

**BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS,
LAND SURVEYORS, CERTIFIED INTERIOR DESIGNERS
AND LANDSCAPE ARCHITECTS MEETING**

MINUTES

The Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on June 16, 2011, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Architects

James R. Boyd
J. Everette Fauber III
Michael F. LeMay

Professional Engineers

John L. Combs
Nico De León
Wiley V. Johnson, III

Land Surveyors

Paul deC. Holt
Nancy E. McIntyre
W. R. Stephenson, Jr.

Interior Designers

Lorri B. Finn
Cameron C. Stiles

Landscape Architects

Vaughn B. Rinner
Andrew M. Scherzer

Staff present for all or part of the meeting were:

Gordon N. Dixon, Director
Mark N. Courtney, Deputy Director for Licensing and Regulation Division
Kathleen (Kate) R. Nosbisch, Executive Director
Marian H. Brooks, Board Administrator
Justin Garofalo, Board Administrator
Amy Goobic, Administrative Assistant
Earlyne Perkins, Legal Analyst
Nick Christner, Deputy Director for Compliance & Investigations

Steven P. Jack, Assistant Attorney General, was present at the meeting.

Mr. Fauber, Chair, called the meeting to order at 9:10 a.m.

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

Call to Order

**Emergency
Evacuation
Procedures**

Ms. Stiles moved to approve the agenda as amended. Ms. Finn seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson and Stiles.

Approval of Agenda

Ms. Stiles moved to approve the minutes as amended for the following meetings:

Approval of Minutes

- March 22, 2011, APELSCIDLA Board Meeting;
- March 22, 2011, Land Surveyor Section Exam Review;
- March 24, 2011, Informal Fact-Finding Conference;
- April 7, 2011, Informal Fact-Finding Conference;
- April 12, 2011, Informal Fact-Finding Conference;
- April 19, 2011, Informal Fact-Finding Conference;
- April 19, 2011, Informal Fact-Finding Conference;
- May 3, 2011, Landscape Architects Section Meeting;
- May 11, 2011, Professional Engineers Section Meeting;
- May 12, 2011, Land Surveyors Section Meeting;
- May 17, 2011, Architects Section Meeting; and
- June 6, 2011, Informal Fact-Finding Conference.

Mr. Boyd seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson and Stiles.

There was no public comment.

Mr. Nick Christner, Deputy Director of Compliance & Investigations, was present to address the Board. Mr. Fauber informed the board that Mr. Christner was present to discuss board members reviewing non-technical cases that are outside of their profession. Board members agreed that the practice would be beneficial, as it would allow all members of a section to deliberate on a case without having to recuse a reviewing member. Mr. Scherzer stated that this would be especially helpful to the Landscape Architect and Interior Designer sections, as they only have two members. Discussion was held on what types of cases would be considered. Mr. Christner stated that he could prepare a list, however it would more likely be on a case-by-case basis.

Mr. Boyd inquired about the Board's authority over issuing cease and desist orders for unlicensed practice and whether the technical review in cases of unlicensed practice could be done by a board member as opposed to staff. Mr. Christner stated that he would not recommend having a board member review. Mr. Courtney explained that it is the responsibility of the investigative staff to determine if there is enough evidence to support a cease and desist order. It is then up to the Board to adjudicate. If the cease and desist order is violated, the Board can criminally prosecute.

Mr. Fauber suggested that Mr. Boyd, Mr. Christner and Mr. Courtney meet to discuss the use of the protected title "architect" and unlicensed practice, and how the Board should handle these cases. Ms. Rinner stated that it is an issue with the protected title "landscape architect" as well and that a landscape architect should be included in the discussion.

**Public Comment
Period**

**Review of
Compliance &
Investigations
Procedures – Nick
Christner, Deputy
Director for
Compliance &
Investigations**

Mr. John Barr, counsel for Chas. H. Sells, Inc., was present to address the Board. Mr. Barr stated that he was in attendance to answer any questions the Section might have. Mr. Barr also requested the Board consider modifying the language in the Report of Findings (ROF), as the language suggests that the certified land planner named was not authorized to supervise such plans. Mr. Barr stated that the land planner would be authorized to supervise such plans. Mr. Courtney explained that the statement in the ROF is part of the 'fact pattern' and not the violation, that Mr. Barr's client may withdraw the Consent Order (CO) and go to an IFF, or proceed with the CO with no changes. Mr. Barr stated that his client would proceed with the CO.

