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State of New Hampshire

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
7 Eagle Square, Suite 200
Concord, N.H. 03301
Telephone 603-271-2152 · Fax 603-271-0597

Lindsey B. Courtney
Executive Director

April 20, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification, Division of Technical Professions to **retroactively** pay and renew its membership with the National Council of Examiners for Engineering and Surveying (NCEES), vendor number 171333, Clemson, South Carolina, in the amount of $9,100.00, for membership in NCEES and the preparation and scoring of the engineering and land surveying examinations from January 1, 2021 through December 31, 2021. The Office of Professional Licensure and Certification is a self-funded agency funded almost entirely by examination and licensing fees. 100% Agency Funds.

Funding is available in the account, Office of Professional Licensure and Certification:

01-21-21-212010-240500000 Division of Technical Professions

	FY 2021
026 – 500251 ORGANIZATIONAL DUES Land Surveyors	**$2,600**
026 – 500251 ORGANIZATIONAL DUES Engineers	**$6,500**

EXPLANATION

This item is retroactive as the invoice from NCEES was not received until April 6, 2021, for the billing period which runs from January 1, 2021 to December 31, 2021. Due to the recent and unexpected relocation of OPLC in July 2020, it is suspected that the original invoice was not forwarded to our new address as the vendor still had our old address on file.

Respectfully submitted,

LBCourtney

Lindsey B. Courtney
Executive Director

His Excellency, Governor Christopher T. Sununu
and the Honorable Council

April 20, 2021

Listed below are answers to questions which may be of assistance for the Governor and Council in considering the approval of organization dues and membership submissions:

1. *How long has this organization been in existence and how long has this agency been a member of this organization?*
   NCEES has been in existence since 1920 and the OPLC has been a member for decades.

2. *Is there any other organization which provides the same or similar benefits which your agency belongs to?* **No.**

3. *How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member?* **Fifty states, the District of Columbia, Puerto Rico, Guam, Northern Mariana Islands, and the US Virgin Islands have memberships with NCEES. The OPLC is the only New Hampshire state agency that is a member of NCEES.**

4. *How is the dues structure established?* **NCEES charges states a standard membership fee, based upon the number of licenses.**

5. *What benefit does the state receive from participating in membership?* **Membership in NCEES is required in order to obtain access to the Professional Engineers as well as the Land Surveyors examinations. The State also receives updated information concerning the major areas of professional practice. The New Hampshire Board Chair or their proxy hold voting rights on NCEES bylaws and model laws.**

6. *Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail:* **No training materials are included; NCEES develops, administers, and scores the examinations used for engineering and land surveying licensure in the US.**

7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain:* **Membership in NCEES is required in order to obtain access to the engineering and surveying examinations. Passage of these exams is required for licensure in New Hampshire.**

8. *Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.* **Travel and accommodations for the Board Chair and Board Administrator to the Annual Meeting, Regional Meeting, and Board Chairs Meeting and Board Administrators meetings are all included in the annual membership fee. At these meetings, model laws are reviewed and voted on, benchmarking and best practices are discussed with other states, training takes place and new processes and procedures are adopted.**

9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization).* **The members of the Board of Professional Engineers and Land Surveyors are members of NCEES. The staff of the OPLC, Technical Division, interfaces with NCEES regarding administration of examinations.**

10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* **If the OPLC does not belong to NCEES, the State will be unable to administer examinations for licensure to Land Surveyors and Professional Engineers. If the Boards do not have access to the national exams, the Boards will be unable to carry out the legislatively mandated examinations as required pursuant to RSA 310-A:66 and 310-A:17. New Hampshire will also not have input and voting rights regarding model laws.**

NCEES
advancing licensure for engineers and surveyors

200 Verdae Boulevard
Greenville SC 29607
864-654-6824

Invoice

Date	1/12/2021
Invoice #	1916
Due Date	2/11/2021
Memo	
Customer ID	NHB002

Bill To	Ship To
NH Board Licensure Land Surv Anna Philbrook Building 121 South Fruit Street Concord NH 03301	NH Board Licensure Land Surv Anna Philbrook Building 121 South Fruit Street Concord NH 03301

Customer PO No.	SHIP VIA	TERMS	Order Date
2021 Member Board Fee		Net 30	

Part Number	Quantity	Description	Unit Price	Amount
Member Boards Fee	1	Member Board Fee	2,600.00	2,600.00

Please Remit To:

NCEES
200 Verdae Boulevard
Greenville, SC 29607

Total **$2,600.00**

No returns after 30 days. Shipping charges are non-refundable.

NCEES
advancing licensure for engineers and surveyors

200 Verdae Boulevard
Greenville SC 29607
864-654-6824

Invoice

Date	1/12/2021
Invoice #	1915
Due Date	2/11/2021
Memo	
Customer ID	NHB001

Bill To	Ship To
NH Bd of Prof Engineers Anna Philbrook Building 121 South Fruit Street Concord NH 03301	NH Bd of Prof Engineers Anna Philbrook Building 121 South Fruit Street Concord NH 03301

Customer PO No.	SHIP VIA	TERMS	Order Date
2021 Member Board Fee		Net 30	

Part Number	Quantity	Description	Unit Price	Amount
Member Boards Fee	1	Member Board Fee	6,500.00	6,500.00

Please Remit To:

NCEES
200 Verdae Boulevard
Greenville, SC 29607

Total **$6,500.00**

No returns after 30 days. Shipping charges are non-refundable.