

BOARD FOR PROFESSIONAL SOIL SCIENTISTS

MEETING MINUTES

The Board for Professional Soil Scientists met on January 14, 2004, at the Department of Professional and Occupational Regulation (DPOR), 3600 West Broad Street, Richmond, Virginia, with the following members present:

Alice Coles
W. Lee Daniels
David L. Davis
Ann F. Jennings
Carl D. Peacock, Jr.
William F. Sledjeski
Donald R. Young

Staff present for all or part of the meeting were:

Sandra Whitley Ryals, Deputy Director
Mark N. Courtney, Executive Director
Sharon M. Sweet, Director of Education and Examinations
Marian H. Brooks, Program Administrator
Trisha L. Henshaw, Administrative Staff Assistant

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

Finding a quorum of the Board present, Mr. Sledjeski, Chair, called the meeting to order at 10:01 a.m.

Call to Order

Mr. Daniels moved to approve the agenda as written. Ms. Jennings seconded the motion which was unanimously approved by members: Coles, Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Approval of Agenda

Ms. Jennings moved to approve the minutes from the November 21, 2003, Board meeting as written. Mr. Peacock seconded the motion which was unanimously approved by members: Coles, Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Approval of Minutes

Public Comment Period – No comments were made to the Board members.

Public Comment

Mr. Courtney provided the Board with an update on the status of the final certified wetland delineator regulations. Mr. Courtney indicated that two changes had to be made, in consultation with the Chair, in order

Update on Status of Final Certified Wetland Delineator Regulations

to obtain the letter of assurance from the Office of the Attorney General. After the letter of assurance was obtained, the final regulations were forwarded to the Department of Planning and Budget for review. Mr. Courtney indicated that the regulations are currently undergoing review by the Department of Planning and Budget.

The Board reviewed and discussed Chapter 22 of Title 54.1 of the *Code of Virginia* pertaining to certified professional wetland delineators. The Board discussed several changes that should be considered in the statute. The Board members agreed by consensus to revisit this issue at the April 14, 2004, Board meeting. Ms. Ryals explained the legislative process and the Board discussed several options for putting forth legislation during the next session of the General Assembly.

Ms. Sweet provided the Board members with an update on the Examination Workshop held on November 14, 2003. The workshop involved defining the content outline for the examination, weighing the importance of each of the content areas, determining the number of questions on the examination, testing criteria, and reference material. Additionally, each content area was divided among the members of the workshop to write possible questions for the content area to which they are assigned. A summary of the workshop was provided to the Board members. In addition, Mr. Davis requested that the Board members contribute examination items for consideration, specifically in two areas that need additional questions. Mr. Daniels offered to review the soils questions for accuracy.

The Board members were provided with the Board financial statements for November 2003. Mr. Courtney stated that the proposed fees previously adopted by the Board are currently being reviewed by the Governor's Office. The Board members discussed the projected Callahan percentage and the projections that were made regarding the anticipated number of wetland professional certification applications.

Mr. Courtney requested electronic deposit forms and financial disclosure forms from those Board members who had not yet submitted them.

Conflict of Interest forms were completed by all members present.

There being no further business, the meeting was adjourned at 11:28 a.m.

Review of Chapter 22 of Title 54.1 of the Code of Virginia

Update on Status of Wetland Delineator Certification Examination

Review Financial Statements

Other Business

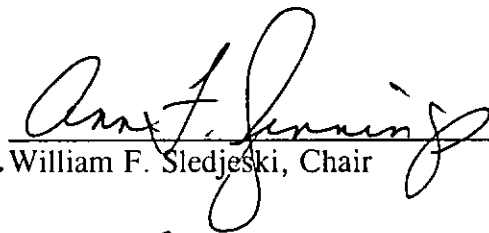
Conflict of Interest

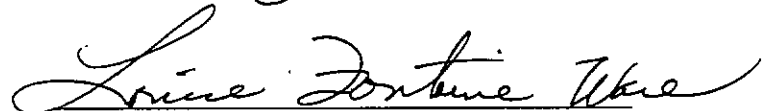
Adjournment

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for 
William F. Sledjeski, Chair


Louise Fontaine Ware, Secretary

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