



Special Board Meeting

October 17, 2024

[WebEx Link](#)

Or

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Special Board Meeting

Tab 1

Call to Order

- 1.1 Roll Call
- 1.2 Order of Agenda
- 1.3 Approval of August 8, 2024 Meeting Minutes
- 1.4 Public Comment Opportunity
 - 1.4.1 Public Comment by Leif Kirchoff

Open session reconvenes approximately 10:00 am



Special Board Meeting Agenda

DATE & TIME: October 17, 2024 9:00 am

LOCATION: Gonzaga University Hemmingson Center and Or
La Sorta
702 E Desmet Ave
Spokane, WA 99202

[WebEx Link](#)

Tap to join from a mobile device
[+1-650-479-3208,25561113581#36286872#](tel:+16504793208,25561113581#36286872#)
US Tacoma

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
 - 1.3. Approval of August 8, 2024 Meeting Minutes
 - 1.4. Public Comment Opportunity
 - 1.4.1. Public Comment by Leif Kirchoff

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 the Open Session.

OPEN SESSION RECONVENES: Approximately 10:00

2. Disciplinary Action

- 2.1. Case Deliberation
 - 2.1.1. 2022-06-0883-00LSV
- 2.2. Disciplinary Report

3. Committee Reports

- 3.1. Exam Qualifications Committee
- 3.2. Survey Committee
- 3.3. Executive Committee
- 3.4. Practice Committee

4. New Business

- 4.1. Approval of CR102 for WAC 196-09-152 Indexes (NEW SECTION) *(from EC)*
- 4.2. Approval of CR103 for WAC 196-16-120 (PDH for PLS) *(from SC)*

- 4.3. Recommendation to move forward with the decoupling process for PE & PLS exams
(from EQC)
- 4.4. Select November meeting date to approve filing CR103 for fees (from EC)
- 4.5. Select board meeting dates for 2025
- 4.6. 2025 NCEES National Service Awards Nomination

BREAK APPROXIMATELY 12:00 PM – 12:45 PM

5. Director's Report

- 5.1. Financial Report
- 5.2. Agency Operations
- 5.3. Other Items

6. Other Business

- 6.1. Additional Public Comment
- 6.2. Upcoming Outreach and Events
- 6.3. Board/Staff Affiliate Involvement
- 6.4. Action Items from This Meeting
- 6.5. Agenda Items for Next Meeting

7. Adjourn Meeting



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR PROFESSIONAL
ENGINEERS AND LAND SURVEYORS**
P.O. Box 9025, Olympia, WA 98507-9025
360.664.1575
brpels.wa.gov

SPECIAL BOARD MEETING MINUTES

DATE: August 8, 2024
TIME: 8:00 a.m.
LOCATION: Crowne Plaza
Beacon Room
17338 International Blvd
Seattle, WA 98188

ATTENDANCE:

Board Members

Marjorie Lund, PE, SE, Chair
Doug Hendrickson, PE, Vice Chair
Dave Peden, PE, SE
Maureen Jackson, PE
James Wengler, PLS, CFedS
Aaron Blaisdell, PLS
Mike Harney, PE (via WebEx)

Guest(s)

Rebecca Kim (via WebEx)
Edwin Huston

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, Communications Manager
Elizabeth Lagerberg, Advising AAG
Ian Shelley, DES, Senior Financial Advisor
(via WebEx)

1. Call to Order at 8:00 am

1.1. Roll Call

Ms. Lund took roll call.

1.2. Order of Agenda

A motion was made by Mr. Blaisdell, and seconded by Mr. Wengler, to accept the agenda as written. Motion approved.

Executive Session

Ms. Lund, Board Chair, announced that the Board would go into executive 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 8:04 a.m. until 9:30 a.m.

Open Session Reconvened – 9:30 a.m.

2. Call to Order Continued

2.1. Approval of the June 13, 2024 Meeting Minutes

A motion was made by Mr. Hendrickson, and seconded by Mr. Peden, to accept the June 13, 2024 Meeting Minutes as written. Ms. Jackson abstained. Motion approved.

- 2.2. Public Comment Opportunity
No Public Comment

3. Disciplinary Action

3.1. Case Deliberation

2024-03-0624-00ENG

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

2024-04-0935-00ENG

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

2024-05-1023-00ENG

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

2024-05-1305-00ENG

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

2024-06-1415-00ENG

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

2024-05-1071-00LSV

Mr. Hendrickson recommended the case be closed following remedial counseling. A motion was made by Mr. Blaisdell, seconded by Ms. Jackson, to accept the Case Manager's recommendation for closure following remedial counseling. Mr. Hendrickson and Mr. Wengler abstained. Motion approved.

Discussion: Mr. Wengler recommended remedial counseling covering WAC 332-130.

3.2. Disciplinary Report

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

Discussion:

The Board discussed the new Discipline Timeline Report included in the [board packet](#). Mr. Wengler recommended removing case manager names from the report. Ms. Horton

suggested redactions. Ms. Short will adjust the report and bring to the Practice Committee.

4. Committee Reports

4.1. Executive Committee (EC)

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

- [8/1/2024 EC Report](#)

Discussion:

Mr. Blaisdell asked if staff can produce and place reports in one location for better accessibility. Ms. Wherrett will find a location in SharePoint for committee reports.

4.2. Structural Committee (SE)

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

- [8/1/2024 SE Report](#)

Discussion:

Mr. Wengler inquired if signal towers over 100 feet tall are considered a significant structure. Ms. Lund confirmed they are considered a significant structure and require a stamp from a structural engineer. Ms. Lund confirmed EQC will review the California Seismic Exam. Mr. Harney asked what actions and considerations EQC will have when reviewing the California Seismic Exam. Mr. Peden elaborated that EQC will look at logistics and ramifications related to adding a seismic exam for SE endorsements.

4.3. Survey Committee (SC)

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

- [8/5/2024 SC Report](#)

4.4. Exam Qualifications Committee (EQC)

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

- [8/5/2024 EQC Report](#)

Discussion:

Mr. Hendrickson inquired about the application review process and if applications will be selected at random. Mr. Harney explained that Mr. Fuller and Ms. Horton will continue to review random PE and PLS applications weekly. Mr. Blaisdell asked if the EQC report could include the number of applications reviewed between each report. Ms. Cramer will report on the number of applications reviewed by board members in the EQC report. Ms. Lund asked the committee members to inform EQC if they become overwhelmed with application review.

4.5. Practice Committee (PC)

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

- [8/7/2024 PC Report](#)

4.6. UK Mutual Recognition Agreement Task Force (UK MRA TF)

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

- [8/5/2024 18.43 TF](#)

Discussion:

Mr. Peden questioned how California's board is considering the UK Mutual Recognition Agreement. Ms. Lund explained California intends to exclude Structural Engineering licensure and continue to require their seismic exam for all PE Civil.

5. New Business

5.1. Approval of CR102 for WAC 196-16-120 *(from SC)*

Mr. Blaisdell delivered recommendations from the Survey Committee to change Professional Development Hours (PDH) units for Professional Land Surveyors based on results of audits and stakeholder feedback. A motion was made by Mr. Peden, seconded by Mr. Hendrickson, to advance the CR102 process for WAC 196-16-120. Motion carried.

Discussion:

Mr. Hendrickson suggested updating items 10 and 15, to cap PDH as they cover 'general worker practices' such as safety training. Ms. Jackson recommended changing verbiage in WAC 196-12 from 'the board' to 'BRPELS' as it's more specific to the agency. Ms. Lund elaborated that 'the board' is defined in WAC 196 and should be left as written. Ms. Horton and Ms. Short will continue audits.

5.2. Next steps for RCW 18.43 *(from PC)*

Mr. Hendrickson explained the board's decision on timing to advance 18.43 title use legislation. Changes won't be ready by the next legislative session. A motion was made by Mr. Blaisdell, seconded by Mr. Wengler, to revise the definition of Engineer as used in the chapter to add 'Professional' in front of Engineer and Land Surveyor throughout. Motion carried.

Discussion:

Mr. Fuller described the current timeline of changes regarding title use. Changes may occur next year, after the rulemaking for fee changes is complete. Ms. Lagerberg stated the board can ask for the AGO opinion regarding title use and recommended making minor changes to remove ambiguity. Ms. Lund asked PC if the 18.43 Task Force was still necessary. PC confirmed it was not. Ms. Lund, as Board Chair, dissolved the 18.43 Task Force and assigned any remaining tasks to PC.

5.3. Approval of Exam Policy *(from EQC)*

Mr. Harney presented the exam policy and recommended additional updates before it is ready for approval. The exam policy will be ready for the October board meeting.

5.4. Discuss Decoupling *(from EQC)*

A motion was made by Mr. Peden, seconded by Mr. Wengler, for EQC to review language in RCW 18.43 as it pertains to the way applicants are currently applying to the Washington board. Motion approved.

Discussion:

Ms. Lagerberg explained how other state boards use attestations with applications and described two types of application processes in decoupled states. Ms. Lagerberg advised changes to statutes may be needed to move forward with decoupling. The board discussed if not decoupled, should it recognize PE exams from other jurisdictions if the applicants lack 8

years of experience and education when approved for the exam.

5.5. US/UK Mutual Recognition Agreement (*from UK MRA TF*)

Ms. Lund confirmed the board will attend and participate in the UK MRA signing ceremony but not physically sign the MRA. The board will develop a policy after attending. Mr. Peden motioned, seconded by Mr. Blaisdell, for the board to agree to the MRA at the NCEES Annual Meeting and then develop a policy for accepting UK applicants. Mr. Peden, Mr. Hendrickson, and Mr. Blaisdell were in favor. Ms. Jackson, Mr. Wengler, and Mr. Harney were opposed. Ms. Lund, as the board chair, was opposed. Motion failed.

5.5.1. Presentation from Ed Huston

Ms. Lund introduced Mr. Huston and who provided perspective regarding the UK MRA, as a member of the Institution of Structural Engineers (IStructE).