File Number 2010-05160, Chas. H. Sells, Inc. t/a WSP Sells

Regarding **File Number 2010-05160, Chas. H. Sells, Inc. t/a WSP Sells**, the Board members reviewed the Consent Order as seen and agreed to by Steven W. Smith for Chas. H. Sells, Inc. Ms. Rinner moved to accept the Consent Order which cites the following violation: 18VAC10-20-780 (Count 1). For this violation, Chas. H. Sells, Inc. agrees to pay the following monetary penalties: \$350.00 for the violation contained in Count 1; and \$150.00 in board costs; for a total monetary penalty of \$500.00.

Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Stephenson and Stiles. As the presiding board member, Mr. Scherzer was not present for the discussion or vote.

Mr. Kenneth J. O'Connell and Mr. Willcox Dunn, counsel for Mr. O'Connell, were present. Mr. Dunn stated that they did not wish to speak, but were present if the Section had any questions for Mr. O'Connell.

File Number 2010-05024, Kenneth Jude O'Connell

Regarding **File Number 2010-05024, Kenneth Jude O'Connell**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the investigative file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. LeMay moved to accept the recommendation of the presiding officer with a finding of no violation of 18VAC10-20-750.C (Count 1). Ms. Finn seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson and Stiles.

Mr. Fauber expressed his thanks to Mr. Johnson for all of the time he has devoted to hearing cases regarding Continuing Education waivers.

Mr. Golgiri was present to answer any questions the board may have.

File Number 2011-03903, Ahmad Golgiri

Regarding **File number 2011-03903, Ahmad Golgiri**, the Board members

reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Stiles moved to accept the recommendation of the presiding Board member and approve Mr. Golgiri to sit for the PE examination. Mr. De León seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

Regarding **File Number 2011-03991, Kimberly S. Unruh**, the Board members reviewed the Agreement for Licensure presented to Ms. Unruh. Ms. McIntyre moved to accept the Agreement for Licensure which states that the Board shall waive eight (8) hours of the continuing education requirements for renewal or reinstatement as required in 18VAC10-20-683; Ms. Unruh shall complete the remaining eight (8) hours of required continuing education requirements within ninety (90) days of execution of the agreement. Ms. Unruh shall submit proof of such completion within ninety (90) day of execution of the agreement; and no continuing education credit given under this agreement may be used towards future continuing education renewal requirements. The Agreement must be executed by Unruh and returned to the Board within thirty (30) days of receipt. Failure to comply with all aspects of the licensing agreement will result in automatic suspension of Unruh's license until such time as there is complete satisfactory compliance. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

File Number 2011-03991, Kimberly S. Unruh

Regarding **File number 2011-03860, Jeffrey Allen Sparks**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. De León moved to accept the recommendation of the presiding Board member and approve Mr. Sparks to sit for the PE examination. Mr. Holt seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

File Number 2011-03860, Jeffrey Allen Sparks

Regarding **File Number 2011-03905, James Mehlretter**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Stiles moved to accept the recommendation of the presiding Board member and approve Mr. Mehlretter's application for reinstatement of his Virginia PE license. Mr. De León seconded the motion which was unanimously approved by members: Boyd, Combs, De León,

File Number 2011-03905, James Mehlretter

Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

Regarding **File Number 2011-03953, Thomas Crowther**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Finn moved to accept the recommendation of the presiding Board member and grant an extension of 3 months to Mr. Crowther and that he be required to provide documented proof to the Board on or before September 30, 2011 that his 16 hours of Continuing Education has been completed. These 16 hours will be accepted as fulfilling the Continuing Education hours for June 2009 to June 2011. Mr. Crowther will be required to complete the additional 16 hours of Continuing Education (the full amount for his renewal period) prior to his June 2013 renewal. Mr. De León seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

