

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

MINUTES

The Board for Professional and Occupational Regulation met on Monday, September 14, 2009, 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:

Julie Clifford
James M. Demmel, Chair
Walter Fore
Heather L. Martin
William Alfred Tucker

Board members Laurie Buchwald and Elizabeth Cake were not present at the meeting.

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

Jay W. DeBoer, Director
Mark N. Courtney, Deputy Director for Licensing and Regulation
Kate Nobsch, Executive Director
Steven P. Jack, Assistant Attorney General
Amy Goobic, Administrative Assistant

Mr. Demmel, Chair, welcomed everyone and called the meeting to order at 10:04 a.m. **Call to Order**

Ms. Nobsch advised the Board of the emergency evacuation procedures. **Emergency Evacuation Procedures**

Mr. Tucker made a motion to approve the agenda as presented. Ms. Martin seconded the motion, which was unanimously approved by members: Clifford, Demmel, Fore, Martin, and Tucker. **Agenda Approval**

Mr. Fore made a motion to approve the June 8, 2009, minutes as presented. Mr. Tucker seconded the motion, which was unanimously approved by members: Clifford, Demmel, Fore, Martin, and Tucker. **Approval of Minutes**

There were no public comments made to the Board. **Public Comment**

Mr. DeBoer welcomed the Board members and discussed the recent state budget cuts made by the Governor. He explained that although DPOR is a non-general fund agency, we will be included in the furlough day next year and the suspension of the board member per diem. Mr. DeBoer further explained that any funds derived from cuts at DPOR stay in reserve, they do not go in the general state fund. However, that does not preclude money **Jay W. DeBoer, Director's Report**

being taken from DPOR's reserve.

Mr. DeBoer reported on the construction of the renovated office space on the first floor. The move will be taking place the end of September, with the Contractors Board, Boxing and Wrestling and Finance moving from the fourth floor. Customer Service will also move from the second floor.

Mr. DeBoer also reported that there have been two appointments to the board. Deborah Icenhour from Abingdon will take the seat vacated by Max Frias, and Daniel Nix from Petersburg, will take the seat vacated by Ron Lushbaugh. Mr. DeBoer updated the Board on EAGLES – the new licensing system. The Boards that are currently processing with EAGLES will now be able to accept initial applications online.

Additionally, there will be a flu shot clinic at the agency On September 23.

Ms. Nosbisch, gave a presentation on the Board for Professional Soil Scientists and Wetland Professionals.

**Kate Nosbisch -
Executive
Director, Board
for Professional
Soil Scientists and
Wetland
Professionals**

Mr. Tucker moved to nominate Mr. Demmel as Chair. Mr. Fore seconded the motion which was unanimously approved by members: Clifford, Demmel, Fore, Martin, and Tucker. Mr. Demmel was elected by acclamation.

**Election of
Officers**

Mr. Tucker moved to nominate Ms. Cake as Vice-Chair. Mr. Fore seconded the motion which was unanimously approved by members: Clifford, Demmel, Fore, Martin, and Tucker. Ms. Cake was elected by acclamation.

Ms. Nosbisch informed the Board that the board liaison assignments needed to be made for 2009-2010. Board members were assigned two boards each, to serve as liaisons by reviewing agendas and minutes, and attending meetings if necessary. Board members absent from the meeting will be contacted regarding the assignments.

**Board Liaison
Assignments**

The Board members participated in the Conflict of Interests Act training as it is required of all board members. Board members signed certificates verifying that they had completed the training course.


**Conflict of
Interest Act
Training**

There was no other business.

Other Business

Mr. Fore moved to adjourn. Mr. Tucker seconded the motion, which was Adjournment unanimously approved by members: Clifford, Demmel, Fore, Martin, and Tucker. The meeting adjourned at 11:40 a.m.


James M. Demmel, Chair


Jay W. DeBoer, Director

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

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

1. Name: Heather L. Martin
2. Title: Board Member
3. Agency: BPOR Board
4. Meeting/IFF Date: Board Meeting September 14, 2009

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:

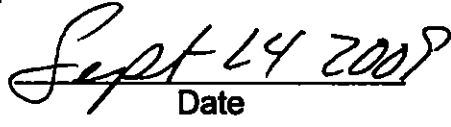
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature


Date

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

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

1. **Name:** William Tucker
2. **Title:** Board Member
3. **Agency:** BPOR Board
4. **Meeting/IFF Date:** Board Meeting September 14, 2009

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

N/A

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 interest in any transactions taken at this
meeting.

William D. Tucker
Signature

09/14/09
Date

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

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

1. Name: Julie Clifford
2. Title: Board Member
3. Agency: BPOR Board
4. Meeting/IFF Date: Board Meeting September 14, 2009

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

NONE

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:

NONE

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

9/14/09
Date

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

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

1. Name: Walter Fore
2. Title: Board Member
3. Agency: BPOR Board
4. Meeting/IFF Date: Board Meeting September 14, 2009

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.

Walter M. Fore Jr
Signature

9/14/09
Date

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

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

1. Name: James Demmel
2. Title: Board Member
3. Agency: BPOR Board
4. Meeting/IFF Date: Board Meeting September 14, 2009

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

Nature of Personal Interest Affected by Transaction:

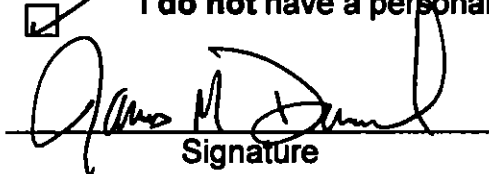
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

9/14/09
Date