Discussion:

Mr. Huston explained the complexities with UK engineers applying for a license in Washington State and demonstrating an understanding of Washington State codes. Mr. Blaisdell added that more importantly, the applicant must prove competency within their discipline. The board considered how engineers from other countries would respond if only UK applicants weren't required to take a PE exam.

5.6. NCEES Annual Meeting Motions and Direction

Mr. Peden motioned, seconded by Mr. Hendrickson, to grant Ms. Lund voting authority at the 2024 NCEES Annual Meeting. The designated backup will be Mr. Hendrickson as Vice Chair. Motion approved.

5.7. Potential Fee Increases (*from EC*)

Ms. Lund presented information about the agency's current fees and financial projections as provided in the [board packet](#). Ms. Lund explained that the board could add on-site fees to WAC 196-26A, clean up the WAC, and repeal WAC 196-30, or update fees without consolidating WAC 196-26A. Mr. Hendrickson motioned, seconded by Ms. Jackson, to repeal WAC 196-30, to proceed with the CR102 for full cleanup of WAC 196-26A, and to update renewal fees to \$128, late fees to \$64, and COA renewals to \$121. Motion approved. Staff to review changes to the WAC and present a clean version, with fee changes, to the executive committee.

Discussion:

Mr. Shelley stated general inflation and additional costs of new/reallocated positions are the two main drivers of consideration to increase fees and balance revenue long-term. Mr. Blaisdell inquired about a cost benefit for licensees if the board increases fees. BRPELS hasn't increased fees since 2002. The Department of Licensing (DOL) will be adjusting fees and updating fees at the same time as DOL, in POLARIS, and there may have a cost benefit to the board. Ms. Jackson emphasized transparency with constituents about fee changes.

6. Director's Report

6.1. Financial Report

Mr. Shelley was available for questions. The report was provided to EC and available in the [board packet](#).

6.2. Agency Operations

Ms. Horton gave agency updates regarding reallocations for licensing staff, a new management analyst position, and double filling the investigator position to prepare for the current incumbent's upcoming retirement. Staff are developing a new licensing approval process and have obtained legacy licensing system data from DOL. Ms. Wherrett informed the board of a deferred maintenance walkthrough on August 13, 2024, with DES as part of lease renewal. Ms. Wherrett added the agency is completing annual reporting. Ms. Wherrett reminded the board of the upcoming accountability audit in October – December 2024.

6.3. Other Items

None

7. Other Business

7.1. Additional Public Comment

No comments provided.

7.2. Upcoming Outreach and Events

- August 14, 2024 - Mr. Wengler to speak at Land Surveyors Association of Washington
- October 9, 2024 – American Public Works Association in Kennewick
- October 16, 2024 - Gonzaga Meet & Greet
- October 24 & 25, 2024 - WA-Association for Career and Technical Education in Grand Mound
- November 06, 2024 - On-Site Workshop at BRPELS office
- January 30-February 2, 2025 - Home and Garden Show in Tacoma

7.3. Board/Staff Affiliate Involvement

Mr. Chun Lau to receive an award for 'Distinguished Service' at the 2024 NCEES Annual Meeting. Ms. Lund will appear in a video for NCEES. Mr. Hendrickson was asked to join the NCEES Examination Policy and Procedures committee, the National Society of Professional Engineers' policy and advisory committee, AIChE's licensure and policy development committee, and the Washington Society of Professional Engineers elected him the Washington State delegate to the national board.

7.4. Action Items from This Meeting

- Ms. Short to bring the disciplinary timeline report to PC for review and adjustments
- Ms. Lund will direct EQC to review the CA seismic exam for logistics and ramifications, once the updated SE report is received
- Ms. Lagerberg to review recommendations from PC about title use and adding 'Professional' in front of Engineer and Land Surveyor as defined in chapter 18.43
- Board staff to send a SharePoint link for the 18.43 title questionnaire to the board members
- EQC will move forward with reviewing language for RCW 18.43, as it applies to our current trends in processing applications
- Board staff to move forward with fee increases (\$128 renewal, \$64 late fee, \$121 for COA renewal)
- Board staff to proceed with CR102 for WAC 196-16-120
- Board staff to proceed with CR102 of complete changes to WAC 196-26a, including repeal of WAC 196-30
- EQC to review comity applications to ensure applicants show knowledge of applicable

Washington State codes using an attestation, and possibly requiring a seismic exam for PE Civil engineer applications.

7.5. Agenda Items for Next Meeting

- Approval of Exam policy (*from EQC*)
- Select board meeting dates for 2025

8. Adjourn Meeting

A motion was made by Mr. Wengler, and seconded by Ms. Jackson, to adjourn the meeting at 3:49 p.m. Motion approved.

Next Meeting: October 16, 2024 – Special Board Meeting – Gonzaga University, Spokane, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director

Special Board Meeting

Tab 2

Disciplinary Action

2.1 Case Deliberation

2.1.1. 2022-06-0883-00LSV

2.2 Disciplinary Report

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

In the Matter of the License to Practice as a
Professional Land Surveyor of:

Robert Rogers, PLS

Respondent.

License #44644

NO. 2022-06-0883-00LSV

PROPOSED AGREED ORDER

The Washington State Board of Registration for Professional Engineers and Land Surveyors ("Board"), and Robert Rogers ("Respondent"), stipulate and agree to the following:

**Section 1
LICENSE HISTORY**

1.1 Robert Rogers, Respondent, holds a license to practice as a professional land surveyor. Respondent's license number is 44644.

1.2 The Respondent's license to practice is due to expire on September 2, 2025.

**Section 2
PROCEDURAL STIPULATIONS**

2.1 The Respondent understands that the Board is prepared to proceed to a hearing on the allegations in the Statement of Charges.

2.2 The Respondent understands that he has the right to defend himself against the allegations in the Statement of Charges by presenting evidence at a hearing.

2.3 The Respondent understands that, should the Board prove at a hearing the allegations in the Statement of Charges, the Board has the power and authority to impose sanctions, including fines, pursuant to RCW 18.235.110 and/or RCW 18.43.110.

2.4 The Respondent and the Board agree to expedite the resolution of this matter by means of this Stipulated Findings of Fact, Conclusions of Law, and Agreed Order ("AGREED ORDER").

2.5 The Respondent waives the opportunity to present evidence at a hearing on the Statement of Charges contingent upon signature and acceptance of this Agreed Order by the Board.

2.6 This AGREED ORDER is not binding on any party unless and until it is signed and accepted by the Board. Should this Agreed Order be rejected, the Respondent waives any objection to the participation at a hearing of all or some of the Board members who considered the Agreed Order. The exception is Board Member James Wengler, PLS, Case Manager for this matter, who is recused from participating as a presiding or reviewing officer in an adjudicative hearing on this matter.

2.7 Once this AGREED ORDER is signed by the Board, the Respondent waives any and all right to judicial review and/or reconsideration by the Board.

Section 3 STIPULATED FACTS

The Respondent acknowledges that evidence is sufficient to justify the following findings of fact:

3.1 On June 13, 2022, a complaint was received alleging that the Respondent twice incorrectly surveyed property belonging to the complainant, Galina Chumov (Parcel #0319201022 & #0319201015 located in Spanaway, WA), which resulted in substantial legal fees, medical out of pocket fees, damage expenses, and interest on the complainant's construction loan.

3.2 On June 16, 2023, Respondent stated he would amend the survey again and send to the Board a preliminary copy before recording.

3.3 On November 1, 2023, the Respondent was interviewed again, and the lack of data shown on the preliminary second survey, specifically the lack of research and section subdivision was discussed. The respondent stated he would again revise the survey.

3.4 The Respondent performed a survey in November 2018 and on December 3, 2018, and filed the survey under Auditor's number 201812035005. The survey was lacking the data necessary to support the boundaries shown thereon and was not in compliance with the Survey Recording Act RCW 58.09.060(a)(e) or the Minimum Standards for Land Boundary Surveys WAC 332-130-030(2) and (3)(a). This conduct is also a violation of RCW 58.09.030.

3.5 On April 21, 2023, the Respondent recorded an amended record of survey (AROS). A review of that survey by the case manager found the survey was still inadequate and lacked the data necessary to support the boundaries shown thereon and was not in compliance with RCW 58.09.060(a), (e)

and WAC 332-130-030(2) and (3)(a). In addition, the survey shows that the monuments set were not placed at the corrected corner positions of the subject property with no explanation, in violation of RCW 58.09.060(e). This conduct is also a violation of RCW 58.09.030.

3.6 On June 16, 2023, the Respondent was interviewed, and discussion occurred regarding information that was lacking on the Respondent's original and amended record of surveys, specifically the lack of a section subdivision or reference to a section subdivision necessary to support the boundaries shown thereon pursuant to WAC 332-130-030(2) and (3)(a).

3.7 On June 29, 2023, the Board Case Manager received and reviewed the second preliminary amended record of survey. It was determined the survey still lacked the necessary section subdivision data among other things, in violation of RCW 58.09.060(a), (e), and WAC 332-130-030(2), (3).

3.8 On November 3, 2023, a preliminary amended record of survey was received from Respondent. This survey still lacked the necessary section subdivision or reference to a section subdivision necessary to support the boundaries show thereon pursuant to WAC 332-130-030(2) and (3)(a).

3.9 On November 9, 2023, the Respondent was asked if he felt the survey met both Chapter 58.09 RCW and Chapter 332-130 WAC. On November 16, 2023, the Respondent stated that two minor changes were made. Still, no section subdivision was shown, in violation of RCW 58.09.060(a), (e), and WAC 332-130-030(2), (3).

3.10 The conduct described in 3.1 through 3.9 contain multiple violations of WAC 332-130-030(2) and (3)(a); RCW 58.09.030; RCW 58.09.060(a), (e); RCW 18.43.105(5), RCW 18.43.110, and RCW 18.235.130(4).

