



Executive Committee Meeting December 11, 2024 | 2:45 p.m.

Virtually via Microsoft Teams
In person at the Board's Offices.

Committee: Marjorie Lund, PE, SE, Board Chair
Doug Hendrickson, PE, Vice Chair
Dave Peden, PE, SE, Past Board Chair

Support staff: Shanan Gillespie, Regulatory Program Manager
Kristina Horton, PLS, Deputy Director
Ian Shelley, Senior Financial Consultant, DES
Elizabeth Lagerberg, AAG
Mackenzie Wherrett, Executive Assistant
Vonna Cramer, Licensing Lead
Bryce Dickison, Administrative Assistant
Greg Schieferstein, Communication & Outreach Manager
Randy Garcia, Investigations & Compliance Manager
Jill Short, Investigations & Compliance Manager

Discussion topics

- **Financial Report**
Ian discussed the October financial memo that was included in the packet. The memo showed revenue of \$202k, and the expenses for October were \$186k. The Board's fund balance at the end of October was \$1.77 million, an increase of \$16,000 from September. Ian also informed the committee that the Governor's budget will be released on December 20, 2024.

Action item: Mackenzie and Ian to track future expenditures to support any potential adjustments to the fund balance.

- **NCEES WZ Secretary – Nomination of Dave Peden, PE, SE**

Recommendation: The committee is recommending the Board nominate Dave Peden for NCEES WZ Secretary.

- **Discussion: CR103 & Concise Explanatory Statement – Making pronouns gender neutral**
The committee discussed the draft concise explanatory statement, and the proposed rule language. Minor changes were made to WAC 196-23-010, 196-23-040 and 196-33-400.

Recommendation: The committee is recommending the Board approve the Concise Explanatory Statement and edits to the language and approve staff to file the CR103.

- **Communication Report**
Greg provided a communication and outreach report. Discussion was held about outreach with universities; an overview of legislation; and about the Journal. Greg said different platforms for outreach are being considered, but not right away.
- **Legislative Update**
This was provided in the Communication Report.
- **Strategic Planning Items Discussion**
The committee reviewed the strategic planning items but no action was taken.

Previous Action Items

- 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. *Will be provided at future meeting when completed.*

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.