

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

MINUTES

The Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on June 13, 2018, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Architects

Robert A. Boynton
Christine Snetter

Professional Engineers

James Kelly
Carolyn B. Langelotti
Chris Stone

Land Surveyors

Doyle B. Allen
Vickie Anglin
Mike Zmuda

Interior Designers

Cameron Stiles

Landscape Architects

A. Cabell Crowther
Ann Stokes

Board staff present for all or part of the meeting was:

Kathleen (Kate) R. Nosbisch, Executive Director
Bonnie Davis, Administrative Assistant

Board members, Caroline Alexander (CID) and Mel Price (Arch), were not present for the meeting with regrets.

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

Jay W. DeBoer, Director
Michael Leedom, Intake Supervisor, Complaint Analysis and Resolution (CAR)
Free Williams, Adjudication Specialist, Adjudication
Russell Himes, Licensing Specialist, Post Adjudication and Licensing (PAL)
Jonathan Darden, Director of Investigations – Central Op
Shannon Webster – Director of Examinations

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

Ms. Langelotti, Chair, called the meeting to order at 9:34 a.m.

Call to Order

Ms. Langelotti advised the Board of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Ms. Nosbisch introduced members of the audience:

Welcome,

Olivia Langford, Corey Beyke, Dania Patterson, Devan Kling, Ryder Sadler, and Philip Maruri, all with Austin Brockenbrough and Associates; Becky Golden PE, Virginia Society of Professional Engineers; R. Corey Clayborne, Executive Vice President, American Institute of Architects (AIA) Virginia; David Barton, Unmanned System Association of Virginia/Draper Aden, William C. Young Jr, and Bob Bonk, both with Draper Aden; John Palatiello, Executive Director, Virginia Association of Surveyors; Shailendra Patel PE, Mohammad Mirshahi PE, Garrett Moore PE, Reed Adams, all with Virginia Department of Transportation; Jordan Paschal with Joint Legislative Audit & Review Commission (JLARC).

Introductions and Announcements

Mr. Crowther moved to approve the agenda. Ms. Stiles seconded the motion which was unanimously approved by members: Allen, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stone, and Zmuda.

Approval of Agenda

Mr. Stone moved to approve the minutes of the following meetings:

- December 14, 2017, Land Surveyor Exam Committee Meeting
- March 2, 2018, Virginia Department of Transportation and Professional Engineers and Land Surveyors Meeting
- March 20, 2018, APELSCIDLA Board Meeting
- March 20, 2018, APELSCIDLA Board Member Workshop
- May 8, 2018, Professional Engineers and Land Surveyors Section Meeting

Approval of Minutes

Mr. Allen seconded the motion which was unanimously approved by members: Allen, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stone, and Zmuda.

Mr. Kling, Ms. Patterson, and Mr. Sadler with Austin Brockenbrough and Associates thanked the Board for the opportunity to attend the meeting.

Public Comment Period

Regarding **File Number 2017-02479, John Erwin Krobath**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the investigative file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Presiding Officer's recommendation. Mr. Stone moved to remand the file to Compliance and Investigation Department for further investigation regarding the possible violation of regulation 18VAC10-20-370.B. Mr. Kelly seconded the motion which was unanimously approved by members: Allen, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, and Stone. As the Technical Reviewer, Board member, Mr. Zmuda was not present for the discussion or vote.

File Number 2017-02479, John Erwin Krobath

Ms. Stokes arrived to the meeting at 9:47 a.m.

Arrival of Board Member

Chair of the meeting was passed from Ms. Langelotti to Ms. Stiles.

**Board Member
Departure/Chair**

Regarding **File Number 2018-00976, Monir Farag**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference. Mr. Crowther moved to accept the recommendation of the presiding officer and approve Mr. Farag's application for designation as Engineer In Training. Mr. Boynton seconded the motion which was unanimously approved by members: Allen, Boynton, Crowther, Kelly, Snetter, Stiles, Stokes, Stone, and Zmuda. As the presiding Board member, Ms. Langelotti was not present for the discussion or vote.

**File Number 2018-
00976, Monir Farag**

Chair of the meeting was passed from Ms. Stiles back to Ms. Langelotti.

