



Special Board Meeting

October 16, 2025

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Special Board Meeting

Tab 1

Call to Order

- 1.1. Roll Call
- 1.2. Order of Agenda
- 1.3. Approval of September 16, 2025 Meeting Minutes
- 1.4. Public Comment



Special Board Meeting Agenda

DATE & TIME: October 16, 2025

9:00 am

LOCATION: Washington State University
Sloan Hall, Room 146 and
405 NE Spokane St.
Pullman, WA 99163

[WebEx Link](#)

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ATTENTION: All meetings are open to the public except when business calls for Executive Session. During the Executive Session all guests will be excused. Start times are subject to change by the Board or Committee Chair.

OPEN SESSION

1. Call to Order

- 1.1. Roll Call
- 1.2. Order of Agenda
- 1.3. Approval of September 16, 2025 Meeting Minutes
- 1.4. Public Comment

EXECUTIVE SESSION: The chair will announce the purpose and estimated duration for Executive Session. No formal actions will be taken during the Executive Session. Once the Executive Session concludes, the Board will take a break to announce and invite visitors to the Open Session.

OPEN SESSION RECONVENES: Approximately 9:30 am

2. Disciplinary Action

- 2.1. Case Deliberation
- 2.2. Disciplinary Report

3. Committee Reports

- 3.1. Practice Committee
- 3.2. Exam Qualifications Committee
- 3.3. Survey Committee
- 3.4. Executive Committee

BREAK APPROXIMATELY 12:00 PM – 12:30 PM

4. New Business

- 4.1. FE Waiver (*from EQC*)
- 4.2. NCEES Annual Meeting Report Out
- 4.3. Forms Task Force Recommendation (*from EC*)
- 4.4. Approval of Draft Language & filing of CR102 for WAC 196-09 (*from PC*)
- 4.5. Approval of Concise Explanatory Statement & filing CR103 for WAC 196-25 (*from PC*)
- 4.6. Present Updated Law Review Exams (*from multiple committees*)
- 4.7. Approval of the New On-Site & PLS State Exam Cut Score (*from EQC*)
- 4.8. AIAWA Practice Act Update

5. Director's Report

- 5.1. Financial Report
- 5.2. Agency Operations
- 5.3. Other Items

6. Other Business

- 6.1. Additional Public Comment
- 6.2. Upcoming Outreach and Events
- 6.3. Board/Staff Affiliate Involvement
- 6.4. Action Items from This Meeting
- 6.5. Agenda Items for Next Meeting

7. Adjourn Meeting



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS
AND LAND SURVEYORS**
P.O. Box 9025, Olympia, WA 98507-9025
360.664.1575
brpels.wa.gov

SPECIAL BOARD MEETING MINUTES

DATE: September 16, 2025
TIME: 4:00 p.m.
LOCATION: BRPELS Office
605 11th Ave Suite 201
Olympia, WA 98501

ATTENDANCE:

Board Members - (via WebEx)

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

Guest(s) - (via WebEx)

Jim Wengler, PLS, CFedS

Staff Members - (via WebEx)

Ken Fuller, PE, Director
Kristina Horton, PLS, Deputy Director
Kevin Ballard, Internal Control Manager
Mackenzie Wherrett, Executive Assistant
Bryce Dickison, Administrative Assistant
Greg Schieferstein, Communication Manager
Jill Short, Investigations & Compliance
Randy Garcia, Investigations & Compliance
Danitza Casselman, Prosecuting AAG
Marya Colignon, Advising AAG

1. Call to Order at 4:03 pm

1.1. Roll Call

Mr. Hendrickson took roll call.

1.2. Order of Agenda

A motion was made by Mr. Blaisdell and seconded by Mr. Peden, to accept the agenda as written. Motion approved.

1.3. Approval of August 7, 2025, Meeting Minutes.

A motion was made by Ms. Lund, and seconded by Mr. Blaisdell, to accept the August 7, 2025, Meeting Minutes. Ms. Jackson offered a friendly amendment to remove Ms. Lund and add Ms. Jackson as case manager in case number 2024-09-2373-00ENG. The friendly amendment was accepted. Motion approved.

Executive Session

Mr. Hendrickson, Board Chair, announced that the Board would go into Executive Session to consult with the board attorney, to discuss matters related to enforcement, and cases in

current litigation. It was estimated Executive Session would last from 4:12 a.m. until 4:27 a.m.
Open Session Reconvened – 4:27 p.m.

Executive Session

Mr. Hendrickson announced additional time was needed and the executive session was extended from 4:27 p.m. to 4:37 p.m.

Open Session Reconvened – 4:37 p.m.

2. Disciplinary Action

2.1. Consideration of Board Order No. [2024-01-0051-00LSV, et al.](#)

Ms. Casselman provided a summary of the Default Order against Richard Douglas Ross, PLS. A motion was made by Ms. Lund and seconded by Mr. Peden, to accept the default order and to include a fine of \$10,000 due within 3 years of the signed Default Order. Mr. Peden suggested a friendly amendment to the motion to include a fine of \$30,000 due within 90 days of the signed Default Order. The motion, including Mr. Peden's amendment, carried.

