



## Practice Committee Meeting

October 9, 2025 | 1:00 p.m.

### Virtually via Microsoft Teams:

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Meeting ID: 222 420 247 702 3

Passcode: Eh3ke7DT

### Or call in (audio only)

[+1 564-999-2000,,687619399#](#) US, Olympia

Phone Conference ID: 687 619 399#

### In person:

BRPELS Office

605 11<sup>th</sup> Ave NE

Olympia, WA 98501

### Committee:

Mike Harney, PE, Chair

Matthew Rasmussen, PE, PLS

Maureen Jackson, PE

### Support staff:

Ken Fuller, PE, Director

Kristina Horton, PLS, Deputy Director

Shanan Gillespie, Regulatory Program Manager

Kevin Ballard, Internal Control Manager

Mackenzie Wherrett, Executive Assistant

Bryce Dickison, Administrative Assistant

Randy Garcia, Investigations & Compliance Manager

Jill Short, Investigations & Compliance Manager

Vonna Cramer, Licensing Lead

Elizabeth Lagerberg, AAG

### Discussion topics

- Complaints Summary (RG/JS)
- Administrative Closures Report (RG/JS)
- Compliance Report/Noncompliance Report (RG/JS)
- Approval of Draft Language and to file CR102 for WAC 196-09 (SG)
- Approval to file a CR103 for WAC 196-25 (SG)
- Definitions and Requirements for Electronic and Digital Signatures (KF)

### Strategic Planning Items

- None at this time.