



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

DATE: February 22, 2024
TIME: 8:30 a.m.
LOCATION: Radisson Hotel SeaTac
Orcas Room
18118 International
Blvd SeaTac, WA
98188

ATTENDANCE:

Board Members

Dave Peden, PE, SE, Chair
Aaron Blaisdell, PLS, Vice Chair
Doug Hendrickson, PE
Ivan VanDeWege, PE
James Wengler, PLS, CFedS
Marjorie Lund, PE, SE
Mike Harney, PE

Guest(s)

Stephen Sennett (via WebEx)
Pat Beehler, PLS (via WebEx)
Elizabeth Johnston, PE (via WebEx)
Scott Sayles, PE (via WebEx)

Staff Members

Ken Fuller, PE, Director
Kristina Horton, PLS, Deputy Director
Mackenzie Wherrett, Executive Assistant
Bryce Dickison, Administrative Assistant
Shanan Gillespie, Regulatory Program Manager
Jill Short, Investigations & Compliance Manager
Elizabeth Lagerberg, AGO, Advising AAG
(via WebEx)
Ian Shelley, DES, Senior Financial Advisor
(via WebEx)

1. Call to Order at 8:30 am

1.1. Roll Call

Mr. Peden took roll call.

1.2. Order of Agenda

A motion was made by Mr. Hendrickson, and seconded by Mr. Blaisdell, to accept the agenda as written. Mr. Hendrickson made a friendly amendment to change the April special board meeting date under New Business as agenda item 5.5, accepted by Mr. Blaisdell. Ms. Lagerberg informed the board they cannot add new agenda items during a special board meeting. Mr. Hendrickson rescinded the friendly amendment. Motion approved as originally stated.

Executive Session

Mr. Peden, Board Chair, announced that the Board would go into closed session to review the performance of the director, consult with the board attorney to discuss matters related to enforcement, and cases in current litigation. It was estimated the Executive Session would last from

8:35 a.m. until 10:45 a.m.

Open Session Reconvened – 10:45 a.m.

2. Call to Order Continued

2.1. Approval of the December 7, 2023 Meeting Minutes

A motion was made by Mr. Hendrickson, and seconded by Mr. Blaisdell, to accept the December 7, 2023 Meeting Minutes as written. Motion carried.

2.2. Review Correspondence & Communication

The board reviewed correspondence from the following individuals, provided in the [board packet](#). No action was taken.

2.2.1. Dr. Mohammad Qureshi, PE, For NCEES President Elect

2.2.2. Elizabeth Johnston, PE, FPE for NCEES President Elect

2.2.3. Aaron Blaisdell, PLS, for NCEES Western Zone Vice President

2.2.4. Dr. Sean St. Clair, PE, for NCEES Western Zone Assistant Vice President

2.2.5. Scott Sayles, PE, for NCEES Western Zone Assistant Vice President

2.3. Public Comment Opportunity

Mr. Sayles commented as a candidate for NCEES Western Zone Vice President. Mr. Sayles stated he looks forward to future board meetings and is happy to answer any questions.

Ms. Johnston commented about the upcoming NCEES Western Zone Leadership Development Session on March 21, 2024 at 1:00 pm PST. Ms. Johnston sent additional information about her NCEES President Elect candidacy to be reviewed at the next board meeting. Ms. Johnston thanked the board for their time.

3. Disciplinary Action

3.1. Case Deliberation

2021-05-1259-00LSV

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

2023-01-0044-00LSV

Mr. Wengler recommended the case be closed with no further action. A motion was made by Mr. Blaisdell and seconded by Mr. VanDeWege to accept the Case Manager's recommendation for closure. Mr. Wengler abstained. Motion carried.

2023-01-0082-00LSV

Mr. Wengler recommended the case be closed with no further action as the respondent had recorded an amended record of survey containing the corrected narrative. A motion was made by Mr. VanDeWege and seconded by Mr. Blaisdell to accept the Case Manager's recommendation for closure. Mr. Wengler abstained. Motion carried.

