Throughout 2014, FBPE’s Authorized Representatives Committee worked on modifying F.A.C. 61G15-35.004(2), Common Requirements to All Engineers Providing Threshold Building Inspection Services as Special Inspectors, to address concerns that were raised regarding the qualification requirements placed on Authorized Representatives. The committee completed its deliberations and submitted a draft of its proposed rule change to the full FBPE Board for its consideration. Those changes were presented to the Board during its October 2014 meeting where the Board voted unanimously to approve and submit them for rule-making.

**Background**

The rule originally required the Authorized Representative to be qualified by education, experience and training and to have a minimum of two (2) years of relevant experience under the direct supervision of a Special Inspector. The concerns that were raised focused on the following questions: “Is an Authorized Representative required to shadow a Special Inspector for two (2) years?” and “How is an Authorized Representative to obtain two (2) years of relevant experience under the direct supervision of a Special Inspector?”

In response to these concerns the FBPE formed an Authorized Representatives Committee to consider them and return recommendations to the full Board. The committee consisted of John Pepper, PE, SI, Anthony Fiorillo, PE, SI, CGC, Warren Hahn, PE, and was chaired by William C. Bracken, PE, SI, CFM. Committee participants also included members of FBPE staff, the State Attorney’s Office and representatives from the Florida Structural Engineers Association (FSEA) and the Florida Engineering Society (FES).

**Rule Changes**

The following rule change was approved by the FBPE and submitted for rule making. These changes are reflected in red below and should go into effect in early 2015.

61G15-35.004 Common Requirements to All Engineers Providing Threshold Building Inspection Services as Special Inspectors.

(2) Special Inspectors utilizing Authorized Representatives shall ensure the Authorized Representative is qualified by education, experience, and training or licensure to perform the duties assigned by the Special Inspector. The Authorized Representative shall have a minimum of two (2) years of relevant experience under the direct supervision of a Special Inspector’s qualifications shall include:

(a) licensure as a professional engineer or architect; or
(b) graduation from a four-year engineering education program in civil, structural or architectural engineering; or
(c) graduation from a four-year architectural education program; or

(Continued on page 5)
WHAT’S INSIDE...

In This ISSUE

3 FROM THE EXECUTIVE DIRECTOR - NCEES
Zone Meeting Coming in May

4 CHAIRMAN’S CORNER - FBPE Launches New Phases of Outreach Program.

5 MARK YOUR CALENDAR

6 NOTEWORTHY NEWS
– New Members Designated to the FBPE

17 LATEST NEWS FROM NCEES
– NCEES Launches Inaugural Licensure Statistics Report
– NCEES Interactive Annual Report
– NCEES April 2015 Licensure Exchange

Other News

9 FEMC & FBPE Quarterly Reports

16 FBPE Connection Article Submission

17 Maintaining Accurate Records...It’s Your Job!

Connection FEATURES

1 F.A.C. Rules Change: Authorized Representatives of the Special Inspector

8 Change and Reorganization of Rule 61G15-23-Seals

16 FBPE’s Active Committees

FBPE Department NEWS

LEGAL

10 Taking Advantage of Your Rights

11 Recent Engineer Discipline

17 Criminal Reporting to FBPE

LICENSURE

12 Renewal Ends with Great Success!

12 New CE Requirements for Engineers Now In Effect

13 CE Provider Renewal & Reporting - What You Need to Know

13 Engineer CE Audit...Coming Soon!

15 CE Provider Renewal Frequently Asked Questions

18 Special Recognition - FE Exam Passers

Click on the facebook icon to go directly to our page!

Don’t forget FBPE has gone mobile! Our free app is now available for download on iTunes® and GooglePlay™.

Search for “FBPE” in the AppStore℠, GooglePlay™ Store to get connected today!
The NCEES Southern Zone Joint Interim Meeting is only a few weeks away and the FBPE will be well represented with our Board Chair, William Bracken, PE, SI, CFM, Vice Chair, Anthony Fiorillo, PE, SI, CGC, Board member Michelle Rambo-Roddenberry, PhD, PE, FBPE Executive Assistant, Rebecca Sammons and myself in attendance. The member licensing boards of NCEES are divided into four geographic zones and meet two times a year - once in the spring and then later in the year at the NCEES annual meeting. This year’s interim zone meeting will be held jointly with the Western Zone and will take place in Scottsdale, Arizona from May 14-16, 2015. Joint zone meetings provide an even greater opportunity to learn from each other and make great contacts.

The zone meeting is also an important opportunity to address zone business, including electing new leadership. This year, the Southern zone will elect a vice president and assistant vice president, and also select a nominee for president-elect. The Council will then hold elections for the president-elect during the annual meeting in Williamsburg, Virginia from August 19-22, 2015.

The Southern Zone meeting is our first opportunity to hear from the committees and task forces about business that will be discussed at the annual meeting. These committees include Education, Examination Policy and Procedures, Uniform Procedures and Legislative Guidelines and Law Enforcement. A representative from each committee will report on the group’s progress so far and explain any motions that they plan to present at the annual meeting. This is our chance to hear where these groups are right now and provide our feedback. The committees and task force will consider the feedback from these zone meetings before releasing their final reports, which will be published in the Action Items and Conference Reports this summer. The full Council will then vote on any resulting motions at the annual meeting in August.

In addition to committee reports, each zone will conduct their own separate meeting to deal with business such as financial reports and state reports. We will also have breakout sessions or forums for engineers, surveyors, law enforcement and member board administrators. These forums are an excellent setting for participants to conduct open dialogues about current trends affecting the profession and to work toward better mobility of licensure and uniform procedures among the states.

We will be sure to keep all Florida licensees abreast of important news from NCEES and the zone meeting as it becomes available.

