

**PROFESSIONAL ENGINEER, LAND SURVEYOR  
& ARCHITECT  
SECTION MEETING**

**MINUTES**

The Professional Engineer, Land Surveyor and Architect Sections of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on February 25, 2014, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Robert A. Boynton (Architect)  
Charles F. Dunlap (LS)  
Clint Good (Architect)  
Wiley V. Johnson, III (PE)  
Carolyn B. Langelotti (PE)  
Patrick D. Leary (LS)  
Nancy McIntyre (LS)  
Daniel J. Santos (PE)  
Christine Snetter (Architect) (Arrived 9:56 a.m.)

Board staff present for all or part of the meeting were:

Kathleen (Kate) R. Nosbisch, Executive Director  
Marian Brooks, Board Administrator  
Amy Goobic, Administrative Assistant

Agency staff present for all or part of the meeting were:

Nick A. Christner, Deputy Director  
Mark Courtney, Senior Director, Regulatory & Public Affairs

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

Mr. Leary, Chair, called the meeting to order at 9:33 a.m.

**Call to Order**

Section members and staff observed a moment of silence in memory of John Combs, PE, who passed away December 24, 2013, and Paul Holt, Jr., LS, who passed away January 9, 2014, both members of the APELSCIDLA Board at the time of their passing.

**Moment of Silence**

Mr. Leary reviewed the emergency evacuation procedures.

**Emergency Evacuation  
Procedures**

Ms. Nosbisch welcomed and introduced new board members Daniel Santos, PE and Charles Dunlap, LSB.

**Welcome & Introduction  
of New Board Members**

Ms. Nosbisch recognized National Engineers Week, February 16-22, National Surveying Week, March 16-22 and National Architecture Week, April 6-12. Ms. Nosbisch thanked Board members for their service to the

**Recognition of  
Professional Weeks**

Board and to their professions.

Mr. Boynton moved to approve the agenda. Mr. Dunlap seconded the motion which was unanimously approved by members: Boynton, Dunlap, Good, Johnson, Langelotti, Leary, McIntyre and Santos.

**Approval of  
Agenda**

Mr. Carmen DiGiandomenico, was present to address the Sections. Mr. DiGiandomenico expressed his concerns with the organizational structure of the agency, the complaint process and the investigation process.

**Public Comment Period**

Mr. Steve Stevenson, LS, and former Board member, was present to address the Sections. Mr. Stevenson, discussed his concerns with the Land Surveyor application process with regards to work experience and recommends the Board review the application and make changes. Mr. Stevenson stated the applicants need to show progressive and qualifying experience.

Ms. Linda Pollard, was present to address the Sections. Ms. Pollard stated that a complaint she filed against a land surveyor had been closed by agency staff, as the land surveyor made corrections to the plat in question. Ms. Pollard would like the case reopened by March 7.

Ms. Snetter arrived at 9:56 a.m. Ms. Nosbisch introduced new board member Christine Snetter, and welcomed her to the Board.

**Arrival of Ms. Snetter**

Department of Housing & Community Development (DHCD) representatives, Emory Rodgers, Vernon Hodge, Cindy Davis and Richard Potts, were present to discuss the A/E seal charts included in the DHCD 2009 Related Laws Package. Mr. Rodgers provided background information for the discussion, informing the section members of the groups that DHCD regulates and the process by which they update their regulations. Mr. Rodgers stated that they update their regulations every three years, taking 18-24 months to promulgate. The 2012 USBC will be coming out in July 2014, as well as the Related Laws Package, which includes information PE and Architect sealing requirements for certain documents.

**Discussion on A/E Seal  
– DHCD 2009  
Statewide Fire  
Prevention Code and  
Related Laws Package**

Section members reviewed a draft of the sealing requirement charts prepared by Mr. Boynton, Mr. Johnson and Ms. Nosbisch and previously reviewed by DHCD. Discussion was held on recommended changes made to the sealing requirement charts. Ms. Davis stated that the new regulations and related laws package were to be published soon, and requested the Board provide their final input before publishing. Ms. Nosbisch stated that the next full Board meeting is March 19, the Board will review the draft of the sealing requirements and vote at that time.

The Sections recessed from 10:53 a.m. until 11:03 a.m.

**Recess**

Ms. Langelotti requested clarification on the use of US Geological Survey (USGS) topography maps as supporting documentation for a large drainage

**Discussion on USGS  
Maps**

area. Discussion was held on whether the maps could be used as a reference or for general information purposes, as they are not sealed by a licensed professional. Mr. Johnson stated that clarification is needed for the §54.1-402.C, not the regulation.