2023-04-0571-00ENG

Mr. VanDeWege recommended the case be closed with no further action. A motion was made by Mr. Hendrickson and seconded by Mr. Wengler to accept the Case Manager's recommendation for closure. Mr. VanDeWege abstained. Motion carried.

2023-07-1578-00LSV

Mr. Wengler recommended the case be closed with no further action. A motion was made by Mr. Blaisdell and seconded by Mr. Hendrickson to accept the Case Manager's recommendation for closure. Mr. Wengler abstained. Motion carried.

3.2. Disciplinary Report

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

4. Committee Reports

4.1. On-Site Wastewater Ad Hoc Committee (OS)

Mr. Hendrickson delivered the committee's report.

- [12/12/23 OS Report](#)

4.2. Exam Qualifications Committee (EQC)

Mr. Wengler delivered the committee's report.

- [02/20/24 EQC Report](#)

A motion was made by Ms. Lund and seconded by Mr. Hendrickson to accept the Exam Qualifications Committee report. Motion carried.

Discussion:

Mr. Blaisdell inquired if 'decoupling' is an action item for EQC. Mr. Wengler explained that EQC will be adding 'decoupling' to the next EQC meeting agenda.

4.3. Executive Committee (EC)

Mr. Peden delivered the committee's report.

- [01/11/24 CTF Report](#)
- [02/21/24 EC Report](#)

A motion was made by Mr. Hendrickson, and seconded by Ms. Lund, to accept the Executive Committee report. Motion Carried.

4.4. Practice Committee (PC)

Mr. VanDeWege delivered the committee's report.

- [02/21/24 18.43 Task Force Report](#)
- [02/21/24 PC Report](#)

A motion was made by Ms. Lund, and seconded by Mr. Harney, to receive the Practice Committee report. Motion carried.

Discussion:

Mr. Wengler asked for a general summary of the administrative closures. Ms. Short and Ms. Horton summarized the administrative closures as civil matters, contract issues, or improper research.

4.5. Survey Committee (SC)

Mr. Blaisdell delivered the committee's report.

- [02/21/24 SC Report](#)

A motion was made by Ms. Lund, and seconded by Mr. Wengler, to receive the Survey

Committee report. Motion carried.

- 4.6. Structural Committee (SE)
Ms. Lund delivered the committee's report.
 - o [02/21/24 SE Report](#)

Discussion:

Mr. Blaisdell inquired about the benefit of taking the SE exam but not obtaining the license. The board discussed different scenarios. Staff will research what decoupled SE jurisdictions are doing.

5. New Business

Mr. Shelley joined the meeting via Webex and was asked by the board to introduce himself. Mr. Shelley is the new Senior Financial Advisor for Department of Enterprise Services (DES) assigned to BRPELS. The board members and board staff introduced themselves to Mr. Shelley.

- 5.1. Approval of CES and CR103 for WAC 196-21 *(from EQC)*
Mr. Wengler provided an overview of changes to WAC 196-21 which will allow a Land Surveyor-In-Training to apply for certification in Washington State after passing the Fundamentals of Surveying exam in another jurisdiction. Ms. Lund made a motion to approve the CES and CR103 for WAC 196-21, seconded by Mr. VanDeWege. Motion carried.
- 5.2. Policy 39 – processing complaints against board members *(from PC)*
Mr. Hendrickson motioned to approve Policy 39 as written, seconded by Mr. Wengler. Ms. Lagerberg recommended minor edits to the policy. Mr. Hendrickson accepted Ms. Lagerberg's recommendation as a friendly amendment, accepted by My. Wengler, for staff to make minor edits to Policy 39 and email Mr. Peden for signature. Motion approved.
- 5.3. Director's Evaluation
Mr. Peden stated the board evaluated Mr. Fuller's performance during the closed session. The board gave kudos to Mr. Fuller for all the work he does for the agency and board.
- 5.4. Exam Policy Development Discussion *(from EQC)*
Mr. Peden explained that board staff will prepare an exam administration policy to present at the April Special Board Meeting.