Section 4 CONCLUSIONS OF LAW & ALLEGED VIOLATIONS

The Respondent acknowledges that, based upon the Findings of Fact, the following Conclusions of Law are justified:

4.1 The Board has jurisdiction over the subject matter of this proceeding and over the Respondent.

4.2 The Respondent's acts, errors, or omissions in connection with his practice as a professional land surveyor represent violations of WAC 332-130-030(2) and (3)(a); RCW 58.09.030; RCW 58.09.060(a)(e); RCW 18.43.105(5), RCW 18.43.110, and RCW 18.235.130(4).

4.3 The acts, omissions, errors and/or discrepancies stated above in this AGREED ORDER, individually and cumulatively, constitute misconduct, malpractice and/or unprofessional conduct as defined in chapters 18.43 and 18.235 RCW. Such acts are grounds for the Board to suspend or revoke the license to practice land surveying issued to Robert Rogers and/or to impose a monetary fine against the Respondent, as provided in RCW 18.235.110.

Section 5 AGREED ORDER

The Board and the Respondent stipulate and agree to the following terms and conditions:

5.1 Upon the effective date of this AGREED ORDER Respondent's license to practice is suspended for a minimum of one year. Said suspension will be stayed for a period of one year contingent upon Respondent complying with the following conditions outlined in 5.2 through 5.4.

5.2 Within ninety (90) days of the effective date of this AGREED ORDER, Respondent shall pay a fine to the Board, by check or money order, in the amount of five thousand (\$5,000) dollars.

5.3 All fines shall be submitted to:
Board of Registration for Professional Engineers and
Land Surveyors
Attn: Jill Short
DES-SAFS Agencies
PO Box 24281
Seattle, WA 98124-0281

5.4 Within ninety (90) days of the effective date of this AGREED ORDER, Respondent will provide a corrected record of survey for Board review for Parcels #0319201022 & #0319201015 located in Spanaway, WA. The corrected record of survey will comply with RCW 58.09.060(a), (e) and WAC 332-130-030(2) and (3)(a). Once said survey is approved to meet standards, the Respondent will file the Amended

Record of Survey with the appropriate county auditor's office.

5.5 The Respondent shall be responsible for all costs, expenses, fees and/or tax consequences incurred by the Respondent in complying with this AGREED ORDER.

5.6 Should the Respondent fail to comply with any of the terms or conditions of this AGREED ORDER, the Board will initiate administrative steps for imposition of further penalties and/or sanctions authorized and deemed appropriate. In making a determination of compliance under the terms of this AGREED ORDER, the Board may rely upon the records in their possession, or lack thereof, in reaching such a decision.

5.7 This AGREED ORDER addresses and concerns itself solely with those issues referenced herein relating to the Respondent's practices as a professional land surveyor that are within the license-disciplining authority of the Board. This AGREED ORDER should not be considered to address, encompass, or limit judicial or other remedies relating to those practices and activities of the Respondent not deemed within the Board's license-disciplining authority.

5.8 The AGREED ORDER becomes effective immediately upon its being served pursuant to RCW 18.235.080. Service of this order is complete upon mailing. RCW 34.05.010(19).

I, Robert Rogers, Respondent, certify that I have read this Stipulated Findings of Fact, Conclusions of Law and Agreed Order in its entirety; that my counsel of record, if any, has fully explained the legal significance and consequence of it; that I fully understand and agree to all of it; and that it may be presented to the Board without my appearance. If the Board accepts the Stipulated Findings of Fact, Conclusions of Law and Agreed Order, I understand that I will receive a signed copy.



Robert Rogers, Respondent

9/24/2024

Date

Attorney for Respondent WSBA #:
(if applicable)

Date

**Section 6
FINAL ORDER**

The Board accepts and enters this Stipulated Findings of Fact, Conclusions of Law, and Agreed
Order.

DATED this _____ day of _____, 2024.

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

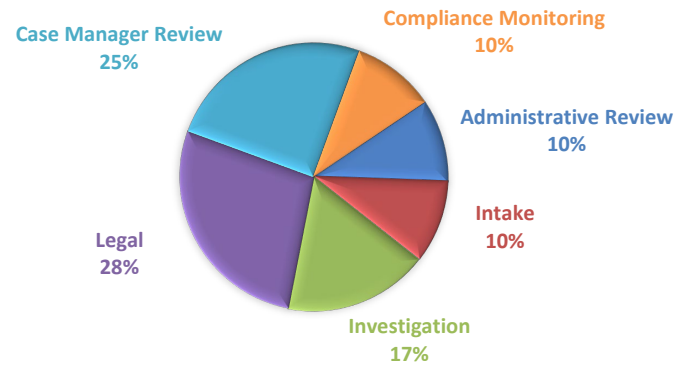
Marjorie Lund, PE, SE
Presiding Officer

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

Open Case Status

Status	Program Type			Total
	Engineers	Land Surveyors	OSW	
Administrative Review	2	2	0	4
Intake	1	3	0	4
Investigation	2	5	0	7
Legal	0	11	0	11
Case Manager Review	4	5	1	10
Compliance Monitoring	3	1	0	4
Total	12	27	1	40

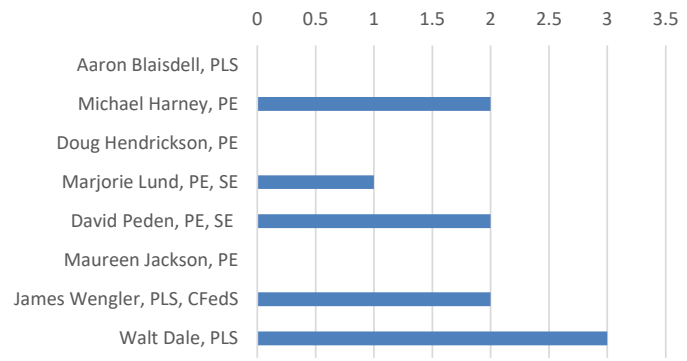
Open Complaint Status



Case Manager Review

Case Manager	Program Type		Total
	Engineers	Land Surveyors	
Aaron Blaisdell, PLS	0	0	0
Michael Harney, PE	2	0	2
Doug Hendrickson, PE	0	0	0
Marjorie Lund, PE, SE	1	0	1
David Peden, PE, SE	2	0	2
Maureen Jackson, PE	0	0	0
James Wengler, PLS, CFedS	0	2	2
Walt Dale, PLS	0	3	3
Total	5	5	10

Case Manager Open Complaints



Administrative Review

Board Staff	Engineers	Land Surveyors	OSW	Total
Ken Fuller, PE	2	0	0	2
Kristina Horton, PLS	0	2	0	2
Total	2	2	0	4

Special Board Meeting

Tab 3

Committee Reports

- 3.1 Exam Qualifications Committee
- 3.2 Survey Committee
- 3.3 Executive Committee
- 3.4 Practice Committee

Special Board Meeting

Tab 4

New Business

- 4.1 Approval of CR102 for WAC 196-09-152 Indexes (NEW SECTION)
(from EC)
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- 4.3 Recommendation to move forward with the decoupling process for PE & PLS exams *(from EQC)*
- 4.4 Select November meeting date to approve filing of CR103 for fees
(from EC)
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- 4.6 2025 NCEES National Service Awards Nomination

BREAK APPROXIMATELY 12:00 PM – 12:45 PM

NEW SECTION

WAC 196-09-152 Records index.

(1) **Purpose.** This rule implements RCW 42.56.070(5) and (6) and RCW 34.05.220(2) and (3).

(2) The board has implemented an indexing system for the identification and location of the following records:

(a) All records issued before July 1, 1990, for which the board has maintained an index which include final orders and board orders.

(b) Final orders entered after June 30, 1990, that are issued in adjudicative proceedings as defined in RCW [34.05.010](#)(1) indexed by type of order, date issued, profession, case number, and respondent name

(c) Policy statements as defined in RCW [34.05.010](#)(15) that were entered after June 30, 1990;

(d) Minutes of board meetings shall be indexed chronologically.

(3) Most indexes are available online at brpels.wa.gov and are available for public inspection and copying weekdays, excluding legal holidays or other days the agency is closed, between 8:30 a.m. and 4:30 p.m. at the board's office, 605 11th Ave SE, Suite 201, Olympia, Washington.

(4) The indexes are updated quarterly. In addition to the indexing system, the board also maintains and continually updates its website at brpels.wa.gov, which includes board laws and rules; board forms; board meeting agendas and materials; and other agency documents.

Laws requiring public indexing

RCW [42.56.070](#) Documents and indexes to be made public—Statement of costs.

(5) Each state agency shall, by rule, establish and implement a system of indexing for the identification and location of the following records:

(a) All records issued before July 1, 1990, for which the agency has maintained an index;

(b) Final orders entered after June 30, 1990, that are issued in adjudicative proceedings as defined in RCW [34.05.010](#) and that contain an analysis or decision of substantial importance to the agency in carrying out its duties;

(c) Declaratory orders entered after June 30, 1990, that are issued pursuant to RCW [34.05.240](#) and that contain an analysis or decision of substantial importance to the agency in carrying out its duties;

(d) Interpretive statements as defined in RCW [34.05.010](#) that were entered after June 30, 1990; and

(e) Policy statements as defined in RCW [34.05.010](#) that were entered after June 30, 1990.

Rules establishing systems of indexing shall include, but not be limited to, requirements for the form and content of the index, its location and availability to the public, and the schedule

for revising or updating the index. State agencies that have maintained indexes for records issued before July 1, 1990, shall continue to make such indexes available for public inspection and copying. Information in such indexes may be incorporated into indexes prepared pursuant to this subsection. State agencies may satisfy the requirements of this subsection by making available to the public indexes prepared by other parties but actually used by the agency in its operations. State agencies shall make indexes available for public inspection and copying. State agencies may charge a fee to cover the actual costs of providing individual mailed copies of indexes.

RCW 34.05.220

Rules for agency procedure—Indexes of opinions and statements.

(1) In addition to other rule-making requirements imposed by law:

(a) Each agency may adopt rules governing the formal and informal procedures prescribed or authorized by this chapter and rules of practice before the agency, together with forms and instructions. If an agency has not adopted procedural rules under this section, the model rules adopted by the chief administrative law judge under RCW 34.05.250 govern procedures before the agency.

