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MINUTES OF THE REGULAR MEETING  
LOUISIANA PROFESSIONAL ENGINEERING  
AND LAND SURVEYING BOARD  
9643 BROOKLINE AVENUE, SUITE 121  
BATON ROUGE, LOUISIANA 70809-1433  
January 31, 2011

At 8:00 a.m. on January 31, 2011, the Chairman called the meeting to order at 9643 Brookline Avenue, Baton Rouge, Louisiana, with the following members present:

Mark A. Jusselin, P.E.	Chairman
Rhaoul A. Guillaume, P.E.	Vice Chairman
Ali M. Mustapha, P.E.	Secretary

Timothy J. Allen, P.L.S.  
Richard L. Savoie, P.E.  
Norma Jean Mattei, Ph.D., P.E.  
James E. Bowie, Ph.D., P.E.  
Miles B. Williams, P.E.  
M. Ernest Gammon, P.L.S.  
Theodore H. Thompson, P.E.

Also present: Donna D. Sentell, Executive Director  
Victoria R. Hatton, Director of Enforcement  
Justin Owens, Enforcement Officer  
Tyson Ducote, Enforcement Officer  
Joe Harman, P.E., Enforcement Consultant  
D. Scott Landry, Board Attorney

The invocation was led by Chairman Jusselin, and the pledge by Mr. Thompson.

Public comment time was recognized by the Chairman.

Mr. Jose J. Rivera addressed the Board concerning his appeal of the denial of his application for licensure as a professional engineer by comity.

Mr. Dalton W. Honore, II, Mr. Jonathan Holloway and Mr. Dalton Honore, Sr. entered the meeting at 8:05 a.m.

Mr. Honore', II addressed the Board concerning his request that he be allowed to submit an application to reinstate his revoked professional land surveyor license.

The Board unanimously approved the motion made by Mr. Mustapha, seconded by Mr. Guillaume, to amend the January 31-February 1 proposed Call for the Meeting and Agenda to address Mr. Rivera's and Mr. Honore's requests immediately following the Administrative items.

Mr. Williams exited the meeting at 8:15 a.m.

The Board unanimously approved the motion made by Dr. Mattei, seconded by Mr. Mustapha, to approve the Minutes from the November 22-23, 2010 Board meeting.

The Board unanimously approved the motion made by Mr. Guillaume, seconded by Mr. Savoie, to schedule the Board's next regular meeting for March 21-22, 2011.

The Board's November Task List was reviewed.

1                   **Applications**

2  
3                   **Application Appeals**

4  
5                   The Board discussed Mr. Jose J. Rivera's appeal of the denial of his application  
6                   for licensure as a professional engineer by comity. Mr. Rivera was asked by the  
7                   Board whether he had practiced or offered to practice engineering, in any way,  
8                   in Louisiana prior to January 31, 2011. Mr. Rivera responded he had only  
9                   worked on a federal contract at Barksdale Air Force Base in Bossier City and  
10                  that this work did not require him to be a licensed professional engineer in  
11                  Louisiana.

12  
13                  The Board approved the motion made by Mr. Mustapha, seconded by Mr.  
14                  Guillaume, with Mr. Thompson, Dr. Bowie, Dr. Mattei, Mr. Mustapha, Mr.  
15                  Guillaume and Mr. Savoie for and Mr. Gammon and Mr. Allen against, to *reverse*  
16                  the reviewing committee's decision to disapprove the application of Mr. Jose J.  
17                  Rivera for licensure as a professional engineer by comity.

18  
19                  **Committee Reports**

20  
21                  **Land Surveying Committee**

22  
23                  The Land Surveying Committee made the following recommendations with  
24                  respect to Mr. Dalton W. Honore, II's request that he be allowed to submit an  
25                  application to reinstate his revoked professional land surveyor license:

- 26  
27                  1. He must satisfy the conditions of the "Stipulated Final Decision and  
28                  Order" (Case No. 2006-66), which was signed by Honore' and the  
29                  Board's prosecuting Attorney on January 12, 2009. (At this time Mr.  
30                  Honore has complied with all the terms of this order with the exception  
31                  of submitting a final plat for the survey that was the basis for the  
32                  charges which were preferred in case No. 2006-66.)
- 33  
34                  2. He must submit a new application for licensure, and must meet the  
35                  requirements that apply to any other new applicant, including:
- 36  
37                          A. He must provide work references confirming the attainment of any  
38                          required experience, and personal references that will attest to his  
39                          "*good character and reputation.*"
- 40                          B. He must meet all current educational requirements for licensure as  
41                          a PLS in the State of Louisiana, including having earned  
42                          a baccalaureate degree from a curriculum of four years or more and  
43                          having completed 30 semester credit hours of currently approved  
44                          surveying, mapping and real property courses, with a grade of "C" or  
45                          better.
- 46                          C. He must sit for an oral interview and exam administered by the  
47                          Land Surveying Committee of the Board. He must also, if approved  
48                          to do so by the Land Surveying Committee, take and pass the NCEES  
49                          *Principles and Practices* Exam and the Louisiana state-specific *Laws*  
50                          *of Land Surveying* exam.
- 51  
52                  3. He must obtain two additional years of progressive surveying  
53                  experience, of a nature acceptable to the Board. This experience  
54                  must be obtained under the direct supervision of a PLS licensed to  
55                  practice in the State of Louisiana.

56  
57                  The Board recessed at 9:43 a.m. and resumed at 9:55 a.m.

58  
59                  Mr. Honore' withdrew his request to reinstate his revoked license at this time  
60                  and will provide additional information within the next 30 days. This  
61                  information will be submitted to the Land Surveying Committee for review and  
62                  recommendation.

1 Mr. Honore', II, Mr. Honore, Sr., Mr. Holloway and Mr. Landry exited the  
2 meeting at 10:00 a.m.

3  
4 Mr. Landry and Mr. Williams re-entered the meeting at 10:05 a.m.

5  
6 **Applications (continued)**

7  
8 **Application Reviews**

9  
10 The Board unanimously approved the motion made by Mr. Williams, seconded  
11 by Mr. Mustapha, to *approve* the application of Mr. Eduard **Badiu** for licensure  
12 as a professional engineer by comity.

13  
14 **Enforcement**

15  
16 Ms. Hatton presented the enforcement report.

17  
18 **Case #2010-21** – Ms. Hatton reported on an unlicensed engineering firm who  
19 practiced and/or offered to practice engineering and used the word  
20 “engineering” in its name in Louisiana prior to becoming licensed and who  
21 mistakenly failed to disclose prior disciplinary action in another state on its  
22 application for firm licensure. The respondent has signed and returned the  
23 proposed Consent Order offered by the Complaint Review Committee. After  
24 discussion, the Board unanimously approved the motion made by Mr.  
25 Mustapha, seconded by Dr. Mattei, to approve the signed Consent Order.

