



Special Board Meeting

February 22, 2024

[WebEx Link](#)

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Special Board Meeting

Tab 1

Call to Order

- 1.1. Roll Call
- 1.2. Order of Agenda

Open session reconvenes approximately 10:45 am



Special Board Meeting Agenda

DATE & TIME: February 22, 2024 8:30 am

LOCATION: Radisson Hotel SeaTac [WebEx Link](#)
 Orcas Room and Or
 18118 International Blvd
 Seattle, WA, 98188

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ATTENTION: All meetings are open to the public except when business calls for a Closed Session. During Closed Session all guests will be excused. Start times are subject to change by the Board or Committee Chair.

OPEN SESSION

1. Call to Order

- 1.1. Roll Call
- 1.2. Order of Agenda

EXECUTIVE SESSION: The chair will announce the purpose and estimated duration for the Executive Session. No formal actions will be taken during the Executive Session. Once the Executive Session concludes, the Board will take a break to announce and invite visitors to Open Session.

OPEN SESSION RECONVENES: APPROXIMATELY 10:45 AM

2. Call to Order Continued

- 2.1. Approval of December 7, 2023 Meeting Minutes
- 2.2. Review Correspondence & Communications
 - 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

3. Disciplinary Action

- 3.1. Case Deliberation
- 3.2. Disciplinary Report

4. Committee Reports

- 4.1. On-Site Wastewater Ad Hoc Committee
- 4.2. Exam Qualifications Committee
- 4.3. Executive Committee

- 4.4. Practice Committee
- 4.5. Survey Committee
- 4.6. Structural Committee

5. New Business

- 5.1. Approval of CES and CR103 for WAC 196-21
- 5.2. Policy 39 - processing complaints against board members
- 5.3. Director's Evaluation
- 5.4. Exam Policy Development Discussion

6. Director's Report

- 6.1. Financial Report
- 6.2. Agency Operations
- 6.3. Program Reports
 - 6.3.1. Communication & Outreach
 - 6.3.2. Regulatory
 - 6.3.3. Investigation & Compliance
 - 6.3.4. Licensing
 - 6.3.5. Admin
- 6.4. Other Items

7. Assistant Attorney General's Report

8. Other Business

- 8.1. Additional Public Comment
- 8.2. Upcoming Outreach and Events
- 8.3. Board/Staff Affiliate Involvement
- 8.4. Action Items from This Meeting
- 8.5. Agenda Items for Next Meeting

9. Adjourn Meeting

Special Board Meeting

Tab 2

Call to Order Continued

- 2.1 Approval of December 7, 2023 Meeting Minutes
- 2.2 Review Correspondence & Communications
 - 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



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

DATE: December 07, 2023
TIME: 8:30 a.m.
LOCATION: St. Martin's University
 Society Room, Cebula Hall
 5000 Abbey Way SE
 Lacey, WA 98503

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

Staff Members

Ken Fuller, PE, Director (WebEx)
 Kristina Horton, PLS, Deputy Director
 Mackenzie Wherrett, Executive Assistant
 Bryce Dickison, Administrative Assistant
 Shanan Gillespie, Regulatory Program Manager
 Greg Schieferstein, Communication Manager
 Jill Short, Investigator
 Vonna Cramer, Licensing Lead
 Elizabeth Lagerberg, Advising AAG (WebEx)
 Paul Bitar, Senior Financial Advisor (WebEx)

Guest(s)

Luke Lymangrover, PLS (WebEx)
 Rex Gallion, LSIT
 Elizabeth Johnston, PE (WebEx)

1. Call to Order at 8:33 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 carried.

Discussion:

Mr. Dickison introduced himself to the board as the new Administrative Assistant. Mr. Dickison informed the board of his background and interests outside of work.

Executive Session

Mr. Peden, Board Chair, announced that the Board would go into closed session to consult with the board

attorney, discuss matters related to enforcement, and cases in current litigation. It was estimated the Executive Session would last from 8:37 a.m. until 9:00 a.m.

Open Session Reconvened – 9:00 a.m.

2. Approval of Minutes

2.1. Approval of the October 12, 2023 Meeting Minutes

A motion was made by Mr. Hendrickson, and seconded by Mr. Wengler, to accept the October 12, 2023, Meeting Minutes as written. Motion carried.

3. Public Comment Opportunity

Mr. Lymangrover introduced himself as a guest.

Mr. Gallion addressed the board regarding recent communication with the board office. Mr. Gallion described his experience in applying for and taking the national and state specific land surveying examinations. Mr. Fuller inquired if Mr. Gallion had reached out to NCEES for additional study materials or accommodation.

Mr. Peden directed Mr. Schieferstein to add a discussion about examination study materials to the next Communication Task Force (CTF) meeting agenda.

4. Disciplinary Action

4.1. Case Deliberation

2023-08-1797-00ENG

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

4.2. Disciplinary Report

Ms. Short provided a summary of the Disciplinary Report that was included in the [board packet](#). Mr. Blaisdell asked for a visual of, or access to, the case management timeline on the board SharePoint site.

5. Committee Reports

5.1. Practice Committee (PC)

Mr. VanDeWege delivered the committee's report.

- [10/25/23 18.43 Task Force Report](#)
- [11/27/23 PC Report](#)

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

5.2. Exam Qualifications Committee (EQC)

Mr. Wengler delivered the committee's report.

- [11/27/23 EQC Report](#)

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

5.3. Executive Committee (EC)

Mr. Peden delivered the committee's report.

- [11/09/23 CTF Report](#)
- [12/06/23 EC Report](#)

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

Discussion:

Mr. Wengler asked for confirmation of which bills the agency is currently monitoring. Ms. Gillespie confirmed the agency is monitoring SB 5796, SB 5779, and HB 1863.

5.4. Survey Committee (SC)

Mr. Blaisdell delivered the committee's report.

- [12/06/23 SC Report](#)

A motion was made by Mr. Wengler, and seconded by Mr. Hendrickson, to accept the Survey Committee report. Motion carried.

Discussion:

Mr. Fuller requested board staff contact the agency contracted psychometrician, Dainis & Company, Inc., for Professional Activities and Knowledge Study (PAKS) advice.

Mr. Blaisdell requested board staff set up a meeting with AAGs and Mr. Fuller to discuss proposed WAC 196-29-110 CR102 and Small Business Economic Impact Statement.

6. New Business

6.1. 18.43 Task Force Discussion *(from PC)*

Ms. Lund led the 18.43 Task Force discussion. Mr. Hendrickson motioned, seconded by Mr. Wengler, to proceed with options 1, 5, and 6, as presented in the [board packet](#). Mr. VanDeWege recommended including composition and number of board members to option 5, as a friendly amendment to the motion. Mr. Hendrickson and Mr. Wengler accepted the friendly amendment. Motion approved.

Discussion:

The Board discussed researching public safety concerns over the use of the title "engineer" with stakeholders prior to potential draft language approval. Mr. Peden directed board staff to begin researching these concerns.

Mr. Hendrickson recommended clearly defining a centralized message and the scope of stakeholder involvement before stakeholder meetings begin.

Mr. VanDeWege made a motion for the Practice Committee and the 18.43 Task Force to move forward with title language previously approved and placed on hold in June 2022, and to move forward with stakeholder meetings. Motion seconded by Mr. Hendrickson. Mr. Peden, Board Chair, called a vote. Mr. VanDeWege, Ms. Lund, Mr. Harney, and Mr. Hendrickson in favor. Mr. Blaisdell and Mr. Wengler opposed. Motion approved.

6.2. Strategic Planning Items

Ms. Wherrett and Ms. Horton presented the strategic planning items as provided in the [board packet](#). Mr. VanDeWege made a motion, seconded by Mr. Wengler, for the Executive Committee to review and condense the strategic planning items to the top 5. Mr. Hendrickson suggested the Executive Committee reduce to the highest priority with assignment to committees. Mr. VanDeWege and Mr. Wengler accepted the suggestion as a friendly amendment. Mr. Hendrickson asked staff to include

metrics for assessing the progress or status of each item.

6.3. Logo Presentation *(from CTF)*

Mr. Schieferstein gave a brief overview on the status of logo development and presented the final draft of the new BRPELS logo. Mr. Hendrickson motioned for the Communication Task Force to proceed with implementing the new logo at their discretion. Mr. Wengler seconded the motion. Motion approved.

6.4. Director Evaluation Procedure *(from EC)*

Ms. Wherrett gave a summary of the Director Evaluation Procedure as provided in the [board packet](#). Mr. Hendrickson made a motion, seconded by Mr. VanDeWege, to proceed with the Director Evaluation Procedure and for the board comment section to provide guidance to the agency director.

6.5. Approval of Draft Language and Filing of CR102 for WAC 196-21 *(from EQC)*

Ms. Gillespie presented the draft language along with a new form used by staff to determine if a Small Business Economic Impact Statement is necessary. Ms. Lund moved to approve the draft language and filing of CR102 for WAC 196-21. Motion seconded by Mr. VanDeWege. Motion carried.

6.6. Approval of Draft Language for WAC 196-26A & WAC 196-30 *(from EQC)*

Ms. Gillespie presented the draft language. Mr. Hendrickson motioned, seconded by Mr. Harney, to approve the language as presented and for staff to gain stakeholder feedback before filing a CR102. Motion Carried.

6.7. NCEES record and CPC Tracking *(PC)*

Mr. Blaisdell suggested the board considers only accepting NCEES records and utilizing the CPC tracking program. Mr. Blaisdell explained the benefits of CPC tracking for applicants and licensees, and that NCEES facilitates the CPC tracking process. Mr. Blaisdell added that most states are moving towards accepting only NCEES records. No action was taken.