For a listing of all NCEES current and upcoming meetings, go to their website at http://ncees.org/about-ncees/ncees-events/. To find out more about how each zone is structured and organized, access NCEES’ bylaws by going to http://ncees.org/about-ncees/governance/.
The mission of the Florida Board of Professional Engineers (FBPE) is to protect the interest of public health and safety by properly regulating the practice of engineering. The FBPE is obligated to accomplish this by exercising its legislative authority to review and approve engineering applications; to manage, update and enforce the rules that govern the practice of engineering and to guard against the unlicensed practice of engineering; all while serving the best interests of its licensees.

As discussed in my last article, to help accomplish this mission the FBPE has launched both phases of its Outreach Program, Unlicensed Activity and Professional Involvement.

One of the tasks identified under the heading of Unlicensed Activity included interfacing with professionally aligned regulatory authorities. Which is why in February of this year, the FBPE held a joint board meeting with the Florida Board of Architecture and Interior Design (FBAID). During this meeting both boards agreed to appoint three of each board’s members to a Joint Architecture/Engineering Task Force. While the scope of this task force remains undefined, its objective is to establish a dialogue between the boards so as to address common conflicts facing our respective licensees.

One of the tasks identified under the heading of Professional Involvement included working to develop relationships with FBPE’s licensees’ engineering associations and societies. To begin this process the FBPE will be sending out letters to the engineering associations and societies known to the FBPE with an invitation to establish a working relationship. Once established, each engineering association or society will be able to provide its Florida licensed members with an opportunity to participate on FBPE committees and in rule-making matters. Likewise, each organization will be able to bring industry-related issues and concerns directly to the attention of the FBPE. In addition the FBPE will:

- Add each organization to the list published by the FBPE;
- Provide a link from the FBPE website to each organization’s website;
- Make the Chair, Vice-Chair and select staff members available to present or speak to each organization on behalf of the FBPE regarding laws and rules or on FBPE activities;
- Afford each organization the ability to submit articles as outlined in FBPE’s Style Guide & Information for Outside Authors for consideration and possible publication on the FBPE’s website; and
- Afford each organization the ability to submit event announcements and activities or recent accomplishments for consideration and possible publishing on FBPE’s social media outlets (Facebook, LinkedIn, etc.)

On behalf of the Florida Board of Professional Engineers, we certainly hope that those engineering associations and societies currently serving Florida’s licensed engineers will consider assisting the FBPE by creating and maintaining a working relationship with the Board.

To initiate a relationship, request additional information on any aspect of the Outreach Program, or address the Board with any questions or concerns, please contact Zana Raybon, FBPE’s Executive Director at zraybon@fbpe.org or Shannon McCoy, FBPE’s Public Information Officer at smccoy@fbpe.org.

William C. Bracken, PE, SI, CFM
FBPE Chair

William C. Bracken, PE, SI, CFM is a licensed Professional Engineer and Special Inspector in the State of Florida and is the President and Principal Engineer for Bracken Engineering located in Tampa, Florida. Mr. Bracken has served on the FBPE Board since 2012 and was the Board’s Vice-Chair for 2013-2014. He is currently serving his first term as FBPE’s Chair.
(d) registration as building inspector or general contractor; or
(e) four years of Threshold Building inspection training on non-Threshold Buildings performed under the supervision of a Special Inspector who was in responsible charge of the trainee’s work; or
(f) possess the following certification(s):
   1. advanced concrete inspection from a nationally recognized entity such as ACI or equivalent prior to inspection of concrete components,
   2. advanced structural masonry inspection from a nationally recognized entity or equivalent prior to inspection of masonry components,
   3. advanced post tensioning from a nationally recognized entity such as Post Tension Institute or equivalent prior to inspection of post tensioned components,
   4. basic structural steel from a nationally recognized entity such as ICC, AISC or equivalent prior to inspection of structural steel components,
   5. basic soils from a nationally recognized entity such as ICC or equivalent prior to inspection of soil related components.

To view the laws and rules currently in effect governing the practice of engineering within the State of Florida, go to the Legal section of FBPE's website at www.fbpe.org, and select the Statutes and Rules page. If you have any questions or concerns related to this article, send your inquiry to board@fbpe.org.

If you are interested in finding out when the Authorized Representative Committee meets and/or how to participate, access the calendar on our website or email board@fbpe.org.
As of Friday, March 27, 2015, Governor Rick Scott has appointed three new members and re-appointed one member to the FBPE.

FBPE’s newest members include Babu Varghese, PE, SI, CGC, CCC, C. Kevin Fleming, PE and Elizabeth Howard, Esq. Current Board member and Vice-Chair, Anthony “Tony” Fiorillo, PE, SI, CGC was also reappointed with his term ending October 31, 2018.

Babu Varghese, PE, SI, CGC, CCC is a licensed Florida Professional Engineer, Special Inspector of threshold buildings, Certified General Contractor and Certified Roofing Contractor. In addition he is also licensed in Alabama, Colorado, Louisiana, North Carolina, South Carolina, Virginia, Mississippi, Georgia, Iowa, Missouri, Tennessee and the United States Virgin Islands.

Mr. Varghese is the President and Principal Engineer of Abtech Engineering Inc., located in Fort Lauderdale, Florida, which he founded in 1988. His capabilities range from concept through final design on numerous commercial and industrial buildings. Additionally, his experience includes a focus on forensic engineering where he has appeared in court as an expert witness on numerous cases. Mr. Varghese holds Bachelor and Master of Science degrees in Engineering, and fills a vacant seat on the Board. He is appointed for a term beginning February 20, 2015, and ending October 31, 2016.

C. Kevin Fleming, PE is the Vice-President and principal electrical engineer for McGinniss and Fleming Engineering, Inc. located in Tallahassee, Florida. Mr. Fleming has been a registered Professional Engineer since 1994 and his engineering career has focused primarily on the institutional and commercial construction industry. He obtained his Bachelor of Science in Electrical Engineering degree from Florida State University and succeeds Board member John Burke, PE. He is appointed for a term beginning March 27, 2015, and ending October 31, 2018.