26  
27 **Committee Reports (continued)**

28  
29 **Land Surveying Committee (continued)**

30  
31 The Board unanimously approved the motion made by the Land Surveying  
32 Committee to amend the Minimum Standards for Property Boundary Surveys  
33 (Rules 2901- 2909) and Rule 3105, as requested by the Louisiana Society of  
34 Professional Surveyors, to read as follows:

35  
36 **Chapter 29. Standards of Practice for Boundary Surveys**

37  
38 **§2901. Scope and Purpose**

39  
40 A. The following standards of practice for boundary surveying in  
41 the state of Louisiana have been adopted to help ensure that boundary  
42 surveys are performed in accordance with acceptable procedures.

43  
44 B. The purpose of these standards is to safeguard life, health and  
45 property, and to promote the public welfare, by establishing technical  
46 standards of practice for every boundary survey performed in the state of  
47 Louisiana so that professional performance can be evaluated for but not  
48 limited to research, field work, monuments, descriptions, plats and maps.  
49 If higher standards are required by clients, or by local, state and federal  
50 jurisdictions, then those standards shall govern. When a boundary survey  
51 involves certain corners or lines that are covered under the appropriate  
52 edition of the *Manual of Instructions for the Survey of the Public Lands of the*  
53 *United States*, then the Manual’s rules or instructions for these particular  
54 surveys shall apply. Every professional land surveyor performing a  
55 boundary survey in the state of Louisiana is required to follow these  
56 standards.

57  
58 C. A boundary survey in this state shall only be performed by a  
59 professional land surveyor, licensed pursuant to the laws of this state, or  
60 persons under his/her responsible charge. The professional land surveyor  
61 shall at all times comply with the provisions of the licensure law and the  
62 rules of the board.

1  
2 D. It is intended that these standards be recognized as standards of  
3 practice and that they not be relied upon by the professional land surveyor  
4 as a substitute for the exercise of proper individual skill, professional  
5 discretion, and professional judgment in fulfilling the legal and/or  
6 contractual requirements of any boundary survey.  
7

8 E. When in the professional land surveyor's opinion, special  
9 conditions exist that effectively prevent the boundary survey from meeting  
10 these standards of practice, the special conditions and any necessary  
11 deviation from these standards shall be noted upon the drawing. It shall be  
12 a violation of this Chapter to use special conditions to circumvent the intent  
13 and purpose of these standards of practice.  
14

15 **§2903. Definitions**  
16

17 A. Any terms not specifically defined herein shall be as defined in  
18 the most current publication of *Definitions of Surveying and Associated*  
19 *Terms* as published by the American Congress on Surveying and Mapping.  
20 For the purpose of this Chapter, all the definitions listed that differ from  
21 any other source are to be interpreted as written herein.  
22

23 *Artificial monuments*—relatively permanent objects used to identify  
24 the location of a corner. Artificial monuments shall retain a stable and  
25 distinctive location and shall be of sufficient size and composition to resist  
26 the deteriorating forces of nature.  
27

28 *Client*—the person with whom the contract for work is made. This  
29 may or may not be the owner.  
30

31 *Corner*—a point on a land boundary at which two or more boundary  
32 lines meet. It is not the same as a monument, which refers to the physical  
33 evidence of the corner's location on the ground.  
34

35 *Deed*—an instrument in writing which, when executed and  
36 delivered, conveys an estate in real property or interest therein.  
37

38 *Description, Legal*—a written description usually contained in an act  
39 of conveyance, judgment of possession, or recognized by law which  
40 definitely locates property by metes and bounds or by reference to  
41 government surveys, coordinate systems or recorded maps; a description  
42 which is sufficient to locate the property without oral testimony.  
43

44 *Description, Metes and Bounds*—a description of a parcel of land by  
45 reference to course and distances around the tract, or by reference to  
46 natural or artificial monuments.  
47

48 *Encroachment*—any structure or obstruction which intrudes upon,  
49 invades or trespasses upon the property of another.  
50

51 *May*—when used means that a choice on the part of the professional  
52 land surveyor is allowed.  
53

54 *Monument*—a physical object or structure which marks the location  
55 of a corner or other survey point. In public lands surveys, the term *corner*  
56 is employed to denote a point determined by the surveying process,  
57 whereas the *monument* is the physical object installed, or structure erected,  
58 to mark the corner point upon the earth's surface. Monument and corner  
59 are not synonymous, though the two terms are often used in the same  
60 sense.  
61

1                    *Natural monuments*—objects which are the works of nature, such as  
2 streams, rivers, ponds, lakes, bays, trees, rock outcrops, and other  
3 definitive topographic features.  
4

5                    *Positional Accuracy*—the difference between the actual position of a  
6 monument and the position as reported on the plat or map.  
7

8                    *Positional Tolerance*—the distance that any monument may be  
9 mislocated in relation to any other monument cited in the survey.  
10

11                    *Prescription*—title obtained in law by long possession. Occupancy  
12 for the period prescribed by the Louisiana Civil Code, as sufficient to bar an  
13 action for the recovery of the property, gives title by prescription.  
14

15                    *Right of Way*—any strip or area of land, including surface, overhead,  
16 or underground, encumbered by a servitude. Rights are typically granted  
17 by deed for access or for construction, operation and/or maintenance  
18 purposes, according to the terms of the grant.  
19

20                    *Servitude*—an interest held by one person in land of another  
21 whereby the first person is accorded partial use of such land for a specific  
22 purpose. A servitude restricts but does not abridge the rights of the fee  
23 owner to the use and enjoyment of his/her land. The term *easement* is  
24 often used interchangeably with *servitude* and generally means the same  
25 thing.  
26

27                    *Shall*—the subject is imperative or mandatory and must be done by  
28 the professional land surveyor.  
29

30                    *Should*—past tense of *shall* and used to express obligation, duty or  
31 desirability.  
32

### 33 **§2905. Classification of Boundary Surveys** 34

35                    A. Types of Boundary Surveys. Three types of boundary surveys,  
36 which relate to or define property boundaries, are regulated by these  
37 standards. These are Property Boundary Surveys, Route Surveys and  
38 Mineral Unitization Surveys.  
39

40                    B. Presented below are categories which define the degree of  
41 accuracy which shall be attained for boundary surveys performed in  
42 Louisiana. These classifications are based upon the purposes for which the  
43 property is being used at the time the survey is performed and any  
44 proposed developments which are disclosed to the professional land  
45 surveyor by the client. Refer to §2913 for accuracy standards for each of  
46 the following classes of boundary surveys.  
47

