

**VIRGINIA BOARD FOR ASBESTOS, LEAD, AND HOME INSPECTORS**  
***Tentative* AGENDA**

**THURSDAY, AUGUST 26, 2021, 9:00 A.M.**  
**BOARD ROOM 2—SECOND FLOOR**

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION**  
**PERIMETER CENTER—9960 MAYLAND DRIVE**  
**RICHMOND, VA 23233**

**I. CALL TO ORDER**

**II. EMERGENCY EVACUATION PROCEDURES**

**III. APPROVAL OF AGENDA**

- a. Board Agenda, August 26, 2021

**IV. APPROVAL OF MINUTES**

- a. Home Inspector Regulatory Review Committee Meeting Minutes, February 3, 2021
- b. Board Meeting Minutes, May 13, 2021

**V. PUBLIC COMMENT PERIOD – Five minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary or application files**

**VI. CASE FILES \***

- a. File Number 2021-01084, David Charles Gardner (HI)  
Consent Order (Rushton)
- b. File Number 2021-00545, David Charles Johnson (HI)  
Consent Order (Rushton)
- c. File Number 2021-00708, Mark Lewis Stewart (HI)  
Consent Order (Cranor)
- d. File Number 2021-01206, Dennis Bruce White (HI)  
Consent Order
- e. File Number 2020-02832, Wendy E. Granados Granados (ASB)  
Prima Facie
- f. File Number 2020-02516, Donald Lindsay Smith, Jr. (HI)  
Prima Facie
- g. File Number 2021-00120, Victor Manuel Suazo (ASB)  
Licensing—IFF by Eldridge
- h. File Number 2021-00313, Juan Sorto Baires (ASB)  
Licensing—IFF by Eldridge

**VII. REGULATIONS**

- a. Regulatory Action Update
- b. Revised Proposed RR&P Regulations
  - i. Review and Consider Public Comments
  - ii. Consider and Adopt Board Response to Public Comments
  - iii. Review and Consider Amendments/Adopt Final Regulation

**VIII. OTHER BUSINESS**

- a. Consider Guidance Document on Home Inspections without a Written Report
- b. Discuss Virtual Format for Home Inspector Pre-Licensing Education
- c. Board Financial Statements
- d. Outreach Update

- e. Biennial Board Member Conflict of Interest Training
- f. Other Board Business

**IX. FUTURE MEETING DATES**

- a. November 4, 2021

**X. COMPLETE CONFLICT OF INTEREST FORMS**

**XI. ADJOURN**

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-0362 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

\* Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the *Code of Virginia*.

DRAFT AGENDA  
Materials contained in this document are proposed topics for discussion  
and are not to be construed as regular or official board positions.  
DRAFT AGENDA

**PERIMETER CENTER CONFERENCE CENTER**  
**EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS**  
(Script to be read at the beginning of each meeting.)

**PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.**

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound. When the alarms sound, leave the room immediately. Follow any instructions given by Security staff

**Board Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Room 2**

Exit the room using one of the doors at the back of the room. (Point) Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Rooms 3 and 4**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 2**

Exit the room using one of the doors at the back of the room. Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**VIRGINIA BOARD FOR  
ASBESTOS, LEAD, AND HOME INSPECTORS  
HOME INSPECTOR REGULATORY REVIEW COMMITTEE MEETING MINUTES**

The Home Inspector Regulatory Review Committee of the Virginia Board for Asbestos, Lead, and Home Inspectors (Board) met on February 3, 2021, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 4, Richmond, Virginia 23233.

The following members of the Committee were present:

Alex Aderton  
Sandra Baynes  
John Cranor  
James Oliver  
David Rushton, Chair  
Patrick Studley

Erin Barton, Realtor Representative, was not in attendance at the Committee meeting.

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

Trisha L. Henshaw, Executive Director  
Joseph C. Haughwout, Jr., Board Administrator  
Lisa Robinson, Licensing Administrator  
Tanya M. Pettus, Administrative Assistant

Mr. Rushton called the meeting to order at 10:03 a.m.

**Call to Order**

Ms. Henshaw advised the Board of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

Ms. Henshaw advised the Committee of safety measures currently in place due to COVID-19.

**COVID-19 Safety  
Reminders**

Mr. Oliver moved to approve the agenda as presented. Ms. Baynes seconded the motion which was unanimously approved by: Aderton, Baynes, Cranor, Oliver, Rushton, and Studley.

**Approval of Agenda**

There were no members of the public present at the meeting.

**Public Comment  
Period**

Ms. Henshaw gave a brief overview of the resources and information provided to the Committee.

**Resources and  
Information**

The Committee reviewed draft proposed amendments made to the Home Inspector Licensing Regulations following the November 10 Committee meeting. **Review Draft Amendments**

Discussion included the following topics:

- Definitions, including adding relevant terms and removal of unnecessary terms;
- Incorporation of various guidance documents;
- Distinctions between fireplaces, solid-fuel burning appliances, and gas fireplaces;
- Revision to requirements for disclosure of certain convictions and disciplinary actions;
- Revision to qualifications for licensure, including broadening options for education and experience that may be used to qualify for licensure.

The Committee recessed from 12:27 p.m. to 1:01 p.m.

**Recess**

Discussion of qualifications for licensure continued.

**Review Draft Amendments**

Discussion was held on revisions to license renewal procedures, including submission of proof of continuing professional education for license renewal for all license types.

Discussion began on minimum standards for conducting home inspections and standards of conduct.

**Begin Discussion and Review of Minimum Standards for Conducting Home Inspections and Standards of Conduct and Practice**

The Committee agreed by consensus to review draft amendments and discuss prohibited acts, the term “direct supervision,” and home inspection contract and report provisions at its next meeting.

**Review Timeline and Discuss Topics for Next Meeting**

Ms. Henshaw reviewed the regulatory timeline with the Committee and advised that the proposed regulatory amendments are on track to be presented to the full Board at its May 2021 meeting.

