 pursuant to LAC Title 46:LXI§727.  
12

13 2.

14 Petitioner seeks a declaratory order as to the meaning of the following  
15 clause contained in the definition of the phrase "Under the Responsible  
16 Charge of a Professional Engineer" in LAC Title 46:LXI§105(A):

17 *c. the work performed in accordance with a system of*  
18 *engineering practices approved by a professional engineer duly*  
19 *licensed under the provisions of the licensure law.*  
20

21 3.

22 La. R.S. 37:682(13) defines the "practice of engineering" as follows:

23 (a) "Practice of engineering" shall mean responsible  
24 professional service which may include consultation, investigation,  
25 evaluation, planning, designing, or inspection of construction in  
26 connection with any public or private utilities, structures,  
27 machines, equipment, processes, works, or projects wherein the  
28 public welfare or the safeguarding of life, health, and property is  
29 concerned or involved, when such professional service requires the  
30 application of engineering principles and the interpretation of  
31 engineering data.

32 (b) A person shall be construed to practice or offer to practice  
33 engineering: who practices in any discipline of the profession of  
34 engineering; or who, by verbal claim, sign, advertisement,  
35 letterhead, card, or in any other way represents himself to be a  
36 professional engineer; or who represents himself as able to  
37 perform; or who does perform any engineering service or work or  
38 any other professional service designated by the practitioner or  
39 recognized by educational authorities as engineering. The practice  
40 of engineering shall not include the work ordinarily performed by a  
41 person who himself operates or maintains machinery or  
42 equipment.  
43

44 4.

45 La. R.S. 37:682(16) defines "responsible professional services" as  
46 follows:

47 "Responsible professional services" shall mean the technical  
48 responsibility, control, and direction of the investigation, design, or  
49 construction of engineering service or work requiring initiative,  
50 engineering ability, and its use of independent judgment.  
51

52 5.

53 La. R.S. 37:701(C) states as follows:

54 This Chapter shall not apply to, affect, interfere with, or in any way  
55 regulate employees of firms engaged in industrial operations,  
56 including but not limited to producing, processing, manufacturing,  
57 transmitting, distributing, or transporting, when performing  
58 services within the state of Louisiana in the course and scope of the  
59 business of said firms or affiliates thereof. In the event any of the  
60 activities set forth in this Subsection shall fall within the definition  
61 of practice of engineering as defined in R.S. 37:682, such activities  
62 shall be under the responsible charge of a professional engineer.  
63 However, this Subsection shall not apply to persons practicing civil  
64 engineering or land surveying, who must at all times comply with  
65 the provisions of this Chapter.



6.

LAC Title 46:LXI§105(A) states as follows:

*Under the Responsible Charge of a Professional Engineer*—as it applies in R.S. 37:701(C) only, shall mean:

a. the work performed by a professional engineer duly licensed under the provisions of the licensure law; or

b. the work reviewed and approved by a professional engineer duly licensed under the provisions of the licensure law, who is authorized to direct changes to the engineering work; or

c. the work performed in accordance with a system of engineering practices approved by a professional engineer duly licensed under the provisions of the licensure law.

7.

LAC Title 46:LXI§105(A) also states as follows:

*Employees*—for purposes of R.S. 37:701(C) only, shall mean:

a. any and all individuals to or for whom a firm engaged in industrial operations pays salary or other compensation, withholds taxes, provides benefits or pays workers' compensation and/or liability insurance, including without limitation all individuals covered by the definition of *bona fide employee* as set forth in the rules of the board; or

b. any and all individuals whose conduct a firm engaged in industrial operations has the right to control, including the right to hire, fire or directly supervise, the right to set the individual's work schedule and job duties, or the right to set the terms and conditions of employment, including without limitation individuals supplied through an employment agency or consultant firm.

8.

