

Board for Professional and Occupational Regulation Meeting

MINUTES

The Board for Professional and Occupational Regulation met on Monday, November 14, 2005, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. The following members were present for all or part of the meeting:

Nancy Finley Barbour
E. Wilson Clary, Jr.
Julie Clifford, Chair
Maxime A. Frias
Walter Fore
Maxwell B. Larcen
William Alfred Tucker

The following members were absent from the meeting:

James M. Demmel
Ronald E. Lushbaugh, Vice-Chair

The following staff and counsel were present for all or part of the meeting:

Brian Hannigan, Chief Deputy Director
Karen O'Neal, Deputy Director for Licensing and Regulation
Nick A. Christner, Deputy Director for Compliance and Investigations
Jeanne Branch, Information Technology Director
Mary Broz, Director of Communications, Legislation and Consumer Education
Mark N. Courtney, Executive Director
Eric Olson, Executive Director for Contractors
Tom Perry, Property Registration Administrator
Judy Spiller, Executive Secretary

Julie Clifford, Chair, welcomed Mr. Larcen and Mr. Clary, the newest board members, and asked for introductions around the room. She then called the meeting to order at 10:10 a.m., noting that a quorum was present.

Call to Order

Mr. Fore moved to approve the agenda. Mr. Tucker seconded the motion, which was unanimously approved by members: Clary, Clifford, Frias, Fore, Larcen, and Tucker.

Agenda Approval

Mr. Fore moved to approve the June 6, 2005, minutes and Mr. Frias

Minutes

seconded the motion, which was unanimously approved by members. Clary, Clifford, Frias, Fore, Larcen, and Tucker Mr Fore moved to approve the September 19, 2005, minutes and Mr Tucker seconded the motion, which was unanimously approved by members Clary, Clifford, Frias, Fore, Larcen, and Tucker

Approval

No comments were made to the Board members

**Public
Comment**

Chief Deputy Director Hannigan reported to the Board on two subjects
Transition – Senior Staff met recently regarding transition to a new administration and anticipates a smooth road ahead

Intranet – Mr. Hannigan explained the concept of an Intranet system for sharing DPOR's internal documents, which he is implementing

**Brian
Hannigan,
Chief Deputy
Director's
Report**

Mr Courtney provided a handout of HJR No 686 as background for the presentation given by Mr Perry on the Report to the Governor and General Assembly of the Adequacy of Training of, and Disclosure of Financial Information to Consumers by, Financially Compensated Professional Managers of Condominium Associations, Property Owners' Associations and Other Similar Common Interest Communities, which was a result of HJR No 686 from the 2005 session of the General Assembly Delegate Terri Suit put forth the resolution The Real Estate Board submitted recommendations for this report

**Agency
Reports –
Tom Perry,
Property
Registration
Administrator**

Mr Olson reported to the board on the Report on the Establishment of a Pilot Program for Local Assistance with the Investigation of Complaints and the Implementation of Final Disciplinary Orders of the Board for Contractors (HB454 and SB285 from the 2004 General Assembly) Mr Olson informed the Board that DPOR contacted five localities the town of Bluefield, Chesapeake City, and Arlington, Nelson and Prince William counties Arlington and Chesapeake did not participate The Board for Contractors is training staff in the above locations in licensing, initiated consumer shows twice a year, and developed a procedure to put Final Orders on CD, which are sent to localities The Board for Contractors staff has made 26 speaking engagements to enlighten the consumer Eight more are scheduled

**Eric Olson,
Executive
Director**

Board Member Barbour arrived at 10.45 a m

Ms Broz spoke to the board on Accessibility/Visitability/Universal Design issues and the partnerships DPOR has developed with the

**Mary Broz,
Director of**

Virginia Society of American Institute of Architects (VSAIA), the Home Builders Association of Virginia (HBAV), and the Department of Rehabilitative Services (DRS) Ken Schwartz served as advisor for the recent design competition between architectural students at Hampton University, the University of Virginia, and Virginia Tech Secretary of Commerce and Trade Michael J Schewel presented the award to the finalist on November 3, 2005

Communications,
Legislation and
Consumer
Education

Ms Broz also spoke on the upcoming 2006 session of the General Assembly While DPOR is only submitting one bill this session, there will be about a dozen common interest community bills to follow DPOR will closely monitor possible legislation by the towing and recovery industry, which most likely will become a new regulatory board at the Department of Motor Vehicles (DMV) Another piece of legislation that may come up relates to the Computer Voice Stress Analyzer (CVSA) CVSA is another means to determine if someone is telling the truth. BPOR studied CVSA in 2003 There is some local support for permitting the use of CVSA.