There being no further business, the meeting was adjourned at 1:30 p.m. **Adjourn**

---

Gene E. Magruder, Chair

---

Mary Broz-Vaughan, Secretary

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position.  
DRAFT AGENDA

DRAFT

**VIRGINIA BOARD FOR  
ASBESTOS, LEAD, AND HOME INSPECTORS  
MEETING MINUTES**

The Virginia Board for Asbestos, Lead, and Home Inspectors (Board) met virtually via Google Meet on May 13, 2021, at 9:00 a.m. Board staff was present at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia 23233. The meeting was held virtually due to the current public health emergency related to COVID-19 declared by the Governor, which made it impracticable or unsafe for the Board to assemble in a single location. The purpose of meeting was to discuss or transact business statutorily required or necessary to continue operations of the Board.

The following members of the Board were present:

Sandra Baynes, Vice-Chair  
Chadwick R. Bowman  
John E. Cranor  
Gene E. Magruder, Chair

Peter Palmer  
David P. Rushton  
Patrick Studley  
Paul D. Thomas  
Louis Walker

Board members James Haltigan, Rick Holtz, and Galappa Madhusudhan were not present at the meeting.

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

Mary Broz-Vaughan, Director  
Trisha L. Lindsey, Executive Director  
Joseph C. Haughwout, Jr., Board and Regulatory Administrator  
Tanya M. Pettus, Administrative Assistant

Joshua Laws from the Office of the Attorney General was present.

Mr. Magruder, finding a quorum of the Board present, called the **Call to Order** meeting to order at 9:02 a.m.

Ms. Lindsey took roll of Board members and advised those in attendance at the meeting of staff present. Connor O'Donnell from the Post-Adjudication and Licensing section, and Caroline Pruett from Adjudication were present to observe the meeting. **Announcements**

Ms. Lindsey advised the Board of procedures in place for conducting the meeting virtually. Members of the public attending the meeting identified themselves for the record.

Mr. Rushton moved to approve the agenda as presented. Mr. **Approval of Agenda** Thomas seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and

Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

Mr. Rushton moved to approve the minutes of the February 4, 2021, Board meeting as presented. Mr. Palmer seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote. Mr. Studley moved to approve the minutes of the March 24, 2021, Home Inspector Regulatory Review Committee meeting as presented. Mr. Palmer seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

**Approval of Minutes**

There were no members of the public present to address the Board on matters other than the case files to be presented.

**Public Comment Period**

Mr. Walker was not present at the meeting during discussion and deliberation of File Number 2020-02568.

**Recusal of Board Member**

In the matter of **File Number 2020-02568, Josue Felipe Ochoa Landero**, the Board members reviewed the record which consisted of the Notice of Prima Facie Case, Report of Findings, evidence, and the Recommendation. Mr. Rushton moved to accept the recommendation and find Mr. Ochoa Landero in violation of the following Board regulations and impose sanctions as outlined in the Recommendation:

**File Number 2020-02568, Josue Felipe Ochoa Landero**

18 VAC 15-20-410.C as outlined in Count 1; and  
18 VAC 15-20-410.C as outlined in Count 2.

Revocation of Mr. Ochoa Landero's asbestos worker license for violations of Counts 1 and 2 as outlined in the Recommendation.

Mr. Palmer seconded the motion. After discussion, the motion was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and Thomas.

Mr. Cranor joined the meeting at 9:21 a.m.

**Arrival of Board Member**

Mr. Cranor recused himself from the meeting for discussion and deliberations on File Number 2020-00064. Mr. Rushton recused himself from the meeting for discussion and deliberations on File

**Recusal of Board Members**



Numbers 2020-00064 and 2020-0087.

In the matter of **File Number 2020-00064, Tillman Simms**, the Board members reviewed the record which consisted of the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference. Mr. Palmer moved to accept the recommendation of the Summary and find Mr. Simms in violation of the following Board regulations as outlined in the Summary:

18 VAC 15-40-120.B as outlined in Count 1,  
18 VAC 15-40-130.A as outlined in Count 2; and  
18 VAC 15-40-130.B as outlined in Count 3.

Mr. Thomas seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote. Mr. Thomas then moved to accept the recommended sanctions as presented in the Summary, which imposed a monetary penalty of \$125.00 for violation of Count 1, a monetary penalty of \$125.00 for violation of Count 2, and \$125.00 for violation of Count 3, for a total monetary penalty of \$375.00 imposed. Mr. Palmer seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

Mr. Cranor returned to the meeting.

In the matter of **File Number 2020-00807, Bradley Alan Gamlin**, the Board members reviewed the Consent Order. Mr. Gamlin admits to a violation of 18VAC 15-40-120.A as outlined in Count 1, 18VAC 15-40-130.A as outlined in Count 2, 18VAC 15-40-180.B as outlined in Count 3, and 18VAC 15-40-155.6 as outlined in Count 4, and consents to the imposition of (i) monetary penalties totaling \$,1400.00, and (ii) Board costs of \$150.00. In addition, for violation of Count 1, Mr. Gamlin agrees to complete a minimum of two (2) contact hours of continuing education pertaining to home inspection contracts. Further, for violation of Count 2, Mr. Gamlin agrees to complete a minimum of two (2) contact hours of continuing education pertaining to home inspection report writing. For violation of Count 3, Mr. Gamlin agrees to a sixty (60) day suspension of his license. Ms. Baynes moved to approve the Consent Order as presented. Mr. Cranor seconded the motion which was unanimously

**File Number 2020-00064, Tillman Simms**

**Return of Board Member**

**File Number 2020-00807, Bradley Alan Gamlin**

approved by: Baynes, Bowman, Cranor, Magruder, Palmer, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

Mr. Rushton returned to the meeting.

**Return of Board Member**

Mr. Cranor recused himself from the meeting for discussion and deliberations on File Numbers 2020-01518 and 2020-02517.

