

**BOARD FOR CONTRACTORS COMMITTEE
MEETING **DRAFT** MINUTES**

The Board for Contractors Committee (“the Committee”) met on **Tuesday, April 24, 2017**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert “Jack” Dyer
H. Bailey Dowdy
E. G. Middleton, III
John O’Dell
E.C. “Chick” Pace
Michael Redifer

Vance Ayres, Jeffrey Mitchell and Jeffrey Hux, and were absent.

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

Jay DeBoer, DPOR Director
Eric Olson, Executive Director
Jacqueline Harris, Compliance Specialist
Adrienne Mayo, Regulatory Boards Administrator
Wendy Duncan, Education Specialist

Chairman Dyer called the meeting to order at 2:10 P.M.

Call To Order

The Meeting Agenda was approved unanimously. Motion made by **Mr. Dyer**, seconded by **Mr. Dowdy**. Members voting "yes" were: **Dowdy, Dyer, Middleton O'Dell, Pace and Redifer**.

Approval of Agenda

The Minutes from the February 29, 2016 Committee meeting were reviewed. Motion made by **Mr. Dowdy** and seconded by **Mr. Redifer** to approve the minutes as written. Members voting "yes" were: **Dowdy, Dyer, Middleton O'Dell, Pace, and Redifer**.

Minutes Approval

Mr. Lou Spencer from Plumbers Local No. 5 introduced himself to the board. Discussed the possibility of plumbing and GFC reciprocity agreements with Maryland and DC.

Public Comment

Wendy Duncan Education Specialist addressed the Board.

Education Provider Applications

Applications for proposed education providers and courses were reviewed and the Committee's recommendations are as follows:

Education Provider Applications

Mrs. Duncan shared that staff recommends approval for **ElectricalLicenseRenewal.com** for one online continuing education electrical course.

ElectricalLicenseRenewal.com

After discussion a motion was offered by **Mr. Middleton** and seconded by **Mr. Mitchell** to recommend approval of **ElectricalLicenseRenewal.com** online course. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dowdy, Dyer, Middleton O'Dell, Pace and Redifer**.

Mrs. Duncan shared that staff recommends approval for **Elevator and Vertical Education Associates** 2 classroom CE courses and 2 classroom vocational courses for elevator and accessibility mechanics.

Elevator and Vertical Transportation Educational Associates (EVTEA)

After discussion a motion was offered by **Mr. Dowdy** and seconded by **Mr. Redifer** to deny approval of **Elevator and Vertical Transportation Educational Associates' 2 classroom CE courses and 2 classroom vocational**

educational courses. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace and Redifer.**

Mrs. Duncan shared that staff recommends approval for **Integrated Cross Connection LLC** vocational education classroom course.

Integrated Cross Connection Partners, LLC.

After discussion a motion was offered by **Mr. Middleton** and seconded by **Mr. Dowdy** to recommend approval of **Integrated Cross Connection, LLC** vocational education classroom course. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace and Redifer.**

Mrs. Duncan shared that staff recommends approval for **International Ground Service Heat Pump Association** two classroom CE courses (HVAC and WWP) with retroactive approval to March 15, 2017.

International Ground Source Heat Pump Association

After discussion a motion was offered by **Mr. O’Dell**, seconded by **Mr. Redifer**, to recommend approval of **Internal Ground Service Heat Pump Association** two classroom CE courses with retroactive approval to March 15, 2017. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace and Redifer.**

Mrs. Duncan shared that staff recommends approval for **Ryan Jackson Electrical Training** one classroom continuing education electrical course.

Ryan Jackson Electrical Training

After discussion a motion was offered by **Mr. Middleton**, seconded by **Mr. Redifer**, to recommend approval of **Ryan Jackson Electrical Training** one classroom continuing education electrical course.

The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace and Redifer.**

Mrs. Duncan shared that staff recommends approval for **Tidewater Tech** nine classroom vocational courses.

Tidewater Tech

After discussion a motion was offered by **Mr. Middleton**, seconded by **Mr. Redifer**, to recommend approval of **Tidewater Tech** nine classroom vocation courses. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace** and **Redifer**.

Mrs. Duncan requested that the Committee approve the use of the 2015 Codes for the CE in HVA, PLB and GFC and to allow the schools to use the disclaimer.

2015 HVAC, PLB and GFC Continuing Education Course Applications

After discussion a motion was offered by **Mr. Redifer**, seconded by **Mr. Middleton**, to approve the use of 2015 Codes for the CE in HVA, PLB and GFC and to allow the schools to use the disclaimer

The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace** and **Redifer**.

Old Business

There was no Old Business.

Old Business

New Business

Mr. Olson shared information about the possibility of providing examinations in languages other than English. Mr. Olson stated that costs related to providing tests in other languages vary significantly. He also stated that tests often do not translate well. Mr. Olson will do more research and present at the next Board meeting.

Examinations Offered In Languages Other than English

Exam Vendor Annual Meeting

Mr. Olson requested that the committee recommend to the board that exam vendors be required to attend the Exam Vendor meeting once every three years in order to maintain

Exam Vendor Annual Meeting

their approved provider status.

After discussion a motion was offered by **Mr. Redifer**, and seconded by **Mr. Middleton**, to make it a requirement for exam vendors to attend the Exam Vendor meeting every three years in order to remain an approved provider.

Members voting “yes” were: **Dowdy, Dyer, Middleton O’Dell, Pace and Redifer.**

Richmond Technical Center Visit

Eric Olson shared with the Committee that Marjorie King had recently conducted three visits to the Richmond Technical Center. She addressed students’ concerns regarding the North American Technician Excellence (NATE) movement to change Richmond Tech’s current curriculum to a NATE certification program. Mr. Olson will follow up and report back to the committee.

Application Integrity Update

Eric Olson reported that there is currently a 40-day backlog of incomplete applications. Many applicants have difficulty providing proof of net worth. The implementation of bonding regulations effective July 1, 2017 may help although premiums are very costly. Mr. Olson also stated that there would need to be procedures in place to implement the receipt of bonds.

Remedial Education Report

Eric Olson shared with that the Remedial Education classes continue to be well received by attendees. No action was required of the Committee.

Legislative Update

Jay DeBoer stated that there is some confusion among legislators about who is required to have a contractor’s license, i.e. onsite day workers, unlicensed laborers.

Richmond Technical Center Visit

Application Integrity Update

Remedial Education Report

Legislative Update

Other

Mr. Dowdy shared that there is a website called Thumbtack.com that advertises contractor services, however when he contacted two of the listed contractors, he found they were not licensed.

Eric Olson shared that the engineer slot on the board should be filled soon. He also shared that Deborah Tomlin had been appointed to the Board effective April 2017.

Eric Olson stated that continuation of the current fee reductions was approved.

The next Committee meeting is scheduled for June 19, 2017 at 2:00 p.m.

Next Meeting

Mr. Dyer offered a motion seconded by **Mr. Redifer**, the Committee unanimously voted to adjourn the meeting at 3:19 p.m.

Adjourn

Herbert Dyer, Chairman

Date