

**February 2021
Practice Committee
Discussion Topics**

Committee: Ms. Marjorie Lund, PE, SE, Chair
Mr. Doug Hendrickson, PE
Mr. Jim Wengler, PLS

Support Staff: Ms. Short

- Complaints Summary
- Administrative Closures Report
- Compliance Report
- Board Policy 3
- Board Policy 48
- Investigation Process, Case Manager Recommendation, Sanction Recommendation, and Legal Processes Flowcharts
- Draft Rule Language WAC 196-25 and Responsible Charge Definition
- Notice of Request for AGO Opinion Regarding the Practice of Architecture and Engineering
- Legislative Updates
- Database for FAQ Responses
- PC Accomplishments

Action Items from December 2020:

1. The PC is recommending approval of the Complaint Review and Administrative Closures process worked on by Mr. Hendrickson, Mr. Fuller, Mr. Larson, Ms. Lagerberg, Ms. Gillespie, and Ms. Short. (Approved by Board 12/10/2020)
2. Bring the current Investigation Process, Case Manager Recommendation, Sanction Recommendation, and Legal Processes flowcharts to the February 2021 PC Meeting.
3. The PC is recommending the Board repeal Policy #3 Issuing a New License Number for Revoked Certificates as this is covered in RCW 18.43.110.
4. The PC is recommending the Board repeal Policy #44 Board Monitored Peer Review as the peer review process will be included in a board order when necessary. (Approved by Board 12/10/2020)
5. Review Policy #48 at the February 2021 PC meeting and whether this should be put into WAC.
6. Add Legislative Updates to each PC agenda.
7. Add update on new database to February 2021 PC agenda and also as a New Business item for the February 2021 Board agenda.
8. If a new bill is dropped that affects the Board, Ken will put together a special meeting to review the legislation. (Board approved process 12/10/2020)
9. Mr. Fuller, Mr. Larson, Mr. Hendrickson, Ms. Lagerberg, Ms. Gillespie, and Ms. Short will work on the Administrative Complaints Intake/Closure Process (flowchart) and bring back to the December PC meeting. (Completed)
10. PC is recommending the administrative complaint closures be presented to the PC for review/approval. Those closures will be presented to the Board during the PC report for Board concurrence. The closure notifications will then be sent to the complainant/respondent. The PC recommends trying this process for six (6) months. (Approved)
11. The PC reviewed a legislative timeline presented by Ms. Gillespie. The PC requested this document be made available for current and future Board members. Ms. Gillespie will work with Ms. Moretti on where to house the document.
12. Creating database for email questions/answers. (Review at February 2021 PC meeting)
13. Continue working on language in WAC 196-25. Ms. Gillespie, Mr. Fuller, and Ms. Lagerberg will look at questions and larger issues around designees, definition of businesses, and responsible charge. (Draft language will be brought to the PC at the February 2021 meeting, sent out prior to the meeting and discussed then)
14. Draft Rule Language WAC 196-23 (Approved 10/15/2020)