Elizabeth B. Howard, Esq. of Jacksonville, is a partner with Boyd & Jenerette P.A. and the Department Head of the firm’s Construction Law Group. Ms. Howard has been Board-Certified in Construction Law since 2009 and AV-rated by Martindale-Hubbell. She serves as an Expedited Commercial Panel Arbitrator for the American Arbitration Association and as a professor of Construction Law at Florida Coastal School of Law. Ms. Howard has served for many years on the Board of Governors of the Jacksonville Bar Association and is an active member of American Foundation for Suicide Prevention, Florida First Coast Chapter. She is also an active member of the American Bar Association, Forum on the Construction Industry. She succeeds Nola Garcia de Quevedo and is appointed for a term beginning March 27, 2015, and ending October 31, 2018.

While FBPE welcomes its newest members, we must also say goodbye to two of its long-term serving members John C. Burke, PE and Nola Garcia de Quevedo.

(Continued on page 7)
John C. Burke, PE has served on the FBPE since January of 2004 through March 2015, during which time he has acted as the Board's Vice-Chair and Chair, served as both member and Chair of the Rules Committee and Probable Cause Panel (PCP). He is a registered electrical Professional Engineer with Hazen and Sawyer’s office located in Jacksonville, Florida, and possesses over 43 years of experience in planning, design and project management of power, control and instrumentation systems associates with water and wastewater facilities. His capabilities range from concept through final design, and extend to construction management and power systems analysis.

He has also provided complete electrical, control, and instrumentation interface design and construction management of new water and wastewater treatment pumping, as well as the electrical design for the addition and modifications to existing stations. In his capacity as Project Manager and electrical engineer of record on many multi-million dollar projects, he was responsible for the electrical design of a high-level disinfection facility, modification of an existing motor control center, conduit and wiring and other ancillary electrical equipment for screenings compactor systems, and pump station rehabilitations.

Nola Garcia de Quevedo joined the FBPE in February of 2008 and has also served through March 2015. Ms. Garcia de Quevedo previously worked at Florida International University's College of Engineering where she left to start up BattleBots IQ, the first robotics program that included teacher training, curriculum and competitions for middle school, high school and post secondary schools.

She has been directing robotics teams around the country for fourteen years, and as CEO of BattleBots IQ, Inc. she coordinated the growth of the program, produced regional and national events, facilitated teacher trainings, and worked with the manufacturing industry to bridge the gap between education and workforce development.

Ms. Garcia de Quevedo also serves as the Founder and President of StarBot Inc., a not-for-profit robotics education center that serves the South Florida community of both public and private schools. StarBot, Inc. is also a leader in bringing engineering education to many at-risk youth programs. She is also the Vice-President of the Symbiosis Foundation dedicated to excellence in engineering education. Her background and experience in robotics education has been recognized by the Robotics Society of America, the National Tooling and Machining Association, the American Welding Society, the University of Miami, the City of Miami, the City of Miami Beach and other leaders in education and manufacturing.

She created the 305 Consortium, a group that consists of local business leaders, students, teachers, parents and people who are dedicated to bringing STEM (Science, Technology, Engineering and Mathematics) programs and opportunities to the students of Miami.

We look forward to working with the newly appointed FBPE members and on behalf of FBPE/FEMC staff and other Board members, we wish to express our gratitude for the invaluable service these individuals have provided by serving on the FBPE, as well as their dedication to their profession.

We wish each continued success in their future endeavors and they will all be missed!

For a full listing of FBPE and FEMC Board members go to our website at www.fbpe.org and select About FBPE or About FEMC. All Board and committee meetings can be found on the calendar maintained on our website at www.fbpe.org. In addition, Board meeting agendas and final approved minutes can be found under the Meetings and Information section of our website at http://fbpe.org/index.php/meetings-and-information/agendas-minutes-meeting-materials. Should you have any questions, issues or concerns and want to contact the Board, you can send an email to board@fbpe.org.
Change & Reorganization of Rule 61G15-23 - SEALS

Starting in 2013 the FBPE began work on expanding the rules governing signing and sealing to include various electronic methods. After completing those efforts in the latter part of 2014, the FBPE then performed a critical review of the chapter as a whole. This review found some rather antiquated references like those regarding sealing mylar, linen and sepia. The review also found that the organization of the chapter did not accommodate all of the newly added methods of signing and sealing in a manner that was easy to understand. The FBPE decided, in light of this review, that the entire chapter needed to be updated and reorganized.

Originally Chapter 61G15-23-Seals was organized as follows:

61G15-23.001 Seals Acceptable to the Board.
   (1) Forms of seals which are acceptable to the Board
   (2) Embossing impression, permanent ink and computer generated representations

61G15-23.002 Seal, Signature and Date Shall Be Affixed.
   (1) A professional engineer shall sign by hand and affix the licensee’s seal to:
   (2) Index sheet
   (3) Title blocks
   (4) Engineers working for local, State or Federal Government agencies
   (5) A professional engineer may only seal:
   (6) A professional engineer shall not seal:
   (7) A professional engineer shall not seal:
   (8) Electronically transmitted plans

61G15-23.003 Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents.
   (1) Engineering work may be signed electronically or digitally
   (2) A professional engineer utilizing a digital signature to seal engineering work
   (3) A professional engineer utilizing an electronic signature to seal engineering work
   (4) A professional engineer signing and sealing a document in electronic form

The reorganization and updating of Chapter 61G15-23-Seals is organized as follows:

61G15-23.001 Signature, Date and Seal Shall Be Affixed
   (1) A professional engineer shall sign, date and seal
   (2) Plans and Prints
   (3) Engineering Specification and Calculations
   (4) Engineering Reports or Other Documents
   (5) The date that the signature and seal is affixed
   (6) Professional engineers working for local, State or Federal government agencies
   (7) A professional engineer may only sign, date and seal
   (8) A professional engineer shall not sign, date and seal

61G15-23.002 Seals Acceptable to the Board
   (1) Only the following seals are authorized to be used
   (2) Wet Seals, Embossing Seals and Digitally Created Seals

(Continued on page 9)
Each quarter FEMC/FBPE is required by contract to provide the Department of Business and Professional Regulation (DBPR) with a compliance report. These reports contain information related to licensure, legal deliverables and performance standards such as the number of applications received and processed and the status of complaints and disciplinary cases.

