

**REGULATORY REVIEW COMMITTEE OF THE APELSCIDLA BOARD
MEETING MINUTES**

The Regulatory Review Committee of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on October 3, 2016, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Robert A. Boynton
Wiley V. Johnson III
Andrew Scherzer
Cameron Stiles
Mike Zmuda

Other Board members present for all or part of the meeting were:

Carrie Langelotti

Staff present for all or part of the meeting were:

Kathleen R. Nosbisch, Executive Director
Bonnie Davis, Administrative Assistant

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

Jay W. DeBoer, Director

Elizabeth Peay, Assistant Attorney General, was present from the office of the Attorney General.

Mr. Boynton, Chair, called the meeting to order at 9:34 a.m.

Call to Order

Mr. Boynton reviewed the emergency evacuation procedures.

**Emergency Evacuation
Procedures**

Ms. Stiles moved to approve the agenda as amended. Mr. Johnson seconded the motion which was unanimously approved by members: Boynton, Johnson, Langelotti, Scherzer, Stiles and Zmuda.

**Approval of
Agenda**

There were no public comments.

**Public Comment
Period**

Committee members were provided copies of the regulations effective January 1, 2016. The Committee discussed the changes they made at the previous Regulatory Review Committee meeting on May 24, 2016. A discussion took place regarding the definition of "good moral character". The Committee asked Ms. Nosbisch to research the definition of "good moral character" as used by Model Law, NCARB, NCEES, as well as, the

Review of Regulations

different boards at DPOR.

The Committee recessed from 10:50 a.m. until 11:00 a.m. Mr. Johnson left the meeting at 11:00 a.m.

**Recess and Departure
of Mr. Johnson**

Discussion took place regarding 18VAC10-20-55 and Test of English as a Foreign Language Internet-based Test (TOEFL iBT). Ms. Nosbisch suggested reviewing model law and inquiring how other jurisdictions define "language and comprehension" when an applicant's primary language has not always been English.

**Review of Regulations
Continued**

The Committee agreed by consensus to revisit the definition.

The Committee recessed from 11:30 a.m. until 11:59 a.m. Ms. Langelotti and Ms. Peay left the meeting at 11:32 a.m.

**Recess and Departure
of Ms. Langelotti and
Ms. Peay**

The Professional Engineers section was not reviewed due to the fact that there were no professional engineers present at the time of review.

**Review of Regulations
Continued**

Ms. Nosbisch suggested the Committee meet again in late October or early November. The Committee agreed by consensus.

Mr. Scherzer left the meeting at 12:37 a.m.


**Departure of Mr.
Scherzer**

Conflict of Interest forms were completed by all members present.

**Conflict of Interest
Forms**

There being no further business, the meeting was adjourned at 12:50 p.m.

Adjourn


Robert A. Boynton, Chair


Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Robert A. Boynton
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

Architect (N/A)

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Architect

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Robert A. Boynton
Signature

October 3, 2016
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Wiley V. "Bif" Johnson, III
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

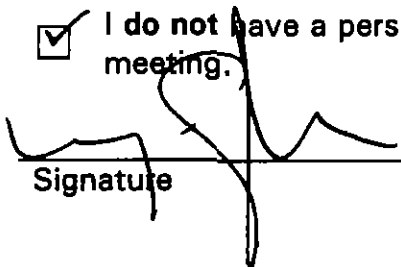
I declare that I am a member of the following business, profession,
occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the
public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this
meeting.



Signature

10/3/16

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Andrew M. Scherzer
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

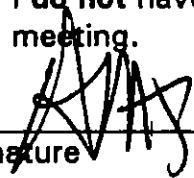
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

10/3/16

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Cameron Stiles
Signature

10/03/16
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Mike Zmuda
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

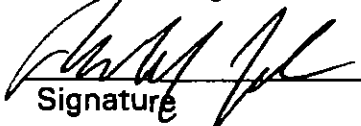
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

10/3/16
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Carolyn B. Langelotti
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA RRC Meeting October 3, 2016

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

C. Langelotti
Signature

10/3/16
Date