

MINUTES OF THE REGULAR MEETING OF THE
LOUISIANA PROFESSIONAL ENGINEERING
AND LAND SURVEYING BOARD
8550 UNITED PLAZA BOULEVARD, SUITE 903
BATON ROUGE, LOUISIANA 70809-2296
June 1, 2026

At 9:00 a.m. on June 1, 2026, Janice P. Williams, P.E. called the meeting to order at the Board's office in Baton Rouge, Louisiana, with the following members present:

Janice P. Williams, P.E.	Chairman
James H. Chustz, Jr., P.L.S.	Vice Chairman
Vijaya Gopu, Ph.D., P.E.	Treasurer (via Zoom)
Gordon E. Nelson, P.E.	Secretary

Susan H. Richard, P.E.
Byron E. Trust, P.E.
Robert L. Wolfe, P.E., P.L.S.
Linda H. Bergeron, P.E.
Byron D. Racca, P.E.
Reginald L. Jeter, P.E.

Absent: Connie P. Betts, P.E.

Also present: Donna D. Sentell, Executive Director
Chantel McCreary, Deputy Executive Director
Bill Tripoli, IT Manager
Joe Harman, P.E., Technical Advisor
David Patterson, P.L.S. Technical Advisor
D. Scott Landry, Board Attorney
Morgan Georgetown, Compliance Investigator
Rhett Rayburn, Compliance Investigator
Keri Caines, Compliance Investigator
Natayveon Howard-Williams, Compliance Investigator

Chairman Williams acknowledged public comment time. Ms. Sentell introduced Natayveon Howard-Williams, who is the Board's newest compliance investigator.

The Board unanimously approved the motion made by Ms. Bergeron, seconded by Mr. Jeter, to approve the June 1, 2026 proposed Call and Agenda for the meeting.

The Board unanimously approved the motion made by Mr. Nelson, seconded by Ms. Bergeron, to approve the minutes from the March 3, 2026 Board meeting.

Compliance and Enforcement

Case # 2025-24 – Ms. Caines reported on an unlicensed firm which practiced and/or offered to practice engineering without proper licensure. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$3,000;
2. Costs of \$605.84;
3. Obtain firm licensure application within 30 days of Board acceptance of consent order;
4. Publication on the Board's website and in the Board's official Journal identifying Respondent by name; and
5. Report to NCEES identifying Respondent by name.

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Richard, Mr. Trust and Mr. Wolfe, to approve the signed consent order. The name of the respondent is **G&W Engineering**.

Case # 2025-31 – Ms. Caines reported on a licensed professional engineering firm which operated with a supervising professional whose Louisiana engineering license expired and the firm failed to appoint a new qualified supervising professional. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

6. Fine of \$2,500;
7. Costs of \$473.74;
8. Supervising Professional of respondent to complete LA Laws & Rules Quiz with a score of 90% or better;

9. Supervising Professional of respondent to complete LA Professionalism and Ethics Quiz with a score of 90% or better;
10. Publication on the Board's website and in the Board's official Journal identifying Respondent by name; and
11. Report to NCEES identifying Respondent by name.

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Richard, Mr. Trust and Mr. Wolfe, to approve the signed consent order. The name of the respondent is **Buro Happold Consulting Engineers, P.C. Professional Corporation**.

Case # 2025-50 – Ms. Caines reported on an unlicensed firm which practiced and/or offered to practice engineering without proper licensure. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$9,000;
2. Costs of \$673.46;
3. Publication on the Board's website and in the Board's official Journal identifying Respondent by name; and
4. Report to NCEES identifying Respondent by name.

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Richard, Mr. Trust, and Mr. Wolfe, to approve the signed consent order. The name of the respondent is **Southern Integrated Solutions and Consulting, LLC**

Case # 2025-51 – Ms. Caines reported on a professional engineer who provided engineering services in Louisiana with an expired license. The respondent has signed and returned the proposed consent order offered by the Complaint Review Committee. The proposed consent order contained the following sanctions:

1. Fine of \$9,000;
2. Costs of \$619.68;
3. Completion of the Louisiana Laws & Rules Quiz, with a score of 90% or higher;
4. Completion of the Louisiana Professionalism & Ethics Quiz, with a score of 90% or higher;
5. Publication on the Board's website and in the Board's official Journal identifying Respondent by name; and
6. Report to NCEES identifying Respondent by name.