You can view the latest report for the 2nd quarter of the 2014-2015 contract year, along with previous issues, by visiting our website at www.fbpe.org and selecting Quarterly Reports under the Corporate section.

Should you have any questions related to this report or others found on our site, please send your inquiries or comments to board@fbpe.org.
If a complaint is opened against a PE by the Board and FEMC, an investigation is commenced. But before that investigation gets under way the PE is notified of the existence of the complaint and the basis for the complaint being opened. The PE has the right—but is not required—to respond with any information that might be relevant to the matters identified in the issues that formed the basis for opening the complaint in the first place. In fact, most PEs file a response which is fully considered during the investigative process. Usually, the material received from the PE addresses the ultimate issues that are used to resolve the complaint—either with a Closing Order or with an Administrative Complaint.

However, that is not always the case. PEs should be aware that when an investigation is opened the issues that justified the complaint initially are not necessarily those which surface during the investigation. For example, it is not unusual for a case involving technical engineering issues to be expanded during investigation to include matters not even discussed in the initial complaint, either by new facts coming to the investigator’s attention or by new technical issues being identified by the Board’s expert reviewer when the file is forwarded to the expert PE doing the technical review.

Thus, it is by no means always the circumstance that the ultimate charge against the PE is the same as that contained in the initial notice of complaint that went to the PE. The law does not require the Board or FEMC to send out additional notices if things change during the course of the investigation. The law does provide a method for the PE to be made aware of such changes in the scope of the case. A PE has the right to see the final outcome of the investigation before the file goes before the Board’s Probable Cause Panel (PCP) and to file a final response which will be considered by the Panel. Section 455.2255(1), F.S.—Classification of Disciplinary Actions, provides that a PE can, by filing a written request with FEMC during the investigation, receive a copy of the final investigative report and can file a written response to that final report. However, a written request must be filed with FEMC before the file is complete to take advantage of this right.

As a result, PEs would be well advised, in any response to the initial notification that a complaint has been filed and an investigation opened, to make an explicit request for a copy of the final investigative report. This gives the PE a last chance to respond to the matters that are actually going before the Board’s PCP. Such a right when exercised can be crucial to the fairest resolution of the case. As a matter of fact, on several recent occasions, by seeing the final report, the PE could have ended any likelihood that an Administrative Complaint would be issued by providing dispositive answers to issues that arose during the investigation but which were not necessarily discernible from the initial complaint material. If the PE had sent that information to FEMC before the case went to the PCP then it is very likely that charges would not have been brought. By not taking advantage of this statutory right, however, the PE was charged with a violation that could have been avoided.

In short, if a PE receives notice that a complaint has been filed and an investigation opened, then at a minimum the PE should request in writing to be sent a copy of the final investigative report prior to the transmission of the file to the PCP.

To learn more about the complaint and enforcement process go to FBPE’s website at www.fbpe.org, and select the Legal Overview page under the Legal section.
Recent Engineer Discipline

In the last few months, the Board has formally approved the following enforcement cases based on the Florida Statutes and Rules applicable at the time of the violation. Included is a brief description of the licensee's violation and discipline imposed by the Board.

Harold Bergsten, PE
PE 43607
Case No. 2013021397

Licensee was charged with violating Section 471.033(1)(g), Florida Statutes and Rule 61G15-19.001(4), Florida Administrative Code, negligence in the practice of engineering. Licensee signed and sealed engineering documents as a delegated engineer which were rejected numerous times by the Engineer or Record due to deficiencies. The deficiencies include, but are not limited to, failure to include required calculations or design loads, the calculations did not include correct design loads and were missing the design of numerous members and also included mathematical errors.

Ruling: The case was presented to the full Board through an Informal Hearing. The Board imposed Costs of $1,643, Probation for two years during which time Licensee shall complete a Board-approved course in Engineering Professionalism and Ethics, Project Review at 6 and 18 months, and the Board’s Study Guide. A Final Order was issued on February 18, 2015.

Violation: Section 471.033(1)(g), Florida Statutes and Rule 61G15-19.001(4), Florida Administrative Code

Amr T. Gawad, PE
PE 49416
Case No. 2013048128

Licensee was charged with violating Section 471.033(1)(f), Florida Statutes, Rule 61G15-19.001(2)(a), (b), (c), (e), (f), (g), Florida Administrative Code, by advertising services in a manner that is fraudulent, false, deceptive or misleading in form or content and Section 471.033(1)(a), Florida Statutes, by offering and practicing engineering through an entity without obtaining a Certificate of Authorization. Licensee represented that he possessed specific design experience. Licensee approached to perform engineering services with the specific request from a client that Licensee possessed specific design experience. Licensee represented that he possessed such design experience. An investigation determined that the Licensee did not, in fact, possess the design experience as represented. Additionally, the contract offered and entered into between the Licensee and the client was through a company that at that time did not have a Certificate of Authorization to offer engineering services.

Ruling: The case was presented to the full Board based upon a Settlement Stipulation. The Board imposed an Administrative Fine of $1,000, Costs of $1,298.50, Appearance before the Board, completion of a Board-approved course in Engineering Professionalism and Ethics and the Board’s Study Guide. A Final Order was issued on February 16, 2015.

Violation: Section 471.033(1)(f), Florida Statutes, Rule 61G15-19.001(2)(a), (b), (c), (e), (f), (g), Florida Administrative Code and Section 471.033(1)(a), Florida Statutes

You can access the final orders for these cases and other recent engineer disciplines on our website under the Legal section at http://fbpe.org/legal/disciplinary-actions. If you are unsure if an engineer has been disciplined you can verify their license on www.myfloridalicense.com. Information on public cases in which an engineer has been disciplined can be obtained by sending an email request to publicrecords@fbpe.org.

