

BOARD FOR PROFESSIONAL SOIL SCIENTISTS

MEETING MINUTES

The Board for Soil Scientists met on October 1, 2002 at the Department of Professional and Occupational Regulation (DPOR), 3600 West Broad Street, Richmond, Virginia, with the following members present:

Alice Coles
W. Lee Daniels
David L. Davis
Ann F. Jennings
Carl D. Peacock, Jr.
William F. Sledjeski

Board member Donald R. Young was not present at the meeting.

Staff present for all or part of the meeting were:

Mark N. Courtney, Assistant Director
Marian H. Brooks, Assistant Administrator
Trisha L. Henshaw, Administrative Assistant
Karen W. O'Neal, Deputy Director of Regulatory Programs
Sharon Sweet, Director, Office of Education and Examination

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

Finding a quorum of the Board present, Mr. Sledjeski, Chair, called the meeting to order at 10:12 a.m.

Call to Order

Mr. Sledjeski introduced Mr. Daniels to the members of the Board, as Mr. Daniels was unable to attend the last meeting.

Introduction of New Member

Mr. Peacock moved to approve the agenda as written. Mr. Davis seconded the motion which was unanimously approved by members: Coles, Davis, Jennings, Peacock, and Sledjeski. Mr. Daniels abstained from the vote.

Approval of Agenda

Mr. Peacock moved to approve the minutes from the August 20, 2002, meeting as written. Ms. Jennings seconded the motion which was unanimously approved by members: Coles, Davis, Jennings, Peacock, and Sledjeski. Mr. Daniels abstained from the vote.

Approval of Minutes

Public Comment Period – No comments were made to the Board members.

Public Comment

Ms. O'Neal provided the Board members with training on the regulatory review process. Ms. O'Neal discussed factors that affect the regulations, the stages involved in the regulatory review process, time frames and problems that may affect the regulatory review process, and public participation guidelines.

**Training on the
Regulatory Review
Process**

The Board members reviewed the draft regulations as prepared by staff in accordance with the requirements of the Code of Virginia. During the discussion, Mr. Davis moved to request advice from counsel regarding the Board's authority to certify individuals through comity or reciprocity once the waiver in § 54.1-2206.2 of the Code of Virginia expires. Ms. Jennings seconded the motion which was unanimously approved by members: Coles, Davis, Jennings, Peacock, and Sledjeski. Mr. Daniels abstained from the motion. Also during the discussion, Mr. Davis moved to request legal advice regarding the requirement that an individual for certification have a record of four to six years of experience in wetland delineation under the supervision of a certified professional wetland delineator. Ms. Jennings seconded the motion which was unanimously approved by members: Coles, Davis, Jennings, Peacock, and Sledjeski. Mr. Daniels abstained from the vote.

**Discussion of Wetland
Professional Regulations**

Ms. Jennings moved to adopt the following meeting dates for 2003:

Set 2003 Meeting Dates

Wednesday, January 8, 2003

Tuesday, April 15, 2003

Wednesday, July 16, 2003

Wednesday, October 15, 2003

Mr. Davis seconded the motion which was unanimously approved by members: Coles, Davis, Jennings, Peacock, and Sledjeski. Mr. Daniels abstained from the vote.

Ms. Sweet discussed the process for procurement of an examination vendor and the procedures involved in creating an examination. Mr. Courtney discussed the possibility of obtaining funding through a federal grant to assist with the examination development costs. Ms. Sweet also discussed various factors that could affect the candidate's cost to take the examination.

**Discussion of Options for
Wetland Professionals
Examination**

Ms. O'Neal provided the Board members with training on their role as board members and board meetings. Ms. O'Neal discussed the Board's responsibilities, Conflict of Interests Act, Freedom of Information Act, closed meeting requirements and procedures, items included on meeting agendas, and requirements for posting minutes.

Training on the Role of a Board Member and Board Meetings

The Board members were provided with correspondence from Robert W. Hicks, Director of the Office of Environmental Health Services in the Virginia Department of Health. Mr. Hicks wrote in response to a letter from Mr. Sledjeski that requested the Department of Health and DPOR begin sharing information regarding complaints and disciplinary actions taken against Authorized Onsite Soil Evaluators (AOSE). Mr. Hicks indicated that he would like for staff at DPOR and VDH to set up an initial meeting to begin formulating an information sharing agreement.

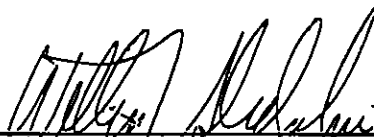
Other Business

Conflict of Interest forms were completed by all members present.

Conflict of Interest

There being no further business, the meeting was adjourned at 2:03 p.m.

Adjournment



William F. Sledjeski, Chair



Louise Fontaine Ware, Secretary

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