

**Board of Registration
for Professional
Engineers & Land
Surveyors**

Board Meeting

October 13 2016

9:00 AM

Historic Davenport
Spokane,
WA

Board Meeting

Tab 1

Call to Order



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR
 PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

**COMMITTEE MEETING SCHEDULES
 &
 SPECIAL BOARD MEETING AGENDA**

DATE: Committee Meetings – Wednesday, October 12, 2016
 Special Board Meeting – Thursday, October 13, 2016

TIME: October 12, 2016 9:00 a.m.
 October 13, 2016 9:00 a.m.

LOCATION: The Historic Davenport Hotel
 10 S Post St
 Spokane, WA 99201

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

Guests may choose to join the board during meals, but meals will not be provided for guests.

BOARD MEMBERS

Nirmala Gnanapragasam, PhD, PE, Chair	(Shoreline)
Stephen Shrope, PE, SE, Vice-Chair	(Spokane)
Neil A. Norman, PE	(Richland)
James Wengler, PLS, CFedS	(Port Angeles)
Aaron Blaisdell, PLS	(Tacoma)
Ivan VanDeWege, PE	(Battle Ground)
Marjorie Lund, PE, SE	(Seattle)

STAFF MEMBERS

Michael Villnave, PE, Executive Director
 Shanan Gillespie, Regulatory Manager
 Jenni Lingle, Administrative Assistant
 Jill Short, Investigations Manager
 Julia Manley, Licensing Manager
 Vonna Rakestraw, Licensing Lead

COMMITTEE MEETING SCHEDULE
Wednesday October 12, 2016

Committee Reports are given under the Special Board Meeting agenda item #2Committee Reports.

Exam/Qualifications Committee (EQ) **9:00 a.m.**

Review of exam related subjects, application eligibility, and policy review.
Committee: Mr. Shrope, PE, SE, Chair; Mr. Wengler, PLS, CFedS, Ms. Lund PE, SE.
Board staff.
Report under #2.1.

Practice Committee (PC) **9:00 a.m.**

Review of complaints, disciplinary actions, and questions on scope of practice.
Committee: Mr. VanDeWege, PE, Chair; Mr. Norman, PE; Mr. Blaisdell PLS
Board staff.
Report under #2.2.

Surveying Committee **Upon completion of PC and EQ Committees**

Review and development of policy or rules on land surveying. Discuss outreach document.
Committee: Mr. Norman, PE, Chair; Mr. Wengler, PLS, CFedS; Mr. Blaisdell PLS
Board staff.
Report under #2.3.

Executive Committee **October 13, 2016 8:00 a.m.**

Review of budget, travel, and staffing issues.
Committee: Ms. Gnanapragasam, PhD, PE, Board Chair; Mr. Shrope, PE, SE, Board Vice-Chair
Board staff.
Report under #2.4.

The full Board will reconvene for their Special Meeting at 9:00 a.m., Thursday October 13, 2016.

SPECIAL BOARD MEETING AGENDA
Thursday, October 13, 2016

OPEN SESSION 9:00 a.m.

1. Call to Order

- 1.1. Introductions
- 1.2. Order of agenda
- 1.3. Approval of draft minutes: August 11, 2016
- 1.4. Review communications
 - 1.4.1. Letter to King County
- 1.5. Public comment opportunity

2. Committee Reports

- 2.1. Exam/Qualifications Committee
- 2.2. Practice Committee
 - 2.2.1. Complaints summary
 - 2.2.2. Compliance report
- 2.3. Surveying Committee
- 2.4. Executive Committee

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

OPEN SESSION RECONVENES

3. Disciplinary Activity

- 3.1. New board orders
- 3.2. Recommended closures
 - 3.2.1 - 2015-06-0002
 - 3.2.2 - 2015-12-0002
 - 3.2.3 – 2016-03-0003
 - 3.2.4 – 2016-06-0001
- 3.3. Disciplinary report

4. New Business

- 4.1. 2017 Meeting Schedule

5. Old Business

- 5.1. Review prior action items list
- 5.2. Outreach and event calendar

6. Executive Director's Report

- 6.1. Program operations
- 6.2. Travel
- 6.3. Other items

7. Assistant Attorney General's report

8. Other Business

- 8.1. Action items from this meeting
- 8.2. Agenda items for next meeting
- 8.3. Any other business

9. Adjourn Meeting



STATE OF WASHINGTON
**BOARD OF REGISTRATION FOR
 PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

SPECIAL BOARD MEETING MINUTES

DATE: August 11, 2016

TIME: 12:30 p.m.

LOCATION: The Hilton Vancouver
 Hemlock Room
 301 West 6th Street
 Vancouver, WA 98660

BOARD MEMBERS

Nirmala Gnanapragasam, PhD, PE, Chair	Shoreline
Stephen Shrope, PE, SE, Vice-Chair	Spokane
Ivan VanDeWege, PE	Battle Ground
Neil A. Norman, PE	Richland
James Wengler, PLS, CFedS	Port Angeles
Aaron Blaisdell, PLS	Tacoma

STAFF MEMBERS

Michael Villnave, PE, Executive Director
 Jennifer Lingle, Administrative Assistant
 Jill Short, Investigations & Compliance Manager
 Rick Storvick, Assistant Administrator
 Julia Manley, Licensing Manager
 Vonna Rakestraw, Licensing Lead

GUESTS

Sharon Zimmerman, PE
 Thomas Barger, PLS, Land Surveyors Association of Washington

OPEN SESSION

1. Call to Order 12:30 p.m.

1.1. Introductions

Board members, staff, and guests introduced themselves.