6.8. NCEES Participation

6.8.1. NCEES Committee Reports

Mr. Blaisdell – Exam Development (PS exam), Examinations Policies and Procedures (EPP) & Western Zone Leadership Development Committee

Mr. Blaisdell reported on exam development for PLS, how EPP reviews annual meeting items from the floor, and the Western Zone Leadership Development Committee live learning sessions. The next session topic will be remote supervision and hybrid work on January 11, 2024, at 1 pm via Teams.

Mr. Peden – Western Zone Secretary

Mr. Peden, the NCEES Western Zone Secretary, reported on preparation for the upcoming NCEES 2024 Western Zone meeting in Bozeman, Montana.

Ms. Lund – Examinations for Professional Engineers (EPE)

Ms. Lund reported on evaluating specifications for exams, professional activities and knowledge study, standard setting and cut scores. Ms. Lund expressed concerns about reference material for CBT Exams. Ms. Lund intends to continue her involvement in the review process.

Mr. Fuller – Examinations Audit Committee

Mr. Fuller gave a brief overview of his involvement with the NCEES Exam Audit Committee which audits cut score development and exams.

6.8.2. NCEES Emeritus Membership

Mr. Peden directed staff to prepare a NCEES Emeritus policy for accountability, tracking, and possible annual reporting.

6.8.3. NCEES Funded and Board Funded Delegates for 2024 NCEES Western Zone Meeting

Ms. Wherrett inquired to the board who would like to attend the 2024 NCEES Western Zone Meeting. Mr. VanDeWege made a motion to select Mr. Blaisdell, Mr. Wengler and Mr. Hendrickson as NCEES funded delegates. Ms. Lund and Mr. VanDeWege will be funded by the Board. Mr. Peden, as Western Zone Secretary, and Mr. Harney, as a first-time attendee, to be funded by NCEES. Motion seconded by Ms. Lund. Motion approved.

7. Director's Report

7.1. 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 \$1.44 million in its operating account and is on track to underspend appropriation this biennium by about \$420,000. Reported last fiscal year, the agency generated \$644k in revenue vs. \$735k during the same period last biennium. This represents a reduction of about 12.4% relative to the last biennium.

7.2. Agency Operations

Mr. Fuller discussed filling the Administrative Assistant position and onboarding a new Professional Land Surveyor Pro-Tem Board Member, Walt Dale, PLS.

7.3. Program Reports

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

7.3.1. Communications & Outreach – Mr. Schieferstein

7.3.2. Regulatory – Ms. Gillespie

7.3.3. Investigation & Compliance – Ms. Short

7.3.4. Licensing – Ms. Cramer

7.3.5. Admin – Ms. Wherrett

7.4. Other Items

Ms. Lund requested board staff add 'decoupling' to the strategic planning items list as an Exam Qualifications Committee review topic.

8. Assistant Attorney General's Report

Nothing to report.

9. Other Business

9.1. Additional Public Comment

Ms. Johnston, a Professional Engineer from Fairbanks, Alaska, elaborated on Western Zone Leadership Development Committee live learning sessions and CPC Tracking. Ms. Johnston asked the Washington State board to support her campaign for the Western Zone Vice President.

9.2. Upcoming Outreach and Events

- February 2 – 3 | WOSSA Septic-Con | Tacoma Convention Center
- February 21 – 22 | Board and Committee Meeting | SeaTac
- February 28 – March 1 | LSAW Conference | Tulalip Resort
- March 22 | State Specific Exams | Lacey and Spokane
- April 10 -11 | APWA | Mr. Fuller
- May 16 – 18 | NCEES Western Zone Meeting | Bozeman, MT

Discussion:

Mr. Schieferstein asked the Board for their participation in future outreach events. The Board recommended Mr. Schieferstein reach out to NCEES for outreach and recruitment materials.

9.3. Action Items from This Meeting

- Mr. Fuller to reach out to Mr. Gallion and NCEES in response to his public comment
- Mr. Schieferstein to add a discussion about examination study materials to the next CTF meeting agenda
- Ms. Short to add case management timelines onto board SharePoint site
- PC and 18.43 Task Force to proceed with options 1, 5, and 6 for RCW 18.43 and RCW 18.210 including composition and number of board members
- PC and 18.43 Task Force to move forward with title language, approved and placed on hold in June 2022, and stakeholder meetings
- Board staff to begin researching public safety concerns over the title ‘engineer’
- EC to review strategic planning items list and reduce to highest values including metrics and progression with assignment to committees
- Board staff add ‘decoupling’ to the strategic planning items list and assign to EQC
- Board staff to set up a meeting with AAGs and Mr. Fuller to discuss proposed WAC 196-29-110 CR102 and Small Business Economic Impact Statement.
- Board staff to contact Dainis & Company, Inc., for Professional Activities and Knowledge Study (PAKS) advice
- Proceed with Director Evaluation Procedure and for the board comment section to provide guidance to the director
- Board staff to file CR102 for WAC 196-21
- Board staff to seek stakeholder feedback before filing a CR102 for WAC 196-26A and WAC 196-30
- Mr. Fuller and board staff to produce an NCEES emeritus member policy
- Board staff to submit the NCEES funded delegates for NCEES Western Zone Meeting - Mr. Blaisdell, Mr. Wengler, and Mr. Hendrickson

9.4. Agenda Items for Next Meeting

- PDH Review for WAC 196-34 and WAC 196-16-120
- Discuss Director Evaluation in closed session

10. Adjourn Meeting

A motion was made by Mr. Hendrickson, and seconded by Mr. VanDeWege, to adjourn the meeting at 2:28 p.m. Motion approved.

Next Meeting: February 22, 2024 – Special Board Meeting – Radisson Hotel, SeaTac, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director

DRAFT

Wherrett, Mackenzie (BRPELS)

From: Fuller, Ken (BRPELS)
Sent: Tuesday, January 16, 2024 12:23 PM
To: Wherrett, Mackenzie (BRPELS)
Subject: FW: Dr Q for NCEES President Elect
Attachments: Dr Q - President Elect Experience.pdf; Dr Q - President Elect Candidate Statement.pdf; Dr Q - President Elect Initiatives.pdf

Follow Up Flag: Follow up
Flag Status: Completed

For the board via communications.

Ken

From: Mohammad Qureshi <drmoque@gmail.com>
Sent: Sunday, January 14, 2024 11:04 AM
Cc: Fuller, Ken (BRPELS) <Ken.Fuller@brpels.wa.gov>
Subject: Dr Q for NCEES President Elect

External Email

Dear friends of the Washington Board,

As we enter the first quarter of 2024, one of the decisions your Board will be making is how your delegates to the 2024 Western Zone Interim Meeting will vote during the elections to be held in Bozeman in the month of May. So, I would like to share some information with you that will aid you in your decision making.

Attached are my candidate’s statement, list of experience and my strategic initiatives.

I have enjoyed serving the Western Zone as an officer for the past 4 years, I ask for your vote to continue to serve the Zone, Council and future licensees over the next 3 years.

If you have any questions or concerns, please contact me.

Sincerely, Dr Q.

From the State of California

DR. MOHAMMAD QURESHI, P.E.



For

NCEES President-Elect

- ✓ *Experienced Leadership*
- ✓ *Listens to Council Members*
- ✓ *Understands Council Concerns*
- ✓ *Committed to Serving the Council*

- **Current NCEES Western Zone Vice President**
- NCEES Board of Director's Liaison: Exam Audit (2022), Law Enforcement (2023), UPLG (2023)
- NCEES Western Zone Assistant Vice President (2020-22)
- Member, NCEES ACCA (August 2020-22)
- Vice Chair, NCEES EPE Committee (August 2018-20).
- Member, NCEES EPE Committee (August 2017-20).
- Chair, NCEES Western Zone Nominations Committee (August 2017-19).
- Member, NCEES Western Zone Nominations Committee (August 2016 -19).
- Registered Civil Engineer and Traffic Engineer in California. Expired registrations as Civil Engineer in Hawaii, New Hampshire, and Vermont.
- Past President and Vice President of California Board for Professional Engineers, Land Surveyors, and Geologists.

Elect "Dr. Q" for President-Elect

From the State of California

DR. MOHAMMAD QURESHI, P.E.

For NCEES President-Elect

Candidate Statement



Over the past two years, I have worked with my colleagues on the Board of Directors (BOD) to deliberate and decide how to move our organization forward. Two key initiatives that have occurred during my term are the changes to the Principles and Practice of Surveying (PS) exam and establishment of the NCEES foundation. During the past two years, I have built relationships with the other members of the BOD. In particular, I have established a strong relationship with President-Elect Andy Zoutewelle (NC). Now that it is Western Zone's turn to nominate a President-Elect, I feel it is my duty to support Andy and serve our member boards by utilizing my experience to continue the growth and evolution of the Council.

The strong, positive relationships I have built with the current BOD members and NCEES Staff are just one of the compelling reasons to elect me as the next President-Elect. These relationships demonstrate my approach to leadership. During my tenure as a California Board member and as an officer in NCEES, I have approached my duties with a focus on teamwork and on supporting those around me. As Assistant Vice President to former Vice President Scott Bishop (UT), I knew my role was to support Scott by providing perspective during our discussions and in carrying out the tasks assigned to me. As Vice President, I have held monthly meetings with the Zone officers, so that we are working as a team. Similarly, on the BOD, I think it is imperative that we discuss agenda items candidly and honestly. Equally importantly, I recognize that we are a team and each of us has a role to serve and perspective to share. It's about the organization and not me as an individual. As your Zone Vice-President my role was to ensure that we were represented in the deliberations and the items we valued were championed. As President-Elect and then President, the role becomes that of serving all member board for everyone's benefit.