3. Public Comment

3.1. No public comment

4. Adjourn Meeting

The meeting adjourned at 5:01 p.m.

Next Meeting: October 16, 2025 – Special Board Meeting – Washington State University, Sloan Hall, Room 146, Pullman, WA & WebEx

Respectfully submitted,

Ken Fuller, PE, Director

Open session reconvenes at approximately 9:30 am

Special Board Meeting

Tab 2

Disciplinary Action

- 2.1. Case Deliberation
- 2.2. Disciplinary Report

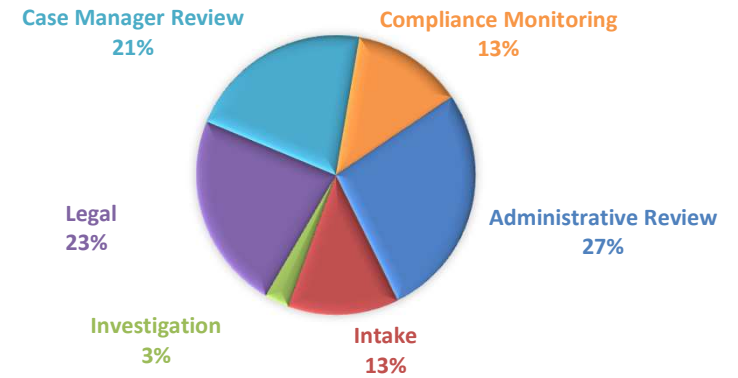
Board of Registration for Professional Engineers Land Surveyors

Disciplinary Report - October 2025

Open Case Status

Status	Program Type			Total
	Engineers	Land Surveyors	OSW	
Administrative Review	4	14	1	19
Intake	4	3	2	9
Investigation	0	2	0	2
Legal	5	10	1	16
Case Manager Review	6	8	1	15
Compliance Monitoring	3	6	0	9
Total	22	43	5	70

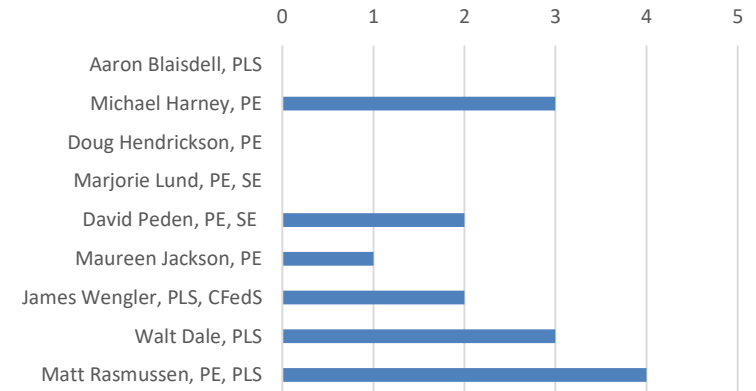
Open Complaint Status



Case Manager Review

Case Manager	Program Type			Total
	Engineers	Land Surveyors	OSW	
Aaron Blaisdell, PLS	0	0		0
Michael Harney, PE	3	0		3
Doug Hendrickson, PE	0	0		0
Marjorie Lund, PE, SE	0	0		0
David Peden, PE, SE	1	0	1	2
Maureen Jackson, PE	1	0		1
James Wengler, PLS, CFedS	0	2		2
Walt Dale, PLS	0	3		3
Matt Rasmussen, PE, PLS	1	3		4
Total	6	8	1	15

Case Manager Open Complaints



Administrative Review

Board Staff	Engineers	Land Surveyors	OSW	Total
Ken Fuller, PE	4	0	1	5
Kristina Horton, PLS	0	14	0	14
Total	4	14	1	19

Special Board Meeting

Tab 3

Committee Reports

- 3.1. Practice Committee
- 3.2. Exam Qualifications Committee
- 3.3. Survey Committee
- 3.4. Executive Committee

BREAK APPROXIMATELY 12:00 PM – 12:30 PM

Special Board Meeting

Tab 4

New Business

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(*from PC*)
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Proposed FE Waiver Language

Waiver of the Fundamentals of Engineering (FE) examination:

- To waive the FE exam an applicant must have an approved undergraduate engineering degree and _____ **years** of practical experience.
 - A Board approved Masters program may be considered as an additional 1 year of experience.
 - A Board approved PhD program with at least _____ **year(s)** of practical experience may:
 - ***waive the FE examination.***
 - ***be considered as an additional _____ year(s) of experience.***
- An applicant requesting a waiver must not have failed the FE examination in the previous 10 years.