48                    1. Class A Surveys. Boundary surveys which require maximum  
49 surveying accuracy. This includes, but is not limited to, surveys of urban  
50 business district properties and highly developed commercial properties.  
51

52                    2. Class B Surveys. Boundary surveys of properties which justify a  
53 high degree of surveying accuracy. This includes, but is not limited to,  
54 surveys of commercial properties and higher priced residential properties  
55 located outside urban business districts and highly developed commercial  
56 areas.  
57

58                    3. Class C Surveys. Boundary surveys of residential and suburban  
59 areas. This includes, but is not limited to, surveys of residential areas  
60 which cannot be classified as Class A or Class B surveys.  
61

1                   4. Class D Surveys. Boundary surveys of all remaining properties  
2 which cannot be classified as Class A, B or C surveys. This includes, but is  
3 not limited to, surveys of farm lands and rural areas.  
4

5                   **§2907. Property Boundary Survey**  
6

7                   A. Definition.  
8

9                   *Property Boundary Survey*—a survey which, after careful study,  
10 investigation, and evaluation of major factors influencing the location of  
11 boundaries, results in the deliberate location or relocation on the ground  
12 of, and the recovery or installation of monuments that define the location  
13 and extent of, one or more boundaries. Surveying and mapping activities  
14 which meet the definition of a property boundary survey are listed in  
15 paragraph (a.) of §105.A.*Practice of Land Surveying*. Any plat or map  
16 prepared from surveying and mapping activities listed in paragraph (b.) of  
17 §105.A.*Practice of Land Surveying*, which does not meet the definition of a  
18 property boundary survey, shall have a note stating that it that does not  
19 represent a property boundary survey.  
20

21                   B. Purpose. The primary purpose of the property boundary survey  
22 is to locate or relocate the physical position and extent of the boundaries of  
23 real property, and the discovery of visible evidence of prescriptive rights  
24 relating thereto. A property boundary survey may also include the location  
25 or relocation of the physical position and extent of political boundaries  
26 which define the perimeters of public or private ownership. In addition,  
27 the property boundary survey is a means of marking boundaries for  
28 sufficient definition and identification to uniquely locate each lot, parcel, or  
29 tract in relation to other well recognized and established points of  
30 reference, adjoining properties and rights-of-way.  
31

32                   C. Product. A property boundary survey shall result in the recovery,  
33 establishment or reestablishment of monumented corners and points of  
34 curvature and tangency. Reference monuments shall be established or  
35 reestablished when required by these standards (see Subsection E,  
36 "Monuments"). In the event that no plat or map of survey is required, the  
37 professional land surveyor shall maintain adequate records to substantiate  
38 his/her professional opinion in reestablishing boundary lines and corners  
39 on a survey. If requested by the client, a property boundary survey may  
40 also include the following:  
41

42                   1. a signed, sealed and dated metes and bounds written description  
43 depicting the surveyed boundary (see Subsection H, "Descriptions");  
44

45                   2. a certified plat or map depicting the survey as made on the  
46 ground; and  
47

48                   3. a signed, sealed and dated written report of the professional land  
49 surveyor's findings and determinations.  
50

51                   D. Research and Investigation. Where the purpose of a property  
52 boundary survey neither requires nor includes research and investigation  
53 of servitudes, a note to that effect shall be placed upon the plat or map of  
54 survey. However, when such research or investigation is required, the  
55 professional land surveyor shall request from the client or their agent the  
56 most recent legal description, plats or maps describing the property to be  
57 surveyed. The professional land surveyor shall then evaluate the necessity  
58 to obtain the following data based on the specific purpose of the survey:  
59

60                   1. additional recorded legal descriptions and plats or maps of the  
61 tract to be surveyed and tracts adjoining or in proximity to the property to  
62 be surveyed;  
63

1                   2. the recorded legal descriptions of adjoining, severing, or  
2 otherwise encumbering servitudes or rights-of-way, including but not  
3 limited to, highways, roadways, pipelines, utility corridors, and waterways  
4 used for drainage, navigation or flood control; and  
5

6                   3. grants, patents, subdivision plats or maps or other recorded data  
7 that will reference or influence the position of boundary lines.  
8

9                   E. Monuments. The professional land surveyor shall set  
10 monuments at all boundary or lot corners, including points of curvature  
11 and points of tangency unless monuments already exist or cannot be set  
12 due to physical obstructions. The following guidelines apply to artificial  
13 monuments to be set.  
14

15                   1. All monuments set shall be composed of a durable material and  
16 shall incorporate a ferrous material to aid in locating them by magnetic  
17 locators and, if composed of a ferrous material, shall be a minimum of 1/2  
18 inch outside diameter, and a minimum of 18 inches in length unless it is  
19 physically impossible to set such a monument. If rebar rods are used as  
20 survey monuments, the minimum size shall be a #4 bar.  
21

22                   2. Concrete monuments shall be at least 3 inches in width or  
23 diameter by 24 inches in length, reinforced with an iron rod at least 1/4  
24 inch in diameter, and may contain a precise mark on top indicating the  
25 exact location of the corner.  
26

27                   3. Marks on existing concrete, stone, or steel surface shall consist of  
28 drill holes, chisel marks or punch marks and shall be of sufficient size,  
29 diameter or depth to be definitive, stable and readily identifiable as a  
30 survey monument. Marks on asphalt roads may consist of railroad spikes,  
31 large nails, or other permanent ferrous spikes or nail-like objects.  
32

33                   4. It is unacceptable to set wooden stakes as permanent boundary  
34 monuments.  
35

36                   5. Monuments shall be set vertically whenever possible and the top  
37 shall be reasonably flush with the ground when practical. Monuments  
38 subject to damage from earthwork, construction or traffic should be buried  
39 at a sufficient depth to offer protection.  
40

41                   6. When physically impossible to set a monument at the corner,  
42 witness or reference monuments shall be set, preferably on each  
43 converging line at measured distances from the corner and identified as  
44 such in the description and on the plat or map of the property.  
45

46                   F. Field Procedures. All field work shall be performed in accordance  
47 with accepted modern surveying theory, practice and procedures. Any  
48 person in charge of a survey field party shall be well-trained in the  
49 technical aspects of property boundary surveying. Every professional land  
50 surveyor under whose responsible charge a property boundary survey is  
51 conducted is also required to adhere to the following.  
52

53                   1. All field measurement procedures shall be consistent with these  
54 standards and modern surveying theory, procedures and techniques.  
55

56                   2. In performing resurveys of tracts having boundaries defined by  
57 lines established in public lands surveys, the professional land surveyor  
58 shall, as nearly as possible, reestablish the original lines of any prior survey  
59 made under United States or state authority. In all townships or portions  
60 of townships where no property boundary survey has been made, the  
61 professional land surveyor, in surveying or platting the township or  
62 portion thereof, shall make it conform as nearly as practicable to the lots