**Return of Board
Member/Chair**

The Board reviewed the Responsible Charge Engineer (renamed Entrusted Engineer In Charge, EIC) language from the Virginia Department of Transportation (VDOT). Mr. Moore stated if the Board approved the EIC language, VDOT would then present it to the industry for discussion. The Board thanked VDOT for their efforts and collaboration and requested that VDOT provide the industry's feedback. Mr. Stone moved to approve the EIC language. Mr. Allen seconded the motion which was unanimously approved by members: Allen, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda.

**Responsible Charge
Engineer**

Ms. Anglin and Ms. Myers arrived to the meeting at 9:55 a.m.

**Arrival of Board
Member**

A discussion took place regarding the VDOT language for Final Construction Plans and should they be signed and sealed. The Board also discussed the VDOT language for Record (As-built) Plans, whether or not "actual location" is surveying. VDOT stated they would like to fine tune the language. The item will be placed on the agenda of the Professional Engineers and Land Surveyors Section meeting for August 9, 2018.

**Sign/Seal Record
Drawings / As Built**

Ms. Nobsch stated that there is not a survey technician category in Virginia. In Roanoke, there is a company that would like to start an apprenticeship program and would like to offer the survey technician category. In the past, the category has been recognized; and there is reference to it. Mr. Allen suggested referring it to the Land Surveyor Apprenticeship Committee. Ms. Stokes moved to resurrect the Land Surveyor Apprenticeship Committee to discuss the NSPS Certified Survey Technician Program and the Land Surveyor Apprenticeship Program. Ms. Anglin seconded the motion which was unanimously approved by members: Allen, Anglin, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda.

**National Society of
Professional
Surveyors (NSPS)
Certified Survey
Technician Program**

Ms. Nobsch referred the Board to the handout from the Department of Labor which has updated their Minimum Standards for Apprenticeship effective May 30, 2018 to include the wording "A minimum of 144 hours of related instruction is **required** for each year of apprenticeship, to be completed during the full term." The Board concurred to send this item to the Land Surveyor Apprenticeship Committee for further discussion.

**Land Surveyor
Apprenticeship
Program**

The Board concurred to send this item to the Land Surveyor Apprenticeship Committee for further discussion.

**Tidewater
Community College
Land Surveyor
Certificate Program**

The Board recessed from 10:50 a.m. until 11:03 a.m.

Recess

Ms. Shannon Webster, DPOR Director of Examinations, introduced herself to the Board. She stated Bill Murray accepted another position within DPOR. Ms. Webster stated the Exams Section is there to support the State Specific Exam and will meet with the Land Surveyor members as necessary, unless there is a concern. Standard practice is to review exam content every five years.

**Land Surveyor Exam
Committee**

Mr. Barton and Mr. Young with Draper Aden were present to address the Board. Mr. Palatiello stated that the Request for Sealed Proposal (RFP) does not require work by a licensed land surveyor or licensed professional engineer, and does not follow the regulations requiring it to be put out for bid. Mr. Barton stated he submitted questions about the license requirements. Ms. Nobsch noted that a letter was sent to Department of General Services (DGS) noting the Board's concern. DGS replied that an Addendum is set to be released on June 18, 2018. The Board still has concerns and will review the June 18, 2018 Addendum.

**Unmanned Aerial
System Services,
VAS letter dated
April 23, 2018**

At the Professional Engineers and Land Surveyors Section meeting on May 8, 2018, the Section requested Ms. Anglin and Mr. Allen draft a response to the questions from Mr. Smith at the City of Virginia Beach. Mr. Stone moved to approve the letter. Mr. Boynton seconded the motion which was unanimously approved by members: Allen, Anglin, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda. Mr. Stone requested the letter be placed on the DPOR website as a guidance document.

**Surveying Entire
Parcels**

Ms. Nobsch reported that the Board had been requested to monitor the responses to the clarification letter sent out on December 19, 2017. No responses or questions have been received. The Board agreed by consensus this item no longer needed to be on the Board agenda.

**Alter/Edit Sealed
Drawings**

Ms. Nobsch reported the following business entities were issued Business Agreements for Registration:

- Geosyntec Consultants Inc, License# 0407003103, signed April 15, 2018
- Horton Design Group PLLC, License# 0413000617, signed May 18, 2018
- Rees Masilionis Turley Architecture LLC, License# 0407007409, signed May 31, 2018

There were no requests for waiver of continuing education.