1.2 Approval of order of agenda

MOTION: Mr. Wengler made a motion to approve the agenda. Mr. Blaisdell seconded the motion, and it passed.

1.3 Approval of Draft Minutes: June 16, 2016

MOTION: Mr. Shrope made a motion to approve the June 16, 2016 minutes, as presented. Mr. VanDeWege seconded the motion, and it passed.

1.4 Review Communications

1.4.1 National Council of Examiners for Engineering and Surveying (NCEES) Invitation

Mr. Villnave reviewed a letter NCEES provided about attending a future board meeting. The Board discussed inviting NCEES to the February 2017 meeting to be held at Seattle University. The Board would also meet with students during the meeting at Seattle University.

Action Item: Staff will research location options for the February 2017 meeting.

1.4.2 NCEES 2016 Engineering Awards

Mr. Villnave reviewed the 2016 NCEES engineering awards. Seattle University was highlighted as having won 3 awards in 2016, bringing the total to 13 awards since the introduction of the program in 2009.

1.4.3 NCEES 2016 Surveying Education Awards

Mr. Villnave reviewed the 2016 NCEES surveying education awards. Ten \$10,000 awards were presented.

Action Item: Mr. Villnave will research whether any Washington programs applied for the NCEES surveying education awards.

1.5 Public Comment Opportunity

Ms. Zimmerman welcomed and thanked the Board and staff for holding the board meeting in Vancouver, noting it reduces travel and time for individuals who would like to attend the meetings.

2. Committee Reports**2.1 Exam/Qualifications Committee**

Mr. Shrope delivered the committee's report.

Professional Engineer with special circumstances:

 2 Reviewed
 2 Approved

Structural Engineer by Exam:

 2 Reviewed
 2 Approved for SE 16hr exam

MOTION: Mr. Wengler made a motion to accept the Exam/Qualifications Committee report and imbedded action items. Mr. VanDeWege seconded the motion, and it passed.

Action Item: Review Policy 47 (Comity for Professional Engineers), Policy 49 (PE Applicants with Canadian Education and Experience), Policy 50 (Structural Engineering Experience) for the October Exam Qualification Committee meeting will introduce new language in order to move the policies into rule.

2.2 Practice Committee

Mr. VanDeWege delivered the committee's report.

Total cases reviewed by the committee:

 8 cases

Total cases opened by the committee:

* 5 cases

Tabled for review until next meeting:

 1 case

Total cases not opened by the committee:

 3 cases

* One investigation was opened at the recommendation of the Practice Committee during review of the initial complaint.

Mr. VanDeWege reported there are currently seven individuals in compliance monitoring. Of those seven, one has filed a petition for judicial review by the Whatcom County Superior Court. The board has had no contact from the two individuals in compliance monitoring.

MOTION: Mr. Norman made a motion to accept the Practice Committee report. Mr. Wengler seconded the motion, and it passed.

Action Item: Staff will draft a reminder letter to King County about RCW 58.09.080's specific language requirement on the surveyor's certificate. A draft of the letter will be provided to board members and the Assistant Attorney General advisor prior to mailing.

2.3 Surveying Committee

Mr. Norman discussed the review of the outreach document and the committee had minor comments.

Mr. Norman reported during the Department of Natural Resources Survey Advisory Committee meeting regarding the King County question and to have a discussion with King County.

Mr. Villnave discussed an On-Site Advisory Committee being recreated to review current practices and review guidelines.

2.4 Executive Committee

Ms. Gnanapragasam reported the committee met briefly and discussed the budget and no changes to the renewal fees is warranted at this time.

The committee discussed having the Interagency Agreement signed by December.

Ms. Gnanapragasam informed the Board of preparation on Mr. Villnave's evaluation.

Action Item: Staff will send the Interagency Agreement to board members for review prior to the October meeting.

3. Disciplinary Activity

3.1. New board orders

No new board orders.

3.2. Recommended closures

No recommended closures.

3.3. Disciplinary report

Packet item only; no action.

3.4. Complaints summary

Packet item only; no action.

3.5. Compliance report

Packet item only; no action.

4. New Business

4.1 NCEES Annual Meeting Summary of Motions

Mr. Villnave shared the summary of the NCEES annual meeting motions and reviewed each motion pertinent to Washington State. The Board agreed the attending board delegate will decide how to vote after attending forums, hearing debates and amendments from the floor.

5. Old Business

5.1 Review prior action items list.

Ms. Lingle reviewed master action item list with the Board.

5.2 Outreach and event calendar

The Board reviewed and discussed past and upcoming outreach opportunities.

The Board discussed sending Mr. Villnave and Mr. Shrope to the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) 2016 annual conference in Victoria, British Columbia, Canada in October 2016.

MOTION: Mr. Wengler made a motion to approve sending Mr. Villnave and Mr. Shrope to the APEGBC conference. Mr. Blaisdell seconded the motion, and it passed.

6 Executive Director's Report

6.1 Program operations

Mr. Villnave updated the Board regarding the appointment of the new board member, Marjorie Lund, PE, SE, and the hiring of Yvonne Brumfield as the new Board Support Supervisor.

6.2 Travel

Mr. Villnave shared information regarding the Washington Association of Building Officials (WABO) presentation to be held on October 14, 2016.

6.3 Other items

Mr. Villnave reviewed the section staffing structure and background.

Action Item: Mr. Villnave will email a copy of Marjorie Lund's resume to board.

Action Item: Mr. Villnave will provide an organizational chart at the next meeting.

7 Assistant Attorney General's report

No business.

8 Other Business

8.1 Action items from this meeting

Action items were reviewed and will be added to the master action items list.

