



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS
AND LAND SURVEYORS**
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SPECIAL BOARD MEETING MINUTES

DATE: February 13, 2025
TIME: 8:00 a.m.
LOCATION: Radisson Hotel
Orcas Room
18118 International Blvd
Seattle, WA 98188

ATTENDANCE:

Board Members

Marjorie Lund, PE, SE, Chair (via Webex)
Doug Hendrickson, PE, Vice Chair
Mike Harney, PE
Maureen Jackson, PE
Matt Rasmussen, PE, PLS (via WebEx)

Guest(s)

Danitza Casselman, Prosecuting AAG
(via WebEx)

Staff Members

Ken Fuller, PE, Director
Kristina Horton, PLS, Deputy Director
Mackenzie Wherrett, Executive Assistant
Greg Schieferstein, Communication Manager (via WebEx)
Kevin Ballard, Internal Control Manager (via WebEx)
Shanan Gillespie, Regulatory Program (via WebEx)
Vonna Cramer, Licensing Lead (via WebEx)
Jill Short, Investigations & Compliance (via WebEx)
Randy Garcia, Investigations & Compliance (via WebEx)
Bryce Dickison, Administrative Assistant (via WebEx)
Elizabeth Lagerberg, Advising AAG (via WebEx)
Ian Shelley, DES, Sr Financial Advisor (via WebEx)

1. Call to Order at 8:00 am

1.1. Roll Call

Mr. Hendrickson took roll call.

1.1.1. Introduction of new staff member.

Mr. Ballard introduced himself as the Internal Control Manager and summarized his background with the US Army and Lean Management. He is excited to join the team and get started.

1.2. Order of Agenda

A motion was made by Ms. Jackson, and seconded by Mr. Harney, to accept the agenda as written. Motion approved.

Executive Session

Mr. Hendrickson announced that the board would go into closed session to consult with the board attorney, to review the performance of the Director, discuss matters related to enforcement, and cases in current litigation. It was estimated the Executive Session would last from 8:05 a.m. until 9:45 a.m.

Open Session Reconvened – 9:45 a.m.

2. Call to Order Continued

2.1. Approval of December 12, 2024 Meeting Minutes

A motion was made by Ms. Jackson, seconded by Mr. Harney, to accept the December 12, 2024, Meeting Minutes as written. Motion carried.

2.2. Public Comment Opportunity

No public comment

3. Disciplinary Action

3.1. Case Deliberation

2024-10-0585-00OSW

Ms. Short read the case manager's report to recommend the case be closed with no further action. A motion was made by Ms. Lund and seconded by Mr. Rasmussen, to accept the Case Manager's recommendation for closure. Motion approved.

2024-10-2789-00OSW

Ms. Short read the case manager's report to recommend the case be closed with no further action. A motion was made by Ms. Jackson and seconded by Mr. Harney, to accept the Case Manager's recommendation for closure. Motion approved.

2024-10-3001-00ENG

Ms. Lund recommended the case be closed with no further action. A motion was made by Ms. Jackson and seconded by Mr. Rasmussen, to accept the Case Manager's recommendation for closure. Motion approved. Ms. Lund abstained.

3.2. Consideration of Board Order No. 2024-09-2412-00LSV, et al.

Ms. Casselman provided a summary of the Default Order against Jared W. Riipinen, PLS. A motion was made by Mr. Rasmussen, seconded by Ms. Jackson, to accept the Default Order. Motion approved.

The terms of the Default Order include:

- The Respondent's license to practice is suspended for 10 years.
- During the 10-year suspension, the Respondent will not own or operate a land surveying, engineering, or on-site septic system design business, or advertise and offer to provide land surveying services.
- Following the 10-year suspension, should the Respondent desire to reinstate his license, he must reapply for reinstatement and take and pass the Law and Ethics Exam.

3.3. Disciplinary Report

Ms. Short provided a summary of the Disciplinary Report included in the [board packet](#).

4. Committee Reports

4.1. Exam Qualifications Committee (EQC)

The board received the committee's reports.

- [1/29/2025 EQC Report](#) delivered by Ms. Jackson
- [2/12/2025 EQC Report](#) delivered by Mr. Harney

4.2. Structural Committee (SE)

The board received the committee's report as delivered by Ms. Lund.

- [1/27/2025 SE Report](#)

4.3. Survey Committee (SC)

The board received the committee's report as delivered by Mr. Hendrickson.

- [2/12/2025 SC Report](#)

4.4. Executive Committee (EQC)

The board received the committee's report as delivered by Mr. Hendrickson.

- [2/12/2025 EC Report](#)

4.5. Practice Committee (PC)

The board received the committee's report as delivered by Mr. Hendrickson.

