

BOARD FOR CONTRACTORS EDUCATION WORKGROUP
Draft MINUTES OF MEETING
October 20, 2014

The Board for Contractors Education Workgroup met on Monday, October 20, 2014, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Richmond, Virginia.

The following members of the Education Workgroup were present:

Herbert "Jack" Dyer, Jr., Chairman
Kris Bridges
H. Bailey Dowdy
Richard Hibbard
Randy Baldwin
John Nolde, Jr.
Paul Rimel
Michael Redifer
E. G. Middleton, III
Haywood Kines

Dwight "Todd" Vander Pol was absent.

Staff present for all or part of the meeting:

Eric Olson, Executive Director
Mark Courtney, Sr. Director/Regulatory & Public
Affairs
Adrienne Mayo, Regulatory Boards Administrator
Angela Costa, Education Specialist, Compliance
Sheila Watkins, Administrative Assistant,
Compliance Specialist

In October Mr. Murrow was replaced by Mr. Redifer.

Chairman Dyer called the meeting to order at 10:00 a.m.

Call To Order

Mr. Vander Pol offered a motion to approve the agenda. **Mr. Middleton** seconded the motion, which was approved unanimously. Members voting “Yes” were: **Baldwin, Bridges, Dowdy, Dyer, Hibbard, Middleton, Redifer, Rimel, and Vander Pol.** **Kines and Nolde had not arrived yet.**

Approval of the Agenda

Mr. Hibbard offered a motion to approve the minutes of the August 25th meeting. **Mr. Vander Pol** seconded the motion, which was approved unanimously. Members voting “Yes” were: **Baldwin, Bridges, Dowdy, Dyer, Hibbard, Middleton, Redifer, Rimel, and Vander Pol.** **Kines and Nolde had not arrived yet.**

Approval of Minutes

There was no public comment.

Public Comment

Mr. Olson briefed the members of the workgroup on the status of the regulatory reform package that includes continuing education. The final regulations remain with the Governor and no action has been taken. One pending regulatory package involving contract provisions was approved and will become effective on December 1st. No workgroup action was required.

Regulatory Update

Arrival of Mr. Kines at 10:15 am.

Arrival of Board Member Kines

Arrival of Mr. Nolde at 10:18 am.

Arrival of Board Member Nolde

Mr. Olson gave the workgroup members a summary of the survey data. The Board for Contractors has received more responses to the survey than anticipated giving the work group a more valid data sample. The average cost of the classes appear to be in the \$75-\$150 range with most licensees (42%) traveling one hour or less to the classes, although nearly half of those responding actually take online courses. Less than half of the respondents (47%) feel that the information received in continuing education courses actually assists them with the performance of their jobs. Over 70% of the respondents indicated they pay for their classes out of their own pockets, with nearly half (47%) stating that they would still take education courses, even if they were not required. The preference for online versus class room is split nearly 50/50. Other data verified that less than 2/3 of the providers give handouts or other reference to the students and only about 1/2 of the providers give an assessment to determine the level of code knowledge of the students. No workgroup action was required.

Survey Update and Discussions

Mr. Olson presented a final recommendation report to the workgroup which contained specific recommendations to be made to the Board for Contractors at its December meeting.

**Staff/ Committee
Recommendations**

The workgroup reviewed the report as follows:

1) Expansion of approved subject matter: expand the limits on subject matter to include courses such as safety, equipment installation from manufacturers, permitting classes, etc., should be available to licenses: **approved by the workgroup.**

2) Licensed Tradesman on all jobsites: adopt regulations that require a licensed tradesman on all jobsites and/or limits on the number of helpers that can be supervised by a journeyman or master at one time: **approved by the workgroup.**

3) Requirement of USBC based continuing education completion within one year of the effective date of the updated code, this would be the only continuing education requirement: **rejected by the workgroup.**

4) Implement a requirement that course providers notify the Board a minimum of 30 days prior to holding a class, this would ensure adequate time to schedule course audits: **approved by the workgroup.**

5) Develop MOAs with several localities to improve data collection with regards to the number and types of USBC issues observed by inspectors: **approved by the workgroup.**

6) Periodically survey randomly selected small samples of licensees (400-600) to collect data with regards to the effectiveness, cost, availability, access, and other areas that will provide the Board with a reasonable viewpoint of the continuing education requirement through the experiences of the licensees: **approved by the workgroup.**

7) Adopt regulations that place expiration dates on courses, requiring that the provider resubmit an application for approval of the course on a regular basis: **approved by the workgroup.**

8) Consider adopting regulations that would make providers regulants of the Board and place similar requirements as those placed on education providers under the authority of the Real Estate Board: **approved by the workgroup.**

9) Consider a combination of recommendations 1 & 3, expanding the subject matter available to the licensees while developing a sliding continuing education requirement that would include a code update course within one year of a code change, but would allow other courses during times when no code change is being implemented: **approved by the workgroup.**

10) Explore the possibility of allowing a licensee to “test out” on the code updates, eliminating the continuing education requirement for that particular license cycle. A licensee would be permitted to take a test, approved by the Board, during a license cycle, at an examination site approved by the Board: **approved by the workgroup.**

11) Include a course/instructor evaluation as part of the random sampling (recommendation #6) done as part of a periodic survey, or develop another method of obtaining evaluations from individuals who have taken courses. Using this and any audit, to evaluate the performance of providers: **approved by the workgroup.**

Mr. Dyer shared with the members of the workgroup that he extends his thanks to all for the very fruitful results of the group’s meetings. Several members chimed in and shared that they were also very pleased with the outcome and the “meeting of the minds”. Mr. Dyer asked Mr. Olson to share the completed recommendations with the members of the workgroup after staff has finished them and he shared with the group that no additional meetings would be scheduled as they have completed their assignment. The meeting was adjourned at 11:21

Thanks and Adjourn

Herbert “Jack” Dyer, Chairman

Date

Jay DeBoer, Director

Date