

**BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS**  
**MINUTES OF VIRTUAL MEETING**  
**December 20, 2022**

<b>MEMBERS PRESENT:</b>	<b>STAFF PRESENT:</b>
James Nadeau, Chair	Catherine Pendergast, Administrator
Michaeline Mulvey, Complaint Officer	Samantha Morgan, Assistant Attorney General
Shep Sheppard	Elizabeth Moulton, Office Specialist I
	Misty Robinson, Office Specialist I
	Regina Ritchie, Licensing Supervisor
<b>MEMBERS ABSENT:</b>	
Jay Raitt	

**I. CALL TO ORDER**

The meeting was called to order at 9:02 a.m. by Chairman James Nadeau.

**II. AGENDA MODIFICATIONS AND APPROVAL**

A motion was made by Sheppard and seconded by Mulvey to approve the agenda as written. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous

**III. MINUTES REVIEW AND APPROVAL**

A motion was made by Sheppard and seconded by Mulvey to approve the minutes of October 18, 2022 as written. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous

**IV. OUT-OF-STATE TRAVEL REQUEST**

A motion was made by Sheppard and seconded by Mulvey to authorize out-of-state travel for two Board Members (Nadeau and Raitt) to attend the NCEES Zone Interim Meeting April 27-29 in Houston, TX. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous

**V. COMPLAINT PRESENTATIONS**

- A. 2022-LSU-18423 - A motion was made by Sheppard and seconded by Nadeau to dismiss with a Letter of Guidance to licensee. The Letter of Guidance is to remain in the licensee's file for two years. Nadeau and Sheppard voted in the affirmative; Mulvey abstained. Motion carried.
- B. 2022-LSU-18498 – A motion was made by Sheppard and seconded by Nadeau to dismiss due to insufficient evidence of unlicensed practice and direct staff to draft a letter referring this matter to the Board of Engineers. Nadeau and Sheppard voted in the affirmative; Mulvey abstained. Motion carried.
- C. 2022-LSU-18501 – A motion was made by Sheppard and seconded by Nadeau to table this complaint until the next Board meeting. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous.
- D. 2022-LSU-18513 and 2022-LSU-18708 – A motion was made by Sheppard and seconded by Nadeau to offer a Consent Agreement pursuant to violation of Chapter 90, Part 2, Sections: 3, 3.4, 5.1(2)(D), and 4.1(E). The consent agreement is to include a warning and a 90-day suspension. Nadeau and Sheppard voted in the affirmative; Mulvey abstained. Motion carried.

**VI. APPLICATION REPORTS**

The Board reviewed the September 2022 and October 2022 monthly reports.

**VII. ADMINISTRATOR'S REPORT**

A motion was made by Mulvey and seconded by Sheppard to accept the Remote Participation Policy as presented. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous

**VIII. PUBLIC COMMENT**

None.

**IX. MEETING SCHEDULE**

Next regular Board meeting is currently scheduled for February 28, 2023.

**X. ADJOURNMENT**

Being no further business, a motion was made by Sheppard and seconded by Mulvey to adjourn the meeting at 11:40 a.m. Nadeau, Mulvey, and Sheppard voted in the affirmative. Unanimous