Additionally, LAC Title 46:LXI§105(A) states as follows:

*Bona Fide Employee*—an individual in the service of an employer under a contract of hire, expressed or implied, oral or written, where the employer has the power or right to control and direct the employee in the material details of how the work is to be performed and the employer pays wages or a salary directly to the employee, pays a share of social security and federal unemployment tax, withholds federal income tax and the employee's share of Social Security payments, provides training, furnishes tools and materials, and sets hours of work. Generally such employees work full-time for the employer, perform work at a location assigned by the employer and do not offer their services to the general public.

9.

LAC Title 46:LXI§2503(A) and (B) state, in part, as follows:

A. Licensees shall hold paramount the life, health, property and welfare of the public in the performance of their professional duties.

B. Licensees shall at all times recognize that their primary obligation is to protect the life, health, property, and welfare of the public. . . .

#### **ORDER**

After due consideration of the petition for declaratory order and ruling filed by Petitioner and after discussion by the Board during its meeting on October 30, 2023:

**IT IS THE RULING** of the Board that:

10.



1 In the definition of the phrase, "Under the Responsible Charge of a  
2 Professional Engineer" contained in LAC Title 46:LXI§105(A), the clause  
3 which states, "the work performed in accordance with a system of  
4 engineering practices approved by a professional engineer duly licensed  
5 under the provisions of the licensure law", does not describe (a) what is a  
6 "system of engineering practices" and (b) how a Louisiana-licensed  
7 professional engineer is to "approve" such a system.  
8

9 11.

10 The determination of what is a "system of engineering practices" and  
11 how to "approve" such a system is left up to the professional judgment of  
12 the Louisiana-licensed professional engineer on a case-by-case basis,  
13 keeping in mind that licensees must at all times "hold paramount the life,  
14 health, property and welfare of the public in the performance of their  
15 professional duties" and "recognize that their primary obligation is to  
16 protect the life, health, property, and welfare of the public".  
17

18 12.

19 By way of example only, the Board offers the following illustration of  
20 what might be a "system of engineering practices" and how a Louisiana-  
21 licensed professional engineer might "approve" such a system:

22 XYZ Company, a Louisiana-based manufacturer, produces and sells  
23 ASME Boiler and Pressure Vessel Code (BPVC) Section VIII air  
24 receivers of various types and sizes to customers who fabricate  
25 skid-mounted, turn-key air compressor packages.

26 As part of their operations, XYZ Company's in-house engineering  
27 department designs their own air receiver products including the  
28 preparation of design drawings and calculations.

29 Since XYZ Company does not have a Louisiana-licensed professional  
30 engineer on staff, the company contracts with an outside Louisiana-  
31 licensed professional engineer knowledgeable in the applicable  
32 field of pressure vessel design to review and approve XYZ  
33 Company's "system of engineering practices" related to such design.  
34 To accomplish this, XYZ Company compiles a set of documentation  
35 consisting of those sections of the company's quality program  
36 manual, internal procedures, and engineering work instructions  
37 defining the scope of supply and governing the preparation and  
38 control of design drawings and calculations including the use of  
39 engineering design software. Within these documents, XYZ  
40 Company specifies that compliance with BPVC Section VIII, Division  
41 1 is mandatory for all air receiver products produced. These  
42 documents are presented to the Louisiana-licensed professional  
43 engineer for review and approval.

44 The Louisiana-licensed professional engineer reviews the  
45 documentation provided by XYZ Company and is satisfied that the  
46 company's internal processes and engineering instructions are  
47 sufficient to ensure proper application of the pertinent rules of  
48 BPVC Section VIII, Division 1 for the design of its air receivers. As  
49 such, the Louisiana-licensed professional engineer issues a letter of  
50 approval to XYZ Company permitting the "practice of engineering"  
51 as described within the provided documents. The letter of approval  
52 includes the Louisiana-licensed professional engineer's name,  
53 license number, and date of approval.

