

**BOARD FOR CONTRACTORS COMMITTEE**  
**DRAFT MEETING MINUTES**

The Board for Contractors Committee (“the Committee”) met on Monday, June 4<sup>th</sup>, 2012, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

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

Mr. Gelardi was absent.

The following DPOR staff attended the meeting:

Eric L. Olson, Executive Director  
Adrienne Mayo, Regulator Boards Administrator  
Karen Bullock, Administrative Assistant  
Chris Kunkel, Licensing and Education Specialist

Chairman Middleton called the meeting to order at 2:03 P.M.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Walker**, seconded by **Mr. Dowdy**.

**Approval of Agenda**

The Minutes from the April 2<sup>rd</sup>, 2012 Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Dyer**, seconded by **Mr. Walker**.

**Minutes Adopted**

There was no public comment.

**Public Comment**

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

**Education Provider Applicants:**

**Education Provider Applications\***

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

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve Thomas J. Ritchie Jr., Electrical continuing and vocational (classroom) courses (4 course: 2 CE/VT and 2 VT).

**Thomas J. Ritchie Jr.**

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Dyer**, the Committee unanimously recommended that the Board approve Abba Training LLC, Electrical continuing (online) course.

**Abba Training LLC**

After discussion and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommended that the Board approve Krannich Solar Training, Electric continuing education (classroom) courses (3 courses).

**Krannich Solar Training**

Taylor Hering, on behalf of South Atlantic Well Drillers Jubilee, attended the meeting and addressed the Committee.

**South Atlantic Well Drillers Jubilee**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve South Atlantic Well Drillers Jubilee, WWP conference in classroom continuing and vocational course – (1 conference: 34 class opportunities).

D. Wade Hill, on behalf of Wade in Cross Connection, attended the meeting and addressed the Committee.

**Wade in Cross Connection**

After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Dyer**, the Committee unanimously recommended that the Board approve Wade in Cross Connection, BFI vocational (classroom) course (2 courses: 3 hours course, comprised within 40 hours course).

John Shortt, on behalf of Home Builders Institute, US Dept. Labor Job Corps, attended the meeting and addressed the Committee.

**Home Builders Institute, US Dept. Labor Job Corps**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve Home builders Institute, US Dept. Labor Job Corps, Electrical and Plumbing vocational (classroom) course (2 course programs) .

Board staff, Chris Kunkel, Licensing and Education Specialist and Adrienne Mayo, Regulator Boards Administrator shared with the Committee an education audit report. This report provided May 17, 2012 findings for and Electrical Continuing Education course conducted by the Henrico County Virginia department of building Construction and Inspections an approved education provider.

**Education Report**

There was no old business.

**Old Business**

**Recovery Fund Work Group Report\***

Eric Olson, Executive Director for the Board for Contractors addressed the Committee by presenting a summary of the Transaction Recovery Fund Work Group meetings and their recommendations to the Board. After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously endorsed the following recommendations of the Work Group for Board approval:

**New Business**

- Submit statutory amendments to the Governor for consideration.
- Retain the recovery fund and amend the Board regulations to strengthen residential contract requirements.
- Separate commercial and residential contractor licensure programs and exclude commercial contractors from paying assessments into the Fund.

**Transaction Recovery Fund Assessment Alternative Recommendations**

Eric Olson, Executive Director for the Board for Contractors addressed the Committee by presenting a summary of the Transaction Recovery Fund Assessment Alternative Recommendations.

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommended that the Board leave the current process for collecting assessments in place.

At the request of Eric Olson, Executive Director for the Board for Contractors, Mr. Middleton opened the floor for nominations for Committee Chairman.

**Election of Officers**

**Mr. Walker** nominated Mr. Gelardi for the position of Committee Chairman; the nomination was seconded by **Mr. Dowdy**. After discussion, Mr. Walker withdrew his nomination.

**Mr. Middleton** nominated Mr. Dyer for Committee Chairman; the nomination was seconded by **Mr. Dowdy**. Mr. Middleton called for nominations for Committee Chairman three times and, hearing no others, closed the nominations. The call for the vote for Mr. Dyer as Committee Chairman was unanimous.

The Committee's next scheduled meeting is Monday, July 30<sup>th</sup>, 2012. Chairman Middleton entertained a motion to adjourn from **Mr. Walker**, seconded by **Mr. Dowdy** and approved unanimously by the Committee. The meeting adjourned at 4:57 P.M.

**Next Meeting  
Adjourn**

\_\_\_\_\_  
Herbert Dyer, Jr., Chairman

\_\_\_\_\_  
Date