



STATE OF WASHINGTON
BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Strategic Planning Session Report

DATE: October 11, 2023
TIME: 8:00 a.m.
LOCATION: Davenport Grand Hotel & WebEx
Meeting Room 11
333 W Spokane Falls Blvd
Spokane, WA 99201

ATTENDANCE:

Board Members

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

Board Staff

Ken Fuller, PE, Director
Kristina Horton, PLS, Deputy Director
Mackenzie Wherrett, Executive Assistant
Shanan Gillespie, Regulatory Program Manager
Greg Schieferstein, Communication Manager
Vonna Cramer, Licensing Lead
Elizabeth Lagerberg, Advising AAG (MS Teams)

Guest(s)

Sharon Zimmerman, PE (MS Teams)

1. Introduction

Mr. Fuller and Mr. Peden introduced the Strategic Planning Session. The goal of the Strategic Planning Session was to generate ideas and allow the board members to prioritize those ideas. At the end of the session, Board Members used color coded stickers to set priorities and potential timelines for each strategic planning item. Sticker color signifies the following.

Green – 6 months to 1 year

Blue - 1 year to 2 years

Yellow – 2 years to 4 years

Red – Future

No board action was taken during the session.

2. Public Comment Opportunity

No public comment.

3. Current Strategic Planning Items

The following current strategic planning items were discussed.

Executive Committee

- Remain engaged and informed on deregulation (3) (2)
- Emphasis on outreach and education (6)
- Measure performance and gain stakeholder feedback that is relevant and useful for improving our agency. (1) (3)
- Measure the licensing system software functionality from stakeholders (1) (2)

A sticky note was added to review regulations for comity for each profession and how it relates to other states, possibly a chart for summary. (1) (1)

Practice Committee

- Continue working on RCW 18.43. (3) (2)
- Move forward with the on-site designer pro-tem board member changes for the upcoming legislative session. (1) (1) (2)

Survey Committee

- Determine the pathways to state specific PLS exam (1) (3)
 - Work with DNR on the Survey Recording Act and associated WACs to determine our regulatory direction for “intelligent interpretation” and other items (1) (3)
- A sticky note was added to rename “Intelligent Interpretation”

4. Review of Communication and Outreach Action Plan

The following ideas for possible strategic planning items were discussed.

- 4.1. Importance of Licensure & Ethics – Engineering Higher Education (2) (1) (1)
- 4.2. Public Officials – Checklists (1)
- 4.3. Continuing Education – On-Site PDHs (1)
 - Scholarships (2) (1) (1)
 - Military retirees, 2nd career, and outreach through Joint Base Louis McChord (JBLM) (1) (1)
 - Reaching ‘first contact’ students in middle school or high school. Be in back seat and how to support? (1)
 - Encourage faculty members to gain licensure (1) (3) (1) (1)
 - Promoting licensure for students in path (3) (1)
 - Discount licensing fees for engineering educators (1)
 - Review education programs and curriculum (how to fill the gap with ethics and licensure) (1) (1)
 - More board involvement with higher education faculty and students (1) (2) (1)
 - Municipalities, counties, state contracts (1)
 - What is the responsibility of the public official? What relief can we offer for professional (2) (1)
 - Auditors for Record Of Survey (2)
 - Education of planning and engineering department heads (1) (2)
 - State agency and municipality stamping requirements for their work (1) (1) (1) (1)
 - Increase outreach to public about On-Site licensure importance, may include public officials (1) (2)
 - Continue to increase communication with AHJs (2)
 - Reach out to STEM colleges about On-Site as field of practice (2) (1)
 - Review PDH requirement and ensure they are relevant – technical, business, contracts, communication (2)

5. Diversity, Equity, and Inclusion (DEI)

The following ideas for possible strategic planning items were discussed.

- Review of application process (2) (1)
- Ability to access forms (2) (1)
- Reach out to other STEM programs – community colleges (1) (1)
- Tech and vocational schools (1) (1)
- Foreign Degrees (1) (1)
- 4-year degree could be a barrier to licensure (1) (3)

6. Legislative Proposals

The following ideas for possible strategic planning items were discussed.

