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Commonwealth of Massachusetts
Board of Registration of Professional Engineers and Land Surveyors

Minutes of the September 19th, 2025 Open Meeting

The following attendance was recorded:

Subcommittee Members Present Remotely

Paul Tyrell, PE, PLS, Chairman
Azu Etoniru, PE, PLS, Vice Chairman
Daniel Caron, PE
Joyce Hastings, PLS
Ronald Willey, PE

Subcommittee Members Not Present

Nancy Gould, PE, Secretary
Shallan Fitzgerald, PE

Members of the Public Present Remotely

DOL Staff Members Present Remotely

Cameron Lease, Executive Director
Charles Kilb, Board Counsel
Eric Funk, Board Administrator
Colleen Maloney, Deputy

At 9:30 AM, Cameron Lease announced that the meeting was being recorded.
Chair Paul Tyrell opened the meeting.

Approval of Meeting Minutes

1. August 7, 2025 Meeting
 - a. Chair asked for a motion to approve the meeting minutes of the August 7, 2025 meeting.
 - b. Daniel Caron moved to approve the meeting minutes of the August 7, 2025 meeting.
 - c. Joyce Hastings seconded the motion.
 - d. The motion passed by a roll call vote of 5-0. Members in favor: Paul Tyrell, Daniel Caron, Azu Etoniru, Joyce Hastings, Ronald Willey. Members opposed: none. Members abstaining: none.

Discussion Items

1. Discuss Digitization of JP Exam
 - a. Chair provided background on the subcommittee's discussions thus far.



- b. Colleen Maloney explained that DOL wants to move as many exams as possible in-house, and is looking at a timeline of a year. DOL is looking into space and equipment requirements. The subcommittee would need to decide on virtual proctoring questions, and others, and that work can proceed as the DOL continues its work.
- c. Chair asked for the reasoning behind bringing exams in-house.
- d. Colleen Maloney said that DOL has experienced some issues with vendors and wants to explore a scenario where the agency would have more control over the process.
- e. Chair expressed concern about DOL becoming an exam administrator and asked if, in addition to the JP Exam, DOL would take over administration of the NCEES exams.
- f. Colleen Maloney said that the JP Exam would be a test run given that it's only administered twice a year and to a small number of takers, but the NCEES exams would be a huge undertaking that DOL would have to consider.
- g. Chair said there is no way that DOL could take over administration of the NCEES exams. He also explained that there are certain types of PE Exams, such as Nuclear Engineer, that are administered sparingly and to a small number of takers, but still involve a very large undertaking by NCEES. Chair reiterated that exam security is a chief concern. If the question bank was breached, it would take a lot of work to generate additional questions. Increasing the frequency of the exam also requires increasing the number of questions in the question bank.
- h. Colleen Maloney acknowledged the concerns and feedback.
- i. Chair asked when the last exam question was developed.
- j. Joyce Hastings said it has been awhile, questions have been tweaked but brand new questions have not been developed in awhile.
- k. Chair tasked the JP Exam Subcommittee with the task of developing additional questions for the bank.
- l. Joyce Hastings said the JP Exam Subcommittee is working on that.
- m. Chair described the various additional question options that digital administration provides, but that the Subcommittee needs to know what technology will be available to develop those various types of questions.
- n. Colleen Maloney said we can probably get that information quickly enough, and asked if the desire is to have the exam be virtual.
- o. Chair clarified that the exam should be computer-based, but not virtually proctored.
- p. Colleen Maloney said that the technology would be Salesforce based, because that's what company provides DOL's current software.
- q. Chair asked what options Salesforce provides.
- r. Colleen Maloney asked when the next JP Exam is being held.
- s. Eric Funk said it will be held on October 31.
- t. Colleen Maloney said she may attend.
- u. Chair asked what exam takers are allowed to bring to the exam.
- v. Eric Funk said they are allowed to bring as many books as they want, but no loose papers or binders of papers.
- w. Azu Etoniru said he needed to leave the meeting.
- x. Cameron Lease asked if the subcommittee would like to observe the administration of the JP Exam.
- y. Eric Funk provided the contact information for the vendor.
- z. Chair asked about exam ownership for similar exams.
- aa. Cameron Lease said the Board owns the JP Exam, whereas some other standardized tests are owned by private companies.

- bb. Charles Kilb concurred.
- cc. Colleen Maloney discussed next steps for observing the JP Exam
- dd. Cameron Lease asked if there was anything else the JP Exam Subcommittee should be charged with.
- ee. Chair said no, that's a standing priority of the JP Exam and it is challenging.
- ff. Joyce Hastings said the Subcommittee is working on increasing the frequency of their meetings.
- gg. Cameron Lease asked if there was any further business.
- hh. Ronald Willey asked about observing the deliberations of DOL regarding exam decisions.
- ii. Colleen Maloney said these Subcommittee meetings encompass those deliberations.
- jj. Ronald Willey asked if any other exams are being taken in-house by the state.
- kk. Colleen Maloney said no, this exam is a pilot so this is the first exam that would be taken in-house.
- ll. Ronald Willey offered to assist however is needed.
- mm. Cameron Lease said we should schedule the next meeting at a subsequent Board meeting.

Adjournment

The Subcommittee voted to adjourn by unanimous consent.

Documents used at the public meeting:

- Minutes of the August 7, 2025 meeting