NCEES AM Report out

D. W. Hendrickson, P.E

This year's NCEES Annual Meeting in New Orleans was hot, and I mean HOT, and often sweltering. In attendance were myself and Mr. Peden, Mr. Blaisdell, and Ms. Jackson. We had an agenda allocated by our Board to specifically address items upon the Consent Agenda and some not. Specifically:

- UPLG Motion 2, was forwarded to Amend Model Law 130.10 B. The motion proposed specific periods of recognized experience which may influence comity paths. Our Board's position was that the proposal was not inherently bad but constructed in a manner which would inherently confuse all parties. The assessment of the Council was that it would pass regardless of Washington objection. I negotiated a charge to be laid upon UPLG to rewrite the language during this 2025-2026 year.
- Licensure 2 and Licensure 3: These motions came out of the successor Committee of my prior work with the Engineering Licensure Model Task Force and are generally working upon the path we developed. These two motions, in parallel, each requested amendment of Model Rules, at 230.20 .A.6 and 230.20.B.4, respective to practice of Engineers and Surveyors. The motions requested that mentorship by a Licensed individual be credited as professional experience and would further remove requirements for experience under the supervision of an unlicensed, but qualified, individual. Washington pulled these from the Consent Agenda, based upon objection with each term of change and relation to our code. Each received significant discussion. In Council, each motion was amended to remove the clauses which would remove the discredit of supervision under an unlicensed qualified individual. Each motion was approved with the mentorship to be recognized as professional experience. In consequence, with NCEES Record holds applying for licensure in Washington, we must remain vigilant in the future to our need to not accept NCEES Record experience assessment at face value.

In the balance of NCEES actions, the greatest was likely the readjustment of reserve to 50% rather than 75% of operating year expenses. This reserve change allowed NCEES to allocate an additional nine million dollars to the NCEES Foundation. We look forward to that Foundation actually distributing grants.

Land Surveyor Law Review

Choose the best answer. Please select only one answer per question. Passing score is 80%.

1. A Professional Land Surveyor will immediately have their license suspended for:
 - a. Charging excessive fees to clients.
 - b. Noncompliance with a support enforcement order.
 - c. Nonpayment of license renewal fees.
 - d. Failing to complete required PDH by renewal date.

Reference: Chapter 18.43 RCW

2. Which of the following is grounds for discipline by the Board?
 - a. Failure to renew license by the due date.
 - b. Failure to respond to a Board request for information.
 - c. Failure to use a Board approved contract for services.
 - d. Failure to accept gratuities in connection with responsible work.

Reference: Chapter 196-27A WAC

3. The purpose of the Rules of Professional Conduct and Practice is to:
 - a. Give registrants guidance with respect to expected conduct.
 - b. Give registrants clarity on the authorities of the Board.
 - c. Provide a list of requirements for use by local government.
 - d. Provide guidance to the public for evaluating the work of registrants.

Reference: Chapter 196-27A WAC

4. You are asked to submit a 50% progress drawing to your client for review. Your client, a government agency, told you not to put your surveyors seal on the drawings. You should submit:
 - a. The plan without placing your seal on them.
 - b. A note to the client that you cannot release a plan that is incomplete.
 - c. The plan with your seal, unsigned, and noted "preliminary."
 - d. The plan with your seal on the drawings and your signature across the seal.

Reference: Chapter 196-23 WAC

5. Which surveying services can be lawfully performed by a person who is not licensed as a Land Surveyor?
 - a. When the work is for state agency and of a preliminary nature.
 - b. When the work is performed by federal employees on federal land.
 - c. When making revisions to drawings that are already sealed.
 - d. When the work is by an employee of a construction company.

Reference: Chapter 196-29 WAC

6. For any single violation of practice or unprofessional conduct by a registrant, the Board may impose a fine of up to:
- a. \$1,000
 - b. \$2,500
 - c. \$5,000
 - d. \$10,000

Reference: Chapter 18.235 RCW

7. Which of the following is NOT a requirement for a registrant's use of an electronic signature?
- a. Capable of independent verification
 - b. Encryption format approved by Secretary of State
 - c. Invalidated if any data in the document is changed.
 - d. Unique to the registrant.

Reference: Chapter 196-23 WAC

8. Professional engineers may work on projects that require education and experience outside their own field of competence, if:
- a. Their client and permitting agency agree to it.
 - b. The registrant does not stamp the plans.
 - c. The work is preliminary and not used for construction.
 - d. They work only on the portions of which they are qualified.

Reference: Chapter 196-27A WAC

9. Which action is considered unprofessional conduct for licensed land surveyor under Washington Law?
- a. Providing a preliminary survey with appropriate disclaimers.
 - b. Refusing to stamp documents they did not prepare or review.
 - c. Failing to respond to a Board request for information.
 - d. Including a disclaimer about potential survey inaccuracies.

Reference Chapter 18.235 RCW

10. A registrant is required to directly supervise work done by non-licensed individuals. Which of the following best satisfies this requirement?
- a. You lay out and spot check the work before you seal and sign.
 - b. You lay out the assignment and provide personal direction before you seal and sign.
 - c. You review the work and check the calculations before you seal and sign.
 - d. You lay out the assignment and review the results before you seal and sign.

Reference Chapter 196-26 WAC

11. The primary authority to administer the Engineer's Registration Act is the:
- a. Director of the Department of Licensing.