1 and section indicated upon the plats or maps according to which the lands  
2 were granted by the state or by the United States (R.S. 50:125).  
3

4 3. Where applicable, property boundary surveys necessitating the  
5 division of a section shall be performed in accordance with the appropriate  
6 instructions for the subdivisions of sections as published by the United  
7 States Department of the Interior, Bureau of Land Management, in its book  
8 entitled *Manual of Instruction for Survey of the Public Lands of the United*  
9 *States*, and all applicable federal laws.  
10

11 4. Special consideration shall be afforded by the rules of evidence  
12 and "hierarchy of calls" before any decision is made regarding property  
13 boundaries. "... The legal guides for determining a question of boundary or  
14 the location of a land line in order of their importance and value are: 1-  
15 natural monuments, 2-artificial monuments, 3-distances, 4-courses, 5-  
16 quantity. But the controlling consideration is the intention of the parties."  
17 [See citation in *Myer vs. Comegys*, 147 La. 851, 86 So. 307, 309 (1920).]  
18

19 5. A careful search shall be made for corner monuments affecting  
20 the location of the boundaries of land to be surveyed. Any evidence  
21 discovered shall be evaluated for its agreement in description and location  
22 with the call in the relevant deeds and/or plats or maps.  
23

24 6. All boundary discrepancies, visible evidence of possible  
25 encroachments, and visible indications of rights which may be acquired  
26 through prescription or adverse possession shall be physically located. All  
27 evidence of servitudes that is visible without meticulous searching shall be  
28 physically located during the survey. Furthermore, nonvisible servitudes  
29 shall be located only upon the client's specific request and the client's  
30 delivery of any necessary documentation.  
31

32 7. All field data gathered shall satisfy the requirements of the  
33 following Subsection on plats and maps.  
34

35 G. Plats and Maps. Every original plat or map of a property  
36 boundary survey should be a reproducible drawing at a suitable scale  
37 which clearly shows the results of the field work, computations, research  
38 and record information as compiled and checked. The plat or map shall be  
39 prepared in conformity with the following guidelines.  
40

41 1. Any reasonably stable and durable drawing paper, linen or film of  
42 reproducible quality will be considered suitable material for property  
43 boundary survey plats and maps.  
44

45 2. The minimum dimensions for plats and maps shall be 8 inches by  
46 10-1/2 inches.  
47

48 3. All dimensions, bearings or angles, including sufficient data to  
49 define the curve, shall be neatly and legibly shown with respect to each  
50 property or boundary line. To define a circular curve, the following four  
51 elements shall be shown: Chord Bearing, Chord Distance, Arc and Radius.  
52 When possible, all bearings shall read in a clockwise direction around the  
53 property. All lines and curves shall show sufficient data on the plat or map  
54 to calculate a plat or map closure.  
55

56 4. Monuments shall be labeled as "found" or "set" with a sufficient  
57 description of the monument. The description shall include but not be  
58 limited to the size and type of material, and relevant reference markers, if  
59 any, along with their position in relation to the corner.  
60

61 5. When the purpose of the property boundary survey dictates, the  
62 area of the tract and all pertinent natural or man-made features located  
63 during the course of the field survey (water courses, streets, visible



1 utilities, etc.) shall be labeled or represented by an appropriate symbol on  
2 the plat or map in its proper location. When appropriate, the feature shall  
3 be dimensioned and referenced to the nearest property line.  
4

5 6. A statement indicating the origin of azimuths or bearings shall be  
6 shown on each plat or map. If bearings are used, the basis of the bearing  
7 shall include one or more of the following:  
8

9 a. reference to true north as computed by astronomic observation  
10 within one mile of the surveyed site;  
11

12 b. reference to the Louisiana State Plane Coordinate System with  
13 the appropriate zone and when applicable a controlling station(s) with  
14 coordinates and datum noted;  
15

16 c. reference to the record bearing of a well-established line found  
17 monumented on the ground as called for in a relevant deed or survey plat  
18 or map; or  
19

20 d. when none of the above alternatives are practical, a magnetic  
21 bearing (corrected for declination) may be used.  
22

23 7. If a coordinate system other than the Louisiana State Plane  
24 Coordinate System is used on a plat or map, that system shall be identified.  
25 If that system is the Louisiana State Plane Coordinate System, the  
26 appropriate zone shall be shown on the plat or map.  
27

28 8. Where the new survey results differ significantly from the prior  
29 deed information in regard to course, distance, location or quantity, the  
30 plat or map shall indicate such differences or discrepancies.  
31

32 9. Where separate intricate details, blowups or inserts are required  
33 for clarity, they shall be properly referenced to the portion of the plat or  
34 map where they apply. This applies particularly to areas where lines of  
35 occupation do not conform to deed lines and to areas where a comparison  
36 of adjoining deeds indicates the existence of a gap or an overlap.  
37

38 10. Cemeteries and burial grounds known by the professional land  
39 surveyor to be located within the premises being surveyed shall be  
40 indicated on the plat or map. However, a detailed survey of the limits of the  
41 cemetery shall not be required unless directed by the client.  
42

43 11. When the purpose of the property boundary survey dictates,  
44 properties, water courses and rights-of-way surrounding, adjoining, or  
45 severing the surveyed site shall be identified. Private lands or servitudes  
46 should be labeled with the name of the owner or with a reference to the  
47 deed under which ownership is held, provided that such information is  
48 furnished by the client.  
49

50 12. Original section, grant, subdivision or survey lines, when an  
51 integral part of the deed, shall be shown in proper location with pertinent  
52 labeling. A measurement of course and distance shall be shown to a parent  
53 tract corner, block corner, section corner, subdivision or grant corner, and  
54 existing monuments shall be indicated.  
55

56 13. Differing line weights or delineating letters or numbers (A, B, C,  
57 etc. or 1, 2, 3, etc.) shall be used to clearly show the limits of what is being  
58 surveyed.  
59

60 14. Each plat or map shall show the following:  
61

62 a. caption or title;  
63

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b. client and/or purpose;

c. vicinity map. A vicinity map will not be required if there are sufficient features and landmarks (officially named streets and street intersections, lots and blocks within a subdivision, adjoining subdivisions, Township-Range-Section lines, etc.) on the plat or map that would sufficiently enable a person to identify the location of the survey site;

d. date of the survey;

e. name, telephone number, mailing address and license number of the professional land surveyor, or the firm who employs the professional land surveyor;

f. signature and seal of the professional land surveyor under whose responsible charge the survey was done;

g. scale, written and/or graphic;

h. north arrow, and it is recommended that the drawings be oriented so that north is toward the top of the sheet; and

i. legend for symbols and abbreviations used on the plat or map.

