



**STATE OF WASHINGTON  
DEPARTMENT OF LICENSING  
GEOLOGIST LICENSING BOARD AGENDA  
REGULAR BOARD MEETING**

**DATE:** September 12, 2024  
**TIME:** 10:00 a.m.  
**LOCATION:** Video Conference via Microsoft Teams

**BOARD MEMBERS:** **Carla Brock**, LG/HG, Chair  
**Carrie Gillum**, LG, Vice Chair  
**Jim Struthers**, LG/EG, Secretary  
**Bill Halbert**, LG/EG/HG, Board Member  
**Casey Hanell**, LG/EG, State Geologist, Board Member  
**Noah Dudley**, LG/EG, Board Member

**STAFF MEMBERS:** **Sydney Muhle**, Program Specialist  
**Tanya Hessler**, Program Manager

**1. Call to Order**

Board Chair Carla Brock called the meeting to order at **10:01 a.m.**

**2. Roll Call**

Program Specialist Sydney Muhle conducted roll call. All board members were present except Board Secretary Jim Struthers who was excused.

**3. Approval of Agenda**

Board Member Casey Hanell made a **MOTION** to approve the agenda as presented. Board Member Bill Halbert **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

**4. Approval of Minutes**

**4.1. Special Meeting Minutes for June 13, 2024**

Board Member Noah Dudley made a **MOTION** to approve the Special Meeting Minutes of June 13, 2024, as presented. Board Member Halbert **SECONDED** the motion, and it was **APPROVED** by a vote of 5-0.

## **5. Old Business**

### **5.1. Outreach Update and Discussion**

*Board members and staff will provide an update of outreach activities and discuss additional outreach opportunities.*

Ms. Muhle said that staff had nothing new to report as the summer break had just ended. She said the beginning of the fall quarter was typically when the schools reached out to coordinate events.

Board Member Halbert asked how staff would let them know of upcoming opportunities. Ms. Muhle said that they would email Board members, depending on the focus of the outreach opportunity.

### **5.2. Association of State Boards of Geology (ASBOG) Annual Meeting Update**

*Board staff will provide an update regarding the ASBOG Annual Meeting.*

Ms. Muhle said the schedule of events for the Annual Meeting had been provided in the Board's meeting packet. She said Chair Brock would be attending the event in person. Ms. Muhle also said she would be attending virtually and encouraged the Board members to attend virtually as well.

## **6. New Business**

### **6.1. Fall Exam Update**

*Board staff will provide an update on the fall examination cycle.*

Ms. Muhle let the Board know how many participants were scheduled to take the exams, the exam times, and information about the specialty exams.

Ms. Muhle let the Board know that the technical difficulties reported during the last exam cycle had been resolved.

Board Member Hanell asked whether there were any pending reviews or approvals for either of the specialty licenses. Ms. Muhle said there were none.

## **7. Reports**

### **7.1. Committee/Task Force Reports**

#### **7.1.1. Engineering-Geologist Exam Review Committee**

Ms. Muhle said Board Member Hanell and Secretary Struthers were scheduled to review the exam jointly with Oregon on September 30, 2024. She said the committee was working on finalizing the details leading up to that meeting.

#### **7.1.2. Hydrogeologist Exam Review Committee**

Ms. Muhle said she would coordinate time with Board Member Halbert to get him up to speed on the committee's work. She said the committee would be finalizing the review in the fall of 2024.

### **7.1.3. Application Requirements Verification Committee**

Ms. Muhle said the committee had met several times and really dug in on a number of applications, primarily regarding experience verifiers.

Ms. Muhle said staff was using what they had learned from the Board Members to put together communications and website updates to share with applicants letting them know the experience requirements prior to submitting their applications for review.

### **7.1.4. Working Titles Committee**

Ms. Muhle said the committee had not met, and that she would coordinate with the committee to meet during the upcoming quarter.

### **7.1.5. WAC Review Committee**

Ms. Muhle said the committee had not met, and that she was hoping to finalize the exam reviews before getting into the work of reviewing the WAC. She said she would coordinate with the committee to meet during the upcoming quarter for preliminary planning.

## **7.2. Centralized Investigations and Audits Unit Reports**

### **7.2.1. Complaint Status Report**

Ms. Muhle reviewed the Complaint Status report with the Board.

## **7.3. Licensing Customer Support Services Reports**

### **7.3.1. Licensee Count Report**

Program Manager Tanya Hessler reviewed the Licensee Count Report with the Board.

## **7.4. Boards, Commissions and Outreach Reports**

### **7.4.1. Review of Master Action Item List**

Ms. Muhle reviewed the Master Action Item List with the Board.

## **8. Public Comments**

*The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments in advance. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to [DOLBoards@dol.wa.gov](mailto:DOLBoards@dol.wa.gov) no less than two business days prior to the meeting with the subject line "Public Comment: Geologist Board". In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.*

There were no written or verbal public comments.

## 9. Conclusion

### 9.1. Announcements

Ms. Muhle announced that Alyssa Woods would join the Board staff team as a Program Specialist 3, filling the role formerly held by Susan Nieves.

### 9.2. Requests for future agenda items

Board Member Hanell requested an ongoing agenda topic of: Committee review of qualifications for specialty exam applicants and exam reviewers. Ms. Muhle said the topic would stay on the agenda under committee reports.

### 9.3. Review of action items and items for next meeting

Ms. Muhle reported the agenda and action items captured in the meeting.

- Ms. Muhle will share ASBOG Annual Meeting virtual attendance information with the Board.
- Ms. Muhle will schedule meetings for all the committees.
- Fall Examination results to be reported.

## 10. Adjournment

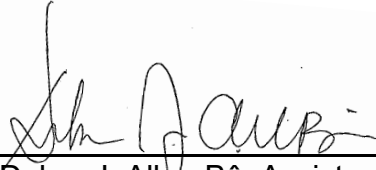
Chair Brock adjourned the meeting at **10:36 a.m.**

### Next Board Meeting:


December 5, 2024

10:00 a.m.

Virtual via Teams

Submitted by:   
Debra J. Allen-Bâ, Assistant Administrator

December 12, 2024  
Date

Approved by:   
Carla Brock, Board Chair

December 12, 2024  
Date