

# LAND SURVEYORS SECTION EXAM REVIEW

## MINUTES

The Land Surveyors Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects met on May 6, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Dr., Richmond, Virginia, to discuss exam issues, with the following members present:

Doyle B. Allen  
Charles F. Dunlap  
Michael Zmuda

Agency staff present for the meeting was:

Bill Murray,  
Shannon Webster, Director of Examinations  
Rhonda Starr, Examination Coordinator

Mr. Dunlap, Chair, called the meeting to order at 10:58 a.m.

**Public Comment Period** – No comments were made to the Section members.

At 10:58 a.m., Mr. Zmuda moved that the meeting be recessed and that the Section immediately reconvene in closed meeting for the purpose of consultation pertaining to examination issues within the jurisdiction of the Board as permitted by §2.2-3711.A.11 of the *Code of Virginia*. This motion was made with respect to the matters identified as exam review. Mr. Allen seconded the motion which was unanimously approved by members: Allen, Dunlap and Zmuda.

At 1:50 p.m., Mr. Allen moved to adjourn the closed meeting and to immediately reconvene in open meeting. Mr. Zmuda seconded the motion which was unanimously approved by members: Allen, Dunlap and Zmuda.

### CERTIFICATION OF CLOSED MEETING

**WHEREAS**, the Land Surveyors Section of the APELSCIDLA Board has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3712 of the Code of Virginia requires a certification by the Land Surveyors Section of the APELSCIDLA Board that such closed

**Call to Order**

**Public Comment Period**

**Closed Meeting**

**Open Meeting**

**Certification of Closed Meeting**

meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Land Surveyors Section of the APELSCIDLA Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open session requirements by Virginia law were discussed in the closed meeting to which the certification applies, and (II) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Land Surveyors Section of the APELSCIDLA Board.

**VOTE: 3-0**  
**AYES: Allen, Dunlap and Zmuda**  
**NAYS: 0**  
**ABSENT FROM MEETING: 0**

Conflict of Interest forms were completed by all members present.

**Conflict of  
Interest Forms**

There being no further business, the meeting was adjourned at 1:50 p.m.

**Adjourn**

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Charles F. Dunlap, Chair

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Jay W. DeBoer, Secretary