- 6.1. Options for Proposed 2025 Legislation
 - Do nothing. Leave RCWs as currently written (1) (1)
 - PLS Practice

- o Work on specific sections of RCW 18.43 and/or RCW 18.210 – including definition of Engineer. Is there a problem we are trying to resolve for public protection? (2)
- o Other than definition of Engineer – composition of the Board. (1) (1)
- o Only work on 18.43.020 RCW – definition of Engineer. What problem are we trying to resolve for public protection? (1)
- o Combine RCW 18.43 and RCW 18.210 into one chapter (18.43) (3)
- o Clean up 18.210 and 18.43 instead of combining (3) (1)
- o Reinstate 18.43 Task Force (4) (3)
- o Implied to public, creates ambiguity (1)
- o Weigh the public opinion/stakeholder opinion (2) (1)

7. WAC Rulemaking (1)

The following ideas for possible strategic planning items were discussed.

- o Rulemaking process in SharePoint
- o Professional conduct (1)
- o WAC 196.29 (2)
- o Regulatory fairness (1) (1) (1)
- o Economic impact (2)
- o Progress on website (1) (1)
- o Establish a method for sending rule changes to professional organizations for comments before the CR102 (1) (2)

8. Licensing

The following ideas for possible strategic planning items were discussed.

8.1. CBT Testing (2) (1)

- 8.1.1. Law Reviews (1) (1)
- 8.1.2. State Specific (1) (1)
 - o Security level (1)
 - o Require NCEES record (6)
 - o Psychometrician review of the law review (1)
 - o Exam procedures – items, grading, SMEs, security, PAKS (1)
 - o State specific cost analysis from in-person to CBT
 - o Partner with other states concerning CBT testing
 - o CBT for PLS exam (3) (1)
 - o CBT for On-Site exam (1) (1) (1) (1)
 - o Keep track of costs (2)
 - o Provide a specific booklet of laws and rules for each profession on website for the law review exam (1)

8.2. Licensing System (1)

- o If necessary, explore other options (2) (2)
- o Survey/Questionnaire to POLARIS users (2) (1)
- o Registrant education of process - renewals and applications (1) (1)
- o Electronic signature registry – for agency, for licensee (1) (1) (1)

9. Compliance

The following ideas for possible strategic planning items were discussed.

- o Board access to all closed cases (2) (1)
- o Develop compliance history narrative (1) (2)
- o Determine what we can do on delinquent charges
- o PDHs for Professional Engineers (1) (1) (2)
- 9.1. PDH Tracking & Audits (1) (2)
 - o New Process
 - o Determine if PDHs are working (2) (1)
 - o Revisit PDH rule (2)
- 9.2. Board Created Training Sessions for PDHs (1) (1) (1)

- Training sessions initiated from complaints, contracts, ethics (2)
- 9.3. Revisit Complaint Tracking Timelines (1) (1)
- Feedback assessment of complaint process (2) (1)
- Track the timelines and ask permission to extend timelines (1)
- Have a procedure for public records requests – sharing with Case Managers
- 9.4. Continuing Investigative Training for Board Members (1)
- Investigator handbook of procedures and process (1) (1) (1)
- Staff training on basics of surveying for investigative staff (1) (1)

10. Administration

The following ideas for possible strategic planning items were discussed.

- Facility/office space plan (1) (1) (1)
- Performance of agency and staff assignments (2)
- 10.1. Hiring & Succession Planning (1) (1)
- Scope and growth of agency (2)
- 10.2. Desk Manuals (1) (1)
- Board Member access to FAQ (technical FAQ) and responses (1)
- 10.3. Onboarding New Board Members (2) (1)
- Composition of the Board (3) (1)
- Development and recruitment of Board Members (1) (3) (1)
- What happens after Board Member transitions off the Board? Pro-tem? SME? Emeritus? (2) (2)

11. Public Comment Opportunity

No public comment.

After Public Comment Opportunity, Board Members used color coded stickers to set a priority for each strategic planning item/idea. Attached are the photos of the current strategic planning items, new ideas, and sticker priorities

Wi-Fi. DAVENPORT GRAND

- 1 como - 1 yr
- 2 1 yr - 2 yr
- 3 2 yr. - 4 yr.
- 4 FUTURE

Current Strategic Planning Items

ENGAGED
+ INFORMED
ON
DEREGULATION



Emphasis
ON Outreach
+ Education



MEASURE
PERFORMANCE
+ Gain Stakeholder
Feedback Relevant
+ Useful for
improving agency



MEASURE
LICENSING
SYSTEM
SOFTWARE
FUNCTIONALITY
FROM Stakeholders



CONTINUE
WORKING ON
RCW
18.43



MOVE FORWARD
ON-SHE
DESIGNER
PRO-TEAM CHANGE
FOR UPDATING
LEGISLATIVE ST



DETERMINE
THE Pathways
TO STATE
SPECIFIC PLS
EXAM



WORK w/ DNR
ON SURVEY
RECORDING Act
+ associated work
+ DETERMINE
REGULATORY
DIRECTION FOR