**Recusal of Board Member**

In the matter of **File Number 2020-01518, Andrew Bryan Renaux**, the Board members reviewed the Consent Order. Mr. Renaux admits to a violation of 18VAC 15-40-120.A as outlined in Count 1, 18VAC 15-40-130.A as outlined in Count 2, and 18VAC 15-40-130.B.2 as outlined in Count 3, and consents to the imposition of (i) monetary penalties totaling \$850.00, and (ii) Board costs of \$150.00. Ms. Rushton moved to approve the Consent Order as presented. Mr. Palmer seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

**File Number 2020-01518, Andrew Bryan Renaux**

In the matter of **File Number 2020-02517, Christopher John Nelson**, the Board members reviewed the Consent Order. Mr. Nelson admits to a violation of 18VAC 15-40-155.3 as outlined in Count 1, and consents to the imposition of (i) a monetary penalty of \$1,000.00, and (ii) Board costs of \$150.00. In addition, Mr. Nelson agrees to complete twelve (12) contact hours of continuing professional education (CPE) wherein the subject matter covers content areas of the Board-approved exam, and shall provide acceptable proof of attendance and successful completion of the CPE within ninety (90) calendar days of the effective date of the Order. Ms. Rushton moved to approve the Consent Order as presented. Ms. Baynes seconded the motion which was unanimously approved by: Baynes, Bowman, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

**File Number 2020-02517, Christopher John Nelson**

Mr. Cranor returned to the meeting.

**Return of Board Member**

In the matter of **File Number 2021-00780, Mark Alden Adams**, the Board members reviewed the record which consisted of the application file, transcript and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and

**File Number 2021-00780, Mark Alden Adams**

Recommendation.

Mr. Adams was present to address the Board and stated he has dedicated one and a half years of his life to obtaining a home inspector license in hopes to continue the business of his current employer. Mr. Adams stated his criminal activity occurred when he was a teenager and since then he has worked his way up from a laborer to a supervisor who is serious about making a positive difference.

Mr. Palmer moved to accept the recommendation of the Presiding Officer and approve Mr. Adams' application for a home inspector license. Mr. Rushton seconded the motion. After discussion, the motion was unanimously approved by: Baynes, Bowman, Cranor, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

In the matter of **File Number 2021-00782, Aaron Salem Ellis**, the Board members reviewed the record which consisted of the application file, transcript and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and Recommendation. Ms. Baynes moved to accept the recommendation of the Presiding Officer and approve Mr. Ellis' application for a home inspector license. Mr. Rushton seconded the motion which was unanimously approved by: Baynes, Bowman, Cranor, Magruder, Palmer, Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

**File Number 2021-00782, Aaron Salem Ellis**

In the matter of **File Number 2021-01131, Christopher Taber dePolo**, the Board members reviewed the record which consisted of the application file, transcript and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and Recommendation.

**File Number 2021-01131, Christopher Taber dePolo**

Mr. dePolo was present to address the Board and stated he has dedicated one and a half years of his life to obtaining a home inspector license and expressed his appreciation for the Board's time and consideration. Mr. dePolo stated he hopes to use home inspection as a way to provide for his family.

Ms. Baynes moved to accept the recommendation of the Presiding Officer and approve Mr. dePolo's application for a home inspector license. Mr. Palmer seconded the motion which was unanimously approved by: Baynes, Bowman, Cranor, Magruder, Palmer,

Rushton, Studley, and Thomas. Due to technical difficulties Mr. Walker was not present at the meeting at the time of the vote.

Mr. Haughwout provided an update on the current status of the regulatory review processes for the Board's regulatory packages.

**Regulatory Action Update**

A Notice of Intended Regulatory Action (NOIRA) for a general review of the Home Inspector Licensing Regulations was filed on November 13, 2020, and is currently in executive branch review. The Home Inspector Regulatory Review Committee finalized recommendations at its March 24, 2021, meeting. Following completion of executive branch review, the NOIRA will be submitted for publication in the Virginia Register and open for public comment.

The revised proposed Lead-Based Paint Renovation, Repair, and Painting Program Regulations (Initial Promulgation) will be published on May 24, 2021. A sixty-day public comment period will begin May 24, 2021, to include a public hearing scheduled for July 14, 2021.

Ms. Lindsey reminded the Board that the Lead-Based Paint Renovation, Repair and Painting Program (RRP) regulations are a result of amendments made to EPA law in 2009, which requires the renovation and repair of homes built prior to 1978 to be completed by those with an RRP certification from the EPA. Ms. Lindsey advised the Board that after final review of the proposed regulations at the next Board meeting, the regulations would again undergo executive branch review.

Discussion was held on outreach and education, and the potential impacts on the regulant population of the Board, as well as the Board for Contractors.

Ms. Lindsey and Mr. Haughwout presented the Board with several recommendations and items for discussion from the Home Inspector Regulatory Review Committee. The Board reviewed the Committee's recommendations for amendments to entry requirements, CPE topics, licensee responsibility, and prohibited acts. After lengthy discussion, the Board agreed by consensus to further discuss licensee responsibility and prohibited acts at its next meeting.

**Discuss HI Regulatory Review Committee Recommendations for HI Licensing Regulations**

Ms. Pettus provided an update of home inspector CPE audits conducted on five percent of eligible certified home inspectors

**Update on Home Inspector CPE Audit**

beginning on February 17, 2021.

Ms. Pettus advised the Board of lead courses audited for approval from February 4, 2021 to present.

**Update on Lead Training Course Audits**

Ms. Lindsey asked the Board for guidance on types of evaluations that are considered consultations or “walk and talk inspections.”

Ms. Lindsey advised the Board that it was brought to her attention that licensed home inspectors are conducting evaluations on homes, with potential buyers present, which do not appear to meet the requirements of a home inspection as they do not include a written report. After lengthy discussion, the Board agreed by consensus that staff will work with Board counsel to draft a guidance document to be considered by the Board at its next meeting.