- b. Director of the Board of Registration for Professional Engineers and Land Surveyors.
- c. Board of Registration for Professional Engineers and Land Surveyors.
- d. Small Agency Unit at the Governor's office.

Reference: Chapter 18-235 RCW

12. If the Board has reason to believe that a person is engaged in unlicensed practice, they have the authority to issue a:

- a. Notice of Intent to issue a Cease and Desist order and a fine of up to \$1,000 a day.
- b. Statement of Charges and a fine of up to \$5,000 a day.
- c. Notice of Intent to issue a Cease and Desist order and a fine of up to \$5,000 a day.
- d. Statement of Criminal charges for a gross misdemeanor.

Reference: Chapter 18.235 RCW

13. Which of the following is true when a registered land surveyor is designated to be in responsible charge of a corporation.

- a. The designated land surveyor must reside in the State of Washington.
- b. An affidavit must be signed by the designee stating they know they have been designated by the corporation to be in responsible charge for the land surveying activities in the State of Washington.
- c. A registered land surveyor may serve as designated land surveyor at more than one corporation.
- d. When there is a change in designee, the corporation must notify the Board in writing no later than 60 days after the effective date of the change and submit a new affidavit.

Reference: Chapter 196-25 WAC

14. The primary reason for requiring registrants to be licensed in the State of Washington is to:

- a. Monitor the completion of continuing education.
- b. Protect people and property from injury or harm.
- c. Protect the profession from unfair competition.
- d. Improve professional standards for engineers and land surveyors.

Reference: Chapter 18.43 RCW

15. Which of the following must be included in a land surveyor's professional seal?

- a. License expiration date.
- b. Employer's name.
- c. Registrant's name and certificate number.

- d. Project name and address.

Reference: Chapter 196-23 WAC

16. Which of the following are REQUIRED of a land surveyor before performing a survey?

- a. A clear and documented understanding of the work to be performed.
- b. Full disclosure of information on progress, problems and agreements reached.
- c. A written contract clearly stating the work to be performed.
- d. To act solely on behalf of the client to meet budget limitations.

Reference: Chapter 196-27A WAC

17. When plans or plats have been prepared under the direct supervision of more than one registrant, they must be sealed or stamped by the:

- a. Registrant who was the licensee of record and did the majority of the work.
- b. Registrant who is the designated licensee for the consulting firm.
- c. Registrants willing to do so, clearly noting their scope of responsibility.
- d. Participating registrants, clearly noting their scope of responsibility.

Reference: Chapter 196-23 WAC

18. Which of the following activities are exclusively within the scope of the practice of land surveying?

- a. Establishing lines, grades, and elevations for street improvements.
- b. Establishing lines, corners, boundaries, and monuments.
- c. Establishing the upland boundary of a wetland sensitive area.
- d. Establishing property legal descriptions for purchase agreements.

Reference: Chapter 18.43 RCW

19. Which of the following is NOT a registrant's obligation to their employer and client?

- a. Submitting all project documents for public review prior to final approval.
- b. Being competent in the technology and knowledgeable of applicable codes.
- c. Avoiding a conflict of interest or the appearance of a conflict of interest.
- d. Negotiating contracts for professional services based upon competence and qualifications.

Reference: Chapter 196-27A WAC

20. A registrant is NOT guilty of misconduct if they:

- a. Fail to register their proprietorship with the Board.
- b. Are abusive and disruptive in a public meeting.
- c. Accept inducements in seeking professional work.
- d. Knowingly do not report unlicensed practice.

Reference: Chapter 196-27A WAC

21. All land surveyors must maintain their competency by:

- a. Accumulating 15 hours of continuing professional development hours per year.
- b. Passing the Board's law review questionnaire every five years.
- c. Continuing their professional development throughout their careers.
- d. Taking college level course work before every renewal.

Reference: Chapter 196-27A WAC; Chapter 196-16 WAC

22. When must registrants inform the public of the harm that may come to their life, health, property, or welfare?

- a. At such time their professional judgement is overruled or disregarded.
- b. On any project involving property owned by a public entity.
- c. At any time the threat of loss of licensure exists.
- d. When the professional's opinion is supported by their employer.

Reference: Chapter 196-27A WAC

23. Professional development activities used to meet continuing education requirements must be:

- a. Pre-approved by the Board.
- b. Submitted by the licensee when renewing a license.
- c. Relevant to the licensee's practice.
- d. Attended inside the State of Washington.

Reference: Chapter 196-16 WAC

24. In a hearing, a finding against a registrant of unprofessional conduct can result in which of the following?

- a. Removal of a mis-recorded survey from public record.
- b. Removal and replacement of incorrect monuments.
- c. Return professional land surveyor's seal to the Board.
- d. Reimbursement of the Board's investigative costs.

Reference: Chapter 18.235 RCW; Chapter 18.43 RCW

25. A professional license that is not renewed by the date of expiration becomes invalid:

- a. 30 days after the date of expiration.
- b. 90 days after the date of expiration.
- c. 120 days after the date of expiration.
- d. On the date of expiration.