File Number 2011-03953, Thomas Crowther

Regarding **File Number 2011-03954, Arthur Leo Woods III**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. De León moved to accept the recommendation of the presiding Board member which states that the Board will extend the time period for completion of CE hours and that a waiver of 0.5 hours be granted, Mr. Woods will be required to provide documented proof to the Board on or before July 1, 2011 that the 15.5 hours have been completed. These 15.5 hours will be accepted as fulfilling the Continuing Education hours for July 1, 2008 to June 30, 2010. Mr. Woods will be required to complete the additional 16 hours of Continuing Education (the full amount for your renewal period) prior to renewal in June of 2012. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

File Number 2011-03954, Arthur Leo Woods III

Regarding **File Number 2011-04029, Darryl Rosario**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. McIntyre moved to accept the recommendation of the presiding Board member and deny Mr. Rosario's request for license renewal due to the inability to complete the required CE. Mr. Rosario will have the ability to apply for reinstatement in the future, and at that time must provide documentation of the required 16 hours of CE. Mr. Holt seconded the motion which was unanimously approved by

File Number 2011-04029, Darryl Rosario

members: Boyd, Combs, De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

Regarding **File Number 2011-03952, Thomas Chamberlin**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the transcripts, exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation.

File Number 2011-03952, Thomas Chamberlin

Ms. Stiles moved to accept the recommendation of the presiding Board member which grants a single CE waiver to Mr. Chamberlin for undue hardship. Should Mr. Chamberlin seek to renew his license in January 2013, he will be required to produce documentation that demonstrates his completion of the full 16 hours of Continuing Education required for renewal.

Ms. McIntyre seconded the motion which was approved by members: Finn, Holt, McIntyre and Stiles. Voting against the recommendation were members: Boyd, Combs, De León, Fauber, LeMay, Rinner, Scherzer and Stephenson. The motion was defeated.

Discussion was held regarding the need for more information from Mr. Chamberlin as to why he was not able to complete the required Continuing Education. Ms. Finn moved to reject the recommendation of the presiding board member and remand the case to an IFF to obtain more information from Mr. Chamberlin and his reasons for not completing the required CE. Mr. LeMay seconded the motion which was approved by members: De León, Fauber, Finn, Holt, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. Voting against the motion were members: Boyd and Combs. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

Regarding **File Number 2011-05757, Owen B. Yumang**, the Board members reviewed the Agreement for Licensure presented to Mr. Yumang. Ms. Scherzer moved to accept the Agreement for Licensure which states that the Board shall waive eight (8) hours of the continuing education requirements for renewal or reinstatement as required in 18VAC10-20-683; Mr. Yumang shall complete the remaining eight (8) hours of required continuing education requirements within ninety (90) days of execution of the agreement; Mr. Yumang shall submit proof of such completion within ninety (90) day of execution of the agreement; no continuing education credit given under this order may be used towards future continuing education renewal requirements; and the Agreement must be executed by Mr. Yumang and returned to the Board within thirty (30) days of receipt. Failure to comply with all aspects of the licensing agreement will result in automatic suspension of Mr. Yumang's license until such time as there is complete satisfactory compliance. Ms. Stiles seconded the motion which was approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. Mr. LeMay voted against the recommendation. As the presiding Board member, Mr. Johnson, was not present for the discussion or vote.

File Number 2011-05757, Owen B. Yumang

The board recessed from 10:40 a.m. until 11:00 a.m.

Recess

Regarding **File Number 2011-01617, Ali Abolhassani**, the Board members reviewed the Consent Order as seen and agreed to by Mr. Abolhassani. Mr. Holt moved to accept the Consent Order which cites the following violation of the Board's regulations: 18VAC10-20-750.C (Count 1). For this violation, Mr. Abolhassani agrees to pay the following monetary penalties: \$200.00 for the violation contained in Count 1; and \$150.00 in Board costs, for a total monetary penalty of \$350.00. Mr. Johnson seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Johnson, LeMay, McAden, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

File Number 2011-01617, Ali Abolhassani

Regarding **File number 2011-03908, James Charles Carter II**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. Johnson moved to accept the recommendation of the presiding officer and approve Mr. Carter to sit for the PE examination. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

File Number 2011-03908, James Charles Carter II

Regarding **File number 2011-03907, Lars Peterson**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Mr. Johnson moved to accept the recommendation of the presiding officer and approve Mr. Peterson to sit for the Fundamentals of Engineering examination. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