8.2 Agenda items for next meeting

No agenda items were identified for the next board meeting.

8.3 Any other business

The Board discussed the board journal's format, and whether it should continue on paper or move to an online format.

Mr. Shrope briefly discussed questions regarding Policy 51 being signed off.

Mr. Blaisdell requested the letter to the State Building Code Council be sent to all board members.

Action Item: Staff will submit a journal draft to the Board prior to publishing.

Action Item: Mr. Villnave will send Policy 51 to board members.

Action Item: Mr. Villnave will send the Board a copy of the letter sent to the State Building Council.

9 Adjourn Meeting: 2:39 p.m.

Next meeting: October 12, 2016 – Committee Meetings
October 13, 2016 – Regular Board Meeting
Location: Historic Davenport, Spokane, WA.

Respectfully Submitted:

Michael R. Villnave, Executive Director



STATE OF WASHINGTON
BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS
P.O Box 9025, Olympia WA 98507-9025 (**Correspondence**)
P.O Box 35001, Seattle WA 98124-3401 (**Remittance**)

September 14, 2016

King County, Department of Permitting and Environmental Review
Jack Kenney
35030 SE Douglas St., Ste. 210
Snoqualmie, WA 98065-9266

Re: RCW 58.09.080 Certificates – Required - Forms

Dear Jack Kenney:

A recent correspondence from one of our licensees raised concern over a recent comment provided by your office. This comment was in connection to the surveyor's certificate and proposed modifications being recommended to the surveyor's certificate.

RCW 58.09.080 directs, in law, the requirements of a surveyor's certificate to appear on the record of survey map as follows:

SURVEYOR'S CERTIFICATE

This map correctly represents a survey made by me or under my direction in conformance with the requirements of the Survey Recording Act at the request of in, (year)

Name of Person

(Signed and Sealed)

Certificate No.

While the Board understands that licensees are to follow those codified requirements set forth under individual reviewing jurisdictions for planning purposes, the licensees are required by statute to affix their signature and seal using the exact wording above to the maps prepared under Title 58 RCW. The Board would like to meet and have the opportunity for discussion and research more appropriate ways to present this information and stay within the intent of the law.

Please contact me at (360) 664-1565 or at mvillnave@dol.wa.gov to set up a meeting for discussion to get more clarity on the reasons for the proposed modifications to the certificate.

Thank you for your consideration in this matter.

Sincerely,

Michael R Villnave

Michael R. Villnave, PE
Executive Director

Board Meeting

Tab 2

Commitee Reports

Complaints Summary

October 12, 2016

Engineering complaints:

5 complaints

- 2016-05-0001 – PE's are working outside their area of expertise. Tabled at the August PC meeting.
- 2016-07-0002 – PE list himself as a Fire Protection Engineer with a ME endorsement.
- 2016-08-0002 – Received payment for a project he failed to complete.
- 2016-09-0002 - Self reporting of disciplinary action by another state.
- 2016-09-0003 - Self reporting of disciplinary action by another state.

Surveying complaints:

3 complaints

- 2016-06-0003 – Survey was based on a single pin from a surveyor that was revoked and did not reference an existing ROS.
- 2016-07-0003 – Performed work that was not agreed or signed to.
- 2016-08-0001 – Trespassing, unprofessional conduct, and incompetent in the services he provides.

Unlicensed Engineering complaint:

1 Complaint

- 2016-08-0007 – Unlicensed practice of engineering and land surveying.

Legal status:

16 cases for charges

- 3 – Engineering
- 9 – Land Surveying
- 0 – Unlicensed Professional Engineer
- 1 – Unlicensed Land Surveying
- 3 – On-Site Designers

<p>Hodde, Benjamin PLS 14-06-0003</p> <p>Stipulated Findings of Fact, Conclusions of Law and Default Order</p> <p>Signed: 08/13/2015 Effective: 08/13/2015</p>	<ul style="list-style-type: none"> • He shall not be eligible to renew his license to practice professional land surveying through December 28, 2016, representing a two year suspension from when his license expired. • Within 30 days he shall refund to his client money paid in connection with the July 2013 land surveying services. • After proof of reimbursement and with the clients advance permission he shall remove any evidence in the form of monuments he set in the course of said survey. He shall provide proof he has done so. • Within one year of this Order he shall pay a fine of \$5000.00. • Before he is eligible to reinstate his license, which shall be no sooner than December 28, 2016, he is required to comply with the sanctions above and also take and pass the Washington State 2-hour Professional Land Surveyor's Exam. 	<p>8/28/16</p> <p>9/13/15</p> <p>8/13/16</p>	<ul style="list-style-type: none"> • 08/13/15 - Copy of Default Order sent, via first class mail, to Mr. Hodde, Prosecuting AAG and the Executive Director of the Board. <p>The Statement of Charges was mailed May 11, 2015, returned 5/20/15 as unable to forward</p> <p>The Default Order was mailed August 19, 2015, returned 8/28/15 as unable to forward.</p> <p>Called the complainant on December 7, 2015, Mr. Hodde has not contacted them.</p> <p>August 3, 2016, nothing has been received as of this date.</p> <p>If nothing is received by 12/28/16 then remind Jill to process a Default Order to revoke his licensed, per PC meeting 8/10/16.</p>
<p>Hoffman, Kenneth 15-04-0008</p> <p>Stipulated Findings of Fact, Conclusions of Law and Agreed Order</p> <p>Signed: 06/16/2014 Effective: 06/19/2014</p>	<ul style="list-style-type: none"> • He shall cease and desist from offering to provide and/or providing land surveying in the state of Washington until such time as he shall be licensed to do so. • He shall not represent himself to current and potential clients or to the public as being able to provide and/or perform land surveying services until he obtains a license in the state of Washington. • He is assessed a fine of \$750.00 and agrees to make payments of \$250 per month for three months or he can pay the full fine immediately. 	<p>1st payment 2nd payment 3rd payment</p>	<ul style="list-style-type: none"> • 06/21/16 - Copy of Order sent, via first class mail, to Mr. Hoffman • 07/20/16 – Received Mr. Hoffman's 1st installment of \$250.00. • 08/24/16 – Received Mr. Hoffman's 2nd installment of \$250.00