Reference: Chapter 196-26A WAC

On-Site Wastewater Designer/Inspector Law Review

Choose the best answer. Please select only one answer per question. Passing score is 80%.

1. Which of the following is NOT included in the practice of on-site wastewater design?
 - a. Analysis of soil types.
 - b. Establish property boundaries
 - c. Knowledge of treatment technologies.
 - d. Integration of collection systems.

Reference: Chapter 18.210 RCW

2. A designer with an expired license may:
 - a. Continue work if it was started before the license expired.
 - b. Continue all work but not sign the plans until renewed.
 - c. Continue practice as long as the license is renewed within 90 days.
 - d. Not practice until license is renewed.

Reference: Chapter 18-210 RCW

3. A designer who performs on-site designs after their license is expired is guilty of:
 - a. Aiding and abetting unlicensed practice.
 - b. Unprofessional conduct and a gross misdemeanor.
 - c. No violation if license is renewed within 90 days.
 - d. Criminal fraud as a class felony.

Reference: Chapter 18.210 RCW

4. The license of an on-site designer may be suspended immediately if the licensee:
 - a. Has performed work outside of Washington State.
 - b. Is non-compliant with a support order.
 - c. Has stamped and sealed a design before receiving approval from the local health jurisdiction.
 - d. Is on active military duty and failed to renew their license for over 90 days.

Reference: Chapter 18.210 RCW

5. Which of the following is NOT considered a failure to cooperate with the Board during an investigation, audit, or inspection?
 - a. Not furnishing papers or documents requested by the Board.
 - b. Refusing the Board's access to the licensee's business office at any time, day or night.
 - c. Refusing to provide a written explanation to the Board covering the matter contained in a complaint.
 - d. Ignoring a subpoena issued by the Board.

Reference: Chapter 18.235 RCW

6. Which of the following is NOT a prohibited practice?
- a.** Performance of on-site wastewater treatment systems design without a license.
 - b.** Assisting a licensed designer in drafting system layouts while under direct supervision.
 - c.** Purporting to be qualified to perform on-site wastewater treatment systems design without an issued license.
 - d.** Attempting to use a revoked or suspended license to perform on-site wastewater treatment systems design services.

Reference: Chapter 18.210 RCW

7. Which of the following constitutes certification that a plan was prepared by a licensee under Chapter 18.210 RCW?
- a.** Signature by local health official.
 - b.** Signature and stamp by licensed designer.
 - c.** Seal and signature by a certified inspector.
 - d.** Final approval stamp by local health official.

Reference: Chapter 18.210 RCW

8. A Designer who fails to renew their license within two years of its date of expiration is required to reestablish an active license by:
- a.** Paying the equivalent to three years of renewal fees.
 - b.** Reapplying as a new applicant.
 - c.** Obtaining an addition 30 PDH's.
 - d.** Making a written request for license reinstatement.

Reference: Chapter 18.210 RCW

9. All of the following are considered a gross misdemeanor EXCEPT:
- a.** Attempting to use the license or seal of another.
 - b.** Designing an OSS that exceeds 3500 gal/day.
 - c.** Practicing as a designer with a suspended license.
 - d.** Purport to be a licensee without having a license.

Reference: Chapter 18.210 RCW

10. Other than on-site designers who is also required to take the on-site written exam?
- a.** All operation and maintenance consultants.
 - b.** Professional engineers.
 - c.** Public Works Department employees.
 - d.** Employees of local health jurisdictions who review, inspect, or approve on-site wastewater designs.

Reference: Chapter 18.235 RCW

11. Sanctions may be imposed on a licensee if they are found to have:

- a.** Worked without professional liability insurance.
- b.** A suspended drivers license.
- c.** Inspection vehicle registration has expired.
- d.** Intentionally falsified information used in design of an on-site system.

Reference: Chapter 18.235 RCW

12. Certificate of competency holders are not allowed to:

- a.** Review on-site wastewater systems.
- b.** Design and stamp on-site wastewater systems.
- c.** Supervise non-certified individuals.
- d.** Inspect on-site wastewater systems.

Reference: Chapter 18.210 RCW, Chapter 70A. 105 RCW

13. The disciplinary authority over on-site wastewater designers is:

- a.** State Department of Health.
- b.** State Department of Licensing On-Site Advisory Committee.
- c.** The Board of Registration for Professional Engineers and Land Surveyors.
- d.** State Department of Licensing.

Reference: Chapter 18.210 RCW

14. A finding of unprofessional conduct against a licensed on-site designer can result in all of the following EXCEPT:

- a.** Peer review and/or monitoring of practice.
- b.** A fine of up to \$1,000 per violation.
- c.** Restriction or limits of practice.
- d.** Censure or reprimand of licensee.

Reference: Chapter 18.235 RCW

15. Which of the following constitute unprofessional conduct?

- a.** Failure to provide a written response to a complaint.
- b.** Applying for a license with no college education.
- c.** Filing a formal complaint against a board member.
- d.** Not actively practicing while failing to renew a license after 90 days of expiration.

