

**BOARD FOR CONTRACTORS COMMITTEE
MEETING DRAFT MINUTES**

The Board for Contractors Committee (“the Committee”) met on Monday, **July 29th, 2013**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert J. Dyer, Jr., Chairman
Bailey Dowdy
E. G. Middleton, III
Doug Murrow
Chancey Walker
D. Todd Vander Pol
Michael Gelardi

The following DPOR staff attended the meeting:

Eric L. Olson, Executive Director
Mindy Sprull, Regulatory Boards Administrator
Karen Bullock, Administrative Assistant
Marcie Hyman, Licensing and Education Specialist
Adrienne Mayo, Regulatory Boards Administrator

Chairman Dyer called the meeting to order at 2:04 P.M.

Call To Order

The Meeting Agenda was approved unanimously. Motion made by **Mr. Gelardi**, seconded by **Mr. Vander Pol**.

Approval of Agenda

The Minutes from the June 3rd, 2013 Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Gelardi**, seconded by **Mr. Vander Pol**.

Minutes Adopted

There was no public comment.

Public Comment

Items requiring Board action are marked with an asterisk (*):

Education Provider Applications*

Applications for proposed education providers and courses were reviewed and the Committee's recommendations are as follows:

Education Provider Applicants:

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve SOUTHERN AIR Vocational (PLB, ELE and HVAC) classroom course.

SOUTHERN AIR

After discussion, and a motion by **Mr. Vander Pol**, seconded by **Mr. Gelardi**, the Committee unanimously recommended the Board approve The College of Engineering, The University of Georgia Continuing Education (ELE) classroom course and online.

The College of Engineering, The University of Georgia

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve 360 Training.com classroom course.

360 Training.com Inc

Raj Casper and Phil Hall of Community House Partners dba Energy Solutions-Energy Solutions were present and addressed the Committee. After discussion, and a motion by **Mr. Vander Pol**, seconded by **Mr. Gelardi**, the Committee unanimously recommended the Board approve Community House Partners dba Energy Solutions-Energy Auditor Certification classroom vocational.

Energy Solutions

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve Virginia Western Community (backflow) classroom vocational.

**Virginia Western
Community College**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve National Technology Transfer Inc (ELE) continuing education classroom.

**National Technology
Transfer Inc**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve Dana Smith (ELE, PLB, HVAC, GFC) continuing education online.

Dana Smith

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve Kenny Clamp continuing education and vocational for electrical in a classroom.

Kenny Clamp

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve Kruger's Training Academy for backflow vocational in a classroom.

**Kruger's Training
Academy**

Regulatory Update

Eric Olson gave the Committee Members a Regulatory Update. There are five public hearing scheduled. One will be held at the Department of Professional and Occupational Regulations, and the others will be in: Bristol, Fairfax, Roanoke and Chesapeake Virginia.

Old Business

Staff will have proposed Final Commercial Building regulations at the October 2013 Board meeting.

Staff will have proposed Final Residential Energy Analysts regulations at the October 2013 Board meeting.

There are four sets of Regulations on the Governor's desk awaiting his signature and they are: Final Contractors, Recovery Fund Regulations Contract Provisions, Certified Accessibility for Individuals and Firms, and Final Temporary Licensing Regulations.

New Business

Criminal History Matrix*

After review and discussion of the Criminal History Matrix **Mr. Gelardi** offered a motion seconded by **Mr. Vander Pol** to unanimously recommend the Board keep the Board for Contractors Application Review Criminal History Matrix as is with no changes to the matrix.

Financial History Matrix*

After review and discussion of the Financial Matrix **Mr. Gelardi** offered a motion seconded by **Mr. Vander Pol** to unanimously recommend the Board keep the Board for Contractors Application Review Financial History Matrix as is with no changes to the matrix.

New Process for Disciplinary Cases-Contractors:*

Doug Schroder and Joe Haughwout of Adjudication provided a handout to the Committee members for review and discussion of the revised proposed Board for Contractors sanction guidelines for Consent Orders and IFF Summaries/Final Orders for violations of the Regulations and/or Statutes of the Board. After review and discussion **Mr. Gelardi** offered a motion seconded by **Mr. Middleton** to unanimously recommend the Board adopt the revised proposed Board for Contractors sanction guidelines for Consent Orders and IFF Summaries/Final Orders for violations of the Regulations and/or Statutes of the Board for Contractors as submitted- with the following changes: 260.B.7 Improper or dishonest conduct by a court; 250-2500 minimum to maximum range; 260.B.14 Abandonment; 900-2500 minimum to maximum range; 260.B.15 Failure to complete work or comply with terms; 100-2500 minimum to maximum range; 260.B.16 Retention or misapplication of funds; 650-2500 minimum to maximum range; 260.B.21 Offering anything of value for purpose of influencing; no data available on minimum to maximum range; 260.B.24 Disciplinary action by another governing body; 150-1000 minimum to maximum range.

New Process for Board for Contractors-Tradesman:*

Doug Schroder and Joe Haughwout of Adjudication provided a handout to the Committee members for review and discussion of the revised proposed Board for Contractors sanction guidelines for Consent Orders and IFF Summaries/Final Orders for violations of the Regulations and/or Statutes of the Board. After review and discussion **Mr. Gelardi** offered a motion seconded by **Mr. Middleton** to unanimously recommend the Board adopt the revised proposed Board for Contractors sanction guidelines for Consent Orders and IFF Summaries/Final Orders for violations of the Regulations and/or Statutes of the Board for Tradesman as submitted-with the following changes: 50-30-190.1 Failure to comply w/Title 54.1; 100-1000 minimum to maximum range; 50-30-190.2 Give

accurate information; 250-1500 minimum to maximum range; 50-30-190.7 Abandonment, failure to complete work, or retention of funds; 275-2500 minimum to maximum range.

DOT Codes for Tradesmen applications*

Regulatory Boards Administrator, Mindy Spruill presented a handout to the Committee for review and consideration. After review and discussion of the contents of the handout a motion was offered by **Mr. Gelardi** and seconded by **Mr. Walker** to unanimously recommend that the Board adopt the following: The Board for Contractors recognize the addition of the following programs to meet the educational and experience requirements to sit for the journeyman tradesman exam if the apprenticeship program is complete for; 824.261.010* (these D.O.T. codes are on the DOLI exam exemption list) (Electrician); 829.261.018 (Electrician, Maintenance); 862.381.030* (these D.O.T. codes are on the DOLI exam exemption list) (Plumber); 862.281.022* (these D.O.T. codes are on the DOLI exam exemption list) (Pipe Fitter); 637.261.014* (these D.O.T. codes are on the DOLI exam exemption list) (HVA); 637.261.026* (these D.O.T. codes are on the DOLI exam exemption list) (HVA).

The next Committee Meeting will be held on September 30, 2013.

Next Meeting

Adjourn

Mr. Gelardi offered a motion seconded by **Mr. Vander Pol**, the Committee unanimously voted to adjourn the meeting at 3:11 pm.

Herbert J. Dyer, Jr., Chairman

Date