After discussion, the Board unanimously approved the motion made by the Complaint Review Committee, consisting of Ms. Richard, Mr. Trust and Mr. Wolfe, to approve the signed consent order. The name of the respondent is **David Wayne Minton, P.E.**

Committee Reports

Laws and Rules Committee

Ms. Richard presented the report for the Laws and Rules Committee. After review and discussion, the Board unanimously approved the motion made by the Laws and Rules Committee amend Rules 105, 903, 1103, 1301, 1311, 1505, 1701, 2101, 2103, 2301, 2305, 2307, 2309, 2911 and 3115_as follows:

§105. Definitions

A. The words and phrases defined in R.S. 37:682 shall apply to these rules. In addition, the following words and phrases shall have the following meanings, unless the content of the rules clearly states otherwise.

* * *

Subprofessional Work—as it applies in R.S. 37:701(A) only, shall mean the following:

a. Subprofessional work in engineering includes drafting, plan preparation, surveying, inspection and technical data collection. Subprofessional work in engineering is typically performed by engineering technicians, surveyors, draftspersons, assistant field engineers, interns, junior engineers, inspectors, and clerk of the works. Subprofessional work in engineering is task-oriented, supporting professional staff rather than taking final responsibility for design, safety, or public welfare; and

b. Subprofessional work in land surveying includes field data collection, boundary and site staking, site preparation, office support, surveying calculations, research, and infrastructure location. Subprofessional work in land surveying is typically performed by survey technicians, rodman/chainman, instrument person/operator, field engineering aide, survey assistant, and survey crew chief in support of the professional land surveyor.

* * *

§903. Professional Engineer Licensure

A. The requirements for licensure as a professional engineer under the alternatives provided in the licensure law are as follows:

1. the applicant for licensure as a professional engineer shall be an engineer intern, or an individual who meets the qualifications to be an engineer intern, who has a verifiable record of four years or more of progressive experience obtained subsequent to meeting the educational and applicable experience qualifications to be an engineer intern on engineering projects of a level and scope satisfactory to the board, who is of good character and reputation, who has passed the examination(s) required by the board in the principles and practice of engineering in the discipline(s) of engineering in which the applicant seeks to be listed, who was recommended for licensure by five personal references, who has submitted an application for licensure in accordance with the requirements of R.S. 37:694, and who was duly licensed as a professional engineer by the board; or

2. ...

3. the applicant for licensure as a professional engineer shall be a graduate of an accredited engineering curriculum of four years or more approved by the board as being of satisfactory standing who has a verifiable record of 20 years or more of progressive experience obtained subsequent to meeting the educational qualification on engineering projects of a level and scope satisfactory to the board, who is of good character and reputation, who has passed the examination(s) required by the board in the principles and practice of engineering in the discipline(s) of engineering in which the applicant seeks to be listed, who was recommended for licensure by five personal references, who has submitted an application for licensure in accordance with the requirements of R.S. 37:694, and who was duly licensed as a professional engineer by the board.

B. – M. ...

§1103. Other Engineering Curricula

A. ...

B. Non-accredited engineering curricula shall be those curricula of four years or more which are found by the board to be equivalent in content to accredited engineering curricula, including a minimum of 48 semester credit hours of recognized engineering courses, 36 of which shall be advanced level courses usually offered in the junior and senior years.

§1301. General

A.1. – D. ...

E. – E.2. Repealed.

§1311. Examination for Record Purposes

A. Professional engineers who were previously licensed in Louisiana have the opportunity to take the examination in the principles and practice of engineering in the discipline(s) of engineering in which they seek to be listed without affecting their current licensure status with the board. These examinations are offered at times and places designated by NCEES.

§1505. Work Experience

A. ...

B. Engineering Work Experience. Any required engineering work experience should be obtained under the supervision of a professional engineer holding a valid license to engage in the practice of engineering issued to him/her by proper authority of a state, territory, or possession of the United States, or the District of Columbia, or, if not, an explanation shall be made showing why such experience should be considered acceptable.