Disclaimer: FBPE would like to note that every effort has been made to ensure the accuracy of discipline information; however this should not be relied upon without verification from the Board office or website. It is possible that names of companies and individuals listed may be similar to the names of parties who HAVE NOT been disciplined or had compliant actions taken against them, so we encourage you to review licensee information on www.myfloridalicense.com, contact our office or make a public records request should you have any specific questions regarding disciplinary actions. Public records requests can be sent to publicrecords@fbpe.org.
Renewal Ends with Great Success!

With licensure renewal for Florida engineers and engineering companies now officially over, FBPE is happy to report that over 36,365 PE licenses and 4,808 certificates of authorization were successfully renewed as of March 13, 2015. We believe the implementation of on-line renewal last biennium, FBPE’s efforts to communicate pertinent information to the licensees, before and during the renewal period, and the licensees being proactive about updating and managing their accounts, aided in streamlining the whole renewal process.

For those that still have not renewed their license, you will have to contact the Board office at 850-521-0500, ext. 113 for assistance. You will be required to verify that you have completed your continuing education and will then be assisted through the delinquent renewal process on-line. The Board encourages anyone who did not utilize the myfloridalicense.com portal, to establish an account for your license and you can then manage your licensure information more effectively. Please note that if you did not renew during this last renewal period, you will have to pay the $98.75 renewal fee plus a $100.00 delinquent fee to renew your license. If you have not renewed your license within the last two renewal cycles your license became "Null and Void" on February 28, 2015. You can verify the status of your license at myfloridalicense.com prior to contacting the Board office at 850-521-0500 for assistance in re-applying for licensure in Florida.

If you hold a Certificate of Authorization (COA) for your company, be sure to check the status on DBPR’s website, www.myfloridalicense.com. If the professional engineer who qualifies the company renewed his or her license AFTER payment was made to renew the COA, the certificate WILL NOT RENEW. The licensing program has a sequel rule that requires the PE to renew before the COA can renew. Again, check your status online and contact our office at 850-521-0500, ext. 110 if the COA is not renewed.

***NOTE: For all those licensees that successfully renewed, please allow approximately 4-6 weeks to receive your updated license. If after this time you still have not received your license, please verify the mailing address you have associated with your account and contact the Board office at 850-521-0500 to find out the status of your mailing.

New CE Requirements for Engineers Now in Effect

Effective March 1, 2015, the Legislature approved and passed HB 713 which requires licensed professional engineers to obtain a total of eighteen (18) continuing education (CE) course hours in order to renew their licenses. These requirements are now officially in effect for the 2015-2017 biennial renewal.

Of the 18 hours, one (1) hour must be related to the laws and rules of professional engineers, one (1) hour must relate to professional ethics, and the remaining 16 hours can relate to any topic pertinent to the practice of engineering. Continuing education hours may be earned by presenting or attending seminars, in-house or non-classroom courses, workshops, or professional or technical presentations made at meetings, webinars, conventions, or conferences, including those presented by vendors with specific knowledge related to the licensee’s area of practice.

One (1) hour of the continuing education course hours may be obtained by serving as an officer for a Board-recognized professional or technical engineering society. The required hours relating to law, rules and ethics may also be earned by a PE serving as a member of the Legislature or as an elected state or local official.

Refer to F.S. 471.017(3) and Chapter 61G15-22.001, F.A.C. for a full description of the changes related to continuing education requirements for licensed engineers. You can view the statute in its entirety by going to the Statutes and Rules page under the Legal section of our website or by going to http://www.fbpe.org/index.php/legal/statues-and-rules.

***NOTE: The Board expects to have the rules officially documented to reflect the new rule in mid-summer 2015.
CE Provider Renewal & Reporting - What You Need to Know

Current Continuing Education Providers with provider licenses will expire on May 31, 2015. To assist providers in renewing their licenses refer to the instructions below.

CE Provider Online Renewal

1. Different than last renewal cycle, you can use one of the following web browsers to access the renewal system: Internet Explorer, Mozilla Firefox or Google Chrome. We encourage you to make sure that you have the most current versions of any one of these browsers prior to attempting to renew your license.

2. You will go to www.myfloridalicense.com, and either select “Renew Your License” or “Licensee Login.” If you have not accessed your account recently, you may be prompted to “Create an Account.”

3. You need your license number, activation code, which is the last four digits of your social security number or the last four of your FEIN #, to successfully create your account. Note that your license number is not the provider number assigned to you upon approval. If you cannot locate your license number you can retrieve your license number by selecting “Verify a License” through www.myfloridalicense.com or contact our office at (850) 521-0500, ext. 113 for “Continuing Education.”

4. If either of these numbers does not work, you should contact Nancy Wilkins at the Florida Board of Professional Engineers at (850) 521-0500 ext. 113. Once you have established your account, you may change your contact information, if necessary, and then continue the process to renew your license.

5. You will then pay your fees and renew your license.
   a. For CE Providers NOT Conducting Laws & Rules Courses - After processing your renewal please forward Nancy Wilkins an email stating you have renewed your license so your courses will also be updated. The email address is cedesk@fbpe.org.
   b. For CE Providers CONDUCTING Laws & Rules Courses - After processing your renewal please complete the Laws & Rules Renewal Application found on our website on the Provider Application Process & Renewal page under the Continuing Education section or by going to http://fbpe.org/index.php/continuing-education/provider-application-process. Follow the instructions and mail to the FBPE office.
   c. For CE Providers PLANNING TO CONDUCT Laws & Rules & Ethics Courses - After processing your renewal, you will need to wait until the Board completes the official rule changes and then submit a new “no-fee initial application” for your courses to be updated. The Board expects to have the rules officially documented to reflect the new rule in mid-summer 2015. You will be notified and provided instruction on completing the application at that time.

If you have any questions regarding the CE provider renewal process, please feel free to contact Nancy Wilkins at cedesk@fbpe.org or by calling FBPE’s office at (850) 521-0500, ext. 113.