54 The approved "system of engineering practices" that defines and  
55 governs XYZ Company's internal engineering activities related to  
56 the design of its air receiver products consists of XYZ Company's  
57 policy, procedures, and work instructions reviewed and approved  
58 by the Louisiana-licensed professional engineer in combination  
59 with the applicable portions of BPVC Section VIII, Division 1,  
60 including its referenced standards (*e.g.*, ASME B1.1, B16.5, B16.9,  
61 B1.20.1), as appropriate for the defined scope of supply.



Mr. Chustz presented the report for the Laws and Rules Committee concerning the proposed adoption of Rule 2910 and the proposed revisions to Rules 2903, 2905 and 2913.

After discussion, the Board unanimously approved the motion made by Mr. Fontenot, seconded by Mr. Chustz, to adopt Rule 2910 to read as follows and to amend Rules 2903, 2905 and 2913 as follows:

#### **§2903. Definitions**

A. Any terms not specifically defined herein shall be as defined in the most current publication of *Definitions of Surveying and Associated Terms* as published by the National Society of Professional Surveyors. For the purpose of this Chapter, all the definitions listed that differ from any other source are to be interpreted as written herein.

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*Right-of-Way*—any strip or area of land, including surface, overhead, or underground, encumbered by a servitude. Rights are typically granted by deed for access or for construction, operation and/or maintenance purposes, according to the terms of the grant.

\*\*\*

#### **§2905. Classification of Boundary Surveys**

A. Types of Boundary Surveys. Four types of boundary surveys, which relate to or define property boundaries, are regulated by these standards of practice. These are property boundary surveys, route surveys, DOTD right-of-way surveys and mineral unitization surveys.

B. – B.4. ...

#### **§2910. DOTD Right-of-Way Survey**

##### **A. Definition**

*DOTD Right-of-Way Survey*—a survey for determining the route of a proposed public road or other linear facilities in order for the Department of Transportation and Development or another governmental agency to acquire ownership of real property, or a public servitude or easement, from the property owner being crossed.

B. Scope and Product. A DOTD right-of-way survey shall, as a minimum, consist of the following elements.

1. The professional land surveyor shall utilize sufficient title information and research as needed to define the tract boundaries.

2. The professional land surveyor shall locate sufficient evidence, on the ground, to determine the location of all boundary lines that will be crossed by the real property, or the proposed public servitude or easement, to be acquired. Installation of new monuments is not required when defining the limits of the public servitude or easement to be acquired; however, subsequent to completion of construction of the public road or other linear facilities, installation of right-of-way monuments is required when defining the limits of the real property acquired.

3. The professional land surveyor shall prepare a plat(s) or map(s) for those tracts being crossed, showing the alignment of the proposed route and the length of the real property to be acquired or the proposed public servitude or easement across the tract. These plats or maps shall be prepared in compliance with those requirements for property boundary survey plats or maps that are specifically contained in §2907.G.1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 13, 14 and 15. These final plats or maps issued to the Department of Transportation and Development or other governmental agency shall contain a statement by the professional land surveyor certifying its authenticity (that it represents his/her survey) and stating that the DOTD right-of-way survey complies with the applicable standards of practice as stipulated in this Chapter. Sufficient information to re-establish the real property (or public servitude or easement) acquired, including any



found monuments, must be shown at a suitable scale or in a separate detail on each plat or map. These plats or maps shall be known as DOTD right-of-way maps.

4. The right-of-way monuments installed subsequent to completion of construction of the public road or other linear facilities define the limits of the real property acquired. The right-of-way monuments shall be installed in accordance with the current Department of Transportation and Development standard specifications for right-of-way monuments. The professional land surveyor shall prepare a plat(s) or map(s) showing the alignment of the route and the length of the real property acquired as shown on the corresponding DOTD right-of-way map, but in doing so shall be exempt from requirements contained in Paragraph 2 of Subsection B. These plats or maps shall be prepared in compliance with those requirements for property boundary survey plats or maps that are specifically contained in §2907.G.1, 2, 3, 4, 6, 7, 9, 13, 14 and 15. These final plats or maps issued to the Department of Transportation and Development or other governmental agency shall contain a statement by the professional land surveyor certifying its authenticity (that it represents his/her survey) and stating that the right-of-way monuments were installed and comply with the applicable standards of practice as stipulated in this Chapter. Sufficient information to re-establish the real property acquired, including any found monuments, must be shown at a suitable scale or in a separate detail on each plat or map. These plats or maps shall be known as DOTD right-of-way monument location maps.

