

State Board of Professional Engineers and Land Surveyors

Nevada Revised Statutes (NRS) Chapter 625

Board members (NRS 625.100)—The Board consists of nine members appointed by the Governor, as follows:

- Six must be engaged in the practice or teaching of professional engineering in any discipline except military engineering;
- Two must be engaged in the practice or teaching of land surveying; and
- One must be a member of the general public.

Powers and duties of the Board—The Board:

- Shall issue licenses (NRS 625.152 and 625.381);
- May issue a license to an applicant licensed in another state or country (NRS 625.382);
- Shall examine applicants (NRS 625.154);
- May define the scope of disciplines by regulation (NRS 625.175);
- May require business firms to register with it (NRS 625.177 and 625.179);
- May adopt regulations for licensure as a professional engineer (NRS 625.183);
- May waive certain requirements for licensure (NRS 625.203 and 625.285);
- Shall administer provisions concerning land surveyors (NRS 625.250);
- Shall certify engineer interns and land surveyor interns (NRS 625.385);
- May take disciplinary action (NRS 625.410);
- May request a subpoena in district court (NRS 625.450); and
- Shall investigate complaints (NRS 625.510).

Operations of the Board—The Board:

- Shall elect officers pursuant to statute (NRS 625.110);
- Is entitled to receive per diem, travel expenses, and salary (NRS 625.110);
- May maintain offices in as many locations as it deems necessary (NRS 625.120);
- Shall adopt a seal (NRS 625.130);
- May employ attorneys, investigators, consultants, and support staff (NRS 625.135);
- May adopt bylaws and regulations (NRS 625.140); and
- Shall deposit all money it collects in banks and other financial institutions, pursuant to statute (NRS 625.150).

Background

Legislation:

- 1919—Assembly Bill 126 (Chapter 198, *Statutes of Nevada*)—Created the State Board of Registered Professional Engineers, consisting of five members who must be engaged in the practice or teaching of engineering; defines the practice of professional engineering; established fees; grandfathered persons actively engaged in engineering for six years or hold a diploma from an engineering college or university and have practiced for four years.
- 1947—Senate Bill 48 (Chapter 254, *Statutes of Nevada*)—Enacted the Land Surveyors Act; authorized the State Board of Registered Professional Engineers to administer the provisions of the Act; declared practicing land surveying without license or specific exemption to be illegal.
- 1949—S.B. 167 (Chapter 315, *Statutes of Nevada*)—Defined “engineer-in-training.”
- 1965—A.B. 234 (Chapter 494, *Statutes of Nevada*)—Added two members to the Board.
- 1979—S.B. 234 (Chapter 555, *Statutes of Nevada*)—Changed the name to State Board of Registered Professional Engineers and Land Surveyors; required that one member must be engaged in the practice or teaching of land surveying.

- 2003—A.B. 146 (Chapter 369, *Statutes of Nevada*)—Revised the membership, as follows: four engineers, two land surveyors, and one member of the general public; required an annual report to the Committee on Commerce and Labor in the Senate and the Assembly providing information on licensing.
- 2005—S.B. 59 (Chapter 75, *Statutes of Nevada*)—Added two engineers as Board members increasing the total number of members to nine.

Legislative history—No histories of relevant legislation have been compiled.

Reports to the Legislature—No reports to the Legislature are required pursuant to NRS 625.

- NRS 622.100 requires a report to the Director of the Legislative Counsel Bureau (LCB) including information relating to licensing and disciplinary actions. (Senate Bill 69 [Chapter 518, *Statutes of Nevada 2017*] revised the reporting provisions.)

Records held by LCB:

- Required by A.B. 146 (2003)—A report on education and qualifications to take the licensing examination, including the number and types of complaints regarding the Board's procedures for application and licensing. (Requirement repealed by S.B. 405 [Chapter 337, *Statutes of Nevada 2013*].); and
- Required by S.B. 420 (Chapter 193, *Statutes of Nevada 2001*)—A report of its activities, including licenses issued, budget, and disciplinary actions. (Requirement repealed by S.B. 310 [Chapter 507, *Statutes of Nevada 2007*].)

Current contact—Patty Mamola, PE, Executive Director

Website—<https://www.nvbpels.org/>

W180695

STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

NRS 625.100 Creation; number, qualifications and appointment of members; oath.

1. The Governor shall appoint nine persons, six of whom must be engaged in the practice or teaching of professional engineering in any of its disciplines except military engineering, and two of whom must be engaged in the practice or teaching of land surveying and one of whom must be a member of the general public. The members must be citizens of the United States and residents of this State, and constitute the State Board of Professional Engineers and Land Surveyors.

2. All appointments made for members who are engaged in the practice or teaching of professional engineering or land surveying must be made from the current roster of professional engineers and professional land surveyors as issued by the Board and on file in the Office of the Secretary of State. Insofar as practicable, membership on the Board of those members must be distributed proportionately among the recognized disciplines of the profession. The members who are professional land surveyors must not be professional engineers.

3. Within 30 days after appointment, each member shall take and subscribe to the oath of office as prescribed by the laws of Nevada and shall file the oath with the Secretary of State.

[1:198:1919; A 1935, 377; 1949, 639; 1951, 459; 1955, 391]—(NRS A [1965, 1323](#); [1977, 1249](#); [1979, 1101](#); [1991, 2239](#); [1993, 125](#); [1997, 1040](#); [2003, 2109](#); [2005, 205](#))

NRS CROSS REFERENCES.

Oath of office, [NRS 282.020](#)

Terms of members, vacancies, residency requirements, [NRS 232A.020](#)

REVISER'S NOTES.

Ch. 369, Stats. 2003, which amended this section to change the membership of the State Board of Professional Engineers and Land Surveyors, contains the following provision not included in NRS:

“1. The term of each member of the State Board of Professional Engineers and Land Surveyors expires on the effective date of this act [June 9, 2003].

