

Official Minutes - Official Meeting #2
North American Free Trade Agreement
Portland, Oregon, March 15, 1999
Sector: Licensed Land Surveyors

Participating Parties: Canada (Ca)
 The United States of America (USA)
 The United Mexican States (UMS)

1. Robert R. (Bob) Prescott, Chair of the NSPS NAFTA Committee called the meeting to order at 2:15 p.m. in the Broadway Room of the Doubletree Hotel, Portland Lloyd Center, Portland Oregon, USA. Mr. Prescott welcomed all present for the second official meeting of the land surveyor representatives of the three countries.

It was explained that the meeting was being recorded and that each of the three delegations would be provided with a copy of the tape.

2. Roll was called and it was declared that a quorum was present. Those participating in the discussions were:

Canada

Dick Wright, President, Canadian Council of Land Surveyors (CCLS)
Wayne Brubacher, Chair of CCLS NAFTA committee

United States of America

Bob Prescott, Past President and NAFTA Chair, National Society of Professional Surveyors (NSPS)
Malcolm Shaw, NSPS
Luis A. "Al" Flores, NSPS
Rita Lumos, NSPS
Joanne Darcy Crum, Northeast Zone Vice President, National Council of Examiners for
Engineering and Surveying (NCEES)

United Mexican States

Ing. Braulio Mercado Gutierrez, Presidente, Federacion de Colegios de Ingenieros Topografos de Los
Estados Unidos Mexicanos (FECITEUM, A.C.)
Ing. Lino Solis Lopez, Vice Presidente, FECITEUM A. C.

Several observers were present at the meeting.

3. Mr. Prescott announced that Al Flores would provide the Spanish/English translation. Mr. Prescott then stated that a French translator was present and inquired if anyone required that service. There being no need, the French translator was excused.
4. Ms. Lumos, USA, was appointed to take the minutes.
5. The proposed agenda for the meeting was presented. **Motion 2-1:** *A motion by Mr. Brubacher, seconded by Ing. Braulio Mercado, to approve the agenda as presented was approved unanimously.*
6. Observers and guests present at the meeting were recognized.
7. The English version of the minutes of the previous meeting was received. It was pointed out that the acronym for the Federacion was incorrect in this version. **Motion 2-2:** *A motion by Mr. Brubacher, seconded by Mr. Shaw, to accept the minutes with the correction of the acronym wherever it appears was approved unanimously.*

The Mexican version was received as corrected grammatically by the Mexican delegation. **Motion 2-3:** *A motion by Ing. Mercado, seconded by Mr. Shaw, to accept the minutes as corrected was approved unanimously.*

The French version was received. **Motion 2-4:** *A motion by Mr. Brubacher, seconded by Ing. Mercado, to accept the minutes with the correction of the acronym for the Federacion, as in the English version, was approved unanimously.*

8. Upon inquiry by Mr. Prescott, it was determined that there was no business arising from the minutes of the previous meeting.
9. Mr. Prescott presented the proposed Rules Governing Meeting #2 and asked for discussion. The Rules presented were generally the same as those accepted for Meeting #1. Mr. Brubacher read the Rules in English. Ing. Solis read the Rules in Spanish. Since no one present required the French translation, the chair dispensed with a reading in French. Mr. Wright expressed concern about the wording of item 10 of the Rules. A correction to remove the words “deleted and” in rule 10 was suggested. It was also suggested that a hyphen be placed between the words “mail” and “in” in rule 8. **Motion 2-5:** *A motion by Ms. Lumos, seconded by Ing. Mercado, to accept the Rules in all languages incorporating the above two corrections was approved unanimously.* (See Appendix A for the amended Rules.)

As a clarification, Mr. Prescott pointed out that any member of the three delegations can speak and make motions, but only one principal speaker from each country may vote.

Old Business

10. The status of each country’s letter of support from the appropriate government agency was discussed. NSPS had received a letter of support from the US Trade Office in April, 1997, encouraging it to work with Canadian and Mexican counterparts to develop a common understanding that will facilitate the international practice of the profession. CCLS, FECITEUM, and NSPS were provided copies of the letter. Ing. Mercado indicated that he will request a similar letter from the Mexican government. Mr. Brubacher stated that CCLS has been in contact with the trade ministry for some time and are awaiting a similar letter.
11. At Meeting #1 in Fort Worth, Texas, USA, a questionnaire designed to provide information on the licensing and practice of surveying in each of the three countries had been presented. Ing. Mercado indicated that FECITEUM had completed the questionnaire in Spanish but did not have an English language version to distribute at this meeting. He indicated that he would make it available to the other two countries as soon as possible after the meeting.

