

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

MINUTES

The Board for Professional and Occupational Regulation met on Monday, September 19, 2022, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia.

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

Joseph Montano
Grace Flores-Hughes
Jemmalyn Hewlett
Gaby Rengifo
Charles Vaughters

Board members Laurence Benenson, Enid Candelaria-Vega, Nil Eguz, and H. Scott Johnson, Jr., and Director Demetrios Melis, send regrets.

The following agency staff was present for all or part of the meeting:

Stephen Kirschner, Deputy Director Licensing and Regulatory Programs
Kathleen (Kate) R. Nosbisch, Executive Director
Jennifer Sayegh, Policy and Legislative Affairs Manager
Bonnie Davis, Board Administrator

Elizabeth Peay, Assistant Attorney General with the Office of the Attorney General, was present.

Mr. Montano called the meeting to order at 10:06 a.m.

Call to Order

Ms. Nosbisch reviewed emergency evacuation procedures.

**Emergency Evacuation
Procedures**

Ms. Nosbisch welcomed the new board members and each of the board members introduced themselves. In addition, Ms. Nosbisch welcomed Stephen Kirschner, DPOR's new Deputy Director of Licensing and Regulatory Programs, Jennifer Sayegh, Policy and Legislative Affairs Manager, and Charmaine Eaglin, Department of Labor and Industry, Apprenticeship Consultant Service Trade Specialist.

**Welcome and
Introductions**

Ms. Rengifo moved to approve the agenda as amended. Mr. Vaughters seconded the motion which was unanimously approved by: Flores-Hughes, Hewlett, Montano, Rengifo, and Vaughters.

Approval of Agenda

Ms. Rengifo moved to approve the December 13, 2021 and March 7, 2022 Board meeting minutes. Mr. Vaughters seconded the motion which was approved by: Flores-Hughes, Hewlett, Montano, Rengifo, and Vaughters.

Approval of Minutes

There was no public comment.

Public Comment

Ms. Nosbsich provided a presentation on Department of Professional and Occupational Regulation and the Board for Professional and Occupational Regulation.

Overview of DPOR

Mr. Kirschner provided the director's report on the focus of the new administration regarding regulatory reduction and the impact on the Board. He stated that the Board will be more active in its role as advisory board for the agency, especially when an occupation may be presented for licensure or certification. Mr. Kirschner referred to the 2018 Joint Legislative Audit and Review Commission (JLARC) study recommendations regarding deregulation, increased staffing for the agency, and IT infrastructure improvements.

Director's Update

Ms. Nosbsich provided a presentation on the Regulatory Review Process.

Overview of Governor's Initiatives (regulatory and otherwise)

Ms. Nosbisich stated the Board can have elections today or postpone until the next meeting. The Board determined they would elect officers today. Ms. Nosbisich opened the floor for nominations for Board Chair. Ms. Rengifo nominated Mr. Montano as Chair. Ms. Hewlett seconded the motion. Ms. Flores-Hughes nominated Mr. Vaughters, as Chair. There was no second. Mr. Montano accepted the nomination. Ms. Nosbisich asked if there were any additional nominations for Board Chair. There being none, Ms. Nosbisich closed the floor for nominations. Ms. Hewlett seconded the motion for Mr. Montano as Chair which was approved by: Hewlett, Montano, and Rengifo. Flores-Hughes and Vaughters abstained. Mr. Montano was name Board Chair.

Election of Chair and Vice-Chair

Ms. Nosbisich opened the floor for nominations for Vice Chair. Ms. Rengifo nominated Mr. Vaughters, as Vice Chair. Mr. Vaughters accepted the nomination. Ms. Nosbisich asked if there were any additional nominations for Vice Chair. There being none, Ms. Nosbisich closed the floor for nominations. Mr. Montano seconded the motion for Mr. Vaughters as Vice Chair which was approved by: Flores-Hughes, Hewlett, Montano, Rengifo, and Vaughters. Mr. Vaughters was name Vice Chair.

Ms. Nosbisich informed the Board of the upcoming Board Member Conference occurring in October of 2022. Ms. Nosbisich indicated the conference will be held in Williamsburg, VA.

Board Member Training Conference

There was no other business.

Other Business

Board members signed Conflict of Interest forms and travel vouchers.

Conflict of Interest Forms & Travel Vouchers



Joe Montano, Chair



Demetrios J. Melis, Director

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

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

1. Name: Grace Flores-Hughes
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting September 19, 2022

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.

GFH

Signature

9-19-2022

Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Gaby Rengifo
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting September 19, 2022

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

09-19-2022
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Jemmalyn Hewlett
- 2. Title: Board Member
- 3. Agency: Board for Professional & Occupational Regulation
- 4. Meeting/IFF Date: Board Meeting September 19, 2022
- 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.

Jemmalyn Hewlett
Signature

Sept 19, 2022
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Charles Vaughters
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting September 19, 2022
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

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

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

9/19/2022

Date