

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) met on September 15, 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)
Chip Richardson (VAS)
Mike Zmuda (LS)

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

Marian Brooks, Board Administrator
Tonia Harrison, Board Administrator

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

Mr. Dunlap, Chair, called the meeting to order at 12:10 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, Richardson and Zmuda.

Approval of Agenda

There was no public comment.

Public Comment Period

Discussion was held on the Land Surveyor Apprenticeship program. Mr. Allen stated that the program has not had supervision from the Board since its inception. He feels the Board should not have to constantly review the program, but be assured the program meets requirements, and have the sponsors responsible for reporting significant changes. The Committee discussed four year degrees, as nationally the profession is requiring a degree, however, there are no four year programs offered in Virginia. Mr. Dunlap feels the apprenticeship program is important to have, enabling those without a degree to become licensed.

Discussion of Land Surveyor Apprenticeship Program

Committee members reviewed the detailed list of coursework and experience used by Ms. Anglin for the apprentice program through Fairfax County. Discussions were held on comparisons between the guide Ms. Anglin provided and a four-year surveyor curriculum. The Committee also discussed statistics courses and possible health, safety and welfare requirements. Mr. Allen will develop an array of safety

topics, specific to surveying, to include in the requirements. Topics may include: OSHA, ATSA Basic, confined space awareness, flagger training and CPR/First Aid.

Ms. Donati stated that the federal and state regulations require 144 hours in the apprenticeship program. Discussion was held on the number of hours for courses and experience, as the Fairfax County program has 96 hours of coursework and 30 hours of practicum, which falls short of the required 144 hours. Committee members discussed possibly adding a sixth year to the program enabling apprentices to obtain the required hours. The Committee also discussed adding requirements for best management practices, storm water management and the Chesapeake Bay Act.

Ms. Anglin will have colleagues review suggested changes to the Fairfax apprentice guide and provide feedback for the Committee to assess. Committee members agreed by consensus to meet October 20, to review further comments and changes.

Conflict of Interest forms were completed by all members present.

**Conflict of Interest
Forms**

There being no further business, the meeting was adjourned at 3:32 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: Committee Meeting, September 15, 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

Doyle B. Allen

Date

9/15/15

**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: Committee Meeting, September 15, 2015

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

Nature of Personal Interest Affected by Transaction:

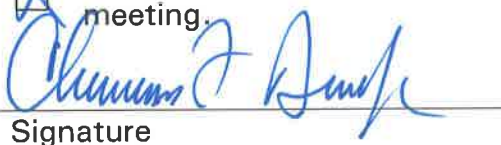
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

9/15/15
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: DPOR/APELSCIDLA Board
4. Meeting/IFF Date: Committee Meeting, September 15, 2015

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

YES

Nature of Personal Interest Affected by Transaction:

REPRESENTING THE VIRGINIA ASSOCIATION OF SURVEYORS

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

VA. ASSOCIATION OF SURVEYORS AND LEASED 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.

Signature

Chip Richardson

Date

9/15/15

**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: Committee Meeting, September 15, 2015

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

9/15/15
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Beverley Donati
- 2. Title: Department of Labor and Industry
- 3. Agency: DPOR Land Surveyors Apprenticeship Committee
- 4. Meeting/IFF Date: Committee Meeting, September 15, 2015

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

Nature of Personal Interest Affected by Transaction:

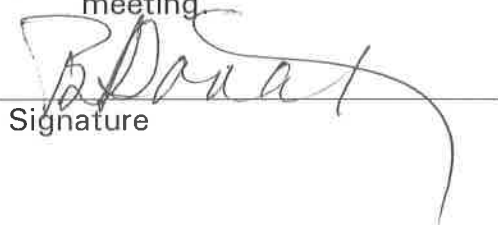
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

15 SEPT 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: DPOR/APELSCIDLA Board
4. Meeting/IFF Date: Committee Meeting, September 15, 2015

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

Apprenticeship Related Education

Nature of Personal Interest Affected by Transaction:

Instructor in program & Sponsor of Apprentice

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

VA 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

9/15/15
Date