

**BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS,
LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS
AND LANDSCAPE ARCHITECTS MEETING**

MINUTES

The Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on March 14, 2017, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Architects

Robert A. Boynton
R.Corey Clayborne
Christine Snetter

Professional Engineers

Carolyn B. Langelotti
Chris Stone
James Kelly

Land Surveyors

Doyle B. Allen
Charles F. Dunlap
Mike Zmuda

Interior Designers

Cameron Stiles

Landscape Architects

A. Cabell Crowther
Andrew M. Scherzer

Board member, Caroline Alexander, was not present for the meeting.

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

Kathleen (Kate) R. Nosbisch, Executive Director
Bonnie Davis, Administrative Assistant

Agency staff present for all or part of the meeting was:

Bonnie Adams, Director, Complaint Analysis & Resolution
Samuel Thomason, Adjudication Specialist, Adjudication
W. Russell Himes, Post-Adjudication and Licensing Specialist, Post Adjudication and Licensing

No representative was present from the Office of the Attorney General.

Mr. Crowther, called the meeting to order at 9:33 a.m.

Call to Order

Ms. Nosbisch stated that Mr. DeBoer, Ms. Alexander, and Ms. Peay send their regrets. Ms. Nosbisch introduced Jim Kelly, new professional engineer board member, and individuals in the audience: former board member, Bif Johnson, Helene Combs Dreiling, Executive Vice President/CEO, American Institute for Architects Virginia (AIAVA); Nancy Israel, Executive Director, American Council for Engineering Companies of Virginia (ACECVA); Robin Bell, FHG Consultants; and agency staff: Bonnie Adams, Samuel Thomasson, and Russell Himes.

**Welcome and
Introductions**

Mr. Crowther advised the Board of the emergency evacuation procedures.

**Emergency
Evacuation**

Procedures

Mr. Dunlap moved to approve the agenda. Ms. Stiles seconded the motion which was unanimously approved by members: Allen, Boynton, Clayborne, Crowther, Dunlap, Kelly, Langelotti, Scherzer, Snetter, Stiles, Stone and Zmuda.

Approval of Agenda

Mr. Stone moved to approve the minutes of the following meetings as amended:

Approval of Minutes

- November 21, 2016 Regulatory Review Committee Meeting
- December 13, 2016 APELSCIDLA Board Meeting
- December 13, 2016 Architects, Certified Interior Designers & Landscape Architects Section Meeting
- January 11, 2017 Regulatory Review Committee Meeting – Landscape Architects
- January 30, 2017 Regulatory Review Committee Meeting
- February 6, 2017 Regulatory Review Committee Meeting – Certified Interior Designers
- February 6, 2017 Regulatory Review Committee Meeting – Architects
- February 9, 2017 Regulatory Review Committee Meeting – Land Surveyors
- February 15, 2017 Professional Engineers and Land Surveyors Section Meeting
- February 15, 2017 Land Surveyors Exam Workshop
- February 16, 2017 Land Surveyors Exam Workshop
- February 23, 2017 Regulatory Review Committee Meeting

Ms. Snetter seconded the motion which was unanimously approved by members: Allen, Boynton, Clayborne, Crowther, Dunlap, Kelly, Langelotti, Scherzer, Snetter, Stiles, Stone and Zmuda.

Ms. Dreiling stated she will be leaving AIA Virginia on June 30, 2017. She sends good wishes to the Board. She has been with AIA Virginia for the past 30 months and stated there has been a huge transition and cultural transformation for the AIA Virginia staff and organization, with a focus on each member. She stated it has been a pleasure to work with Ms. Nosbisch.

Public Comment Period

Mr. Zmuda arrived at 9:41 a.m.

Arrival of Board Member

Regarding **File Number 2017-00514, Robin Daniel Bell**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. Scherzer moved to accept the recommendation which cites the following violations of the Board's regulations: 18VAC10-20-790.A.2.

File Number 2017-00514, Robin Daniel Bell

(Count 1); and 18VAC10-20-750.A. (Count 2) with no monetary penalties, and Count 3 closed with no violation. Ms. Stiles seconded the motion which was unanimously approved by members: Allen, Boynton, Clayborne, Crowther, Dunlap, Kelly, Langelotti, Scherzer, Snetter, Stiles, Stone and Zmuda.