**Discussion of Home Inspections without a Written Report**

Ms. Lindsey reminded the Board that temporary waivers of certain regulations pursuant to Executive Order 51 in response to COVID-19 remain in place, and advised that the temporary waivers will be extended until the 30th day after the date by which the state of emergency is lifted. Board staff is working to get notice to licensees that the 30 day extension will have a hard deadline for those who have not renewed their license during the state of emergency.

**DPOR Updates as it Relates to COVID-19 Response**

Ms. Lindsey advised that the waiver extending exam eligibility expiration dates will expire on June 30, 2021.

Ms. Lindsey provided the Board with the most recent financial statements for review.

**Board Financial Statements**

Ms. Lindsey updated the Board on recent and upcoming virtual and in-person outreach opportunities.

**Outreach Update**

Ms. Lindsey also advised that outreach will likely increase due to proposed RRP regulations.

Ms. Lindsey presented the Board with tentative Board meeting dates for 2022 for consideration. Mr. Cranor moved to accept the following meeting dates:

**Consider 2022 Meeting Dates**

- February 10, 2022
- May 12, 2022
- August 19, 2022
- November 10, 2022

Ms. Baynes seconded the motion which was unanimously approved by: Baynes, Bowman, Cranor, Magruder, Palmer, Rushton, Studley, Thomas, and Walker.

Ms. Broz-Vaughan advised the Board that the Governor's emergency declaration order (Executive Order 51) in response to COVID-19 will expire on June 30, 2021. Accordingly, all waivers authorized by the Director will also be expiring. The Department is working to communicate these updates to those who may be impacted.

**Other Business**

Mr. Laws brought a typographical error in the tentative 2022 Board meeting dates to the attention of staff.

The following meeting dates have been scheduled:

- August 26, 2021
- November 4, 2021

**Future Meeting Dates**

Mr. Magruder reminded Board members to complete their conflict of interest forms.

**Conflict of Interest Forms and Travel Vouchers**

There being no further business, the meeting adjourned at 11:06 a.m.

**Adjourn**

---

Gene E. Magruder, Chair

---

Mary Broz-Vaughan, Secretary

# **PUBLIC COMMENT PERIOD**

Five minute public comment, per person, with the exception of any open disciplinary or application files.

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA

# Virginia Board for Asbestos, Lead, and Home Inspectors

## Update on Regulatory Actions

(as of August 6, 2021)

### Action: Home Inspector Regulations General Review

#### Current Stage: NOIRA

- Board authorized filing of NOIRA, and formation of regulatory review committee on 8/20/20.
- Regulatory review committee formed.
- Regulatory review committee meetings held on 11/10/20, 2/3/21, and 3/24/21.
- NOIRA filed on 11/13/20. Executive Branch review completed and submitted to Registrar on 6/22/21.
- Published in Virginia Register on 7/19/21 for 30-day public comment period.
- Public comment period concludes on 8/18/21.

#### Next Step: Proposed Stage

- Board review and consideration of NOIRA stage public comments.
- Board review and consideration of committee recommendations.
- Adoption of proposed regulatory text.

### Action: Lead-Based Paint Renovation, Repair, and Painting Program

#### Current Stage: Proposed

- Executive Branch review completed on 4/12/21.
- Revised proposed regulations submitted to Registrar on 4/26/21.
- Published in Virginia Register on 5/24/21 for 60-day public comment period.
- Public comment period concluded on 7/23/21. Public hearing held on 7/14/21.

#### Next Step: Final Stage

- Board review and consideration of Proposed Stage public comments.
- Board review of regulation, consider any amendments, and adoption of final regulation.
- Final regulation to be submitted for Executive Branch review.
- Following completion of Executive Branch review, publication in Virginia Register, and final public comment.



# **REVISED PROPOSED RR&P** **REGULATIONS**

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA

Virginia.gov

Agencies | Governor

[Export to PDF](#)[Export to Excel](#)

Agency

Department of Professional and Occupational Regulation

Board

Virginia Board for Asbestos, Lead, and Home Inspectors

Chapter

Lead-based Paint Renovation, Repair and Painting Regulation  
[under development] [18 VAC 15 - 50]

Action	<u>Initial promulgation of Lead-based Paint Renovation, Repair and Painting Regulation</u>
Stage	<u>Proposed</u>
Comment Period	Ends 7/23/2021

2 comments

All good comments for this forum [Show Only Flagged](#)[Back to List of Comments](#)

Commenter: Mason Hearn, and NARI Central VA

6/28/21 7:48 pm

**Requirements for Promulgation of the RRP Regulations**

As the Board reviews the requirements for promulgation of the RRP Regulations, I request consideration of the following:

That the regulation is founded in the knowledge that the release of lead-containing paint into the environment is potentially hazardous to the occupants of the home, workers, and the public.

That (quoting from the Agency's Background Document) "the goal of the proposed regulation is to ensure that individuals and businesses conducting lead-based paint renovation, repairs and painting activities are properly licensed so as to enhance the Department's ability to protect the health, safety and welfare of Virginia citizens from the hazard of lead-based paint poisoning."

That the *regulation* itself will *not* protect occupants, workers and the public from these hazards. Compliance with the regulations – assured by monitoring activities and enforcement of the regulations, will.

That the EPA, since the RRP regulation's inception effective 2010, has substantially failed to assure significant compliance with the law, for lack of a clear means and resources to do so. It is likely that Virginia will find itself in the same position once responsibility for administration and enforcement passes to responsibility of the Commonwealth.

There is substantial disregard for this law. One of the Nation's largest home improvement outlets, Home Depot, was found to have violated the regulation in "hundreds of instances" in 2020. Popular Home Television stars Chip & Joanna Gaines were found in serious violation of the regulations as they broadcast their unsafe practices to millions on their show, "Fixer Upper".

