

## CONTINUING EDUCATION COMMITTEE MEETING

### MINUTES

The Continuing Education Committee of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects met on February 20, 2007, at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia, with the following members present:

Vaughn B. Rinner, Chair  
John S. Clark, Jr.  
Nico De León  
Lorri B. Finn  
Nancy E. McIntyre

Staff present for all or part of the meeting:

Mark N. Courtney, Executive Director

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

Ms. Rinner called the meeting to order at 9.03 a.m.

**Call to Order**

Mr. Clark moved to approve the agenda. Ms. McIntyre seconded the motion which was unanimously approved by members: Clark, De León, Finn, McIntyre, and Rinner.

**Approval of  
Agenda**

Leigh Dicks of the Virginia Society of Professional Engineers (VSPE) asked for clarification of what was meant by "an assessment" on page 7 of the draft document.

**Public Comment  
Period**

The committee members reviewed the revised draft prepared by staff and, after discussion, made changes to the draft. Mr. Courtney will make the requested changes and provide the members with a revised draft prior to the next committee meeting. During this time, the committee members took a break from 10:45 a.m. to 11:00 a.m.

**Review & Discussion  
of Proposed Wording**

After the break, the Committee members asked for the input of the audience as to whether examples of non-acceptable continuing education activity subject areas should be included in the regulations. In response to this query:

Ed Westerman of Clark Nexsen, also representing VSPE, indicated that the topics of project management and liability should be

allowed;

Phil Nester of the Virginia Association of Surveyors (VAS) voiced the concern that a list of unacceptable activities or topics may give the impression that anything not on the list was acceptable; and

Susan Watson of the American Water Works Association (AWWA) indicated that in the some of the continuing education programs that she is aware of, topics covered on the licensing examination are acceptable topics for continuing education. In addition, Ms. Watson also asked whether a clarification about the conversion between CEUs, CPEs, PDUs and PDHs would be included in the regulations.

The committee members agreed by consensus to hold the next committee meeting on Tuesday, April 3, 2007, at 9:00 a.m.

Set Next Meeting Date

Phil Nester of VAS suggested clarifying language on page 2 and page 6 of the draft as well as permitting instructors to obtain credit for teaching a course. In addition, Mr. Nester suggested clarifying language regarding the audit provision.


Public Comment  
Period


Frank R. "Chip" Richardson, II, Chair of the Education Committee of VAS, recommended that the regulations allow instructors of courses to be given continuing education credit for teaching a class.

Ed Westerman of Clark Nexsen, and representing VSPE, suggested that the Board develop a list of what is acceptable documentation of continuing education activities in order to respond to an audit as well a log that could be used to track continuing education activities

There being no further business, the meeting was adjourned at 12:23 p.m.

Adjourn

  
Vaughn B. Rinner, Chair

  
Jay W. DeBoer, Secretary

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

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

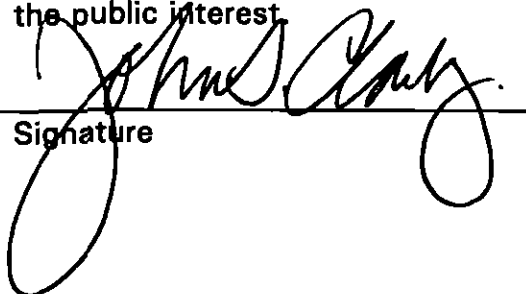
1. Name: John S. Clark, Jr.
2. Title: Member
3. Agency: APELSCIDLA Board
4. Transaction: Committee Meeting on February 20, 2007
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature



Date

2.20.07

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

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

1. Name: Nico De León
2. Title: Member
3. Agency: APELSCIDLA Board
4. Transaction: Committee Meeting on February 20, 2007
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
None

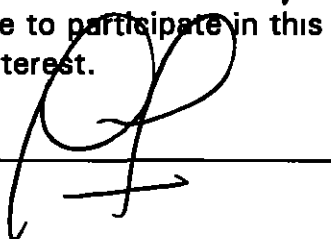
6. I declare that:

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

Engineering

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature



Date

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


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

1. Name: Lorri Finn
2. Title: Member
3. Agency: APELSCIDLA Board
4. Transaction: Committee Meeting on February 20, 2007
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

  
\_\_\_\_\_  
Signature

2-20-07  
\_\_\_\_\_  
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: Member
3. Agency: APELSCIDLA Board
4. Transaction: Committee Meeting on February 20, 2007
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

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

LAND SURVEYORS & PROFESSIONAL ENGINEERS

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Nancy E. McIntyre  
Signature

2/20/07  
Date

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

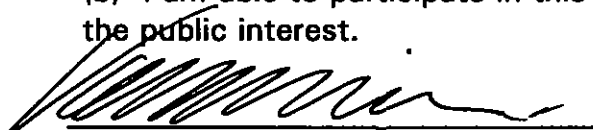
**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Vaughn B. Rinner
2. Title: Member
3. Agency: APELSCIDLA Board
4. Transaction: Committee Meeting on February 20, 2007
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.



Signature

20 Feb. 2007

Date