2. As soon as practicable after the effective date of this act [June 9, 2003], the Governor shall appoint to the Board:

(a) Three members who are engaged in the practice or teaching of professional engineering, except military engineering, to serve for terms of 3 years;

(b) One member who is engaged in the practice or teaching of professional engineering, except military engineering, to serve for a term of 2 years;

(c) One member who is engaged in the practice or teaching of land surveying to serve for a term of 2 years;

(d) One member who is engaged in the practice or teaching of land surveying to serve for a term of 1 year; and

(e) One member who is a member of the general public to serve for a term of 1 year.”

Ch. 75, Stats. 2005, which amended this section to increase the membership of the State Board of Professional Engineers and Land Surveyors, contains the following provisions not included in NRS:

“1. As soon as practicable after passage and approval of this act [May 10, 2005], the Governor shall appoint two additional members to the State Board of Professional Engineers and Land Surveyors in accordance with the provisions of [\[NRS 625.100, as amended by\]](#) section 1 of this act. For the initial terms of those members, the Governor shall appoint:

(a) One member who is engaged in the practice or teaching of professional engineering, except military engineering, whose term begins on October 1, 2005, and expires on September 30, 2008; and

(b) One member who is engaged in the practice or teaching of professional engineering, except military engineering, whose term begins on October 1, 2005, and expires on September 30, 2007.

2. The provisions of this act do not abrogate or affect the term of office of any other member of the State Board of Professional Engineers and Land Surveyors.”

ATTORNEY GENERAL'S OPINIONS.

“Insofar as practicable” is qualifying in character. Cases construing phrase “insofar as practicable” hold that it is qualifying in its character, and deny unqualified or unrestrained meaning to wording or directive in connection with which it is used. [AGO 167 \(5-21-1952\)](#)

NRS 625.110 Officers; quorum; salary of members; per diem allowance and travel expenses of members and employees; payment of salaries; Executive Director; regulations.

1. The Board shall elect officers from its members and, by regulation, establish the:
 - (a) Offices to which members may be elected;
 - (b) Title and term for each office; and
 - (c) Procedure for electing members to each office.
2. At any meeting, five members constitute a quorum.
3. Each member is entitled to receive:
 - (a) A salary of not more than \$150 per day, as fixed by the Board, while engaged in the business of the Board; and
 - (b) A per diem allowance and travel expenses, at a rate fixed by the Board, while engaged in the business of the Board. The rate must not exceed the rate provided for state officers and employees generally.
4. While engaged in the business of the Board, each employee of the Board is entitled to receive a per diem allowance and travel expenses at a rate fixed by the Board. The rate must not exceed the rate provided for state officers and employees generally.
5. The salaries of members of the Board and employees of the Board must be paid from the fees received by the Board pursuant to the provisions of this chapter, and no part of those salaries may be paid out of the State General Fund.
6. The Board shall appoint an Executive Director who serves at the pleasure of the Board and is entitled to receive such compensation as may be fixed by the Board.
[4:198:1919; A 1947, 797; 1943 NCL § 2873]—(NRS A [1963, 146](#); [1965, 1324](#); [1975, 302, 720](#); [1981, 1991](#); [1983, 804](#); [1989, 779, 1694](#); [1997, 1041](#); [2005, 206](#); [2007, 2942](#))

NRS 625.120 Offices. The Board may maintain offices in as many localities in the State as it finds necessary to carry out the provisions of this chapter.

[Part 3:198:1919; A 1937, 491; 1947, 797; 1949, 639; 1951, 459; 1955, 391]—(NRS A [1963, 147](#); [1989, 779](#))

NRS 625.130 Seal. The Board shall adopt and have an official seal.

[Part 3:198:1919; A 1937, 491; 1947, 797; 1949, 639; 1951, 459; 1955, 391]

NRS 625.135 Employees. The Board may employ and fix the compensation to be paid to attorneys, investigators and other professional consultants and clerical personnel necessary to the discharge of its duties and may reimburse such employees for actual expenses they incur while acting on behalf of the Board.

(Added to NRS by [1963, 146](#); A [1989, 779](#))

NRS CROSS REFERENCES.

Contracts for services to be in writing and approved, [NRS 284.013](#)

Employment of immediate relatives, conditions and limitations, [NRS 622.210-622.230](#)

NRS 625.140 Bylaws and regulations; code of conduct. The Board may adopt all bylaws and regulations, including the adoption of a code of conduct which is binding on any person licensed in accordance with the provisions of this chapter, not inconsistent with the constitution and laws of this state, which are necessary for the proper performance of the duties of the Board, the regulation of the proceedings before it and the maintenance of a high standard of integrity and dignity in the profession.

[Part 3:198:1919; A 1937, 491; 1947, 797; 1949, 639; 1951, 459; 1955, 391]—(NRS A [1965, 1324](#); [1991, 2239](#); [1997, 1041](#))

NRS 625.145 Fiscal year. The Board shall operate on the basis of a fiscal year commencing on July 1 and terminating on June 30.

(Added to NRS by [1963, 146](#))

NRS 625.150 Deposit and use of money received by Board; delegation of authority concerning disciplinary action; deposit of fines; claim for attorney's fees or cost of investigation; action concerning certain notification received by Board.

1. The Board shall deposit in banks, credit unions and savings and loan associations in the State of Nevada all money collected by it.
2. Except as otherwise provided in subsection 6, all money collected by the Board must be used to meet the expenses of conducting examinations, issuing licenses and conducting the office of the Board.
3. The expenses of the Board, including the per diem allowances and travel expenses of the members and employees of the Board while engaged in the business of the Board and the expenses of conducting examinations, must be paid from the current receipts. No portion thereof may be paid from the State Treasury.
4. Any balance remaining in excess of the expenses incurred may be retained by the Board and used in defraying the future expenses thereof.
5. The Board may delegate to a hearing officer or panel its authority to take any disciplinary action pursuant to this chapter, impose and collect fines and penalties therefor and deposit the money therefrom in banks, credit unions or savings and loan associations in this State.
6. If a hearing officer or panel is not authorized to take disciplinary action pursuant to subsection 5 and the Board deposits the money collected from the imposition of fines with the State Treasurer for credit to the State General Fund, it may present a claim to the State Board of Examiners for recommendation to the Interim Finance Committee if money is needed to pay attorney's fees or the costs of an investigation, or both.
7. The Board shall consider and take appropriate action concerning a written notification received by the Board pursuant to [NRS 278.587](#) or [338.176](#).

