



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

DATE: December 12, 2024
TIME: 8:00 a.m.
LOCATION: BRPELS Office
605 11th Ave SE, STE 207
Olympia, WA 98501

ATTENDANCE:

Board Members

Marjorie Lund, PE, SE, Chair
Doug Hendrickson, PE, Vice Chair
Aaron Blaisdell, PLS, (via Webex)
Dave Peden, PE, SE
Mike Harney, PE
Maureen Jackson, PE
Matt Rasmussen, PE, PLS

Guest(s)

James Wengler, PLS, CFedS
Matt Edge, PE

Staff Members

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

1. Call to Order at 8:00 am

1.1. Roll Call

Ms. Lund took roll call.

1.1.1. Introduction of New Board Member, Pro-Tem, and Agency Staff.

Mr. Rasmussen introduced himself and summarized his background in engineering and land surveying. Mr. Wengler will continue involvement with the Board as a Pro-Tem. Mr. Garcia introduced himself as the new Investigations and Compliance Manager to replace Ms. Short upon retirement.

1.2. Order of Agenda

A motion was made by Mr. Hendrickson, and seconded by Ms. Jackson, to accept the agenda as written. Motion approved.

Executive Session

Ms. Lund, 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 8:06 a.m. until 8:30 a.m.

Open Session Reconvened – 8:30 a.m.

2. Call to Order Continued

2.1. Approval of November 18, 2024 Meeting Minutes

A motion was made by Ms. Jackson, seconded by Mr. Hendrickson, to accept the November 18, 2024, Meeting Minutes as written. Motion carried.

2.2. Public Comment Opportunity

No public comment

3. Disciplinary Action

3.1. Case Deliberation

No case deliberation

3.2. Disciplinary Report

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

4. Committee Reports

4.1. On-Site Wastewater Committee (OSW)

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

- [11/25/2024 OSW Report](#)

4.2. Structural Committee (SE)

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

- [12/06/2024 SE Report](#)

4.3. Survey Committee (SC)

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

- [12/11/2024 SC Report](#)

4.4. Exam Qualifications Committee (EQC)

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

- [12/11/2024 EQC Report](#)

4.5. Practice Committee (PC)

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

- [12/11/2024 PC Report](#)

4.6. Executive Committee (EC)

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

- [12/11/2024 EC Report](#)

5. New Business

5.1. Decoupling Discussion

Mr. Peden motioned, seconded by Mr. Rasmussen for the board to request EQC look at language in RCW and WAC for necessary changes to proceed with decoupling exams for PE, PLS, and SE. Mr. Hendrickson, Mr. Harney, Mr. Rasmussen, Mr. Peden and Ms. Jackson in favor. Mr. Blaisdell opposed. Motion approved.

Discussion:

The board discussed what decoupling means and reiterated it means an applicant may go straight to NCEES to take an exam without meeting the state's experience requirement first.

Ms. Lagerberg stated conflicts between the Board's laws and rules and decoupling, such as the requirement in RCW 18.43 to show 8 years of experience prior to taking the exam. Ms. Cramer explained the Board considers applicants for an initial license who've taken exams in other jurisdictions. Ms. Lagerberg recommended rulemaking changes as soon as possible to avoid any conflicts with RCW and WAC.

Mr. Blaisdell added that the Survey Committee hadn't decided to decouple the PLS exam. Mr. Harney asked for clarification of the Board's expectations for EQC's review of PLS and SE. The committee will look at PLS examinees sitting for the exam in other jurisdictions and then applying for a license in Washington; language changes to PE and PLS exam requirements are consistent, and that recommendations from EQC will go directly to the board for approval. Ms. Lund concluded, if the committee is confused about intent to please reach out to her.

5.2. Approval of CR103 and Concise Explanatory Statement for WAC 196 (pronoun usage) *(from EC)*

Ms. Lund presented comments received from the public. The board agreed there were no comments preventing moving forward with changes. A motion was made by Mr. Hendrickson, second by Mr. Rasmussen, to approve the CR103 and Concise Explanatory Statement for WAC 196. Motion carried.

Discussion:

Ms. Lagerberg asked if the board addressed all comments received. Ms. Gillespie stated that the agency has addressed all comments received. A full markup wasn't included in the board packet. The motion covered what was discussed during this meeting.

5.3. Attestation for PE & SE applications concerning applicants' knowledge of the Washington building codes *(from SE)*

Ms. Lund clarified the agenda item included Washington building 'codes and standards', as bridge designers use standards not codes. The Structural Committee had no recommendation but requested directions from the board. No direction or action provided.

