

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

MINUTES

The Board for Professional and Occupational Regulation met on Monday, September 13, 2010, 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:

Laurie Buchwald
James Demmel, Chair
Walter Fore
William Alfred Tucker

Board members Elizabeth Cake, Deborah Icenhour, Heather Martin, and Daniel Nix were not present at the meeting.

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

Gordon Dixon, Director
Mark N. Courtney, Deputy Director for Licensing and Regulation
Kathleen (Kate) R. Nosbisch, Executive Director
Andrea Overman, Executive Secretary

Mr. Demmel, Chair, called the meeting to order at 10:05 a.m.

Call to Order

Executive Director Kathleen Nosbisch welcomed the Board members and DPOR staff and noted a quorum was not present.

Welcome

Mr. Demmel advised the Board of the emergency evacuation procedures.

Emergency
Evacuation
Procedures

Mr. Tucker made a motion to approve the agenda as presented and Mr. Fore seconded the motion, which was unanimously approved by members: Buchwald, Demmel, Fore, and Tucker.

Agenda Approval

As a quorum was not present, Executive Director Nosbisch explained that approval of the June 7, 2010 minutes are tabled until the next scheduled meeting on November 15, 2010.

Approval of
Minutes

There were no public comments made to the Board.

Public Comment

Mr. Dixon welcomed the Board members and presented the Director's Report updating everyone on the Governor's initiatives.

Gordon Dixon,
Director's Report

The Governor's Reform Commission is focusing on: privatization of the ABC Boards; streamlining government as a whole; and the potential merging and consolidation of boards (a handout was provided). Education boards and Callahan Act boards will be exempt. We are waiting to see how the merging and consolidation may affect the BPOR Board.

The Expedite Option for Class A Contractor licensure has issued 16 applications to date. This was developed in response to Governor McDonnell's goal for a 48-hour licensure for select Class A contractor application submissions that otherwise meet all statutory and regulatory requirements. A non-refundable convenience fee is charged for the optional service that allows DPOR to ensure 48-hour license issuance for large contractor businesses without displacing standard applications already in the queue for processing and without altering the current fee structure of the Board for Contractors. Other license types capable of expedited processing are being considered.

Fast-Track Licensure is also being considered by individual Boards. This would ensure licensure to applicants within 45 days; however, DPOR generally processes applications and issues licenses within 14 days, so most Boards are not adopting Fast-Track Licensure.

Director Dixon further noted that DPOR has 16 items pending in the Governor's office that have already been approved by the Secretary of the Commonwealth's office, and DPOR is also in the process of completing the Agency Biennial Report due November 1, 2010. The Office of the Common Interest Community Ombudsman annual report is due December 1, 2010.

DPOR is exploring the possibility of linking the Dept. of Business Assistance (DBA) "Business One Stop" with some professions in EAGLES.

Director Dixon recognized Executive Director Nobsch for her successful efforts in soliciting and being awarded the opportunity for Virginia to host a week-long national conference, National Council of Examiners for Engineering and Surveying, with over 400 attendees in Williamsburg, Virginia, in 2015 thus supporting the Governor's initiative for job creation. Ms. Nobsch is also in discussions with Council of Landscape Architectural Registration Boards for Virginia hosting the 2011 national conference.

Director Dixon noted that Board replacements have not been appointed by the Governor as yet. Until notification of appointments is received, Board members with expired terms are welcome to continue attending the BPOR Board meetings.

**Gordon Dixon,
Board
Replacement
Update**

Director Dixon further explained that the only Board appointments made thus far are Board for Contractors, Real Estate Board, Real Estate Appraisers Board, and Fair Housing Board.

The Board for Contractors will conduct the Contractors Academy next week explaining the key roles and responsibilities of new Board members.

Ms. Nosbisch presented the video, Henry's Daughters, regarding ethics.

**Ethics Video -
Henry's Daughters**

Executive Director Nosbisch noted that the Board for Professional Soil Scientists and Wetland Professionals has lowered its fees.

Other Business

"A Day in the Life of an Architect" will be presented at the November 15 Board meeting.


Board Member Laurie Buchwald asked about requirements regarding Board attendance. Deputy Director Mark Courtney explained that for all Boards a Board Profile is filed for each member indicating their attendance. If deemed necessary, a letter from the Executive Director of the Board will be sent to remind of the Board commitment with a possible follow-up letter from the Director.

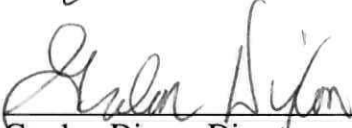
Chairman Demmel reminded Board members to sign and leave their Conflict of Interest Forms and Travel Vouchers.

**Conflict of Interest
Forms/Travel
Vouchers**

Mr. Fore moved to adjourn and Mr. Tucker seconded the motion, which was unanimously approved by members: Buchwald, Demmel, Fore, and Tucker. The meeting adjourned at 11:25 a.m.

Adjournment


James M. Demmel, Chair


Gordon Dixon, Director

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

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

1. Name: Laurie Buchwald
2. Title: Board Member
3. Agency: BPOR Board
4. Meeting/IFF Date: Board Meeting September 13, 2010

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

Nature of Personal Interest Affected by Transaction:

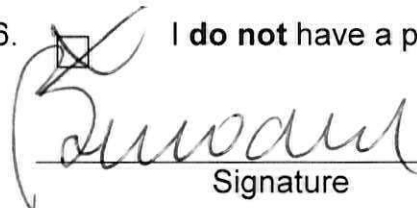
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

9/13/2010

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 13, 2010

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

9/13/10
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 13, 2010

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

9/13/10
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 13, 2010

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.

William Tucker
Signature

9/13/10
Date