[Part 3:198:1919; A 1937, 491; 1947, 797; 1949, 639; 1951, 459; 1955, 391]—(NRS A [1963, 147](#); [1965, 61](#); [1989, 1695](#); [1993, 884](#); [1997, 155, 1041](#); [1999, 1529](#))

ATTORNEY GENERAL'S OPINIONS.

Deposit of fines and penalties absent delegation of authority to take disciplinary action. Unless state board of professional engineers and land surveyors delegates its authority to take disciplinary action to hearing officer or panel, any fines or penalties imposed must be deposited with state treasurer for credit to state general fund. (see [NRS 625.150](#).) [AGO 94-9 \(5-20-1994\)](#)

NRS 625.152 Duties: Issuance of licenses and certificates; implementation of provisions of chapter; provision of certain information. The Board shall:

1. Issue licenses to qualified and competent persons as professional engineers and professional land surveyors and certify qualified and competent persons as engineer interns and land surveyor interns.
2. Carry out the provisions of this chapter.
3. Upon request, provide information concerning the regulation of the practice of professional engineering and land surveying.

(Added to NRS by [1997, 1038](#))

NRS 625.154 Duties: Examinations for license.

1. The Board shall hold examinations of applicants for licenses at least once each year in localities determined by the number of applications received.
2. The examinations must be written and administered in English.
3. The Board shall not prohibit an applicant for a license from taking a regularly scheduled examination for that license solely because the Board failed to review the applicant's application before the examination. If the Board prohibits an applicant for a license from taking the examination in violation of this subsection, the Board shall hold

or cause to be held an examination for the applicant within 30 days after the violation occurs.

(Added to NRS by [1997, 1038](#); A [2003, 2110](#))

NRS 625.170 Roster: Preparation; contents; availability, filing and distribution or sale.

1. The Executive Director of the Board shall, once each year or at intervals established by the Board, prepare a roster that shows, for each:

(a) Professional engineer, his or her name and license number, the city in which he or she lives and the discipline of engineering in which he or she specializes.

(b) Professional land surveyor, his or her name and license number, and the city in which he or she lives.

(c) Engineer intern or land surveyor intern, his or her name and certificate number.

2. The roster must be:

(a) Made available to each licensee in a manner prescribed by the Board.

(b) Placed on file with the Secretary of State and county and city clerks.

(c) Distributed or sold to the public.

[Part 3:198:1919; A 1937, 491; 1947, 797; 1949, 639; 1951, 459; 1955, 391]—(NRS A [1965, 1325](#); [1967, 951](#); [1975, 816](#); [1979, 1100](#); [1989, 779](#); [1991, 2240](#); [1995, 45](#); [1997, 1042](#); [1999, 2433](#))

NRS 625.175 Authority of Board to define scope of disciplines of engineering by regulation. The Board may by regulation define the scope of each discipline of professional engineering for which licensure is required pursuant to this chapter.

(Added to NRS by [1975, 816](#); A [1991, 2240](#); [1997, 1042](#))

NRS 625.177 Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of professional engineering; fee; regulations.

1. The Board may require a firm, partnership, corporation or any other person who is not a natural person to register with the Board before engaging in or offering to engage in the practice of professional engineering in this state. The Board may charge a fee of not more than \$50 to register pursuant to this section.

2. The Board may adopt regulations to carry out the provisions of this section.

(Added to NRS by [1997, 64](#); A [1997, 1071](#); [1999, 2433](#))

NRS 625.179 Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of land surveying; fee; regulations.

1. The Board may require a firm, partnership, corporation or any other person who is not a natural person to register with the Board before engaging in or offering to engage in the practice of land surveying in this state. The Board may charge a fee of not more than \$50 to register pursuant to this section.

2. The Board may adopt regulations to carry out the provisions of this section.

(Added to NRS by [1997, 64](#); A [1997, 1071](#); [1999, 2433](#))

Follow these instructions when filling out the form:

1. Download the form to your personal computer.
2. Complete the downloaded form using Adobe Reader.
3. Save the completed form to your personal computer.
4. Then send the saved form and any additional documents in PDF format to cstonefield@lcb.state.nv.us

Submit by Email

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

as required by Nevada Revised Statutes 232B.230



Board or commission name:

Nevada Board of Professional Engineers and Land Surveyors

**Members' names with
expiration date of term, and
indicate the number of
vacancies:**

Robert O LaRiviere, PLS Board Chairman Term expires June 30, 2019
Karen D Purcell, PE Board Vice Chairman Term expires June 30, 2018
Amy Y Cheng, PE Board Member Term expires June 30, 2018
Kent B Anderson, PE Board Member Term expires June 30, 2018
Bud A Cranor Public Board Member Term expires June 30, 2019

Physical address:

Northern Nevada – Main Office 1755 E Plumb Lane, Suite 135 Reno, NV 89502 So

Mailing address:

Northern Nevada – Main Office
1755 E Plumb Lane, Suite 135

Web site address (if any):

www.nvbpels.org

**Web site developer (if not EITS,
please indicate if EITS approved
the web site):**

Solid Creative
1515 Plumas Street

**Executive director's name and
contact information:**

Patty Mamola
Executive Director
1755 E Plumb Lane, Suite 135
Reno, NV 89502

**Staff members' names including
titles and status as full-time or
part-time (attach additional pages
as necessary):**

Murray Blaney, Compliance Officer – full-time
Jasmine Bailey, Licensing Specialist – full-time
Sarah Wiley, Administrative Assistant – full-time

Days and hours of operation:

Monday through Friday, 8:00am to 5:00pm

Created by what authority:

Nevada State Legislature in 1919, NRS 625.100 Creation; number and appointment of members; oath

**Authority to adopt regulations
(NRS) and citation to
regulations (NAC), if applicable:**

NRS 625.140 Bylaws and regulations; code of conduct

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

List by LCB File No. and date of adoption the five regulations most recently adopted by the board or commission, with any applicable deadline for the adoption of any such regulation:

