

**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 May 24, 2016, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (Board Member)  
Vickie McEntire Anglin (VAS)  
Beverley Donati (Department of Labor & Industry)  
Steve Douty (VAS)  
Charles F. Dunlap (Board Member)  
Mike Zmuda (Board Member)

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

Kathleen R. Nosbisch, Executive Director  
Amy Goobic, Executive Assistant

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

Mr. Dunlap, Chair, called the meeting to order at 12:35 p.m.

**Call to Order**

Mr. Dunlap reviewed the emergency evacuation procedures.

**Emergency Evacuation  
Procedures**

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

**Approval of  
Agenda**

There was no public comment.

**Public Comment Period**

Ms. Nosbisch introduced and welcomed Mr. Steve Douty, Virginia Association of Surveyors (VAS). Mr. Douty is a member of the VAS Workforce Development Committee.

**Discussion of Land  
Surveyor  
Apprenticeship  
Program**

Committee members reviewed a handout of the five year apprenticeship course list, as discussed at the last committee meeting. Ms. Anglin provided a recap of the apprenticeship program discussions and the status of where the program is in its development. Ms. Anglin stated that 16 more classes must be developed and informed the Committee that there is no funding available to cover the development costs.

Discussion was held on possible avenues for funding the development. Mr. Douty stated there may be funds in the VAS trust for education purposes. Ms. Donati added that DOLI may have monies in their

“incentives” program for employers; however this could not be used for local governments. Ms. Nosbisch inquired as to who owns the apprenticeship program Ms. Anglin instructs. Ms. Anglin offered that the program is housed and paid for by the Fairfax County Public Schools Adult Continuing Education. Committee members also discussed the projected need for surveyors, as the median age for licensed surveyors in Virginia is 58. Ms. Donati inquired if VAS participated in college career events, as many students may not know about the surveying profession.

Committee members discussed long distance learning as an alternative method to the classroom, or possibly a hybrid curriculum. Ms. Anglin stated that years one and two of the program could be ready for September enrollment; and that year three would need 2-3 courses redeveloped.

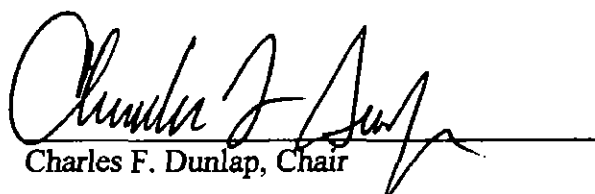
Mr. Allen moved to approve the course curriculum outline, to incorporate in the Board’s apprenticeship program. Mr. Zmuda seconded the motion which was unanimously approved by members: Allen, Anglin, Donati, Douty, Dunlap, and Zmuda. Ms. Nosbisch stated that the outline would be presented to the full Board for approval, at its June 9 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 2:18 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: LS Apprenticeship Committee, May 24, 2016

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

5/24/16  
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: LS Apprenticeship Committee, May 24, 2016

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

N/A

Nature of Personal Interest Affected by Transaction:

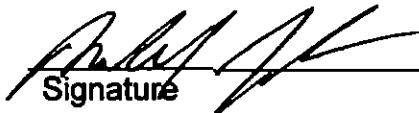
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

5/24/16  
Date

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

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

1. Name: Vickie Anglin  
2. Title: Committee Member  
3. Agency: DPOR  
4. Meeting/IFF Date: LS Apprenticeship Committee, May 24, 2016

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

yes

Nature of Personal Interest Affected by Transaction:

Instructor in FCPS classes

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

5/24/16  
Date

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

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

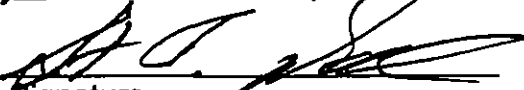
1. Name: Steve Douty
2. Title: Committee Member
3. Agency: DPOR
4. Meeting/IFF Date: LS Apprenticeship Committee, May 24, 2016
5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_  
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:

VA ASSOC. 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.

  
Signature

MAY 24, 2016  
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: LS Apprenticeship Committee, May 24, 2016

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:

\_\_\_\_\_

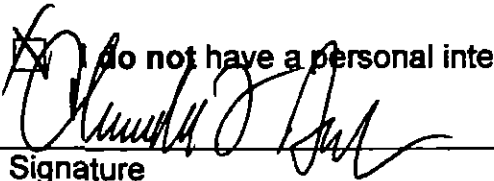
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

5/24/16

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

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

1. Name: Bev Donati  
2. Title: Committee Member  
3. Agency: DOLI  
4. Meeting/IFF Date: LS Apprenticeship Committee, May 24, 2016

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

SUPERVISOR Apprenticeship STANDARDS

Nature of Personal Interest Affected by Transaction:

VA APPRENTICE COUNCIL / DOLI

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

STATE EMPLOYEE DOLI

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

24 May 16  
Date