Mr. Kelly reiterated the importance of continuing education (CE). There was discussion regarding the number of professional engineers not renewing their license if selected for CE audit. The Professional Engineers requested renewal statistics. The information will be placed on the agenda of the PE-LS Section meeting scheduled for August 9, 2018.

Ms. Stiles provided a presentation on "A Day in the Life of a Certified Interior Designer." The Board members thanked her for her presentation.

The Board recessed from 11:50 a.m. until 12:03 p.m.

Mr. Palatiello stated Virginia Association of Surveyors (VAS) filed a complaint with a company offering surveying and mapping services without a license which is considered land surveying. The company has agreed to remove land surveying from their website, but as of this morning has not done so. Ms. Nobsch stated there is a guidance document on the DPOR website regarding photogrammetry. The Board determined by consensus to place the item on the PE-LS agenda for August 9, 2018.

Discussion was held on HB 883, part of the red-tape regulatory reform, which directs DPB to administer a three-year regulatory reduction pilot program aimed at reducing by 25% the regulations and regulatory requirements, as defined in the bill, of the Department of Professional and Occupational Regulation and the Department of Criminal Justice Services by July 1, 2021.

Mr. DeBoer explained that regulatory programs of DPOR are created at the direction of the legislature which directs the Agency to promulgate regulations. He further explained that DPB approves every regulation that is enacted. Further discussion was held on the 25% reduction amount and how a 25% reduction would be implemented.

Ms. Langelotti reviewed the licensee counts as of May 1, 2018:
APELSCIDLA Businesses 3932; Architects 7435; Engineers 28,770;

Business Agreements Update

Request for Waiver of CE Update

CE Audit Update

Day in the Life of a Certified Interior Designer

Recess

Company Use of Drones to Collect Data Sets/Points and Selling Information to Land Surveyors

Regulatory Update

Licensed Population

Interior Designers 492; Land Surveyors 1292; Land Surveyors B 76; Land Surveyor Photogrammetrists 120; and Landscape Architects 912.

Financial statements were provided to the Board for informational purposes. **Financial Statements**
The Board is in a good financial position, and there are no fee increases expected in the foreseeable future.

Ms. Nosbisch presented the 2019 meetings dates. Mr. Boynton moved to adopt the following meeting dates for 2019:

**Consideration of
2019 Meeting Dates**

Tuesday, February 05, 2019
Tuesday, March 12, 2019
Tuesday, March 12, 2019
Thursday, May 02, 2019
Tuesday, June 11, 2019
Tuesday, June 11, 2019
Thursday, August 01, 2019
Tuesday, September 10, 2019
Tuesday, September 10, 2019
Wednesday, November 06, 2019
Thursday, December 12, 2019
Thursday, December 12, 2019

Mr. Stone seconded the motion which was unanimously approved by members: Allen, Anglin, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda.

Ms. Nosbisch informed the Board that according to the rotation policy, the vice-chair assumes the position of chair and then a board member from the next profession is elected vice-chair. Ms. Nosbisch opened the floor for nominations for Board Chair. Mr. Boynton nominated Ms. Stiles, current vice-chair, as Chair. As there were no other nominations from the floor, Ms. Nosbisch closed the nominations. Mr. Crowther seconded the motion which was unanimously approved by: Allen, Anglin, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda. As the Land Surveyors are the next profession in the rotation, Ms. Nosbisch opened the floor for nominations for Board vice-chair. Ms. Anglin moved to nominate Mr. Zmuda as vice-chair. As there were no other nominations from the floor, Ms. Nosbisch closed the nominations. Mr. Allen seconded the motion which was unanimously approved by members: Allen, Anglin, Boynton, Crowther, Kelly, Langelotti, Snetter, Stiles, Stokes, Stone, and Zmuda.

Election of Chairs

Ms. Nosbisch stated she attended the conference call to discuss NCEES resolutions.

