



Executive Committee Meeting

June 16, 2025 | 9:00 am

Virtually via Microsoft Teams & In person:

Seattle Airport Marriott
Olympia Suite
3201 S. 176th St
Seattle, WA, 98188

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 (*MS Teams*)
Kristina Horton, PLS, Deputy Director
Mackenzie Wherrett, Executive Assistant
Bryce Dickison, Administrative Assistant
Shanan Gillespie, Regulatory Program Manager (*MS Teams*)
Greg Schieferstein, Communication Manager (*MS Teams*)
Kevin Ballard, Internal Control Manager
Randy Garcia, Investigations & Compliance Manager (*MS Teams*)
Jill Short, Investigations & Compliance Manager (*MS Teams*)
Vonna Cramer, Licensing Lead (*MS Teams*)
Ian Shelley, Sr. Financial Consultant (*MS Teams*)
Elizabeth Lagerberg, AAG
Kevin VanDeWege, BRPELS Contractor (*MS Teams*)

Guests: Aaron Riner (*MS Teams*)
Call-in-User (*MS Teams*)

Discussion topics

- Financial Report (*Ian*)
Mr. Shelley gave an overview of the April financial report as provided in the committee packet. The May financials will be completed soon.

Ms. Lund asked when the fund sweep will be taken. Mr. Shelley explained the sweep of funds will likely occur sometime in July, 2025 and will be noted as a transfer in future financial reports.
- Next legislative session strategy (*Kevin V.*)
Mr. VanDeWege led a discussion about the upcoming legislative push and strategy going into session. Despite revenue of new taxes, the state budget picture isn't improving and may become a budget shortfall.

Mr. VanDeWege informed the committee that Senator Liias will champion the agency substitute bill in the next session. Ms. Lund asked Mr. VanDeWege if the proposed changes are substantial enough to require a new legislative push. Mr. VanDeWege believes

the changes are substantive but still straight forward and within scope.

- Outreach strategic plan (*Greg/Kevin B.*)

Mr. Schieferstein presented results of the Outreach Strategic Planning that occurred in April. The presentation included 3 defined goal areas, a worksheet for the board and staff to use for outreach opportunities, and a scorecard to aid in event selection.

The committee considered editing the titles of the 3 defined goal areas; Public Safety, Promote Professions, and Brand Management. Mr. Schieferstein, as the agency communication consultant, was confident the language used was acceptable for internal and external review.

- Board staff succession planning and overlap (*Kris*)

Ms. Lund asked Mr. Fuller and Ms. Horton if the agency is setting hard dates for employee retirements and how the succession planning table provided in the committee packet will be used. Mr. Fuller explained that he'll soon to be eligible to retire. Mr. Fuller has forecasted 1-2 years until retirement.

The board will review changes to the Director position description during the June Annual Board Meeting. The committee will separately consider changes to the Director and Deputy Director position expectations. Ms. Lund asked that Ms. Horton reach out to the board members for assistance with succession planning if needed.

Strategic Planning Items

- 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.

Action Items from this Meeting

- EC will consider changes to the Director and Deputy Director position expectations. Ms. Lund asked that Ms. Horton reach out to the board members for assistance with succession planning if needed.

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. Mr. Ballard will report at the next committee meeting.*

Adjourn 10:05 am