

Part I – Agency Profile

Agency Overview

The Board of Registration of Professional Engineers and Professional Land Surveyors was created by the Legislature in 1939, prior to which the Department of Law Enforcement was responsible for licensing and enforcement. The Board consists of one public member, three professional engineers, two professional land surveyors, and one member licensed as both an engineer and land surveyor. All are appointed by the Governor from among nominees submitted by statewide engineering and land surveying societies or through application directly to the governor's office. The Board's Executive Director, Keith A, Simila, P.E. manages the Board office and supervises three additional office staff in the Meridian office.

The Board exists to protect the health, safety and welfare of the public by assuring that those offering their services to the public as engineers and land surveyors are properly qualified and that they practice competently and ethically. Currently, the Board licenses both Engineers and Land Surveyors with separate but similar examination and credential verification processes. In FY 2016 the Board licensed **360** engineers by comity with other jurisdictions and **73** by examination, **15** land surveyors by comity with other jurisdictions and **2** by examination, and issued intern certificates to **131** engineers and **1** land surveyor, and issued certificates of authorization to **133** business entities.

A large percentage of license holders are not residents of Idaho and we rely to a great extent on the revenue from their application and renewal fees to fund the agency. The economic recovery that is ongoing in Idaho has created the need for additional engineering and surveying services to make those projects become reality. The Board's function in this matter is to assure that those who wish to offer their services are qualified to do so.

Core Functions/Idaho Code

The Board's Core Functions include information sharing and liaise with other agencies and licensing boards in other jurisdictions; enforcement of the laws and rules of the State of Idaho; maintenance of professional relations with professional societies, academia, and other groups and stakeholders; issuance of licenses and certificates as authorized by Idaho Code; interface with the legislature to ensure that the licensing laws remain relevant and current; and effectively perform the administrative activities required to accomplish the Board mission.

Idaho Code Section 54-1208 is entitled "Board—Powers" and lists those authorities vested in the Board. The Board is empowered to adopt Administrative Rules, and has adopted four chapters including Rules of Procedure, Professional Responsibility, Corner Perpetuation and Filing, and Continuing Professional Development (CPD). The Board annually reviews or audits five percent of the licensees for compliance with CPD. The Board may subpoena witnesses and require the submission of evidence in disciplinary matters. It may seek injunctive relief in District Court to enforce the provisions of the enabling legislation or to restrain violation of it. The board may subject applicants for certification and license to examinations in order to determine minimum competency. The board maintains a current roster of license and certificate holders on the internet as provided in Idaho Code Section 54-1211. The Board requires biennial renewal of licenses and certificates as provided in Idaho Code Section 54-1216 and issues licenses to persons who are licensed in other jurisdictions as allowed in Idaho Code Section 54-1219. Idaho Code Section 54-1220 allows the Board to investigate and adjudicate allegations of violation of the Idaho Code and Administrative Rules.

Revenue and Expenditures

Revenue	FY 2013	FY 2014	FY 2015	FY 2016
State Regulatory Fund	\$481,200	\$533,200	\$610,400	\$627,000
Total	\$481,200	\$533,200	\$610,400	\$627,000
Expenditures	FY 2013	FY 2014	FY 2015	FY 2016
Personnel Costs	\$357,900	\$337,300	\$346,300	\$374,500
Operating Expenditures	\$170,900	\$189,700	\$217,000	\$238,200
Capital Outlay	\$0	\$0	\$3,700	\$2,300
Trustee/Benefit Payments	\$0	\$0	\$0	
Total	\$528,800	\$527,000	\$567,000	\$615,000

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2013	FY 2014	FY 2015	FY 2016
Staff and Board Member presentations to general stakeholders	24	42	54	40
Publish and distribute a quality NEWS BULLETIN	2	2	2	2
Issue licenses and certificates to the satisfaction of applicants	94.2%	94.6%	96.9%	93.8%

Performance Highlights

An increase in the complexity of complaints and the manner in which they must be investigated and resolved has resulted in an increase in the number of complaints that are difficult to resolve in a timely manner. The Board adopted a new process to investigate complaints by including one sitting member on the investigative team. The timeliness and effectiveness of investigations is expected to improve with this change.

Until recently the Board operation has been quite “paper intensive.” The Board has achieved online renewal for all licenses and certificates and continues to work toward online license and certificate applications.

The legislature passed and the governor signed into law 4 bills in the 2016 session. One bill added a definition of “retired licensee” with the intent to clarify retirees cannot practice. Another bill added a provision for issuing a restricted PE license to university faculty. A third bill removed one engineering board member and added a public Board member. A fourth bill removed the requirement that the executive director be a licensed professional. Two rules were approved by the legislature. One rule clarified the continuing professional development (CPD) requirements for reinstating a license and added a provision to enable licensees to comply with either Idaho’s CPD requirements or the national standards for CPD as established by the National Council of Examiners for Engineering and Surveying (NCEES). A second rule updated obsolete language, added a two year minimum experience requirement for land surveyors, and added a new provision on reinstating retired or expired licenses. The engineering educations standards were updated and the university accreditation standards of surveying programs were updated to align with the NCEES standard used by most states.

Part II – Performance Measures

Performance Measure		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Educate stakeholders of the benefits and purpose for licensure, Board functions, and key activities and promote professionalism by encouraging continuing professional development.						
1. Presentations made to organizations	actual	24	42	51	40	-----
	benchmark	30	30	30	30	30
2. Publish a quality News Bulletin	actual	2	2	2	2	-----
	benchmark	2	2	2	2	2
3. Seek timely input and reports to the board the need for proposed changes to the legislature	actual	Passed HB 45	0	Passed SB’s 1046, 1063, 1079	Passed SB’s 1285, 1286	-----
	benchmark	Present to Legislature as necessary	Present to Legislature as necessary	Present to Legislature as necessary	Present to Legislature as necessary	Present to Legislature as necessary

Performance Measure		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Maintain Board operations that ensure effective, efficient, and timely management and implantation of all Board functions.						
4. Meet at diverse locations	actual	4 Boise 2 Other	4 in Boise and 3 in Idaho outside Boise	4 Boise 2 Other	4 Boise 2 Other	-----
	benchmark	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other
5. Prepare desk manuals for each staff position	actual	Completed	Completed	Completed	Completed	-----
	benchmark	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other	4 Boise 2 Other
Effectively administer the issuance and renewals of licenses and certificates.						
6. Prepare a report on applicant satisfaction with recommendations for improvement	actual	Completed	Completed	Completed	Completed	-----
	benchmark	Complete Annually	Complete Annually	Complete Annually	Complete Annually	Complete Annually

For More Information Contact

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