(b) To assist interested persons dealing with it, each agency shall adopt as a rule a description of its organization, stating the general course and method of its operations and the methods whereby the public may obtain information and make submissions or requests. No person may be required to comply with agency procedure not adopted as a rule as herein required.

(2) To the extent not prohibited by federal law or regulation, nor prohibited for reasons of confidentiality by state law, each agency shall keep on file for public inspection all final orders, decisions, and opinions in adjudicative proceedings, interpretive statements, policy statements, and any digest or index to those orders, decisions, opinions, or statements prepared by or for the agency.

(3) No agency order, decision, or opinion is valid or effective against any person, nor may it be invoked by the agency for any purpose, unless it is available for public inspection. This subsection is not applicable in favor of any person who has actual knowledge of the order, decision, or opinion. The agency has the burden of proving that knowledge, but may meet that burden by proving that the person has been properly served with a copy of the order.

(4) Each agency that is authorized by law to exercise discretion in deciding individual cases is encouraged to formalize the general principles that may evolve from these decisions by adopting the principles as rules that the agency will follow until they are amended or repealed.

(5) To the extent practicable, any rule proposed or adopted by an agency should be clearly and simply stated, so that it can be understood by those required to comply.

(6) The departments of employment security, labor and industries, ecology, and revenue shall develop and use a notification process to communicate information to the public regarding the postadoption notice required by RCW 34.05.362.



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR PROFESSIONAL
ENGINEERS AND LAND SURVEYORS**
P.O. Box 9025, Olympia, WA 98507-9025
360.664.1575
brpels.wa.gov

**Washington Administrative Code
Notice of Permanent Rules for WAC 196-09-120 Units
(Registered professional land surveyors)**

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 196-09-120 *Units*

Effective date: These rule changes will become effective 31 days after filing the CR-103 with the Code Reviser's Office. (approximately November 23, 2024).

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

Comments: Acceptable changes. I'm in favor of the proposal.

Response: The Board appreciates your support in this rule making process.

There were no changes made to the proposed WAC because of public comment.

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

AMENDATORY SECTION (Amending WSR 18-22-075, filed 11/2/18, effective 12/3/18)

WAC 196-16-120 Units. Qualifying activities will accrue PDH as follows:

1. College hours:
 - a. Completion of 1 college semester hour 45 PDH
 - b. Completion of 1 college quarter hour 30 PDH
2. 1 Continuing education unit 10 PDH
3. For publication or presentation of each:
 - a. Authored technical paper or article 10 PDH
 - b. Authored book 30 PDH
4. Membership in professional/technical societies or government committees or boards. (Not to exceed 5 PDH/year) 2 1/2 PDH
5. For each hour of attendance at professional or technical society meetings with an informational program. (Not to exceed ~~(5)~~ 10 PDH/year) 1 PDH
6. For each hour of attendance at board meetings or committee meetings (~~or hearings~~) of the board. (Not to exceed ~~((7 1/2))~~ 10 PDH/year) 1 PDH
7. For each hour of preparation and subsequent presentation (*) of a professional development program at seminars, professional/technical meetings, conventions or conferences. (Not to exceed 10 PDH/year) (*) *This credit does not apply to full-time faculty* 1 PDH
8. For each hour of participation in committees of organizations whose purpose is to develop codes, standards, examinations and regulations. 1 PDH
9. For each hour of participation in an activity involving substantial and organized peer interaction, excluding time spent during regular employment. (Not to exceed 5 PDH/year) 1 PDH
10. For each hour of participation in organized courses, including employer provided courses, on ~~((first aid/safety,))~~ technical or management skills. (Not to exceed 5 PDH/year) 1 PDH
11. For each hour of participation in sessions, or courses sponsored by technical or professional societies, organizations or the board. 1 PDH
12. Each hour of self-study. (Not to exceed 5 PDH/year) 1 PDH
13. For reading chapters 58.09 RCW and 332-130 WAC. 2 PDH
14. Completion of CFedS program. 30 PDH
15. For each hour of participation in organized first aid, safety, and security training. (Not to exceed 5 PDH/year) 1 PDH



PROPOSED RULE MAKING

CR-102 (June 2024) (Implements RCW 34.05.320)

Do NOT use for expedited rule making

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: October 01, 2024

TIME: 3:04 PM

WSR 24-20-127

Agency: Board of Registration for Professional Engineers and Land Surveyors

Original Notice

Supplemental Notice to WSR _____

Continuance of WSR _____

Preproposal Statement of Inquiry was filed as WSR 24-16-069 ; or

Expedited Rule Making--Proposed notice was filed as WSR _____; or

Proposal is exempt under RCW 34.05.310(4) or 34.05.330(1); or

Proposal is exempt under RCW _____.

Title of rule and other identifying information: (describe subject) WAC 196-26A Registered professional engineers and land surveyor fees, WAC 196-30 Fees for on-site wastewater treatment designers and inspectors.

Hearing location(s):

Date:	Time:	Location: (be specific)	Comment:
November 6, 2024	12:30 pm	Board of Registration for Professional Engineers and Land Surveyors Office 605 11th Ave SE Suite 201 Olympia WA 98501 OR WebEx meeting	The Board of Registration for Professional Engineers and Land Surveyors is holding this hearing in person at the Board's offices in Olympia. The public may also virtually participate in the hearing by accessing the hearing link on the Board's rulemaking page: https://brpels.wa.gov/current-laws-and-rules/rulemaking-activity

Date of intended adoption: November 7, 2024 (Note: This is **NOT** the effective date)

Submit written comments to:

Name Shanan Gillespie

Address PO Box 9025 Olympia WA 98507-9025

Email shanan.gillespie@brpels.wa.gov

Fax

Other

Beginning (date and time) October 2, 2024, 12:01 am

By (date and time) November 6, 2024, 5:00 pm

Assistance for persons with disabilities:

Contact Mackenzie Wherrett

Phone 360-664-1568

Fax

TTY 711

Email Mackenzie.wherrett@brpels.wa.gov

Other

By (date) November 1, 2024

Purpose of the proposal and its anticipated effects, including any changes in existing rules: RCW 18.43.150 & RCW 18.210.200 requires the Board to "set fees at a level adequate to pay the costs of administering this chapter." Fee increases are needed to mitigate the risk of fund balance depletion due to expenses exceeding revenues. Further, the fee increase is moderate and should minimize the risk of over collecting revenues.

Reasons supporting proposal: It has been over 20 years since fees have been raised for engineers and land surveyors, and over 17 years since fees were raised for on-site septic designers. Fee increases are needed to mitigate the risk of fund balance depletion due to expenses exceeding revenues.

Statutory authority for adoption: RCW 18.43.035, RCW 18.43.150, RCW 18.210.050, RCW 18.210.060 and RCW 18.210.200

Statute being implemented: RCW 18.43.050, RCW 18.43.080, RCW 18.43.130, RCW 18.210.120, RCW 18.210.140 and RCW 18.210.190

Is rule necessary because of a:

Federal Law? Yes No
 Federal Court Decision? Yes No
 State Court Decision? Yes No

If yes, CITATION:

Agency comments or recommendations, if any, as to statutory language, implementation, enforcement, and fiscal matters:

Name of proponent: (person or organization) Board of Registration for Professional Engineers and Land Surveyors
Type of proponent: Private. Public. Governmental.

Name of agency personnel responsible for:

	Name	Office Location	Phone
Drafting	Shanan Gillespie	605 11 th Ave SE #201 Olympia WA 98507	360.664.1570
Implementation	Ken Fuller	605 11 th Ave SE #201 Olympia WA 98507	360-664-1575
Enforcement	Ken Fuller	605 11 th Ave SE #201 Olympia WA 98507	360-664-1575

Is a school district fiscal impact statement required under [RCW 28A.305.135](#)? Yes No
 If yes, insert statement here:

The public may obtain a copy of the school district fiscal impact statement by contacting:

Name
 Address
 Phone
 Fax
 TTY
 Email
 Other

Is a cost-benefit analysis required under [RCW 34.05.328](#)?

Yes: A preliminary cost-benefit analysis may be obtained by contacting:
 Name
 Address
 Phone
 Fax
 TTY
 Email
 Other

No: Please explain: The Board of Registration for Professional Engineers and Land Surveyors is not one of the agencies to which RCW 34.05.328 applies pursuant to RCW 34.05.328(5)(a).

Regulatory Fairness Act and Small Business Economic Impact Statement
 Note: The [Governor's Office for Regulatory Innovation and Assistance \(ORIA\)](#) provides support in completing this part.

(1) Identification of exemptions:
 This rule proposal, or portions of the proposal, **may be exempt** from requirements of the Regulatory Fairness Act (see [chapter 19.85 RCW](#)). For additional information on exemptions, consult the [exemption guide published by ORIA](#). Please check the box for any applicable exemption(s):

This rule proposal, or portions of the proposal, is exempt under [RCW 19.85.061](#) because this rule making is being adopted solely to conform and/or comply with federal statute or regulations. Please cite the specific federal statute or regulation this rule is being adopted to conform or comply with, and describe the consequences to the state if the rule is not adopted.
 Citation and description:

This rule proposal, or portions of the proposal, is exempt because the agency has completed the pilot rule process defined by [RCW 34.05.313](#) before filing the notice of this proposed rule.

This rule proposal, or portions of the proposal, is exempt under the provisions of [RCW 15.65.570](#)(2) because it was adopted by a referendum.

- This rule proposal, or portions of the proposal, is exempt under [RCW 19.85.025\(3\)](#). Check all that apply:
- | | |
|---|---|
| <input type="checkbox"/> RCW 34.05.310 (4)(b)
(Internal government operations) | <input type="checkbox"/> RCW 34.05.310 (4)(e)
(Dictated by statute) |
| <input type="checkbox"/> RCW 34.05.310 (4)(c)
(Incorporation by reference) | <input checked="" type="checkbox"/> RCW 34.05.310 (4)(f)
(Set or adjust fees) |
| <input type="checkbox"/> RCW 34.05.310 (4)(d)
(Correct or clarify language) | <input type="checkbox"/> RCW 34.05.310 (4)(g)
(i) Relating to agency hearings; or (ii) process requirements for applying to an agency for a license or permit) |
- This rule proposal, or portions of the proposal, is exempt under [RCW 19.85.025\(4\)](#). (Does not affect small businesses).
- This rule proposal, or portions of the proposal, is exempt under RCW _____.

