



Executive Committee Meeting

April 16, 2025 | 12:30 pm

Virtually via MS Teams & In-person: 7122 W. Okanogan Place, Building E, Room 303
Commissioners' Hearing Room, 3rd floor
Kennewick, WA, 99336

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

Support staff: Ken Fuller, PE, Director
Kristina Horton, PLS, Deputy Director
Mackenzie Wherrett, Executive Assistant
Bryce Dickison, Administrative Assistant
Shanan Gillespie, Regulatory Program Manager
Greg Schieferstein, Communication Manager
Ian Shelley, Senior Financial Consultant
Elizabeth Lagerberg, AAG
Kevin VanDeWege, BRPELS Contractor

Discussion topics

- Financial Report

Mr. Shelley gave an overview of the agency financial report. The current fund balance is \$1.747 million, an increase from BI25 beginning balance of \$1.540 million. 2025-2027 revenue is projected to be \$4.7 million with expenses at \$4.4 – \$4.6 million including potential expense increases related to general wage increase and central service cost.

The committee discussed overage costs due to employee professional development and training and asked the agency to refocus projections of costs for employee development within the next biennium budget.

Mr. Hendrickson asked if the overtime costs signify a need for additional staff. Mr. Fuller explained that overtime is due to a licensing backlog. The licensing program is currently undergoing the Lean method to increase efficiency and refine processes.

The committee discussed a potential fund sweep. The House and Senate compromise is expected to be ready by April 27, unless a special session is required.

- Legislative Update

Mr. VanDeWege provided a legislative update. BRPELS requested 2 bills, 1104 and 5090. Both bills did not pass chamber of origin.

Ms. Lund inquired whether there had been any stakeholder meetings or movement on bill 5729. Mr. VanDeWege was not aware of any movement but will continue to keep the board and staff informed.

Ms. Lund additionally asked if the board is working on changes to RCW for clean-up and process changes, would it deter success during the next session. Mr. VanDeWege believes it will not because the updates are in scope.

Mr. VanDeWege concluded by affirming his commitment to forming connections and assisting in building BRPELS' reputation within the legislature.

- **Review Communications & Correspondence**
The committee reviewed a request for the board to consider a PE designation in broadband engineering. Washington State is not a discipline specific state and not yet ready to implement a broadband engineering PE license. The committee requested additional information on whether the individual has contacted other boards or professional associations. NCEES offers a PE Electrical and Computer: Electronics, Controls, and Communications exam which may meet their needs. Mr. Fuller will respond via email.

The committee reviewed a request for the board to consider changing the design of Washington State professional stamps/seals because it depicts George Washington's profile. The change would have a large impact on licensees and require a significant level of effort by the board and staff. The committee decided not to recommend changes at this time. Mr. Fuller will respond.

Action Item: Mr. Fuller will respond to the email inquiries regarding broadband engineering and design stamp changes.

- **Outreach Strategic Planning Discussion**
The board met for an outreach strategic planning session on Wednesday, April 16, 2025 at 9:00 am. 3 goal areas were developed; advance professions, public safety, and brand/reputation management. Board staff will compile information from the session and bring back to the board for approval at the June annual board meeting.
- **Strategic Planning Items Discussion**
Mr. Ballard is working on strategic planning items bullet 3 and 4 as listed below. Mr. Ballard's report will be available at a future board meeting within the year. Mr. Fuller estimated the reports to be ready within approximately 4 months.

Action Item: Board staff will compile the outreach strategic planning session information and bring it to the June board meeting for approval.

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. *In progress.*
- Measure the licensing system software functionality from stakeholders. *In progress.*
- Early engagement with professional organizations in rulemaking.

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. *In progress. Estimated to be complete within approx. 4 months.*

Agenda Items for Next Meeting

- Board staff succession planning and overlap

Meeting adjourned at 1:19 pm