For the year that I hope to serve as President-Elect I will have two key roles. First, I will be there to support our next President, Andy Zoutewelle and aid him in accomplishing his initiatives. The second role will be to develop a foundation for my two strategic initiatives. I want to continue the goal of making it easier to become licensed in multiple jurisdictions. My contribution to that goal is to develop a National Registry of Engineers that is modeled on the International Registry of Engineers. It is my hope that states will use the National Registry similarly to how the International Registry is being used to facilitate a Mutual Recognition Agreement with the United Kingdom. My second initiative is to designate the 2025-26 year as the "Year of the Volunteer". During 2024-25, I hope to work with NCEES staff to find unique ways to showcase the efforts of our volunteers and express our gratitude for their dedication to our member boards.

I have enjoyed serving the Western Zone as an officer for the past 4 years, I ask for your vote to continue to serve the Zone, Council and future licensees over the next 3 years.

Elect "Dr. Q" for President-Elect

From the State of California

DR. MOHAMMAD QURESHI, P.E.



For

NCEES President-Elect

*Strategic
Initiatives*

National Registry of Engineers

I want to continue the goal of making it easier to become licensed in multiple jurisdictions. My contribution to that goal is to develop a National Registry of Engineers that is modeled on the International Registry of Engineers. It is my hope that states will use the National Registry similarly to how the International Registry is being used to facilitate a Mutual Recognition Agreement with the United Kingdom.

“Year of the Volunteer”

Our volunteers are what make NCEES the organization that it is. I want to designate the 2025-26 year as the “Year of the Volunteer”. During 2024-25, I hope to work with NCEES staff to find unique ways to:

- Showcase the efforts of our volunteers.
- express our gratitude for their dedication to the member boards.

Elect “Dr. Q” for President-Elect

Wherrett, Mackenzie (BRPELS)

From: Elizabeth Johnston <lise.johnston@ieee.org>
Sent: Wednesday, November 1, 2023 8:56 AM
Subject: Elizabeth Johnston Candidacy for NCEES President-Elect

Follow Up Flag: Follow up
Flag Status: Completed

 External Email



I'm thrilled to announce my candidacy for the position of President-Elect of the National Council of Examiners for Engineering and Surveying (NCEES). I'm presenting my vision for our organization and the professions it serves and hope for your support.

Throughout the years, NCEES has played a pivotal role in promoting excellence in engineering and surveying. It has consistently set high standards, ensured professional competence, and safeguarded public safety. Looking ahead, I believe there's an incredible opportunity for us to have an even greater impact.

My professional journey has been marked by an unwavering commitment to professionalism and innovation. I've practiced as an Electrical Engineer and Fire Protection Engineer, served my professional society the IEEE at all levels, chaired the Alaska Board, served NCEES Chairing the Exam Policies & Procedure Committee, and served the Western Zone as Assistant Zone VP. I've seen the challenges and opportunities our professions face and have been a strong advocate for ethical practices, continued education, and technological advancement in our fields.

As President, I will be committed to the following key priorities:

1. **Enhancing Licensure Standards:** We will maintain the highest licensure standards, adapting to the evolving needs of our professions while maintaining our commitment to public safety.
2. **Advocating for the Professions:** We will actively engage with policymakers, industry leaders, and the public to emphasize the vital roles engineers and surveyors play in shaping the future.

3. **Building Capacity & Fostering Collaboration:** I am dedicated to providing training and resources to member boards and strengthening collaboration with our zones, member boards, partners, sister societies, and stakeholders to ensure NCEES continues to be a global leader in our field.

With your support and trust, we can focus on these priorities and shape the future of engineering and surveying for the better. I look forward to working closely with each of you to drive positive change within our organization and the professions we represent.

Thank you for considering my candidacy, and I am eager to hear your thoughts, ideas, and feedback as we move forward. Please feel free to reach out to me at lise.johnston@ieee.org with any questions or suggestions.

Thank you for your consideration, and thank you to the Alaska Board for nominating me,

Elizabeth Johnston, PE, FPE Candidate for NCEES President-Elect

Wherrett, Mackenzie (BRPELS)

From: Aaron Blaisdell <ablaisdellbor@gmail.com>
Sent: Friday, October 13, 2023 11:38 AM
Subject: NCEES Western Zone Vice President candidacy
Attachments: image001.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

External Email

It is with great enthusiasm and deep respect that I announce my candidacy for the position of NCEES Western Zone Vice President, as nominated by the Washington State Board. This is an exceptional and exciting opportunity, and I am truly honored to be considered for this role. Our Western Zone faces several critical challenges, as we strive to advance our mission of fostering collaboration and innovation among member boards. These challenges encompass a range of issues, including:



Resource Modernization: We must update and enhance the resources available to our member boards to keep pace with the ever-evolving surveying & engineering landscape.

Law Enforcement and Investigations: Sharing effective tools and best practices in these areas is crucial for maintaining the integrity of our profession.

Cross-Border Communication: Improving communication across borders is essential to ensuring that we are collectively addressing the unique needs of our diverse membership.

Mentoring for Greater Involvement: We need to mentor and encourage new board members, providing them with the guidance and resources needed for active participation within NCEES.

Knowledge Leveraging: We should harness the expertise of our existing members to amplify the influence of Western Zone member boards within NCEES.

If elected as your Western Zone Vice President, I am committed to dedicating my time and effort to address these challenges. I firmly believe in upholding the vision set by our zone member boards and ensuring that our zone maintains its position as a strong and influential force within NCEES. One of my primary objectives will be to streamline the examination application process, making it more efficient and accessible. I am a staunch advocate for our organization's mission and am passionate about preserving the quality and fairness of our examinations.

I look forward to the opportunity to serve as your Western Zone Vice President and work alongside all of you to overcome the challenges that lie ahead. With your support, we can strengthen our professional community and make it even more resilient and innovative.

Thank you for considering my candidacy. I will be reaching out to each member board over the coming months to continue this discussion.

Sincerely,

Aaron Blaisdell, PLS - Board Member - Washington State

Candidate for Western Zone Vice President

Wherrett, Mackenzie (BRPELS)

From: Fuller, Ken (BRPELS)
Sent: Thursday, January 25, 2024 4:04 PM
To: Wherrett, Mackenzie (BRPELS)
Subject: FW: NCEES Western Zone Assistant Vice President Candidate Sean St.Clair

Follow Up Flag: Follow up
Flag Status: Flagged

From: Sean StClair <Sean.StClair@oit.edu>
Sent: Thursday, January 25, 2024 2:46 PM
To: Fuller, Ken (BRPELS) <Ken.Fuller@brpels.wa.gov>
Subject: NCEES Western Zone Assistant Vice President Candidate Sean St.Clair

External Email

Greetings Ken,



I am excited and honored to announce that the Oregon Board has nominated me for the position of NCEES Western Zone Assistant Vice President. I have spent much of my career in service to the profession of engineering and engineering education and welcome the opportunity to serve in this capacity as well.

I have been a professor in the Civil Engineering Department at Oregon Tech for nearly twenty years. For ten of those years, I was chair of that department. During my chairmanship, the department received the prestigious ASCE Walter LeFevre award for promoting licensure, ethics, and professionalism.

I became a registered professional engineer in Oregon in 2007 and shortly afterward began my service to NCEES. I joined the FE Exam Development Committee in January 2010 and since that time have written and reviewed hundreds of FE questions that have been attempted by tens of thousands of examinees. I have also written and edited portions of the supplied FE Reference Handbook, served on the FE Civil PAKS Committee, and served twice on the FE Civil Cut Score Committee.

I was appointed to the Oregon State Board of Examiners for Engineering and Land Surveying in 2017 and was president of the Board from 2022 to 2024. Being on the Board has allowed me to serve on other NCEES committees as well: the Committee on Education (2017-2021), EPP (2021-2023), and EPE (2023-present).

My professional society is the American Society for Engineering Education in which I have served in numerous roles including Section Chair, Division Chair, Zone Chair, and Program Chair as well as serving on the national board of directors for two years. I have been recognized with various awards from this society including the Pacific Northwest Outstanding Teacher Award, the national Best Zone Paper Award, and the Wadlin Distinguished Service Award.

I am passionate about serving and promoting the engineering profession and I look forward to working with the Western Zone and NCEES to advance testing and licensure.

Sean St.Clair, PE, PhD

Wherrett, Mackenzie (BRPELS)

From: Sayles, Scott <Scott.Sayles@wsp.com>
Sent: Friday, February 16, 2024 9:00 AM
Subject: Scott Sayles (Candidate for NCEES Western Zone Assistant Vice President)

Follow Up Flag: Follow up
Flag Status: Flagged

External Email

The recent delegation of US Engineering State Board Members to the United Kingdom, in which I had the honor to participate, underscored the significance of NCEES and reaffirmed its mission. Expanding beyond the nomination letter sent to the Western Zone Nominations Committee Members prior to the cut off I am honored to declare my candidacy for the role of Assistant Vice President of the NCEES Western Zone. With a deep-rooted commitment to the advancement of the engineering and surveying profession and a proven record of leadership, I am eager to contribute my skills and vision to uphold the NCEES mission. In a rapidly evolving landscape, I believe in the power of collaboration, advocacy, and fostering professional development to safeguard the health, safety, and welfare of the public. Join me on this journey as we work together to shape the future of the Western Zone.

MY VISION:

To embody NCEES mission advancing licensure for engineers and surveyors to safeguard the health, safety, and welfare of the public.

QUALIFICATIONS:

- **Cross Discipline:** Although not a surveyor, I have spent almost 2 cumulative years in the field with a survey crew. I started with my grandfather (surveyor) and joined him and my father before joining a company during summers. I can understand some of the concerns of surveyors. In addition, I bring an understanding of other national boards such as ACEC, ASCE, ASHE and NCARB.
- **Volunteering:** Currently on the NCEES Education Committee and other groups to advance higher learning. (please see below for more information)
- **Knowledge:** I have listened to the issues, challenges, and opportunities facing the engineering and surveying profession and ready to assist the Western Zone Vice President and all the Western Zone members.
- **Commitment:** I have discussed internally with my family and office, and I will have adequate time availability.

