

**BOARD FOR CONTRACTORS COMMITTEE
MEETING MINUTES**

The Board for Contractors Committee met on **Tuesday, August 6, 2024**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Board member(s) present for the meeting:

Donald Groh, Chair
Nathan Trice, Vice Chair
James Spencer
Francis McGonegal
Doug Lowe
Ralph “Tripp” Costen
Taylor Brannan
Jerry Heinline

Board member(s) absent from the meeting:

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

Marjorie King, Executive Director
Mary Charity, Licensing Operations Administrator
Cameron Parris, Regulatory Operations Administrator
Kyle Mathews, Regulatory Analyst
Stephanie Keuther, Administrative Coordinator

Mr. Groh called the August 6, 2024, Board for Contractors Committee Meeting to order at 8:02 A.M.

Call To Order

Mr. Spencer made a motion, seconded by Mr. Trice, to adopt the Draft Agenda of August 6, 2024.

**Approval of
Agenda**

The motion was approved with a vote of 8-0-0. Ayes: Groh, Trice, Spencer, Lowe, Costen, McGonegal, Brannan and Heinline. **Nays:** None. **Abstain:** None. **Absent:** None.

Mr. Spencer made a motion, seconded by Mr. Trice, to approve the draft Minutes of June 18, 2024, Board for Contractors Committee Meeting as presented.

Minutes

The motion was approved with a vote of 8-0-0. Ayes: Groh, Trice, Spencer, Lowe, Costen, McGonegal, Brannan and Heinline. **Nays:** None. **Abstain:** None. **Absent:** None.

Emergency Egress

Emergency Egress

Marjorie King, Executive Director, reviewed the Emergency Egress procedures with the Committee and members of the public.

Mr. Groh opened the Public Comment section of the meeting.

Public Comment

Wayne Shorter, addressed the Committee and expressed his concerns regarding the current regulatory reduction and reducing the eligibility requirements for licensure.

With no one else wishing to come forward, Mr. Groh closed the public comment section of the meeting.

Education Provider Applications

**Education Provider
Applications**

Mary Charity, Licensing Operations Administrator, addressed the Committee:

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

Mrs. Charity shared that staff recommends approval for:

JATC Local 110

JATC Local 110 - Norfolk - New Provider and one classroom Backflow Prevention Device Worker vocational education course.

Mr. Spencer made a motion, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 8-0-0. Ayes: Groh, Trice, Spencer, Lowe, Costen, McGonegal, Brannan and Heinline. **Nays:** None. **Abstain:** None. **Absent:** None.

Mrs. Charity shared that staff recommends approval for:

**Advanced
Technology Institute**

Advanced Technology Institute - three classroom vocational education courses for Electrical Tradesmen. - One classroom continuing education course for Certified Water Well Systems Providers.

Mr. Spencer made a motion, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 8-0-0. Ayes: Groh, Trice, Spencer, Lowe, Costen, McGonegal, Brannan and Heinline. **Nays:** None. **Abstain:** None. **Absent:** None.

Mrs. Charity shared that staff recommends approval for:

**NAESA
International**

NAESA International - one classroom continuing education course for Certified Elevator Mechanics.

Mr. Spencer made a motion, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 8-0-0. Ayes: Groh, Trice, Spencer, Lowe, Costen, McGonegal, Brannan and Heinline. **Nays:** None. **Abstain:** None. **Absent:** None.

Marjorie King, Executive Director, reminded the Committee that the new Building Code was adopted in January 2024 and Education Providers were notified that they have until January 2025 to update their courses

New Business

New Business

Examinations and remote proctoring update

Examinations and remote proctoring update

Marjorie King, Executive Director, informed the Committee: Remote proctoring of examinations has gone live. Ms. King also noted that the Board has been asked to complete a review of its examination questions for all the classifications, specialties, business law exams, and the pass rates by the end of the year.

EpicX

EpicX

Marjorie King, Executive Director, informed the Committee: DPOR is thrilled to announce the launch of its new system implementation. DPOR's new cloud-hosted, integrated licensing and case management solution, EPICx (Efficient Processing Intuitive Customer Experience). This upgrade will modernize operations, providing greater efficiency and enhance public access.

The project will be rolled out in two waves:

Wave 1 (March 2025): Compliance and Investigation Division, Real Estate Board, Fair Housing Board, Real Estate Appraiser Board, Cemetery Board, Barbers and Cosmetology Board, and Board for Hearing

Aid Specialists and Opticians.

Wave 2 (December 2025): Remaining divisions and boards, including Contractors.

This new system will replace our outdated EAGLES, ETS, and IRIS systems, offering a unified platform for licensing, enforcement, and document management.

It will streamline processes, improve service delivery, and allow citizens to apply, renew, and make payments online.

Key Benefits:

Consolidation: One integrated database for all functions.

Enhanced Access: Expanded online services for the public.

Efficiency: Streamlined licensing and enforcement processes.

Staff looks forward to sharing more details and working to make this transition smooth and successful. The support and collaboration of board members are crucial as DPOR moves towards this exciting new chapter.

Regulatory Review update

Regulatory Review update

18VAC50-22	General Regulatory Reduction Initiative	Executive branch review
18VAC50-22	Eligibility Requirement Amendment	Executive branch review
18VAC50-22	Amendment of Prohibited Acts	Executive branch review
18VAC50-30	Continuing Education Amendment	Final stage will be published in Virginia Register on 8/12/2024, followed by a 30-day public comment period. Regulation will become effective 10/1/2024.
18VAC50-30	General Regulatory Reduction Initiative	Final stage will be published in Virginia Register on 8/12/2024, followed by a 30-day public comment period. Regulation will become effective 10/1/2024.
18VAC50-30	Eligibility Requirement Amendment	Board to consider adoption of Final stage at 9/17/2024 meeting.
18VAC50-30	Temporary Elevator Mechanic Certifications	Fast Track to be filed.
18VAC50-22 18VAC50-30	Guidance Document 5724 - PSI Examination Equivalency	To be filed.

Executive Director Report

**Executive Director
Report**

Marjorie King, Executive Director, informed the Committee of current and passed statistical data related to Board cases, licensing applications, emails and phone calls. Ms. King informed the Committee that the remedial education class continues to be well received by participants. However, at its last remedial education class in July, a few participants were disrespectful to the class and board staff. Ms. King continues to recommend all Board members attend a remedial education class.

Adjournment

Mr. Groh thanked the Committee and Staff and adjourned the Committee Meeting at 8:59 A.M.

The next Committee Meeting will be **September 17, 2024**.

Donald Groh, Chair

Date

Draft