Explanation of how the above exemption(s) applies to the proposed rule: The following sections of rule are exempt per RCW 34.05.310(4)(f) because fees are being adjusted: WAC 196-26A-025, WAC 196-26A-045 and WAC 196-26A-060.

(2) Scope of exemptions: *Check one.*

The rule proposal: Is fully exempt. (*Skip section 3.*) Exemptions identified above apply to all portions of the rule proposal.

The rule proposal: Is partially exempt. (*Complete section 3.*) The exemptions identified above apply to portions of the rule proposal, but less than the entire rule proposal. Provide details here (consider using [this template from ORIA](#)):

The rule proposal: Is not exempt. (*Complete section 3.*) No exemptions were identified above.

(3) Small business economic impact statement: *Complete this section if any portion is not exempt.*


If any portion of the proposed rule is **not exempt**, does it impose more-than-minor costs (as defined by RCW 19.85.020(2)) on businesses?

No Briefly summarize the agency’s minor cost analysis and how the agency determined the proposed rule did not impose more-than-minor costs. _____

Yes Calculations show the rule proposal likely imposes more-than-minor cost to businesses and a small business economic impact statement is required. Insert the required small business economic impact statement here:

The public may obtain a copy of the small business economic impact statement or the detailed cost calculations by contacting:

Name
Address
Phone
Fax
TTY
Email
Other

Date: October 1, 2024	Signature: 
Name: Ken Fuller	
Title: Director	

**Chapter 196-26A WAC
((REGISTERED PROFESSIONAL ENGINEERS AND LAND SURVEYOR)) FEES**

AMENDATORY SECTION (Amending WSR 14-03-029, filed 1/8/14, effective 2/8/14)

WAC 196-26A-025 State application fees ((for examinations)).

((FUNDAMENTAL EXAMINATIONS:))

Fundamentals of Engineering (FE):

Application fee (incl. wall certificate): \$30

Processing fee to retake the FE examination: \$20

Fundamentals of Land Surveying (FLS):

Application fee (incl. wall certificate): \$30

Processing fee to retake the FLS examination: \$20

Note: Additional charges to cover costs of NCEES fundamentals examinations, exam administration and grading will be charged by NCEES to approved applicants.

PROFESSIONAL ENGINEERING EXAMINATIONS:

NCEES Examinations: (All branches other than board prepared examinations)

Application fee (incl. wall certificate and initial license): \$65

Processing fee to retake the NCEES PE exam: \$30

Note: Additional charges to cover costs of NCEES PE examinations, exam administration and grading will be charged by NCEES to approved applicants.

Structural Engineering:

Note: To become licensed in structural engineering an applicant is required to pass sixteen hours of structural examinations when determined eligible under Washington law. The examinations for structural licensing consist of the NCEES 16-hour structural examination.

Application fee (incl. wall certificate and initial license): \$65

Processing fee to retake the NCEES 16-hour structural exam: \$30

Note: Additional charges to cover costs of NCEES 16-hour structural examination, exam administration and grading will be charged by NCEES to approved applicants.

PROFESSIONAL LAND SURVEYING:

Note: The examinations for licensure in professional land surveying include an NCEES PPLS examination, and a Washington specific examination. One application is required and when determined eligible a candidate will sit for the NCEES PPLS examination and the Washington specific examination on the same day.

Application fee (incl. wall certificate, state exams, and initial license):	\$140
Processing and examination fee to retake the state PLS exam:	\$100
Note: Additional charges to cover costs of NCEES LS examination, exam administration and grading will be charged by NCEES to approved applicants.	
Processing fee to retake the NCEES PLS examination:	\$30))
FUNDAMENTALS CERTIFICATIONS:	
Fundamentals of Engineering (FE):	
Application fee (including wall certificate):	\$30
Fundamentals of Land Surveying (FLS):	
Application fee (including wall certificate):	\$30
PROFESSIONAL ENGINEERING APPLICATIONS:	
Exam and initial license application fee (including wall certificate and initial license):	\$65
Comity licensure application fee (including wall certificate and initial license):	\$110
Structural Engineering:	
Exam application fee (including wall certificate and initial license):	\$65
Comity application fee (including wall certificate):	\$110
Temporary Permits:	
Temporary permit application	\$110
PROFESSIONAL LAND SURVEYING:	
<u>Additional charges to cover costs of NCEES PLS examination will be charged by NCEES to approved applicants.</u>	
Application fee for exam and comity (including wall certificate, initial state exam, and initial license):	\$140
Processing and examination fee to retake the state PLS exam:	\$100
ON-SITE WASTEWATER TREATMENT SYSTEM DESIGNERS:	
Application fee (including wall certificate, initial state exam, and initial license):	\$200
Processing and examination fee to retake the on-site designer exam:	\$140
CERTIFICATE OF COMPETENCY (INSPECTOR):	
Application fee (including wall certificate, initial state exam, and initial license):	\$175

Processing and examination fee to
retake the on-site designer exam: \$140

AMENDATORY SECTION (Amending WSR 02-13-080, filed 6/17/02, effective 9/1/02)

WAC 196-26A-045 ((Professional engineer, professional land surveyor)) Renewal fees and penalties.

Professional engineer ((two years)) :	(\$116) \$128
Professional land surveyor ((two years)) :	(\$116) \$128
<u>On-site wastewater system designer:</u>	\$128
<u>Certificate of competency:</u>	\$128
Late renewal penalty ((PE and LS only)) :	(\$58) \$64

AMENDATORY SECTION (Amending WSR 02-13-080, filed 6/17/02, effective 9/1/02)

WAC 196-26A-060 Certificate of authorization application and renewal fees.

Application fee (incl. wall certificate and initial license):	\$150
Renewal fee (one-year):	(\$110) \$121

REPEALER

The following sections of the Washington Administrative Code are repealed:

- WAC 196-26A-035 State fees for comity licensure and temporary permit applications.
- WAC 196-26A-100 Suspended fees.

REPEALER

The following section of the Washington Administrative Code is repealed:

WAC 196-30-020 On-site wastewater treatment designer
and inspector fees.

Potential Board Meeting Dates For 2025

February	Wed. 19 th & Thurs. 20 th
April	Wed. 16 th & Thurs. 17 th
June	Mon. 16 th – Thurs. 20 th <i>(19th is a federal holiday)</i>
August	Wed. 6 th & Thurs. 7 th
October	Wed. 15 th & Thurs. 16 th
December	Wed. 10 th & Thurs. 11 th

Special Board Meeting

Tab 5

Director's Report

- 5.1 Financial Report
- 5.2 Agency Operations
- 5.3 Other Items



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

September 20, 2024

TO: Ken Fuller, Executive Director
Kristina Horton, Deputy Director
Mackenzie Wherrett, Executive Assistant
Board of Registration for Professional Engineers and Land Surveyors

FROM: Ian Shelley, Senior Financial Consultant – DES Small Agency Financial Services

SUBJECT: **July/August 2024 FINANCIAL REPORT**

July/August highlights

- \$165k revenue in July, and \$164k in revenue in August. \$329k total.
- \$316k in expenses for July/August combined.
- Fund 024 ended the month with a balance of \$1.67 million, an increase of \$13,000 from June.

Biennium to date highlights

- Revenues:
 - \$2.36 million July 2023 to August 2024
- Expenses:
 - \$2.21 million in expense July 2023 to August 2024. This is a \$484k underspend against allotments year to date. Underspend largely composed of:
 - Salaries/benefits: \$55k less than planned BTD
 - CA Dainis/Vorsite: \$18k less than planned BTD
 - EM Attorney General: \$70k less than planned BTD
 - ER Other contracts: \$105k less than planned BTD
 - EY Software: \$140k less than planned BTD
- Fund balance:
 - Current balance is \$1.67 million, an increase from BI25 beginning balance of \$1.54 million.

Projected BI25 end highlights

- Fund 024 balance of \$1.57 million. This is an increase from the BI25 starting balance of \$1.54 million.
- Revenue projected at \$4.14 million. BI23 ended at \$4.32 million.
- Total expenses projected at \$4.11 million.



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

Changes from last month

- Renewal fee increase assumed to go live January 2025.
- Double fill of Investigator 4 position shifted from August 2024 start date to November 2024.
- New Management Analyst 4 shifted from October 2024 start date to December 2024.
- EL WaTech central service cost projection reduced from \$354k to \$254k.

