



Executive Committee Meeting Report

October 15, 2025 | 1:00 pm

Virtually via Microsoft Teams & In person:

Washington State University
Sloan Hall, Room 146
405 NE Spokane St.
Pullman, WA 99163

Committee:

Doug Hendrickson, PE, Board Chair
Mike Harney, PE, Board Vice Chair
Marjorie Lund, PE, SE, Past Board Chair

Support staff:

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

Guests:

David Peden, PE, Board Member

Discussion topics

- Financial Report (*Ian*)
Mr. Shelley provided an overview of the August 2025 financial report. Revenues were reported as \$377K, expenses were \$389k and the fund balance was \$1.457 million. Ian was available for questions.
- Chapter 18.43 RCW Update (*Ken/Shanan*)
Ms. Gillespie gave an update on the legislative process for changes to Chapter 18.43 RCW. In the meeting packet was a roll-up of information that was input into BEARS.

Mr. Fuller reported the Z draft had been distributed with help of Ms. Gillespie and Mr. VanDeWege and that BRPELS is engaged with AELC and stakeholder groups.

Mr. Hendrickson added that under item #4 the summary of major provisions, the first sentence should elaborate that changes are to number of *pro-tem* appointees from 2 to 3. Additionally, amendments to RCW 18.43.080 are to clarify when a license becomes invalid.

- Response to Written Questions from Zheng Wang
The committee was asked to determine how to respond to written questions provided by Zheng Wang. Ms. Lagerberg advised that a standard response should be sent to handle upset complainants who frequently contact BRPELS following case closure. The Board's decision was made, no new facts were presented by the complainant, and all avenues were explored in the Board's statutory authority regarding the case referenced. With that consideration, the committee opted to reply with a standard response which may be used in future similar inquiries.

Action Item: Mr. Fuller and Ms. Lagerberg to develop a response to Zheng Wang. The response will be a standard response that can be used for similar inquiries in the future.

- AIAWA Practice Act Update (*Ken*)
Mr. Fuller introduced a proposal from the AIA Council looking for the Board's support. The AIA council is working on a practice act update to Chapter 18.08 RCW. Mr. Fuller recommended the board stay neutral. The proposal brought up concerns such as a potential to interpret that a project manager would need to be a licensed architect.

Action Item: Mr. Fuller and Ms. Lagerberg will contact the Architect's board directly to discuss further.

Action Item: After contacting the Architect's Board, Mr. Fuller and Ms. Lagerberg will respond to the AIA Council to raise any concerns and the impacts of broad practice.

- Forms Task Force Report (*Kevin/Marjorie*)
No action taken. The task force will meet and have a recommendation for the Board at the December Special Board Meeting.

Strategic Planning Items

- ~~Measure performance & gain stakeholder feedback that's relevant and useful for improving our agency. *In progress.*~~
- ~~Measure the licensing system software functionality from stakeholders. *In progress.*~~
- ~~Early engagement with professional organizations in rulemaking.~~

Action Items

- Mr. Fuller and Ms. Lagerberg to develop a response to Zheng Wang. The response will be a standard response that can be used for similar inquiries in the future.
- Mr. Fuller and Ms. Lagerberg will contact the Architect's board directly to discuss the AIAWA practice act update further.
- After contacting the Architect's Board, Mr. Fuller and Ms. Lagerberg will respond to the AIA Council to raise any concerns and the impacts of broad practice.