KEY FOCUS AREAS:

- **Advocacy:** Committed to advocating for the interests of engineers & surveyors in the Western Zone, ensuring everyone's voice is acted on.
- **Collaboration:** Foster collaboration and communication among NCEES members to address challenges and drive positive change.
- **Professional Development:** Promote programs that enhance the professional development of engineers, keeping them informed about industry trends.

WHY SCOTT:

- **Proven leadership skills:** I have managed 100+ projects, collaborated with communities on outreach, and received numerous projects partnering awards. Also, recently unanimously voted in as the Vice Chair of the AZ Board of Technical Registration board.

- **A record of successful collaboration:** I have and continue to chair a 50+ person ACEC-AZ conference committee (1,600+ conference attendees) that requires working with different personalities and finding win/win solutions and ideas yearly.
- **Enthusiastic about advancing the engineering profession:** I have volunteered with the future city competition for years, Vice President in a foundation that provides scholarships for engineering, and donate time and resources to local ACEC, ASCE, ASCE-BTR, and University of Arizona (UofA) events for scholarships. Recently awarded the UofA Bear Down Award from the College of Engineering for performing noteworthy or meritorious service on behalf of the university.

A BIT MORE ABOUT SCOTT

Hobbies: Disc Golf (strategic thinking/precision), Hiking (adventure/lifestyle), Technology and Gaming (problem-solving and innovation)

Volunteering:

- ACEC-AZ (Industry Advocacy)
- Future Cities (Youth & STEM)
- Sayles Advancement in Education Foundation (Youth Development)
- UofA Alumni Engineering Council (Academic Excellence)
- UofA Alumni Civil Industrial Council (University & Engineering)
- Scout Troop 474 Committee (Leadership & Community)

I eagerly anticipate reconnecting with everyone at the upcoming Western Zone meeting. Please feel free to reach out to me if you have any questions or would like to discuss further.

Sincerely,

Scott Sayles, PE, Candidate for NCEES Western Zone Assistant Vice President

PHONE: 928-715-8277

LinkedIn: <https://www.linkedin.com/in/scottsayles/>

NOTICE: This communication and any attachments ("this message") may contain information which is privileged, confidential, proprietary or otherwise subject to restricted disclosure under applicable law. This message is for the sole use of the intended recipient(s). Any unauthorized use, disclosure, viewing, copying, alteration, dissemination or distribution of, or reliance on, this message is strictly prohibited. If you have received this message in error, or you are not an authorized or intended recipient, please notify the sender immediately by replying to this message, delete this message and all copies from your e-mail system and destroy any printed copies.

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Special Board Meeting

Tab 3

Disciplinary Action

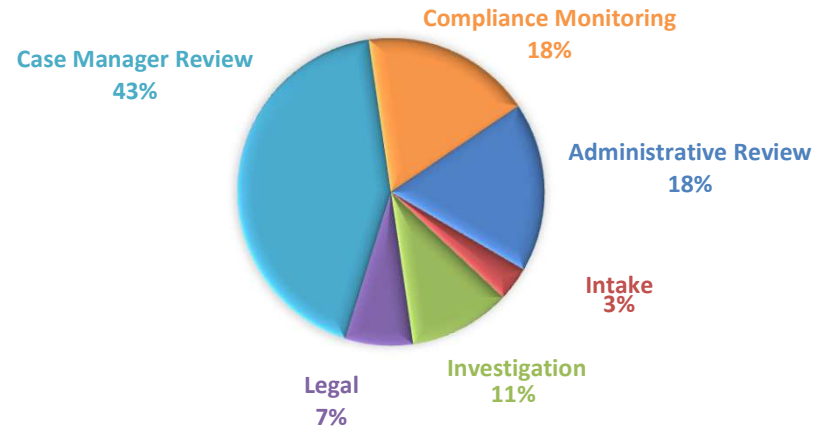
- 3.1. Case Closures
- 3.2. Disciplinary Report

Board of Registration for Professional Engineers Land Surveyors Disciplinary Report - February 2024

Open Case Status

Status	Program Type			Total
	Engineers	Land Surveyors	OSW	
Administrative Review	2	3	0	5
Intake	0	1	0	1
Investigation	0	3	0	3
Legal	0	1	1	2
Case Manager Review	1	11	0	12
Compliance Monitoring	4	1	0	5
Total	7	20	1	28

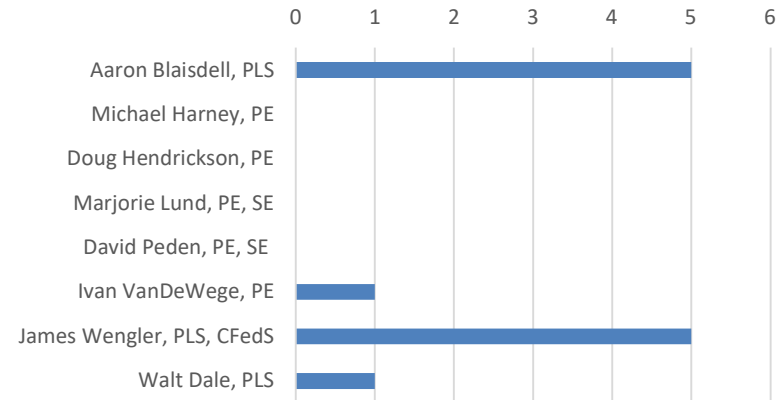
Open Complaint Status



Case Manager Review

Case Manager	Program Type		Total
	Engineers	Land Surveyors	
Aaron Blaisdell, PLS	0	5	5
Michael Harney, PE	0	0	0
Doug Hendrickson, PE	0	0	0
Marjorie Lund, PE, SE	0	0	0
David Peden, PE, SE	0	0	0
Ivan VanDeWege, PE	1	0	1
James Wengler, PLS, CFedS	0	5	5
Walt Dale, PLS		1	1
Total	1	11	12

Case Manager Open Complaints



Administrative Review

Board Staff	Engineers	Land Surveyors	OSW	Total
Ken Fuller, PE	2	0	0	2
Kristina Horton, PLS	0	3	0	3
Total	3	3	0	5

Special Board Meeting

Tab 4

Committee Reports

- 4.1. On-Site Wastewater Ad Hoc Committee
- 4.2. Exam Qualifications Committee
- 4.3. Executive Committee
- 4.4. Practice Committee
- 4.5. Survey Committee
- 4.6. Structural Committee

Special Board Meeting

Tab 5

New Business

- 5.1. Approval of CES and CR103 for WAC 196-21
- 5.2. Policy 39 - processing complaints against board members
- 5.3. Director's Evaluation
- 5.4. Exam Policy Development Discussion



STATE OF WASHINGTON
 BOARD OF REGISTRATION FOR
 PROFESSIONAL ENGINEERS AND LAND SURVEYORS
 P.O. Box 9025, Olympia, WA 98507-9025

Washington Administrative Code
Notice of Permanent Rules for WAC 196-21
Land Surveyors-in-training

The Administrative Procedure Act (RCW 34.05.325(6)) requires agencies to complete a concise explanatory statement before filing adopted rules with the Office of the Code Reviser. This statement must be provided to anyone who gave comment about the proposed rulemaking.

Adoption of WAC:

- 196-21-005 Declaration and purpose.
- 196-21-010 Eligibility and applications.
- 196-21-025 Educational experience.
- 196-21-030 Fundamentals-of-land surveying examination (Repealed)
- 196-20-040 Obtaining certification as a land surveyor-in-training in Washington

Effective date: These rule changes will become effective 31 days after filing (approximately DATE).

What are the agency's reasons for adopting this rule?

Minor housekeeping changes were made to the existing language to help clarify requirements to take the fundamentals of land surveying examination. Existing language was amended to allow individuals to get certified as a land surveyor-in-training in Washington regardless of where they took the NCEES FLS examination, by completing an application showing requirements are met.

Summary of all public comments received on this rule proposal and the agency's response to those comments:

There were no public comments received regarding this rule.

Changes made to the proposed WAC resulting from public comment: N/A

If you have any questions, please contact Shanana Gillespie, Rules Coordinator, at (360) 664-1570 or e-mail at Shanana.Gillespie@brpels.wa.gov.



RULE-MAKING ORDER

PERMANENT RULE ONLY

CR-103P (December 2017) (Implements RCW 34.05.360)

Agency: Board of Registration for Professional Engineers and Land Surveyors

Effective date of rule:

Permanent Rules

31 days after filing.

Other (specify) _____ (If less than 31 days after filing, a specific finding under RCW 34.05.380(3) is required and should be stated below)

Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?

Yes No If Yes, explain:

Purpose: Minor housekeeping changes were made to the existing language to help clarify requirements to take the fundamentals of land surveying examination. Existing language was amended to allow individuals to get certified as a land surveyor-in-training in Washington regardless of where they took the NCEES FLS examination, as long as requirements are met.

Citation of rules affected by this order:

New:

Repealed: 196-21-030

Amended: 196-21-005, 196-21-010, 196-21-025, 196-21-040

Suspended:

Statutory authority for adoption: RCW 18.43.035

Other authority:

PERMANENT RULE (Including Expedited Rule Making)

Adopted under notice filed as WSR 24-01-093 on December 18, 2023 (date).