NCEES Updates

The NCEES Annual meeting is being held August 15-18, 2018, and will be attended by funded delegates, Mr. Kelly, Ms. Nobsbisch, and Mr. Zmuda. Ms. Anglin will attend as a new funded delegate, and Mr. Allen will attend under Colonial States Boards of Surveyors. Ms. Nobsbisch thanked the Director and Secretary for approving attendance to the annual meeting.

Ms. Nobsbisch stated she, Mr. Boynton, and Ms. Snetter participated in the conference call to discuss NCARB resolutions. Mr. Boynton, Ms. Nobsbisch, and Ms. Snetter will attend as funded delegates. Ms. Nobsbisch thanked the Director and Secretary for approving attendance to the annual meeting.

NCARB Updates

Ms. Nobsbisch reported ARE 4.0 retired on June 30, 2018. All applicants affected by this change were notified by Board staff.

Ms. Stiles stated she received the names of individuals who passed the April administration of the CIDQ exam and reside in our jurisdiction. Ms. Stiles intends to independently reach out to them.

CIDQ Updates

Ms. Nobsbisch reported she will be attending the CLARB/ASLA Licensure Summit June 22-24, 2018. She has been asked to participate on a panel discussion with Virginia ASLA President, Mike Fox. She stated she will provide a report at the next Arch-CID-LA meeting on September 13, 2018. She stated she will provide the dates of the CLARB Annual Meeting to Ms. Stokes for her to review in order to determine if she is available to attend and then a travel request will be submitted.

CLARB Updates

Mr. Stone stated that in the last year, he has received many email solicitations, mainly for just drafting. Now, he is receiving them for design and detail construction. The emails are from foreign companies. He noted that this is a violation of our regulations. Mr. Allen and Mr. Stone volunteered to draft a response to these emails. The draft response will be placed on the agenda of the PE-LS Section meeting scheduled for August 9, 2018 for review and discussion.

Other Business

Ms. Nobsbisch stated she and Ms. Langelotti reviewed and updated the open book exams, and they are in the process of being revised for future use.

Ms. Langelotti announced she will be retiring at the end of the month from Austin Brockenbrough and Associates. She will remain on the Board at this time.

Conflict of Interest forms and travel vouchers were completed by all Board members present.

Conflict of Interest Forms/ Travel Vouchers


The Board members viewed an ethics video supplied by NCEES. The Board members and guests were divided into groups and assigned

Ethics Continuing Education

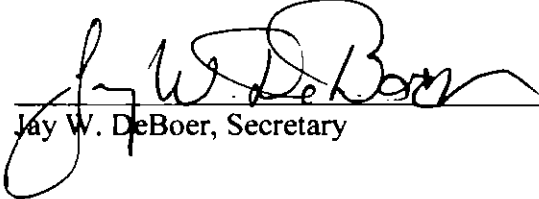
questions. A discussion was facilitated at the conclusion of the video.

The meeting was adjourned at 2:30 p.m.

Adjourn



Carolyn Langelotti, 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: Vickie McEntire Anglin
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018
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 Surveyors

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.

V. M. Anglin
Signature

6/13/18
Date

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

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

1. Name: James L. Kelly
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018
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.

James L. Kelly
Signature

6/13/18
Date

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

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

1. Name: Doyle B. Allen
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018

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

Doyle B. Allen

Date

6/13/18

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

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

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018

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

**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 Board Meeting June 13, 2018

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

6/13/18
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 Board Meeting June 13, 2018

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

6/13/18
Date

**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 Board Meeting June 13, 2018

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

6/13/18
Date

**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 Board Meeting June 13, 2018

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

N/A

Nature of Personal Interest Affected by Transaction:

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:

ARCHITECTS

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

6.13.2018
Date

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

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

1. Name: Christine Snetter
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018

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.

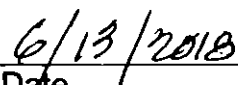
or

I did not participate in the transaction.

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



Signature



Date

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

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

1. Name: A. Cabell Crowther
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018
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

6.13.18

Date

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

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

1. Name: Ann Stokes
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting June 13, 2018

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

NA

Nature of Personal Interest Affected by Transaction:

NA

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

Landscape Architect

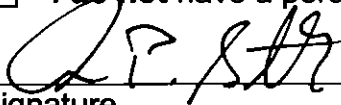
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

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

Signature



Date

6.13.2018