File Number 2011-03907, Lars Peterson

Regarding **File number 2011-04015, Joshua Michael Royce**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Stiles moved to accept the recommendation of the presiding officer and approve Mr. Royce's application for a Virginia PE license. Mr. Johnson seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

File Number 2011-04015, Joshua Michael Royce

Regarding **File Number 2011-02439, Chander P. Nangia**, the Board members reviewed the Consent Order as seen and agreed to by Mr. Nangia. Mr. Johnson moved to accept the Consent Order which cites the following violations: 18VAC10-20-750.B (Count 1 – 6 violations) and 18VAC10-20-750.C (Count 2- 11 violations) of the Board's regulations. For these

File Number 2011-02439, Chander P. Nangia

violations, Mr. Nangia agrees to pay the following monetary penalties: \$15,000.00 for the violations contained in Count 1 (6 violations at \$2,500.00 each); \$5,500.00 for the violations contained in Count 2 (11 violations at \$500.00 each); and \$150.00 in Board costs, for a total monetary penalty of \$20,650.00. In addition, for violations in Count 1, Mr. Nangia agrees to revocation of his license. Further, the Board shall waive imposition of the \$15,000.00 monetary penalty for Count 1 and shall waive the imposition of the \$5,500.00 monetary penalty for Count 2. Total monetary penalty due, \$150.00 in board costs.

Mr. LeMay seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, Rinner, Scherzer, Stephenson, and Stiles. As the presiding board member, Ms. McIntyre was not present for the discussion or vote.

Regarding **File Number 2011-05602, Melvin L. Corso**, the Board members reviewed the Consent Order as seen and agreed to by Mr. Corso. Mr. Holt moved to accept the Consent Order which cites the following violations of the Board's regulations: 18VAC10-20-730.C (Count 1); 18VAC10-20-370.B (Count 2); 18VAC10-20-370.D.1 (Count 3); and 18VAC10-20-370.D.2 (Count 4). For these violations, Mr. Corso agrees to pay the following monetary penalties: \$500.00 for the violation contained in Count 1; \$200.00 for the violation contained in Count 2; \$200.00 for the violation contained in Count 3; \$700.00 for the violation contained in Count 4; and \$150.00 in Board costs, for a total monetary penalty of \$1,750.00. Mr. Stephenson seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, Rinner, Scherzer, Stephenson, and Stiles. As the presiding board member, Ms. McIntyre was not present for the discussion or vote.

File Number 2010-05602, Melvin L. Corso

Regarding **File number 2011-04013, Epp Meisner**, the Board members reviewed the record of the Informal Fact-Finding Conference, which consisted of the application file, transcripts and exhibits, and the Summary of the Informal Fact-Finding Conference as well as the Section's recommendation. Ms. Stiles moved to accept the recommendation of the presiding Board member, and approve Ms. Meisner's application for certification as an Interior Designer. Mr. Johnson seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson and Stiles. As the presiding Board member, Ms. Finn, was not present during the discussion or vote.

File Number 2011-04013, Epp Meisner

Mr. Fauber stated that in reviewing the exhibits in Ms. Meisner's record, she was titled an 'interior architect.' Mr. Fauber and Mr. Boyd requested that Ms. Meisner be informed that "architect" is a protected title pursuant to the *Code of Virginia*.

After reviewing the application and Agreement for Registration, Mr. Johnson moved to accept the Agreement for Registration as seen and agreed to by General Electric Company. Mr. Holt seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson and Stiles.

**Agreement for
Registration, General
Electric Company**

Ms. Nosbisch informed the Board that as Vice-Chair, Vaughn Rinner would assume the position of Chair, for the term beginning July 1, 2011, and ending June 30, 2012. However, as Ms. Rinner's second term ends June 30, 2011, Ms. Rinner moved to have Mr. Scherzer, Landscape Architect, assume the position of Chair in her place. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

Election of Officers

Mr. De León moved to nominate Mr. Johnson as Vice-Chair. Mr. Combs seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

The following meeting dates for 2012 were considered.

