

**BOARD FOR CONTRACTORS COMMITTEE
MEETING FINAL MINUTES**

The Board for Contractors Committee ("the Committee") met on **Monday, June 18th, 2018**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert "Jack" Dyer
Jeffery Hux
E. G. Middleton, III
Jeffrey Mitchell
Michael Redifer

John O'Dell was absent.

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

Eric Olson, Executive Director
Jacqueline Harris, Compliance Specialist
Adrienne Mayo, Board Administrator
Anika Coleman, Board Administrator
Wendy Duncan, Education Specialist
Marjorie King, Licensing Supervisor

Vice Chairman Dyer called the meeting to order at 2:08 P.M.

Call To Order

The Meeting Agenda was approved unanimously. Motion made by **Mr. Middleton**, seconded by **Mr. Redifer**. Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell, and Redifer**.

Approval of Agenda

The Minutes from the April 23, 2018 Committee meeting were adopted as final by unanimous vote. Motion made by **Mr. Mitchell**, seconded by **Mr. Middleton**. Motion approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell, and Redifer**.

Minutes Adopted

There was no public comment.

Public Comment

Wendy Duncan, Education Specialist addressed the Board.

Education Provider Applications

Applications for proposed education providers and courses were reviewed and the Committee's recommendations are as follows:

Education Provider Applications

Mrs. Duncan shared that staff recommends approval for **#0 Above and Beyond Education** for one online pre-license education course.

#0 Above and Beyond Education

Motion was made by **Mr. Mitchell** for approval and seconded by **Mr. Hux**. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell and Redifer**.

Mrs. Duncan shared that staff recommends approval for **Elevator and Vertical Transportation Association (EVTA)** for two elevator mechanic classroom courses.

Elevator and Vertical Transportation Association (EVTA)

Motion was made by **Mr. Redifer** and seconded by **Mr. Mitchell** to have provider add disclaimer to course materials regarding code Virginia is currently accepting. Motion was approved by unanimous vote. Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell and Redifer**.

Motion was made by **Mr. Middleton** for approval and seconded by **Mr.**

Mitchell. Motion was approved by unanimous vote: Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell and Redifer.**

Mrs. Duncan shared that staff recommends approval for **Pennsylvania Water Specialties Company** for four vocational backflow courses.

Pennsylvania Water Specialties Company

A motion was made by **Mr. Middleton** and seconded by **Mr. Hux.** The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton, Mitchell, and Redifer.**

Mrs. Coleman shared that staff recommends approval for **Yadkin Electrical Services Co.** for one vocational electrical classroom course retroactive to September 6, 2017.

Yadkin Electrical Services Company

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, to approve the application for **Yadkin Electrical Services Co.** retroactive to September 6, 2017. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Mitchell, Middleton and Redifer.**

Old Business

There was no old business.

Old Business

New Business

New Business

Remedial Education Report

Eric Olson shared that the remedial education class continues to be well received by participants and attendance is increasing. No action was required of the Committee.

Remedial Education Report

Education Audit Report

Eric Olson shared that an audit of an online tradesman gas fitter class was done. Overall the class was well done. A major concern with online courses is that there is no guarantee who is taking the class. No action required by Committee.

Education Audit Report

Marjorie King shared the audit results conducted of St. Clair Consulting Inc. of one gas fitter continuing education course, one plumber continuing education course, and one HVAC continuing education

course. All courses were in compliance with education provider requirements.

Regulatory Update

Eric Olson discussed the adoption of proposed regulations. There will be public hearings scheduled shortly. No action was required of the Committee.

Recovery Fund

Eric Olson shared information regarding the Recovery Fund.

Board Policies and Procedures

Eric Olson reviewed board policies and procedures and proposed changes. Primarily these changes covered the reporting of criminal and financial histories, changing references to the BLD specialty to Residential Building and Commercial Building, and qualifications for licensure and renewal.

The next Committee meeting will be held on July 23, 2018 at 2:00 p.m.

Mr. Hux offered a motion seconded by Mr. Redifer, and the Committee unanimously voted to adjourn the meeting at 3:46 p.m.

Regulatory Update

Recovery Fund

Board Policies and Procedures

Next Meeting

Adjourn



Herbert Dyer, Vice Chairman

9/10/18

Date

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

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

1. Name: Herbert "Jack" Dyer, Jr.
(Name of Board Member)
2. Title: Board Member - Committee Chair
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: June 18, 2018
(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.

Herbert Jackson Dyer, Jr.
Signature

June 18, 2018
Date

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

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

1. Name: E. G. "Rudy" Middleton, III
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: June 18, 2018
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.

E. G. Middleton III
Signature

June 18, 2018
Date

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

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

1. Name: Jeffery W Hux
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: June 18, 2018
(Date)

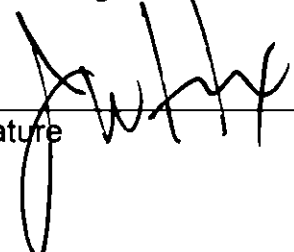
5. I have a personal interest in the following transaction:

(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 

June 18, 2018
Date

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

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

1. Name: Jeffrey Shawn Mitchell
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: June 18, 2018
(Date)

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

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

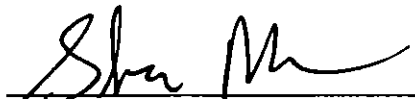
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

June 18, 2018
Date

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

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

1. Name: Michael D. Redifer
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: June 18, 2018
(Date)

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

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

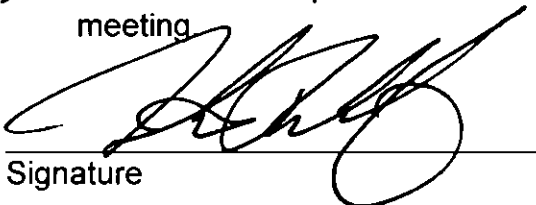
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

June 18, 2018
Date