

**BOARD FOR CONTRACTORS COMMITTEE
MEETING Final MINUTES**

The Board for Contractors Committee ("the Committee") met on **Monday, September 10 2018**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert "Jack" Dyer
E. G. Middleton, III
Michael Redifer

John O'Dell, Jeffrey Hux and Jeffrey Mitchel were absent.

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

Eric Olson, Executive Director
Jay DeBoer, Director
Jacqueline Harris, Compliance Specialist
Adrienne Mayo, Board Administrator
Anika Coleman, Board Administrator

Vice Chairman Dyer called the meeting to order at 2:05 P.M.

Call To Order

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

Approval of Agenda

The Minutes from the June 18, 2018 Committee meeting were adopted as final by unanimous vote. Motion made by **Mr. Redifer**, seconded by **Mr. Middleton**. Motion approved by unanimous vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Minutes Adopted

There was no public comment.

Public Comment

Adrienne Mayo, Regulatory Board Administrator addressed the Board.

Ms. Mayo shared that Mr. Redifer had confirmed that the 2014 NEC regulations can now be used to meet the continuing education requirement for electricians. Motion was made by **Mr. Middleton** and seconded by **Mr. Redifer** to accept the update. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Education Provider Applications

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

Education Provider Applications

Mrs. Mayo shared that staff recommends approval for **Alacam Inc** for one classroom pre-license education course.

Alacam Inc.

Motion was made by **Mr. Middleton** for approval and seconded by **Mr. Redifer**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Mrs. Mayo shared that staff recommends approval for **Duane K McCray Sr dba McEnfield Services** for one classroom electrical CE course.

Duane K McCray Sr dba McEnfield Services

Motion was made by **Mr. Middleton** for approval and seconded by **Mr. Redifer**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Mrs. Mayo shared that staff recommends approval for **Hispanic Development Services** for one classroom pre-license education course.

**Hispanic
Development
Services**

Motion was made by **Mr. Middleton** for approval and seconded by **Mr. Redifer**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Mrs. Mayo shared that staff recommends approval for **HVAC Codes & Controls School** for one classroom vocational electrical and one classroom vocational HVAC courses.

**HVAC Codes &
Controls School**

Motion was made by **Mr. Redifer** for approval and seconded by **Mr. Middleton**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Mrs. Mayo shared that staff recommends approval for **Tidewater Tech** for seven vocational plumbing classroom courses and seven vocational electrical classroom courses.

Tidewater Tech

A motion was offered by **Mr. Middleton**, seconded by **Mr. Redifer**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Mrs. Mayo shared that staff recommends approval for **Virginia Water Well Association Inc** for two CE classroom courses and two vpre-license classroom courses for Certified Water Well Systems providers.

**Virginia Water Well
Association Inc**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Redifer**, for approval. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Middleton, and Redifer**.

Old Business

Old Business

There was no old business.

New Business

Remedial Education Report

Anika Coleman shared that the remedial education class continues to be well received by participants. There were 22 attendees in the most recent class. The attendees were very interested in the code official's presentation and particularly information on pulling permits.

Education Audit Report

Bill Ferguson shared information regarding audit of #0 Center Virginia Contractor Education's 8-hour pre-license education course. Bill stated that the course was well done and that the course was in compliance with education provider requirements.

Bill Ferguson also shared information regarding an audit of the Across VA Contractor Education and Exam Prep contractor's pre-license education course. **Mr. Ferguson** reported that the class was in compliance with education provider requirements.

Regulatory Report

Eric Olson stated that the proposed regulations are currently in the governor's office. No action was required of the Committee.

Recovery Fund

Eric Olson supplied the Committee with information regarding the Recovery Fund.

Handyman Scope of Practice

Ms. Mayo and **Ms. Coleman** shared that staff was requesting language clarification on what a handyman can and cannot do.

NASCLA Conference

Eric Olson shared that he had attended the NASCLA Conference in Nashville, Tennessee. Some of the issues covered at the conference

New Business

Remedial Education Report

Education Audit Report

Regulatory Report

Recovery Fund

Handyman Scope of Practice

NASCLA Conference


included: exam security, continuing education, portability of licenses, liability of board members, how to do minutes, and unlicensed contracting. **Mr. Olson** will be compiling this information for future presentation to the board.

The next Committee meeting will be held on October 16, 2018 at 2:00 p.m.


Next Meeting

Adjourn

Mr. Middleton offered a motion seconded by **Mr. Redifer**, and the Committee unanimously voted to adjourn the meeting at 3:26 p.m.



Herbert Dyer, Vice Chairman



Date

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

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

1. Name: Herbert "Jack" Dyer, Jr.
(Name of Board Member)
2. Title: Board Member - Committee Chair
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: September 10, 2018
(Date)


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

(Agenda Item)

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 interested in any transactions taken at this meeting.


Signature

September 10, 2018
Date

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

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

1. Name: Michael D. Redifer
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: September 10, 2018
(Date)

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

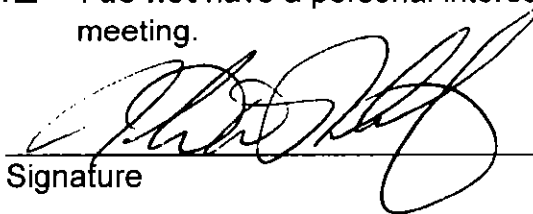
_____ (Agenda Item)

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 interested in any transactions taken at this meeting.

Signature



September 10, 2018
Date

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

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

1. Name: E. G. "Rudy" Middleton, III
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: September 10, 2018
5. I have a personal interest in the following transaction:

(Agenda Item)

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 interested in any transactions taken at this meeting.

E. G. Middleton III
Signature

September 10, 2018
Date