Regarding **File Number 2017-01197, Michael Howard Lynskey**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. Scherzer moved to accept the recommendation of the presiding officer and approve Mr. Lynskey's application for licensure as a landscape architect via comity. Mr. Clayborne seconded the motion which was unanimously approved by members: Allen, Boynton, Clayborne, Dunlap, Kelly, Langelotti, Scherzer, Snetter, Stiles, Stone and Zmuda. As the presiding Board member, Mr. Crowther was not present for the discussion or vote.

File Number 2017-01197, Michael Howard Lynskey

Mr. Crowther read the following resolution:

Resolution for Wiley V. "Bif" Johnson, III

Resolution for
Wiley V. Johnson, III

WHEREAS, Wiley V. Johnson, III, did faithfully and diligently serve the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects from 2005 to 2017;

WHEREAS, Wiley V. Johnson, III, did devote generously of his time, talent and leadership to the Board;

WHEREAS, Wiley V. Johnson, III, did endeavor at all times to render decisions with fairness and good judgement in the best interest of the citizens of the Commonwealth and these professions; and

WHEREAS, the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects wishes to acknowledge its gratitude for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth;

NOW THEREFORE BE IT RESOLVED, by the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects this fourteenth day of March 2017, that Wiley V. Johnson, III be given all honors and respect due him for his outstanding service to the Commonwealth and its citizens; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know

of the high regard in which he is held by this Board.

The Board approved the resolution by consensus, and gave Mr. Johnson a standing ovation. Mr. Johnson stated it was an honor and a privilege to work with the Board and staff.

Ms. Nosbisch reported the following business entities were issued Business Agreements for Registration:

Business Agreements

- Civil & Environmental Consultants, Inc. 2017-07 - Signed December 19, 2016 #0407002926
- TAM Consultants, Inc. 2017-03 - Signed December 26, 2016 #0407005051
- Brown and Caldwell, Inc. 2017-08 – Signed January 12, 2017 #0407005632
- Conway & Owen, Inc. 2017-09 - Signed January 18, 2017 #0407007091
- Audubon Field Solutions, LLC 2017-02 - Signed January 26, 2017 #0407007024
- Schneider Electric Engineering Services, LLC 2017-06 - Signed February 3, 2017 #0407005220
- Republic National, Inc. 2017-10 – Signed February 27, 2017 #0407007108

Ms. Nosbisch provided a brief update on bills directly related to the Board during the 2017 General Assembly. She stated House Bill 2145 is related to photogrammetric mapping. This Bill was passed by indefinitely. She stated House Bill 1824 was submitted to eliminate the requirements for licensure of landscape architects and polygraph examiners and certification of interior designers which was struck by the Patron. Ms. Nosbisch stated that she will invite the agency Director of Communications + Legislation + Consumer Education to the June meeting to provide a comprehensive overview of the session.

General Assembly Update

Mr. Boynton provided a brief update on the Regulatory Review Committee comprised of Ms. Langelotti, Ms. Stiles, Mr. Boynton, Mr. Scherzer and Mr. Zmuda. He stated that the Committee has met three times; the next full Committee meeting is April 4th. The NOIRA has been filed and passed by the governor; public comment is March 20 – April 19, 2017.

Regulatory Review Committee Update

Mr. Stone provide an overview of the NCEES 2017 Board Presidents' Assembly and Member Board Administrators Meeting which occurred February 3-4, 2017. He stated it was a good opportunity to learn what other states are doing with their regulations. Ms. Nosbisch stated that autonomous boards have the ability to adopt model law and can make changes faster than composite boards. The APELSCIDLA Board uses Model Law as a guideline.

NCEES Updates

Mr. Clayborne, Ms. Snetter, Mr. Boynton, and Ms. Nobisch attended the NCARB Regional Summit and Member Board Executives Workshop March 9-11, 2017. Mr. Clayborne stated that the topics were very interesting; Ms. Snetter stated she was selected for a focus group, and enjoyed participating. Ms. Nobsisch stated NCARB now funds for a public member; however, this does not affect our Board regarding attendance at NCARB meetings.