<p>Mahoney, Michael PLS 14-10-0004</p> <p>Findings of Fact, Conclusions of Law, and Final Order of Default Signed: 02/09/16 Effective: 02/09/16</p>	<ul style="list-style-type: none"> • Findings of Fact, Conclusions of Law and Default Order. • Upon the effective date of this Order, your professional land surveyor's license is suspended for a period of two (2) years. The suspension is in effect for the first nine (9) months from the effective date of this order. The additional fifteen (15) months of said suspension is stayed (not imposed) contingent upon you complying with the conditions outlined in 4.2 and 4.3 of the order. • You must complete the required thirty (30) hours of Professional Development Hours (PDH) for the period of July 2012 to July 2014 and provide proof of such completion as required by the Board. • Within 60 days of the effective date of the Order he shall pay a fine of \$500.00. 	<p>04/09/16</p>	<ul style="list-style-type: none"> • 02/09/16 - Copy of Default Order sent, via first class mail, to Mr. Mahoney, AAG and the Board's Executive Director. • 8/30/16 – Letter sent to Mr. Mahoney that he has not complied with any terms of the Default Order. <p>September 21, 2016, nothing has been received as of this date.</p>
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<p>McIntire, Leigh OS 11-07-0002, 11-08-0001 12-01-0001, 12-09-0001</p> <p>Stipulated Findings of Fact, Conclusions of Law and Agreed Order</p> <p>Signed: 06/19/2014 Effective: 06/19/2014</p>	<ul style="list-style-type: none"> • Licensed suspended for a minimum of 2 years, suspension stayed as long as he complies with the terms of the Order. • Pay a fine of \$10,000.00 to be paid in 4 installments of \$2,500.00 each • Within 90 days, which is September 17, 2014, reimburse two clients; \$900.00 to Davis Allan Hull and \$450.00 to Margaret Gahan. Must provide a copy of cancelled checks to the Board • .No later than 6/1/16, must complete and pass the Texas Tech University ethics course <p>McIntire, Leigh OS Compliance Page 1 of 2</p>	<p>01/01/15 07/01/15 01/01/16 06/01/16</p> <p>01/17/14 Hull Gahan</p> <p>09/01/16</p>	<ul style="list-style-type: none"> • 06/23/14 - Copy of order sent, via first class mail, to Mr. McIntire & AAG. • 06/26/14 - Board staff sent a letter, via first class mail, to the complainant (a copy of the Order was attached). • 10/01/14 - A letter was sent to Mr. McIntire reminding him of the terms of the Board Order. In the letter it was highlighted 'to provided to the Board a copy of a cancelled check' • 12/01/14 - Received an email from Mr. McIntire. Attached were copies of the checks he sent to his clients and a copy of the certified mail receipt. Board staff talked to Mr. McIntire and he will send copies of the canceled check when available. • 12/29/14 - Received an email from Mr. McIntire. Attached was a copy of the check for his first installment of \$2,500.00. He said his first payment has been sent. • 1/6/15 - Received Mr. McIntire's fine of \$2,500. • 6/10/15 - A letter was sent to Mr. McIntire reminding him of the remaining terms of the Board Order. The letter noted his due date of July 1, 2015 for his next installment of \$2500. • 6/30/15 - Email received from Mr. McIntire that fine was put in mail. • 7/8/15 - Received Mr. McIntire's fine of \$2,500. • 9/17/15 - FYI for PC meeting - A reminder will be mailed to Mr. McIntire the first part of December reminding him of his next installment. • 12/07/15 - A letter was sent to Mr. McIntire reminding him of the remaining terms of the Board Order. The letter noted his due date of January 1, 2016 for his next installment of \$2500. The letter also reminded him of the Texas Tech University course due date
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<p>McIntire, Leigh OS 11-07-0002, 11-08-0001 12-01-0001, 12-09-0001</p> <p>Stipulated Findings of Fact, Conclusions of Law and Agreed Order</p> <p>Signed: 06/19/2014 Effective: 06/19/2014</p>	<p>McIntire, Leigh OS Compliance Page 2 of 2</p>		<ul style="list-style-type: none"> 01/05/16 - Received email from Revenue Accounting that they had received Mr. McIntire's payment and was processing it. 01/11/16 - Received Mr. McIntire's third installment of \$2,500. 3/23/16 - Called Texas Tech University to verify if Mr. McIntire was enrolled, he was not enrolled and has not completed the course. 3/23/16 - Called Mr. McIntire; left him a message reminding him the course needs to be completed by June 1, 2016 and the course could take up to 6 weeks to complete. 06/29/16 – Board staff talked to Mr. McIntire concerning his remaining terms. He was told that if he needed more time to complete the Texas Tech course he can ask for it (per the PC). 06/29/16 – Received an email from Mr. McIntire asking for an extension and the final payment was mailed. Board staff sent Mr. McIntire an email granting him a 3 month extension to 9/1/16. 07/12/16 – Received Mr. McIntire's final payment of \$2,500. His fine is paid in full. 9/21/16 – Email sent to Mr. McIntire reminding him to submit his letter from Texas Tech that he has completed and passed the Course.
<p>Nielsen, Donald Ray PE 15-01-0001</p> <p>Stipulated Findings of Fact, Conclusions of Law and Agreed Order</p> <p>Signed: 04/19/16 Effective: 04/19/16</p>	<ul style="list-style-type: none"> Within thirty (30) days of the effective date of the Order he shall pay a fine in the amount of twenty-five hundred (U.S.) dollars (2,500), in five monthly installments of five hundred (\$500) each. Within thirty (30) days of effective date of the Order he shall notify his clients that his license was expired at the time he signed and stamped the engineering plans and provide a copy of the correspondence to the Board. Within ninety (90) days of the effective date of the Order he shall, at his own expense, resubmit all projects that were signed and stamped with an expired license. 	<p>5/21/16 6/21/16 7/21/16 8/21/16 9/21/16</p> <p>5/21/16</p> <p>7/20/16</p>	<ul style="list-style-type: none"> 04/21/16 - Copy of Order sent, via first class mail, to Mr. Nielson 05/18/16 - Letter received from Mr. Nielsen that he has contacted his clients and he submitted a copy of the letter that was sent to them. 05/24/16 - Received Mr. Nielsen's first installment of \$500.00 06/23/16 - Received notification from Mr. Nielsen that he notified his clients of his expired license status and has issued updated sets of 3 projects that were not completed. The only portion of his order left to complete is 4 more payments of \$500 to complete the \$2500 total due. 06/28/16 - Received Mr. Nielsen's first installment of \$500.00 08/01/16 - Received Mr. Nielsen's final installment of \$1,500.00 <p>All terms of his Board Order have been met.</p>