Bd of Reg-Prof Engineers/Land Surveyors Agency Summary BITD as of August 2024

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Capital Outlays	60,000	35,000	8,273	26,727	51,727
Employee Benefits	584,008	337,278	321,180	16,098	262,828
Goods and Services	2,092,776	1,194,633	819,615	375,018	1,273,161
Grants, Benefits & Client Services	0	0	5,900	(5,900)	(5,900)
Professional Service Contracts	72,000	42,000	23,550	18,450	48,450
Salaries and Wages	1,745,616	1,005,526	966,110	39,416	779,506
Travel	129,600	75,600	61,259	14,341	68,341
Sum:	4,684,000	2,690,937	2,205,887	484,150	2,478,113

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	73,609	73,050	559	1,005,526	966,110	39,416
A Salaries and Wages	1,000	0	1,000	14,000	0	14,000
AA State Classified	58,000	58,654	(654)	787,000	772,624	14,376
AC State Exempt	12,000	10,833	1,167	168,000	152,667	15,333
AE State Special	609	625	(16)	8,526	8,838	(312)
AS Sick Leave Buy-Out	500	0	500	7,000	0	7,000
AT Terminal Leave	500	0	500	7,000	0	7,000
AU Overtime and Call-Back	1,000	2,937	(1,937)	14,000	31,982	(17,982)
Employee Benefits	24,644	23,894	750	337,278	321,180	16,098
BA Old Age and Survivors Insurance	4,189	4,339	(150)	57,537	57,519	18
BB Retirement and Pensions	6,956	6,540	416	95,539	89,961	5,578
BC Medical Aid & Industrial Insurance	609	300	309	9,526	4,275	5,251
BD Health, Life & Disability Insurance	11,910	11,700	210	161,220	152,785	8,435
BH Hospital Insurance (Medicare)	980	1,015	(35)	13,456	13,452	4
BK Paid Family and Medical Leave	0	0	0	0	(0)	0
BV Shared Leave Provided Annual Leave	0	0	0	0	3,164	(3,164)
BZ Other Employee Benefits	0	0	0	0	25	(25)
Professional Service Contracts	3,000	0	3,000	42,000	23,550	18,450
CA Management and Organizational Services	3,000	0	3,000	42,000	23,550	18,450
CZ Other Professional Services	0	0	0	0	0	0
Goods and Services	92,615	102,171	(9,556)	1,194,633	819,615	375,018
E Goods and Other Services	3,000	0	3,000	42,000	0	42,000
EA Supplies and Materials	1,250	558	692	17,500	29,712	(12,212)
EB Communications/Telecommunications	800	1,267	(467)	11,200	10,372	828
EC Utilities	50	0	50	700	476	224
ED Rentals and Leases - Land & Buildings	2,500	1,938	562	35,000	27,130	7,870
EE Repairs, Alterations & Maintenance	1,000	0	1,000	14,000	(0)	14,000
EF Printing and Reproduction	1,250	181	1,069	17,500	16,104	1,396
EG Employee Prof Dev & Training	1,500	790	710	21,000	40,763	(19,763)
EH Rental & Leases - Furn & Equipment	1,250	0	1,250	17,500	20,603	(3,103)
EJ Subscriptions	100	0	100	1,400	657	743
EK Facilities and Services	5,000	12,591	(7,591)	70,000	80,727	(10,727)
EL Data Processing Services (Interagency)	18,167	17,870	297	208,334	172,385	35,949
EM Attorney General Services	15,084	21,155	(6,071)	209,172	139,127	70,045
EN Personnel Services	1,750	4,069	(2,319)	24,500	28,027	(3,527)
EP Insurance	85	210	(125)	3,220	4,356	(1,136)
ER Other Contractual Services	15,000	13,942	1,058	210,000	105,479	104,521
ES Vehicle Maintenance & Operating Cst	0	0	0	0	1,214	(1,214)
ET Audit Services	4,667	0	4,667	9,334	0	9,334
EU Office of Equity Services	0	319	(319)	0	1,440	(1,440)
EW Archives & Records Management Svcs	59	0	59	826	591	235
EY Software Licenses and Maintenance	20,000	27,560	(7,560)	280,000	140,169	139,831
EZ Other Goods and Services	103	(277)	380	1,447	285	1,162
Travel	5,400	806	4,594	75,600	61,259	14,341
GA In-State Subsistence & Lodging	2,000	608	1,392	28,000	36,373	(8,373)
GB In-State Air Transportation	700	0	700	9,800	5,917	3,883
GC Private Automobile Mileage	700	17	683	9,800	4,738	5,062
GD Other Travel Expenses	400	36	364	5,600	4,681	919
GF Out-of-State Subsistence & Lodging	600	0	600	8,400	2,715	5,685
GG Out-of-State Air Transportation	900	0	900	12,600	5,873	6,727
GN Motor Pool Services	100	145	(45)	1,400	962	438
Capital Outlays	2,500	0	2,500	35,000	8,273	26,727
JA Noncapitalized Assets	2,500	0	2,500	35,000	8,273	26,727
Grants, Benefits & Client Services	0	0	0	0	5,900	(5,900)
NZ Other Grants and Benefits	0	0	0	0	5,900	(5,900)
Total Dollars	291,768	199,921	1,847	2,690,937	2,205,887	484,150

Set aside for vaccine incentives
BTD healthy underspend, May costs right on target
Underspend

August overspend, BTD overspend, August OT higher than April-July levels.

All benefits healthy underspend

Continued underspend in Dainis/Vorsite costs.

Significantly over initial spending plan. Tracking for approx \$51k spend, planned was \$30k.

Underspend will continue to grow by \$562/mo
Zero spend to date, should see expenses when space is modified.

March was high expense month, \$17,000 for 2 attendees - Leading Organizations Training. Overspend to date.

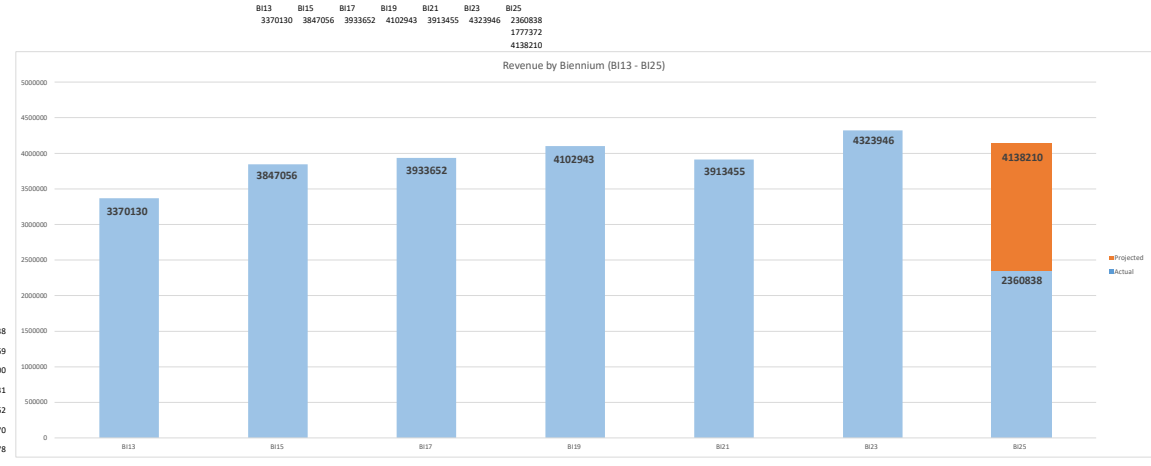
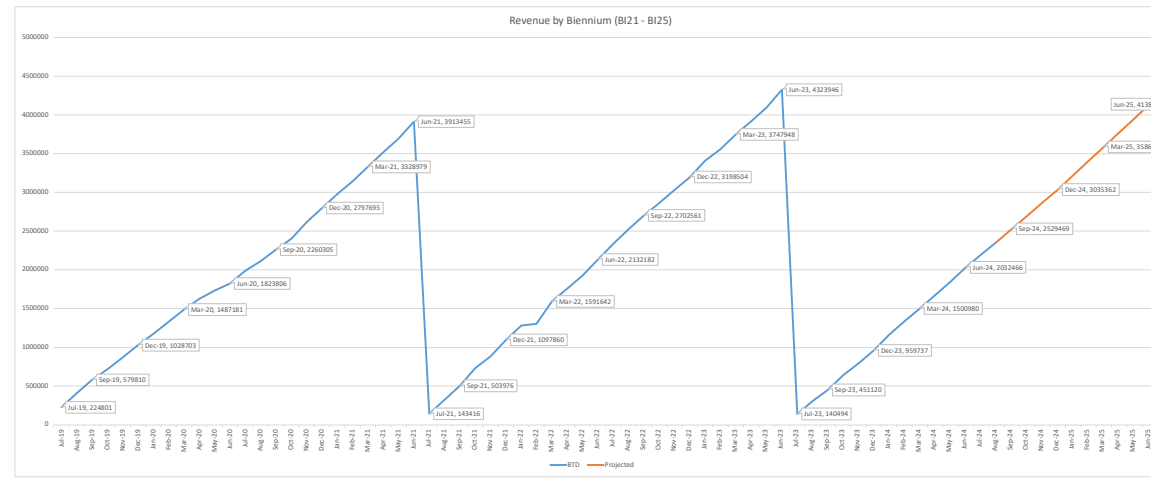
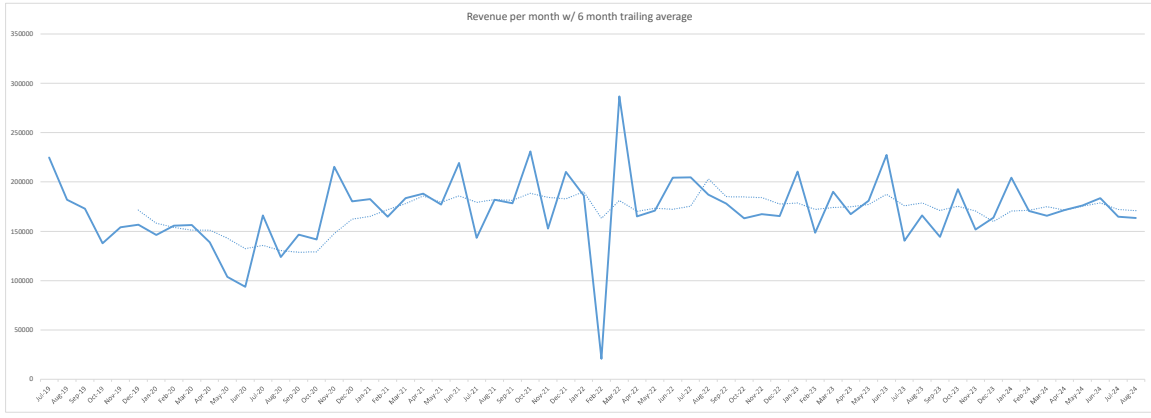
Trending overspend for the year, DES mailing costs have been higher than estimates, normal fluctuation overall.
Underspend likely to grow significantly for remainder of year.
Underspend to date.

Large underspend due to new DOL contract having lower costs than planned allotments.

