

**WETLAND DELINEATOR EXAM REVIEW COMMITTEE  
MINUTES**

Wetland Delineator members of the Virginia Board for Professional Soil Scientists, Wetland Professionals and Geologists, and Subject Matter Experts (SME), met on December 1, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Dr., Richmond, Virginia, to discuss exam issues, with the following members present:

Robin Bedenbaugh (Board Member)  
Keith Goodwin (Board Member)  
Brad Petru (SME)

Agency staff present for all or part of the meeting were:

Shannon Webster, Director of Examinations  
Bill Murray, Training Manager  
Rhonda Starr, Examination Coordinator

Committee member Doug DeBerry was not present for the meeting.

Mr. Bedenbaugh, Chair, called the meeting to order at 11:30 a.m.

**Call to Order**

There were no public comments.

**Public Comment  
Period**

At 11:30 a.m., Mr. Goodwin moved that the Committee immediately convene in closed meeting for the purpose of consultation pertaining to examination issues within the jurisdiction of the Board as permitted by §2.2-3711.A.11 of the *Code of Virginia*. This motion was made with respect to the matters identified as exam review. Mr. Petru seconded the motion which was unanimously approved by members: Bedenbaugh, Goodwin and Petru.

**Closed Meeting**

At 1:35 p.m., Mr. Petru moved to adjourn the closed meeting and to immediately reconvene in open meeting. Mr. Goodwin seconded the motion which was unanimously approved by members: Bedenbaugh, Goodwin and Petru.

**Open Meeting**

**CERTIFICATION OF CLOSED MEETING**

**Certification of  
Closed Meeting**

**WHEREAS**, the Wetland Delineator Exam Review Committee of the PSSWPG Board has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, §2.2-3712 of the Code of Virginia requires a certification by

the Wetland Delineator Exam Review Committee of the PSSWPG Board that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Wetland Delineator Exam Review Committee of the PSSWPG Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open session requirements by Virginia law were discussed in the closed meeting to which the certification applies, and (II) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Wetland Delineator Exam Review Committee of the PSSWPG Board.

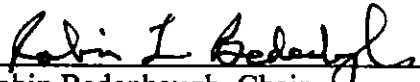
**VOTE: 3-0**  
**AYES: Bedenbaugh, Goodwin and Petru**  
**NAYS: 0**  
**ABSENT FROM MEETING: 1**

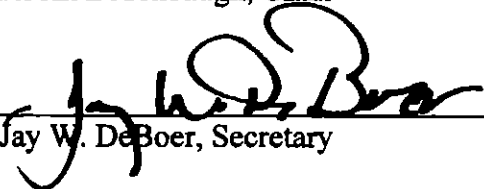
Conflict of Interest forms were completed by all members present.

**Conflict of Interest Forms**

There being no further business, the meeting was adjourned at 1:35 p.m.

**Adjourn**

  
\_\_\_\_\_  
Robin Bedenbaugh, 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: Keith Goodwin
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists, Wetland Professionals and Geologists
4. Meeting/IFF Date: WD Exam Committee Meeting December 1, 2015

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:

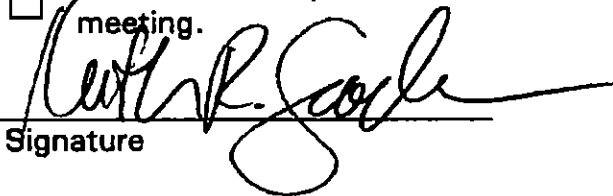
\_\_\_\_\_

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

12/1/15  
Date

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

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

1. Name: Robin Bedenbaugh
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists, Wetland Professionals and Geologists
4. Meeting/IFF Date: WD Exam Committee Meeting December 1, 2015

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.

Robin L. Bedenbaugh  
Signature

12/1/15  
Date

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

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

1. Name: Brad Petru
2. Title: Subject Matter Expert
3. Agency: Board for Professional Soil Scientists, Wetland Professionals and Geologists
4. Meeting/IFF Date: WD Exam Committee Meeting December 1, 2015

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:

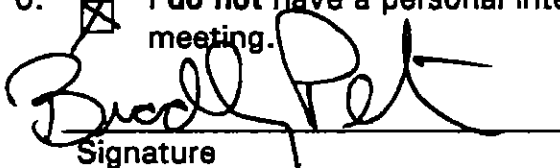
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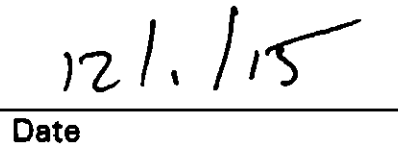
I am able to participate in this transaction fairly, objectively, and in the public interest.

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