

BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS
MINUTES
December 17, 2024

MEMBERS PRESENT:	STAFF PRESENT:
Shep Sheppard, Vice-Chairman	Catherine Pendergast, Administrator
Michaeline Mulvey, Complaint Officer	Samantha Andrews, Assistant Attorney General
Bruce Martinson	Jazmyne Marks, Licensing Supervisor
	Heidi Lincoln, Office Specialist I
	Shara Chesley, Office Specialist I
MEMBERS ABSENT:	
Jay Raitt	

I. CALL TO ORDER

The meeting was called to order at 9:01 a.m. by Vice-Chairman Sheppard.

II. AGENDA MODIFICATIONS

Sheppard requested to add a discussion of the complaint process. A motion was made by Mulvey and seconded by Martinson. Unanimous

III. MINUTES REVIEW AND APPROVAL

A motion was made by Mulvey and seconded by Martinson to approve the minutes as written. Mulvey and Sheppard voted in the affirmative. Martinson abstained. Motion Carried.

IV. COMPLAINT PRESENTATIONS

2024-LSU-20316 – A motion was made by Martinson and seconded by Sheppard to dismiss with a Letter of Guidance. Sheppard and Martinson voted in the affirmative. Mulvey abstained. Motion Carried.

2024-LSU-20334 – A motion was made by Sheppard and seconded by Martinson to dismiss the complaint due to insufficient evidence of a violation. Sheppard and Martinson voted in the affirmative. Mulvey abstained. Motion Carried.

2024-LSU-20335 – A motion was made by Martinson and seconded by Sheppard to dismiss with a letter of guidance. Sheppard and Martinson voted in the affirmative. Mulvey abstained. Motion carried.

2024-LSU-20337 – Sheppard recused resulting in lack of quorum. Complaint will be presented at the next meeting.

V. RULE REVIEW

The Administrator provided proposed changes to Board Rules. A motion was made by Sheppard and seconded by Martinson to table the discussion until all Board members are present. Unanimous

VI. ADMINISTRATOR’S REPORT

The Board discussed the number of complaints dismissed for lack of a violation and the complaint process in general. Suggestions were made to possibly streamline the process including requesting a summary or chain of title in lieu of a workfile.

VII. PUBLIC COMMENT

None.

VIII. MEETING SCHEDULE

The next regular Board meeting is currently scheduled for February 25, 2025.

IX. ADJOURNMENT

Being no further business, a motion was made by Mulvey and seconded by Martinson to adjourn the meeting at 10:19 a.m. Unanimous.