



## Executive Committee Meeting February 21, 2024 | 10:00 a.m.

### **In person:**

Radisson Hotel SeaTac  
Orcas Room  
18118 International Blvd  
Seattle, WA 98188

**Committee:** Dave Peden, PE, SE, Chair  
Aaron Blaisdell, PLS, Vice Chair  
Doug Henderickson, PE, Past Chair

**Support staff:** Ken Fuller, PE, Director  
Shanan Gillespie, Regulatory Program Manager  
Kris Horton, PLS, Deputy Director  
Jill Short, Investigations Manager  
Mackenzie Wherrett, Executive Assistant  
Bryce Dickison, Administrative Assistant  
Elizabeth Lagerberg, AAG  
Ian Shelley, DES, Financial Consultant

### **Discussion topics**

- **Financial Report**  
Ian introduced himself as the Agency's new Financial Consultant and provided an overview of the financial report.  
  
He reported that BRPELS is in good financial condition and that revenues are reasonable and within historical ranges. Fund 024 ended the month of January with a balance of \$1.67 million, and there was \$204k in revenue.  
  
Projections show BRPELS ending the biennium in June 2025 with a fund balance of \$1.38 million and is projected to be underspent by about \$479k.  
  
The House & Senate budgets have been released. There are no fund sweeps. A small adjustment to Central Services costs was included. He also noted that the State Auditor's Office has 200 hours penciled in towards an audit of BRPELS.
- **Communication Task Force Meeting Report**  
A copy was in the packet, and Ken provided a report. Kris stated she and other staff are working with the Survey Advisory Board (DNR), and LSAW to recirculate the monument destruction/preservation information.
- **Agency policy regarding NCEES Emeritus Status**  
The committee reviewed the policy, and asked staff to add information regarding emeritus member feedback, including what is required of them.

- Discuss exam policy development.  
Shanan informed the committee that staff is working on a exam policy that would encompass all aspects of the exam process, including exam development, administration, and grading. A draft of the policy will be provided at the next meeting.
- 2024 Legislative tracking update  
Shanan informed the committee that there are not any bills that have a major impact on the professions, but there are some bills that affect the agency. Also, today (February 21<sup>st</sup>) is the last day to read reports from the opposite house. The last day of session is March 7, 2024.
- Strategic planning items review including metrics and progression.  
Staff will take the new strategic planning items and provide more information on costs and resources. Information will be provided at a special strategic planning session in April.
- Director's Report  
Ken informed the committee that he, Greg and Kris met with Senator Liias, Transportation Committee Chair. He would like the Board to help with future workforce issues that may come up.

Ken discussed the possibility of providing scholarships and let the committee know that this would require legislative changes to RCW 18.43. A discussion about the requirements for this ensued. Staff to work on this and provide a report to the committee at a future meeting.

#### **Strategic Planning Items**

- Remain engaged and informed on deregulation.
- Emphasis on outreach and education.
- Measure performance & gain stakeholder feedback that's relevant and useful for improving our agency.
- Measure the licensing system software functionality from stakeholders.

#### **Action Items**

- Staff to update NCEES Emeritus Status Policy.
- Staff to provide committee with draft Exam Policy at April meeting.
- Staff to provide updated strategic planning supporting information to Board at April meeting.