Describe any changes other than editing from proposed to adopted version: None

If a preliminary cost-benefit analysis was prepared under RCW 34.05.328, a final cost-benefit analysis is available by contacting:

Name:

Address:

Phone:

Fax:

TTY:

Email:

Web site:

Other:

**Note: If any category is left blank, it will be calculated as zero.
No descriptive text.**

**Count by whole WAC sections only, from the WAC number through the history note.
A section may be counted in more than one category.**

The number of sections adopted in order to comply with:

Federal statute:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Federal rules or standards:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Recently enacted state statutes:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>

The number of sections adopted at the request of a nongovernmental entity:

New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
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The number of sections adopted on the agency's own initiative:

New	<u>0</u>	Amended	<u>4</u>	Repealed	<u>1</u>
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The number of sections adopted in order to clarify, streamline, or reform agency procedures:

New	<u>0</u>	Amended	<u>2</u>	Repealed	<u>0</u>
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The number of sections adopted using:

Negotiated rule making:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Pilot rule making:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Other alternative rule making:	New	<u>0</u>	Amended	<u>4</u>	Repealed	<u>1</u>

Date Adopted:	Signature: Place signature here
Name: Ken Fuller	
Title: Director	

AMENDATORY SECTION (Amending WSR 04-04-001, filed 1/21/04, effective 2/21/04)

WAC 196-21-005 Declaration and purpose. This chapter contains rules and procedures for applications, eligibility ~~((and))~~ to take the fundamentals of land surveying examination((s)), and to ((be enrolled as)) apply for a land surveyor((s))-in-training certificate.

AMENDATORY SECTION (Amending WSR 14-07-106, filed 3/19/14, effective 4/19/14)

WAC 196-21-010 Eligibility and applications. Eligibility for taking the fundamentals of land surveying exam requires completion and verification of four years of experience. These four years can be achieved through board approved education; board approved practical experience or a combination of both. All applications must be completed in accordance with instructions provided by the board. Once an applicant is notified of board approval to sit for the fundamentals of surveying examination ~~((he or she))~~ they will be instructed to ~~((register directly))~~ schedule their examination with the National Council of Examiners for Engineering and Surveying (NCEES) ~~((for admittance to the examination))~~.

AMENDATORY SECTION (Amending WSR 14-07-106, filed 3/19/14, effective 4/19/14)

WAC 196-21-025 Educational experience. All applicants are required to have original transcripts submitted to the board ~~((by the school registrar in order))~~ to obtain maximum educational experience credit. Applicants enrolled in a school or college that have achieved senior standing in a baccalaureate curriculum in land surveying approved by the board are eligible to take the fundamentals-of-land surveying examination ~~((without having college transcripts submitted))~~.

Qualifying educational experience may be:

- (1) A baccalaureate degree in land surveying from a board approved curriculum for up to four years; or
- (2) An associate degree in land surveying from a board approved curriculum for up to two years; or
- (3) Each year of qualifying board approved coursework in land surveying, without a degree, that will be evaluated for relevancy and equivalency to a structured curriculum for up to one year;
- (4) A postgraduate degree approved by the board for up to one year.

Special Board Meeting

Tab 6

Director's Report

- 6.1 Financial Report
- 6.2 Agency Operations
- 6.3 Program Reports
 - 6.3.1 Communication & Outreach
 - 6.3.2 Regulatory
 - 6.3.3 Investigations & Compliance
 - 6.3.4 Licensing
 - 6.3.5 Admin
- 6.4 Other Items

Wherrett, Mackenzie (BRPELS)

From: Shelley, Ian (DES)
Sent: Friday, February 16, 2024 12:05 PM
To: Fuller, Ken (BRPELS)
Cc: Wherrett, Mackenzie (BRPELS); McClanahan, Gwen (DES)
Subject: 166 - January 2024 Financial Status
Attachments: BRPELS_Financial Status_Jan 2024.xlsx; Historical revenue analysis.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Ken,

Attachment 1: January 2024 financial status and projections.

Attachment 2: Historical revenue analysis

The information in the reports shows that **BORPELS is in good financial condition and that revenues are reasonable and within historical ranges.**

Key January highlights:

- Fund 024 ended the month with a balance of \$1.67 million.
- \$204k in revenue this month. This is higher than the \$166k per month currently in projections and went a good way in catching up revenues.

Biennium to date highlights:

- BORPELS has spent \$297k less than planned to date, most of the underspend is found in goods and services
 - EM: ATG costs \$42k less than planned BTD
 - ER: \$67k underspend so far, mostly related to DOL costs coming in low (I have increased expense projections moving forward to capture any missing DOL expenses).
 - EY: \$79k underspend so far, mostly related to DOL POLARIS costs coming in low (I have increased expense projections moving forward to capture any missing DOL expenses).
- BTD Revenues
 - \$1.16 million for July-Jan. For comparison BI23 July-Jan was \$1.28 million. Current BI is at 90% of BI23 levels as of January.
 - I've adjusted the BI25 revenue projections downward, from 95% of BI23 to 92% of BI23.

Projections show BORPELS ending the biennium in June 2025 with:

- Fund 024 balance of \$1.38 million. This is a decrease from the BI25 starting balance of \$1.54 million.
- Expense underspend of \$479k.

Please let me know if you have any questions.

