

**POLYGRAPH EXAMINERS ADVISORY BOARD**  
**MINUTES OF MEETING**  
**JULY 24, 2008**

The Polygraph Examiners Advisory Board met on Thursday, July 24, 2008, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Richmond, Virginia. The following Board members were present:

Denise Likens, Vice Chairman  
Barry Colvert  
Bernard Levin  
A. W. Omohundro

Sandra Baum, John McDowell, Paul Minor and Elizabeth Wildhack were absent from the meeting.

Staff present for all or part of the meeting:

Jay W. DeBoer, Director  
Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Karen Kenney, Administrative Assistant  
Sharon Sweet, Executive Director- Exams

Vice Chairman Likens called the meeting to order at 11:05 a.m.

**Call to Order**

Dr. Levin offered a motion to approve the agenda. Mr. Colvert seconded the motion, which was approved unanimously. Members voting "Yes" were: Colvert, Levin, Likens and Omohundro.

**Approval of  
Agenda**

Dr. Levin offered a motion to waive the reading of the Board's October 4, 2007 minutes and to approve the October meeting minutes. Mr. Colvert seconded the motion, which was approved unanimously. Members voting "Yes" were: Colvert, Levin, Likens and Omohundro.

**Approval of  
October 4, 2007  
Meeting Minutes**

There was no public comment.

**Public  
Comment**

Vice Chairman Likens informed the Board that six candidates are sitting for the licensure examination today.

**Examination of  
License  
Candidates**

The following Old Business was addressed.

**Old Business**

Board Executive Director Eric Olson updated the Board regarding the Governor's Commission on Sexual Violence. Mr. Olson reviewed legislation that was signed into law regarding the prohibition of requiring an alleged victim of sexual violence to submit to a polygraph exam as part of the investigation into the crime. Mr. Olson also updated the Board on other legislation that was passed and the future of the Commission.

**Commission on  
Sexual Violence**

The following New Business was addressed.

**New Business**

A. Board meeting and examination schedule for the year of 2009. It was decided to adopt the following schedule.

**Board and  
Examinations  
Schedule for 2009**

January 8, 2009  
April 2, 2009  
July 23, 2009  
October 8, 2009

Colvert offered a motion to adopt the schedule and Likens seconded it. This motion was approved unanimously. Members voting "Yes" were: Colvert, Levin, Likens and Omohundro.

B. New Appointments:

**Appointment of  
New Chairman and  
Vice-Chairman**

Mr. Paul K. Minor resigned as Chairman effective July 24, 2008.

Dr. Levin offered a motion to appoint Sgt. Likens as the new Chairman, Mr. Colvert seconded the motion, which was approved unanimously. Members voting "Yes" were: Colvert, Levin and Omohundro.

Mr. Omohundro offered a motion to appoint Mr. Colvert as the new Vice-Chairman, Dr Levin seconded the motion, which was approved unanimously. Members voting "Yes" were: Levin, Likens and Omohundro.

C. Regulatory Review

**Regulatory Review**

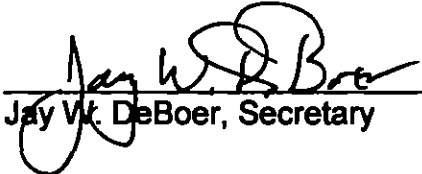
After discussion, a motion was made by Mr. Omohundro and second by Mr. Colvert to commence the regulatory review process for the polygraph examiners regulations to conduct a review and, where necessary, amend the regulations to reflect statutory changes, industry changes and to provide more clarifying language.

Travel vouchers and conflict of interest forms were completed by all the Board members present. Completion of Paperwork

Sgt. Likens made a motion to adjourn the meeting at 1:45 p.m. Dr. Levin seconded the motion, which was approved unanimously. Adjourn

  
\_\_\_\_\_  
Denise Likens, Vice Chairman

10/8/08  
Date

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

10/8/2008  
Date

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

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

1. Name: Sergeant Denise Likens  
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board  
(Name of Board)
4. Meeting/IFF Date: July 24, 2008  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

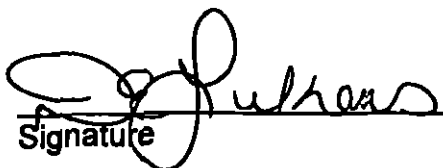
\_\_\_\_\_  
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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 interested in any transactions taken at this meeting.

  
Signature

072408  
Date

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

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

1. Name: Barry D. Colvert  
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board  
(Name of Board)
4. Meeting/IFF Date: July 24, 2008  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

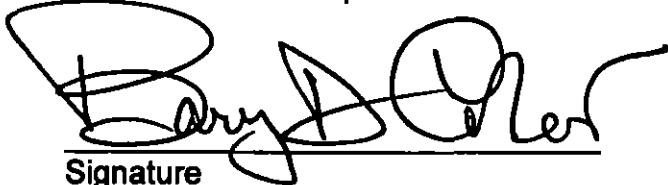
\_\_\_\_\_

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

7/24/08  
Date

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

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

1. Name: Dr. Bernard H. Levin  
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board  
(Name of Board)
4. Meeting/IFF Date: July 24, 2008  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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

7.5.08  
Date

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

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

1. Name: A. W. Omohundro  
(Name of Board Member)
2. Title: Board Member
3. Agency: Polygraph Examiners Advisory Board  
(Name of Board)
4. Meeting/IFF Date: July 24, 2008  
(Date)

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

NONE  
(Agenda Item)

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.

A. W. Omohundro  
Signature

07-24-08  
Date