C. – C.2. ...

§1701. Applications

A. ...

B. Applications for licensure as a professional engineer or professional land surveyor shall be completed on the most current forms developed by the board. The application shall contain statements showing the applicant's qualifications, and the names and addresses of five personal references who recommend the applicant for licensure. None of the five personal references can be an immediate family member or business associate of the applicant. For purposes of this §1701.B, immediate family member is defined as a spouse, child, spouse of a child, sibling, spouse of a sibling, sibling of a spouse, parent,

parent of a spouse, stepparent or stepchild. For purposes of this §1701.B, business associate is defined as a subordinate of the applicant, or a consultant or contractor who provides goods or services to the applicant or to a business, entity or agency in which the applicant is an owner, member, officer, director, trustee, partner, principal, manager, employee, associate, consultant or contractor. For an applicant for licensure as a professional engineer who obtained all of his/her required engineering work experience in a state, territory, or possession of the United States, or the District of Columbia, three or more of the five personal references furnished by the applicant shall be professional engineers holding valid licenses to engage in the practice of engineering issued to them by proper authority of a state, territory, or possession of the United States, or the District of Columbia, who have personal knowledge of the applicant's engineering experience and character and ability. For an applicant for licensure as a professional engineer who obtained any of his/her required engineering work experience outside of a state, territory, or possession of the United States, or the District of Columbia, all five of the personal references furnished by the applicant shall be professional engineers holding valid licenses to engage in the practice of engineering issued to them by proper authority of a state, territory, or possession of the United States, or the District of Columbia, who have personal knowledge of the applicant's engineering experience and character and ability. Three or more of the five personal references furnished by an applicant for licensure as a professional land surveyor shall be professional land surveyors holding valid licenses to engage in the practice of land surveying issued to them by proper authority of a state, territory, or possession of the United States, or the District of Columbia. Applicants for licensure as a professional engineer or professional land surveyor must also successfully complete the board's Louisiana laws and rules quiz and Louisiana ethics and professionalism quiz prior to licensure. Additionally, applicants for licensure as a professional land surveyor must successfully complete the board's Louisiana standards of practice for boundary surveys quiz prior to licensure.

C. - H. ...

§2101. Expiration and Renewals

A. Licenses and certificates of individuals and firms shall expire on the date specified on the applicable biennial renewal form and/or as shown on the board's records and shall become invalid after that date unless renewed within 120 days. All licensure renewals will require the completion and submission of a biennial licensure renewal form. By completing and submitting this form, the licensee is certifying that they have met all requirements for licensure renewal, including continuing professional development requirements for individual licensees. This form will also contain an affirmation which must be completed if the licensee desires to change their licensure status.

B. ...

§2103. Licensure and Certification Status

A. The board has established the following licensure statuses for licensees.

Active Status—the licensure status which exists for a licensee of the board who has complied with all the licensure and licensure renewal requirements of the board and who has either elected to be in this status on their biennial licensure renewal form or otherwise received authorization from the board to be in this status.

Expired Status—the licensure status which exists for a licensee of the board who has failed to properly renew licensure as required in R.S. 37:697, has failed to properly comply with a continuing professional development audit as required in §3117.B (if the licensee is an individual), has failed to keep its certificate of incorporation, certificate of organization or certificate of authority active and in good standing with the Louisiana Secretary of State as required in §2301.E (if the licensee is a firm), has failed for more than sixty (60) days to have a supervising professional who satisfies the requirements of §2305.A.1 and A.2 (if the licensee is a firm), or has otherwise received authorization from the board to be in this status. A licensee in an expired status cannot practice or offer to practice engineering or land surveying in Louisiana.

B. ...

§2301. General

A. - D. ...

E. If the Louisiana Secretary of State has issued to a firm a certificate of incorporation, certificate of organization or certificate of authority, the firm must keep such certificate active and in good standing with the Louisiana Secretary of State.

§2305. Supervising Professional

A.1. Each firm licensed with the board shall designate one or more supervising professionals. Each supervising professional shall be a licensed professional in an active status:

- a. ...
 - b. who is employed with the firm, provided the supervising professional has at least a 25 percent equity ownership interest in the firm.
2. ...
3. The responsibilities of a supervising professional include:
- a. timely renewal of the firm's license;
 - b. notification to the board within five business days of any change in the firm's supervising professionals;
 - c. notification to the board within five business days when any of the firm's supervising professionals no longer satisfy the requirements of §2305.A.1 and A.2;
 - d. ensuring that the firm institutes and adheres to policies that are in accordance with the licensure law and the rules of the board;
 - e. ensuring that all professional services provided by the firm are performed by or under the responsible charge of licensed professionals in an active status; and
 - f. ensuring that the firm's certificate of incorporation, certificate of organization or certificate of authority is kept active and in good standing with the Louisiana Secretary of State (if applicable).

B. The supervising professionals of a firm which participate in a joint venture shall be responsible for assuring that all professional services performed by the joint venture are rendered in conformity with the licensure law and the rules of the board.

