

**BOARD FOR CONTRACTORS COMMITTEE**  
**MEETING **Draft** MINUTES**

The Board for Contractors Committee (“the Committee”) met on **Tuesday, December 15, 2015**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Bailey Dowdy  
Herbert J. Dyer, Jr.,  
Jeffery Hux  
Jeffrey Mitchell  
Michael Redifer  
John O’Dell

Middleton was absent.

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

Eric Olson, Executive Director  
Jay DeBoer, Director  
Mark Courtney, Sr. Director for Regulatory & Public Affairs  
Adrienne Mayo, Regulatory Boards Administrator  
Jacqueline Harris, Compliance Specialist  
Emily Trent, Administrative Assistant  
Wendy Duncan, Education Specialist

Chairman Dyer called the meeting to order at 8:28 a.m.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Mitchell**, seconded by **Mr. Redifer**. Members voting “yes” were: **Mitchell, Dowdy, Hux, Dyer, Redifer and O’Dell**. **Middleton** was absent.

**Approval of Agenda**

**Mr. Hux** offered a motion seconded by Mr. Mitchell to approve the November 9, 2015 draft minutes as Final. The motion was adopted unanimously. Members voting “yes” were: **Mitchell, Dowdy, Redifer, Hux, Dyer, and O’Dell**. **Middleton** was absent.

**Meeting Minutes**

There was no public comment.

**Public Comment**

**Education Provider Applications**

**Wendy Duncan**, Education Specialist, presented the following education provider applications for review and recommendation by the Committee:

**Education Provider Applications**

Staff recommends approval of the application for **Blue Crab Academy** classroom education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve Blue Crab Academy’s classroom courses. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Hux, Dowdy, Redifer. Dyer and O’Dell**. **Middleton** was absent

**Blue Crab Academy**

Staff recommends approval of **Electrical League of Maryland, Inc.** classroom education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve Electrical League of Maryland, Inc. classroom courses. Motion approved by unanimous vote. Members voting “yes” were: **Hux, Dowdy, Mitchell, Redifer, Dyer and O’Dell**. **Middleton** was absent.

**Electrical League of Maryland, Inc.**

Staff recommends approval of **Exam Pros Inc.** on-line Pre-License education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve Exam Pros, Inc.’s on-line courses. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Hux, Dowdy, Redifer, Dyer and O’Dell**. **Middleton** was absent.

**Exam Pros Inc.**

Staff recommends approval of **PMPV/VAPHCC** classroom continuing education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve PMPV/VAPHCC classroom continuing education courses. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Dowdy, Hux, Redifer, Dyer and O’Dell. Middleton was absent.**

**PMPV/VAPHCC**

Staff recommends approval of **Tyler Kirkner’s** classroom education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve Tyler Kirkner’s classroom courses. Approval is retroactive to October 15, 2015. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Redifer, Dowdy, Hux, Dyer and O’Dell. Middleton was absent.**

**Tyler Kirkner**

Staff recommends approval of **Robert T. Shanks'** classroom education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve **Robert T. Shanks'** classroom courses. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Hux, Dowdy, Redifer. Dyer and O’Dell. Middleton was absent.**

**Robert T. Shanks**

Staff recommends approval of **Washington DC Joint Apprenticeship & Training Committee** classroom education program. A motion by **Mr. Hux**, seconded by **Mr. Dowdy**, to unanimously approve **Washington DC Joint Apprenticeship & Training Committee’s** classroom courses. Motion approved by unanimous vote. Members voting “yes” were: **Mitchell, Redifer, Hux, Dowdy, Dyer and O’Dell. Middleton was absent.**

**Washington DC Joint Apprenticeship & Training Committee**

**Old Business**

**Eric Olson discussed the proposed Louisiana Licensing Agreement with the Committee.** Mr. Olson informed the Committee that, after an in-depth review, the licensing requirements for Louisiana may not be substantially equivalent to Virginia’s, subsequently, additional discussion with Louisiana is recommended with a report to be given at the February meeting. No action is required by the Committee at this time.

**Licensing Requirements-Request for Louisiana and Virginia Exam Exemption**

**New Business**

**Substantial  
Equivalency-  
Mississippi Painting &  
Wall Covering  
Contracting Exam**

The Committee reviewed a request for substantial equivalency submitted by staff for the Mississippi Painting and Wall Covering Contracting Exam, which is currently given by PSI, Inc. After a review of documentation provided by staff, the committee members voted to recommend to the Board to include the Mississippi Painting and Wall Covering Contracting exam as substantially equivalent to the Painting and Wallcovering technical examination required for the PTC specialty on Virginia licenses. **Mr. Redifer** offered a motion seconded by **Mr. Mitchell** to recommend that the Board adopt Mississippi Painting and Wall Covering Contracting exam as equivalent to Virginia's Painting and Wall Covering Contracting exam. Motion approved by unanimous vote. Members voting "yes" were: **Dowdy, Hux, Redifer, Mitchell, Dyer and O'Dell. Middleton was absent.**

The next Committee Meeting will be held on **Monday, February 29, 2016.**

**Mr. Redifer** offered a motion seconded by **Mr. Mitchell**, the Committee unanimously voted to adjourn the meeting at 8:37 a.m.

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Herbert J. Dyer, Jr., Chairman

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Date