LCB File No. R078-09, Adopted 12/20/2012
LCB File No. R077-09, Adopted 10/15/2010
LCB File No. R076-09, Adopted 10/15/2010
LCB File No. R075-09, Adopted 10/15/2010
LCB File No. R074-09, Adopted 10/15/2010

List any required regulations that have not been adopted, with any applicable deadline for the adoption of any such regulation. Please identify each such regulation by LCB File No., if available, or by reference to the provision of NRS or Statutes of Nevada requiring adoption of the regulation:

None

Governing structure of the board or commission pursuant to statute:

- NRS 625.100 Creation; number and appointment of members; oath
- NRS 625.110 Officers; quorum; compensation of members and employees; Executive Director

Duties of the board or commission:

- NRS 625.152 Duties: Issuance of licenses and certificates; implementation of provisions of chapter; provision of certain information.
- NRS 625.154 Duties: Examinations for license.
- NRS 625.177 Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of professional engineering; fee; regulations.
- NRS 625.179 Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of land surveying; fee; regulations.

Statement of the objectives and programs of the board or commission:

LICENSING

The board strives to license all qualified applicants promptly and courteously. The board currently reviews an average of 120 applications for professional licensure in Nevada per month—10 for initial licensure, 15 for the reinstatement of a lapsed license, and 95 for license by endorsement (applicants who are currently licensed in another state). Qualified applicants are approved on average of 15 days after the receipt of a completed application, with endorsement application approval averaging 9 days. The board is working with other states through the National Council of Examiners for

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

**Itemized list of services offered
by the board or commission:**

- Review and processing of applications for certification as an engineer or land surveyor intern
- Review and processing of applications for licensure as a professional engineer or professional land surveyor—initial, endorsement, or reinstatement
- Renewal of licenses
- Process firm registrations for engineering and land surveying businesses
- Maintain a public roster of licensees
- Maintain a public roster of awarded public works projects per NRS 338
- Issue approval letters required for Nevada business licenses for firms using protected

**Dates of the immediately
preceding six meetings:**

- Jan 11, 2018 Board Meeting
- Jan 10, 2018 Committee Meeting - Professional Association Liaison
- Jan 10, 2018 Committee Meeting - Public Outreach

**Statutory tax exemptions,
abatements, or money set aside
for the board or commission:**

As a state agency, the board is not charged sales tax pursuant to NRS 372.325. In accordance with NRS 625.150, all fees and other money received by the board are deposited and expended solely for the purposes of administration of NRS Chapter 625 and Nevada Administrative Code 625. Per statute no compensation or expenses incurred under Chapter 625 may be charged against the State Treasury.

**Description of the manner in
which the board or commission
is funded, including all funding
sources:**

The Nevada Board of Professional Engineers and Land Surveyors is solely funded through fees collected for licensure and regulation of professional engineering and land surveying. All fees charged by the board are listed on the board website, <https://nvbpels.org/forms>.

**Please identify any forms
required by the board or
commission to be used by
members of the public which
are not available for
downloading from the web site
of the board or commission:**

All forms are available for download from the board website, <https://nvbpels.org/forms>.

**Information Concerning Board or Commission
Subject to Review by the
Sunset Subcommittee of the Legislative Commission**

Does the board or commission have any recommendations for consolidation with another board or commission? If so, which one(s) could be revised to include the charge to the board or commission that is the subject of this review?

The board has no recommendation for consolidation at this time.

Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the response with any information the board or commission believes is relevant:

We believe the board has been effective in accomplishing its purpose, but we feel there is room to continuously improve operational and administrative efficiency. A number of the organizational functions are burdened by obsolete processes and are in need of modernization. This in particular relates to upgrading accessibility and functionality of "back-of-house" data and incorporating it into a more intuitive licensee/public online interface. Budgeting of reserves is currently underway to schedule these improvements.

Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs:

The board has no recommendation for statutory changes at this time.

If additional space is necessary, please attach additional pages and refer to the attachments on the form.

Please include with this form:

1. The operating budget of the board or commission.
2. A statement setting forth the income and expenses of the board or commission for at least 3 years immediately preceding the date on which the board or commission submits this form, including the balances of any fund or account maintained by or on behalf of the board or commission.
3. The most recent legislative audit or other audit of the board or commission, and any efficiency studies or constituent or staff surveys conducted in the past 3 years.
4. Any reports required to be filed with the Legislative or Executive Branch over the past 3 years. Please indicate if any reports were filed late or have not been filed.
5. Copies of the minutes of the immediately preceding six meetings of the board or commission.
6. A copy of the organizational chart showing the governing structure of the board or commission and its staff.
7. A copy of the most recent strategic plan of the board or commission.

Please submit this form and any additional documents electronically in PDF format to: cstonefield@lcb.state.nv.us.



SUNSET REVIEW FORM

Formatted Answers

1. Board or commission name:

Nevada Board of Professional Engineers and Land Surveyors

2. Members' names with expiration date of term, and indicate number of vacancies:

| | | |
|-----------------------------|---------------------|----------------------------|
| Robert O LaRiviere, PLS | Board Chairman | Term expires June 30, 2019 |
| Karen D Purcell, PE | Board Vice Chairman | Term expires June 30, 2018 |
| Amy Y Cheng, PE | Board Member | Term expires June 30, 2018 |
| Kent B Anderson, PE | Board Member | Term expires June 30, 2018 |
| Bud A Cranor | Public Board Member | Term expires June 30, 2019 |
| Gregory P DeSart, PE | Board Member | Term expires June 30, 2019 |
| Tracy D Larkin-Thomason, PE | Board Member | Term expires June 30, 2020 |
| L Brent Wright, PE SE | Board Member | Term expires June 30, 2020 |
| Michael G Kidd, PLS | Board Member | Term expires June 30, 2020 |

There are no current vacancies on the board.

