

**APELSCIDLA / VDOT TRAFFIC ENGINEERING COMMITTEE
MEETING MINUTES**

The APELSCIDLA / VDOT Traffic Engineering Committee met on July 9, 2010, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia:

APELSCIDLA Board members present:

**James R. Boyd
Wiley V. Johnson III
Nancy E. McIntyre
Andrew M. Scherzer**

Virginia Department of Transportation representatives present for the meeting:

**Kendal Walus
Bart Thrasher
Ray Khoury
Chris McDonald
Vanloan Nguyen
Al Bryan
Mike Zmuda**

Staff present for all or part of the meeting were:

**Gordon N. Dixon, Director
Mark N. Courtney, Deputy Director for Licensing and Regulation Division
Kathleen R. Nosbisch, Executive Director
Justin Garofalo, Board Administrator
Amy Goobic, Administrative Assistant**

Mr. Boyd, Chair, called the meeting to order at 9:04 a.m.

Call to Order

Ms. Nosbisch asked that the Committee members and staff introduce themselves.

Introductions

Mr. Johnson moved to approve the agenda. Ms. McIntyre seconded the motion which was unanimously approved by all committee members.

**Approval of
Agenda**

There was no public comment.

**Public Comment
Period**

Mr. Boyd thanked the VDOT representatives for their efforts in coming into compliance with the Board's regulations. Discussion was held regarding the VDOT document which lists all documents that require a professional engineer to sign and seal. The Committee went through each section of the document and discussed whether a qualified, licensed Land Surveyor, Landscape Architect or Architect could also sign and seal the documents.

VDOT Signing and Sealing Requirements

The Committee agreed that VDOT would evaluate their acceptance of plans for review from other qualified licensed professionals, to insure that they are complying with the statutes and regulations. It was also agreed that the term "incidental work" needs to be more clearly defined and that VDOT will need to establish a threshold on certain items that would be accepted only from a professional engineer. Discussion was also held on defining the term "licensed professional."

Ms. Nosbisch asked the representatives from VDOT to prepare a response that could be presented at the September 15, 2010, APELSCIDLA Board meeting.

The Committee members agreed by consensus to meet August 23, 2010, at 9:00 a.m., to continue discussion of the VDOT signing and sealing requirements.

Set Meeting Date

There was no other business.


Other Business

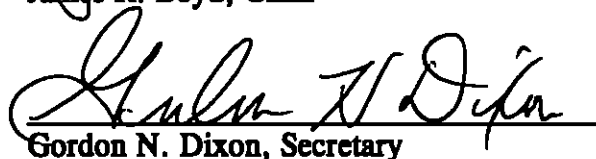
Conflict of Interest forms were completed by APELSCIDLA members present.

Conflict of Interest Forms

There being no further business, the meeting was adjourned at 2:45 p.m.

Adjourn


James R. Boyd, Chair


Gordon N. Dixon, Secretary

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

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

1. **Name:** Andrew M. Scherzer
2. **Title:** Board Member
3. **Agency:** APELSCIDLA / VDOT Traffic Engineering Committee
4. **Meeting/IFF Date:** Board Meeting July 9, 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



Date

7/9/10

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

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

1. Name: Wiley V. "Bif" Johnson, III
2. Title: Board Member
3. Agency: APELSCIDLA / VDOT Traffic Engineering Committee
4. Meeting/IFF Date: Board Meeting July 9, 2010
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

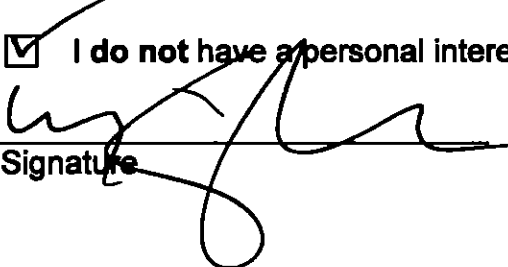
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

7/9/10
Date

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

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

1. Name: Nancy E. McIntyre
2. Title: Board Member
3. Agency: APELSCIDLA / VDOT Traffic Engineering Committee
4. Meeting/IFF Date: Board Meeting July 9, 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:

LAND SURVEYORS & PROF ENGINEERS

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 E McIntyre
Signature

7/9/10
Date

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

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

1. Name: James R. Boyd
2. Title: Board Member
3. Agency: APELSCIDLA / VDOT Traffic Engineering Committee
4. Meeting/IFF Date: Board Meeting July 9, 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

7/9/10
Date