5. It is not required that the professional land surveyor who prepared the DOTD right-of-way map referenced in Paragraph 3 of Subsection B be the same professional land surveyor who prepared the DOTD right-of-way monument location map referenced in Paragraph 4 of Subsection B.

6. If requested by the Department of Transportation and Development or other governmental agency, the professional land surveyor shall prepare a legal description of the real property to be acquired and the proposed public servitude or easement for each tract crossed by the proposed public road or other linear facility. The description shall describe the alignment and length of the real property to be acquired and the proposed public servitude or easement and shall comply with those requirements for legal descriptions for property boundary surveys that are specifically contained in §2907.H.6 through 9. The Department of Transportation and Development and other governmental agencies may require an additional electronic file that generates the legal description, which shall also comply with this Paragraph.

### **§2913. Positional Accuracy Specification and Positional Tolerances [Formerly §2909]**

A. If radial survey methods, global positioning systems (GPS) or other acceptable technologies or procedures are used to locate or establish points on the boundary survey, the professional land surveyor shall apply acceptable surveying procedures in order to assure that the allowable positional accuracy and/or positional tolerance of such points are not exceeded. Any conversion from meters to feet shall use U.S. Survey Feet.



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Condition	A	B	C	D	Remarks and Formula
	Urban Business District	Urban	Suburban	Rural	
Unadjusted Closure (maximum allowable)	1:15,000	1:10,000	1:7,500	1:5,000	Traverse Loop or between Control Monuments (closed traverse)
Angular Closure (maximum allowable)	10"√N	15"√N	25"√N	30"√N	N = Number of Angles in Traverse (closed traverse)
Accuracy of Bearing	± 15 Sec.	± 20 Sec.	± 30 Sec.	± 40 Sec.	In Relation to Source (closed traverse, radial or GPS)
Linear Distances Accurate to: (maximum allowable)	0.05 ft ± ± 0.05 ft per 1,000 ft	0.05 ft ± ± 0.1 ft per 1,000 ft	0.07 ft + ± 0.15 ft per 1,000 ft	0.1 ft + ± 0.2 ft per 1,000 ft	Applies when the Distance is not part of a Closed Traverse (radial or GPS)
Positional Tolerance and Positional Accuracy of any Monument (maximum)	0.1' + AC/15,000	0.1' + AC/10,000	0.1' + AC/7,500	0.2' + AC/5,000	AC = Length of Any Course* (closed traverse, radial or GPS)
Calculation of area - accurate and carried to nearest ____ (decimal place) of an acre (closed traverse, radial or GPS)	0.001	0.001	0.001	0.001	To 1 acre
	0.001	0.001	0.01	0.01	To 10 acres
	0.01	0.01	0.1	0.1	To 100 acres
	0.1	0.1	0.2	0.3	To 1,000 acres
Elevations for Boundaries Controlled by Tides, Contours, Rivers, etc. Accurate to:	0.2 ft.	0.3 ft.	0.4 ft.	0.5 ft.	Based on Accepted Local Datum (closed traverse, radial or GPS)
Location of Improvements, Structures, Paving, etc. (Tie Measurements)	± 0.1 ft.	± 0.2 ft.	± 0.5 ft.	± 1 ft.	(closed traverse, radial or GPS)
Adjusted Mathematical Closure to Survey (Minimum)**	1:50,000	1:50,000	1:50,000	1:50,000	(closed traverse, radial or GPS)

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\*Short courses in classes "A" and "B" may generate positional errors of less than 0.01 feet. A minimum course distance of 200 feet shall be used in calculating positional error.  
\*\*Smaller tracts may result in a closure less than 1:50,000. Professional land surveyor shall minimize closure constrained by precision of bearing (nearest second of angle) and distance (one hundredth of a foot).