Best,

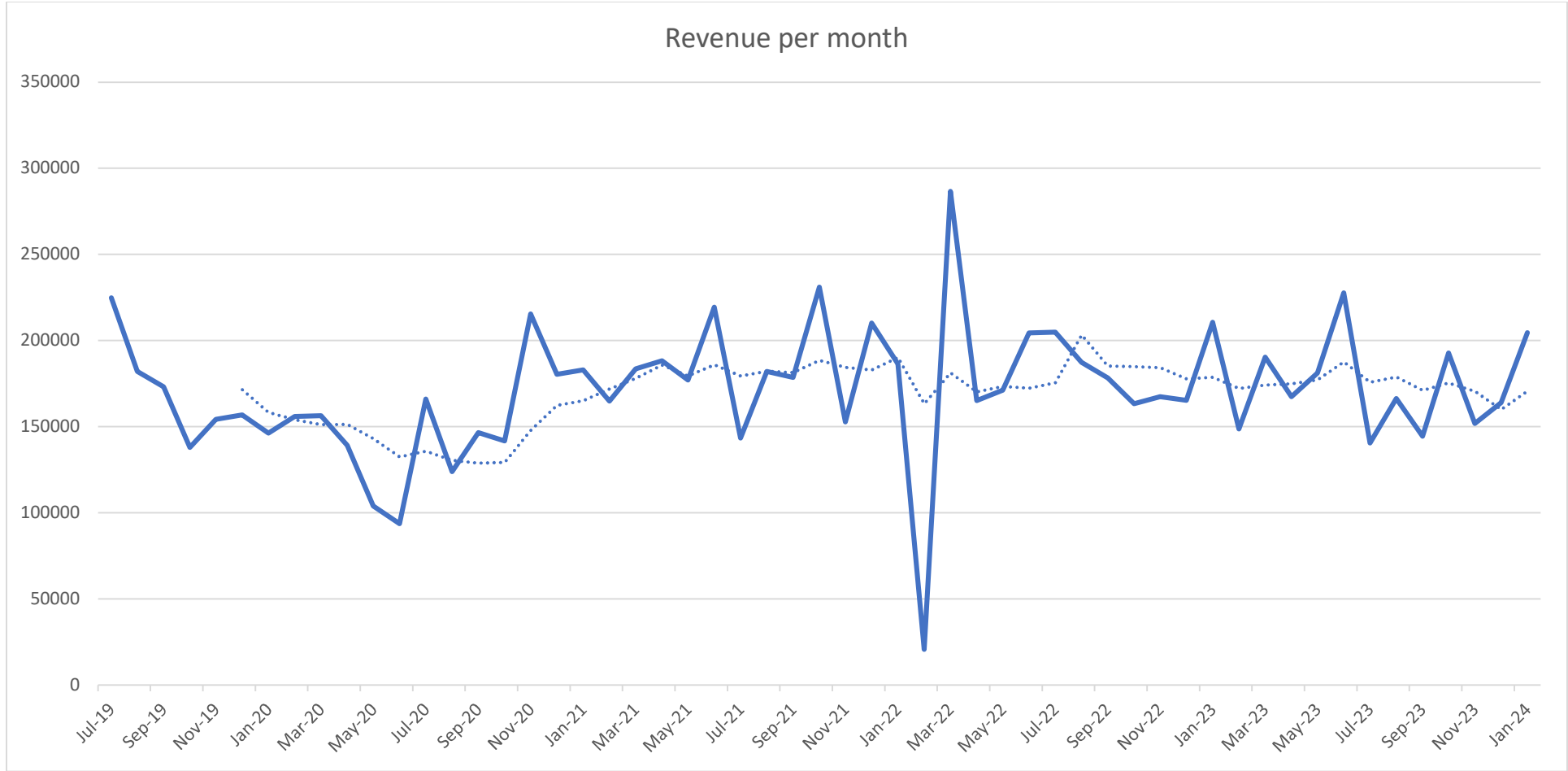
Ian Shelley

Senior Financial Consultant

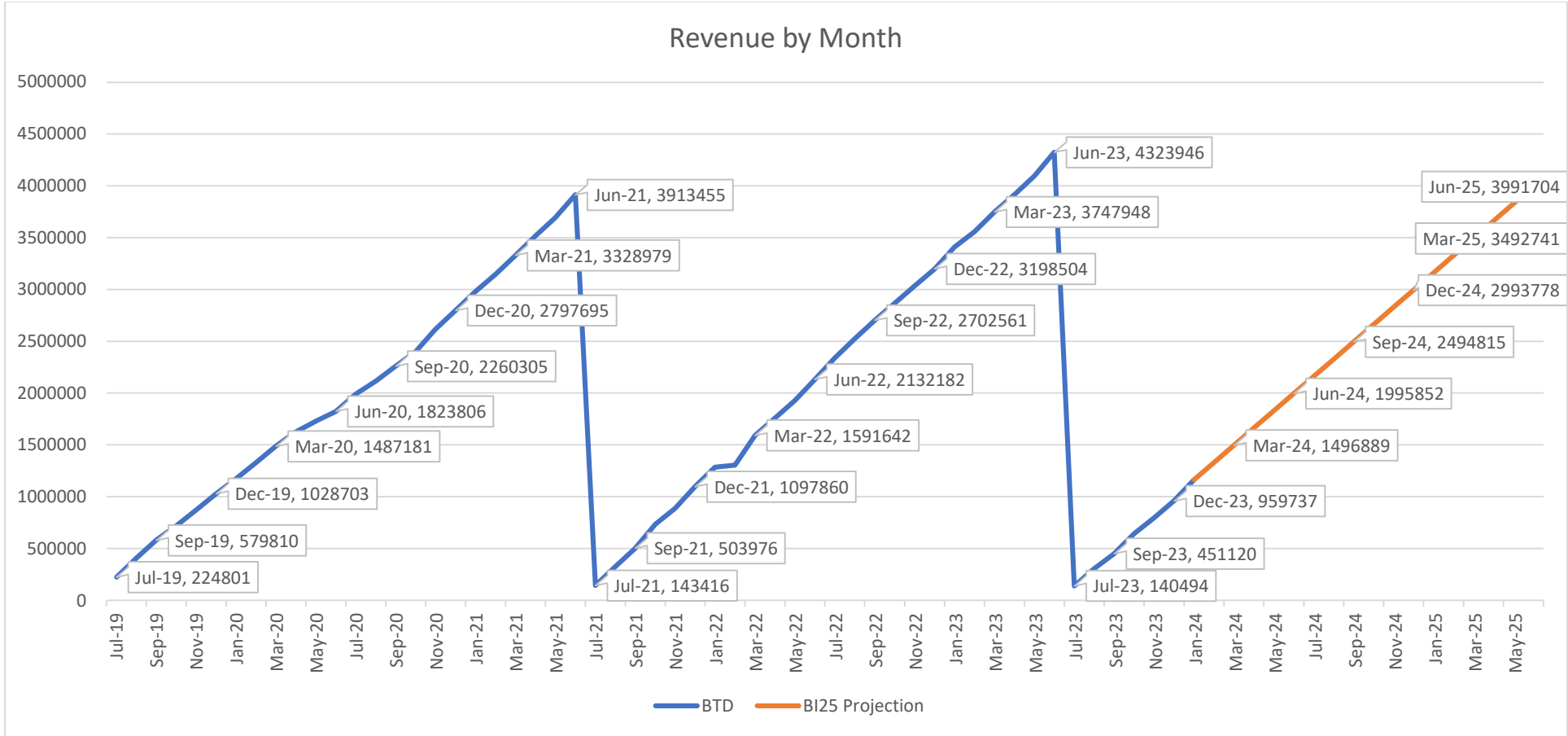
Washington State Department of Enterprise Services

desk: 360-407-8250 | cell: 360-489-5779

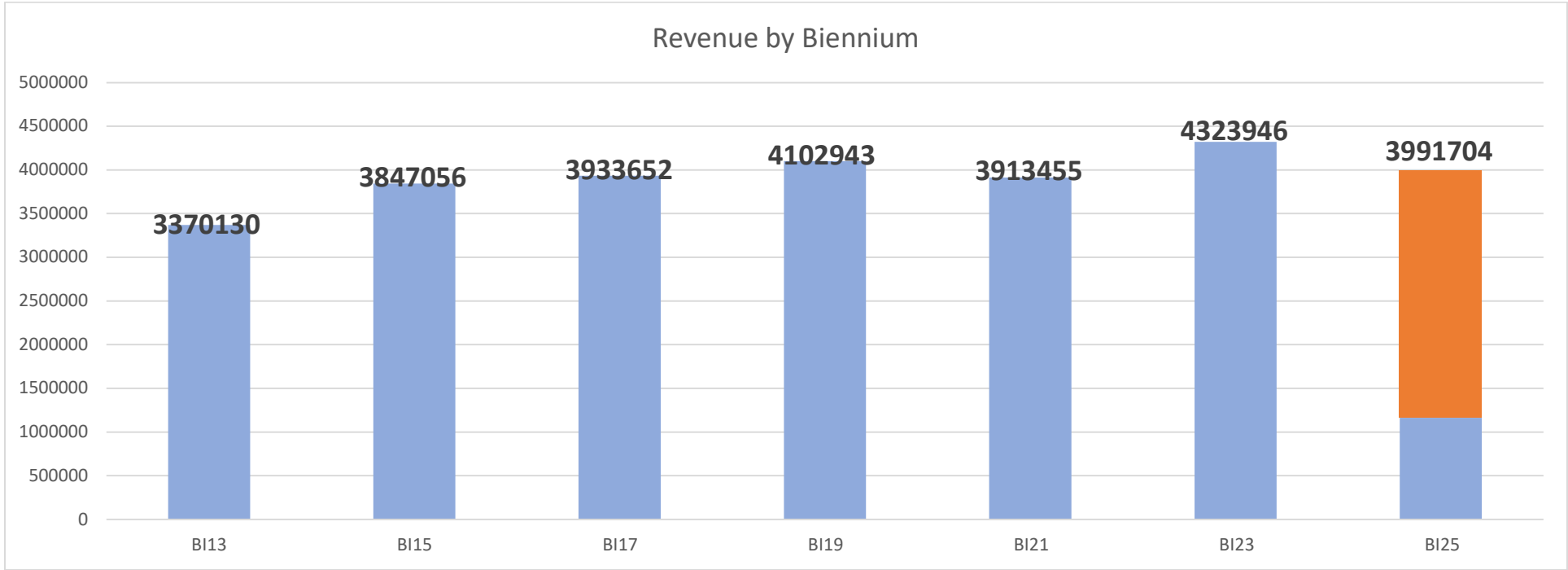
ian.shelley@des.wa.gov



- Dip in Feb 2022 and spike in Mar 2022 are due to DOL revenue recoding timing issues. Most of Feb revenue was recorded in March.
- Current revenues are slightly lower than expected but within reasonable range and historical trends.
- 6 month trailing average (dotted line) shows slight downward trend in current revenues.

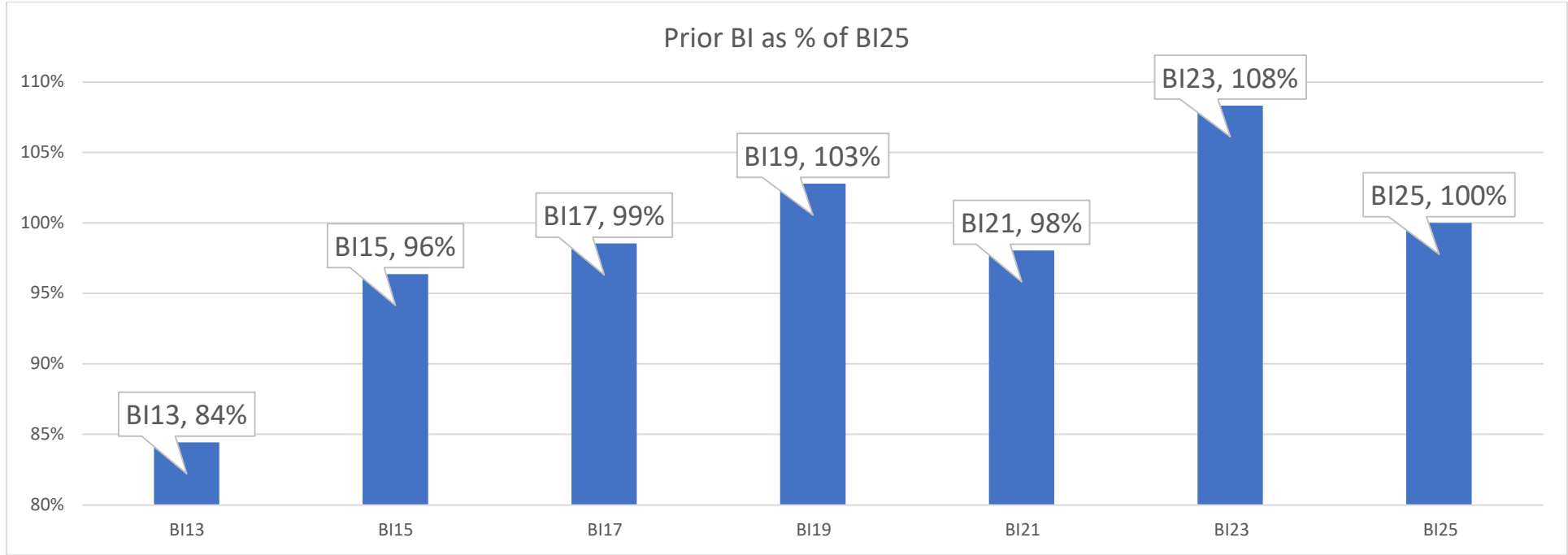


- Revenue arrives evenly, no large increases or decreases during certain calendar months.
- Biennium 21 total: \$3.91 million.
- Biennium 23 total: \$4.32 million.
- Biennium 25 projected: \$3.99 million.



- Current biennium is projecting \$332,000 lower than BI23.
- Biennium 21 (July 2019-June 2021) possible dip due to COVID pandemic
- Biennium 23 (July 2021-June 2023) possible uptick due to catch up after COVID pandemic

Current Biennium	Prior Biennium	(Decrease) or Increase
\$3,991,704	\$4,323,946 (BI23)	(332,242)
\$3,991,704	\$3,913,455 (BI21)	78,249
\$3,991,704	\$4,102,943 (BI19)	(111,239)
\$3,991,704	\$3,933,652 (BI17)	58,052
\$3,991,704	\$3,847,056 (BI15)	144,648
\$3,991,704	\$3,370,130 (BI13)	621,574



- Current biennium is projecting 3% lower than BI19 which was the last pre-COVID pandemic period.
- Current biennium is projecting 2% higher than BI21, July 2019-June 2021.
- Current biennium is 8% lower than BI23, July 2021-June 2023.