6. Director's Report

- 6.1. Financial Report
The board had no further discussion regarding the financial report which was included in the [board packet](#).
- 6.2. Agency Operations
Mr. Blaisdell asked about the agency space reduction. Mr. Fuller stated that the agency has met the space reduction directive of 30%. Mr. Fuller described increased activity of transient individuals outside of the BRPELS office and how staff have been handling those situations via Olympia Clean Team or non-emergency services.

6.3. Program Reports

Board staff provided summaries of the program reports included within the [board packet](#).

- 6.3.1. Communications & Outreach – Ms. Horton & Ms. Wherrett
- 6.3.2. Regulatory – Ms. Gillespie
- 6.3.3. Investigation & Compliance – Ms. Short
- 6.3.4. Licensing – Ms. Horton
- 6.3.5. Admin – Ms. Wherrett

6.4. Other Items

Mr. Fuller stated that the state auditor’s office has 200 hours allotted for a BRPELS performance audit to occur in 2024. Board staff will conduct a self-audit in preparation.

Board staff will schedule a strategic planning meeting during the upcoming April board meetings on April 24, 2024.

Mr. Fuller reported that as part of the Senate Transportation 2024 supplemental budget, University of Washington is to work with BRPELS to conduct a statewide survey and analysis assessing workforce shortages of civil engineers, civil engineering technicians, land surveyors, land surveyor technicians, and related disciplines.

7. Assistant Attorney General’s Report

Nothing to report.

8. Other Business

8.1. Additional Public Comment

No comments provided.

8.2. Upcoming Outreach and Events

- February 28 – March 1 | LSAW Conference | Tulalip Resort | Mr. Blaisdell & Board Staff
- March 14 | LSAW Chapter Meeting | Ms. Horton & Ms. Short
- March 21 & 22 | NCEES Exam Development | Greenville, SC | Mr. Blaisdell & Mr. Wengler
- March 21 | NCEES WZ Leadership Development Session @ 1:00 pm PST | MS Teams
- March 22 | WA PLS & On-Site Designer Exams | Tumwater and Spokane
- April 10 -11 | APWA Conference | Mr. VanDeWege & Board Staff
- April 24 – 25 | BRPELS Board Meetings & Strategic Planning | Heathman Lodge, Vancouver, WA
- May 16 – 18 | NCEES Western Zone Meeting | Bozeman, MT

The board discussed changing the upcoming April board meeting dates and directed staff to make the change. The 2024 April Special Board Meeting and Committee Meetings will be held on April 24 – 25, 2024.

8.3. Board/Staff Affiliate Involvement

Ms. Lund reported on involvement with NCEES Examinations for Professional Engineers (EPE) committee. NCEES EPE held an annual meeting in February. The EPE worked with committee heads of all 17 NCEES examinations to review item bank sizes, passing rates, and other statistics. Ms. Lund was selected to set cut scores for the depth portion of the

NCEES SE exam.

Mr. Blaisdell reported on involvement with NCEES Examinations Policies and Procedures (EPP) committee. NCEES EPP discussed the upcoming annual meeting and potential changes centered around how motions are handled on the floor.

Mr. Hendrickson reported on involvement with the NCEES Engineering Licensure Model Task Force which recently met in Tampa, FL. Mr. Hendrickson also reported that National Society of Professional Engineers (NSPE) asked him to join their policy and advocacy committee.

8.4. Action Items from This Meeting

- Staff to file CR103 for WAC 196-21
- Staff to make edits to Policy 39 and send to Mr. Peden for signature

8.5. Agenda Items for Next Meeting

- NCEES Western Zone Meeting Action Items
- Exam Policy
- Strategic Planning

9. Adjourn Meeting

A motion was made by Mr. Hendrickson, and seconded by Mr. Wengler, to adjourn the meeting at 2:09 p.m. Motion approved.

Next Meeting: April 25, 2024 – Special Board Meeting – Heathman Lodge, Vancouver, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director