NCARB Updates

The 2017 CIDQ Annual meeting will be held in Alexandria, Virginia November 10-11, 2017. Ms. Nobsisch stated she will seek approval for the certified interior designer board members and her to attend the annual meeting.

CIDQ Updates

The CLARB Annual meeting will be in Boise, Idaho September 14-16, 2017.

CLARB Updates

Mr. Crowther provided the licensee counts as of February 1, 2017: APELSCIDLA Businesses 4119; Architects 7257; Engineers 28,250; Interior Designers 493; Land Surveyors 1262; Land Surveyors B 71; Land Surveyor Photogrammetrists 130; and Landscape Architects 901.

Licensed Population

Financial statements were provided to the Board for informational purposes.

Financial Statements

Ms. Nobsisch recognized National Engineers Week (February 19-25), National Surveyors Week (March 19-25), National Architecture Week (April 9-15), Landscape Architect Month (April) and World Interiors Day (May 27). These professions will be sent an email, and the recognized day will be posted on DPOR's Facebook page and/or website. Ms. Nobsisch thanked each profession for their service to the Board.

Special Dates

Ms. Nobsisch stated that the memo drafted by Mr. Stone was reviewed at the Professional Engineers and Land Surveyors Section on February 15, 2017 and is before the full Board for approval. Mr. Stone moved to approve the memo. Ms. Langelotti seconded the motion which was unanimously approved by members: Allen, Boynton, Clayborne, Crowther, Dunlap, Kelly, Langelotti, Scherzer, Snetter, Stiles, Stone and Zmuda.

Other Business

Memo to ABET regarding proposed revisions to EAC criteria 3 and 5

Mr. Scherzer requested the CLARB video on welfare be placed on the June meeting agenda.

Ms. Nobsisch presented the rough draft response to Hanover County's request for guidance. After a long discussion, the Board determined by consensus to reply to Mr. Flagg stating the Board agreed to delay the official response in order to conduct additional review to provide a detailed response to the specific questions posed as well as additional comments on

Request from Hanover County for Guidance

other topics addressed.

Ms. Nobsisch stated that at the December 2016 meeting, the Board was concerned that even though there is a disclaimer on the VGIN maps, they are being used by many people for other reasons, and it may affect the health, safety, and welfare of the public. The provided emails are specific examples of where health, safety, and welfare are in jeopardy. This item will be revisited at the June meeting when Mr. DeBoer is present to provide an update.

VGIN Update

Mr. Zmuda stated that the Responsible Charge Engineer (RCE) has the authorization to shut down a project; adding liability but if something happens then RCE can be sued. His company is reviewing this and having discussions with builders. Mr. Stone stated with liability aside, it is impossible for one individual to have that much control. This item will be placed on the June meeting agenda when Mr. DeBoer is present to provide an update.

VDOT Responsible Charge Definition

Ms. Nobsisch stated that Ms. Dreiling is leaving in June. Since her arrival, Ms. Dreiling and Ms. Nobsisch have enjoyed a collaborative and cooperative relationship. Ms. Nobsisch stated she appreciates all Ms. Dreiling has done; thanked her for her efforts, and congratulated her on her next position.

AIAVA

Corey Clayborne was a recipient of the 2017 AIA Young Architects Award which honors individuals who have demonstrated exceptional leadership and made significant contributions to the architecture profession early in their careers. The Board members congratulated Mr. Clayborne.

Ms. Nobsisch recognized Harry Falconer Jr. and Stephen Nutt, two Virginia licensees who work at NCARB, as part of the College of Fellows Class of 2017.

Mr. Allen, Mr. Dunlap, Mr. Zmuda, and Ms. Nobsisch attended the VAS Conference in January. Mr. Allen stated that Ms. Nobsisch provided a great presentation and represented the Board well. Ms. Nobsisch stated she is working with Jerry Taylor at Eastern Tennessee State University (ETSU) to present to a Land Surveyors class on March 20th in conjunction with Mr. Allen.

