

BOARD FOR CONTRACTORS COMMITTEE MEETING

The Board for Contractors Committee met on **Tuesday, August 25, 2026**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Committee members present for the meeting:

Nathan Trice, Chair
Doug Lowe, Vice-Chair
Ralph Costen
Donald Groh
Francis “Butch” McGonegal
James Spencer

Committee members absent from the meeting:

Taylor Brannan
Jerry Heinline

Staff members present for all or part of the meeting:

Laura McClintock, Agency Director
Steve Kirschner, Director of LRPD
Jeannette Galanis, Executive Director
Stephanie Keuther, Assistant Executive Director
Khang Le, Administrative Coordinator
Darnell Edwards, II, Regulatory and Compliance Analyst

I. Chair, Trice called the August 25, 2026, Board for Contractors Committee Meeting to order at 8:04 A.M.

**Call
To Order**

Jeannette Galanis, Executive Director, reviewed the emergency egress procedures with the Committee and members of the public.

**Emergency
Egress**

Chair, Trice declared a quorum of Committee members to be in attendance.

**Determination of
Quorum**

II. ADMINISTRATIVE MATTERS

**Administrative
Matters**

Mr. Spencer made a motion, seconded by Mr. Groh, to adopt the agenda of the August 25, 2026, Board for Contractors Committee meeting.

**Approval of
Agenda**

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mr. Spencer made a motion, seconded by Mr. Groh, to approve the draft minutes of the June 23, 2026, Board for Contractors Committee meeting as presented.

**Approval of
Minutes**

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

III. PUBLIC COMMENT PERIOD

**Public Comment
Period**

Chair, Trice opened the public comment period of the meeting.

Richard Peterson brought attention to the limited availability of training for chairlift operations. Mr. Peterson stated that while some private education providers offer training, there appears to be a shortage of training opportunities available to individuals seeking to obtain an Accessibility Services Contractor license specifically to perform chairlift work.

With no one else wishing to come forward, **Chair, Trice** closed the public comment period of the meeting.

IV. EDUCATION

Education

Stephanie Keuther, Assistant Executive Director, supported Mr. Peterson's concerns and informed the Board that staff has received several inquiries regarding the limited availability of education providers for specialty industries that require professional education.

Mrs. Keuther requested the Committee's authorization for staff to contact education providers approved for the applicable specialties to determine whether their vocational education and continuing education courses are available to the general public or restricted to members of private organizations or associations. Staff would compile the information and report its findings to the Board for further consideration.

After discussion, a motion was made by Mr. Groh, seconded by Mr. Spencer, to authorize staff to contact education providers and assess the availability of training opportunities for elevator mechanics and chairlift operations.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mrs. Keuther also informed the Board that staff is seeking clarification regarding the code editions that may be accepted for continuing education courses. Virginia's currently adopted code cycle utilizes the 2020 National Electrical Code for electrical and the applicable 2021 codes for the other trades. Staff has received inquiries from education providers seeking to offer continuing education courses based on newer code editions, including the 2023 code, as these newer editions and updates are already being taught and utilized within the industry.

Mrs. Keuther requested clarification regarding whether continuing education courses must be limited to Virginia's currently adopted code editions or whether courses covering newer code editions may also be accepted.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Groh, to recommend the Board allow education providers to submit continuing education courses that reference newer code editions, provided the course continues to include and address Virginia's currently adopted code edition. Newer code editions may be referenced for purposes of identifying and explaining changes from the currently adopted code.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Education Provider Applications

Education Provider Applications

Stephanie Keuther, Assistant Executive Director, shared that staff recommends approval for:

Virginia Highlands Community College (VHCC) – One (1) classroom contractor 6-hour pre-license course.

**Virginia
Highlands
Community
College (VHCC)**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mrs. Keuther shared that staff recommends approval for:

Savaria – Three (3) virtual continuing education courses for Certified Elevator Mechanics and Certified Accessibility Mechanics.

Savaria

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mrs. Keuther shared that staff recommends approval for:

Backflow Education and Resources LLC – One (1) classroom vocational education course for Certified Backflow Prevention Device Workers.