15. Final plats or maps issued to the client shall contain a certification statement by the professional land surveyor certifying its authenticity (that it represents his/her survey) and stating that the property boundary survey is in accordance with the applicable standards of practice as stipulated in this Chapter, based on the current survey "classification" (see §2905, "Classification of Boundary Surveys").

H. Descriptions. A written legal description of the surveyed tract of land shall provide information to properly locate the property on the ground and distinctly set it apart from all other lands. The following guidelines apply.

1. When the surveyed property's dimensions, boundaries and area are in agreement with the existing recorded deed or platted calls, the existing recorded description may be used if it approximates the standards contained herein.

2. When the property is an aliquot part of a rectangular section or a lot in a platted subdivision, the aliquot method or the lot, block and subdivision method (including recordation data) of describing the property may be used. Metes and bounds descriptions of this type of property are optional.

3. Every aliquot description shall contain the following basic information: aliquot part of section, township, range, parish, land district and meridian (if applicable), parish and state.

4. Every subdivision lot description shall also contain the following basic information: lot, block, unit (if applicable), name of subdivision, city (if applicable), parish and state.

5. Every metes and bounds description may be written in at least two parts. The first part, called the "General Description," shall indicate the general location of the property by naming the particular lot or block within which it is located if in a subdivision or by naming the grant or aliquot part of a rectangular section within which it is located, along with the township, range, land district and meridian (if applicable), city (if applicable), parish and state. The second part, called the "Particular Description," shall logically compile and incorporate calls for the following:

1  
2 a. courses and distances of the new survey, preferably in a  
3 clockwise direction;

4  
5 b. adjoining apparent rights-of-way or servitudes;

6  
7 c. monuments (when controlling), including descriptions of type,  
8 size, material, reference monuments (if applicable), and whether found, set  
9 or replaced; and

10  
11 d. the area, if stated, shall be in square feet or acres or hectares  
12 within the tolerances specified in this Chapter.

13  
14 6. The "Point of Beginning" should ideally be the property corner  
15 that is most accessible and most easily identifiable by interested parties.  
16 This point shall be carefully chosen and described in a manner which will  
17 distinguish it indisputably from any other point. The "Commencing Point"  
18 shall be any identifiable point used to locate the "Point of Beginning."

19  
20 7. The courses in the written description shall be as brief and yet as  
21 explanatory as the professional land surveyor can construct. Brevity  
22 should not cause important locative information to be omitted, and  
23 explanatory phrases should not enlarge the description to the extent of  
24 confusion.

25  
26 8. Curved boundaries shall be identified, and sufficient data to  
27 define the curve shall be presented. To define a circular curve, the  
28 following four elements shall be listed: Chord Bearing, Chord Distance, Arc  
29 and Radius.

30  
31 9. Each metes and bounds description shall return to the "Point of  
32 Beginning" and close mathematically within the tolerances stated in this  
33 Chapter.

34  
35 10. A statement at the end of the description shall connect the  
36 description to the specific survey on which it is based and to the plat or  
37 map which depicts the survey. Such a statement may be phrased:

38  
39 "This description is based on the property boundary survey  
40 and plat or map made by \_\_\_\_\_(name)\_\_\_\_\_, Professional  
41 Land Surveyor, dated \_\_\_\_\_."

42  
43 or

44  
45 "This description is based on plat or map recorded  
46 \_\_\_\_\_(give recordation data) \_\_\_\_\_."

47  
48 11. The metes and bounds description shall then be signed, sealed  
49 and dated by the professional land surveyor.

50  
51 **§2909. Route Survey**

52  
53 A. Definition.

54  
55 *Route Survey*—a survey performed to locate property boundary lines  
56 for the purpose of enabling the owner of a proposed pipeline, power line,  
57 cable, road or other facilities to acquire a servitude from the property  
58 owner.

59  
60 B. Scope and Product. A route survey shall, as a minimum, consist  
61 of the following elements.  
62

1                   1. The professional land surveyor shall be furnished, or shall obtain,  
2 all title information needed to define the ownership of the affected tracts of  
3 land.  
4

5                   2. The professional land surveyor shall determine, on the ground,  
6 the location of all property lines that will be crossed by the proposed  
7 facilities. The professional land surveyor shall locate and make survey ties  
8 to at least one corner or monument on each property line that is crossed.  
9 Installation of new monuments defining the limits of the servitude is not  
10 required.  
11

12                   3. The professional land surveyor shall prepare a plat for each tract  
13 of land showing the property lines being crossed, the locations of corners  
14 or monuments that were recovered, the alignment of the proposed route  
15 and the length of the proposed servitude across the tract. These plats shall  
16 be prepared in compliance with the requirements for property boundary  
17 survey plats that are contained in §2907.  
18

19                   4. If requested by the client, the professional land surveyor shall  
20 prepare a legal description for each tract crossed by the proposed  
21 servitude. The description shall describe the alignment and length of the  
22 proposed servitude and shall comply with the requirements for legal  
23 descriptions for property boundary surveys that are contained in §2907.  
24

25                   5. The accuracy standards that are required for route surveys shall  
26 be based on the property classification of the tracts being crossed, as  
27 presented in §2913.  
28

29 **§2911. Mineral Unitization Survey**  
30

31                   A. Definition.  
32

33                   *Mineral Unitization Survey*—a survey performed to define subsurface  
34 mineral boundaries for the specific purpose of allocating mineral rights  
35 within a mineral unit. The survey shall properly identify the geologically  
36 significant wells which control the unit boundaries and their relationship  
37 to the unit boundaries. This does not absolve the professional land  
38 surveyor from his/her obligation to use due diligence in the practice of  
39 land surveying and from complying with all applicable laws and rules  
40 pertaining to the practice of land surveying.  
41

42                   B. Scope and Product. A mineral unitization survey shall, as a  
43 minimum, consist of the following elements.  
44

45                   1. The professional land surveyor shall be furnished, or shall obtain,  
46 all title information needed to define the ownership of the affected tracts of  
47 land, along with adequate information to define the unit boundary.  
48

49                   2. The professional land surveyor shall determine, on the ground,  
50 the location of the unit well and the location of the property lines of all  
51 tracts, or portions of tracts, that will be included in the proposed mineral  
52 unit. Installation of new monuments defining the limits of the unit, or of  
53 the tracts which comprise the unit, is not required.  
54

55                   3. The professional land surveyor shall prepare a unitization plat  
56 showing the ownership and limits of the tracts (or portions of tracts) which  
57 are included in the proposed mineral unit. These plats shall be prepared in  
58 compliance with the requirements for property boundary survey plats that  
59 are contained in §2907, in addition to the Louisiana Department of Natural  
60 Resources, Office of Conservation's requirements governing unit plats and  
61 survey plats (LAC 43:XIX.Chapter 41). These plats shall contain bearings  
62 and distance around the perimeter of the unit boundary, but are not

required to depict or list such calls for the individual tracts which comprise the unit.

