

**APELSCIDLA / VDOT TRAFFIC ENGINEERING COMMITTEE  
MEETING MINUTES**

The APELSCIDLA / VDOT Traffic Engineering Committee met on August 23, 2010, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia:

**APELSCIDLA Board members present:**

**James R. Boyd  
Wiley V. Johnson III  
Nancy E. McIntyre  
Andrew M. Scherzer (arrived at 9:30 a.m.)**

**Virginia Department of Transportation representatives present for the meeting:**

**Kendal Walus  
Bart Thrasher**

**Staff present for all or part of the meeting were:**

**Mark N. Courtney, Deputy Director for Licensing and Regulation Division  
Kathleen R. Nosbisch, Executive Director  
Marian Brooks, Board Administrator  
Justin Garofalo, Board Administrator  
Amy Goobic, Administrative Assistant**

**Mr. Boyd, Chair, called the meeting to order at 9:15 a.m.**

**Call to Order**

**Mr. Boyd advised the Committee of the emergency evacuation procedures.**

**Emergency Evacuation  
Procedures**

**Mr. Johnson moved to approve the agenda. Ms. McIntyre seconded the motion which was unanimously approved by all committee members.**

**Approval of  
Agenda**

**There was no public comment.**

**Public Comment  
Period**

**Discussion was held on the VDOT signing and sealing requirements. Mr. Walus stated that VDOT did not want to set a precedent by defining "incidental work," that the determination should be up to the Board. Mr. Walus also reported that VDOT will accept plans by a licensed professional (Land Surveyor, Landscape Architect and Architect) for review, without the seal of a Professional Engineer.**

**VDOT Signing and  
Sealing Requirements**

Mr. Walus and Mr. Thrasher provided updated documents from the divisions of VDOT with the signing and sealing requirements. Discussion was held on the possibility of condensing the separate documents into one document and adding language regarding the acceptance of plans for review from licensed professionals, other than Professional Engineers, that may be qualified to sign and seal plans.

Mr. Rob McGinniss, of the Virginia chapter of the American Society of Landscape Architects, was present and spoke to the Committee about the language in the statute, regarding the acceptance of plans from licensed professionals. He stated that the language was written so that Landscape Architects were not excluded from submitting plans.

Mr. Walus stated that he would prepare language to be added to the VDOT document, and will forward the information to Ms. Nosbisch. The information will be presented to the full Board at its September 15, 2010, meeting.

There was no other business.

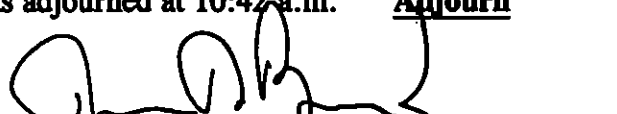
Other Business

Conflict of Interest forms were completed by APELSCIDLA members present.

Conflict of Interest Forms

There being no further business, the meeting was adjourned at 10:42 a.m.

Adjourn

  
James R. Boyd, Chair  
Gordon N. Dixon, Secretary

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

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

1. Name: James R. Boyd
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA / VDOT Committee August 23, 2010

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

8 / 23 / 10  
\_\_\_\_\_  
Date

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

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

1. Name: Nancy E. McIntyre
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA / VDOT Committee August 23, 2010
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:

LAND SURVEYOR & PROFESSIONAL ENGINEER

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.

Nancy E. McIntyre  
Signature

8/23/10  
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 / VDOT Committee August 23, 2010

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

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Nature of Personal Interest Affected by Transaction:

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

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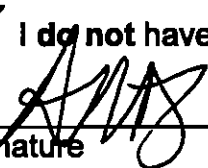
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

8/23/2010

**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 / VDOT Committee August 23, 2010
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:

\_\_\_\_\_

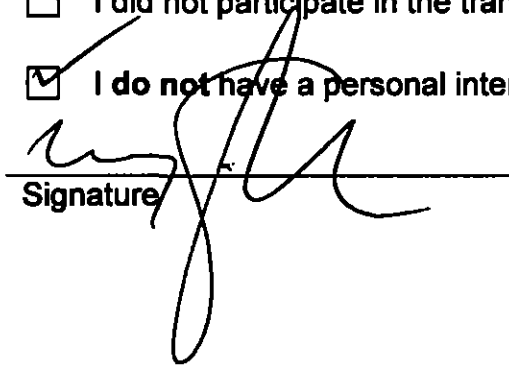
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Signature



Date

8/23/10