



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

**DATE:** April 25, 2024  
**TIME:** 9:00 a.m.  
**LOCATION:** Heathman Lodge  
Chief Comcomly  
7801 NE Greenwood Dr.  
Vancouver, WA 98662

### 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)

Sean Simmons (via WebEx)  
Aliz Horvath (via WebEx)  
Chris Hicks (via WebEx)  
Elizabeth Johnston, PE (via WebEx)  
Tim Kinder (via WebEx)  
Maureen Jackson (via WebEx)  
Chad (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  
Vonna Cramer, Licensing Lead (via WebEx)  
Greg Schieferstein, Communications Manager  
Elizabeth Lagerberg, AGO, Advising AAG  
Ian Shelley, DES, Senior Financial Advisor  
(via WebEx)

### 1. Call to Order at 9:00 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. Motion to approved to accept the agenda as written.

### Executive Session

Mr. Peden, Board Chair, announced that the Board would go into closed session to 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 9:04 a.m. until 9:34 a.m.

### Open Session Reconvened – 9:34 a.m.

## 2. Call to Order Continued

- 2.1. Approval of the February 22, 2024 Meeting Minutes  
A motion was made by Ms. Lund, and seconded by Mr. Blaisdell, to accept the February 22, 2024 Meeting Minutes as written. Motion carried.
- 2.2. Public Comment Opportunity  
No Public Comment

## 3. Disciplinary Action

- 3.1. Case Deliberation  
No case deliberation.
- 3.2. Disciplinary Report  
Ms. Short provided a summary of the Disciplinary Report that was included in the [board packet](#).

### Discussion:

Mr. Hendrickson inquired about case assignments with two board member terms ending in July. Ms. Short replied that Pro-Tem Board Member Walt Dale will continue to review Professional Land Surveyor cases.

## 4. Committee Reports

- 4.1. Executive Committee (EC)  
The meeting was canceled. No committee report.
- 4.2. Practice Committee (PC)  
Mr. VanDeWege delivered the committee's report.  
A motion was made by Ms. Lund, seconded by Mr. Wengler, to receive the committee's report.  
Motion approved.
  - o [04/19/2024 PC Report](#)
  - o [04/19/2024 18.43 Task Force Report](#)

### Discussion:

Ms. Lagerberg explained the previous Interagency Agreement (IAA) between BRPELS and the Washington State Department of Transportation (WSDOT) isn't valid. Mr. Peden directed an IAA Task Force be formed, comprising of Mr. Fuller, Ms. Horton, Mr. Wengler, Sean Simmons (WSDOT) and Pat Beehler (DNR).

- 4.3. Exam Qualifications Committee (EQC)  
Mr. Wengler delivered the committee's report. Ms. Lund made a motion to accept the committee's report. Mr. Blaisdell seconded the motion.
  - o [04/22/2024 EQC Report](#)

### Discussion:

Ms. Cramer will schedule a meeting with Stef Goodenow of NCEES to provide more details to EQC. Ms. Cramer and Ms. Gillespie will develop a presentation regarding the current licensing process and decoupling for the EQC.

Ms. Lagerberg advised that 'accepting' committee reports is not necessary with the board's current reporting practice and instead to 'receive' committee reports. 'Receiving' committee reports doesn't require a vote. The board agreed.

Ms. Lund recalled the motion to accept EQC's report. Mr. Blaisdell agreed as second to the motion.

4.4. Structural Committee (SE)

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

- o [04/22/2024 SE Report](#)

4.5. On-Site Wastewater Ad Hoc Committee (OSC)

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

- o [04/23/2024 On-Site Report](#)

4.6. Survey Committee (SC)

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

- o [04/24/2024 SC Report](#)

## 5. New Business

5.1. Approve Release of March Exam Results

A motion was made by Ms. Lund, seconded by Mr. VanDeWege, to release the March state exam results as presented by EQC. Motion carried.

5.2. Assign a Nominating Committee

Mr. Peden stated that assigning a nominating committee was still in discussion and not ready for direction. Mr. Peden will direct the formation of a nominating committee prior to the June board meeting.

5.3. Finalize Strategic Plan

Mr. Peden introduced the strategic plan. Mr. Wengler motioned to approve the strategic plan, seconded by Mr. Blaisdell. Motion approved.

- o [04/23/2024 Strategic Planning Session Report](#)

Discussion:

The board requested staff make edits to the strategic plan document before it's finalized such as removing the word 'specific' from 'state specific exams' and other minor edits.

5.4. US/UK Mutual Recognition Agreement

The board reviewed the Mutual Recognition Agreement (MRA). Ms. Lund proposed no action but acknowledged that during the NCEES Western Zone meeting there will be collaboration with neighboring states to gain a better understanding of the agreement. The board will not participate in the ceremonial signing of the MRA in August. Ms. Lund will continue to collect information and asked the board to provide her with their questions for NCEES.

5.5. NCEES

5.5.1. Western Zone Elections

No action.

