

BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS,
LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS
AND LANDSCAPE ARCHITECTS WORKSHOP

MINUTES

The Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on January 4, 2013 at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, for a board workshop, with the following members present:

Architects

Robert A. Boynton
Clint Good
Michael F. LeMay

Professional Engineers

John C. Combs
Wiley V. Johnson, III
Carolyn B. Langelotti

Land Surveyors

Paul deC. Holt, Jr.
Nancy E. McIntyre

Interior Designers

Lorri Finn
Sheila E. Wilson

Landscape Architects

A. Cabell Crowther
Andrew M. Scherzer

Board member Patrick Leary was not present for the workshop.

Board staff present for all or part of the workshop were:

Kathleen (Kate) R. Nosbisch, Executive Director
Marian Brooks, Board Administrator
Justin Garofalo, Board Administrator
Amy Goobic, Administrative Assistant

Agency staff present for all or part of the workshop were:

Gordon N. Dixon, Director
Mark N. Courtney, Senior Director, Regulatory & Public Affairs
Jeff Waite, Budget Director
Doug Schroder, Adjudication Director
Lexie Borkey, Records Manager
Rhonda Starr, Education & Exams Coordinator

The workshop began at 9:00 a.m.

Welcome - Kate Nosbisch, Executive Director

Address by the Chair – Bif Johnson, PE, Chair

Opening Remarks – Gordon Dixon, Director, DPOR

Introductions, Emergency Evacuation Procedures and Icebreaker - Kate Nosbisch, Executive Director

Budget Overview – Jeff Waite, Budget Director

Travel Overview – Amy Goobic, Administrative Assistant

Freedom of Information Act (FOIA) – Lexie Borkey, Records Manager

Exams Overview – Rhonda Starr, Education & Exams Coordinator

Regulatory Process / Difference Between Code and Regulation – Mark Courtney, Senior Director, Regulatory & Public Affairs

Staff Introductions & Responsibilities – Board staff members were introduced and each gave a brief overview of their responsibilities.

Continuing Education Audit Process – Marian Brooks, Board Administrator

Investigation & Disciplinary Process – Doug Schroder, Adjudication Director

- How Complaint Works Through System
- Board Member Involvement
- Sanctions Reference Manual

Mock IFF – Members of the adjudication staff presented a mock Informal Fact-Finding Conference.

5:00 P.M Adjournment



Wiley V. Johnson III, Chair



Gordon N. Dixon, Secretary