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The Board recessed at 10:16 a.m. and resumed at 10:30 p.m. Mr. Ard, Mr. Hughes and Mr. Aaron were not present.

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**Applications**

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**Application Appeals**

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The Board unanimously approved the motion made by Ms. Bergeron, seconded by Mr. Jeter, to affirm the reviewing committee's decision to *disapprove* the application of **Chirantan Kansara** for licensure as a professional engineer by comity based on not satisfying the educational requirements of the Board. Mr. Kansara is encouraged to complete 22 semester credit hours of math and science and then reapply to the Board.

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**Committee Reports (continued)**

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**Finance Committee**

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Chairman Benoit presented the proposed building lease from the Louisiana Engineering Foundation (LEF) for December 1, 2024 – November 30, 2029. After discussion, the Board approved the motion made by Ms. Betts, seconded by Mr. Nelson, with Mr. Fontenot, Ms. Betts, Mr. Jeter, Ms. Bergeron, Mr. Chustz, Dr. Gopu, Mr. Nelson for, Mr. Plaisance against and Mr. Racca abstaining, to authorize the Executive Committee to notify LEF by February 15, 2024 that the Board plans to investigate other alternative locations for office space before committing to stay in the current space.

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The Board recessed for lunch at 12:03 p.m. and resumed at 12:55 p.m.

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Chairman Benoit appointed a building committee, comprised of Ms. Betts as chair, Mr. Jeter, Ms. Bergeron, Mr. Racca and Dr. Gopu, to prepare plans, projected cost estimates, and proposals of potential office space to recommend to the Board.



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The Board unanimously approved the motion made by Mr. Jeter, seconded by Mr. Racca, to schedule the next Board meeting to review proposals for potential office space for Tuesday, January 16, 2024 at 10:30 a.m.

Ms. Betts presented information on recommended fee increases effective January 1, 2025 for PE and PLS comity licensure applications, firm licensure applications, temporary permit applications, PE and PLS renewals, firm renewals, PE and PLS reactivations, and firm reactivations.

After discussion, the Board unanimously approved the motion made by the Finance Committee to increase the following Board fees effective January 1, 2025:

<u>Fee</u>	<u>Current Amount</u>	<u>New Amount</u>
Application for Licensure as a Professional Engineer by Comity	\$180	\$200
Application for Licensure as a Professional Land Surveyor by Comity	\$180	\$200
Application for Licensure as a Professional Engineering Firm	\$165	\$185
Application for Licensure as a Professional Land Surveying Firm	\$165	\$185
Application for Licensure as a Professional Engineering and Professional Land Surveying Firm	\$330	\$370
Application for Temporary Engineering Permit	\$360	\$400
Application for Temporary Land Surveying Permit	\$360	\$400
Application for Temporary Engineering Firm Permit	\$330	\$370
Renewal of Licensure as a Professional Engineer	\$120	\$140
Renewal of Licensure as a Professional Land Surveyor	\$120	\$140
Renewal of Licensure as a Professional Engineering Firm	\$120	\$140
Renewal of Licensure as a Professional Land Surveying Firm	\$120	\$140
Renewal of Licensure as a Professional Engineer in Retired Status	\$60	\$70
Renewal of Licensure as a Professional Land Surveyor in Retired Status	\$60	\$70
Renewal of Licensure as a Professional Engineer in Inactive Status	\$120	\$140
Renewal of Licensure as a Professional Land Surveyor in Inactive Status	\$120	\$140
Reactivation of Expired Professional Engineer License	\$195	\$200
Reactivation of Expired Professional Land Surveyor License	\$195	\$200
Reactivation of Expired Professional Engineer and Professional Land Surveyor Licenses	\$390	\$400
Reactivation of Expired Professional Engineering Firm License	\$195	\$200
Reactivation of Expired Professional Land Surveying Firm License	\$195	\$200
Reactivation of Expired Professional Engineering and Professional Land Surveying Firm License	\$390	\$400

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Mr. Landry exited the meeting at 1:20 p.m.