4. The accuracy standards that are required for mineral unitization surveys shall be based on the property classification of the tracts which are being included in the proposed unit, as presented in §2913. However, if the mineral unitization survey is subject to higher accuracy standards than are required by the state of Louisiana or another regulatory agency, then those higher standards will apply.

**§2913. Positional Accuracy Specification and Positional Tolerances**

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.

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 0.01 0.1	0.001 0.001 0.01 0.1	0.001 0.01 0.1 0.2	0.001 0.01 0.1 0.3	To 1 acre To 10 acres To 100 acres 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)

Condition	A	B	C	D	Remarks And Formula
	Urban Business District	Urban	Suburban	Rural	
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 categories "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.

**§3105. Requirements**

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B. During each biennial licensure renewal period, every professional land surveyor licensee is required to obtain 15 PDHs in land surveying related activities.

. . . . .

2. A minimum of two PDHs shall be earned in the Standards of Practice for Boundary Surveys in Louisiana.

C. During each biennial licensure renewal period, each dual licensee shall obtain 30 PDHs; however, at least one-third of the PDHs shall be obtained separately for each profession.

. . . . .

2. A minimum of two PDHs shall be earned in the Standards of Practice for Boundary Surveys in Louisiana.

. . . . .

**D. Excess PDHs**

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2. Excess PDHs may include, without limitation, those obtained in professional ethics, Standards of Practice for Boundary Surveys in Louisiana, Life Safety Code, building codes and/or Americans with Disabilities Act Accessibility Guidelines.

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The Board recessed at 10:55 a.m. and resumed at 11:10 a.m. Mr. Landry was not present.

**College Deans**

Mark Zappi, Ph.D., Dean of the College of Engineering/University of Louisiana at Lafayette; Warren Waggenpack, Ph.D., Associate Dean of the College of Engineering/Louisiana State University; Nicholas Altiero, Ph.D., Dean of the School of Science and Engineering/Tulane University; Stan Napper, Ph.D., Dean of the College of Engineering and Science/Louisiana Tech University; Habib Mohamadian, Ph.D., Dean of the College of Engineering/Southern University; Nikos Kiritsis, Ph.D., Dean of the College of Engineering and Engineering Technology/McNeese State University; and Balaji Ramachandran, Ph.D., Geomatics Program Director at Nicholls State University were present. Mr. Landry, Ms. Hatton, Mr. Ducote, Mr. Owens were not present.

1 Dr. Bowie led the discussion with the Deans concerning the justification for  
2 engineering coursework in excess of 120 hours; associate degree programs;  
3 faculty licensure; and the recent accreditation of the Geomatics Program at  
4 Nicholls State University.

5  
6 Mr. Savoie exited the meeting at 12:45 p.m.

7  
8 In keeping with the Board's July 2010 motion to rotate the future September  
9 Board meetings to meet at the various Louisiana universities with engineering  
10 programs, Chairman Jusselin announced that the September 2011 Board  
11 meeting would be held at the College of Engineering at the University of New  
12 Orleans.

13  
14 The Board recessed at 1:30 p.m. and resumed at 1:50 p.m. Dr. Zappi, Dr.  
15 Waggenspack, Dr. Altiero, Dr. Napper, Dr. Mohamadian, Dr. Kiritsis and Dr.  
16 Ramachandran were not present. Mr. Landry, Ms. Hatton, Mr. Ducote, Mr.  
17 Owens and Mr. Savoie were present.

18  
19 **Committee Reports (continued)**

20  
21 **Liaison and Law Review Committee**

22  
23 The Board unanimously approved the motion made by the Liaison and Law  
24 Review Committee to amend (a) Rules 701, 707, 709, 715, 717, 901,903, 905,  
25 907, 909 and 1701 (regarding changing the titles of the Executive Secretary  
26 and Deputy Executive Secretary), (b) Rule 909 (regarding experience for  
27 professional land surveyor licensure), (c) Rule 707 (regarding the preferral of  
28 charges by complaint review committees), (d) Rule 2301 (regarding sole  
29 proprietorships) and (e) Rule 707 (regarding the election of Board officers), to  
30 read as follows:

31  
32 **Change of Titles of Executive Secretary and Deputy Executive**  
33 **Secretary**

34  
35 **§701. Board Nominations**

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37 . . . . .  
38  
39 B. The division of engineering practice classification of each board  
40 member shall remain unchanged during each administrative year.

41  
42 . . . . .  
43  
44 3. If a board member is not a member of the Louisiana Engineering  
45 Society or the Louisiana Society of Professional Surveyors, it shall be his  
46 duty to notify the executive director of any significant change in his regular  
47 employment; the executive director shall so advise the Louisiana  
48 Engineering Society or the Louisiana Society of Professional Surveyors for  
49 its action.

50  
51 . . . . .  
52  
53 D. In the event of death or resignation of a board member, the  
54 executive director shall immediately notify the appropriate nominating  
55 organization.  
56

1 **707. Board Organization**

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5 D. Duties

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9 3. Secretary. The secretary shall:

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13 c. assume all responsibilities of the executive director, in the event  
14 of the absence or incapacity of the executive director;

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16 . . . . .

17  
18 E. Committees. The board may establish standing committees,  
19 including but not limited to the following: Executive Committee, Civil  
20 Engineering Committee, Other Disciplines Engineering Committee, Land  
21 Surveying Committee, Engineer Intern Committee, Liaison and Law Review  
22 Committee, Education/Accreditation Committee, Finance Committee,  
23 Nominations and Awards Committee, Complaint Review Committees,  
24 Continuing Professional Development Committee, and Architect-Engineer  
25 Liaison Committee. The board may also establish ad hoc committees from  
26 time to time as necessary.

27  
28 . . . . .

29  
30 2. Executive Committee. The chairman, vice chairman, secretary,  
31 and treasurer shall constitute the Executive Committee. The chairman of  
32 the board shall serve as chairman of the Executive Committee. The  
33 Executive Committee shall oversee the operations of the office of the board  
34 and shall advise the executive director as to the conduct of the business of  
35 the board between meetings. The Executive Committee shall make  
36 recommendations to the board with respect to personnel, policies and  
37 procedures.

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39 . . . . .

40  
41 10. Complaint Review Committees. Complaint review committees  
42 may be composed of two standing members (the executive director or  
43 deputy executive director and the board attorney) and up to three board  
44 members appointed on a case-by-case basis. It shall be the responsibility of  
45 each committee to review the results of investigations against licensees,  
46 certificate holders and unlicensed persons and recommend appropriate  
47 action to the board.