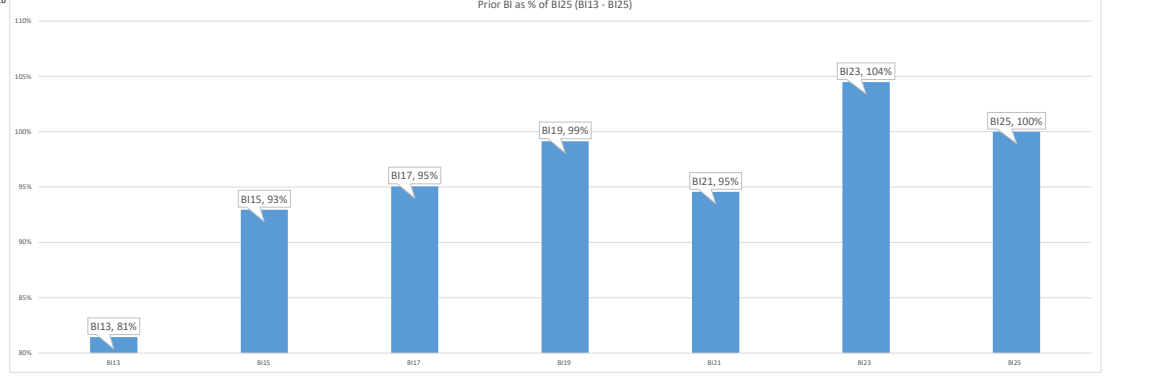
Large underspend due to new DOL contract having lower costs than planned allotments.

Overall travel has underspend against plan to date.

Month	Revenue	BTD	Projected
Jul-19	224801	224801	
Aug-19	181945	406746	
Sep-19	173064	579810	
Oct-19	137914	717724	
Nov-19	154192	871916	
Dec-19	156787	1028703	
Jan-20	146245	1174948	
Feb-20	155919	1330867	
Mar-20	156314	1487181	
Apr-20	139053	1626234	
May-20	103872	1730106	
Jun-20	93700	1823806	
Jul-20	166052	1989858	
Aug-20	123898	2113756	
Sep-20	146549	2260305	
Oct-20	141702	2402007	
Nov-20	215335	2617342	
Dec-20	180353	2797695	
Jan-21	182856	2980551	
Feb-21	164834	3145385	
Mar-21	183594	3328979	
Apr-21	188160	3517139	
May-21	177026	3694165	
Jun-21	219290	3913455	
Jul-21	143416	143416	
Aug-21	181952	325368	
Sep-21	178608	503976	
Oct-21	230947	734923	
Nov-21	152743	887666	
Dec-21	210194	1097860	
Jan-22	186353	1284211	
Feb-22	20769	1304980	
Mar-22	286662	1591642	
Apr-22	165089	1756731	
May-22	171108	1927839	
Jun-22	204343	2132182	
Jul-22	204795	2336977	
Aug-22	187366	2524343	
Sep-22	178218	2702561	
Oct-22	163289	2865850	
Nov-22	167333	3033183	
Dec-22	165321	3198504	
Jan-23	210559	3409063	
Feb-23	148623	3557686	
Mar-23	190262	3747948	
Apr-23	167355	3915303	
May-23	181056	4096359	
Jun-23	227587	4323946	
Jul-23	140494	140494	
Aug-23	166284	306778	
Sep-23	144342	451120	
Oct-23	192815	643935	
Nov-23	151836	795771	
Dec-23	163966	959737	
Jan-24	204510	1164247	
Feb-24	170737	1334984	
Mar-24	165996	1500980	
Apr-24	171655	1672635	
May-24	176152	1848787	
Jun-24	183679	2032466	
Jul-24	164780	2197246	
Aug-24	163592	2360838	2360838
Sep-24	168631	2529469	2529469
Oct-24	168631	2698100	2698100
Nov-24	168631	2866731	2866731
Dec-24	168631	3035362	3035362
Jan-25	183808	3219170	3219170
Feb-25	183808	3402978	3402978
Mar-25	183808	3586786	3586786
Apr-25	183808	3770594	3770594
May-25	183808	3954402	3954402
Jun-25	183808	4138210	4138210



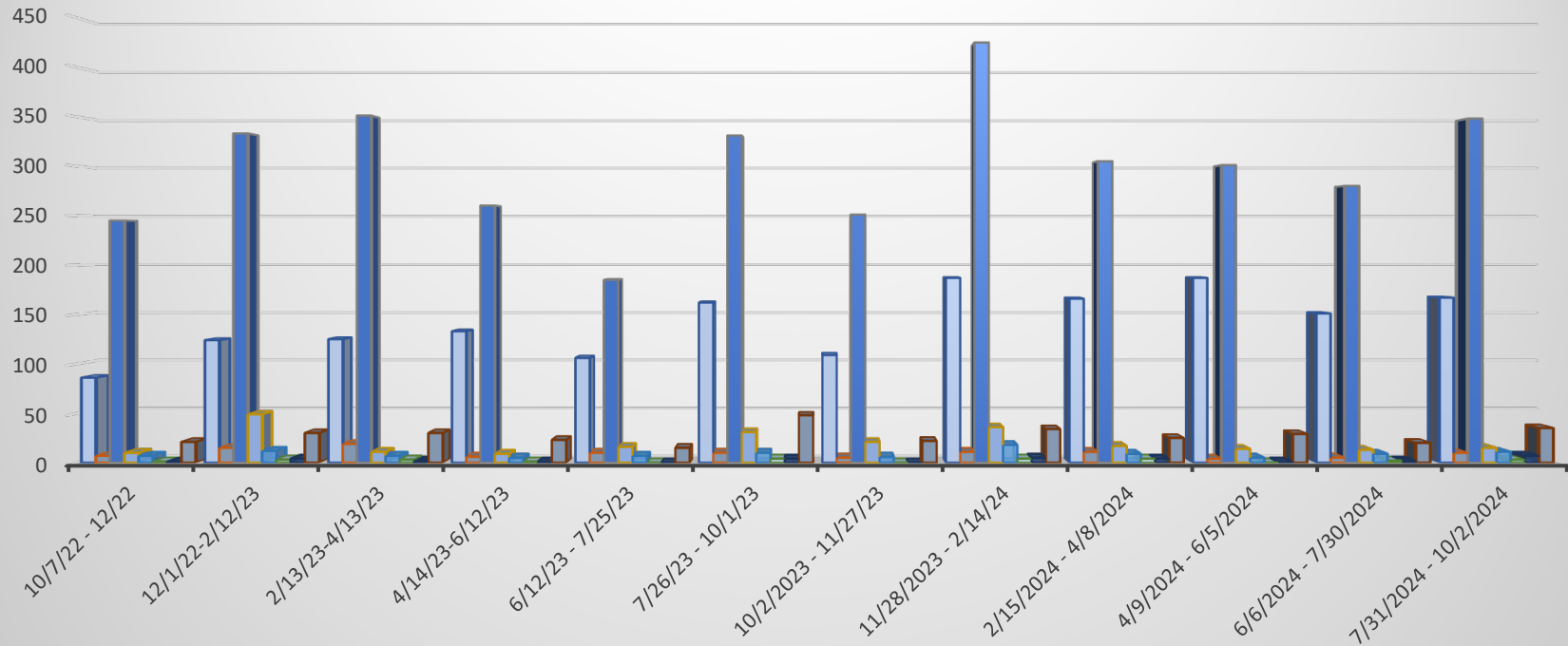
Prior BI as	BI13	BI15	BI17	BI19	BI21	BI23	BI25
3370130	3847056	3933652	4102943	3913455	4323946	4138210	
81%	93%	95%	99%	95%	104%	100%	





Licensing Program Report October 17, 2024

Applications Received

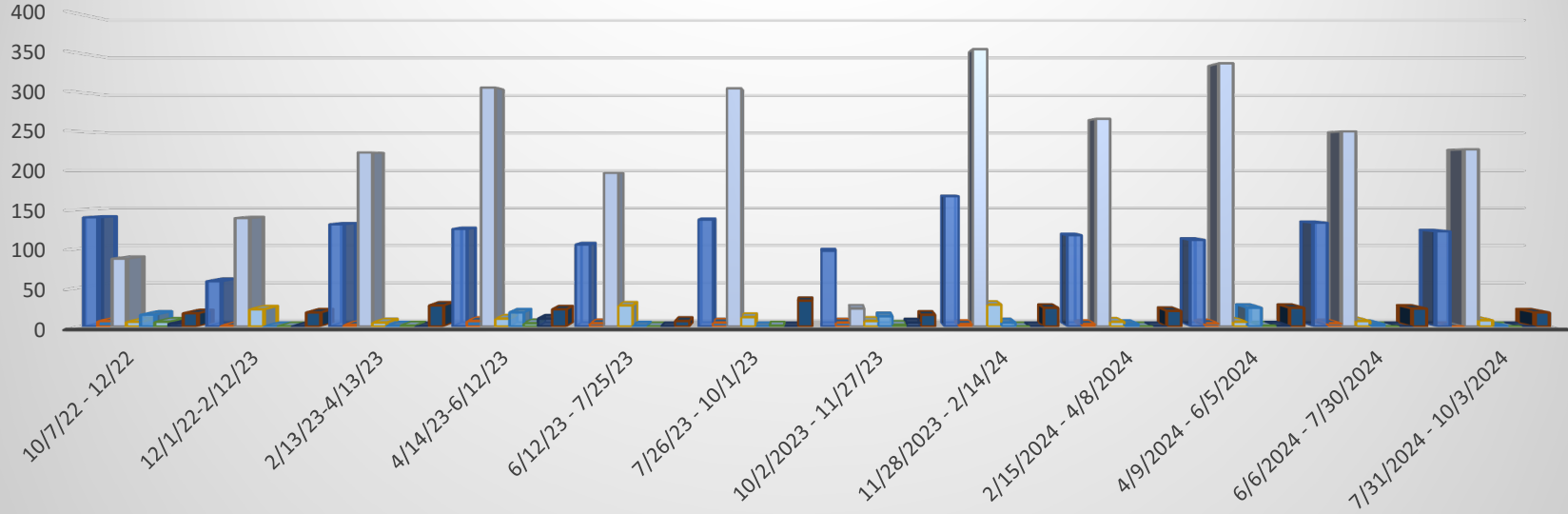


	10/7/22 - 12/22	12/1/22- 2/12/23	2/13/23- 4/13/23	4/14/23- 6/12/23	6/12/23 - 7/25/23	7/26/23 - 10/1/23	10/2/2023 - 11/27/23	11/28/2023 - 2/14/24	2/15/2024 - 4/8/2024	4/9/2024 - 6/5/2024	6/6/2024 - 7/30/2024	7/31/2024 - 10/2/2024
EIT	86	124	125	133	106	162	109	187	166	187	151	167
LSIT	7	15	19	6	10	10	5	11	11	4	5	10
PE	245	333	351	260	185	331	251	425	305	301	280	348
SE	10	49	11	9	16	31	21	36	17	14	13	15
PLS	7	12	7	5	7	10	6	18	9	5	9	11
OSW Designer	1	3	3	1	0	4	0	4	4	0	2	3
OSW Inspector	1	4	2	1	0	4	0	5	4	1	2	7
Corps/LLC	21	30	30	23	15	48	22	34	25	29	20	35