**Backflow
Education and
Resources LLC**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mrs. Keuther shared that staff recommends approval for:

Aviation Institute of Maintenance – Eight (8) classroom vocational education courses for Electrical Tradesmen.

**Aviation
Institute of
Maintenance**

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Mrs. Keuther shared that staff recommends approval for:

GC Prep – One (1) classroom contractor 6-hour pre-license course.

GC Prep

A motion was made by Mr. Spencer, seconded by Mr. Groh, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

V. NEW BUSINESS

New Business

Examination Update

Examination Update

Stephanie Keuther, Assistant Executive Director, provided a progress report on the Board's examination reviews.

Mrs. Keuther further noted that Board staff is seeking subject matter experts to assist with the review of certain examinations.

Mrs. Keuther also presented examination statistics comparing in-person computer-based testing (CBT) with remotely proctored testing (RPT).

Underground Utility Damage Prevention Advisory Committee

Underground Utility Damage Prevention Advisory Committee

Stephanie Keuther, Assistant Executive Director, shared that Board staff are seeking a Board member to replace Board Member Caitlin King on the Underground Utility Damage Prevention Advisory Committee.

No further action was taken.

Virginia Board for Asbestos, Lead, and Home Inspectors Seat

Virginia Board for Asbestos, Lead, and Home Inspectors Seat

Stephanie Keuther, Assistant Executive Director, shared that Board staff are seeking a Board member to replace Board Member Ralph Costen on the Virginia Board for Asbestos, Lead, and Home Inspectors.

No further action was taken.

Regulatory Update

Regulatory Update

Darnell Edwards, II, Regulatory and Compliance Analyst, provided an update on the Board's pending regulatory actions.

Mr. Edwards reviewed the status and next steps for the Renewal Notifications Amendment – Fast-Track, the regulatory action concerning the Board's Regulatory and Disciplinary Powers, and the HB 1439/SB 823 Amendment addressing Solar Energy Systems Contracts.

Mr. Edwards also provided updates regarding the current stages, anticipated timelines, filing requirements, and effective dates associated with these regulatory actions.

Water Well Abandonment Discussion

Water Well Abandonment Discussion

Stephanie Keuther, Assistant Executive Director, shared that the Water Well Abandonment Committee met on Thursday, August 20, 2026.

Mrs. Keuther further stated that the Committee recommends that staff conduct an assessment of the impact that the repeal of Guidance Document #7260 would have on contractors currently performing work under the guidance and present findings to the Board for consideration prior to any action to repeal the guidance.

No further action was taken.

Executive Director Report

Executive Director Report

Jeannette Galanis, Executive Director, informed the Board of current and past statistical data related to Board license applications, processing times, calls received, and emails received.

Steve Kirschner, Director of LRPD, reported that initial contractor applications requiring bonds are experiencing additional delays because the bonds require riders covering the two-year term and noted that these applications may remain unreviewed for several months, through no fault of the applicants, and that the delays are attributable to the Board's existing backlog.

Mr. Kirschner shared that staff recommends the Board waive the requirement for a rider to be obtained for the originally submitted bond.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Lowe, to recommend the Board waive the requirement for a rider to be obtained for the originally submitted bond.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Lowe, Costen, Groh, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline.

Committee member Doug Lowe exited the meeting.

**Committee
Member
Attendance**

Financial Statement

**Financial
Statement**

Steve Kirschner, Director of LRPD, presented the Board with the financial statement.

Recovery Fund Statement

**Recovery Fund
Statement**

Steve Kirschner, Director of LRPD, presented recovery fund statements for the months ended May 31, 2026, and June 30, 2026.

VII. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER

**Complete
Conflict of
Interest Form
and Travel
Voucher**

Chair, Groh reminded the Committee members to complete their Conflict-of-Interest Statements and Travel Reimbursement Forms.

VIII. ADJOURNMENT

Adjournment

Chair, Trice thanked the Committee and adjourned the meeting at 9:39 A.M.

The next Committee meeting will be **October 20, 2026**.

Nathan Trice, Chair

Date