Homeowners desiring renovations to their pre-1978 homes are uninformed of the law, and therefore unwittingly endangered by illegal and unsafe practices performed by untrained / uncertified contractors.

The mandate for promulgation requires that Virginia shall include the requirements of the Federal law, but is allowed to have requirements more restrictive than that law.

I propose that Virginia can lead the way in assuring the effectiveness of this law, and thereby the safety of its citizens, as the RRP regulation promulgates to our administration and enforcement.

One logical path is to increase in-progress enforcement. However, locating / identifying instances of violation has previously been accomplished solely by reliance on "whistle-blowers". That is problematic in many ways, and still requires multiple enforcement officers to follow-up on tips. Any reasonably effective means for in-progress enforcement will surely require legions of new enforcement officers throughout the state, for which there would be substantial expense to the Commonwealth.

I propose instead, a more cost-effective and generally-effective means of assuring substantially-increased compliance.

The Commonwealth may order that municipalities issuing building permits for renovations and repairs add the following requirements to their permit applications:

- The date of construction of the structure to be renovated or repaired shall be included on the building permit application.
- If the date of construction is pre-1978, that the renovation contractor responsible for the work and listed on the permit shall be RRP-certified, and shall provide evidence of the same. In this case, there would at least be a presumption that the responsible contractor would follow the rules for testing, disturbance and clearance.
- In cases where the renovation contractor may not be RRP-certified, a requirement that areas to be disturbed should be tested (in accordance with the law) for lead-containing paints, and cleared as having no lead-containing paint in the areas scheduled to be disturbed, by a professional firm or individual certified to perform such testing, prior to the issuance of a permit and/or start of work. The results could be submitted to building officials in the same manner as any of the other multitude of inspections required by the Virginia Uniform Statewide Building Code (VUSBC) and/or the municipality.

These simple additional requirements, which would require a minimum of effort and expense on the part of Virginia municipalities' planning departments, could be easily established and administered with a minimum of expense. The Commonwealth of Virginia could then be exemplary in its leadership toward the health, safety and well-being of its citizens.

I look forward to discussing the means to doing so, at your public hearing on July 14<sup>th</sup>.

CommentID: 99281

**Commenter:** Bob Becker

7/14/21 7:58 am

### **Comments on RRP Rule**

COMMENTS ON 18VAC15-50, Lead-Based Paint Renovation, Repair and Painting Regulations.

Submitted by Bob Becker, Richmond City Health District, Lead Safe and Healthy Homes Initiative.

Although I work for the Health Department in the lead program, I am making these comments on my own. These comments do not represent a statement by the Richmond City Health District, or any other part of the Virginia Department of Health

Let me start by stressing the importance of regulations like these that protect Virginians, especially young Virginians, from the dangers of lead poisoning. The individual impacts of lead poisoning remain serious. Even lead poisoning levels that are below the current "reference value" (5 ug/dl) will cause decreased academic achievement, including lower IQ, increased attention disorders, and increased antisocial behaviors. The social and economic costs of this lead poisoning are huge.

In general, the proposed regulations are excellent. They show the solid work of the Board and staff in putting them together as well as a good understanding of all of the steps that need to happen to make this project a success.

I have a few specific comments/questions:

18VAC15-50-40, paragraph 3: We should add a clear requirement that the person claiming the exemption keeps a copy of the test results.

In general your regulations for training programs and testing of students seem broad enough to allow the Board to push for improvements where needed. I would suggest considering a "bad actor" provision in which a trainer or training program who has multiple violations is subject to a higher standard of conduct.

The record-keeping requirements of section 18VAC15-50-320 seem sufficient. I would like to add major addition. I want to suggest that the Board become the repository of all material that proves a dwelling unit is lead free. The language could be: "In addition to the record-keeping requirements of 40 CFR 745, all reports prepared by a certified inspector or certified risk assessor (certified pursuant to either Federal regulations at §745.226 or an EPA-authorized State or Tribal certification program) that find an entire dwelling unit to be lead free shall be electronically submitted to the Board. The Board shall maintain a publicly accessible listing, by address, of all such reports filed. Such properties shall be permanently exempted from the provisions of this section." This language would ensure that property owners will not be wasting time or money inspecting dwellings that are lead-free.

Finally, I would urge the Board to take the next step in the process as seriously as they have taken the development of these regulations. The education of contractors will be critical to the success of this effort. Realizing the importance of this next phase, I am open to helping in whatever ways the Board suggests.

CommentID: **99380**

1 COMMONWEALTH OF VIRGINIA  
2 DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
3  
4 BOARD FOR ASBESTOS, LEAD, AND HOME INSPECTORS  
5  
6 PUBLIC HEARING  
7 RE: PROPOSED LEAD-BASED PAINT RENOVATION, REPAIR, AND  
8 PAINTING REGULATION

9  
10 JULY 14, 2021  
11 SECOND FLOOR CONFERENCE CENTER  
12 9960 MAYLAND DRIVE  
13 HENRICO, VIRGINIA 23233  
14 10:00 A.M.

15  
16  
17  
18  
19  
20  
21  
22  
23 FARNSWORTH & TAYLOR REPORTING, LLC  
24 P.O. BOX 333  
25 ROCKVILLE, VA 23146  
804-749-4277

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

APPEARANCES :

STAFF PRESENT :

Joseph Haughwout, Board and Regulatory Administrator  
Tanya M. Pettus, Board Administrator

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position.  
DRAFT AGENDA

1 MR. HAUGHWOUT: Good morning, ladies  
2 and gentlemen. I'm Joe Haughwout and with  
3 me is Tanya Pettus. We are members of  
4 staff for the Virginia Board for Asbestos,  
5 Lead, and Home Inspectors.

6 This is a public hearing held at the  
7 Department of Professional and Occupational  
8 Regulation, 9960 Mayland Drive, Richmond,  
9 Virginia.