(Continued on page 14)
Rule on Continuing Education Providers and Reporting

Regardless of the recent rule change to 61G15-22.008, Record Keeping, Florida Administrative Code, where in engineer licensees are responsible for maintaining sufficient records demonstrating completion of qualifying professional development hours for at least two licensure cycles (four (4) years), all CE providers are still required to provide completion certificates to course participants.

Rule 61G15-22.012, Florida Administrative Code, states, in part:

61G15-22.012 Obligations of Continuing Education Providers. To maintain status as a continuing education provider, the provider must: (3) Furnish each participant with an individual certificate of attendance. An attendance record shall be maintained by the provider for four (4) years and shall be available for inspection by the Board and the Florida Engineers Management Corporation.

As a provider, you should be aware that you are obligated to provide certificates of completion to all course attendees and you are also required to maintain accurate records for four (4) years. Failure to comply with this rule may result in a loss of your provider license and the ability to provide continuing education courses to Florida engineers.

If you have any questions regarding record retention of CE hours or the audit process, please contact the Board office at (850) 521-0500 ext. 113 or send an email to cedesk@fbpe.org.

Important Provider Information About 2014 CE Requirements Rule Change

Please be advised that due to changes in continuing education requirements for Professional Engineers made by the Florida Legislature in 2014, Continuing Education (CE) Providers will eventually need to update their Laws and Rules applications to include continuing education in Ethics, if the provider plans to teach the one (1) hour of Ethics. Although the statute change went into effect on March 1, 2015, the FBPE is still working to update the rules pursuant to the legislative changes made to Section 471.017, F.S.

Until the Board finalizes the rule changes, the Board is asking that all CE providers who plan to renew their CE provider license simply submit your renewal now. Once the rule changes are complete, the Board will notify all CE providers and can then submit a new no-fee initial application that will include your course information. We expect the rule changes to be finalized by mid-summer of 2015.

Additionally, the FBPE will not be providing instructions for using the DBPR reporting tool. With the commencement of the CE audit following renewal in 2013, CE providers are no longer required to report CE credits for engineers. Since some providers have elected to report and others have not, it causes a great deal of confusion for licensees. Therefore, we prefer that no providers report CE credits using the DBPR reporting tool but continue to provide certificates to licensees as required by rule. If selected for an audit of CE, the licensee will provide the appropriate certificate to FBPE.

If you have any questions regarding CE provider renewal, please feel free to contact Nancy Wilkins at cedesk@fbpe.org or by calling FBPE’s office at (850) 521-0500.

Engineer CE Audit Coming Soon!

With a successful renewal, now comes the time for Compliance Audits of the continuing education requirement. Rule 61G15-22.008, Record Keeping, F.A.C. and Rule 61G15-22.006, Demonstrating Compliance, F.A.C. were modified last biennium eliminating the reporting of continuing education to the Board. Instead, all licensees are now required to maintain sufficient records demonstrating completion of qualifying professional development hours for at least two licensure cycles or four (4) years and are subject to an audit to assure the CE requirements have been met.

Beginning June 1, 2015, the FBPE will pull a random sampling of our licensed engineers to conduct the post-renewal compliance audit for continuing education. If you are a PE and are selected for the audit, you will need to provide proof of your CE credits taken between the March 1, 2013-February 28, 2015 biennium to the Board. If you are chosen for the audit and your record shows a shortfall of the continuing education requirement, you will be contacted to supply proof that you completed the requirement during the biennium by submitting copies of the completion certificates. Remember, licensees and providers are both required to maintain record of the hours earned for four (4) years, or two renewal periods.

If you have any questions regarding record retention of CE hours or the audit process, please contact the Board office at 850-521-0500, ext. 113 or send an email to cedesk@fbpe.org.
CE Provider Renewal
Frequently Asked Questions

FBE has compiled the following questions and answers generally asked by our Continuing Education providers during each renewal cycle. We hope this information will provide clarification of some of the most common issues that arise each biennium and how to get them resolved. If you have any other questions or require additional information regarding any of the information below we encourage you to contact the Continuing Education desk at the Board office at (850) 521-0500, ext. 113 or send an email to cedesk@fbpe.org.

1. What is the renewal fee for Continuing Education (CE) providers? The renewal fee for the 2015-2017 biennium is $250.00 for CE providers.

2. What is the application fee for Laws and Rules and Ethics? The application fee for Laws and Rules is $50.00, however, the initial application fee for providers to file for an Ethics course will be waived until the rule change is finalized and documented in mid-summer 2015.

3. What information do I use to login to my account? You will need your provider license number and your activation code which is either the last four digits of your social security number or the last four of your Federal Employer Identification Number (FEIN). Note that your license number is not the provider number assigned to you upon approval. If you cannot locate your license number you can retrieve your license number by selecting “Verify a License” through www.myfloridalicense.com or contact our office at (850) 521-0500, ext. 113 for “Continuing Education.”

4. I am using my information to login but I can’t access my account. What next? You will need to contact Nancy Wilkins at 850-521-0500, ext. 113 or via email at cedesk@fbpe.org.

5. I forgot the answer to the security question associated with my account. How can I get that information? Contact the Board office at (850) 521-0500, ext. 113 for assistance or send an email request to Nancy Wilkins at nwilkins@fbpe.org. Once we have retrieved the information for you an email will be sent to you with the answer to your security question; however, it may take up to 24 hours to complete your request. If you are sending an email request to retrieve your answer, you MUST include your name, license number and email to complete the request.

6. I forgot my password to access my account. How can I retrieve that information? If you attempt to sign into your account to renew your license and have forgotten your password, you can select “Forgot My Password.” You will then be prompted to “Create a New Password” by answering your security question and should then be able to access your account. If you do not know the answer to your security question please follow the instruction provided in question five (5).

7. Does renewing my provider license also renew all of my courses? No. Once you have renewed your provider license you will need to email Nancy Wilkins at cedesk@fbpe.org, stating you have renewed and she will update all of your courses.