Reference: Chapter 18.235 RCW

16. Adhering to the Rules of Professional Practice the licensee must:

- a.** Only seal documents prepared by them or those under their direct supervision.
- b.** Maintain competency in codes and regulations for on-site systems.
- c.** Must inform employers or clients of unsafe conditions.
- d.** All of the above.

Reference: Chapter 196-33 WAC

17. Which of the following information is NOT included on the seal for a licensed designer?

- a. Expiration date.
- b. Certificate/License number.
- c. "State of Washington."
- d. "Licensed Designer."

Reference: Chapter 196-33 WAC

18. Which of the following is Not part of the Rules of Professional Practice?

- a. Licensee shall be objective and truthful at all times.
- b. Licensee shall practice in those areas where they are competent.
- c. Licensee shall carry their seal with them at all times.
- d. Licensee shall alert their clients when a project will not meet expectations.

Reference: Chapter 196-33 WAC

19. According to Rules of Professional Practice under what circumstances can an on-site designer serve as an expert witness?

- a. When the designer has ben subpoenaed by his client.
- b. When the trial is in another state.
- c. When the designer's opinion is founded upon knowledge of facts and honest conviction.
- d. When the designer receives a retainer before testimony.

Reference: Chapter 196-33 WAC

20. Which of the following statements are NOT true about direct supervision?

- a. A designer may maintain control of a project via email.
- b. A designer may review and stamp a design done by a homeowner.
- c. Direct supervision requires providing personal direction and oversight.
- d. Facsimiles or cell phones can be used to supervise subordinates.

Reference: Chapter 196-33 WAC

21. When a licensee's professional judgement regarding wastewater design is overruled and public health is threatened, the licensee must:

- a. Proceed only after the client agrees to waive liability.
- b. Submit a complaint anonymously.
- c. Notify the appropriate authorities.
- d. File a report with the Secretary of State's Office.

Reference: Chapter 196-33 WAC

22. Which of the following is NOT a qualifying activity for professional development hours (PDHs)?

- a. Self study.
- b. Attendance of a Board meeting.

- c.** Membership and/or attendance in service club meetings.
- d.** Membership in professional/technical societies.

Reference: Chapter 196-34 WAC

23. Which of the following is the correct statement about continuing education requirements for designers?

- a.** Designers must gain 20 units per year to renew their license.
- b.** Designers are exempt if they are also a registered sanitarian.
- c.** Designers are exempt if they are active in designing systems.
- d.** Designers must report hours when requested by the Board.

Reference: Chapter 196-34 WAC

24. In the State of Washington, _____ is exempt from On-Site licensure requirements.

- a.** Anyone working for a private consulting firm.
- b.** A licensed professional engineer performing design work.
- c.** Any individual holding a plumbing license.
- d.** Any contractor performing general excavation work.

Reference: Chapter 18.210 RCW

25. Which of the following statements is TRUE regarding an inactive status of a license?

- a.** The licensee must have reached the age of 65.
- b.** The licensee must be in an active status at the time of application.
- c.** The licensee may return to active status by calling the Board office.
- d.** The licensee must sign an affirmation they are not actively engaged in practice.

Reference: Chapter 196-34 WAC



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR PROFESSIONAL
 ENGINEERS & LAND SURVEYORS**
 P.O. Box 9025, Olympia, WA 98507-9025
 360.664.1575
 brpels.wa.gov

TO: Exam Qualifications Committee

September 29, 2025

FROM: Kevin Ballard

SUBJECT: September 2025 Exam Performance Report

On-Site Licensing Examination

September 2025 Cut Score: 80
Total Pass: 2/16
Pass Rate: 13%
High Score: 85%
Low Score: 55%

Designers:
 First Time: 2
 Total Pass: 0/4

Inspectors:
 First Time: 7
 Total Pass: 2/12

<u>Past Exam Dates</u>	<u>Cut Score</u>	<u>Pass Rate</u>
April 2021	81	57%
September 2021	82	46%
March 2022	81	44%
September 2022	82	38%
March 2023	81	64%
September 2023	82	63%
March 2024	81	57%
September 2024	82	31%
March 2025	81	57%

Exam Scores

70	72
85	73
80	65
60	62
71	69
76	69
76	75
55	77

Average Score: 71 71%



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR PROFESSIONAL
 ENGINEERS & LAND SURVEYORS**
 P.O. Box 9025, Olympia, WA 98507-9025
 360.664.1575
brpels.wa.gov

Land Surveyor Examination Results

September 2025 Cut Score: 73
Total Pass: 11/26
Pass Rate: 42%

High Score: 98%
Low Score: 48%
First Time: 19

<u>Past Exam Dates</u>	<u>Cut Score</u>	<u>Pass Rate</u>
April 2021	68	48%
September 2021	70	46%
March 2022	68	55%
September 2022	70	53%
March 2023	68	50%
September 2023	70	51%
March 2024	68	50%
September 2024	70	54%
March 2025	70	78%

Exam Scores

29	26	33
19	26	29
25	35	25
31	23	26
26	28	28
30	26	27
36	26	33
26	33	33
29	21	

Average Score: 28 71%

Hi Ken-

Hope you are doing well!