<p>Prince, Adam 14-04-0003</p> <p>Findings of Fact, Conclusions of Law, and Final Order of Default Signed: 4/13/15 Effective: 4/16/15</p>	<ul style="list-style-type: none"> Findings of Fact, Conclusions of Law and Final Agreed Order of Default. Mr. Prince's ability to reinstate his license to practice on-site wastewater designing is removed. Mr. Prince is permanently ineligible to obtain a new license as an on-site wastewater designer. Within 90 days of the effective date of the Order he shall pay a fine of \$2,000.00. 	<p>7/16/15</p>	<ul style="list-style-type: none"> 04/16/15 - Copy of Order sent, via first class mail, to Mr. Prince, Prince's Attorney, AAG and the Board's Executive Director. Mr. Prince has appealed the Board's decision to the Whatcom County Superior Court.
<p>Russum, Richard, PLS 14-01-0005 14-03-0013</p> <p>Stipulated Findings of Fact, Conclusions of Law and Agreed Order Signed: 06/16/2016 Effective: 06/16/2016</p>	<ul style="list-style-type: none"> Ninety (90) days from the effective date of this Order his license is suspended for two (2) years. Said suspension is stayed contingent upon him complying with the conditions of the Order. Within ninety (90) days of the effective date of the Order he shall complete and file, with Lincoln County, the amended survey that he provided to the Board in 2014. Said survey must comply with all land surveying procedures and standards. Upon filing of the survey he must provide a copy to the Board for review. Within 90 days of the effective date of the Order he shall pay a fine of \$2,500.00. Within ninety (90) days he must present all documents showing he has completed all necessary PDH hours to support the renewal of his license between 6/22/12 and 7/22/14. Within ninety (90) days he must enroll in the "Ethics in Land Surveying" course administered by New Mexico State University or similar class approved by the Board.. Within one year of the effective date of this Order he must complete the New Mexico State University course or similar class approved by the Board. 	<p>9/14/16</p> <p>9/14/16</p> <p>9/14/16</p> <p>9/14/16</p> <p>9/14/16</p> <p>6/16/17</p>	<ul style="list-style-type: none"> 06/21/16 - Copy of Order sent, via first class mail, to Mr. Russum 08/22/16 - Received copies, via email, of his PDH hours and enrollment in NMSU. He stated the hard copies were in the mail along with his \$2,500 fine. 08/22/16 - Received copies, via email, of his PDH hours and enrollment in NMSU. Board staff entered onto Venture. He had 46 hours, 30 hours for his renewal period and 15 hours additional as a term of the Board Order. He stated the hard copies were in the mail along with his \$2,500 fine. Received a copy of an email confirming that he is enrolled in the NMSU course. 08/29/16 - Received an email from Mr. Russum, a copy of the recorded survey was attached. Per Board Order the survey will be sent to a licensed PLS for review.