Ms. Johnston was in attendance via Microsoft Teams. Mr. Blaisdell asked Ms. Johnston's opinion regarding the MRA discussed under item 5.4. Ms. Johnston stated that she is on the international registry of engineers and the process was simple. Ms. Johnston believes it's a tool to translate credentials easier for NCEES member boards to receive consistently presented information from international candidates. Ms. Johnston added that the Alaska board doesn't have an opinion on the MRA.

Mr. Peden assigned delegates attending the NCEES Western Zone meeting the authority to vote on behalf of the Board.

5.5.2. Western Zone Action Items

No action. Ms. Johnston expressed that potential forum topics should be submitted early to NCEES.

5.5.3. Annual Meeting Delegates

The board discussed who will be attending the NCEES Annual Meeting. Mr. Peden directed staff to submit the names of funded delegates to NCEES. The funded delegates are Mr. Hendrickson, Ms. Lund, and Mr. Blaisdell, and Jill Short as the law enforcement delegate. The board will fund Ms. Horton.

5.5.4. Member Board Fee Structure Change

The board reviewed the NCEES member board fee structure change. No action.

5.6. Petition for Rulemaking

Ms. Gillespie gave an overview of the petition for rulemaking for WAC 196 which requests a change to pronouns used in the chapter. A CR105 will be filed because the requested changes do not substantially change the rule.

A motion was made by Mr. Hendrickson, seconded by Mr. Blaisdell, to advance the petition. Ms. Lund, Mr. Harney, Mr. Hendrickson, Mr. VanDeWege, and Mr. Blaisdell voted in favor, Mr. Wengler opposed, Mr. Peden abstained as board chair. Motion approved.

5.7. Discussion – RCW 18.43.030 & RCW 18.43.033

Ms. Lund presented the proposed language, previously approved by the board, for RCW 18.43.030 and 18.43.033.

Ms. Lund motioned for staff to clean up language in RCW 18.43.033 allowing for 3 pro-tem board members, 1 being on-site. Mr. Harney seconded the motion. Ms. Lund made a friendly amendment to the motion, seconded by Mr. Harney, to clean up language in 18.43.033 to allow for the option of an on-site pro-tem board member with qualification under RCW 18.210. Motion approved.

The proposed changes to RCW 18.43.030 allow for the option of an on-site board member. Mr. Hendrickson moved, second by Mr. Blaisdell, for advancement of 18.43.030 revisions to keep the same number of board members but adjust the board make-up. Mr. Peden called for

a vote. Mr. Hendrickson in favor. Ms. Lund, Mr. Wengler, Mr. Harney, Mr. Blaisdell, and Mr. VanDeWege opposed. Mr. Peden abstains as board chair. Motion does not pass.

Mr. Peden recommended adjusting the board make-up at a later date. Ms. Lund motioned not to act on RCW 18.43.030 for board make-up. Mr. VanDeWege second. Motion approved.

Discussion:

Board members offered their edits of the proposed language. The board discussed powers and protections the pro-tem board members may have. Mr. VanDeWege suggested adding a public member.

## **6. Director's Report**

### **6.1. Financial Report**

The financial report was included in the [board packet](#). The agency is in good financial condition and is projected to end the biennium with about \$1.31 million in its operating account and is on track to underspend appropriation this biennium by about \$455k. Reported from July-March, the agency generated \$1.5 million in revenue vs. \$1.59 million during the same period last biennium. This represents a reduction of about 5.5% relative to the last biennium.

### **6.2. Agency Operations**

The board discussed changing the number of board meetings to five a year, with a sixth meeting being a workshop focusing on strategic planning and training. No action was taken.

### **6.3. Program Reports**

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

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

### **6.4. Other Items**

No other items.

## **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**

- Mid-May: NCEES graduation cords
- June 27: WSACE in Ritzville

### **8.3. Board/Staff Affiliate Involvement**

Mr. Blaisdell announced a NCEES WZ Leadership Development refresher at the NCEES Western Zone meeting in May.

**8.4. Action Items from This Meeting**

- Ms. Cramer to schedule a meeting with Stef Goodenow of NCEES to gain more understanding of how decoupling will work
- Ms. Cramer will research how NCEES evaluates applications for all exams
- The board will submit questions about the Mutual Recognition Agreement to Ms. Lund
- The board will proceed with changes to RCW 18.43.033 to allow for an on-site wastewater pro-tem member
- Advance the petition for rulemaking
- Send NCEES the names of funded delegated for the NCEES annual meeting; Mr. Hendrickson, Ms. Lund, Mr. Blaisdell
- Release results of the March state exams for PLS and On-Site
- Form an Interagency Agreement Task Force to meet with DNR and WSDOT; Ms. Horton, Mr. Fuller, Mr. Wengler, Mr. Simmons (WSDOT), Mr. Beehler (DNR)

**8.5. Agenda Items for Next Meeting**

- Nominating committee report
- US/UK Mutual Recognition Agreement
- Approval of language for RCW 18.43.033
- Approval of minor edits to 18.43 (from 18.43 Task Force)
- NCEES motions

**9. Adjourn Meeting**

A motion was made by Mr. Harney, and seconded by Ms. Lund, to adjourn the meeting at 3:21 p.m. Motion approved.

**Next Meeting:**

June 13, 2024 – Special Board Meeting – Olympic Lodge, Port Angeles, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director