Jeanne Branch, Information Technology Director, supplied a Power Point presentation to the Board on the Electronic Access to the Government Licensing and Enforcement System (EAGLES), a large information technology project that has been in DPOR's Strategic Plan for several years EAGLES is a web-based system that will replace DPOR's old legacy licensing and enforcement systems Due to the monetary investment, this project has been overseen by the Secretariat of Commerce and Trade and VITA.

Jeanne
Branch,
Information
Technology
Director

Mr Courtney spoke and gave a Power Point demonstration to the Board regarding the Board for Professional and Occupational Regulation (BPOR) and explained responsibilities and duties of Board members while serving as appointees to the Board

Board
Member
Training

Mr Courtney distributed the liaison assignments for the coming year to Board members

Assignments

Ms Barbour asked about assistance for the aging and Mr Fore said that a person in Lynchburg was also experiencing difficulties finding agencies to assist Ms Broz will attempt to locate specific means of assistance

Other Business

Mr Courtney reminded board members to return the Financial Disclosure Statements as soon as possible. He also asked them to reply

to the Board Administrative Assistant regarding attendance

Mr Tucker asked for support for Director Ware and Mr Fore who recently was released from the hospital

Mr Fore moved to adjourn Mr Tucker seconded the motion which was **Adjournment** unanimously approved by members Barbour, Clary, Clifford, Frias, Fore, Larcen, and Tucker The meeting adjourned at 11 38 a m.


Julie Clifford, Chair


Louise Fontaine Ware, Secretary

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

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

- 1 Name. E. Wilson Clary, Jr
- 2 Title Member
- 3 Agency: Board for Professional & Occupational Regulation
- 4 Transaction: Board Meeting on November 14, 2005
- 5 Nature of Personal Interest Affected by Transaction: n/a
-

6 I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

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


Signature

11-14-05
Date

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

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

- 1 Name: Maxwell B Larcen
- 2 Title: Member
- 3 Agency: Board for Professional & Occupational Regulation
4. Transaction: Board Meeting on November 14, 2005
5. Nature of Personal Interest Affected by Transaction: _____

6 I declare that

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

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

Signature

Date

Maxwell B Larcen

11/14/02

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

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

1. Name: Maxime A. Frias
2. Title: Member
3. Agency: Board for Professional & Occupational Regulation
4. Transaction: Board Meeting on November 14, 2005
5. Nature of Personal Interest Affected by Transaction _____
NONE

6. I declare that

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

NONE

(b) I am able to participate in this transaction fairly, objectively, and in the public interest

Signature

Date

11/14/2005

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

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

1. Name: Walter Fore
2. Title: Member
3. Agency Board for Professional & Occupational Regulation
4. Transaction Board Meeting on November 14, 2005
5. Nature of Personal Interest Affected by Transaction _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

(b) I am able to participate in this transaction fairly, objectively, and in the public interest

Walter M. Fore
Signature

11-14-05
Date

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

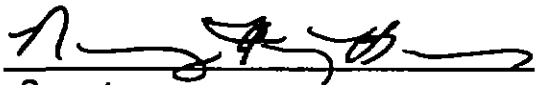
**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

- 1 Name: Nancy Finley Barbour
- 2 Title: Member
3. Agency: Board for Professional & Occupational Regulation
- 4 Transaction: Board Meeting on November 14, 2005
5. Nature of Personal Interest Affected by Transaction: _____
None

6 I declare that

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest


Signature

11-14-05
Date

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

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

1. Name William Alfred Tucker
2. Title Member
3. Agency Board for Professional & Occupational Regulation
4. Transaction Board Meeting on November 14, 2005
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

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

William A. Tucker NOV 14, 2005
Signature Date

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

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

- 1 Name Julie Clifford
2. Title: Member
3. Agency: Board for Professional & Occupational Regulation
- 4 Transaction: Board Meeting on November 14, 2005
- 5 Nature of Personal Interest Affected by Transaction: _____

_____ *None* _____

6 I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

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

Julie Clifford

Signature

11/14/05

Date