

Professional Engineers/ Land Surveyors Sections of the
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND
SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE
ARCHITECTS MEETING MINUTES

The Professional Engineers and Land Surveyors Sections of the of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on December 4, 2024, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Professional Engineers

James Kelly
Douglas Frost

Land Surveyors

Vickie Anglin
John Claytor
Kevin Shreiner

Staff present for all or part of the meeting were:

Kate Nosbisch, Executive Director
Ecila Williams, Licensing Operations Administrator
Jhustyna McBride-Dunn, Regulatory Operations Administrator

No one was present from the Office of the Attorney General.

Brian P. Wolford, Director, Jeb Wilkinson, Chief Deputy Director, and Steve Kirschner, LRPD Deputy Director were not present at the meeting with regrets.

Members of the audience:

Georg Dahl, P.E., Virginia Society of Professional Engineers (VSPE) STEM and Educational Outreach Lead for Tidewater/Hampton Roads Chapter
Chip Richardson, L.S., Accumark

Ms. Anglin called the meeting to order at 12:58 p.m.

Call to Order

Ms. Nosbisch and Ms. Anglin advised the Section of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. Frost moved to approve the agenda. Mr. Claytor seconded the motion which was unanimously approved by: Anglin, Claytor, Shreiner, and Frost.

**Approval of
Agenda**

Mr. Dahl addressed the Sections to provide information about international applications being required to be licensed in a country that is signatory to the NCEES Mutual Reciprocity Agreement (MRA).

**Public Comment
Period**

Mr. Kelly arrived for the meeting at 1:41 p.m.

Arrival of Board Member

Ms. Nosbisch discussed with the Sections questions from NCEES regarding the practice of Subsurface Utility Engineering (SUE) in the state. After discussion, the Sections agreed on the responses to the NCEES inquiry.

Subsurface Utility Engineering

Ms. Nosbisch discussed with the Board the Subsurface Utility Engineering documentation provided by Mr. Richardson from Accumark. The Sections had a discussion with Mr. Richardson about SUE matters and a draft guidance document. After discussion, the Sections agreed to update the Board at its February 11, 2025 meeting.

Ms. Nosbisch discussed the VAS Townhall on April 11, 2025, in Williamsburg, VA. Mr. Claytor and Mr. Shreiner informed the Sections they will be present for the meeting. Ms. Nosbisch is tentative, and Ms. Anglin is unavailable.

Land Surveyor Update

Ms. Nosbisch informed the Sections of the NCEES Southern Zone Meeting for informational purposes. Ms. Nosbisch requested the board members advise her of their availability.

Professional Engineer Update

Conflict of Interest forms and Travel Vouchers were completed by all Committee members present.

Conflict of Interest Forms / Travel Vouchers

There being no further business, the meeting was adjourned at 2:56 p.m.

Adjourn

Vickie McEntire Anglin, Chair

Brian P. Wolford, Secretary