

1 MINUTES OF THE REGULAR MEETING OF THE  
2 LOUISIANA PROFESSIONAL ENGINEERING  
3 AND LAND SURVEYING BOARD  
4 9643 BROOKLINE AVENUE, SUITE 121  
5 BATON ROUGE, LOUISIANA 70809-1433  
6 January 16, 2024  
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8 At 10:38 a.m. on January 16, 2024, Edgar P. Benoit, P.E. called the meeting to order  
9 at the Board's office in Baton Rouge, Louisiana, with the following members  
10 present:

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12 Edgar P. Benoit, P.E. Chairman  
13 Reginald L. Jeter, P.E. Secretary  
14 Connie P. Betts, P.E. Treasurer

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16 Linda H. Bergeron, P.E.  
17 James H. Chustz, Jr., P.L.S.  
18 Janice P. Williams, P.E.  
19 Vijaya Gopu, Ph.D., P.E.  
20 Gordon E. Nelson, P.E.  
21 John J. Plaisance, II, P.E., P.L.S.  
22 Wilfred J. Fontenot, P.L.S. (via Zoom video teleconference)  
23 Byron D. Racca, P.E. (via Zoom video teleconference)  
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25 Also present: Donna D. Sentell, Executive Director  
26 D. Scott Landry, Board Attorney  
27 Joe Harman, P.E., Technical Advisor  
28 David Patterson, P.L.S., Technical Advisor  
29 Bill Tripoli, IT Director  
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31 The invocation was led by Mr. Jeter and the pledge was led by Ms. Betts.  
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33 Public comment time was recognized by Chairman Benoit.  
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35 The Board unanimously approved the motion made by Ms. Bergeron, seconded by  
36 Mr. Plaisance, to accept the January 16, 2024 proposed Call and Agenda for the  
37 meeting.  
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39 The Board unanimously approved the motion made by Mr. Nelson, seconded by  
40 Dr. Gopu, to approve the minutes from the October 30, 2023 Board meeting.  
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42 **Committee Reports**

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44 **Laws and Rules Committee**

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46 Mr. Landry presented information on Act 393 of the 2023 Regular Session (which  
47 made changes to the Louisiana open meetings law), along with a draft of revisions  
48 to Rule 705 as required by Act 393. After discussion, the Board unanimously  
49 approved the motion made by Mr. Jeter, seconded by Mr. Plaisance, to amend Rule  
50 705 as follows:  
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52 **§705. Meetings**

53 A. - J. ...

54 K. Meetings via Electronic Means. In any calendar year in which the  
55 board holds six or more regular meetings, the board may conduct up to  
56 one-third of its meetings via electronic means and will only conduct  
57 successive meetings via electronic means as needed.

58 1. The written public notice of a meeting via electronic means shall  
59 include detailed information regarding how members of the public may:

60 a. participate in the meeting via electronic means, including the  
61 applicable teleconference and/or video conference link to the meeting.

62 b. submit written comments regarding matters on the agenda prior  
63 to the meeting.

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2. For any meeting conducted via electronic means, the board shall ensure compliance with all requirements outlined in R.S. 42:17.2(C).

3. The written public notice discussed in §705.D shall indicate which meetings will be conducted via electronic means and which will be conducted as in-person meetings.

4. All board members, whether participating in the meeting at the anchor location or via electronic means, shall be counted for the purpose of establishing a quorum and may vote.

5. An online archive of any meetings conducted via electronic means shall be maintained and available to the public on the board’s website for at least two years.

6. No board member who participates in a meeting via electronic means shall be eligible to or receive per diem for attendance at the meeting.

7. For purposes of this Section, *anchor location* is defined as the public location at which the board holds in-person meetings or is specifically equipped with the technology necessary to hold meetings via electronic means.

8. For purposes of this Section, *meeting via electronic means* is defined as a meeting at which one or more board members or members of the public participate via teleconference or video conference.

L. Accessibility by People with Disabilities. The board is obligated to provide for participation in all meetings via electronic means on an individualized basis by people with disabilities.

1. For purposes of this Section, *people with disabilities* are defined as any of the following:

- a. a member of the public with a disability recognized by the Americans with Disabilities Act;
- b. a designated caregiver of such a person; or
- c. a board member with a disability recognized by the Americans with Disabilities Act.

2. The written public notice of a meeting shall include the name, telephone number and email address of the board representative to whom people with disabilities may submit requests to participate in the meeting via electronic means.

3. People with disabilities who submit a request to participate in a meeting via electronic means shall be provided with a teleconference and/or video conference link to the meeting as soon as possible following receipt of their request, but no later than the start of the meeting.

4. Board members with disabilities recognized by the Americans with Disabilities Act who participate in meetings via electronic means shall be counted for the purposes of establishing a quorum and may vote.

Mr. Landry also presented a draft of proposed revisions to Rule 1703 regarding Board fees. After discussion, the Board unanimously approved the motion made by Ms. Betts, seconded by Mr. Nelson, to amend Rule 1703 as follows effective January 1, 2025:

**§1703. Fees**

- A. ...
- B. Application fees, renewal fees and other fees shall be as follows:

<b>Application Fees</b>	
Licensure as a Professional Engineer by Examination	\$50
Licensure as a Professional Engineer by Comity	\$200
Licensure as a Professional Land Surveyor by Examination	\$50
Licensure as a Professional Land Surveyor by Comity	\$200
Louisiana Laws of Land Surveying Examination	\$100
Temporary Engineering Permit (Individual)	\$400