10 This hearing is being held pursuant to  
11 Section 2.2-4007.01 of the Administrative  
12 Process Act of the Code of Virginia for the  
13 purpose of receiving public comment on the  
14 Board's revised proposed regulations  
15 published in the Virginia Register on May  
16 24, 2021. The list of interested parties  
17 and organizations which were notified of  
18 this process and invited to come is  
19 available upon request.

20 The staff of the Department of  
21 Professional and Occupational Regulation  
22 will prepare a report of all public comment  
23 received which will be presented to the  
24 Board for consideration of any revisions to  
25 the revised proposed regulations.

1           Now I would like to present the rules  
2           for this public hearing. Comments will be  
3           received from any member of the public and  
4           initial comments will be limited to a  
5           maximum of five minutes depending on the  
6           number of individuals who wish to speak.

7           If you have not signed up to speak and  
8           you wish to give testimony today, please  
9           sign your name on the sign-up sheet at this  
10          time.

11          Staff members may ask speakers to--ask  
12          speakers questions or to clarify statements.  
13          However, this is not the proper form for  
14          questions to the Board. If you have a  
15          question for the Board, please forward them  
16          in writing to the Board.

17          Any speaker who wishes to provide a  
18          written statement in addition to oral  
19          testimony or in lieu of oral may do so until  
20          June 23, 2021.

21          All right. And just for the record I  
22          see we have two members of the public who  
23          are here. Do either of you wish to make any  
24          public comment at this time?

25          DONA HUANG: I'll do it.



1 MR. HAUGHWOUT: Okay. So if I can get  
2 you to give us your name for the record,  
3 please.

4 DONA HUANG: Good morning. My name is  
5 Dona, last name H-u-a-n-g. I'm here  
6 representing myself as well as my  
7 profession.

8 MR. HAUGHWOUT: Okay.

9 DONA HUANG: I work for the Virginia  
10 Department of Health, Richmond City Health  
11 District. I'm in lead poisoning  
12 prevention. I'm a program manager, but my  
13 comments here are strictly representing  
14 myself, as well as my professional  
15 experience.

16 I'm wholly supportive of this  
17 regulation. And I know that you guys have  
18 brought it back, so thank you very much for  
19 bringing it back. We sorely needed this.

20 As an individual, as well as a  
21 profession, I would like to offer my  
22 assistance for any type of outreach if the  
23 regulation is passed as it is to help with  
24 outreach, educating the public, any way that  
25 I can help. I'm not talking about

1 representing the Richmond City Health  
2 District, but I think I have the backing of  
3 the organization. But as a professional, I  
4 think this is a regulation that we sorely  
5 needed and would be glad to assist any way  
6 we can. Thank you.

7 MR. HAUGHWOUT: Thank you. I'll wait  
8 about another ten, fifteen minutes. If  
9 nobody else shows up, we'll conclude it.

10 (Off the record.)

11 MR. HAUGHWOUT: If you'd introduce  
12 yourself for the record, please.

13 MASON HEARN: Sure. Mason Hearn.

14 MR. HAUGHWOUT: Mr. Hearn, let me give  
15 you five minutes. The little light box up  
16 here, green means go, yellow means you've  
17 got a minute, red means stop. If we go a  
18 little bit over, no big deal.

19 MASON HEARN: Okay. Good morning. My  
20 name is Mason Hearn, president of Home  
21 Masons, 28-year-old home improvement firm  
22 based in Manakin-Sabot. I'm also here  
23 representing the National Association of  
24 the Remodeling Industry, the voice of the  
25 remodeling industry. My role here is

1 founder of Central Virginia Chapter 20  
2 years ago, past president and chairman and  
3 currently serving on the National Committee  
4 for Government Affairs.

5 We're here as staff and volunteer  
6 citizens today, committing our time because  
7 we share mutual interests in this industry  
8 and a passion to get things right.

9 My understanding that this is your  
10 board's first opportunity to work with the  
11 lead paint issue in some detail, so I'm sure  
12 we want to handle this properly with the  
13 attention it deserves.

14 As the Board reviews the requirements  
15 for the promulgation of RRP regulations, I  
16 do request consideration of the following:  
17 One, that the regulation is founded in the  
18 knowledge that the release of lead  
19 containing paint into the environment is  
20 potentially hazardous to the occupants of  
21 the home, worker, and the public, and that,  
22 quoting from the agency's background  
23 document, the goal of the proposed  
24 regulation is to ensure that individuals and  
25 businesses conducting lead paint renovation,

1 repairs, and painting activities are  
2 properly licensed so as to enhance the  
3 department's ability to protect the health,  
4 safety, and welfare of Virginia citizens  
5 from the hazard of lead-based paint  
6 poisoning.

7 The regulation itself will not protect  
8 those occupants, workers, and public from  
9 these hazards. Compliance with regulations  
10 assured by monitoring activities and  
11 enforcement of the regulations will.

12 Also, that the EPA since the RRP  
13 regulations inception effective 2010 has  
14 substantially failed to assure significant  
15 compliance with the law for the lack of  
16 clear meaning and resources to do so. It's  
17 likely that Virginia will find itself in the  
18 same position once responsibility for  
19 administration and enforcement passes to the  
20 responsibility of the Commonwealth.

21 We do know that there is substantial  
22 disregard for this law. One of the nation's  
23 largest home improvement outlets, Home  
24 Depot, was found to have violated the  
25 regulations in hundreds of instances in

1 2020. Popular home television stars, Chip  
2 and Joanna Gaines, were found to be in  
3 serious violation of the regulations as they  
4 broadcast their unsafe practices to millions  
5 on their popular show Fixer Upper.

6 Homeowners desiring renovations to  
7 their pre-1978 homes are uninformed of the  
8 law and therefore unwittingly endangered by  
9 illegal and unsafe practices performed by  
10 untrained and uncertified contractors.