48  
49 . . . . .

50  
51 **§709. Executive Director**

52  
53 A. Appointment. The board shall appoint an executive director,  
54 who shall assist the board members in the performance of their duties.

55  
56 B. Ex-Officio Committee Member. Although not a member of the  
57 board, the executive director shall be an ex-officio member of all  
58 committees.

59  
60 C. Duties of the Executive Director. The executive director shall:

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**§715. Rulemaking Process**

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C. Requirements of Proposal. Such proposal shall:

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3. be sent to the chairman and the executive director at least 30 days before the next regular meeting of the board.

D. Copies of Proposal. The executive director shall send copies of the proposal to all board members at least 10 days before the next regular meeting of the board.

. . . . .

**§717. Disbursements**

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C. Required Signatures on Checks. All checks must be signed by any two of the following individuals:

. . . . .

2. executive director;

3. deputy executive director; or

. . . . .

**§901. Engineer Intern Certification**

. . . . .

B. The authority for the executive director to issue a certificate can only be granted by the board.

**§903. Professional Engineer Licensure**

. . . . .

B. The authority for the executive director to issue a license can only be granted by the board.

**§905. Temporary Permit to Practice Engineering**

. . . . .

B. The authority for the executive director to issue a temporary permit can only be granted by the board.

. . . . .

**§907. Land Surveyor Intern Certification**

. . . . .

B. The authority for the executive director to issue a certificate can only be granted by the board.



1 appropriate action to the board. Any decision, including the preferral of  
2 charges, shall be made by a minimum two-thirds vote of the board  
3 members serving on a committee.  
4  
5 . . . . .  
6

7 **Sole Proprietorships**

8  
9 **§2301. General**

10 . . . . .  
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12  
13 B. A firm must be licensed with the board before it may provide or  
14 offer to provide professional services in the state of Louisiana.  
15  
16 . . . . .  
17

18 2. A firm may provide or offer to provide both professional  
19 engineering and professional land surveying services; provided, however,  
20 that the firm must be licensed separately as an engineering firm and as a  
21 land surveying firm, and the requirements of this Chapter will apply  
22 separately to providing or offering to provide professional engineering  
23 services and professional land surveying services.  
24  
25 . . . . .  
26

27 C. Unless otherwise provided, sole proprietorships which bear the  
28 full name of the owner who is a licensed professional are exempt from the  
29 application of this Chapter. Such sole proprietorships are not required to  
30 be licensed as engineering or land surveying firms with the board. Sole  
31 proprietorships that do not bear the full name of the owner who is a  
32 licensed professional must be licensed with the board as an engineering or  
33 land surveying firm and must comply with all the provisions of this  
34 Chapter.  
35

36 D. Joint ventures that provide or offer to provide professional  
37 services will not be required to be licensed as separate entities.  
38 Nevertheless, any firm (including those sole proprietorships otherwise  
39 excluded under §2301.C) that provides or offers to provide professional  
40 services in conjunction with its participation in a joint venture can do so  
41 only if it complies with the provisions of these rules. In addition, any  
42 supervising professional who participates in a joint venture shall be  
43 responsible for assuring that all professional services performed by the  
44 joint venture are rendered in conformity with the provisions of these rules.  
45

46 **Election of Board Officers**

47  
48 **§707. Board Organization**

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51  
52 C. Date of Elections. The election of board officers shall take place  
53 not later than at the board's January meeting. In the event that an officer  
54 cannot complete his/her term, an election in order to fill the unexpired  
55 term shall be scheduled at the earliest practical regular or special meeting.  
56  
57 . . . . .  
58

59 The Board approved the motion made by the Liaison and Law Review  
60 Committee, with Mr. Allen, Mr. Gammon, Mr. Williams, Mr. Savoie, Mr.  
61 Guillaume, Mr. Mustapha, Dr. Mattei and Dr. Bowie for and Mr. Thompson  
62 against, to amend Rules 3111 and 3113 (regarding CPD credit for the  
63 authoring of books), to read as follows:

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**§3111. Determination of Credit**

A. PDHs may be earned as indicated in §3113 for the following *Acceptable Activities*:

. . . . .

5. authoring and publishing articles in engineering or land surveying journals; or authoring and publishing books related to engineering or land surveying;

. . . . .

**§3113. Units**

. . . . .

B. PDH credit will be awarded as follows:

. . . . .

4. authoring and publishing peer reviewed (refereed) articles/papers in engineering or land surveying journals; or authoring and publishing peer reviewed (refereed) books related to engineering or land surveying = 10 PDHs;

. . . . .

The Board approved the motion made by the Liaison and Law Review Committee, with Mr. Williams, Mr. Savoie, Mr. Guillaume, Mr. Mustapha, Dr. Mattei and Dr. Bowie for and Mr. Thompson, Mr. Gammon and Mr. Allen against, to amend Rule 1301 (regarding experience requirements and application deadlines for licensure), to read as follows:

**§1301. General**

. . . . .

C. Timely filing of an application with the board does not assure that an applicant will be permitted to take an examination, or be scheduled for examination on a particular date. Effective until July 1, 2011 and ending with the October 2011 exam administration, to be considered for a specific examination date, the application for the following examinations should be received at the board office no later than January 1 for the April examination administration and July 1 for the October examination administration: fundamentals of engineering; fundamentals of land surveying; principles and practice of engineering; principles and practice of land surveying; and Louisiana laws of land surveying. Effective July 1, 2011 and beginning with the April 2012 exam administration, to be considered for a specific examination date, the application for the following examinations should be received at the board office no later than December 1 for the April examination administration and June 1 for the October examination administration: fundamentals of engineering; fundamentals of land surveying; principles and practice of engineering; principles and practice of land surveying; and Louisiana laws of land surveying.

. . . . .



