

LAND SURVEYORS SECTION MEETING

MINUTES

The Land Surveyors Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on May 21, 2008, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Nancy E. McIntyre
W. R. Stephenson, Jr.

The following member of the Section was not present:

John R. McAden

Staff present for all or part of the meeting were:

Jay W. DeBoer, Director
Saba Shami, Chief Deputy
Marian H. Brooks, Program Administrator
Earlyne Perkins, Legal Analyst
Anna Badgley, Administrative Assistant

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

Ms. McIntyre, Chair, called the meeting to order at 9:00 a.m.

Call to Order

Mr. Stephenson moved to approve the agenda. Ms. McIntyre seconded the motion which was unanimously approved by members: McIntyre and Stephenson.

Approval of
Agenda

Public Comment Period – Craig Moore was present to address the Section with regards to his request that coursework be accepted in lieu of experience. Mr. Moore provided the Section members with several handouts concerning his comments.

Public Comment

Regarding File number 2007-02205, Stephen C. Letchford, the Section members reviewed the Consent Order as seen and agreed to by Mr. Letchford. Mr. Stephenson moved to recommend that the Board accept the Consent Order which cites the following violations of the Board's regulations: 18 VAC 10-20-710 B (Count 1); and 18 VAC 10-20-700.A (Count 2). For these violations Mr. Letchford agrees to the following monetary penalties: \$750.00 for the violation contained in Count 1; and

File Number
2007-02205
Stephen C.
Letchford

\$1,500.00 for the violation contained in Count 2; as well as \$150.00 in Board costs for a total monetary penalty of \$2,400.00. In addition, Mr. Letchford agrees to complete eight (8) hours of continuing education pertaining to ethics and/or other equivalent course approved by the Board and provide proof of attendance and successful completion within six (6) months of the effective date of this order for the violation contained in Count 1. Mr. Letchford has acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal of license. Ms. McIntyre seconded the motion which was unanimously approved by members: McIntyre and Stephenson. Mr. McAden was not present during the discussion or vote.

Mr. Stephenson discussed several of the topics of interests that were discussed at the NCEES NE Zone Meeting which included the requirement of a BS+30 semester hours for a professional engineer license; as-builts; record drawings; and the division of the governance of land surveyors and professional engineers within NCEES. Mr. Stephenson moved to recommend that the Board oppose the division of the governance of land surveyors and professional engineers within NCEES. Ms McIntyre seconded the motion which was unanimously approved by members: McIntyre and Stephenson. Mr. Stephenson also discussed the Colonial States Boards of Surveyor Registration meeting.

**Report from
NCEES NE
Zone Meeting**

Mr. Stephenson recalled his conversation with Mr. Gary Thompson, Chairman of the North Carolina Land Surveyor Board, regarding 3D modeling for construction stakeout. North Carolina only had one harmful incident which led them to adopt a policy. Mr. Stephenson did not see that this should cause the Board to take any action. The Section members requested that this matter be brought before the APELSCIDLA Board at its meeting on June 18, 2008.

**Discussion of
North Carolina
Board Action on
3D Modeling for
Construction
Stakeout**

Ms. Brooks informed the Section members of the recommendation from the Architects and Professional Engineers Sections regarding the use of a land surveyor seal for preparation of plans which include BMP's. After discussion, the Section members agreed that the use of the land surveyor seal for preparation of plans which include BMP's is not a problem for a Land Surveyor-B. The Section members agreed that a Land Surveyor may seal plans with a manufactured BMP only if it involves an outflow pipe and not a system.

**Discussion of
Use of Land
Surveyor's Seal
for Preparation
of Plans which
Include BMP's**

The Section members reviewed draft language from the Department of General Services for a proposed change to the Construction and

**Discussion of
Record Drawings**

Professional Services Manual. After review and discussion, the Section members agreed that an appropriate disclaimer needed to be developed to be placed on the sealed record drawings.

Mr. Stephenson nominated Ms. McIntyre as Chair of the Land Surveyor Section for a term beginning July 1, 2008, and ending June 31, 2009. Ms. McIntyre seconded the motion which was unanimously approved by members: McIntyre and Stephenson.

Election of Officers

The Section members were provided with various memorandums and notices from NCEES.

Review Information from NCEES

The Section members discussed the NCEES Zone Meeting to be held in Norfolk, Virginia, on April 18 & 19 in 2009. Mr. DeBoer agreed to serve as one of the speakers. Mr. Stephenson noted that staff support will be needed at this event.

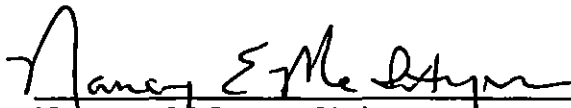
Other Business

Conflict of Interest forms were completed by all members present.


Conflict of Interest Forms

There being no further business, the meeting was adjourned at 10:35 a.m.

Adjourn



Nancy E. McIntyre, 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: Nancy McIntyre
(Name of Board Member)
- 2 Title: Member
3. Agency: Land Surveyors Section
(Name of Board)
- 4 Meeting/IFF Date. May 21, 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:

LAND SURVEYORS

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

5/21/08
Date

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

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

- 1 Name: W R. Stephenson
(Name of Board Member)
- 2 Title: Member
- 3 Agency: Land Surveyors Section
(Name of Board)
- 4 Meeting/IFF Date: May 21, 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

W R Stephenson
Signature

MAY 21 2008
Date