

**BOARD FOR CONTRACTORS COMMITTEE  
MEETING Final MINUTES**

The Board for Contractors Committee ("the Committee") met on **Monday, March 4, 2019**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert "Jack" Dyer  
E. G. Middleton, III  
Michael Redifer  
Jeffrey Hux

John O'Dell and Jeffrey Mitchell were absent.

The following DPOR staff members were present for all or part of the meeting:

Eric Olson, Executive Director  
Jacqueline Harris, Compliance Specialist  
Stephanie Keuther, Administrative Assistant  
Adrienne Mayo, Board Administrator  
Marjorie King, Board Administrator

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

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Redifer**, seconded by **Mr. Middleton**. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Approval of Agenda**

The Minutes from the September 10, 2018 Committee meeting were adopted as final by unanimous vote. Motion made by **Mr. Redifer** seconded by **Mr. Hux**. Motion approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Minutes Adopted**

There was no public comment.

**Public Comment**

**Eric Olson** introduced **Stephanie Keuther** as the Administrative Assistant for the Board for Contractors.

**Mr. Olson** also shared that **Jay DeBoer** is no longer the director for the Department and that **Mary Broz-Vaughan** is the Acting Director for the Department.

**Adrienne Mayo**, Regulatory Board Administrator addressed the Board:

**Education Provider Applications**

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

**Education Provider Applications**

**Mrs. Mayo** shared that staff recommends approval for **#0 180 Degree Education** for one online pre-license education course.

**#0 180 Degree Education**

Motion was made by **Mr. Middleton** for approval and seconded by **Mr. Hux**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **#0 ABOC (A Better Online Course)** for one online pre-license education course and one online electrical CE course.

**#0 ABOC (A Better Online Course)**

Motion was made by **Mr. Hux** for approval and seconded by **Mr. Middleton**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **#0 Above & Beyond Education LLC** - for one online pre-license education course.

**#0 Above & Beyond Education LLC**

Motion was made by **Mr. Hux** for approval and seconded by **Mr. Middleton**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **#1 Above (At Your Pace Online)** for one online pre-license education course.

**#1 Above (At Your Pace Online)**

Motion was made by **Mr. Hux** for approval and seconded by **Mr. Middleton**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **#1 Cheapest Course Online Virginia Contractor Education** for one online pre-license course.

**#1 Cheapest Course Online Virginia Contractor Education**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **1A Contractor School** for one classroom pre-license course.

**1A Contractor School**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes"

vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer.**

**Mrs. Mayo** shared that staff recommends approval for **Academy Conlicense** for one classroom pre-license course.

**Academy Conlicense**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Redifer**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer.**

**Mrs. Mayo** shared that staff recommends approval for **Builders License Training Institute** for one online pre-license course.

**Builders License Training Institute**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer.**

**Mrs. Mayo** shared that staff recommends approval for **ElectricalLicenseRenewal.com** for two correspondence electrical continuing education courses

**ElectricalLicenseRenewal.com**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer.**

**Mrs. Mayo** shared that staff recommends approval for **Meridien Group LLC** for three classroom pre-license courses.

**Meridien Group LLC**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer.**

**Mrs. Mayo** shared that staff recommends approval **PMPV/VA PHCC LLC** for three classroom continuing education courses for GFC, PLB and HVAC.

**PMPV/VA PHCC LLC**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **Virginia Technical Institute** for four classroom electrician vocational courses, 4 plumber classroom vocational courses and 4 classroom HVAC vocational courses.

**Virginia Technical Institute**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Mrs. Mayo** shared that staff recommends approval for **Wooldridge Heating Air and Electrical** for two vocational education courses – one for electrical and one for HVAC.

**Wooldridge Heating Air and Electrical**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, and Redifer**.

**Old Business**

There was no old business.

**Old Business**

**New Business**

**Exam Review – Marine Facility Contracting Specialty**

**Eric Olson** shared that as a result of a complaint regarding the content of the Marine Facility Contracting Specialty exam, an exam review will be conducted. Shannon Webster, Exams Director reported that the review will be conducted on March 19<sup>th</sup>.

**New Business**

**Exam Review – Marine Facility Contracting Specialty**

### **Education Provider Conference**

**Adrienne Mayo** reported that the Education Providers Conference was held on February 22, 2019. There were 29 attendees and 2 guests present. The conference was well received by attendees. Concerns regarding online security, license portability and continuing education requirements were discussed. An invitation was extended to participants to attend Remedial Education class.