Communication and Outreach Program Report 2/22/2024

Current and Ongoing Items

Website

- *front page mockup – final checks*
- *web page rewrites - complete*
- *website framework – complete*
- *new site launch – Thursday, April 4*

Presentation

WOSSA Septic Con – Tacoma, Feb 2 & 3

*Ken Fuller, Ric Wilkerson, Bob Suggs, Kyle Goodman, Kris Horton and
Greg Schieferstein*

Journal

Spring/Summer Edition, May 21 - New and improved version, format and logo

Completed Items

✓ **Logo**

complete – now implementing over the coming months

✓ **Social Media**

LinkedIn page built and live - adding fresh content twice monthly



Regulatory Program Report

2/22/24

Current Items:

- Rulemaking
 - 196-09 CR101 filed. Indexing rule language being drafted (new section).
 - 196-16 CR101 filed. Staff drafting language for Survey Committee review.
 - 196-21 CR102 filed. Hearing held 1/31/24.
 - 196-26A & 196-30 CR101 filed. Draft language sent to rulemaking list for comment.
 - 196-29 CR102 withdrawn. Working on the next steps.

- Public Records Requests
 - 2024: 7 (as of 1/31/24)
 - 2023: 85
 - 2022: 85

- Standard Work Process documents
 - Legislation Tracking – in process.
 - Rulemaking – in process.
 - Public Records Requests - in process.
 - Committee Structure/Practices – pending.
 - Records Management - pending.



Investigation/Compliance Program Report 2/22/24

Current Items:

- PDH Audits
 - * Project Team Assigned
 - Rich Larson/Vonna Cramer/Jill Short
 - Meeting scheduled with Polaris group and project team.
 - Met with Polaris group. This feature in Polaris is currently turned off due to a glitch. They are working on a fix.
 - Rich/Vonna/Jill will now be conducting a manual blind draw process of 1% of renewals for PLS and OS. Will measure results for approximately 6 months to determine results.
 - Template audit letters prepared.
 - Vonna in contact with Polaris team on difference between PDH/CE
 - Plan proposal to be presented to PC
 - Audits will be conducted for 6 months and results brought back to PC in February 2024
 - Audited 5 PLS and 2 OS licensees. Responses due 12/1/23.
 - Received a good response from licensees who were audited. 5 out of 7 have responded. 80% had their required PDH and 20% needed 1-2 more units. Those units will be met in time for the renewal date.
 - Will start including in the audit notice the option of using the NCEES CPC Database and sharing that it will be acceptable to have that report sent in.
 - Audit done in January 2024. There were 4 OS audited and 10 PLS audited.
 - A summary of results report was compiled and presented to the Practice Committee on 2/21/24.
 - Vonna and Jill are working with DOL on getting the audits completed by Polaris automatically.
- Digital Signatures
 - * Project Team Assigned
 - Jill Short/Ken Fuller/Kristina Horton/Greg Schieferstein
 - Have seen multiple inquiries/issues regarding Digital Signature submittals to permitting authorities.
 - Research to be done on processes used by City of Tacoma and City of Seattle.
 - Poll to be done on other state boards' processes.
 - Article to be written for Fall/Winter Journal.

- Possible outreach with WABO.
 - Met with staff from City of Seattle and City of Tacoma (Tom Barger and Joel Rasmussen).
 - Kristina and Jill met with Tom Barger and other staff with City of Seattle. Best practices and a journal article will be drafted following meetings with other permitting jurisdictions.
 - Still conducting research.
- Sanctions List
 - * Project Team Assigned
 - Jill Short/Kristina Horton
 - A list of past violations was compiled. That list is currently being organized and will then be a “living” document on the Board Resources site for case manager reference.
 - Found previous years reports. Folders have been developed and files will be saved to Board Members SharePoint
 - File created and is located on the Board Members’ SharePoint site under Board Resources (an email link was sent to Board members and staff)
- Investigation Desk Reference Guide
 - * Project Team Assigned
 - Jill Short/Kristina Horton
 - The previous manual has been located.
 - Updates to new reference guide currently being drafted.
 - Staff meeting was held to work on manuals.

Completed Items:

- A document showing past violations and sanctions will be posted to the Board Resources SharePoint site (Indexing with Shanan in conjunction with the above Sanctions List project).

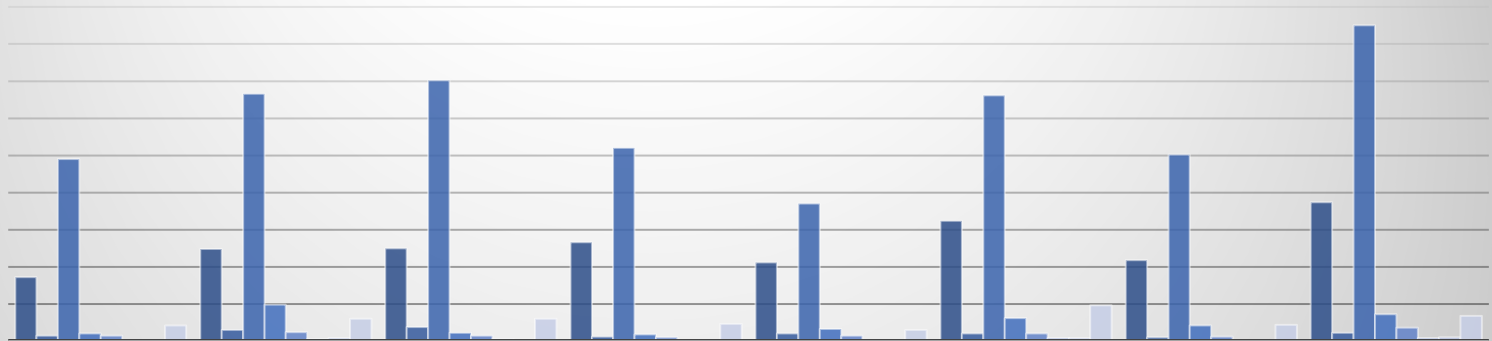
Committee and/or Board Action Items:

- None at this time.



Licensing Program Report February 22, 2024

Applications Recieved



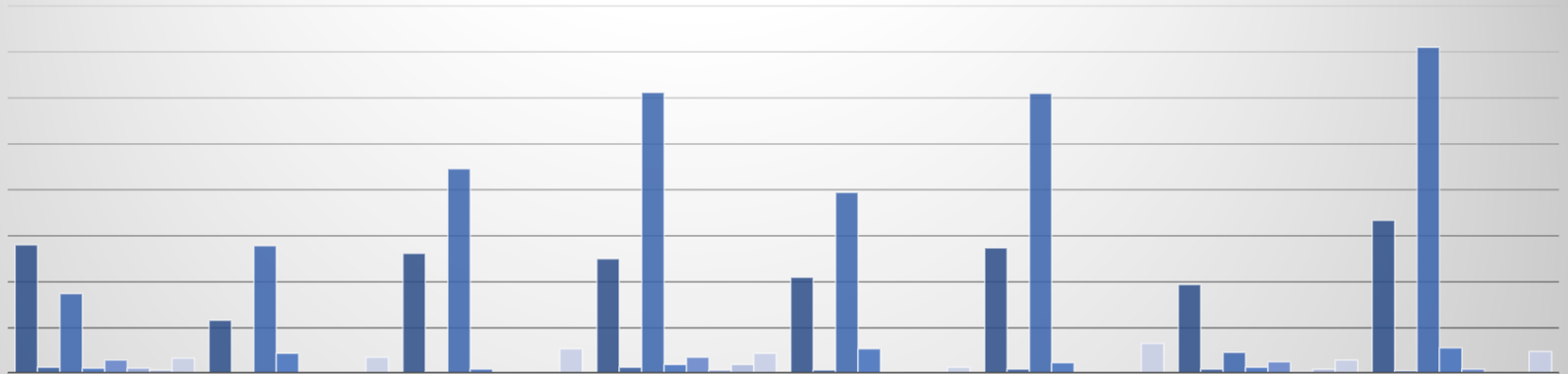
	10/7/22 - 12/22	12/1/22-2/12/23	2/13/23-4/13/23	4/14/23-6/12/23	6/12/23 - 7/25/23	7/26/23 - 10/1/23	10/2/2023 - 11/27/23	11/28/2023 - 2/14/24
■ EIT	86	124	125	133	106	162	109	187
■ LSIT	7	15	19	6	10	10	5	11
■ PE	245	333	351	260	185	331	251	425
■ SE	10	49	11	9	16	31	21	36
■ PLS	7	12	7	5	7	10	6	18
■ OSW Designer	1	3	3	1	0	4	0	4
■ OSW Inspector	1	4	2	1	0	4	0	5
■ Corps/LLC	21	30	30	23	15	48	22	34