- [2/12/2025 PC Report](#)

4.6. NCEES Western Zone (NCEES WZ)

There were no updates regarding the NCEES Western Zone. Ms. Horton added that the NCEES Western Zone Quarter 1 Virtual Discussion is on February 20, 2025, at 3:00PM.

5. New Business

5.1. Possible changes to Work Experience Verification Forms (from EQC)

Mr. Harney presented updates to the Work Experience Verification forms. Ms. Lund asked staff to look at all the verification forms for uniformity.

Discussion: Ms. Lund was concerned that changing only the PE Experience and Verification form may create discrepancies or confusion with the experience forms for PLS and On-Site. Mr. Harney explained that the committee determined more work was needed and the forms will be ready for board approval at the April Special Board Meeting.

5.2. RCW 18.43 changes – adding 'Professional' before engineer and land surveyor (from PC)

No action at this time.

5.3. Attestation concerning applicant knowledge of Washington Building Codes and Standards (from SE)

No action at this time.

Discussion: The topic will be ready for action at the April Special Board Meeting.

5.4. CR103 and Concise Explanatory Statement for WAC 196-09-152 (New Section)
(from EC)

A motion was made by Mr. Harney, seconded by Ms. Lund, to approve the CR103 and Concise Explanatory Statement and move forward with filing CR103. Motion approved.

Discussion: Ms. Gillespie covered the comments from the CR102 and updates to WAC 196-09-152 as a result of the comments.

5.5. CR103 and Concise Explanatory Statement for WAC 196-26A & WAC 196-30 (language amendments only) (from EC)

A motion was made by Ms. Jackson, seconded by Mr. Rasmussen to approve the CR103 and Concise Explanatory Statement and move forward with filing CR103. Motion approved.

5.6. Accountability Audit Feedback

Ms. Wherrett updated the board about the status of the audit. There were no findings by the audit team. The Management Letter from the audit team gave suggestions on how the agency can improve processes and functions.

6. Director's Report

6.1. Financial Report

Mr. Shelley detailed the agency Financial Report. The report was presented to the Executive Committee and in the [board packet](#). Mr. Shelley was available for questions.

6.2. Agency Operations

Ms. Horton presented the licensing program report, updated the board about the office lease, and changes to staff facilitation of committee meetings. Ms. Horton informed the board about Mr. Ballard's projects and assignments.

6.3. Other Items

Mr. Fuller explained [Governor Ferguson's Executive Order](#) regarding licensing and government efficiency. Mr. Fuller and Mr. Ballard will work on the report.

7. Other Business

7.1. Additional Public Comment

No comments provided

7.2. Upcoming Outreach and Events

Mr. Schieferstein informed the Board of the following outreach events:

- February 26-27, 2025: LSAW Conference in Tulalip, WA
- March 31, 2025: ASCE Chapter Meeting in Pullman, WA
- April 23-24, 2025: APWA Spring Conference in Tacoma, WA
- May 24, 2025: Spring Journal
- October 15, 2025: WSU Meet and Greet

7.3. Board/Staff Affiliate Involvement

Ms. Lund attended the NCEES Examinations for Professional Engineers (EPE) committee and discussed data reports from all the exam committees. There was concern and discussion about the future of the nuclear exam due to low attendance. Mr. Hendrickson attended the NCEES Examination Policy and Procedures committee where they recommended suspension of the NCEES nuclear PE exam to the NCEES Board.

7.4. Action Items from This Meeting

- Ms. Lund to electronically sign the board order, strike proposed, and send to Ms. Wherrett as Board Clerk
- Board staff to look at all Work Experience and Verification forms for consistency, then will bring back to EQC
- Ms. Gillespie to file the CR103 and Concise Explanatory Statement for 196-09-152.
- Ms. Gillespie to file the CR103 and Concise Explanatory Statement for amendments to WAC 196-26A and repeal of WAC 196-30.

7.5. Agenda Items for Next Meeting

- Attestation concerning applicant knowledge of Washington Building Codes and Standards *(from SE)*
- Possible changes to Work Experience Verification Forms *(from EQC)*

Discussion:

Ms. Lund asked for clear direction from the board regarding decoupling. It was confirmed that in October 2024 the board approved advancement of decoupling and in December, EQC received board direction to proceed with necessary language changes in RCW and WAC to decouple exams for PE, PLS, and SE.

8. Adjourn Meeting

A motion was made by Ms. Jackson, and seconded by Mr. Harney, to adjourn the meeting at 1:17 p.m. Motion approved. Meeting adjourned.

Next Meeting: April 17, 2025 – Special Board Meeting – Benton County Assessor's Office – Tri-Cities, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director