



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

DATE: June 13, 2024
TIME: 8:30 a.m.
LOCATION: Field Arts and Events Hall
Room 2
210 West Front Street
Port Angeles, WA 98362

ATTENDANCE:

Board Members

Dave Peden, PE, SE, Chair
Aaron Blaisdell, PLS, Vice Chair (via WebEx)
Doug Hendrickson, PE
Ivan VanDeWege, PE
Jim Wengler, PLS, CFedS
Marjorie Lund, PE, SE
Mike Harney, PE (via WebEx)

Guest(s)

Bill Vernon, PLS
Maureen Jackson, PE (via WebEx)
Pat Beehler, PLS (via WebEx)
Tom Barger, PLS (via WebEx)
Elizabeth Johnston, PE (via WebEx)

Staff Members

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

1. Call to Order at 8:30 am

- 1.1. Roll Call
Mr. Peden took roll call.
- 1.2. Order of Agenda
A motion was made by Ms. Lund, and seconded by Mr. Hendrickson, to accept the agenda as written. Motion Carried.

Executive Session

Mr. Peden, Board Chair, announced that the Board would go into closed session to consult with the board attorney to discuss matters related to enforcement and cases in current litigation. It was estimated the Executive Session would last from 9:04 a.m. until 9:35 a.m.

Open Session Reconvened – 9:35 a.m.

2. Call to Order Continued

- 2.1. Approval of the April 25, 2024, Meeting Minutes
A motion was made by Mr. Hendrickson, and seconded by Ms. Lund, to accept the April 25,

2024, meeting minutes as written. Motion carried.

2.2. Public Comment Opportunity

Mr. Vernon introduced himself as the Land Surveyor's Association of Washington (LSAW) North Olympic Chapter President. Mr. Vernon stated LSAW is interested in connecting with the board for potential cohosting of events and other outreach initiatives.

3. Disciplinary Action

3.1. Case Deliberation

2023-04-0536-00LSV

Mr. Blaisdell recommended the case be closed with no further action. A motion was made by Ms. Lund, seconded by Mr. Wengler to accept the Case Manager's recommendation for closure. Mr. Blaisdell abstained. Motion approved.

Discussion: Mr. Wengler asked for confirmation that a closure letter will be sent when the case is closed. Ms. Short confirmed that closure letters are sent with case closures.

2023-09-1922-00OSW

Mr. Harney recommended the case be closed with no further action. A motion was made by Mr. Wengler, seconded by Mr. VanDeWege, to accept the Case Manager's recommendation for closure. Mr. Harney abstained. The motion carried.

3.2. Disciplinary Report

Ms. Short provided a summary of the Disciplinary Report that was included in the [board packet](#).

Discussion: Mr. Blaisdell inquired if more information on the Disciplinary Report is possible. Ms. Short will provide an updated report at the next board meeting.

4. Committee Reports

4.1. Structural Committee (SE)

The board received the committee's report as delivered by Ms. Lund.

- [06/10/2024 SE Report](#)

4.2. Exam Qualifications Committee (EQC)

The board received the committee's report as delivered by Mr. Wengler.

- [06/13/2024 EQC Report](#)

4.3. Survey Committee (SC)

The board received the committee's report as delivered by Mr. Blaisdell.

- [06/13/2024 SC Report](#)

4.4. Executive Committee (EC)

The board received the committee's report as delivered by Mr. Peden.

- [06/13/2024 EC Report](#)
- [05/23/2024 CTF Report](#)

4.5. Practice Committee (PC)

The board received the committee's report as delivered by Mr. VanDeWege.

- o [06/12/2024 PC Report](#)
- o [05/10/2024 18.43 Task Force Report](#)

Discussion: The board asked if audits have resulted in individuals who have not completed Professional Development Hours. Ms. Short noted majority of individuals selected for audit completed their PDH and responded timely. Ms. Lund recommended a journal article about license audits.

