

**Texas Board of Professional Engineers and Land Surveyors  
Policy Advisory Committee Meeting Minutes  
May 16, 2024, 10:00 am Central Time**

Physical Meeting Location:  
Hotel Viata - Juniper Room  
320 S Capital of Texas Hwy  
West Lake Hills, TX 78746

**1. Preliminary Matters - Officer Presiding**

**A. Call to Order**

Ms. Karen Friese, P.E., Chair, called the Policy Advisory Committee meeting of the Texas Board of Professional Engineers and Land Surveyors to order at 10:02 a.m. at the Hotel Viata - Juniper Room, 320 S Capital of Texas Hwy in West Lake Hills, TX 78746. (NOTE: all votes are unanimous unless noted.)

**B. Roll Call**

Ms. Trevino called the roll. It was noted, for the record, that a quorum was present.

**The following Committee members were present:**

Karen Friese P.E.	Chair
Ademola Adejokun, P.E.	Member
Roberto Moreno, P.E.	Member
Catherine Norwood, P.E.	Alternate Member

**The following staff members were present:**

Lance Kinney, Ph.D., P.E.	Executive Director
Rick Strong, P.E.	Director of Licensing and Registration
Michael Sims, P.E.	Director of Compliance and Enforcement
Elissa Mazza	Staff Attorney
Ed Brannan, P.E.	Technical Engineering Specialist
Brian Waltman, P.E.	Technical Engineering Specialist
Mason Schoolfield	Director of Operations
Jeff Mutscher	Chief Financial Officer
Odilia Trevino	Executive Administrator

**C. Excuse absent Committee members**

It was MOVED/SECONDED (Norwood/Moreno) to excuse committee member Kiran Shah.

A vote was taken, and the MOTION PASSED.

**D. Welcome Visitors**

The following visitors were present at the meeting:

Dr. Sina Nejad, PhD., P.E., Board Chair; Roberto Moreno, P.E., Board Member; Dr. Marguerite McClinton-Stoglin, Board Member; Coleen Johnson, R.P.L.S., Board Member; Mark Neugebauer, R.P.L.S., L.S.L.S., Board Member; Albert Cheng, Board Member; Jon Hodde, R.P.L.S., Advisory Member; Bobby Balli, P.E., Advisory Member; Govind Nadkarni, P.E. Advisory Member; Colby Brackin, Access Surveyors; Mitch Brackin, R.P.L.S., Access Surveyors; Stephanie Stanford, P.E., Texas Society of Professional Engineers (TSPE) Liaison; Danny Davis, Unintech Consulting Engineers; Justin Whisenant, Unintech Consulting Engineers; and Scott Stewart, American Council of Engineering Companies – Texas (ACEC- Texas)

**E. Public Comment**

There were no public comments.

**2. February 15, 2024, Policy Advisory Committee Meeting Minutes**

It was MOVED/SECONDED (Norwood/Moreno) to approve the February 15, 2024, Policy Advisory Committee minutes as presented.

A vote was taken, and the MOTION PASSED.

**3. Policy Advisory Opinion Request Regarding the Use of the Term “Network Engineer” in Local Government Job Titles (Policy Advisory Opinion Request No. 65)**

Mr. Sims discussed Policy Advisory Request No. 65 regarding the use of the term network engineer in local government job titles. It was previously brought before the Committee and full Board on February 15, 2024, for guidance on how to respond.

The proposed response details that the Act does not allow local governments in Texas to use a job title containing “engineer” for a position that will not be filled by a licensed professional engineer.

It was MOVED/SECONDED (Moreno/Norwood) to recommend to the Board at its Regular Quarterly Board meeting on May 16, 2024, to adopt the staff's recommendation of the draft.

A vote was taken, and the MOTION PASSED.

#### **4. Future Committee Meetings: Agenda items, dates, locations, and other arrangements**

Mr. Sims informed the Committee that he has a pending policy advisory request that was recently received. A response has not been drafted to date. He stated it is regarding the ethical requirements of an engineer's responsibility on reporting unethical work that they witness. It will be brought to the August 2024 meeting.

Mr. Adejokun asked for a status of any determination made on the security of digital seals. Mr. Sims stated that this will be discussed at the national level to determine if seals are still the best mechanism to represent the work was done by a licensee.

#### **5. Adjourn**

It was MOVED/SECONDED (Norwood/Adejokun) to adjourn the meeting at 10:10 a.m.

A vote was taken, and the MOTION PASSED.

Date Committee approved minutes: 08/08/2024

Date Board approved minutes: 08/08/2024