Ms. Nosbisch stated that she will discuss with Board counsel for an interpretation and review of the guidance document on topographic surveys and provide the information at the full Board meeting March 19. Mr. Johnson believes they could come to some agreement to use for planning purposes. Mr. Leary stated that perhaps the language in the guidance document could be changed to “acceptable to use for calculations.”

Mr. Johnson moved to have Ms. Nosbisch seek interpretation from Board counsel and provide information to the full Board at its meeting March 19, 2014. Ms. Langelotti seconded the motion which was unanimously approved by members: Boynton, Dunlap, Good, Johnson, Langelotti, Leary, McIntyre, Santos and Snetter.

Ms. Nosbisch provided an update on the PE Advisory Committee. For the benefit of the new board members, Ms. Nosbisch offered background information on the need for the advisory committee, which is to assist in reviewing professional engineer applications. Ms. Nosbisch stated that the necessity for additional persons to review was presented by Board member John Combs, PE, who passed away December 24, 2014. The creation of the advisory committee was approved at the December 12, 2013, APELSCIDLA Board meeting, which Mr. Combs was unable to attend due to illness. Ms. Nosbisch commented that she was sorry Mr. Combs was unable to see his idea come to fruition.

**PE Advisory  
Committee Update**

Ms. Nosbisch reported that only two persons had applied for the advisory committee to date.

Discussion was held on the PE experience requirement and the early taking of the PE exam. Mr. Johnson stated that studies have shown that 4-5 years of experience is the optimal time take the PE exam and expressed concerns with taking the exam before obtaining the experience. Ms. McIntyre questioned how taking the PE exam early would affect comity applicants. Ms. Nosbisch commented that it could present a problem. Mr. Santos inquired about statistical evidence for taking the exam prior to experience. Mr. Johnson answered that as so few states allow the test to be taken early; there is not enough statistical information. Section members discussed the benefits of real world experience prior to taking the exam. Ms. Langelotti moved to keep the four years of experience requirement for applying to sit for the PE exam. Mr. Santos seconded the motion which was approved by members: Boynton, Dunlap, Johnson, Langelotti, Leary, McIntyre, Santos and Snetter. Mr. Good was opposed.

**NCEES Update**

Ms. Nosbisch reported on NCEES Southern Zone nominations:

Ms. Nosbisch informed the Section members of a Memo of Understanding (MOU) with the Japan PE/FE Examiners Council (JPEC); NC, KY and TX have all signed.

Ms. Nosbisch reported that Ms. Langelotti and Mr. Leary would be attending the Southern Zone meeting held in Charleston, SC, April 24-26. She further reported that NCEES has announced funding for any new board members to attend the Annual meeting August 20-23, in Seattle.

Ms. Langelotti departed the meeting at 11:34 a.m.

**Departure of Ms. Langelotti**

Ms. Nosbisch provided an update on NCARB, informing the Section members of the new NCARB blog; the Mutual Recognition Agreement (MRA) with Canada became effective January 1, 2014; and the 2013 Annual report will be digital. Ms. Nosbisch, Mr. Good and Mr. Boynton will be attending the NCARB Regional Summit, March 6-8, in San Antonio. Ms. Nosbisch further reported that according to the annual architect survey, Virginia has the 8<sup>th</sup> largest population of architects and that veterans may receive reimbursement for the ARE from the US Department of Veterans Affairs.

**NCARB Update**

Ms. Nosbisch informed the Sections that she is not seeking re-election to the NCARB Board of Directors, as the Member Board Executive Director; her term will be up in June.

Doug Schroder, Director of Adjudication, provided a presentation on the complaint and compliance process.

**Complaint & Compliance Process Presentation – Doug Schroder**

Ms. Nosbisch informed the Section members that Joe Shaver, Board Administrator, had taken another position within the agency and that licensing specialist, Joan Leonard, retired. She further stated that two contract temps had been hired and would be introduced at the full board meeting, March 19.