VAS Conference
January 25-28, 2017

Ms. Nobsisch reviewed the schedule of upcoming presentations.

2017 Schedule of Presentations

Ms. Nobsisch stated that Leigh Dicks, Executive Director, Virginia Society of Professional Engineers (VSPE) has resigned. She stated that she has enjoyed working with Ms. Dicks who has worked for VSPE for the past 27 years. Although Ms. Dicks could not attend the meeting, Ms. Nobsisch announced Ms. Dicks will be missed and she wishes her well.

VSPE
Announcement

Ms. Nosbisch thanked the board members for submitting their Statement of Economic Interest Disclosure Forms prior to the established deadline.

Statement of Economic Interest

Ms. Nosbisch announced that there is an Architects, Certified Interior Design, and Landscape Architect Section meeting immediately following the Board meeting and there are also files to be reviewed.

File review and Arch-CID-LA Section meeting

The Board discussed options to recognize new regulants, including individual notes, providing the regulants' names in the Board newsletter, and recognition event. The Board determined this item will be placed on the next meeting agenda for more discussion.

Recognition/ Outreach to New Regulants

Conflict of Interest forms were completed by all board members present.

Conflict of Interest Forms

The meeting was adjourned at 12:27 p.m.

Adjourn



A. Cabell Crowther, 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: Robert A. Boynton
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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:

ARCHITECTS

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.

Robert A. Boynton
Signature

3.14.2017
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Corey Clayborne
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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:

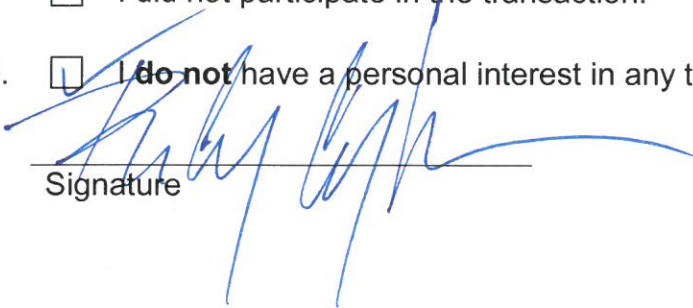
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

03.14.17

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Christine Snetter
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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.

Christine Snetter
Signature

3/14/17
Date

**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: Section Meeting, March 14-15, 2017

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

3/14/17
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: Section Meeting, March 14-15, 2017

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

Nature of Personal Interest Affected by Transaction:

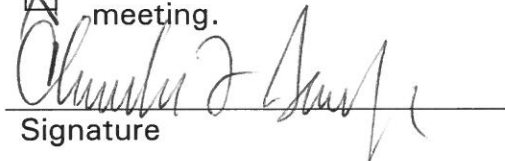
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

3/14/17
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: Section Meeting, March 14-~~15~~ 2017

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



Date

3/14/17

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: A. Cabell Crowther
- 2. Title: Board Member
- 3. Agency: Landscape Architects Section/APELSCIDLA Board
- 4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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

3.14.17
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Andrew M. Scherzer
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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:

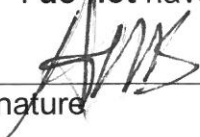
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

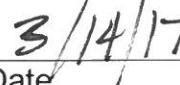
I did not participate in the transaction.

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

Signature



Date



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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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

Nature of Personal Interest Affected by Transaction:

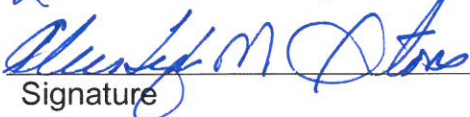
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

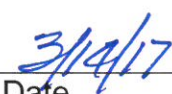
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: James L. Kelly
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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.

James L. Kelly
Signature

3/14/17
Date

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

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

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting March 14, 2017

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

Nature of Personal Interest Affected by Transaction:

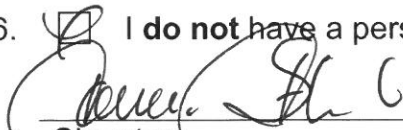
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

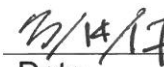
I am able to participate in this transaction fairly, objectively, and in the public interest.

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