11 So we know that the mandate requires  
12 that Virginia shall include the requirements  
13 of this federal law which has been in effect  
14 for over ten years, but is allowed to have  
15 requirements more restrictive than the law.

16 I propose that Virginia can lead the  
17 way in assuring effectiveness of this law  
18 and thereby the safety of its citizens as  
19 the RRP regulation promulgates through our  
20 administration and enforcement.

21 What I propose specifically is that the  
22 Commonwealth may order municipalities  
23 issuing business permits for--building  
24 permits for renovations and repairs add the  
25 following requirements to their permit

1 applications. This is similar to many  
2 municipalities who require the same  
3 certification of asbestos prior to  
4 renovation.

5 The date of construction of the  
6 structure to be renovated or repaired shall  
7 be included in the building permit  
8 application. If the date of construction is  
9 pre-1978, that the renovation contractor  
10 responsible for the work and listed on the  
11 permit shall be RRP certified and shall  
12 provide evidence of the same.

13 In this case there would at least be a  
14 presumption that the responsible contractor  
15 would follow the rules for testing the  
16 surface and clearance.

17 In cases where the renovation  
18 contractor may not be RRP certified, and  
19 there are hundreds of thousands nationally  
20 that are not, the requirement that areas to  
21 be disturbed shall be tested in accordance  
22 with the law for lead containing paint and  
23 cleared as having no lead containing paint  
24 in the area scheduled to be disturbed by a  
25 professional firm or individual certified to

1 perform such testing prior to the issuance  
2 of a permit and/or start of work.

3 The results could be submitted to  
4 building officials in the same manner of any  
5 of the other multitude of inspections  
6 required by the Virginia Uniform Statewide  
7 Building Code and/or the municipality.

8 These simple additional requirements  
9 which would require a minimum of effort and  
10 expense on the part of the Commonwealth's  
11 municipalities' planning departments could  
12 be easily established and administered with  
13 a minimum of expense. The Commonwealth of  
14 Virginia could then be exemplary in its  
15 leadership toward the health and safety and  
16 well-being of its citizens.

17 Thank you for your consideration.

18 MR. HAUGHWOUT: Thank you. Question  
19 for you. You're discussing or referencing  
20 the authority of localities. Do localities  
21 already currently have the authority to add  
22 these requirements to building permits or  
23 is this something that you think would  
24 probably require a change in the law?

25 MASON HEARN: I don't know that they

1 wouldn't have the authority to do so.  
2 Again the--an asbestos certification is  
3 already on many municipality building  
4 permit applications.

5 So I think, you know, what I'm  
6 suggesting is that in promulgating this rule  
7 to State administration and enforcement,  
8 that that might be a requirement that comes  
9 down from the state.

10 MR. HAUGHWOUT: Okay. Thank you.

11 MASON HEARN: Do you have any other  
12 questions?

13 MR. HAUGHWOUT: No, sir.

14 Go off the record.

15 (Off the record.)

16 MR. HAUGHWOUT: So thank you for your  
17 comments today. The record of the public  
18 hearing will be kept open until June 23,  
19 2021, and written comments will be accepted  
20 through five p.m. that day. This hearing  
21 is now closed.

22 (The hearing concluded at 10:33  
23 a.m.)



## 1 CERTIFICATE OF COURT REPORTER

2  
3 I, Holly M. Bush, hereby certify that  
4 I was the Court Reporter at the Public Hearing held  
5 in the County of Henrico, Virginia, on July 14, 2021,  
6 at the time of the hearing herein.

7 I further certify that the foregoing  
8 transcript is, to the best of my ability, a true and  
9 accurate record of the testimony and incidents of the  
10 hearing herein.

11 Given under my hand this 21st day of  
12 July, 2021.

13  
14  
15 

16  
17 Holly M. Bush

**CONSIDER AND ADOPT BOARD**  
**RESPONSE TO PUBLIC**  
**COMMENTS**

*DRAFT AGENDA  
Materials contained in this agenda are proposed for public discussion  
and are not to be construed as regulation or official policy.  
DRAFT AGENDA*

**REVIEW AND CONSIDER**  
**AMENDMENTS/ADOPT FINAL**  
**REGULATION**

DRAFT AGENDA  
Materials contained in this agenda are proposed for discussion  
and are not to be construed as regulation or official policy  
DRAFT AGENDA



## MEMORANDUM

**TO:** Members, Board for Asbestos, Lead, and Home Inspectors

**FROM:** Trisha L. Lindsey, Executive Director  
Virginia Board for Asbestos, Lead, and Home Inspectors

**DATE:** August 11, 2021

**SUBJECT:** Inspections without a Written Evaluation

---

### I. Background

Board staff has received inquiries regarding whether inspections of residences conducted by a home inspector which do not include a written report are 1) considered home inspections, and 2) allowed under the law. Informally known as “walk-and-talk inspections,” these are a specialized service offered by some home inspectors wherein the home inspector and client walk through the home and the home inspector verbally reports on the observable components of the residence. The client is expected to make notes and/or take pictures during the walk-through and the home inspector does not provide a written report. Based on anecdotal information from those in the real estate industry, these types of inspections have become more commonplace as a result of the current competitive real estate market.

### II. Issue

Section 54.1-500 of the Code of Virginia defines a home inspection as:

“...any inspection of a residential building for compensation conducted by a licensed home inspector. A home inspection shall include a written evaluation of the readily accessible components of a residential building, including heating, cooling, plumbing, and electrical systems; structural

components; foundation; roof; masonry structure; exterior and interior components; and other related residential housing components. A home inspection may be limited in scope as provided in a home inspection contract, provided that such contract is not inconsistent with the provisions of this chapter or the regulations of the Board. For purposes of this chapter, residential building energy analysis alone, as defined in § 54.1-1144, shall not be considered a home inspection.”