**Other Business**

Ms. Nosbisch provide exam results:

- October – PE – 385 taken, 210 passed – 55%
- FE – 653 taken, 379 passed – 58%
- LS – 18 taken, 10 passed – 56%
- FS – 12 taken, 2 passed – 17%
- VA Portion – 46 taken, 26 passed, 57%
- New CBT – FE – 76 taken, 40 passed – 53%
- FS – 3 taken, 1 passed – 33%

Section members were provided a list of questions pertaining to land surveying obtained by Ms. Nosbisch at a recent VAS presentation. Ms. Nosbisch asked members to provide feedback for presentation to the full Board for approval.

Ms. McIntyre addressed Steve Stevenson's concerns made during Public Comment. She recommended the LS Section meet to review the current applications for changes to the experience forms. Ms. McIntyre suggested scheduling a meeting after the full Board meeting March 19.

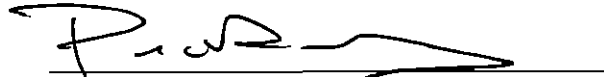
Ms. Nosbisch informed the Section members that the public comment period for the proposed regulations ends February 28, 2014; comments will be reviewed at the full Board meeting March 19, 2014.

Conflict of Interest forms were completed by all members present.

**Conflict of Interest  
Forms**

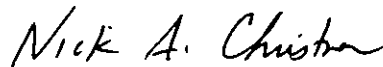
There being no further business, the meeting was adjourned at 12:32 p.m.

**Adjourn**



---

Patrick D. Leary, Chair



---

Nick Christner, Secretary

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

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

1. Name: Wiley V. "Bif" Johnson, III
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

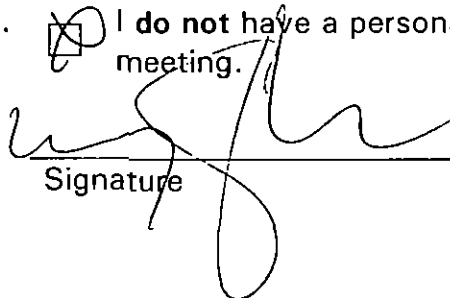
\_\_\_\_\_

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 2/25/14

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

- 1. Name: Patrick D. Leary
- 2. Title: Board Member
- 3. Agency: Land Surveyors Section/APELSCIDLA Board
- 4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

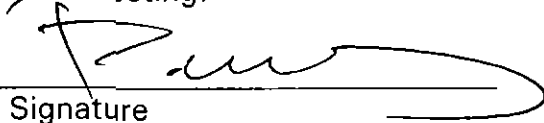
\_\_\_\_\_

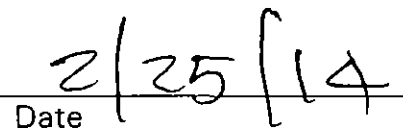
I am able to participate in this transaction fairly, objectively, and in the public interest.

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: Nancy E. McIntyre
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

LAND SURVEYORS & PROF ENGRS

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.

Nancy McIntyre  
Signature

2/25/14  
Date



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

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

1. Name: Clint Good
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

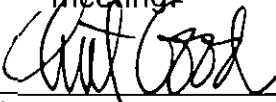
\_\_\_\_\_

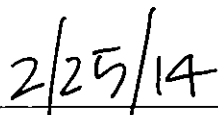
I am able to participate in this transaction fairly, objectively, and in the public interest.

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: Charles F. Dunlap
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

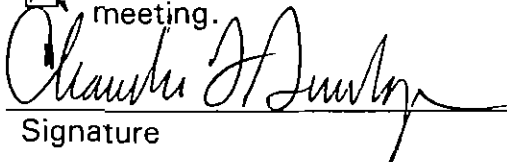
\_\_\_\_\_

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

2/25/14  
Date

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

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

1. Name: Carolyn B. Langelotti
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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

None

Nature of Personal Interest Affected by Transaction:

None

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.

C. P. Langelotti  
Signature

2/25/14  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Daniel J. Santos
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

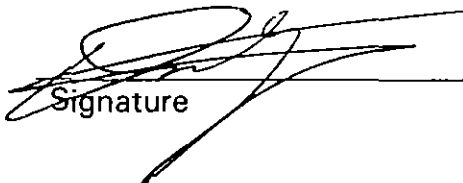
Professional Engineer

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

2/25/14  
Date

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

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

- 1. Name: Christine Snetter-Dick
- 2. Title: Board Member
- 3. Agency: Architects Section/APELSCIDLA Board
- 4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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.

C. Snetter  
Signature

2/25/14  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Robert A. Boynton
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting February 25, 2014

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:

Architects

---

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.

Robert A. Boynton  
Signature

2/25/2014  
Date