

Regulatory Review Committee of the
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND
SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE
ARCHITECTS MEETING MINUTES

The Regulatory Review Committee of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on April 19, 2023 at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Caroline Alexander
Vickie Anglin
Jim Kelly, P.E.
Karen Reynes
Ann Stokes

Demetrios Melis, Director, Kishore Thota, Chief Deputy Director, and April Drake were not present at the meeting.

Staff present for all or part of the meeting were:

Steve Kirschner, LRPD Deputy Director
Joe Haughwout, Regulatory Affairs Manager
Kate Nosbisch, Executive Director
Kelley Smith, Executive Director, BCHOP
Bonnie Davis, Regulatory Operations Administrator

No one was present from the Office of the Attorney General.

Mr. Kelly, Chair, called the meeting to order at 10:01 a.m.

**Call to Order and
Introduction**

Ms. Nosbisch introduced Kelley Smith, Executive Director for the Board for Barbers and Cosmetology, and the Board for Hearing Aid Specialists and Opticians.

Mr. Kelly advised the Board of the emergency evacuation procedures.

**Emergency
Evacuation**

Ms. Reynes moved to approve the agenda. Ms. Anglin seconded the motion which was unanimously approved by: Alexander, Anglin, Kelly, and Reynes.

**Approval of
Agenda**

There was no public comment.

**Public Comment
Period**

Ms. Stokes arrived to the meeting at 10:10 a.m.

Arrival of Board Member

The Committee began a line-by-line review of the Board's statutes starting with 54.1-402.2 to determine the relevance and necessity of each statute.

Statutory Review

Mr. Haughwout arrived to the meeting at 10:50 a.m. Ms. Nosbisch introduced Mr. Haughwout to the Board and stated Mr. Haughwout will be working with staff to catalog all of DPOR's regulations.

Arrival of Staff

Mr. Kirschner arrived to the meeting at 10:57 a.m.

The Board took a recess from 11:17 a.m. to 11:27 a. m.

Recess

A discussion took place regarding statute 54.1-402.2 Cease and Desist Orders for Unlicensed Activity; Civil Penalty. Mr. Kirschner stated DPOR will be having an internal discussion on this subject, and he will advise the Committee of the outcome. Mr. Kelly requested he also discuss with DPOR increasing the maximum civil penalty.

Statutory Review continued

A discussion on business registrations and Board quorum also took place. This item will be place on the agenda of the next Board meeting on May 16, 2023.

The Committee completed review of statutes through 54.1-405.

There was no other business.

Other Business

Conflict of Interest forms and Travel Vouchers were completed by all Committee members present.


Conflict of Interest Forms / Travel Vouchers

There being no further business, the meeting was adjourned at 2:12 p.m.

Adjourn



James Kelly, Chair



Demetrios J. Melis, Secretary

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

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

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA SRRC Meeting April 19, 2023

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

Caroline Alexander

Date

4-19-23

**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 SRRC Meeting April 19, 2023

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.

V. M. Anglin
Signature

4/19/23
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 SRRC Meeting April 19, 2023

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

4/19/23

Date

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

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

1. Name: Karen Reynes
2. Title: Board Member
3. Agency: APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA SRRC Meeting April 19, 2023

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

 N/A

Nature of Personal Interest Affected by Transaction:

 N/A

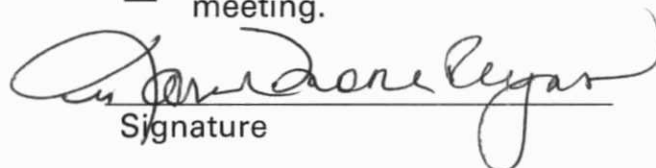
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

 4-19-2023
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 SRRC Meeting April 19, 2023

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

Nature of Personal Interest Affected by Transaction:

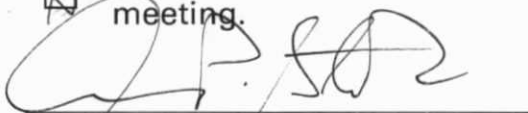
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or

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Signature

4.19.2023
Date