



## Executive Committee Meeting

June 12, 2024 | 1:00 p.m.

**Virtually via Microsoft Teams & In person.**

**In person:**

Field Arts & Events Hall  
McGraw Room  
201 W Front St  
Port Angeles, WA, 98362

**Committee:** Dave Peden, PE, SE, Board Chair  
Aaron Blaisdell, PLS, Board Vice Chair *via Teams*  
Doug Hendrickson, PE, Past Board Chair

**Support staff:** Shanan Gillespie, Regulatory Program Manager  
Ken Fuller, PE, Director  
Greg Schieferstein, Communication & Outreach Manager  
Kris Horton, PLS, Deputy Director  
Mackenzie Wherrett, Executive Assistant  
Jill Short, Investigations Manager  
Vonna Cramer, Licensing Lead  
Bryce Dickison, Administrative Assistant  
Ian Shelley, Senior Financial Consultant *via Teams*  
Elizabeth Lagerberg, AAG Advisor *via Teams*

**Guests:** Jeff Dugan, PLS  
Marjorie Lund, PE, SE  
Jim Wengler, PLS

### Discussion topics

- **Financial Report**  
Ian provided an overview of the financial report.  
  
The Board's fund balance ended the month of April with a balance of \$1.67 million.  
  
The Board received \$172k in revenue in the month of April and were underspent against allotments year to date.  
  
The committee will be recommending that the Board look at potential fee increases, and staff will have a report, including procedures and timelines at the August meeting.
- **Communication Task Force Report**  
  
A copy was in the packet and Greg provided a report. There was a discussion about the procedures for Board sponsorship of organizations. Mackenzie reported that the procedures are close to completion. Also discussed was who has the authority to decide

who the Board will sponsor – the Task Force or the Director. All requests will go to the Task Force, and the board will be kept informed of who gets the sponsorship monies.

Greg unveiled the character “Blaze” that is being used in the Get Kids Into Surveying campaign. He explained that this organization tries to get kids into surveying and that this character is used in their publications, along with other characters in their outreach endeavors. Mr. Blaisdell stated he had concerns with the character and did not think the character was appropriate.

- Director’s Report  
Ken and Kris gave a brief report. The agency is currently recruiting for a Profession Licensing Representative 2, which would be part of the licensing section.

Ken informed the committee that during his report at the board meeting, he would introduce the idea of making one of the six meetings the board holds annually a training workshop and not a business meeting.

Jim brought up the Cyber Security emails that have been sent to the Board members at their brpels email addresses. Mackenzie stated that they were sent as a result of WaTech trying to alert people to potential phishing emails.

- Review of Draft Exam Policy  
The committee reviewed the draft policy that was provided in the packet. Shanan presented the draft policy with the comments made by the EQC. She will make the recommended changes and bring the policy back to the August meeting.
- Review of Strategic Planning Items

### **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.
- Early engagement with professional organizations in rulemaking.