3. Physical address:

Northern Nevada – Main Office
1755 E Plumb Lane, Suite 135
Reno, NV 89502

Southern Nevada – Satellite Office
241 W Charleston Boulevard, Suite 130
Las Vegas, NV 89102

4. Mailing address:

Northern Nevada – Main Office
1755 E Plumb Lane, Suite 135
Reno, NV 89502

5. Website address:

www.nvbpels.org

6. Website developer (if not EITS, please indicate if EITS approved the website):

| | |
|--|---|
| Solid Creative 1515 Plumas Street Reno, NV 89509 | NVBPELS did not seek approval from EITS |
|--|---|

7. Executive director's name and contact information:

PattyMamola
Executive Director
1755 E Plumb Lane, Suite 135
Reno, NV 89502
775.688.1231
pmamola@boe.state.nv.us

8. Staff members' names including titles and status as full-time or part-time:

Murray Blaney, Compliance Officer – full-time
Jasmine Bailey, Licensing Specialist – full-time
Sarah Wiley, Administrative Assistant – full-time

9. Daily hours of operation:

Monday through Friday, 8:00am to 5:00pm

10. Created by what authority:

Nevada State Legislature in 1919, NRS 625.100 *Creation; number and appointment of members; oath*

11. Authority to adopt regulations (NRS) and citation to regulations (NAC), if applicable:

NRS 625.140 *Bylaws and regulations; code of conduct*

12. List by LCB File No. and the date of adoption the five regulations most recently adopted by the board or commission, with any applicable deadline for the adoption of such regulation:

LCB File No. R078-09, Adopted 12/20/2012
LCB File No. R077-09, Adopted 10/15/2010
LCB File No. R076-09, Adopted 10/15/2010
LCB File No. R075-09, Adopted 10/15/2010
LCB File No. R074-09, Adopted 10/15/2010

13. List any required regulations that have not been adopted, with any applicable deadline for the adoption of any such regulation. Please identify each regulation by LCB File No., if available or by reference to the provision of NRS or Statutes of Nevada requiring adoption of the regulation:

None

14. Governing structure of the board commission pursuant to statute:

- NRS 625.100 *Creation; number and appointment of members; oath*
- NRS 625.110 *Officers; quorum; compensation of members and employees; Executive Director*

15. Duties of the board or commission:

- NRS 625.152 *Duties: Issuance of licenses and certificates; implementation of provisions of chapter; provision of certain information.*
- NRS 625.154 *Duties: Examinations for license.*
- NRS 625.177 *Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of professional engineering; fee; regulations.*
- NRS 625.179 *Authority of Board to require persons who are not natural persons to register with Board before engaging in practice of land surveying; fee; regulations.*
- NRS 625.250 *Duties of Board concerning professional land surveyors; regulations.*
- NRS 625.381 *Licenses: Issuance to applicant who complied with requirements of chapter; content; effect.*
- NRS 625.382 *Licenses: Issuance to licensee of another state or country.*
- NRS 625.510 *Board to investigate complaint or violation of chapter; prosecution of violation.*

16. Statement of objectives and programs of the board:

LICENSING

The board strives to license all qualified applicants promptly and courteously.

The board currently reviews an average of 120 applications for professional licensure in Nevada per month—10 for initial licensure, 15 for the reinstatement of a lapsed license, and 95 for license by endorsement (applicants who are currently licensed in another state).

Qualified applicants are approved on average of 15 days after the receipt of a completed application, with endorsement application approval averaging 9 days.

The board is working with other states through the National Council of Examiners for Engineering and Surveying (NCEES) to further expedite the process of endorsement licensure. Mutual recognition of licensees among the states is the desired outcome to avoid the potential for added regulatory burdens created by interstate compacts. The board is also working with other countries through the International Engineering Alliance for mutual recognition of licensed engineers—Nevada engineers desiring licensure in other countries and foreign licensed engineers desiring licensure in Nevada.

OUTREACH

The board engages with stakeholders to ensure transparency and understanding.

The board actively engages with all constituents to foster understanding of issues related to the engineering and land surveying professions. The board's website provides information for the public as well as applicants and licensees. Staff is available Monday thru Friday, 8:00 am to 5:00 pm to assist with questions or concerns. Communications are open and transparent, and interpretations of the laws and regulations made in "plain-English" to assist the public and licensees with a better understanding of a statute or administrative code's intent. The board has a subcommittee that serves as a liaison with the professions it regulates. This subcommittee creates an opportunity for board members to interface directly with its constituents.

Board members and staff are active participants in national organizations relating to professional engineering and land surveying. The goal is to stay current with wider trends, always be forward thinking, and to ensure best practices in all functions of the Nevada board.

COMPLIANCE

The board maintains an open complaint process with accessibility for any stakeholder with compliance questions.

In the interests of public safety and welfare, the board will conduct a thorough and unbiased review of all issues brought to its attention. If a determination is made that discipline is to be imposed, the board has a view toward corrective action and re-education rather than focusing solely on punitive action. Instances where direct or indirect community safety is in-play, swift and decisive action, and if necessary, discipline is imposed for public protection.

Board staff is prompt in responding to any inquiries by stakeholders needing clarification on any laws, bylaws, or regulations in the board's purview.

OPERATIONAL and ADMINISTRATIVE EFFICIENCY

The board strives to provide intuitive and efficient processes in serving all stakeholders, and in a fiscally responsible manner.

The goal is to provide intuitive ease of use to anyone accessing the services of the board. Board staff is currently reviewing all functions for streamlining and quality of user experience. Internal customer service goals have been established and are continually monitored by the Executive Director for quality control.

17. Itemized list of services offered by the board of commission:

- Review and processing of applications for certification as an engineer or land surveyor intern
- Review and processing of applications for licensure as a professional engineer or professional land surveyor—initial, endorsement, or reinstatement
- Renewal of licenses
- Process firm registrations for engineering and land surveying businesses
- Maintain a public roster of licensees
- Maintain a public roster of awarded public works projects per NRS 338
- Issue approval letters required for Nevada business licenses for firms using protected terms—engineer or derivative of engineer
- Receipt and investigation of consumer complaints
- Prosecuting disciplinary matters as needed
- Answering routine questions related to NRS and NAC 625, and the practice of the professions

18. Dates of the immediately preceding six meeting:

- Jan 11, 2018 Board Meeting
- Jan 10, 2018 Committee Meeting - Professional Association Liaison
- Jan 10, 2018 Committee Meeting - Public Outreach
- Jan 10, 2018 Committee Meeting - Legislative Committee
- Nov 28, 2017 Committee Meeting - Administrative Procedures Oversight
- Nov 22, 2017 Board Meeting

19. Statutory tax exemptions, abatements, or money set aside for the board or commission:

As a state agency, the board is not charged sales tax pursuant to NRS 372.325.