5. New Business

5.1. Nominating Committee Report and 2024/2025 Officer Elections

Mr. VanDeWege delivered the Nominating Committee's report and recommendation to nominate Ms. Lund as Board Chair and Mr. Hendrickson as Vice Chair for 2024/2025 officers. Mr. VanDeWege motioned to accept the nominating report and recommendation, seconded by Mr. Wengler. Mr. Blaisdell abstained. Motion approved.

Discussion: Mr. Blaisdell inquired about the needs of the chair and the process for selection. Mr. VanDeWege explained the nominees have the capacity and bandwidth to fulfill the duties of the position. Mr. Peden, as Board Chair, supported the recommendation.

5.2. US/UK Mutual Recognition Agreement (*from SE*)

Ms. Lund elaborated on the US/UK Mutual Recognition Agreement (MRA) and the possible impacts to the licensing process. Mr. Fuller and Ms. Lund met with the Oregon, California, and Alaska licensing boards about the MRA and the potential need for a specific seismic exam. The Alaska Board offers a cold region design course.

Mr. Fuller motioned, seconded by Mr. Hendrickson, to not yet sign the MRA but to participate in the celebratory signing of the US/UK MRA during the NCEES annual meeting in August. Mr. Peden called a vote on the motion. Mr. Harney, Mr. Hendrickson, Mr. Blaisdell, and Ms. Lund were in favor. Mr. VanDeWege and Mr. Wengler opposed. Motion approved.

Discussion: The board considered reasons to attend but not sign the MRA. Ms. Lagerberg added that individual state requirements aren't superseded if the board signs the MRA.

Mr. Blaisdell presented an alternate motion to sign the MRA and for Washington State to have a role in the agreement process. Mr. Hendrickson seconded the motion. Mr. Blaisdell and Mr. Hendrickson were in favor, Ms. Lund, Mr. Harney, Mr. Wengler, and Mr. VanDeWege were opposed. Motion failed.

Discussion: Mr. Fuller requested that he, Mr. Peden and Mr. Blaisdell attend the signing. Ms. Lagerberg asked to review the MRA. Ms. Lagerberg, Mr. Fuller, Mr. Blaisdell, and Ms. Lund will review the MRA for impacts.

5.3. NCEES Motions

Mr. Fuller asked the board to defer any discussions about the NCEES motions or actions to the upcoming August special board meeting. The board will provide Mr. Fuller with motions needing to be pulled from the consent agenda as soon as possible.

Discussion:

Mr. Blaisdell promoted removal of the following motions from the 2024 NCEES annual meeting motions; MBA1, MBA2, ELTF1, EPP 20. The Board determined that MBA1, MBA2, and ELTF1 were already on the non-consent agenda. Mr. Blaisdell reasoned that EPP 20 should be removed from the consent agenda and a process be formed defining how motions are picked up on the floor. Mr. Blaisdell stated this may prevent the inhibition of a committee as a participant in decisions. Mr. Hendrickson confirmed that EPP 20 doesn't allow a motion to be made on the floor.

The Board Chair recognized Ms. Johnston who stated motion EPP20 does not represent how the original motion was developed. Ms. Johnston stated she believes it should be pulled from the consent agenda as the wording is inefficient.

Mr. Fuller was directed to communicate with David Cox of NCEES to remove EPP20 from the consent agenda due to a lack of clarity and so NCEES may discuss the motion further.

5.4. Approval of Language for RCW 18.43.033 *(from PC)*

Mr. VanDeWege presented the updated language for RCW 18.43.033. At the request of the board, Ms. Gillespie made minor amendments to the draft language to clarify requirements. Mr. Hendrickson motioned, Mr. Wengler as second, for advancement of RCW 18.43.033 including markups and edits made during the meeting. Motion approved.

5.5. Approval of Minor Edits to 18.43 *(from PC)*

Mr. VanDeWege presented the updated language in RCW 18.43. Ms. Lund motioned to advance minor edits of RCW 18.43 as presented in the board packet. Mr. VanDeWege seconded the motion. Motion approved.