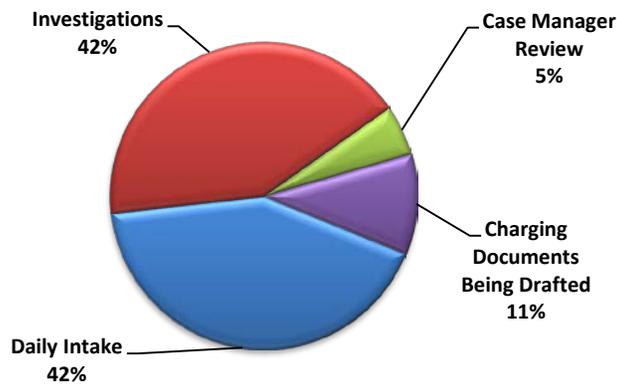
Board Meeting

Tab 3

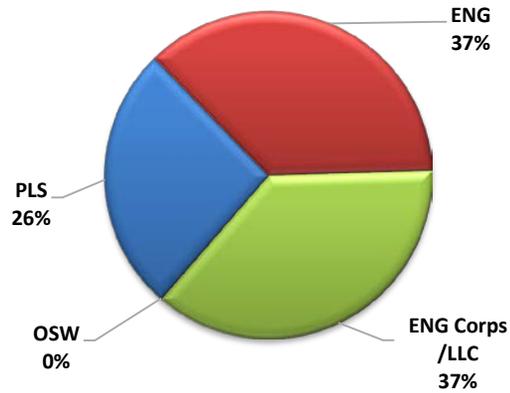
Disciplinary Activity

Professional Engineers & Land Surveyors Board Disciplinary Report

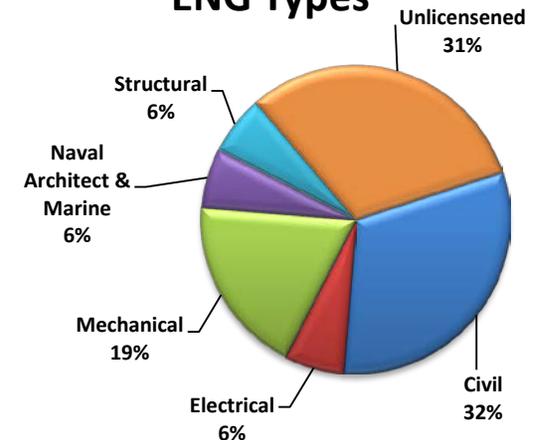
Open Case Status



Types Of Cases



ENG Types



	Total cases				Case Status					
	PLS	ENG	ENG Corps /LLC	OSW	Daily Intake	Investigations	Case Manager Review	Charging Documents Being Drafted	BAP	AAGs Office
Case Manager										
Aaron Blaisdell	3	0	0	0	0	0	1	2	0	0
Chun Lau, PE	0	1	0	0	0	0	0	1	0	0
Ivan VanDewege	0	1	1	0	0	0	2	0	0	0
James Wengler	7	1	0	0	0	0	1	4	0	3
NEIL NORMAN	0	2	0	0	0	1	1	0	0	0
Nirmala Gnanapragasam	0	3	0	2	0	2	1	1	0	1
Scott Valentine	1	0	0	0	0	0	0	1	0	0
Unassigned	5	7	7	0	8	8	1	2	0	0
Totals as of: 19 Sep 2016	16	15	8	2	8	11	7	11	0	4
Recent Case History	2016	2015	2014		Recent Case History	2016	2015	2014		
ENG Beginning	13	8	16		PLS Beginning	22	21	9		
ENG Opened	21	30	16		PLS Opened	16	25	32		
ENG Closed	17	25	24		PLS Closed	18	24	20		
ENG Total	17	13	8		PLS Total	20	22	21		
ENG Corp/LLC Beginning	8	1	11		OSW Beginning	3	4	5		
ENG Corp/LLC Opened	25	52	40		OSW Opened	0	4	7		
ENG Corp/LLC Closed	25	45	50		OSW Closed	0	5	8		
ENG Corp/LLC Total	8	8	1		OSW Total	3	3	4		

Typical Complaint Process (Open Case Status)

- Staff receive complaint (Daily intake)
- Staff evaluate complaint (Daily intake)
- Staff assign to Case Manager (CM) (CM Review)
- CM review; determine whether to investigate (CM Review)
- Staff investigate complaint (Investigations)
- If no evidence supports allegation, CM recommend closure (CM Review)

(cont.)

- If no evidence supports allegation, CM recommend closure (CM Review)
- If evidence supports allegation, CM determine sanctions (CM Review)
- Staff use BAP if appropriate (BAP)
- Staff drafts charging documents (Charging Documents Being Drafted)
- Board Attorney reviews charges, moves forward with prosecution (AAG review)
- Following Prosecution / Disposition decision (Compliance Monitoring)

Board Meeting

Tab 4

New Business

PROPOSED 2017 BORPELS EVENT CALENDAR

2017

STATE HOLIDAYS

BOARD MEETINGS/WORKSHOPS

COMMITTEE MEETINGS

January						
S	M	T	W	T	F	S
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				

April						
S	M	T	W	T	F	S
						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						

July						
S	M	T	W	T	F	S
						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					

October						
S	M	T	W	T	F	S
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				

February						
S	M	T	W	T	F	S
			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				

May						
S	M	T	W	T	F	S
	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			

August						
S	M	T	W	T	F	S
		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		

November						
S	M	T	W	T	F	S
			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		

March						
S	M	T	W	T	F	S
			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	

June						
S	M	T	W	T	F	S
				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	

September						
S	M	T	W	T	F	S
					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

December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

Proposed Meeting

Locations

February 2
Seattle University

April
TBD

June
TBD

August
TBD

October
Spokane

December
TBD

NCEES EVENTS	
MBA MEETING	Feb Atlanta, Georgia
WESTERN ZONE	May 18-20 Denver, Colorado
ANNUAL MEETING	August 23-26 Miami, Florida

LSAW EVENTS	
ANNUAL CONFERENCE	

On-Site Exam	
	March 31
	October 6

PE, PS, SE EXAM DATES	
	April 21 -22
	October 27-28

EXAM DEADLINE	
	January 15
	July 31

Board Meeting

Tab 5

Old Business

Board of Registration for Engineers and Land Surveyor

Board or Staff Assignments

Date Assigned

<i>Agenda Item</i>	<i>Action Item</i>	<i>Assigned to</i>	<i>Status</i>
8/11/2016 ..	Send Policy 51 to board.	Villnave	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Research where to have February 2017 meeting. Seattle University is the goal.	Villnave, Lingle, Gnanapragasam	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Send interagency agreement to board members for review.	Villnave	<i>Due Date</i> 10/12/2016 <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Send a copy of the State Building letter to the board.	Villnave	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Send Marjorie Lund's resume to board.	Villnave	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Provide board with a Staff ORG chart.	Villnave	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Send draft of Board Journal, before publishing.		<i>Due Date</i> <i>Completed</i> <input type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>

