



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

SPECIAL BOARD MEETING MINUTES

**DATE:** October 13, 2016  
**TIME:** 9:00 am  
**LOCATION:** The Historic Davenport  
Porter Room  
10 S Post St  
Spokane, WA 99201

**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)
Marjorie Lund, PE,SE	(Seattle)

**STAFF MEMBERS**

Michael Villnave, PE, Executive Director  
Shanan Gillespie, Regulatory Boards Program Manager  
Jennifer Lingle, Administrative Assistant  
Jill Short, Investigations & Compliance Manager  
Elizabeth Lagerberg, AAG Advisor

**GUESTS**

Thomas Barger, PLS, Land Surveyors Association of Washington

**OPEN SESSION**

**1. Call to Order 9:04 a.m.**

**1.1. Introductions**

Board members, staff, and guests introduced themselves.

**1.2 Approval of order of agenda**

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

**1.3 Approval of Draft Minutes: August 11, 2016**

**MOTION:** Mr. Wengler made a motion to approve the August 11, 2016 minutes, as presented. Mr. Blaisdell seconded the motion, and it passed.

**1.4 Review Communications**

**1.4.1 Letter to King County**

Mr. Villnave updated the board regarding the letter on the specific requirements of a surveyor's certificate that was sent to King County.

**1.5 Public Comment Opportunity**

There was no public comment.

**2. Committee Reports**

**2.1 Exam/Qualifications Committee**

Mr. Shrope delivered the committee's report.

**Structural Engineer by Comity:**

  1   Reviewed  
  1   Approved

Mr. Shrope reported that the committee reviewed three policies, and directed staff to work with the AAG to develop these policies into draft rule language.

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

**2.2 Practice Committee**

Mr. VanDeWege delivered the committee's report.

**Total cases reviewed by the committee:**

  9   cases

**Total cases opened by the committee:**

4 cases

**Tabled for review until next meeting:**

0 case

**Total cases not opened by the committee:**

5 cases

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. Two have completed all conditions of their agreed order and have been removed from compliance monitoring.

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

**2.2.1 Complaints summary**

Packet item only; no action

**2.2.2 Compliance report**

Packet item only; no action.

**2.3 Surveying Committee**

Mr. Norman reported on the letter response from King County regarding if plats are required to have certified language. The board does not have jurisdiction the county would need to enforce it.

Mr. Norman discussed the Department of National Resources (DNR) Survey Advisory Board and the draft vertical standards WAC.

Action Item: Mr. Wengler will draft a letter to DNR Survey Advisory board regarding the draft vertical standards WAC and provide the letter for Mr. Villnave to review.

**2.4 Executive Committee**

Ms. Gnanapragasam reported the committee met briefly and discussed having the Interagency Agreement signed at the December meeting by Ms. Drew, Assistant Director, Business and Professions Division, Department of Licensing and Ms. Kohler, Director, Department of Licensing.

The committee briefly discussed the budget.

**MOTION:** Mr. Shrope made a motion to approve and sign the interagency agreement as written. Mr. Wengler seconded the motion, and it passed.

**EXECUTIVE SESSION:** Ms. Gnanapragasam, Board Chair, announced the purpose and estimated duration for *Executive Session*. No formal actions were taken during *Executive Session*. At the conclusion of *Executive Session*, the Board took a short break and invited visitors back for *Open Session*.

## **OPEN SESSION RECONVENES**

### **3. Disciplinary Activity**

#### **3.1. New board orders**

No new board orders.

#### **3.2. Recommended closures**

##### **3.2.1. 2015-06-0002**

Mr. Shrope and Mr. Wengler recommended the case be closed.

MOTION: Mr. Norman made a motion the board accept the case manager's recommendation for closure. Mr. Blaisdell seconded the motion and it passed with Mr. Shrope and Mr. Wengler abstaining.

##### **3.2.2. 2015-12-0002**

Mr. VanDeWege recommended the case be closed.

MOTION: Mr. Blaisdell made a motion the board accept the case manager's recommendation for closure. Mr. Shrope seconded the motion and it passed with Mr. VanDeWege abstaining.

##### **3.2.3. 2016-03-0003**

Mr. Shrope recommended the case be closed.

