

POLYGRAPH EXAMINERS ADVISORY BOARD
MINUTES OF MEETING
APRIL 29, 2010

The Polygraph Examiners Advisory Board met on Thursday, April 29, 2010, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Richmond, Virginia. The following Board members were present:

Denise Ory, Chairman
Karl Holzbach
John E. McDowell
John R. Patterson

Sandra K. Baum and Bernard Levin were absent from the meeting.

Staff present for all or part of the meeting:

Eric L. Olson, Executive Director
Adrienne Mayo, Regulatory Boards Administrator
Karen Bullock, Administrative Assistant

Chairman Denise Ory called the meeting to order at 9:10 a.m.

Call to Order

Mr. McDowell offered a motion to approve the agenda. Mr. Patterson seconded the motion, which was approved unanimously. Members voting "Yes" were: Holzbach, McDowell, Ory and Patterson.

**Approval of
Agenda**

Mr. Patterson offered a motion to approve the October 8, 2009 meeting minutes. Mr. McDowell seconded the motion, which was approved unanimously. Members voting "Yes" were: Holzbach, McDowell, Ory and Patterson.

**Approval of
October 8, 2009
Meeting Minutes**

There was no public comment.

Public Comment

Mrs. Ory offered a motion to approve the 2011 Board Meeting and Examinations schedule. Mr. McDowell seconded the motion and by a unanimous vote, the Board approved January 20, April 28, July 21 and October 20, 2011 schedule. Members voting "Yes" were: Holzbach, McDowell, Ory and Patterson.

**Board Meeting and
Examinations
Schedule for 2011**

There was no old business.

Old Business

The Board took a ten minute recess at 10:55 a.m. and reconvened at 11:05 a.m.

**Break and
Reconvene**

A. Sharon Sweet, Director of Education and Examination, recommended to the Board that outsourcing examination vendors who administer the exam to candidates will provide more opportunities for candidates to take the exam and for the Board to consider requiring a separate examination fee from that of the licensing fee. The Board decided to take the recommendations under advisement.

New Business

**Discussion of
Examination**

B. Eric Olson, Executive Director, provided updates on senate and house bills that either have an effect on the Board itself or on the Board's regulant population.

Legislative Update

C. The advisory board members reviewed the regulations and drafted recommendations for the Board to adopt as a proposed regulatory package.

Regulatory Review

The Board took a lunch break at 12:00 p.m. and reconvened at 12:20 p.m. Mr. Patterson left the meeting at 12:30 p.m.

**Lunch Break and
Reconvene**

The Board unanimously agreed to elect new officers at its October 28, 2010 meeting.

Election of Officers

Travel vouchers and conflict of interest forms were completed by all the Board members present.

**Completion of
Paperwork**

Chairman Ory made a motion to adjourn the meeting at 1:50 p.m. Mr. McDowell seconded the motion, which was approved unanimously. Members voting "Yes" were: Holzbach, McDowell, and Ory. Mr. Patterson was not present.

Adjourn

Sandra Baum
Sandra Baum, Vice Chairman

July 19, 2011
Date

Gordon N. Dixon
Gordon N. Dixon, Secretary

July 25, 2011
Date

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

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

1. Name: Karl Holzbach
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board
(Name of Board)
4. Meeting/IFF Date: April 29, 2010
(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

4/29/10
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: John E. McDowell
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board
(Name of Board)
4. Meeting/IFF Date: April 29, 2010
(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.

John E. McDowell
Signature

4-29-10
Date

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

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

1. Name: Denise Ory
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board
(Name of Board)
4. Meeting/IFF Date: April 29, 2010
(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.

Denise S Ory
Signature

04 29 10
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: John R. Patterson
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board
(Name of Board)
4. Meeting/IFF Date: April 29, 2010
(Date)

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

N/A
(Agenda Item)

Nature of Personal Interest Affected by Transaction: N/A

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

4/29/10
Date