5.4. NCEES Funded and Board Funded Delegates for 2025 NCEES Western Zone Meeting

Ms. Lund, Board Chair, directed staff to name Mr. Hendrickson and Ms. Lund as funded delegates for the 2025 NCEES Western Zone Meeting. Mr. Harney will attend with funding from his company. Ms. Jackson will consider attendance as a funded delegate. Ms. Jackson to work with Ms. Wherrett after the meeting for a deadline to decide.

5.5. Nomination for NCEES Western Zone Secretary *(from EC)*

A motion was made by Mr. Hendrickson, seconded by Mr. Harney, to nominate Mr. Peden as the NCEES Western Zone Secretary. Motion approved. Mr. Blaisdell abstained.

5.6. Adjust 2025 Board Meeting Locations: June to Spokane & August to Virtual/Olympia

Ms. Lund, as board chair, directed staff to move the April meeting to Tri-Cities and the August meeting virtual with a physical location in Olympia. Due to travel and full schedules, the August meeting will focus on NCEES annual meeting motions and necessary items. Ms. Jackson recommended June or October for board training.

6. Director's Report

6.1. Financial Report

Ms. Lund presented, and Mr. Shelley detailed, the agency Financial Report. The report was presented to EC and in the [board packet](#). Mr. Shelley was available for questions.

Discussion:

Ms. Lund mentioned the Washington State Governor's financial report and the fee increases effective January 1, 2025. Ms. Horton discussed Washington State's freeze related to staffing, traveling, and purchases.

Agency Operations

Ms. Horton gave an overview of recent agency operations such as the ongoing Accountability Audit with the State Auditor's Office which is anticipated to conclude the end of January. She updated the Board about Mr. Garcia taking on cases and the status of the new Management Analyst 4 position. Interviews will be held during the second full week of January.

As Licensing Lead, Ms. Cramer annually sends reports to NCEES detailing the quantity of licenses issued. Ms. Horton confirmed this had been completed for 2024.

Ms. Horton and Mr. Fuller focused on development of a positive work culture by organizing accountability buddies to support the agency's team agreement.

Additionally, Ms. Horton presented a change in the size of PE/PLS wall certificates and the possibility of purchasing a printer specifically for them.

6.2. Other Items

Ms. Lund reminded the board that Ms. Cramer has produced licensing program reports and can clarify information if needed.

7. Other Business

7.1. Additional Public Comment

Mr. Edge introduced himself as a Professional Engineer with CRW Engineering Group, based out of Anchorage, AK. CRW Engineering Group opened a branch office in Olympia.

7.2. Upcoming Outreach and Events

Mr. Schieferstein covered the [Communication and Outreach Report](#) from the Executive Committee.

- January 23-25, 2025 - WOSSA Septic Con in Tacoma
- January 30-February 2, 2025 - Home and Garden Show in Tacoma
- February 26-27, 2025 – LSAW conference at Tulalip Resort
- March 6-8 WITEA Spring Conference in Wenatchee

7.3. Board/Staff Affiliate Involvement

Ms. Lund attended the NCEES Professional Activities and Knowledge Study (PAK) in Greenville, SC regarding difficulties with new structural exam reference materials and testing process. NCEES has not released the October Structural exam results. Ms. Lund was asked to chair the NCEES Western Zone Mobility Committee.

7.4. Action Items from This Meeting

- EQC to move forward with necessary changes to RCW and WAC to decouple experience from examination for PE, PLS, and SE exams.
- Board Staff to move forward with the Concise Explanatory Statement and CR103 for WAC 196 (pronoun usage).
- Ms. Wherrett to send NCEES names of funded delegates to the 2025 NCEES Western Zone meeting.
- Mr. Wherrett to adjust Board Meeting dates: April to Tri-Cities and August to Virtual
- Board staff work with Ms. Lund to submit nomination for Mr. Peden as the NCEES Western Zone Secretary

7.5. Agenda Items for Next Meeting

- Reminder of Director Evaluation in closed session
- Possible Changes to Work Experience Verification Forms (EQC)
- RCW 18.43 changes – adding ‘professional’ before engineer and land surveyor (PC)
- Attestation concerning applicant knowledge of Washington Building Codes and Standards (EQC)
- Accountability Audit Feedback

8. Adjourn Meeting

A motion was made by Ms. Jackson, seconded by Mr. Harney, to adjourn the meeting at 1:48 p.m. Motion approved. Meeting adjourned.

Next Meeting: February 13, 2025 – Special Board Meeting – Radisson Hotel - SeaTac, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director