

Land Surveyor Ad Hoc Committee of the
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND
SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE
ARCHITECTS MEETING MINUTES

The Land Surveyor Ad Hoc Committee of the of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 13, 2025, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Members present for all or part of the meeting

John Claytor, Land Surveyor
Frank Richardson, Land Surveyor
Kevin Shreiner, Land Surveyor
Beth Anne Campbell, Virginia Association of Surveyors
Sean Peiffer, Virginia Association of Surveyors

Staff present for all or part of the meeting were:

Steve Kirschner, LRPD Director
Kate Nosbisch, Executive Director
Jhustyna McBride-Dunn, Regulatory Operations Administrator
Ecila Williams, Licensing Operations Administrator
Davon Jones, Administrative Coordinator

No one was present from the Office of the Attorney General.
Director Wilkinson was not present at the meeting with regrets.

Mr. Shreiner, Committee Chair, called the meeting to order at 10:00 a.m.

Call to Order

Mr. Shreiner advised the Committee members of the emergency evacuation procedures. Ms. Nosbisch advised Committee members of the 911 procedures.

**Emergency
Evacuation
Procedure**

Ms. Nosbisch introduced Frank Richardson as the new Land Surveyor for the Board and Davon Jones as the new Administrative Coordinator and welcomed Committee members from the Virginia Association of Surveyors.

**Welcome and
Introductions**

Mr. Richardson moved to approve the agenda. Mr. Claytor seconded the motion, which was unanimously approved by: Claytor, Campbell, Peiffer, Richardson, Shreiner.

**Approval of
Agenda**

There was no public comment

**Public Comment
Period**

Committee members were provided an updated draft of “The Path,” a Land Surveyor online Apprenticeship Program developed by Mr. Peiffer and Ms. Campbell. The committee reviewed the draft Land Surveyor Document, which included 720 total hours with both structured coursework and electives. Updates from Mr. Richardson and Mr. Shreiner were incorporated into the draft curriculum.

**Land Surveyor
Apprenticeship
Program Review**

Discussion centered on Module 5, which added specialized topics such as floodplain review, condominium and bathymetric surveys, ethics, deeds and legal descriptions, case law, and environmental considerations. The committee members agreed these subjects were appropriate and should remain flexible in delivery.

The Committee recessed from 11:07 a.m. to 11:12 p.m.

Recess

Discussion was held about apprentices completing quizzes at the end of each session and a final exam for each module. The grading structure was set to reflect session participation, project work, and final exam performance. Practice exams and an FS exam simulation were also supported.

**Land Surveyor
Apprenticeship
Program Review
Continued**

The committee members emphasized sequential course progression, appropriate use of electives, and the importance of apprentices creating NCEES profiles early in their training to prepare for licensure.

The Committee recessed from 11:25 a.m. to 12:01 p.m.

Recess

Mr. Kirschner arrived at the meeting at 12:04 p.m.

**Arrival of Staff
Member**

A discussion took place regarding the use of “Draft” labels on documents, noting concerns raised by stakeholders. Committee members agreed that draft watermarks should remain until the curriculum receives full board approval which will go before the Board on August 14, 2025.

Other Business

Conflict of Interest forms and Travel Vouchers were completed by Committee members.

**Conflict of Interest
Forms / Travel
Vouchers**

There being no further business, the meeting was adjourned at 12:50 p.m.

Adjourn

Kevin D. Shreiner, Acting Committee Chair

James B. "Jeb" Wilkinson, Jr., Secretary

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