Licensing Program Report October 17, 2024

Licenses Issued



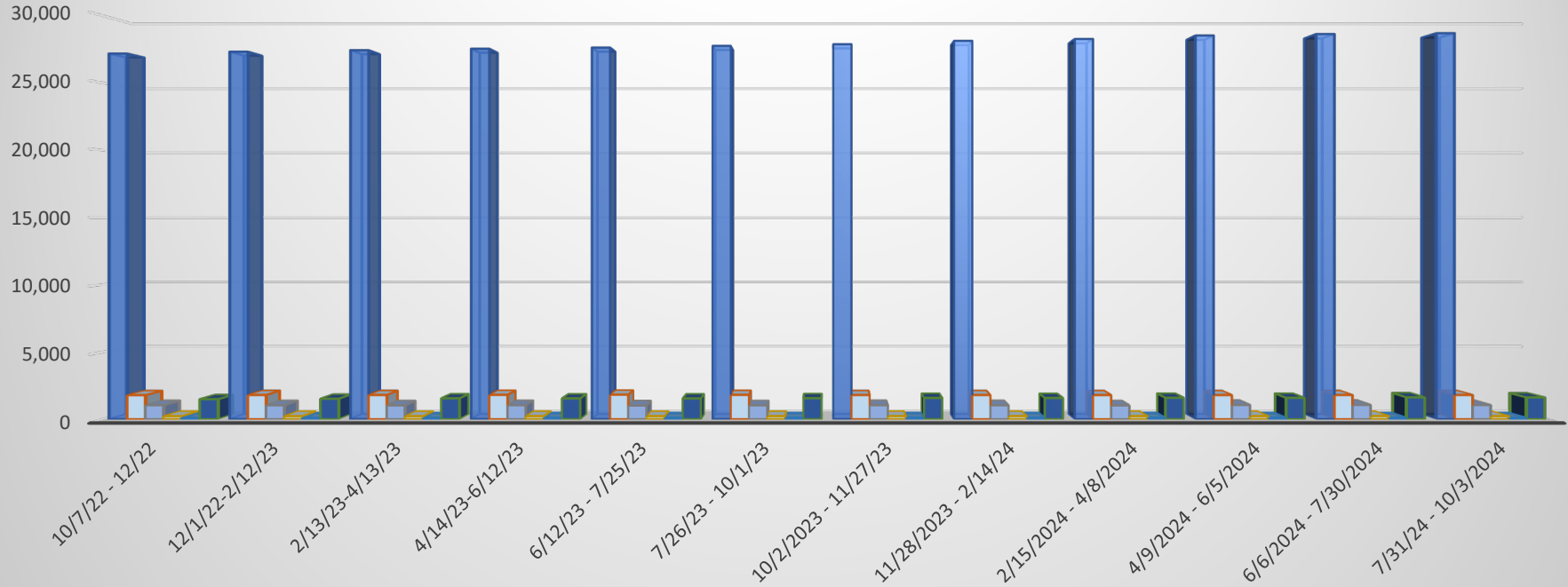
	10/7/22 - 12/22	12/1/22- 2/12/23	2/13/23- 4/13/23	4/14/23- 6/12/23	6/12/23 - 7/25/23	7/26/23 - 10/1/23	10/2/2023 - 11/27/23	11/28/2023 - 2/14/24	2/15/2024 - 4/8/2024	4/9/2024 - 6/5/2024	6/6/2024 - 7/30/2024	7/31/2024 - 10/3/2024
EIT	140	58	131	125	105	137	97	167	117	111	133	122
LSIT	7	1	2	7	4	5	5	3	3	4	4	0
PE	87	139	223	306	197	305	23	355	266	337	250	227
SE	6	22	5	10	27	12	7	28	6	6	7	8
PLS	15	0	1	18	1	0	13	5	3	24	3	1
OSW Designer	6	0	1	4	0	1	2	0	0	1	0	0
OSW Inspector	4	0	0	10	0	0	5	0	0	1	0	0
Corps/LLC	17	18	27	22	7	33	15	24	20	24	23	18

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



Licensing Program Report October 17, 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	2/15/2024 - 4/8/2024	4/9/2024 - 6/5/2024	6/6/2024 - 7/30/2024	7/31/24 - 10/3/2024
PE	27,189	27,327	27,440	27,548	27,634	27,762	27,882	28,133	28271	28529	28,641	28,702
SE	1784	1795	1794	1806	1819	1804	1792	1792	1788	1788	1793	1796
PLS	1036	1030	1023	1036	1012	1026	1038	1033	1024	1053	1057	1,047
OSW Designer	216	216	214	218	218	219	221	221	220	220	221	218
OSW Inspector	100	102	100	109	107	107	113	111	111	110	108	107
Corps/LLC	1484	1514	1545	1539	1538	1559	1579	1571	1586	1584	1622	1617

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

Special Board Meeting

Tab 6

Other Business

- 6.1 Additional Public Comment
- 6.2 Upcoming Outreach and Events
- 6.3 Board/Staff Affiliate Involvement
- 6.4 Action Items from this Meeting
- 6.5 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	30	31		

OCT

8 Interagency Committee of State Employed Women Annual Conference - Thurston, Co

9-10 APWA Fall Conference - Kennewick

16 Meet & Greet @ Gonzaga

16-17 BRPELS Board & Committee Mtgs - Spokane

Accountability audit

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

NOV

6 On-Site Workshop, County Health Dpt. - Spokane

7 LSAW Chapter Meeting Presentation - Tacoma

12 LSAW Chapter Meeting - Yakima

Accountability audit

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				

DEC

2 Mike Harney Presentation - St. Martins U

11-12 BRPELS Board & Committee Meetings - Olympia

Accountability audit

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 (on agenda)

Exam Qualifications Committee (EQC)

Date Assigned	Action Item	Assigned To	Status
08/08/24	EQC to review the CA seismic exam for logistics and ramifications, once the updated SE report is received	Committee	Pending
08/08/24	Move forward with reviewing language for RCW 18.43, as it applies to our current trends in processing applications	Committee	Pending
08/08/24	Review comity applications to ensure applicants show knowledge of applicable Washington State codes using an attestation, and possibly requiring a seismic exam for PE Civil engineer applications	Committee	Pending
08/08/24	Mike Harney to write an article for the Board Journal discussing the benefits of creating an NCEES record and submitting it for licensure.	Mr. Harney Mr. Schieferstein	Pending

Practice Committee (PC)

Date Assigned	Action Item	Assigned To	Status
04/25/24	Checklists for public officials (best practices) <ul style="list-style-type: none"> • Simplify RCW's into a checklist or easy to follow document 	Committee	Pending
08/08/24	Bring the disciplinary timeline report to PC for review and adjustments	Ms. Short	In Progress (on agenda)
08/08/24	Facilitate an article for the next journal about importance of the Certificate of Authorization (COA), the renewal of the COA, and the designee notifying the Board when no longer employed.	Mr. Schieferstein	In Progress

Survey Committee (SC)

Date Assigned	Action Item	Assigned To	Status
08/07/24	Ms. Horton and Ms. Short will look at PDH requirements of other states (outside the NCEES Western Zone, as that has already been done).	Ms. Short Ms. Horton	In Progress
08/07/24	Staff will look at other sections of WAC 196-16 concerning PDH Units for any additional changes/updates to be proposed then send a draft to committee members to review	Board Staff	In Progress

08/07/24	Staff will review other RCWs and WACs for any contradictions involving PDH Units and send draft proposed updates to committee members for review	Board Staff	In Progress
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On-Site Committee

Date Assigned	Action Item	Assigned To	Status
-			

Structural Committee (SEC)

Date Assigned	Action Item	Assigned To	Status
08/01/24	Staff to send NCEES exam results to SE committee	Ms. Cramer	Pending

Board Staff

Date Assigned	Action Item	Assigned To	Status
04/25/24	Accessibility review of all business lines	Board Staff	Pending
04/24/24	Determine level of training for board members, pro-tems, and staff; Investigative Training, Basics of Surveying, Basics of On-Site.	Board Staff & AGO	In Progress

AGO

Date Assigned	Action Item	Assigned To	Status
08/08/24	Ms. Lagerberg to review recommendations from PC about title use and adding 'Professional' in front of Engineer and Land Surveyor as defined in chapter 18.43	Ms. Lagerberg	Pending

UK MRA Task Force

Date Assigned	Action Item	Assigned To	Status
7/25/24	Review the IEA requirements	Ms. Lund	Pending
7/25/24	Develop a policy	Board Staff	Pending
7/25/24	Develop an attestation regarding local codes and regulations	Ms. Lund	In Progress

Communication Task Force (CTF)

Date Assigned	Action Item	Assigned To	Status
-	-	-	-

Special Board Meeting

Tab 7

Adjourn Meeting