CCLS distributed an English Language version to the delegates present. A Spanish language version was not available. Mr. Brubacher stated that it is not officially required to be presented in all three languages (English, Spanish, French), but that it must be translated for the delegates own use into English and Spanish at a minimum.

Motion 2-6: *A motion was made by Mr. Brubacher, seconded by Mr. Shaw, which proposes that all materials to be presented at future meetings be provided in English and Spanish and that no French translation will be required at the meetings until it is deemed necessary. CCLS will translate any material to French necessary for submittal to the Canadian Trade Ministry. The motion was approved unanimously.*

New Business

12. Mr. Brubacher stated for the record the objectives for this meeting. The objectives stated are to identify and recognize committee objectives for future meetings; to identify specific tasks and milestone dates in which to accomplish those tasks; to plan the time between meetings and to set dates and locations for those meetings.

13. Ing. Mercado suggested that future meetings be held twice a year, approximately six months apart and that they rotate among the three countries. He invited the delegations to hold the next meeting in conjunction with a FECITEUM meeting in Tijuana, Mexico, September 14-17, 1999.

Mr. Wright stated that there are two potential meeting dates in Canada: one in conjunction with a CCLS meeting in Ottawa, Ontario in February, 2000, and another in conjunction with a CCLS meeting in Saskatchewan in May, 2000. The exact dates will be known within the near future.

All those present agreed that this meeting schedule is acceptable. Selection of the date and time of the next meeting was deferred to a later agenda item.

A proposed table of objectives and completion times was presented and discussed. Mr. Wright questioned why a Mutual Recognition Document (MRD) was not included in the table. Mr. Prescott stated that there is much work to be accomplished in understanding each countries practice and licensing regulations prior to addressing a MRD, and that it would be added to the objectives at a later date. After discussion, it was decided to alter the proposed date for selecting glossary terms to be defined. **Motion 2-7: A motion by Mr. Brubacher, seconded by Ms. Lumos to adopt the following table, as revised, was approved unanimously.** Distribution of items between meetings is to be by mail.

Date	Activity	By
March 14, 1999	Receive and Distribute Questionnaire	Committee
April 30, 1999	Draft Minutes distributed for approval	Rita Lumos
June 15, 1999	Minutes approved	3 country representatives
June 15, 1999	Select glossary of terms for definition	3 country representatives
September 14, 1999	Submit definitions and select more terms for definition	3 country representatives
September 14-17, 1999	Meeting at Tijuana (informal and formal)	3 country representatives

14. Mr. Brubacher presented a draft design for letterhead which might be used by the participants for correspondence relative to NAFTA. Some modifications to the design were discussed and agreed upon by all parties. It was determined that the form would be revised and distributed to all parties electronically. Each organization will be responsible for printing their own stationery utilizing the electronic file.
15. Education requirements for surveyors in each of the countries was discussed. Mr. Prescott provided the delegates with a list of all the accredited programs in the US. He stated that he will acquire sample curricula for US programs and provide them to the other delegations prior to the next meeting. Canada and Mexico both stated that they will provide similar information.
16. **Motion 2-8: A motion by Mr. Shaw, seconded by Mr. Brubacher, that the next meeting be held in Tijuana, Baja California, Mexico, September 14 through 17, 1999, was approved unanimously.**
17. There being no further business, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Rita M. Lumos, PLS

Accepted and confirmed as correct:

Canada

By:
The Canadian Council of Land Surveyors

Date

United States of America

By:
The National Society of Professional Surveyors

Date

The United Mexican States

By:
Federacion de Colegios de Ingenieros Topografos
de Los Estados Unidos Mexicanos, A.C.

Date

Appendix A

Rules governing the formal meeting.

1. Proceedings will be tape-recorded. A copy of the tape will be distributed to each party.
2. Participants will pause while speaking to allow translation.
3. The formal meeting may be temporarily adjourned to permit discussion off the record.
4. Each participating country (party) will be allowed one vote but unanimous consent must be reached on each issue.
5. Each party will select one person to be its principal speaker. Other representatives may make additional comments but the chair may limit discussion.
6. Observers may be allowed to speak at the discretion of the chair.
7. Minutes will be taken and provided to each party in English, Spanish, and French. Minutes will not be taken of off-the-record discussions. If unanimity is reached, the formal meeting will be reconvened and the results may be read into the minutes for information or presented as a motion for action.
8. The parties reserve the right to waive the need for a translator in any of the three languages to be present but minutes will be provided in all three languages. The right to waive may be exercised prior to the meeting by mail-in or e-mail consent.
9. The representatives of the parties intend to comply with the requirements of the NAFTA. If any actions of the representatives are not compliant, the remaining actions will be accepted.
10. Minutes will become official when each party has endorsed them. If any section of the minutes is disputed and cannot be resolved by mail within three months of the meeting, the section will be brought to the next meeting for resolution.