In accordance with NRS 625.150, all fees and other money received by the board are deposited and expended solely for the purposes of administration of NRS Chapter 625 and Nevada Administrative Code 625. Per statute no compensation or expenses incurred under Chapter 625 may be charged against the State Treasury.

20. Description of the manner in the board or commission is funded:

The Nevada Board of Professional Engineers and Land Surveyors is solely funded through fees collected for licensure and regulation of professional engineering and land surveying. All fees charged by the board are listed on the board website, <https://nvbpels.org/forms>.

21. Please identify any forms required by the board or commission to be used by members of the public which are not available for downloading from the website of the board or commission:

All forms are available for download from the board website, <https://nvbpels.org/forms>.

22. Does the board or commission have recommendation for consolidation with any other board or commission? If so, which ones(s) could be revised to include the charge to the board or commission that is the subject of this review:

The board has no recommendation for consolidation at this time.

- 23. Does the board or commission believe that its objectives and programs have been effective in accomplishing the purposes for which the board or commission was created? Please explain the responses with any information the board or commission believes is relevant:**

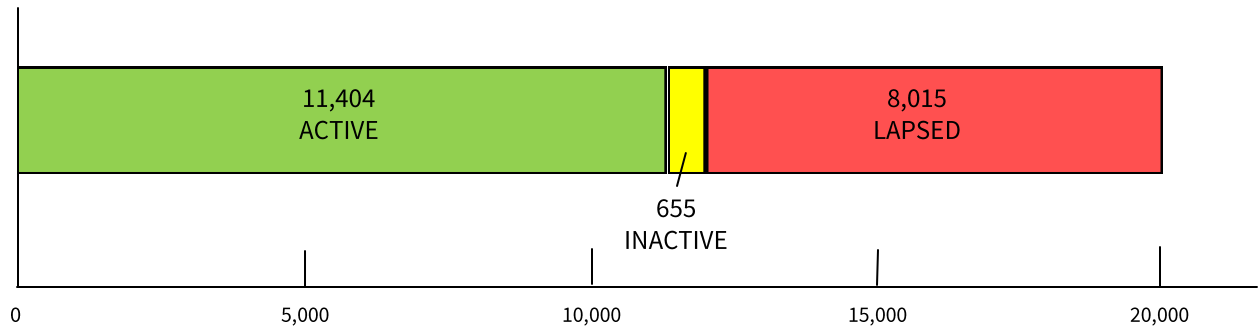
We believe the board has been effective in accomplishing its purpose, but we feel there is room to continuously improve operational and administrative efficiency. A number of the organizational functions are burdened by obsolete processes and are in need of modernization. This in particular relates to upgrading accessibility and functionality of “back-of-house” data and incorporating it into a more intuitive licensee/public online interface. Budgeting of reserves is currently underway to schedule these improvements.

- 24. Any recommendations for statutory changes which are necessary for the board or commission to carry out its objectives and programs:**

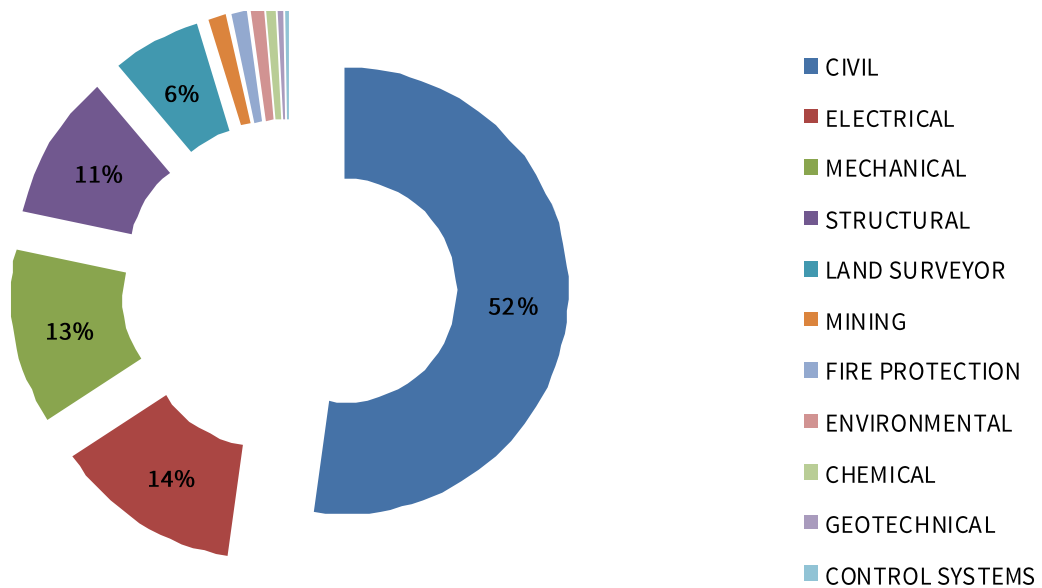
The board has no recommendation for statutory changes at this time.



