

**Idaho Board of Licensure of Professional Engineers
and Professional Land Surveyors**

Agency Strategic Plan

For Fiscal Years Ending June 30, 2017 - June 30, 2020

Signed: Keith A. Simila Date: 8/8/2016
Keith A. Simila, P.E., Executive Director

Approved: George A. Murgel Date: 8/8/2016
George Murgel, P.E., Chair

**STRATEGIC PLAN OF THE
IDAHO BOARD OF LICENSURE OF PROFESSIONAL ENGINEERS
AND PROFESSIONAL LAND SURVEYORS**

MISSION STATEMENT

Our mission is to ensure competence in the licensure and practice of Professional Engineering and Land Surveying for the purpose of safeguarding the public health, safety and welfare.

VISION

We advance public trust in Idaho's Engineers and Land Surveyors through fair and impartial licensing, enforcement, education and promotion of professionalism.

Statement of the Core Functions of the Board:

**Education and Promotion of Professionalism
Licensing Process
Enforcement
Board Office Operations**

**GOALS, OBJECTIVES, AND PERFORMANCE MEASURES
In support of the Mission and the Four Core Functions of the Board**

GOAL 1: Educate stakeholders of the benefits of and purpose for licensure, and Board functions and key activities and promote professionalism by encouraging continuing professional development.

OBJECTIVE A: Have Board Members and Staff make presentations to organizations such as the legislature, county recorders, city officials, student groups, professional societies and professional conferences with the purpose of informing them of the licensure issues and the function and activities of the Board.

MEASUREMENT: The number of presentations made to organizations with a target of thirty (30) a year.

OBJECTIVE B: Publish and distribute electronically a quality NEWS BULLETIN to the license and certificate holders, and include, as appropriate, building officials, county recorders, county assessors and legislators on mailing lists for NEWS BULLETINS, law pamphlets, and other Board communications with the purpose of informing them of the licensure issues and the function and activities of the Board.

MEASUREMENT: Whether or not at least two (2) NEWS BULLETINS are published

and distributed electronically to the public officials and appropriate recipients (measured as accomplished or not accomplished).

OBJECTIVE C: Inform and seek input from stakeholders regarding licensure issues through Board subcommittee meetings with membership from stakeholders.

MEASUREMENT: The number of subcommittee meetings with input from stakeholders as subcommittee members.

OBJECTIVE D: Maintain the website with current information, including appropriate Question and Answer topics for posting on the Board home page on the internet.

MEASUREMENT: Update as necessary (measured as accomplished or not accomplished).

OBJECTIVE E: Engage professional engineers and professional land surveyors and related professionals in monitoring, reviewing and proposing changes to relevant Idaho Code and on-going legislative issues.

MEASUREMENT: Seek timely input from the stakeholders and reports to the Board the need for proposing changes to the Legislature with a target of presenting legislation whenever an issue merits a statutory or administrative rule amendment.

OBJECTIVE F: Engage with professional organizations to encourage and improve continuing professional development opportunities.

MEASUREMENT: The number of contacts made by Board Members and staff to discuss CPD activities of professional and technical societies with a goal of three (3) contacts per year.

GOAL 2: Effectively administer the issuance and renewals of licenses and certificates.

OBJECTIVE A: Monitor and evaluate the issuance and renewal process and implement improvements as necessary.

MEASUREMENT: An annual report will be made to the Board regarding the number of applicants and evaluations of the application and renewal process and recommended improvements for the Board to determine future actions.

OBJECTIVE B: Initiate the ability for applicants to apply for assignment to the FE and FS exams entirely on-line.

MEASUREMENT: Whether or not the process is implemented by June 1, 2016.

OBJECTIVE C: Monitor and act on examination implementation problems and issues

highlighted by examinees.

MEASUREMENT: Number of examination problems and issues highlighted and resolved.

GOAL 3: Enforce compliance of Idaho Codes, Rules, and Board decisions regarding the professional practice of Engineering and Land Surveying.

OBJECTIVE A: Monitor compliance with continuing professional development requirements.

MEASUREMENT: Sample 5% of those who renew licenses for compliance of CPD requirements.

OBJECTIVE B: Investigate complaints regarding violations of Idaho laws or rules.

MEASUREMENT: Number of complaints filed, investigated and resolved.

OBJECTIVE C: Conduct hearings and issue disciplinary actions toward individuals and companies who are found to have violated the laws, rules and Board decisions regarding professional practice.

MEASUREMENT: Number of disciplinary actions issued.

GOAL 4: Maintain Board Operations that ensure effective, efficient and timely management and implementation of all Board functions.

OBJECTIVE A: Cross train personnel to assure that vacancies and absences do not unnecessarily disrupt effectiveness.

MEASUREMENT: Whether or not desk-manuals and a list of cross training needs are maintained in a current status a target of updating them annually (measured as accomplished or not accomplished).

OBJECTIVE B: Work with Access Idaho to develop and deploy a system which allows on-line application and renewal functions and on-line payment of fees.

MEASUREMENT: Whether or not the all online applications and renewals are developed, with a target date not later than June 30, 2017.

OBJECTIVE C: Conduct Board meetings, workshops, and hearings throughout the State.

MEASUREMENT: How many meetings are held in Boise and how many meetings are held within Idaho outside Boise with a target of four (4) meetings in Boise and two (2) meetings in Idaho outside Boise.

Benchmarks: The National Council of Examiners for Engineering and Surveying (NCEES) has adopted a Position Statement which states “In order to facilitate the mobility of qualified professional engineers among jurisdictions, NCEES supports and promotes expedited comity licensure by all Member Boards for any professional engineer with a current Council Record who has been determined by NCEES to be a Model Law Engineer. NCEES supports and promotes the adoption of procedures by all jurisdictions to facilitate and achieve comity licensure of NCEES Model Law Engineers in any jurisdiction within one week of receipt of a completed application and the Council Record, provided that the jurisdiction statutes do not prohibit such expedited comity licensure.”

Key factors that are outside of the control of the Board which may affect the achievement of the Board's goals:

Level of appropriation by the Legislature

Action of the Legislature on suggested amendments

The number of applicants who seek certification or licensure

The number and severity of complaints and subsequent disciplinary actions

Reliance on the performance of private contractors not under the direct control of the Board