AIAWA is putting together a practice act update to bring RCW 18.08 up to date with our national organization's definition of the practice. This is important for a couple of reasons. First, the Qualifications Based Selection process has been rife with issues, particularly around the lines of when a public agency needs to work within it. The definition of the practice of architecture is 40 years old and the profession has change dramatically since then. An update will help architects impress upon agencies that the investment into our public buildings shouldn't be based on lowest bid but on the most qualified professionals available. I think our engineer partners, who also fall within QBS, would agree.

The second issue is incidental practice. This isn't a new issue and though we've tried to get a solid AG's opinion, we are left with their determination that there is no bright line delineating one profession's responsibility from the other. Our thought is that a better definition of the practice will ease some of that confusion. There is a group, Interorganizational Council on Regulations (ICOR), <https://icor-reg.org/practice-overlap/>, which has brought together (5) professions to hash out where the boundaries lie. Their report, which is in it's 5th year of work, has a mission: *ICOR's members are partnering to develop guidance for our professional licensing boards on how to best regulate overlapping practice between the professions of architecture, engineering, interior design, landscape architecture, and surveying.* Their report is due to be released in a couple weeks so ideally we'll have it to also refer to.

You may be aware of the bill the interior design coalition is working on, and our updated definition will also help provide the bright line needed to designate when a project requires an architect versus an interior designer alone.

Attached is our most current draft language of the update which I've also discussed with our state board. We want to be sure that our partners, particularly our engineering partners, are comfortable with the update and could be in support of it/not oppose it. I'd be happy to talk more if you have questions or concerns.

Best-
Tammie

Tammie Sueirro
Executive Director
Pronouns: She/Her

AIA Washington Council

A chapter of the American Institute of Architects

"Practice of architecture" means the rendering of any service or related work requiring architectural education, training, and experience, in connection with the art and science of building design for construction of any structure or grouping of structures and the use of space within and surrounding the structures or the design for construction of alterations or additions to the structures *in a manner that protects the public health, safety and welfare. This includes providing, offering to provide or being in responsible control of planning services; developing concepts; preparing documents that define form and function of an environment; coordinating consultants; and construction administration.*

- a. *Planning services include, but are not limited to, programming (the evaluation and tabulation of design requirements) and planning (the strategizing of how program requirements are to be implemented and how this relates to site considerations).*
- b. *Developing concepts includes, but is not limited to, preliminary design and planning studies, pre-design, investigations, and evaluations.*
- c. *Preparing documents that define form and function includes, but is not limited to schematic design, design development, preparation of construction contract documents and Technical Submissions, including incorporation of the requirements of the authorities having jurisdiction.*
- d. *Compliance with generally applicable codes and regulations, and assistance in the governmental review process.*
- e. *Coordinating consultants includes, but is not limited to, the coordination of any elements of Technical Submissions prepared by others.*
- f. *Construction administration includes, but is not limited to, evaluation and observation of construction to determine that the work is proceeding in accordance with the contract documents.*

"Responsible Control" means the responsibility for exercising the ultimate authority over, and possessing the knowledge and ability to oversee, delegate, and integrate the design and technical decisions related to the preparation of the project's instruments of service and the project's implementation in conformance with the standard of care.

Special Board Meeting

Tab 5

Director's Report

- 5.1. Financial Report
- 5.2. Agency Operations
- 5.3. Other Items



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

September 25, 2025

TO: Ken Fuller, Executive Director
Kristina Horton, Deputy Director
Mackenzie Wherrett, Executive Assistant
Kevin Ballard, Internal Control Manager
Board of Registration for Professional Engineers and Land Surveyors

FROM: Ian Shelley, Senior Financial Consultant – DES Small Agency Financial Services

SUBJECT: **August 2025 FINANCIAL REPORT**

August highlights

- \$179k revenues
- \$250k expenses. August expenses elevated, July & August central service costs paid in August.
- \$1.457 million fund balance – a decrease of \$71,000 from July.

Biennium to date highlights – July 2025 to August 2025

- Revenues: \$377k
- Expenses: \$389k
 - This is a \$36k underspend against allotments year to date. Underspend largely composed of:
 - \$16k underspend in E category. This is \$8k/month or \$190k for the biennium held aside for licensing system projects but expenses for this have not yet materialized.
 - \$12k in underspend G travel categories. Nearly zero travel expenses so far.
 - Small over/underspends in other categories.
- Fund balance: \$1.457 million
 - Current balance is a \$451k decrease from beginning balance of \$1.909 million. Change in fund balance composed of:
 - \$440,000 fund sweep per BI25-27 budget bill [5167-S.PL.pdf](#).
 - ~\$11k operating loss.

Projected BI27 end highlights

- Revenue projected to reach \$4.843 million by June 2027.
- Expenses projected to reach \$4.823-\$5.013 million by June 2027.
- Fund 024 balance projected at \$1.303-\$1.494 million. This is a decrease from the BI25 starting balance of \$1.909 million.