20,074 Nevada Licensees as of December 31, 2017

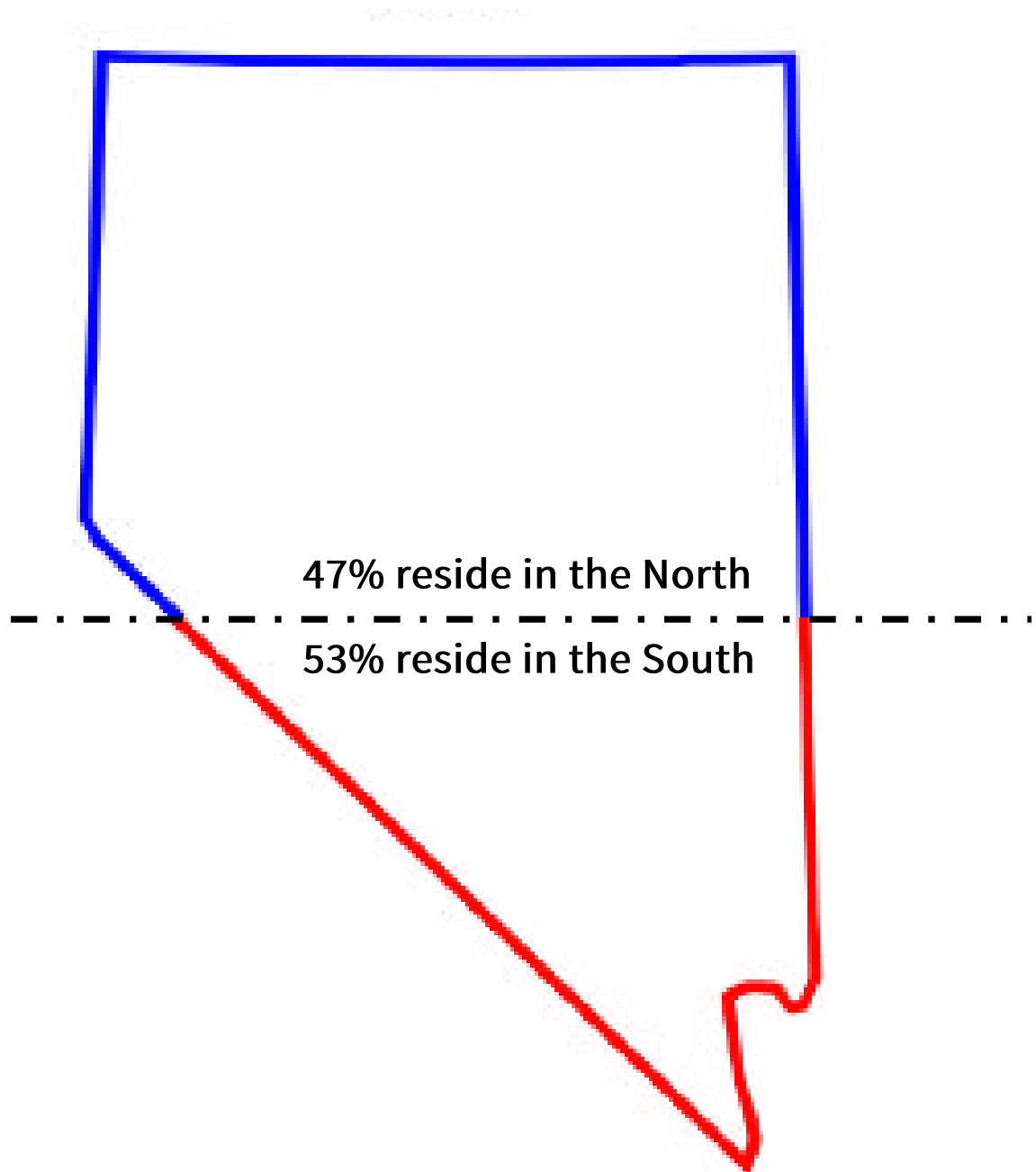


11,404 Active Nevada Licensees by specific discipline

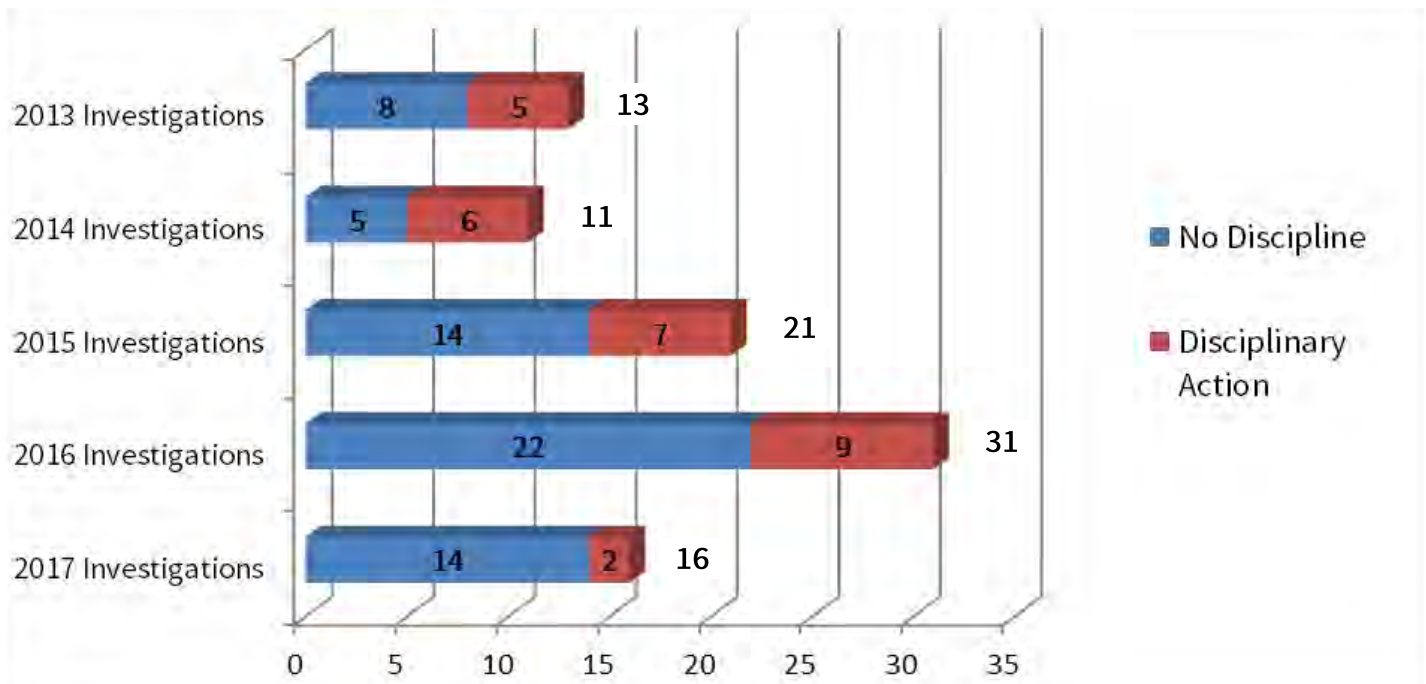




**3,070 Resident Active
Nevada Licensees**
as of December 31, 2017

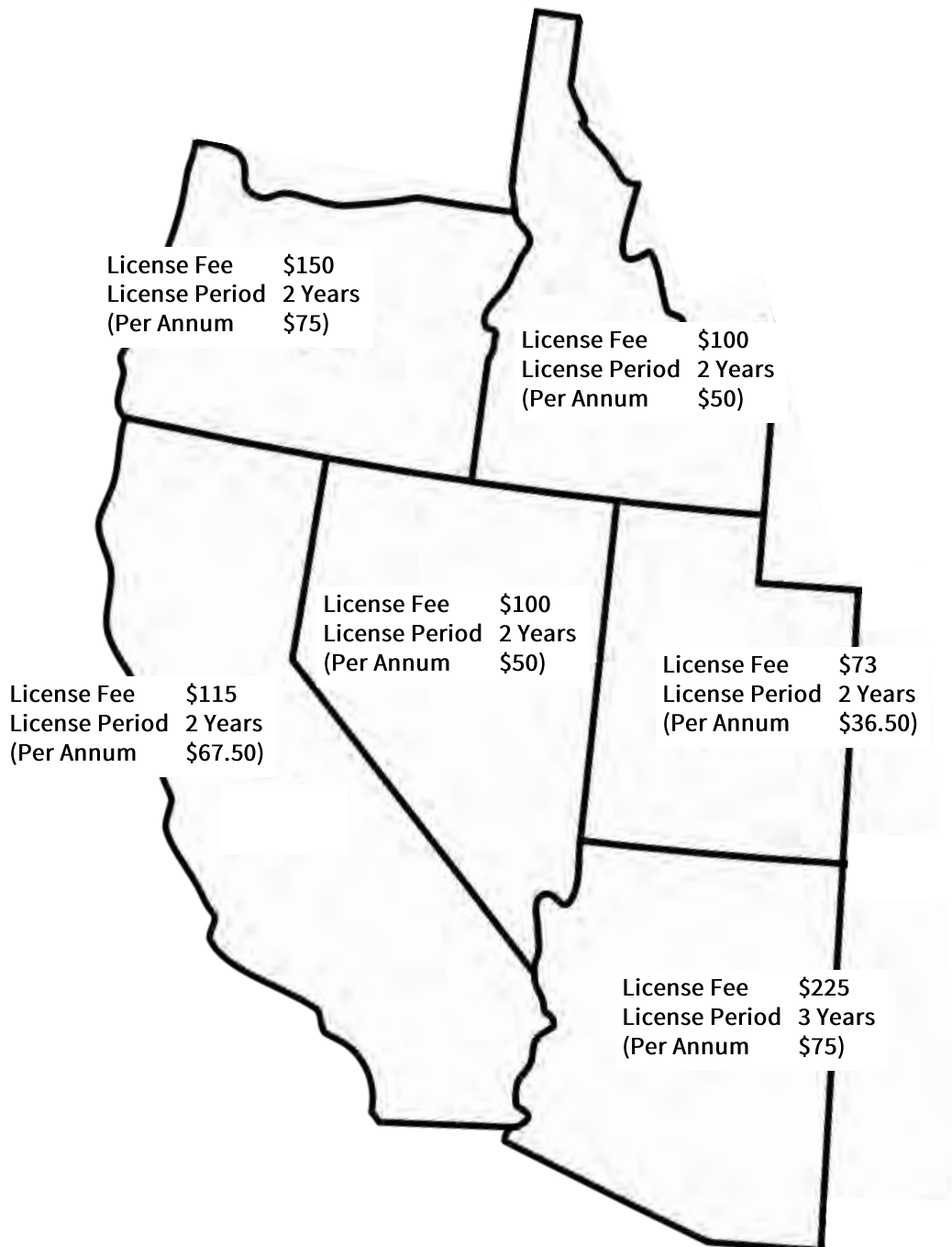


Complaint Investigations and Resulting Action Last Five Years: 2013—2017





License Fee Reference Nevada and Neighboring States as of December 31, 2017





Fee Structure

| | | |
|--|------------------|------------------------------|
| License Fees | | |
| Biennial Renewal | \$100.00 | |
| License Issued after Approved by Board | \$25.00-\$100.00 | <i>Pro-rated</i> |
| Added Discipline | \$50 | <i>\$200 maximum fee</i> |
| Late Fee (within 6 months after expiration date) | \$100 | <i>Plus renewal fee</i> |
| Exam Fees | | |
| Nevada Specific Professional Land Surveyor Exam | \$100.00 | |
| Nevada Specific Professional Geological Engineer Exam | \$250.00 | |
| Nevada Specific Professional Geological Engineer Exam Retake | \$290.00 | |
| Application Fees | | |
| Application for Engineering Intern Certificate (EI) | \$50.00 | |
| Application for Land Surveying Intern Certificate (LSI) | \$50.00 | |
| Professional Engineer Initial Application | \$200.00 | |
| Professional Land Surveyor Initial Application | \$200.00 | |
| Professional Engineer Endorsement Application | \$200.00 | |
| Professional Land Surveyor Endorsement Application | \$200.00 | |
| Professional Engineer Reinstatement Application | \$200.00 | |
| Professional Land Surveyor Reinstatement Application | \$200.00 | |
| Other Fees | | |
| Business Name Request | \$25.00 | <i>Use of protected term</i> |
| Firm Registration (annual) | \$50.00 | |
| Professional Engineer Stamp (standard) | \$30.00 | |
| Professional Land Surveyor Stamp (standard) | \$30.00 | |
| Professional Engineer Stamp (self-inking) | \$50.00 | |
| Professional Land Surveyor Stamp (self-inking) | \$50.00 | |
| Additional Professional Engineer Certificate | \$40.00 | |
| Additional Professional Land Surveyor Certificate | \$40.00 | |
| Additional Engineering Intern Certificate | \$25.00 | |
| Additional Land Surveyor Intern Certificate | \$25.00 | |