

Regulatory Review Committee of the BOARD FOR ARCHITECTS,  
PROFESSIONAL ENGINEERS, LAND SURVEYORS, CERTIFIED INTERIOR  
DESIGNERS AND LANDSCAPE ARCHITECTS MEETING MINUTES

The Regulatory Review Committee of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 3, 2022 at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Caroline Alexander  
Vickie McEntire Anglin  
Karen Reynes  
Chris Stone

Frank Hancock, III and April Drake were not present at the meeting. Former Board member Robert A. Boynton was present.

Staff present for all or part of the meeting were:

Demetrios Melis, Director  
Kishore Thota, Chief Deputy Director  
Kathleen (Kate) R. Nosbisch, Executive Director  
Breanne Henshaw, Administrative Coordinator

Members of the audience:

Georg Dahl, Virginia Society of Professional Engineers (VSPE) STEM and Educational Outreach Lead for Tidewater/Hampton Roads Chapter

Elizabeth Peay, Assistant Attorney General with the Office of the Attorney General, was present.

Finding a quorum of the Board present, Mr. Stone called the meeting to order at 10:03 a.m.

**Call to Order**

Mr. Stone advised the Board of the emergency evacuation procedures.

**Emergency  
Evacuation**

Ms. Alexander moved to approve the agenda as amended. Ms. Anglin seconded the motion which was unanimously approved by: Alexander, Anglin, Reynes, and Stone.

**Approval of  
Agenda**

There was no public comment.

**Public  
Comment  
Period**

The Committee was presented with the Governor's Executive Order Number 19. Ms. Nosbisch presented the Regulatory Review 101 PowerPoint: *What You Need to Know About the Regulatory Review Process*. After the PowerPoint, the Board discussed the twenty-five percent regulatory reduction. Mr. Melis informed the Committee that the twenty-five percent regulatory reduction is not for the APELSCIDLA Board to take on within their regulations, but is an expectation for all regulatory Boards combined. The Board discussed concerns regarding the regulations that they are to consider reducing, such as entry requirements and Mr. Melis indicated the goal for regulatory reduction is not to take out the regulations that are needed in regards to the minimum competency requirements. Mr. Melis stated the goal is to look at the regulations and determine if the regulation is needed to protect the health, safety, and welfare of the public.

**Regulatory  
Review 101**

The Committee recessed from 11:00 a.m. to 11:10 a.m.

**Recess**

Discussion was held on whether a sole proprietorship of an APELSCIDLA business, must register as a business entity, as it conflicts with statute. Ms. Nosbisch informed the Board of the potential financial impact of not having sole proprietorships register for a business license. The potential financial impact would be \$1,715.00 dollars in lost renewal revenue. The Committee agreed, with Ms. Peay's interpretation, that the Board should not require sole proprietorships, who do not employ employee licensees, to register as a business entity.

**Business  
Licenses**

Ms. Nosbisch informed the Committee that this agenda item has been presented in order to address the concerns licensees have in regards to compliance of 18VAC10-20-780.B. This regulation requires the resident responsible person to be present at the brick and mortar location for the business, but there are businesses who have not re-opened due to the COVID-19 pandemic. The Committee discussed how the regulation and made a recommendation to change the regulation by requiring the responsible person to be "available" rather than be "resident" at the place of business. It is anticipated this can be Fast Tracked as there is no opposition expected.

**Project  
Supervision or  
Responsible  
Charge  
Resident**

The Committee discussed the recommended changes that occurred during the Land Surveyors Section Meeting, which took place on May 11, 2022. After discussion, the Committee decided to present the Board with revisions that were made to 18VAC10-20-310.B., 18VAC10-20-370.C., 18VAC10-20-380., and 18VAC10-20-382B. The recommended changes that will be presented to the Board are in regards

**Land Surveyors  
Regulations**

to providing clarification, while the other changes discussed during the Land Surveyors Section Meeting are to be discussed further at future regulatory review meetings.

Ms. Nosbisch requested the Committee consider adding the twenty years of experience entry to licensure option back to 18VAC10-20-210. The Committee discussed this option and agreed by consensus to recommend adding the previous language used back to 18VAC10-20-210. as number five.

**Professional  
Engineer  
Regulations**

Mr. Stone presented the Committee changes to the Professional Engineer regulations by recommending the Board remove 18VAC10-20-200. and in it's place add 18VAC10-20-190 back into the regulations. The Board discussed this recommendation and agreed by consensus to present the proposed at the next Board meeting.

The Committee discussed how regulations are understood and interpreted by licensing staff when reviewing applications. Ms. Anglin inquired about the submission of documentation when an applicant is required to reapply after their original application has expired. The Committee discussed Ms. Anglin's inquiry and agreed that the applicant should be required to submit additional documentation if there was a change to the application or regulations, however, if there was no change to the requirement, then the applicant should not be required to submit the same documentation that had been previously submitted.

**Other Business**

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

**Conflict of  
Interest Forms /  
Travel  
Vouchers**

There being no further business, the meeting was adjourned at 1:15 p.m.

**Adjourn**

  
Chris Stone, Vice Chair

  
Demetrios J. Melis, Secretary

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

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

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: Reg Rev Comm APELSCIDLA Meeting August 3, 2022
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

Caroline Alexander

Date

8/10/22

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

Name: Robert Boynton  
Title: Former Board Member  
Agency: APELSCIDLA Board  
Meeting/IFF Date: Reg Rev Comm APELSCIDLA Meeting August 3, 2022

I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

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

None

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

or

I did not participate in the transaction.

I **do not** have a personal interest in any transactions taken at this meeting.

Robert Boynton  
Signature

August 3, 2022  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

- 1. Name: Vickie McEntire Anglin
- 2. Title: Board Member
- 3. Agency: Land Surveyors Section/APELSCIDLA Board
- 4. Meeting/IFF Date: Reg Rev Comm APELSCIDLA Meeting August 3, 2022

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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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.

V. M. Anglin  
Signature

8/3/22  
Date

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

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

1. Name: Karen Reynes
2. Title: Board Member
3. Agency: APELSCIDLA Board
4. Meeting/IFF Date: Reg Rev Comm APELSCIDLA Meeting August 3, 2022

5. I have a personal interest in the following transaction:

NA

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Nature of Personal Interest Affected by Transaction:

NA

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

NA

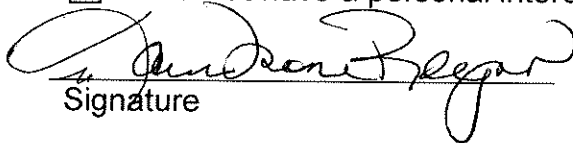
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
Signature

8-3-2022  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Reg Rev Comm APELSCIDLA Meeting August 3, 2022
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:

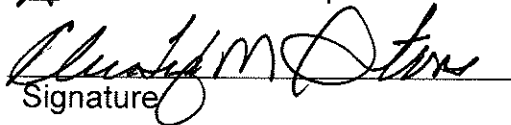
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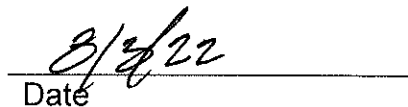
I am able to participate in this transaction fairly, objectively, and in the public interest.

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