

# PROFESSIONAL ENGINEER APPLICATION REVIEW MEETING

## MINUTES

The Professional Engineer Section Board members and Professional Engineer Advisory Members of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on October 24, 2018, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

James Kelly  
Carrie Langelotti  
Christopher M. Stone  
Chris Born  
George Gardner  
Bif Johnson  
Vinay Nair

Staff present for all or part of the meeting were:

Kathleen (Kate) R. Nobsch, Executive Director  
Tonia Woolfolk, Board Administrator  
Bonnie Davis, Administrative Assistant

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

Members of the Public present for all or part of the meeting were:

George Dahl, VSPE STEM and Educational Outreach Lead for Tidewater/Hampton Roads Chapter

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

**Call to Order**

Mr. Stone advised the Section and Advisory members of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

Board and Advisory members and staff observed a moment of silence in memory of former APELSCIDLA Board member, Stanley Harris, PE, who passed away August 24, 2018. Mr. Harris was a member of the PE Advisory Board at the time of his passing. Ms. Nobsch shared that Mr. Harris was her mentor when she came to the Board over a decade ago and will be missed.

**Moment of Silence –  
Stanley Harris, Sr.**

Mr. Kelly moved to approve the agenda. Mr. Johnson seconded the motion which was unanimously approved by members: Born, Gardner, Johnson, Kelly, Langelotti, Nair, and Stone.

**Approval of  
Agenda**

There was no public comment.

**Public Comment  
Period**

Mr. Stone explained that lately there have been more split decisions than normal which causes more work on the Board, board members, and staff. The meeting today is to discuss how we evaluate applications. The members reviewed 18VAC10-20-240 the regulation pertaining to experience.

**Review of PE  
Experience  
Regulation  
18VAC10-20-240**

Mr. Gardner and Mr. Dahl arrived to the meeting at 9:39 a.m.

**Arrival of  
Advisory Member  
and Public  
Member**

The members individually reviewed ten completed experience forms from recent split decisions. The members discussed the applications, noting that it is important for a licensed professional engineer to sign an applicant's experience verification and this matter is addressed in proposed regulations. It was also noted that members prefer detailed the information; applicants should be performing and developing the actual work, and not "reviewing" it. The members agreed by consensus to request staff reword the directions of Section C of the Professional Engineer and Engineer In Training Experience Verification Form to request detailed engineering experience (denoting full or partial responsibility for work, if partial responsibility, what percentage was the applicant responsible, and refer the applicant to review regulation 18VAC10-20-240. The Board, also requested that the Board Member review sheet be updated to showing the amount of experience required by the applicant, and whether the applicant's technical degree was ABET accredited Engineering Accreditation Commission (EAC) or Engineering Technology Accreditation Commission (ETAC).

**Review of  
Experience**

Ms. Nosbisch reported that she received a call from a professional engineer inquiring whether a locality could require a wet seal and is that the practice of engineering. The members agreed by consensus that under the Code of Virginia, §54.1-410. Other building laws not affected; duties of public officials, a locality can require more than what the regulations require, not less, and requiring a wet seal is not the practice of engineering.

**Other Business**

Mr. Dahl, representative from Virginia Society of Professional Engineers (VSPE), reported VSPE will be sending a letter to the Board expressing its concern with HB883, 25% reduction in regulations and professions being deregulated. He noted that it is important for all professions to be licensed.

Ms. Nosbisch reported that two of the three Professional Engineers are unable to attend the PE-LS Section meeting scheduled for November 6, 2018. The Section members agreed by consensus to table the subject, Response Template for Preferred Engineering Services Subcontractor/ Partner Emails, to the Board meeting being held on December 5, 2018, and change the PE-LS Section meeting to a Land Surveyor Section meeting on November 6, 2018.

Ms. Nosbisch noted that Ms. Langelotti is resigning at the end of the year, and she will not meet with the PE Advisory committee members again. She thanked her for her hard work and stated she will be missed. Ms. Langelotti's last meeting will

be at the full Board meeting on December 5, 2018.


Conflict of Interest forms and travel vouchers were completed by all Section members present.

**Conflict of  
Interest Forms  
and Travel  
Vouchers**

There being no further business, the meeting was adjourned at 11:45 a.m.

**Adjourn**

  
Christopher Stone, Chair

  
Jay W. DeBoer, Secretary

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

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

1. Name: James Kelly  
2. Title: Board Member  
3. Agency: Professional Engineers Section/APELSCIDLA Board  
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018

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

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Nature of Personal Interest Affected by Transaction:

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

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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

10/24/18  
\_\_\_\_\_  
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: PE Application Review Meeting, October 24, 2018
5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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

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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

10/24/18  
Date

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

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

1. Name: Christopher Stone  
2. Title: Board Member  
3. Agency: Professional Engineers Section/APELSCIDLA Board  
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018

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:

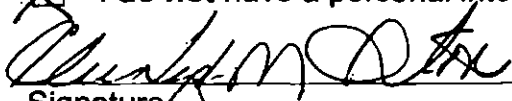
\_\_\_\_\_

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Signature

  
Date

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

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

1. Name: Chris Born
2. Title: PE Advisory Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018
5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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or

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Signature

10-24-18  
Date

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

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

1. Name: George Gardner
2. Title: Advisory Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018

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

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Nature of Personal Interest Affected by Transaction:

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or

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

  
Signature

10-23-18  
Date



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

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

1. Name: Wiley "Bif" Johnson
2. Title: Advisory Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018

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

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\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

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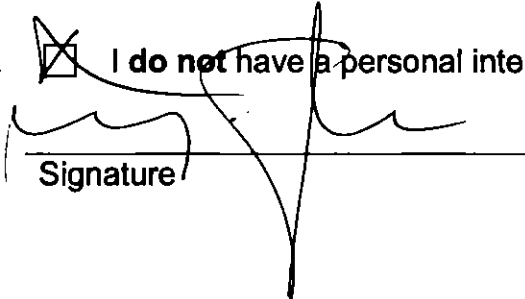
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Signature

10/24/18  
\_\_\_\_\_  
Date

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

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

1. Name: Vinay Nair
2. Title: Advisory Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: PE Application Review Meeting, October 24, 2018
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Nature of Personal Interest Affected by Transaction:

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Signature

10.24.18  
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Date