



Executive Committee Meeting

October 11, 2023 | 12:15 p.m.

Teams Meeting (virtual) & Spokane, WA (in-person)

Virtually via Microsoft Teams:

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In person:

Davenport Grand Hotel

Meeting Room 11

333 W Spokane Falls Blvd

Spokane WA 99201

Committee:

Dave Peden, PE, SE, Chair

Aaron Blaisdell, PLS, Vice Chair

Doug Hendrickson, PE, Past Chair

Support staff:

Ken Fuller, PE, Director

Kristina Horton, PLS, Deputy Director

Shanan Gillespie, Regulatory Program Manager

Greg Schieferstein, Outreach & Communication Manager

Mackenzie Wherrett, Executive Assistant

Guests:

Michael Harney, PE

Discussion topics

- Financial Report

Mr. Bitar reported that BORPELS is in excellent financial condition. He projects the agency will end the biennium with about \$1.76 million in its operating account, Fund 024. Additionally, the agency will underspend its appropriation by about \$520k.

For the period of July 2023 – August 2023, BORPELS generated \$307k in revenue vs. \$325k during the same period last biennium. This represents a reduction of about 5.5% relative to last biennium. He is projecting that BORPELS will generate about \$4.32 million in revenue this biennium.

Mr. Bitar informed the committee that the cost an Administrative Assistant 3 was included in the projection, and he questioned whether the Board was planning to spend any money this biennium on outreach modules, question development, or OS ad hoc committee and exam. He added in some miscellaneous costs to the projection but didn't specifically include any of these items.

- Director's Report

Mr. Fuller met with Chun Lau, PE, SE, and individuals from the United Kingdom regarding a



State of Washington
Board of Registration for
Professional Engineers & Land Surveyors

Memorandum of Understanding (MOU) signed by Washington State Governor Jay Inslee and the United Kingdom. He also informed the committee that a subsequent meeting was held discussing engineer licensing requirements. The licensees from the United Kingdom would like to become licensed without having to take additional examinations in Washington. The WA Board of Architects, and the National Council of Architect Registration Boards (NCARB) has already signed a MOU with the UK.

- Communication Task Force Meeting Report
Mr. Schieferstein provided a report of the last meeting.
- Review of Policy #36 – Organization and Function of Board Committees
After reviewing the amendments to the Policy, the committee will be recommending approval by the Board.
- Strategic Planning Items Review
The committee reviewed the strategic planning items and had a discussion regarding the outreach and education item.

Strategic Planning Items

- Remain engaged and informed on deregulation.
- Emphasis on outreach and education.
- Measure performance and gain stakeholder feedback that is relevant and useful for improving our agency.
- Measure the licensing system software functionality from stakeholders.
- ~~PD for communications and outreach manager with Marjorie, Doug, and Aaron in consultation~~ complete
- ~~Task force for review of current outreach plan (Marjorie, Dave, Doug, Carmena, Vonna, Ken) and report back to board~~ complete
- ~~Budget development with PB, ML, KF~~ complete