Temporary Land Surveying Permit (Individual)	\$400
Certification as an Engineer Intern	\$20
Certification as a Land Surveyor Intern	\$20
Licensure as a Professional Engineering Firm	\$185
Licensure as a Professional Land Surveying Firm	\$185
Temporary Engineering Permit (Firm)	\$370
<b>Renewal Fees</b>	
Renewal of Licensure as a Professional Engineer in Active Status	\$140
Renewal of Licensure as a Professional Engineer in Retired Status	\$70
Renewal of Licensure as a Professional Engineer in Inactive Status	\$140
Renewal of Licensure as a Professional Land Surveyor in Active Status	\$140
Renewal of Licensure as a Professional Land Surveyor in Retired Status	\$70
Renewal of Licensure as a Professional Land Surveyor in Inactive Status	\$140
Renewal of Certification as an Engineer Intern	\$60
Renewal of Certification as a Land Surveyor Intern	\$60
Renewal of Licensure as a Professional Engineering Firm	\$140
Renewal of Licensure as a Professional Land Surveying Firm	\$140
<b>Late Renewal Fees</b>	
Late Renewal of Licensure as a Professional Engineer in Active Status <i>(within 120 days after expiration)</i>	\$210
Late Renewal of Licensure as a Professional Engineer in Retired Status <i>(within 120 days after expiration)</i>	\$105
Late Renewal of Licensure as a Professional Engineer in Inactive Status <i>(within 120 days after expiration)</i>	\$210
Late Renewal of Licensure as a Professional Land Surveyor in Active Status <i>(within 120 days after expiration)</i>	\$210
Late Renewal of Licensure as a Professional Land Surveyor in Retired Status <i>(within 120 days after expiration)</i>	\$105
Late Renewal of Licensure as a Professional Land Surveyor in Inactive Status <i>(within 120 days after expiration)</i>	\$210
Late Renewal of Licensure as a Professional Engineering Firm <i>(within 120 days after expiration)</i>	\$210
Late Renewal of Licensure as a Professional Land Surveying Firm <i>(within 120 days after expiration)</i>	\$210
<b>Reactivation Fees</b>	
Reactivation of Expired Professional Engineer License <i>(more than 120 days after expiration)</i>	\$200
Reactivation of Expired Professional Land Surveyor License <i>(more than 120 days after expiration)</i>	\$200
Reactivation of Expired Engineer Intern Certification <i>(more than 120 days after expiration)</i>	\$60
Reactivation of Expired Land Surveyor Intern Certification <i>(more than 120 days after expiration)</i>	\$60
Reactivation of Expired Professional Engineering Firm License <i>(more than 120 days after expiration)</i>	\$200
Reactivation of Expired Professional Land Surveying Firm License <i>(more than 120 days after expiration)</i>	\$200
<b>Other Fees</b>	
Examination for Record Purposes (Professional Engineer)	Pay NCEES directly
Academic Credential Evaluation	Pay NCEES directly
Continuing Professional Development Failure to Comply	\$200
Change Firm Name	\$25
Certificate Replacement	\$30
NSF Check	\$25 plus \$100 administrative fee
Public Records	\$0.25 per page plus notary and postage charges

Licensee Mailing List	\$100 minimum for first 1,000 licensees, plus \$0.10 per each additional licensee
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**Finance Committee**

Ms. Betts presented the year-to-date financial report for FY 23-24. After discussion, 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.

Ms. Betts presented the proposed budget for FY 24-25. After discussion, the Board unanimously approved the motion made by Mr. Plaisance, seconded by Ms. Williams, to defer a vote on accepting the proposed budget for FY 24-25 until after the Building Committee’s report concerning the proposed 2024-2029 office lease.

The Board recessed for lunch at 12:20 p.m. and resumed at 12:45 p.m.

**Building Committee**

Ms. Betts updated the Board on the work of the Building Committee and the proposed 2024-2029 office lease. After discussion, the Board unanimously approved the motion made by the Building Committee (comprised of Ms. Betts, Mr. Jeter, Ms. Bergeron, Mr. Racca and Dr. Gopu) to pursue the relocation of the Board’s office to the 9<sup>th</sup> floor of the United Plaza II Building, 8550 United Plaza Boulevard, Baton Rouge, Louisiana.

The Board also unanimously approved the motion made by Ms. Betts, seconded by Dr. Gopu, to notify the Louisiana Engineering Foundation of the Board’s decision with regard to the proposed 2024-2029 office lease, to authorize Ms. Sentell to submit the required paperwork to (and obtain the appropriate approvals from) the Division of Administration, to work with Mr. Landry on preparing the proposed 2024-2029 office lease contract, and to update the Board at the February Board meeting.

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

**Old Business**

The Board unanimously approved the motion made by Mr. Plaisance, seconded by Mr. Nelson, to schedule the 2024-2025 Board meeting dates as follows:

- Tuesday, February 27, 2024
- Monday, April 22, 2024
- Monday, June 24, 2024
- Monday, July 29, 2024
- Monday, September 23, 2024
- Monday, November 4, 2024
- Monday, January 27, 2025

The Board unanimously approved the motion made by Ms. Betts, seconded by Mr. Jeter, to accept the proposed budget for FY 2024-25 as presented and to allocate \$118,000 to account #5242/Office Rent.

**Closing Business**

The Board unanimously approved the motion made by Ms. Bergeron, seconded by Ms. Williams, to approve all committee recommendations and actions.

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

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The Board unanimously approved the motion made by Mr. Plaisance, seconded by Ms. Williams, to approve all Board expenses.

The Board unanimously approved the motion made by Mr. Chustz, seconded by Dr. Gopu, to adjourn.

The meeting adjourned at 1:42 p.m. on January 16, 2024.



Edgar P. Benoit, P.E.  
Chairman



Reginald L. Jeter, P.E.  
Secretary