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STATE OF NEW HAMPSHIRE  
OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
*OFFICE OF THE EXECUTIVE DIRECTOR*

Deanna E. Jurius  
Executive Director

Heather A. Kelley  
Director

7 EAGLE SQUARE, CONCORD, NH 03301-4980  
Telephone: 603-271-2152  
TDD Access: Relay NH 1-800-735-2964  
www.oplc.nh.gov

January 06, 2025

Her Excellency, Governor Kelly A. Ayotte  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Office of Professional Licensure and Certification to **retroactively** renew our membership with the National Council of Examiners for Engineering and Surveying (NCEES), vendor code 171333, Greenville, SC, in the amount of \$9,100.00, for membership in NCEES and the preparation of scoring of the engineering and land surveying examinations from January 1, 2025 through December 31, 2025. The Office of Professional Licensures and Certification is a self-funded agency funded almost entirely by examination and licensing fees. 100% Agency Funds.

Funds to support this request are available in the following account:

<b>01-21-21-211010-240400000 Division of Administration</b>	<b><u>FY 2025</u></b>
<b>026 – 500251 Organizational Dues, Land Surveyors</b>	<b>\$2,600.00</b>
<b>026 – 500251 Organizational Dues, Engineers</b>	<b>\$6,500.00</b>

**EXPLANATION**

The Requested Action is retroactive due to OPLC not receiving the invoice until January 6, 2025. The Office of Professional Licensure and Certification wishes to continue its membership with the National Council of Examiners for Engineering and Surveying (NCEES), which develops, administers, and scores the examinations used for engineering and surveying licensure.

Respectfully submitted,

*Deanna E. Jurius*

Deanna E. Jurius  
Executive Director

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 U.S. Virgin Islands have membership with NCEES. The OPLC is the only New Hampshire state agency that is a member of NCEES.

4. *How are 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 U.S.

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 interfaces with NCEES regarding administration of examinations.

10. *Explain in detail any negative impact to the State if the OPLC did not belong to this organization.*

If 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*

RECEIVED  
 JAN 06 2024  
 OPLC-FINANCE

**Invoice**

200 Verdae

Date 1/6/2025  
 Invoice # 2255  
 Due Date 2/5/2025  
 Subsidiary NCEES  
 Memo  
 Customer.ID NEB002

Bill To		Ship To		
NE Bd Exam Land Surveyors 555 North Cotner Blvd. Lower Level Lincoln NE 68505		NE Bd Exam Land Surveyors 555 North Cotner Blvd. Lower Level Lincoln NE 68505		
Customer PO No.	SHIP VIA	TERMS	Order Date	
2025 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 on print to order materials.*



**NCEES**  
*advancing licensure for  
 engineers and surveyors*

200 Verdae

RECEIVED

JAN 06 2024

OPLC-FINANCE

**Invoice**

Date 1/6/2025  
 Invoice # 2256  
 Due Date 2/5/2025  
 Subsidiary NCEES  
 Memo  
 Customer.ID NHB001

Bill To		Ship To		
Finance Office / Accounts Payable NH Office of Pro Licensure & Certification 7 Eagle Square Concord NH 03301		Finance Office / Accounts Payable NH Office of Pro Licensure & Certification 7 Eagle Square Concord NH 03301		
Customer PO No.	SHIP VIA	TERMS	Order Date	
2025 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 on print to order materials.*