**Adrienne Mayo** shared that the remedial education class continues to be well received by participants. There were 11 attendees in the most recent class. **Mr. Redifer** shared that the participants are particularly interested in permitting requirements. He stated that Chapter One requirements should be part of the pre-license education course.

### **Education Audit Report**

**Bill Ferguson** shared information regarding audit of Blue Ridge Community College Tradesman Plumbing License Renewal course. Bill stated that the course content was presented in a clear and organized manner and the attendees were engaged.

**Mr. Ferguson** recommended that the community college coordinator communicate with instructor the need to add additional information/instruction in order to meet course requirements.

**Bill Ferguson** shared information regarding audit of Blue Ridge Community College Tradesman Gas Fitter License Renewal course. Bill stated that the course content was presented in a clear and organized manner and the attendees were engaged.

**Mr. Ferguson** recommended that the community college coordinator communicate with instructor the need to add additional information/instruction in order to meet course requirements.

**Bill Ferguson** presented an audit on Baul's Academy.

**Marjorie King** reported that she audited 4 courses at the

### **Education Provider Conference**

### **Remedial Education Report**

### **Education Audit Report**

**Virginia Water Well Association Conference** on February 20-21, 2019. They were: The Federal Motor Carrier Safety Administration, Solar Pumping Systems, Evolution of Groundwater Law, and Well Basics A to Z. All classes were sufficient and the instructors taught the approved material.

**Eric Olson** shared with committee members that implementation of the three year tradesman license became effective January 1, 2019.

**Final Regulations – Miscellaneous Specialty**

Eric Olson stated that there had been a Public Hearing regarding the proposed Miscellaneous Specialty. There was no public comment.

**Mr. Redifer** made a motion to recommend the Miscellaneous Specialty regulations to the full board which was seconded by **Mr. Middleton**. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dyer, Hux, Middleton, and Redifer**.

**Regulatory Update**

**Mr. Olson** stated that the Regulatory Update would be discussed at the March 5, 2019 board meeting.

The next Committee meeting will be held on April 29, 2019 at 2:00 p.m.

**Mr. Middleton** offered a motion seconded by **Mr. Redifer**, and the Committee unanimously voted to adjourn the meeting at 3:03 p.m.

**Implementation of Three Year License**

**Final Regulations – Miscellaneous Specialty**

**Regulatory Update**

**Next Meeting**

**Adjourn**

  
\_\_\_\_\_  
Herbert Dyer, Vice Chairman

\_\_\_\_\_  
Date

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

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

1. Name: Herbert "Jack" Dyer, Jr.  
(Name of Board Member)
2. Title: Board Member - Committee Chair
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: March 4, 2019  
(Date)

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

\_\_\_\_\_

(Agenda Item)


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 interested in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

March 4, 2019  
Date



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

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

1. Name: Jeffery W Hux  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: March 4, 2019  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

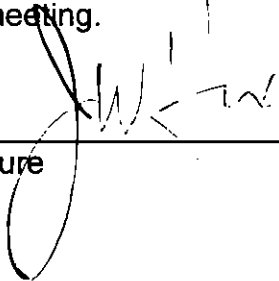
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

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 interested in any transactions taken at this meeting.

Signature



March 4, 2019  
Date

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

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

1. Name: Michael D. Redifer  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: March 4, 2019  
(Date)

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

\_\_\_\_\_

(Agenda Item)

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:

\_\_\_\_\_

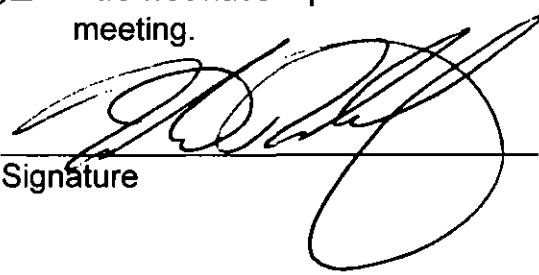
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

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

Signature



March 4, 2019

Date

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

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

1. Name: E. G. "Rudy" Middleton, III  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: March 4, 2019
5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

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 interested in any transactions taken at this meeting.

E. G. Middleton III  
Signature

March 4, 2019  
Date