C. - D. ...

E. A licensed firm's failure to comply with any of the provisions of the licensure law and the rules of the board may subject both the licensed firm and the supervising professionals to disciplinary action by the board.

F. ...

§2307. Professional Identification

A. Letterhead, business cards, advertisements, promotional materials, websites and other identifying items issued or used by licensed firms in Louisiana shall reflect the exact firm name contained on the firm's certificate of licensure issued by the board.

§2309. Enforcement

A. In the event that a firm shall fail to comply with the provisions of this Chapter, the board may take whatever action is necessary against such firm to require compliance or to enjoin further practice or offers to practice engineering or land surveying.

B. ...

§2911. Mineral Unitization Survey

A. ...

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

- 1. ...
- 2. The professional land surveyor shall determine, on the ground, the location of the unit well and the location of sufficient tract lines in order to determine the subsurface mineral tracts located inside the unit boundaries. Geologically significant wells, as identified by the Louisiana Department of Conservation and Energy field order or the client, will be located with respect to the unit boundaries. Installation of new monuments defining the limits of the unit, or of the tracts which comprise the unit, is not required.
- 3. The professional land surveyor shall prepare a unitization plat or map (Louisiana Department of Conservation and Energy field order unit, voluntary unit or declared unit) showing the mineral participant(s) and limits of the tracts (or portions of tracts) which are included in the proposed mineral unit. These plats or maps shall be prepared in compliance with those requirements for property boundary survey plats or maps that are specifically contained in §2907.G.1, 2, 6, 7 and 14. These plats or maps shall contain bearings and distances 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. Final plats or

maps issued to the client shall contain a statement by the professional land surveyor certifying its authenticity (that it represents his/her survey) and stating that the mineral unitization survey complies with the applicable standards of practice as stipulated in this Chapter. In addition, the plats or maps, when applicable, shall be in compliance with the Louisiana Department of Conservation and Energy's requirements governing unit plats and survey plats (LAC 43:XIX.Chapter 41).

4. ...

§3115. Record Keeping

A. All licensees are required to obtain and maintain certificates, transcripts or other proof of attendance/completion substantiating any PDHs earned. Such certificates, transcripts or other proof should include, at a minimum, the dates and titles/descriptions of the courses/activities, the names of the sponsors/providers, the licensee's name, and the number of PDHs earned.

B. All licensees are required to maintain a board-approved professional development activity log outlining all PDHs claimed during a calendar year. Licensees must complete all sections of the log and be prepared to submit the completed log and any corresponding documentation to the board upon request. Blank log forms can be obtained from the board's website.

C. Maintaining records to be used to support PDHs claimed is the responsibility of the licensee. These records must be maintained for at least six consecutive calendar years and copies may be requested by the board at any time.

The Board recessed at 10:00 a.m. and resumed at 10:08 a.m.

The Board reviewed the proposed Interagency Agreement between the Louisiana Department of Justice and the Board for fiscal year 2026-27, which relates to the Board's participation in the Occupational Licensing Review Program pursuant to La. R. S. 49:260 . After discussion, the Board unanimously approved the motion made by Ms. Richard, seconded by Mr. Nelson, authorizing the Executive Director to enter into the proposed Interagency Agreement. The term of the Interagency Agreement will be for one year, beginning July 1, 2026, and ending June 30, 2027, in the total amount not to exceed \$33,250.

Ms. Betts entered the meeting at 11:25 a.m.

Mr. Landry exited the meeting at 11:29 a.m.

The Board recessed at 11:29 a.m. and resumed at 11:36 p.m.

Finance Committee

Dr. Gopu presented the financial report for FY 26-27. After discussion, the Board unanimously approved the motion made by Finance Committee to accept the amended year-to-date budget for FY 25-26 as presented.

Closing Business

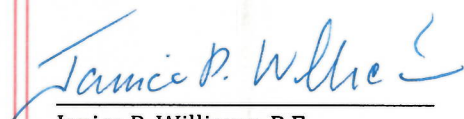
The Board unanimously approved the motion made by Mr. Jeter, seconded by Mr. Wolfe, to approve all committee recommendations and actions.

The Board unanimously approved the motion made by Mr. Trust, seconded by Mr. Chustz, to acknowledge and confirm all licenses and certificates issued and renewed since the last Board meeting.

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

The Board unanimously approved the motion made by Mr. Jeter, seconded by Mr. Trust, to adjourn.

The meeting adjourned at 12:27 p.m. on June 1, 2026.


Janice P. Williams, P.E.
Chairman


Gordon E. Nelson, P.E.
Secretary