MOTION: Mr. Norman made a motion the board accept the case manager's recommendation for closure. Mr. Blaisdell seconded the motion and it passed with Mr. Shrope abstaining.

##### **3.2.4. 2016-06-0001**

Ms. Gnanapragasam recommended the case be closed.

MOTION: Mr. Shrope made a motion the board accept the case manager's recommendation for closure. Mr. Wengler seconded the motion and it passed with Ms. Gnanapragasam abstaining.

#### **3.3. Disciplinary report**

Packet item only; no action.

#### **4. New Business**

##### **4.1 2017 Meeting Schedule**

Mr. Villnave suggested dates for 2017 board meetings. The tentative dates and locations are:

- February 9, 2017 at Seattle University.
- April 13, 2017 in Ellensburg.
- June 14-15, 2017 in SeaTac.
- August 10, 2017 in Vancouver.
- October 19, 2017 in Spokane.
- December 7, 2017 in Bellingham.

#### **5. Old Business**

##### **5.1 Review prior action items list.**

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

##### **5.2 Outreach and event calendar**

The Board reviewed and discussed past and upcoming outreach opportunities.

#### **6 Executive Director's Report**

##### **6.1 Program operations**

Mr. Villnave and Ms. Gillespie updated the board on the CR105 rule filing (expedited rule-making) for WAC 196-29-110, and WAC 196-27A-010. At the end of the month the CR103 will be filed.

Mr. Villnave updated the board on the recent hiring of Customer Service Representative David Henry.

##### **6.2 Travel**

Ms. Gnanapragasam and Mr. Villnave will be attending the National Council of Examiners for Engineering and Surveying (NCEES) Presidential Assembly and Member Board Assembly on February 3-4, 2017 in Atlanta, Georgia.

In April 2017, The Association of Professional Engineers and Geoscientists (APEGA) will meet in Calgary, Alberta, Canada.

On May 18-20, 2017, the NCEES Western Zone will have a meeting in Denver, Colorado. The NCEES annual meeting will be held in Miami, Florida on August 23-26, 2017. A decision will be made on who will attend these meetings at the December board meeting.

Action Item: Mr. Villnave will research the exact dates for the APEGA meeting in April 2017.

### **6.3 Other items**

Mr. Villnave reviewed the Regulatory Boards Section staffing organizational chart and staff duties with the board.

The NCEES has updated its licensee record maintenance system and as a result have had issues merging records from prior to 2008. NCEES is asking licensees to contact them if licensees need records or references collected prior to 2008 for licensure by comity in other states. NCEES may need to recreate or manually input these records.

For Computer Based Testing (CBT), NCEES is looking at implementing alternative questions beyond the normal multiple choice questions for the Professional Land Surveying exam and eventually the Fundamentals of Engineering and Surveying exams.

NCEES will lower the costs of Fundamentals of Engineering (FE) and the Fundamentals of Surveying (FS) CBT exams in 2018 by \$50 from \$225 to \$175.

The Principle and Practice of Engineers (PE) CBT exams will be \$375 when computer based testing begins in 2018.

Action Item: Add an FYI announcement for licensees, regarding obtaining records prior to 2008 from NCEES to the Journal.

Action Item: Mr. Gnanapragasam will send the board a link to a YouTube video with the alternative examples of testing.

## **7 Assistant Attorney General's report**

Ms. Lagerberg reported on her research regarding whether the Federal Aviation Administration (FAA) can take action against a professional license for abusing drone use. Ms. Lagerberg explained the answer is no. It is the state's jurisdiction to take action regarding the professional license.

Ms. Lagerberg stated that an assistant attorney's general advice is not an official opinion or decision. There is an in-depth process for official decisions and a board should not give a legal opinion.

## **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**

Mr. Villnave will bring the NCEES history booklet to share with the board.

The board will discuss who will attend APEGA and Western Zone meetings in 2017.

**8.3 Any other business**

Mr. Villnave presented the draft journal to the board. Mr. Blaisdell will assist Mr. Villnave with the editing of draft journals in the future.

**9 Adjourn Meeting: 12:22 p.m.**

**Next meeting:** December 8, 2016, 8:00 a.m. – Committee Meetings and Regular Board Meeting  
Location: Radisson Hotel in SeaTac, WA

Respectfully Submitted:



---

Shanan Gillespie, Acting Executive Director