■ EIT ■ LSIT ■ PE ■ SE ■ PLS ■ OSW Designer ■ OSW Inspector ■ Corps/LLC



Licensing Program Report February 22, 2024

Licenses Issued



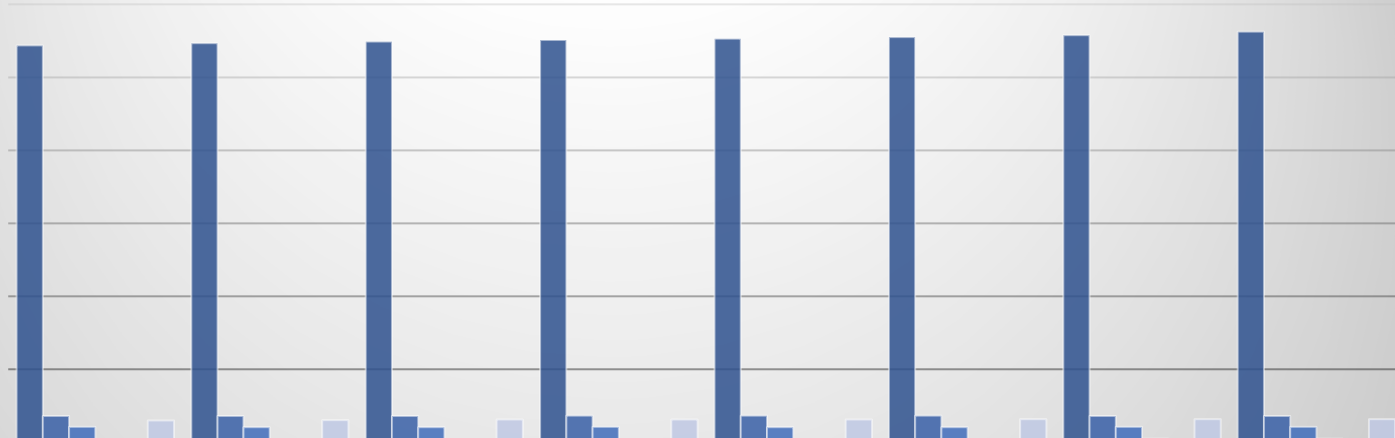
	10/7/22 - 12/22	12/1/22-2/12/23	2/13/23-4/13/23	4/14/23-6/12/23	6/12/23 - 7/25/23	7/26/23 - 10/1/23	10/2/2023 - 11/27/23	11/28/2023 - 2/14/24
■ EIT	140	58	131	125	105	137	97	167
■ LSIT	7	1	2	7	4	5	5	3
■ PE	87	139	223	306	197	305	23	355
■ SE	6	22	5	10	27	12	7	28
■ PLS	15	0	1	18	1	0	13	5
■ OSW Designer	6	0	1	4	0	1	2	0
■ OSW Inspector	4	0	0	10	0	0	5	0
■ Corps/LLC	17	18	27	22	7	33	15	24

■ EIT ■ LSIT ■ PE ■ SE ■ PLS ■ OSW Designer ■ OSW Inspector ■ Corps/LLC



Licensing Program Report February 22, 2024

Active Licenses



	10/7/22 - 12/22	12/1/22-2/12/23	2/13/23-4/13/23	4/14/23-6/12/23	6/12/23 - 7/25/23	7/26/23 - 10/1/23	10/2/2023 - 11/27/23	11/28/2023 - 2/14/24
■ PE	27,189	27,327	27,440	27,548	27,634	27,762	27,882	28,133
■ SE	1784	1795	1794	1806	1819	1804	1792	1792
■ PLS	1036	1030	1023	1036	1012	1026	1038	1033
■ OSW Designer	216	216	214	218	218	219	221	221
■ OSW Inspector	100	102	100	109	107	107	113	111
■ Corps/LLC	1484	1514	1545	1539	1538	1559	1579	1571

■ PE ■ SE ■ PLS ■ OSW Designer ■ OSW Inspector ■ Corps/LLC



Licensing Program Report February 22, 2024

Currently working on:

- Dainis
 - Analysis for OS specific exams
 - Scheduling On-Site JTA Workshop
- Updating content on the web page
 - Working with staff to provide up to date, accurate information
- Monitor Polaris issues/bug
 - Polaris
 - DOL/BRPELS “bug” meeting:
 - Currently have 4 work “bugs” item
 - Currently have 3 user story items
- Law Review CBT
 - Working with DES to put a scope together for potential contracts.
 - Reviewing vendors to move the PE, PLS & OS law reviews to CBT
- Scantron
 - Item bank upload
 - Images upload
 - Test analysis
- Creating March state specific exams
- Box cleanup
 - Moved all items to SharePoint off DOL, staff are ensuring all items are loaded in Polaris
- Historical Data update
- Revenue data for DES for 2021 – 2022
 - Apps received
 - New Endorsements
 - Renewals



Administration Program Report 02/22/2024

Current & Ongoing Items:

- * **Growth of Agency | Hiring & Succession Planning**
 - * Recruitment for new board members - PE & PLS (Ms. Horton & Mr. Fuller)
 - * Ms. Wherrett & Ms. Horton attending 'Leading Organizations' training
 - * Ms. Cramer attending series of project management trainings

- * **Employee Engagement**
 - * Washington State Productivity Board (Mr. Dickison)
 - * Public Service Recognition Week
 - * Staff Summer Retreat!

- * **Admin Policies**
 - * Develop and establish any missing policies
 - * Review and update any outdated policies
 - * Layoff Policy, Continuity of Operations Plan (COOP), Out-of-State Travel Policy, Exam Policy

- * **Form Updates**
 - * Add legal background question back onto application/renewal forms
 - * Review all forms for accessibility

- * **Website Updates, New Website, & Logo**
 - * Assisting with web content, contracts, billing, research, etc.
 - * Logo Trademark

- * **Required Training**
 - * Culture of Military Spouses – TBD
 - * Diversity, Equity, Inclusion – instructor led modules 1-4 have no seats available

Completed Items:

- ✓ BRPELS Annual Performance Evaluations
- ✓ Walt Dale Onboarded as PLS Pro-Tem Board Member
- ✓ Social Media Policy
- ✓ Director Evaluation Procedure

Special Board Meeting

Tab 7

Assistant Attorney General's Report

Special Board Meeting

Tab 8

Other Business

- 8.1 Additional Public Comment
- 8.2 Upcoming Outreach and Events
- 8.3 Board/Staff Affiliate Involvement
- 8.4 Action Items from this Meeting
- 8.5 Agenda Items for Next Meeting



2024 Upcoming Events Calendar

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

FEB

- 2-3 WOSSA Septic Con - Tacoma
- 9-10 ASCE Young Member Forum - Seattle
- 21-22 BRPELS Board & Committee Meetings
- 28-29 LSAW Annual Conference - Tulalip Resort & Casino

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MAR

- 1 LSAW Annual Conference - Tulalip Resort & Casino
- 22 WA PLS & On-Site Designers Exam

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

APR

- 10-11 APWA Conference - Vancouver, WA
- 24-25 BRPELS Board & Committee Meetings - Vancouver, WA

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MAY

- 16 - 18 NCEES Western Zone Interim Meeting - Bozeman, MT

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUN

- 12-13 BRPELS Board & Committee Meetings - Port Angeles
- 30 Fiscal Year End

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUL

Board of Registration for Professional Engineers and Land Surveyors

Action Item List

Executive Committee (EC)

Date Assigned	Action Item	Assigned To	Status
06/21/23	Staff to work on a license review/report out document regarding all three of the professions the Board regulates and provide it to the Board at a future meeting.	Board Staff	In Progress
12/07/23	Review strategic planning items list, assign items to committee, and reduce to highest values including metrics and progression	Committee	Pending

Exam Qualifications Committee (EQC)

Date Assigned	Action Item	Assigned To	Status
10/11/23	Staff to add question back onto BRPELS forms.	Ms. Wherrett & Mr. Dickison	In Progress
12/07/23	Seek stakeholder feedback before filing a CR102 for WAC 196-26A and WAC 196-30	Ms. Gillespie & Board Staff	Pending
12/06/23	Staff to respond to WSU inquiry concerning Construction Engineering degree discontinuance and clarify education information from original email	Ms. Cramer	In Progress

Practice Committee (PC)

Date Assigned	Action Item	Assigned To	Status
10/11/23	Bring PDH audit findings to the February 2024 PC meeting	Ms. Short	In Progress
12/07/23	PC and 18.43 Task Force to proceed with options 1, 5, and 6 for RCW 18.43 and RCW 18.210 including composition and number of board members	Committee	In Progress
12/07/23	PC and 18.43 Task Force to move forward with title language, approved and placed on hold in June 2022, and stakeholder meetings	Committee	In Progress

Survey Committee (SC)

Date Assigned	Action Item	Assigned To	Status
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06/21/23	Survey Committee to create a blueprint of required courses acceptable for approval to take the LSIT.	Committee	In Progress
08/03/23	Staff to review the implications of proposed changes to the withdrawal of CR102 for WAC 196-29-110 and send back to Survey Committee to determine how to proceed.	Ms. Gillespie Ms. Lagerberg Committee	In Progress
07/26/23	Committee members work with Greg, Kristina, and Pat Beehler to come up with a monument preservation outreach and education plan	Committee Mr. Schieferstein Ms. Horton	Pending
12/06/23	Reach out to APWA to see if the Board/Staff can do a presentation about monument preservation at their next conference in April	Mr. Schieferstein	In-Progress
12/06/23	Put together data from the most recent PDH audits and send it out to the committee members by February 1, 2024	Mr. Horton & Ms. Short	In-Progress
12/06/23	Pull together information from other NCEES Western Zone State's PDH requirements and send it to the committee members by February 1, 2024.	Ms. Short	Completed in Survey Committee Packet
12/06/23	Look into a new contract with Danis for a JTS of the PLS exams item bank.	Board Staff	Pending

On-Site Committee

Date Assigned	Action Item	Assigned To	Status
4/12/22	Compile OS Designer & Inspector pass/fail & reexam statistics over the last 5 years.	Ms. Cramer Dainis Co	In Progress
10/11/23	Staff will continue upload item bank questions into Scantron	Ms. Cramer	In Progress

Structural Committee (SEC)

Date Assigned	Action Item	Assigned To	Status
-	-	-	-

Board Staff

Date Assigned	Action Item	Assigned To	Status
10/12/23	Learn more about AI and its impacts on Land Surveying and Engineering professions	Mr. Fuller & Board Staff	Pending

12/07/23	Contact Dainis & Company, Inc., for Professional Activities and Knowledge Study (PAKS) advice	Ms. Cramer & Ms. Horton	In-Progress
12/07/23	Reach out to Mr. Gallion and NCEES in response to his public comment	Mr. Fuller	In-Progress

AGO

Date Assigned	Action Item	Assigned To	Status
04/27/23	Counsel to pursue civil action against Mr. Hawkins and against Mr. Huxel once the appeal decision has been reached.	Ms. Lagerberg Ms. Casselman	In Progress

Special Board Meeting

Tab 9

Adjourn Meeting