8. What if we have new courses to add? If you need to add courses to your listing you will need to email Nancy Wilkins at cedesk@fbpe.org, and include your provider name and license number; the name of the course and the PDH value of the course. You will then receive a number for that course.

9. Do providers have to report on the reporting system? Providers are not required to report CE credits to the FBPE. As of last biennium, Rule 61G15-22.008, Record Keeping, Florida Administrative Code, was changed requiring engineer licensees to maintain sufficient records demonstrating completion of qualifying professional development hours for at least two licensure cycles or four (4) years. With the rule change however, all CE providers are still required to provide completion certificates to course participants / licensees who are subject to an audit after renewal.

10. How long is a CE provider required to hold onto a participant’s records? As a provider, you should be aware that you are obligated to provide certificates of completion to all course attendees and you are also required to maintain accurate records for four (4) years. Failure to comply with this rule may result in a loss of your provider license and the ability to provide continuing education courses to Florida engineers.

If you have any questions regarding your obligations as a Continuing Education provider after reviewing Rule 61G15-22.012, the rule change regarding CE reporting (Rule 61G15-22.008), or the new CE requirements for licensees covered in Section 471.017, F.S, please feel free to contact the Board office at (850) 521-0500, ext. 113 or email Nancy Wilkins, at cedesk@fbpe.org.
FBPE’s Active Committees

The Florida Board of Professional Engineers (FBPE) utilizes numerous administrative and technical committees to help conduct its business. These committees meet on alternate months from the full board meetings and are used to accept or solicit input from Florida’s licensees.

Recently, the number of committees, their structure and their makeup has been updated. FBPE’s active committees include:

- **Application Review – Experience Committee**, chaired by Board member Warren G. Hahn, PE;
- **Application Review – Education Committee**, chaired by Board member Michelle D. Roddenberry, PhD, PE;
- **Rules Committee**, chaired by Board member William C. Bracken, PE, SI, CFM; and the
- **Education Rules Committee**, chaired by Board member Michelle D. Roddenberry, PhD, PE.

In cooperation with the Florida Board of Architecture and Interior Design (FBAID), the FBPE also appointed three of its members to a Joint Architecture/Engineering Task Force.

The **Application Review – Experience Committee** is a standing committee charged, in general, with reviewing applications to sit for the Principles and Practice (PE) exam, as well as applications to receive PE licensure by endorsement. This committee’s task deals primarily with determining an applicant's sufficiency with respect to engineering experience as defined in F.S. 471.013, Exams, Pre-requisites, and F.S. 471.05, Licensure.

The **Application Review – Education Committee** is a standing committee tasked, in general, with reviewing applications for the Fundamentals of Engineering (FE) exam and when necessary applications for the PE exam and PE by endorsement. This committee’s responsibilities deal specifically with determining an applicant's sufficiency with respect to the education requirements as stated in F.S. 471.013, Exams, Pre-requisites, and F.S. 471.05, Licensure.

The **Rules Committee** is an established committee responsible for reviewing, managing and creating updates to the rules that govern the practice of engineering in the State of Florida. This committee’s primary duties include making reports and recommendations to the full FBPE.

The **Education Rules Committee** reviews, manages and creates updates to the education requirements applicable to the practice of engineering in the State of Florida. It also submits reports and recommendations to the full FBPE for final review and approval.

All FBPE and FBPE Committee meetings are open to the public and licensees are encouraged to attend. To view a listing of upcoming meetings, access the calendar on the Board’s website at [www.fbpe.org](http://www.fbpe.org). If you are interested in attending a meeting or have any questions/concerns, send an email to board@fbpe.org.

FBPE Connection Article Submission

The goal of the Florida Board of Professional Engineers (FBPE) in publishing its quarterly **Connection** newsletter is to report on FBPE, FEMC and Board staff’s actions and activities. In addition, the FBPE does accept articles from recognized professional organizations and academic institutions wishing to disseminate industry-related information.

If you are interested in submitting an article for consideration or to obtain a copy of the FBPE’s **Style Guide and Information for Outside Authors** please visit FBPE’s website at [www.fbpe.org](http://www.fbpe.org). If you are interested in reprinting information published in one of our publications, please contact FBPE’s Public Information Officer, Shannon McCoy at smccoy@fbpe.org.
Maintaining Accurate Records...It's Your Job!

Did you know that whenever your contact information changes it is YOUR responsibility to update your licensure record? FBPE wants to remind you of the importance of keeping your vital information accurate on your licensure record.

It is the responsibility of the licensee or certificate holder to notify the Board of any change of vital information previously submitted, such as a name or address change, change of employer, or change of PE in responsible charge for a firm.

This information should be provided within 30 days of when the change occurs to ensure proper delivery of licensure correspondence and uninterrupted Board service. We also encourage licensees to provide the most current email address as we routinely provide special notices, information and the quarterly newsletter electronically.

To submit your changes you can simply select the Change Contact Information page under the Licensure section or go to http://www.fbpe.org/index.php?option=com_chronoforms5&chronoform=LicenseContactChange and complete the interactive form. You can also manage your license account, by selecting Licensee Login on DBPR’s on-line portal at www.myfloridalicense.com. If you experience problems using either of these methods you can also email the Board your change request to board@fbpe.org. Note: when emailing your request to update your record with new information YOU MUST INCLUDE your full name, license number, old and new address, phone number and email.

For those individuals requesting to change their name and obtain a new copy of your license, YOU MUST SUBMIT new photo identification and a copy of a marriage certificate, divorce decree, or court order along with the appropriate order form and the $25.00 fee. The order form can be downloaded from our website under “Order Form for Duplicate Licenses and Certificates” at http://fbpe.org/licensure/other-forms.

Additional forms can be located on this page, such as requests to change active/inactive license status, retired license status, and verification of licensure. If you have any questions feel free to contact the Board’s office at (850) 521-0500.