Board or Staff Assignments

<i>Date Assigned</i>				
<i>Agenda Item</i>	<i>Action Item</i>	<i>Assigned to</i>	<i>Status</i>	
8/11/2016 ..	Find out if there were Washington programs, regarding NCEES survey awards.	Villnave		<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
8/11/2016 ..	Draft a letter to King County reminding them of RCW 58.09.080 regarding the specific language requirement on the surveyor certificate. Send the draft letter to board member and AAG prior to mailing.	Villnave		<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
6/16/2016 ..	AAG Ms. Lagerberg will reseach more on FAA drone requirements and the ability to take away state licenses.	Lagerberg		<i>Due Date</i> <i>Completed</i> <input type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
6/16/2016 ..	From Exec Committee Report: Staff will report back to the board on the benefits of the staff merge and sharing staff with other boards.		In process	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>
6/16/2016 ..	From Survey Committee: Staff will add Mr. Blaisdell's article to the next Journal.		In process	<i>Due Date</i> <i>Completed</i> <input checked="" type="checkbox"/> <i>Out dated</i> <input type="checkbox"/>

Board or Staff Assignments

<i>Date Assigned</i>	<i>Action Item</i>	<i>Assigned to</i>	<i>Status</i>	<i>Due Date</i>	
4/19/2016 ..	From EQ Report: Board/staff will consider how to license individuals that are not licensed by an NCEES member board, but have taken and passed the NCEES FE & PE exams. Board/staff will review law/rule language pertaining to specialty SE licensure (cell towers, bridges etc.). Staff will consider putting current policy & application language into WAC regarding structural licensure (possibly add definitions of significant structures).	EQ Committee	In process	<i>Due Date</i>	
				<i>Completed</i>	<input type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>
2/4/2016 ..	From EQ Report: Staff will provide the board with draft policy language for review at the next board meeting.		In process	<i>Due Date</i>	
				<i>Completed</i>	<input type="checkbox"/>
				<i>Out dated</i>	<input type="checkbox"/>

Washington State BORPELS
 October 1, 2016
 Vancouver, WA

Subject: Outreach and event calendar

General Outreach Events		
DATE	EVENT, LOCATION	ATTENDEES
October 7, 2016	NCEES Engineering Award presentation	Board Member, Mr. Villnave, & Ms. Lingle
October 20-22, 2016	APEGBC, 2016 Annual Conference and Annual General Meeting. Victoria, British Columbia, Canada	Board Member & Mr. Villnave
October 21, 2016	Speak to the Bremerton ME seniors	Mr. Norman

Recommendation: For information only.

Submitted by Board Staff
 October 1, 2016

Board Meeting

Tab 6

Executive Director's Report

Engineers & Land Surveyors Board Financial Reports

2015-2017 Biennium
Sep 2016

2015-2017 Revenue Summary

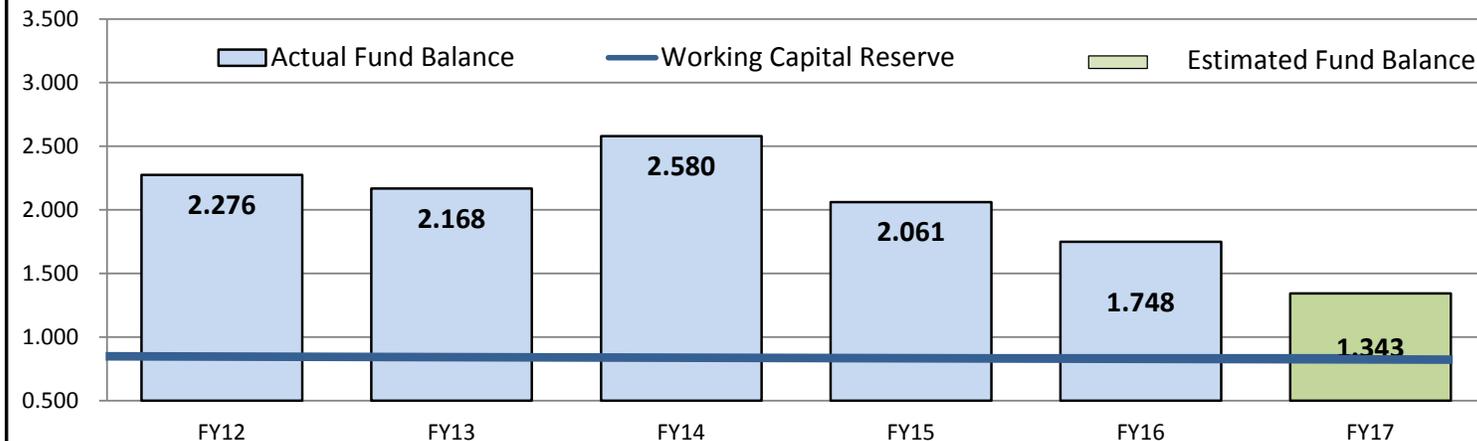
PERIOD ENDING 8/31/2016

Current Revenue Data based on Actuals

Projected Revenue Data based on Six-Year Plan

Beginning FY 17 Fund Balance	\$ 1,952,121	Sep 16 Fund Balance	\$ 2,098,097
Add: Current Biennium Revenue to Date	\$ 371,902	Less: Legislative Fund Sweep	\$ (500,000)
Less: Actual Expenditures to Date	\$ (222,926)	Add: Projected Revenue Remainder FY16	\$ 1,609,893
Less: Operating Transfer Out	\$ (3,000)	Less: Projected Expenditures Remainder FY 16	\$ (1,864,755)
Current Fund Balance	\$ 2,098,097	Estimated Fund Balance	\$ 1,343,235

