

**LAND SURVEYOR APPRENTICESHIP PROGRAM COMMITTEE
MEETING MINUTES**

The Land Surveyor Apprenticeship Program Committee of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 12, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (LSB)
Vickie McEntire Anglin (VAS)
Beverley Donati (DOLI)
Charles F. Dunlap (LS)
Chris Jensen (VAS)
Chip Richardson (VAS)
Mike Zmuda (LS)

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

Kathleen R. Nosbisch, Executive Director
Tonia Harrison, Board Administrator
Amy Goobic, Administrative Assistant

There was no representative from the Attorney General's office present.

Mr. Dunlap, Chair, called the meeting to order at 12:33 p.m.

Call to Order

Mr. Allen moved to approve the agenda. Mr. Zmuda seconded the motion which was unanimously approved by members: Allen, Anglin, Donati, Dunlap, Jensen, Richardson and Zmuda.

**Approval of
Agenda**

There was no public comment.

Public Comment Period

Ms. Harrison introduced members of the committee from the Virginia Association of Surveyors, Vickie McEntire Anglin and Chip Richardson; and Beverley Donato from the Department of Labor and Industry (DOLI). Ms. Anglin introduced Chris Jensen.

**Introduction of
Committee Members**

Ms. Donati provided background information on the registered apprenticeship program through DOLI and sponsorship requirements. She stated that all of the registered sponsors at this time are in Northern Virginia. As a registered sponsor, Ms. Anglin reviewed the sponsor and apprentice relationship, and provided details on the responsibility of being a registered sponsor. Mr. Allen provided historical information regarding the Land Surveyor Apprenticeship program, stating that the program began with the Virginia Department of Transportation's need for qualified professionals.

**Discussion of Land
Surveyor
Apprenticeship
Program**

Committee members and staff reviewed the apprenticeship program in its current state and began making recommendations and revisions. Discussion was held on the list of providers for related classroom education. Ms. Nosbisch stated that the courses must be reviewed to ensure they meet the standards for the program. The committee also discussed sponsorship requirements and responsibilities; ratios of sponsor to apprentice; qualifications for math instructors teaching required courses; and education and experience hours required by the program.

The next committee meeting was scheduled for September 15, 2015, following the APELSCIDLA Board meeting.

Conflict of Interest forms were completed by all members present.

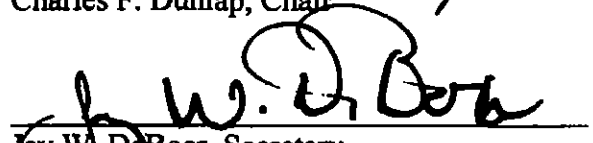
**Conflict of Interest
Forms**

There being no further business, the meeting was adjourned at 2:55 p.m.

Adjourn



Charles F. Dunlap, 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: Doyle B. Allen
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Apprenticeship Committee, August 12, 2015

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.

Doyle B. Allen
Signature

8/12/15
Date

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

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

1. Name: Charles F. Dunlap
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Apprenticeship Committee, August 12, 2015

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

Nature of Personal Interest Affected by Transaction:

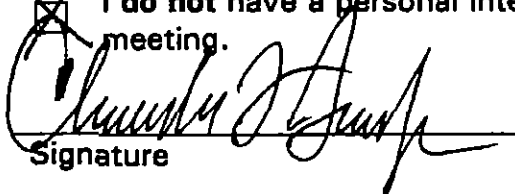
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

8/12/15
Date

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

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

- 1. Name: Beverley Donati
- 2. Title: Dept. of Labor & Industry
- 3. Agency: APELSCIDLA Board/DPOR
- 4. Meeting/IFF Date: Land Surveyor Apprenticeship Committee August 12, 2015

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.

B Donati
Signature

8/12/15
Date

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

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

1. Name: Michael W. Zmuda
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Apprenticeship Committee, August 12, 2015

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

8/12/15

Date

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: Virginia Association of Surveyors
3. Agency: APELSCIDLA Board/DPOR
4. Meeting/IFF Date: Land Surveyor Apprenticeship Committee August 12, 2015

5. I have a personal interest in the following transaction: Land Surveyor Apprenticeship
Instructor of Classroom Education
Program Sponsor

Nature of Personal Interest Affected by Transaction:

Instructor of Classroom Education
Program Sponsor

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. ~~W/A~~ I do not have a personal interest in any transactions taken at this meeting.

V. McEntire Anglin
Signature

8/12/15
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Chip Richardson
2. Title: Virginia Association of Surveyors
3. Agency: APELSCIDLA Board/DPOR
4. Meeting/IFF Date: Land Surveyor Apprenticeship Committee August 12, 2015

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

Land Surveyor Apprenticeship Program

Nature of Personal Interest Affected by Transaction:

Current Educational Committee Chairman for VAS

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

Licensed Land Surveyor, Member of VA Association of 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.

Chip Richardson

Signature

8/12/15

Date