Review with
1/24/2018

Review with
1/24/2018

Review of Communication and Outreach Action Plan

IMPORTANCE
OF LICENSING
& ETHICS -
ENGINEERING
HIGHER EDU

History
of ethics
- 2000
- 2001
- 2002
- 2003

Scholarship

Reaching
- First make
students in 1st
or 2nd year

Presenting
workshops
for
students in
public

Be in
Good book after
Spring 2004

Review
of the
National
Academy of
Engineering

Increasing
faculty
members
to grow PE

Review General
Programs and
curriculum (by
EIT or group
Chair's looking)

Use text
book and
make it
look like
textbook

PUBLIC
OFFICIALS -
CHECKLISTS

Multi
country
state
contacts

What is the
responsibility
of the public
officials?
How should we
communicate
with them?

Auditors
for
ROS

Education
Department
Engineering
Dept.

State
Planning
Agency
Stamping
Paper

Review
of the
National
Academy of
Engineering
- 2000
- 2001
- 2002
- 2003

CONTINUING
EDU.
ON-SHE PDH

Review
PDH system
- ensure they are
- Technical
- Business
- Contracts
- Communicate

Review
of the
National
Academy of
Engineering
- 2000
- 2001
- 2002
- 2003

Review
of the
National
Academy of
Engineering
- 2000
- 2001
- 2002
- 2003

Diversity, Equity, and Inclusion (DEI)

Review of
application
process



Postcard
project



Ability to
access forms



if some people
could be better
to connect



Reach out
to previous
STEM



Tech &
Method
?



OPTIONS FOR PROPOSED LEGISLATION – 2025

Do nothing. Leave RCWs as currently written

PLS practice

2. Work on specific sections of RCW 18.43 and/or RCW 18.210.

a. Including definition of Engineer

Is there a problem we are trying to resolve for public protection?

Whether than definition of Engineer

Composition
of
Board

3. Only work on 18.43.020 RCW – definition of Engineer

What problem are we trying to resolve for public protection?

4. Combine RCW 18.43 and RCW 18.210 into one Chapter (18.43)

Cleanup
210.43
Instead of
combining

Revisiting
18.43 that
force

Impact to
public
created
ambiguity

Align the
public opinion
and problem
statements

RCW
18.43
force well

WAC Rulemaking

Rule
making
process
shaping

professional
conduct

29

Regulatory
Fairness

Economic
Impact

proceed
way
side

WAC Rulemaking
Establish a Model
for Setting Rule
Changes to Federal
Organizations and
Others under the
RIS

Licensing

CBT
TESTING

LAW
REVIEWS

STATE
SPECIFIC

LICENSING
SYSTEM

Responsibility
of Review
of Law
Review

Security
level?

EXAM
PROCED.

Exam
- Items
- Grades
- Security
- Policy

Step 1: Review
and analyze
from completion
to state to
CBT

Review after
state security
policy

if necessary
explore other
options

- Survey
Users,
Customer
Service
groups

Require
NCSRS
records?

CBT
OF
EXAM
PLS

Keep track
of costs.

Abstract
Education
of
Process
- Personal
- Application

CBT
OF
EXAM
O.S.

Electronic
Signatures
of agency
- License
Users

License
Law Review
month 2
State review
of law review
Review on
update

Compliance

Determine who we can do an effective audit

PDH TRACKING & AUDITS

BOARD CREATED TRAINING SESSION FOR PDHs

REVISIT COMPLAINT TRACKING TIMELINES

New Process

CONTINUING INVESTIGATIVE TRAINING FOR BOARD MEMBERS

From Compliance framework

Tracking and Provision to extend

Determine if PDHs are worthy

Investigate Hard Board of Directors' Role

Revisit PDH role

PDH Engineer

Staff Training on Basis of Self-reporting

Develop Compliance in the future

Board Access to all (log) cases.

Feedback Assessment of Complaint Process

Have a procedure for review of open cases with CMA

Administration

HIRING
& SUCCESSION
PLANNING

DESK
MANUALS

ONBOARDING
NEW BOARD
MEMBERS

Facility
Plan

Performance
or
Agency and
fit of
staff

Scope
&
Growth
needs

After
Board
Member
leaves
off.

• proven
• staff's
• quality

Composition
of
Board

Development
1
2
1

Recruitment
of
Board
member

BOARD MEMBER
ACCESS TO FID
(technical files)
and Responses