Beginning FY Fund Balance (in millions)

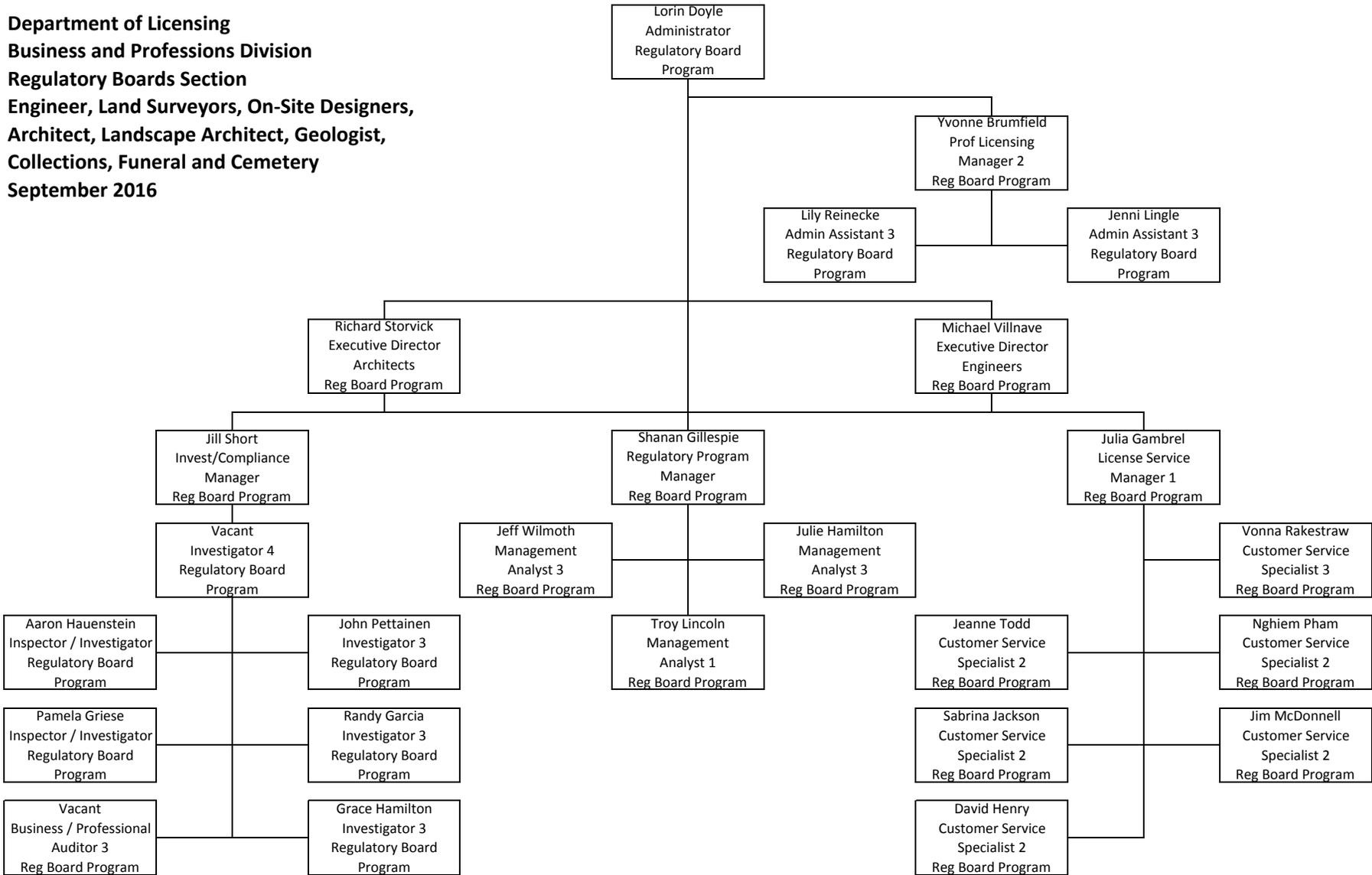


Working Capital Reserve: \$845,000

2015-2017 Expenditure Summary

Expenditure	FY-to-Date Actual				
	Allotment	Expenditure	Variance	FY1 Allotment	\$2,044,069
FTE	11	11.26	2%	FY2 Allotment	\$2,117,931
Professional Engineers' Account	\$307,333	\$225,926	26%	Total BIEN Allotment	\$4,162,000
Staff		\$170,872			
Operations	No	\$10,890			
Meeting Facilities	Specific	\$3,931			
NCEES	Allotment	\$825			
Attorney General	Information	\$908			
Travel	Available	\$6,178			
Other		\$32,323			
Total		\$225,926			

**Department of Licensing
Business and Professions Division
Regulatory Boards Section
Engineer, Land Surveyors, On-Site Designers,
Architect, Landscape Architect, Geologist,
Collections, Funeral and Cemetery
September 2016**



Board Meeting

Tab 7

Assistant Attorney General's Report

Board Meeting

Tab 8

Other Business

Board Meeting

Tab 9

Adjournment