The definition of “home inspection” contains several elements that are necessary for an inspection of a residential building to fall within the meaning of home inspection: 1) the service is provided for compensation; 2) it is conducted by a home inspector; and 3) there is a written evaluation of readily accessible components. While a home inspection contract can limit the scope of a home inspection, these three conditions, at a minimum, must be satisfied to be considered a home inspection under the Board’s laws and regulation. The “walk-and-talk” inspections described herein do not include a written evaluation.

### **III. Request for Guidance**

As the “walk-and-talk” inspection does not include one of the primary elements of a home inspection, a written evaluation, pursuant to the definition in § 54.1-500 of the Code of Virginia, Board staff requests guidance from the Board whether these types of inspections are considered to be home inspections. Board staff recommends the Board consider adopting the following guidance:

Based on the definition of “home inspection” in § 54.1-500, a home inspection must include, among other things, a written evaluation of readily accessible components. Because a “walk-and-talk” inspection does not include a written evaluation, it is not considered a home inspection. It would be contrary to state law for a home inspector to represent a “walk-and-talk” inspection as a home inspection. While the Board’s authority over an individual licensed as a home inspector is limited to such individual’s performance of home inspections, the specialized service described herein should not be called, described, or referred to as a “home inspection” as it does not comply with the definition of a home inspection in § 54.1-500 of the Code of Virginia. A home inspector who represents a “walk-and-talk” inspection as a home inspection may be subject to disciplinary action by the Board.

From: **Inspection Certification Associates**

Date: Mon, Jun 21, 2021 at 10:44 AM

Subject: FW: Question about Online Training

To: [trisha.henshaw@dpor.virginia.gov](mailto:trisha.henshaw@dpor.virginia.gov) <[trisha.henshaw@dpor.virginia.gov](mailto:trisha.henshaw@dpor.virginia.gov)>

Hello Trisha,

I am requesting approval from the board to allow our Virginia Hybrid Class students to continue to do their 35 hour live class training with us in a live interactive zoom format going forward.

As you are aware, due to the pandemic we started offering our live classes via livestream zoom classes through which our instructors and students can interact and see each other while training from home. This was to keep everyone safe from covid during the state of emergency. We have come to realize that there are so many benefits for our students and instructors by offering the training in this format, that I am requesting permission to continue this method of instruction delivery.

Benefits include:

1. Students from all of Virginia can attend any class without travelling
2. Instructors do not have to travel and can spend more time with their families.
3. Instructors and students can focus on the training without distractions from others around them.
4. Students do not have to spend money on hotel accommodations/meals while attending.
5. The carbon footprint of these classes are reduced greatly by not requiring travel
6. Classes do not have to be cancelled due to unforeseen circumstances such as weather
7. Opportunity for training providers to offer more classes and opportunity for faster make-up days without waiting for the next session in the student's home town.
8. Tuition remains affordable for the students. This is important as so many are looking to improve their way of life right now.
9. Students who live hours away from each other have a unique opportunity to interact with each other and share stories about their prior professional experiences in these classes. We have found that

they are so much more willing to support each other through this online learning experience when they do not see each other as future competition, because many are not in the same region.

Based on this last year, it would be ideal for ICA to offer one 35 hour live class online in a zoom meeting for students all over Virginia. These classes would be offered once every month. We also have all of these students complete our online self-paced coursework in addition to the 35 hour live class.

While this last year of covid had so many negatives, these live online webinar classes are one of the few positives that have come from such a devastating situation.

Thank you for your consideration in this matter.

Thanks,  
Jesse Kennedy  
Student Support  
Inspection Certification Associates  
[www.icaschool.com](http://www.icaschool.com)

**Department of Professional and Occupational Regulation  
Statement of Financial Activity**

**Board for Asbestos, Lead, and Home Inspectors  
954540**

2020-2022 Biennium

June 2021

	June 2021 Activity	Biennium-to-Date Comparison	
		July 2018 - June 2019	July 2020 - June 2021
<b>Cash/Revenue Balance Brought Forward</b>			9,163
<b>Revenues</b>	26,690	291,096	297,084
<b>Cumulative Revenues</b>			306,247
<b>Cost Categories:</b>			
<b>Board Expenditures</b>	3,350	35,136	39,770
<b>Board Administration</b>	3,848	95,264	81,694
<b>Administration of Exams</b>	166	2,417	3895
<b>Enforcement</b>	222	4,675	5004
<b>Legal Services</b>	0	1,869	752
<b>Information Systems</b>	7,529	79,784	60368
<b>Facilities and Support Services</b>	3,296	48,088	45433
<b>Agency Administration</b>	1,489	42,904	37464
<b>Other / Transfers</b>	0	(5)	0
<b>Total Expenses</b>	19,899	310,132	274,381
<b>Transfer To/(From) Cash Reserves</b>	(3,665)	0	(9,686)
<b>Ending Cash/Revenue Balance</b>			41,552

<b>Cash Reserve Beginning Balance</b>	304,780	0	310,800
<b>Change in Cash Reserve</b>	(3,665)	0	(9,686)
<b>Cash Reserve Ending Balance</b>	301,115	0	301,115

<b>Number of Regulants</b>	
Current Month	5,691
Previous Biennium-to-Date	6,298



# **OUTREACH UPDATE**

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA

**BIENNIAL BOARD MEMBER**  
**CONFLICT OF INTEREST**  
**TRAINING**

DRAFT AGENDA  
Materials contained in this agenda are proposed for discussion  
and are not to be construed as regulation or official Board action  
DRAFT AGENDA

# OTHER BUSINESS

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA

# **FUTURE MEETING DATES**

- a. November 4, 2021

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA

**COMPLETE CONFLICT OF INTEREST**  
**FORMS AND**  
**TRAVEL VOUCHERS**

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position.  
DRAFT AGENDA

# ADJOURN

**Please return your document folders to Tanya Pettus.**

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion  
and are not to be construed as regulation or official Board position  
DRAFT AGENDA