Special Board Meeting

Tab 6

Other Business

- 6.1. Additional Public Comment
- 6.2. Upcoming Outreach and Events
- 6.3. Board/Staff Affiliate Involvement
- 6.4. Action Items from this Meeting
- 6.5. Agenda Items for Next Meeting



2025 Upcoming Events Calendar

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JAN

23-25 WOSSA Septic Con - Tacoma
30 & 31 Home & Garden Show - Tacoma
accountability audit

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAR

21 PLS & On-Site State Exams
31 ASCE Chapter Meeting - Pullman

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY

7 LSAW Chapter Meeting - Vancouver
15-19 NCEES Western Zone Mtg - NM
21 UW Tacoma Presentation
27 LSAW Chapter Meeting - Renton

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUL

23-24 RCW 18.43 Stakeholder Mtgs - Olympia

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SEP

19 State PLS & On-Site Exams

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOV

19 ASCE Tacoma YMF - St. Martins

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

FEB

1 & 2 Home & Garden Show - Tacoma

12 & 13 BRPELS Board Meeting - SeaTac

26 - 28 LSAW Conference - Tulalip

accountability audit end

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APR

16 & 17 BRPELS Board Meeting - Tri-Cities

23 & 24 APWA Spring Conference - Tacoma

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JUN

9-12 WSAC Annual Conference - Everett

11 & 12 WSACE Annual Conference

16 & 17 BRPELS Annual Board Mtg - SeaTac

16 & 17 SAME 'Meet the Chiefs' - SeaTac

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUG

6 & 7 BRPELS Board Meeting - Olympia

19-20 NCEES Annual Mtg - New Orleans, LA

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OCT

8-11 ASCE Convention - Seattle

15 & 16 BRPELS Board Meeting - Pullman

15 WSU Meet & Greet - Pullman

22 ASCE YMF Meeting - Seattle U

27 & 28 Formal Hearing - Webex

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DEC

9 SAME Presentation - Dupont

10 & 11 BRPELS Board Meeting - Olympia

Board of Registration for Professional Engineers and Land Surveyors

Action Item List

Executive Committee (EC)

Date Assigned	Action Item	Assigned To	Status
6/16/25	EC will consider changes to the Director and Deputy Director position expectations.	Committee	In Progress

Exam Qualifications Committee (EQC)

Date Assigned	Action Item	Assigned To	Status
6/17/25	EQC to work on the NCEES attestation regarding decoupling. <ul style="list-style-type: none"> Ms. Cramer will edit the NCEES attestation example and present it at the October committee meeting. 	Ms. Cramer	Pending Leg.
6/17/25	EQC to work on the WAC changes that come out of changes to RCW 18.43	Committee	Pending Leg.
5/28/25	Update the FE Exam Equivalency form after RCW 18.43.040 language is approved	Committee	Pending Leg.
8/6/25	The committee will pursue an FE waiver for military, industry, and government employees. <ul style="list-style-type: none"> Staff will present refined information at the next committee meeting, October 16, 2025. 	Committee	On Agenda

Practice Committee (PC)

Date Assigned	Action Item	Assigned To	Status
4/17/25	Consider future enforcement actions for companies that bid on projects and don't have a Designated Engineer/Land Surveyor or Certificate of Authorization in Washington State	Committee	Pending case closure

Survey Committee (SC)

Date Assigned	Action Item	Assigned To	Status
-	-	-	-

On-Site Committee

Date Assigned	Action Item	Assigned To	Status
7/9/25	Mr. Wilkerson and Ms. Cramer to identify the exam domains that need to be worked on and organize which questions the SMEs will develop.	Ms. Cramer & Mr. Wilkerson	In Progress
7/9/25	Mr. Wilkerson to communicate with WOSSA to find and develop new exam writers.	Mr. Wilkerson	In Progress

Structural Committee (SE)

Date Assigned	Action Item	Assigned To	Status
-	-	-	-

Board Staff

Date Assigned	Action Item	Assigned To	Status
-	-	-	-

AGO

Date Assigned	Action Item	Assigned To	Status
3/18/25	BRPELS Administrative Policy Review – <i>from Mackenzie</i>	Ms. Lagerberg	In Progress
8/6/25	Review the edits to WAC 196-16 for EQC	Ms. Lagerberg	In Progress
8/7/25	Review WAC 196-09 draft language	Ms. Lagerberg	In Progress

Communication Task Force (CTF)

Date Assigned	Action Item	Assigned To	Status
1/16/25	Checklist (??) for public officials	Ms. Lund & Mr. Rasmussen	In Progress

Forms Task Force (FTF)

Date Assigned	Action Item	Assigned To	Status
<div> <div></div> <div></div> </div>	Work on all licensing forms as they relate to decoupling and for consistency.	Ms. Lund Mr. Rasmussen & Board Staff	In Progress

Special Board Meeting

Tab 7

Adjourn Meeting