Criminal Reporting to the FBPE

As provided in Section 455.227(1)(t), Florida Statutes, Grounds for Discipline; Penalties; Enforcement, all FBPE licensees are required to report in writing to the Board within 30 days after the licensee is convicted or found guilty of, or entered a plea of nolo contendere or guilty to, regardless of adjudication, a crime in any jurisdiction. Failure to timely report will result in disciplinary action being taken against the licensee.

To report this information to the Board send an email to Wendy Anderson, FBPE/FEMC Investigator at wanderson@fbpe.org. You MUST INCLUDE your name, license number, the date of the conviction, what you were convicted of or the charge to which you pled guilty along with any sentencing information (if that is available upon reporting).

You can read the above mentioned statute in its entirety at www.leg.state.fl.us/Statutes or to view all the laws and rules as it relates to the practice of engineering you can go to our website at www.fbpe.org and select Statutes and Rules under the Legal section on the Home page.
Congratulations Examinees!

FBPE applauds all of the candidates that successfully passed the NCEES Fundamentals of Engineering (FE) Exam.

We wish them much success as they move towards the next step in their engineering careers!
NCEES Launches Inaugural Licensure Statistics Report

In February 2015, NCEES announced the release of their licensure statistics publication, NCEES Squared, and their interactive annual report. Both publications are considered the official source for engineering and surveying licensure statistics.

This new annual publication is designed to make licensure data available to a wide audience, including educators, employers, and the general public. It includes information about the number of U.S. licensees, exam volume and pass rates for NCEES exams, the average age of examinees, and much more. Some of the highlights include:

- Examinee volume and pass rates for the FE, FS, PE, PS, and SE exams;
- Number of engineering and surveying licensees per jurisdiction;
- Top 10 schools by FE exam volume; and
- Average age of examinees by exam type.

“‘Squared’ refers to being direct, honest, and in good order,” said NCEES Chief Executive Officer Jerry Carter. “Recent technology enhancements now allow us to analyze more data. We wanted to offer a straightforward account of our 2013–14 fiscal year through data that measure where licensure is today and the trends we are seeing. We hope this information will help more people understand licensure and its importance to our everyday lives.”


NCEES also released its 2014 annual report as an interactive website that complements the printed publication. The annual report provides an overview of the organization’s accomplishments and growth over the past fiscal year. The annual report website features videos from 2014 events and interviews with NCEES members and leadership on the organization’s various initiatives. To access the annual report and download a pdf of the printed publication go to http://reports.ncees.org/2014/12/overview/.

NCEES’ April 2015 issue of Licensure Exchange is now available for download on their website at http://ncees.org/wp-content/uploads/2015/04/Licensure-Exchange_April-2015.pdf. This month’s issue features articles on:

- Enforcement;
- Model Law & Rules;
- Upcoming NCEES Annual Meeting;
- Zone Meetings;
- AAES and the Engineering Competency Model and much more.

Archives of previous issues are also accessible on their website at http://ncees.org/about-ncees/ncees-licensure-exchange/.

This page contains a brief overview of recent news releases by NCEES concerning items that may be of interest to our engineering community. These updates published here are intended to be only a brief description so we encourage you to visit www.ncees.org for full releases and their latest and most up-to-date information.
The Florida Legislature found that it was necessary, in the interest of public health and safety, to regulate the practice of engineering in the State of Florida and thus created Chapter 471, Florida Statutes, the Engineering Registration Law. Under this law, the Florida Board of Professional Engineers is responsible for reviewing applications, administering examinations, licensing qualified applicants, and regulating the practice of engineering throughout the state. The Board is comprised of 11 members, nine of whom are licensed professional engineers representing multiple disciplines and two laypersons who are not and never have been engineers or members of any closely related profession or occupation. All members are appointed by the Governor for terms of four years each.

**Florida Board of Professional Engineers**

**Chair**
Vivian Boza
C. Kevin Fleming, PE
Elizabeth Howard, Esq.
Michelle D. Rambo-Roddenberry, PhD, PE
Zana Raybon - Executive Director

**Vice-Chair**
Anthony J. Fiorillo, PE, SI, CGC
Roland P. Dove, PE
Warren G. Hahn, PE
John Pepper, PE
Kenneth Todd, PE
Babu Varghese, PE, SI, CGC, CCC

**Florida Engineers Management Corporation**

Under Section 471.038, Florida Statutes, administrative, investigative and prosecutorial services are provided to the Florida Board of Professional Engineers by the Florida Engineers Management Corporation (FEMC). FEMC is a non-profit, single purpose corporation that operates through a contract with the Department of Business and Professional Regulation. The FEMC Board of Directors is composed of seven members. Five members are appointed by the Florida Board of Professional Engineers and must be Florida registrants. Two members are appointed by the Secretary of the Department of Business and Professional Regulation and must be laypersons not regulated by the Board.

**Chair**
Anthony J. Fiorillo, PE, SI, CGC
Roland P. Dove, PE
Warren G. Hahn, PE
John Pepper, PE
Kenneth Todd, PE
Babu Varghese, PE, SI, CGC, CCC

**Vice-Chair**
Ernest A. Cox, III, PE
Kimberlee DeBosier, PE
John R. Stewart

**Executive Director**
Shannon LaRocque, PE

**Secretary**
Michelle Morris

**Florida Engineers Management Corporation (FEMC) Staff**

**Executive Director & FEMC President**
Shannon LaRocque

**Executive Assistant**
Rebecca Sammons

**Technology Assistant**
Angie Henricks

**Public Information Officer**
Alan Levin

**Scanning & Records Supervisor**
Shannon McCoy

**Licensure Analyst**
Brendan Henricks
Lisa Simmons
Nancy Wilkins
Rebecca Valentine
Kendra Williams

**Chief Prosecuting Attorney & FEMC Vice-President**
John J. Rimes, III, Esq.

**Investigator**
Wendy Anderson

**Paralegal**
Trischia Finkey

**Controller & FEMC Secretary**
Michele Morris

**Accounting & Finance**
Amanda Day-Janacek