1                   13. Firm Licensure Committee. The chairman of the board may  
2 appoint a Firm Licensure Committee composed of not less than two board  
3 members. It shall be the duty of this committee to review and make  
4 recommendations to the board regarding applications for firm licensure  
5 and other issues relating to firm licensure.  
6

7 Chairman Jusselin charged the Firm Licensure Committee with reviewing Rule  
8 2305 regarding the question of whether all of a firm's licensed professionals  
9 should be designated as supervising professionals. In conducting its review,  
10 the committee should consider the NCEES Model Laws and Model Rules.  
11

12 The Liaison and Law Review Committee made the recommendation that the  
13 Board abolish the following Ad Hoc committees: Enforcement Policy, Faculty  
14 Licensure, Journal, Forensic Engineering, Strategic Planning and Policy and  
15 Procedure.  
16

17 The Liaison and Law Review Committee made the recommendation that the  
18 Board make no changes to Rule 703 concerning compensation and expenses.  
19

20 Chairman Jusselin charged the Finance Committee with developing a policy for  
21 Board member travel. The policy should address Board approval for  
22 compensation in excess of the state travel guidelines  
23

#### 24 **Finance Committee**

25  
26 The Board unanimously approved the motion made by the Finance Committee  
27 to direct the Executive Director to invest \$200,000 from the checking account  
28 into a Board-approved investment account.  
29

30 Dr. Bowie made the motion, seconded by Mr. Mustapha, to limit the number of  
31 CPD audits during the biennial licensure renewal period to 200 audits.  
32

33 The Board disapproved the substitute motion made by Mr. Williams, seconded  
34 by Mr. Savoie, with Mr. Allen, Mr. Williams and Mr. Savoie for and Mr. Gammon,  
35 Mr. Guillaume, Mr. Mustapha, Dr. Bowie, Dr. Mattei and Mr. Thompson against,  
36 to increase the number of CPD audits during each biennial licensure renewal  
37 period to 300 audits.  
38

39 The original motion made by Dr. Bowie and seconded by Mr. Mustapha was  
40 approved with Mr. Allen, Mr. Gammon, Mr. Williams, Mr. Guillaume, Mr.  
41 Mustapha, Dr. Mattei, Dr. Bowie, and Mr. Thompson for and Mr. Savoie against,  
42 to limit the number of CPD audits during each biennial licensure renewal  
43 period to 200 audits  
44

#### 45 **Nominations and Awards Committee**

46  
47 The Board unanimously approved the motion made by the Nominations and  
48 Awards Committee to elect the following Board officers for 2011-12:  
49

50                   Ali M. Mustapha, P.E. – Chairman  
51                   Roger D. Danzy, P.E. – Vice Chairman  
52                   Richard S. Savoie, P.E. – Treasurer  
53                   Norma Jean Mattei, Ph.D., P.E. – Secretary  
54

55 The Board recessed at 4:10 p.m. and resumed at 4:40 p.m.  
56

57 The Board unanimously approved the motion made by the Executive  
58 Committee to approve \$18,000 for kitchen renovations in the Board office.  
59

60 The Board unanimously approved the motion made by the Executive  
61 Committee to approve \$2,500 for Board staff development training.  
62

1 The Executive Committee made the motion to give the Executive Director a  
2 salary increase of 4%.

3  
4 The Board unanimously approved the motion made by Dr. Bowie, seconded by  
5 Mr. Thompson, to enter into executive session to discuss personnel matters at  
6 4:50 p.m.

7  
8 The Board unanimously approved the motion made by Mr. Thompson,  
9 seconded by Mr. Mustapha, to exit the executive session at 5:15 p.m.

10  
11 The Board unanimously approved the motion made by Dr. Bowie, seconded by  
12 Mr. Thompson, to table the motion to give a salary increase to the Executive  
13 Director until after further discussions with the Department of Civil Service in  
14 light of the current freeze on pay raises.

15  
16 **Old Business**

17  
18 Ms. Hatton shared the text of the following letter which has been sent to  
19 Representative Carmody concerning HCR 263:

20  
21 Representative Thomas G. Carmody, Jr.  
22 5916 Fairfield Avenue  
23 Shreveport, LA 71106

24  
25 RE: HCR 263 of the 2010 Regular Session

26  
27 Dear Representative Carmody:

28  
29 During the 2010 Regular Session of the Louisiana Legislature, you introduced and  
30 the Legislature adopted House Concurrent Resolution No. 263 "to urge and  
31 request the Louisiana Professional Engineering and Land Surveying Board to  
32 suspend charging fees from professional engineers and professional land  
33 surveyors who have been classified as retired".

34  
35 Please be advised that in May 2010 the Board voluntarily amended its rules in  
36 order to allow the Board to waive the entire renewal fee for certain licensees who  
37 are qualified for the retired status. The rule now states, in pertinent part, as  
38 follows:

39  
40 **LAC Title 46:LXI§2103**

41 . . . . .  
42  
43 *Retired Status*—the licensure status which exists for an individual licensee of  
44 the board who has chosen not to practice or offer to practice professional  
45 engineering and/or professional land surveying in Louisiana and who has  
46 indicated that fact on the board biennial licensure renewal form. To qualify for  
47 the *retired status*, the licensee must be at least 70 years of age or have been a  
48 licensee of the board for at least 35 years. Unless the licensee is granted a  
49 waiver by the board, the renewal fee for the *retired status* shall be one-half of  
50 the current renewal fee for the *active status*. **A licensee qualified for the**  
51 ***retired status* may be granted a waiver of this renewal fee if the licensee is**  
52 **at least 70 years of age, has been a licensee of the board for at least 35**  
53 **years continuously, has never been subject to disciplinary action in any**  
54 **jurisdiction, has never committed any of the offenses described in R.S.**  
55 **37:698(A)(3), (4) or (5), and is of good character and reputation.** A  
56 licensee in a *retired status* can represent himself/herself to the public as a *P.E.*  
57 *Retired*, or a *P.L.S. Retired*, but cannot otherwise practice or offer to practice  
58 professional engineering and/or professional land surveying in Louisiana.

59  
60 *(Emphasis added).*

1 As the mission of our Board is "to safeguard life, health, and property and to  
2 promote the public welfare", we fully support your endeavor to recognize the  
3 lifelong efforts and contributions of our licensees. If you have any questions, feel  
4 free to contact me.  
5

6 Sincerely,

7  
8 Mark A. Jusselin, P.E.  
9 Chairman  
10

11 **New Business**

12  
13 The Board unanimously approved the motion made by Mr. Savoie, seconded by  
14 Dr. Mattei, to approve Board and staff travel to the 2011 NCEES Southern Zone  
15 meeting in Austin, Texas on April 28-30, 2011.  
16

17 **Closing Business**


18  
19 The Board unanimously approved the motion made by Dr. Mattei, seconded by  
20 Mr. Mustapha, to approve all committee recommendations and actions.  
21


22 The Board unanimously approved the motion made by Dr. Mattei, seconded by  
23 Mr. Guillaume, to acknowledge and confirm all licenses and certificates issued  
24 by the Board.  
25

26 The Board unanimously approved the motion made by Mr. Savoie, seconded by  
27 Mr. Williams, to approve all Board expenses.  
28

29 The Board unanimously approved the motion made by Mr. Guillaume,  
30 seconded by Dr. Mattei, to adjourn.  
31

32 The meeting adjourned at 5:30 p.m. on January 31, 2011.  
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34

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39 Mark A. Jusselin, P.E.  
40 Chairman

35  
36  
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38   
39 Ali M. Mustapha, P.E.  
40 Secretary