The Board unanimously approved the motion made by the Finance Committee to accept the audit from the Louisiana Legislative Auditor for FY 2022-2023.

The Board unanimously approved the motion made by the Finance Committee to accept the year-to-date financial report for FY 23-24 as presented.

The Board unanimously approved the motion made by the Finance Committee to authorize the Executive Director to enter into a contract with Gator T, Inc. to provide maintenance and support of the LOLA information technology system. The term of the contract will be for six months, beginning January 1, 2024 and ending June 30, 2024, in the amount not to exceed \$72,540.

**Nominations and Awards Committee**

Mr. Fontenot, on behalf of the Nominations and Awards Committee, presented the following nominations for election as Board officers for 2024-25, to be voted on at the February 27, 2024 Board meeting:

- Connie P. Betts, P.E. – Chairman/Vice Chairman
- Reginald L. Jeter, P.E. – Chairman/Vice Chairman
- Byron D. Racca, P.E. – Secretary
- Linda H. Bergeron, P.E. – Treasurer



1                   **Old Business**

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3                   The Board unanimously approved the motion made by Ms. Bergeron, seconded by  
4                   Mr. Racca, to authorize funding a meal for the Tau Beta Pi Engineering Honor  
5                   Society visit at LSU on Monday, November 6, 2023.

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7                   Chairman Benoit appointed a committee, comprised of Ms. Bergeron as chair, Mr.  
8                   Chustz, Mr. Jeter and Ms. Williams, to review the Board's continuing professional  
9                   development requirements of 15 PDHs per calendar year for professional  
10                  engineers and 8 PDHs per calendar year for professional surveyors and submit a  
11                  recommendation to the Board for review.

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13                  The Board approved the motion made by Mr. Jeter, seconded by Mr. Fontenot, to  
14                  schedule a Board meeting for Tuesday, February 27, 2024.

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16                  The Board unanimously approved the motion made by Ms. Bergeron, seconded by  
17                  Dr. Gopu, to approve Board and staff members to attend the JESC meeting in  
18                  Lafayette on February 27-28, 2024.

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20                  The Board unanimously approved the motion made by Dr. Gopu, seconded by Mr.  
21                  Chustz, to approve Board and staff members to attend the NCEES Southern Zone  
22                  meeting in Ashville, North Carolina on April 4-6, 2024.

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24                  **Closing Business**


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26                  The Board unanimously approved the motion made by Mr. Fontenot, seconded by  
27                  Mr. Racca, to approve all committee recommendations and actions.

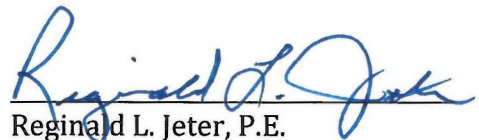
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29                  The Board unanimously approved the motion made by Ms. Bergeron, seconded by  
30                  Ms. Betts, to acknowledge and confirm all licenses and certificates issued and  
31                  renewed since the last Board meeting.

32                  The Board unanimously approved the motion made by Mr. Chustz, seconded by  
33                  Ms. Betts, to approve all Board expenses.

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35                  The Board unanimously approved the motion made by Mr. Jeter, seconded by Ms.  
36                  Bergeron, to adjourn.

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38                  The meeting adjourned at 2:04 p.m. on October 30, 2023.

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43                  Edgar P. Benoit, P.E.  
44                  Chairman

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47                  \_\_\_\_\_  
48                  Reginald L. Jeter, P.E.  
49                  Secretary