

# BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

## MINUTES

The Board for Professional and Occupational Regulation met on Monday, September 10, 2012, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia.

The following members were present for all or part of the meeting:

Laurie Buchwald  
William Dennis  
Patricia Kline  
Delceno Miles  
Mick Shaw  
Sheree Tsai

Board members John Barsa, Elizabeth Cake, and Heather Martin were not present at the meeting.

The following Board staff was present for all or part of the meeting:

Gordon Dixon, Director  
Kathleen (Kate) R. Nosbisch, Executive Director  
Andrea Overman, Executive Secretary

Additional agency staff was present for all or part of the meeting.

Mark Courtney, Senior Director, Regulatory and Public Affairs  
Eric Olson, Executive Director, Board for Contractors  
Mindy Spruill, Licensing Staff Supervisor, Board for Contractors

Chairman Mick Shaw called the meeting to order at 10:12 a.m., noting there was a quorum, and welcomed Board members and guests.

### **Call to Order**

Mr. Shaw advised the Board and guests of the emergency evacuation procedures. Ms. Kline arrived at 10:15 a.m.

### **Emergency Evacuation Procedures**

Ms. Miles moved to approve the agenda and Ms. Buchwald seconded the motion which was unanimously approved by members: Buchwald, Dennis, Kline, Miles, Shaw and Tsai.

### **Agenda Approval**

Ms. Buchwald moved to approve the March 5, 2012 minutes and Ms. Miles seconded the motion which was unanimously approved by members: Buchwald, Dennis, Kline, Miles, Shaw and Tsai.

### **Approval of Minutes**

There were no public comments made to the Board.

### **Public Comment**

Director Dixon presented the Director's Report. He explained the Governor's Reform Commission led to board mergers within the Department: Board for Hearing Aid Specialists was merged with the Board for Opticians, and the Board for Geology was merged with the Board for Professional Soil Scientists and Wetland Professionals. In addition, mold remediators and hair braiders were deregulated.

**Director's Report**

Regarding this Board, legislation was put into place this year redefining board meeting requirements. This Board was originally required to meet four times a year, but the statute has been changed to "shall meet at least once each year and on the call of the chairman..." to allow for more flexibility in conducting the Board's business and as a cost saving measure to the Commonwealth.

The Director also discussed the Department reorganization and the initiatives that led to this: 1.) increased collaboration; 2.) innovative thinking; 3.) agency-wide customer service; and 4.) greater accountability. Ms Miles requested a copy of the Department rollout presentation regarding the reorganization be shared with the Board.

Mr. Dixon also commented that the EAGLES database project is still on schedule.

Ms. Spruill, along with Executive Director Eric Olson, presented the Board for Contractors Board Academy.

**Mindy Spruill,  
Licensing Staff  
Supervisor, Board for  
Contractors**

Ms. Tomlin, a designer from Reico Kitchen and Bath, introduced guest speakers from NARI Central Virginia, who presented "A Day/Week in the Life of a Contractor." Guest speakers were Tom Haines, Charles Shade, and Raymond Praught. These gentlemen discussed six areas of a contractor's work: business management; sales; marketing; plans, permits and designs; project management; and trades.

**Deborah Tomlin,  
Board Member, Board  
for Contractors, A Day  
in the Life of a  
Contractor**

Ms. Nosbisch thanked the guests for their presentation and called for a short recess and lunch.

Director Dixon and the Board discussed the Institute of Justice Report – License to Work: A National Study of Burdens from Occupational Licensing. Ms. Buchwald left at 1:06 p.m.

**Institute of Justice  
Report**

Election of Officers was conducted by Director Gordon Dixon for the 2012-2013 term. Mr. Dennis moved to nominate Mick Shaw as Chair,

**Election of Officers**

and there being no further nominations, Ms. Miles moved to close nominations. Ms. Kline seconded the motion which was unanimously approved by members: Dennis, Kline, Miles, Shaw and Tsai. Ms. Miles moved to nominate Laurie Buchwald as Vice-Chair, and there being no further nominations, Ms. Miles moved to close nominations. Ms. Kline seconded the motion which was unanimously approved by members: Dennis, Kline, Miles, Shaw and Tsai.

The 2013 meeting dates were presented: March 4, 2013; June 10, 2013; September 9, 2013; and November 18, 2013. Ms. Miles moved to approve the dates as presented and Ms. Kline seconded the motion which was unanimously approved by members: Dennis, Kline, Miles, Shaw and Tsai.

**2013 Meeting Dates**

Mr. Shaw thanked Department staff on behalf of the Board for coordinating the meeting and reminded Board members to leave their signed Conflict of Interest Forms and Travel Vouchers.

**Other Business and  
Conflict of Interest  
Forms/Travel Vouchers**

There being no further business, Ms. Miles moved to adjourn and Ms. Tsai seconded the motion which was unanimously approved by members: Dennis, Kline, Miles, Shaw and Tsai. The meeting adjourned at 1:12 p.m.

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Michael "Mick" Shaw, Chair

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Gordon Dixon, Director