Discussion: The board will continue work on the title "Engineer" and engagement with stakeholders and the public. Ms. Gillespie thanked the RCW 18.43 Task Force for their efforts.

5.6. Exam Policy *(from EC)*

Mr. Peden requested additional time for the board to review the policy and directed staff to provide it with the board packet for the August special board meeting.

The Job Task Analysis (JTA), described in the exam policy, for the On-Site Wastewater Designers exam was presented during the meeting. Ms. Lund motioned, seconded by Mr. Wengler, to move the JTA forward. Motion approved.

6. Director's Report

6.1. 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 \$1.67 million in its operating account and is on track to underspend its appropriation this biennium by about \$358k. Reported from July 23-April 24, the agency generated \$1.67 million in revenue vs. \$1.76 million during the same period last biennium.

Mr. Fuller gave an overview of a possible fee increase and will propose a plan to increase fees during the August special board meeting.

6.2. Agency Operations

Ms. Horton informed the board about position reallocations for current licensing staff and adding a new position, Licensing and Exams Manager.

Ms. Horton gave an update on the Learning Management System competitive solicitation status. Staff involved will review bidders in the coming weeks.

6.3. Program Reports

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

- 6.3.1. Communications & Outreach – Mr. Schieferstein
- 6.3.2. Regulatory – Ms. Gillespie
- 6.3.3. Investigation & Compliance – Ms. Short
- 6.3.4. Licensing – Ms. Cramer
- 6.3.5. Admin – Ms. Wherrett

Discussion: The board discussed changing the format of one board meeting per year to be a workshop and training session. No action was taken.

Mr. Fuller talked to the board about difficulties the agency has faced in filling board positions. Mr. Fuller asked the board to be proactive in filling board seats by forming a recruitment committee. No action was taken.

6.4. Other Items

- 6.4.1. Outgoing Board Member Recognition
Mr. Wengler and Mr. VanDeWege were presented with a Washington State flag by Mr. Fuller who thanked them for their years of service and dedication to public safety, the profession, and the State of Washington.

7. Other Business

7.1. Additional Public Comment

No comments provided.

7.2. Upcoming Outreach and Events

- June 27: WSACE | Ritzville, WA | Mr. Walt Dale & Mr. Peden
- October 9-10: APWA | Kennewick | Mr. Hendrickson & Board Staff

7.3. Board/Staff Affiliate Involvement

7.3.1. NCEES Western Zone Meeting

Mr. Peden acknowledged Mr. Blaisdell as the new NCEES Western Zone Vice President and expressed excitement for more involvement with NCEES.

7.4. Action Items from This Meeting

- Mr. Blaisdell, Mr. Peden, and Mr. Fuller to attend the US/UK MRA signing at the NCEES annual meeting in August
- Ms. Lagerberg, Mr. Blaisdell, Mr. Fuller and Ms. Lund to review the US/UK MRA for impacts
- Mr. Fuller to communicate with David Cox about removing EPP 20 from the NCEES annual meeting consent agenda
- Board staff to advance updated language for RCW 18.43.033, including edits made during

- today's meeting.
- Move forward with the Job Task Analysis (JTA) for the On-Site Designers exam
 - Move forward with RCW 18.43 minor edits, stakeholder meetings, and the BEARS process

7.5. Agenda Items for Next Meeting

- Discuss Decoupling
- Potential Fee Increases
- US/UK MRA Discussion
- NCEES Annual Meeting Motions
- Approval of Exam Policy

8. Adjourn Meeting

A motion was made by Mr. VanDeWege, and seconded by Mr. Wengler, to adjourn the meeting at 3:08 p.m. Motion approved.

Next Meeting:

August 8, 2024 – Special Board Meeting – Crowne Plaza, SeaTac, WA & WebEx

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ken Fuller', with a long horizontal line extending to the right.

Ken Fuller, PE, Director