**Consideration of
2012 Meeting Dates**

APELSCIDLA Board

March 20
June 13
September 25
December 18

Professional Engineers Section

February 15
May 1
August 16
November 8

Architects Section

January 25
May 8
July 24
October 24

Landscape Architects Section

February 8
May 16
August 1
November 7

Land Surveyors Section

February 16
May 9
August 15
November 9

Interior Designers Section

February 9
May 15
August 2
November 6

Discussion was held on rescheduling the June 13 and December 18 APELSCIDLA Board meeting dates. Ms. Stiles moved to approve the meeting dates with the exception of the two dates. Mr. Holt seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

The Board recessed from 11:30 a.m. until 12:00 p.m.

Recess

Upon resumption of the meeting, Mr. Fauber informed the Board that staff received a call from Mr. Nangia at 11:30 a.m. stating that he wanted to withdraw his Consent Order. Mr. Jack advised the Board that the signed CO is a binding contract and it is within the Board's discretion whether to reconsider the CO or not. The Board took no further action. As the presiding board member, Ms. McIntyre was not present for the discussion.

File Number 2011-02439, Chander P. Nangia

Discussion was held on the Guidance Document on topographic surveys that was approved by the APELSCIDLA Board at its March 22, 2011 meeting. Ms. Nobsch informed the board that the document had been reviewed by each section at their respective meetings. Discussion was held on several changes suggested by the Sections. Mr. Holt moved to approve the Guidance Document as amended. Mr. Boyd seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles. Discussion was held on 18VAC10-20-740.B, §54.1-409 and §54.1-410 and issues that have arisen with localities not accepting plans from licensed professionals and the 'professional responsibility' of licensees to report those not following proper procedures. The Board discussed drafting a letter to be sent to the Virginia Association of Counties (VACo) and the Virginia Municipal League (VML) for possible publication in their newsletters clarifying the sections of the *Code* and 18VAC10-20-740.B.

Review of Revised Guidance Document on Topographic Surveys

Discussion of Issues Surrounding 18VAC10-20-740.B, §54.1-409 and §54.1-410

Board members reviewed a draft letter to be sent to Sara Wilson, Department of Human Resource Management (DHRM), regarding job descriptions and licensure requirements on the DHRM website. Ms. Finn stated that there is a difference between job classifications and job descriptions at DHRM, it is a matter of where the state 'files' the job. Ms. Finn suggested that the letter be amended requesting that DHRM consider re-titling their job classifications. Ms. Finn and Mr. Boyd agreed to assist board staff with further editing the letter for consideration by the Board at its meeting September 28, 2011.

Review of Correspondence to Sara Wilson, DHRM

Board members reviewed a draft letter to be sent to the Louisa County, County Commissioner, regarding concerns that county building officials are accepting unsealed surveys. Discussion was held on amending the draft letter by changing 'licensed surveyor' to 'licensed professional' and addressing the letter to the County Administrator, not the County Commissioner. The Board agreed by consensus to accept the letter as amended.

Review of Correspondence to Louisa County Regarding Acceptance of Unsealed Surveys

Ms. Nobsch informed the board that the 'definition of welfare' research report presented by CLARB would soon be available electronically for review. Ms. Nobsch stated that CLARB was at the forefront of the "welfare" issue.

CLARB Report on the Definition of Public Welfare

Ms. Rinner provided a presentation on “A Day in the Life of a Landscape Architect.”

“A Day in the Life of a Landscape Architect” – Vaughn Rinner

Ms. Nobsch informed the Board that the NCEES Credentials Evaluations Service had completed its move to Clemson, SC and that Stephanie Goodnowe, Manager of the service, would be attending the August 1, 2011, PE and LS NCEES meeting. Ms. Nobsch also reported that JMU has been approved as a testing site beginning in October 2011.

NCEES, NCARB, CLARB & NCIDQ Updates

Ms. Nobsch informed the Board that she received a request from the NCEES MBA Networking Group, asking the MBA’s to sign a letter endorsing opposition to a fee increase for testing when the Computer Based Testing (CBT) is implemented. Discussion was held on the impact this would have on applicants. The Board agreed that the benefits outweighed the fee increase. Ms. McIntyre moved to not endorse the letter. Ms. Stiles seconded the motion which was unanimously approved by members: Boyd, Combs, De León, Fauber, Finn, Holt, Johnson, LeMay, McIntyre, Rinner, Scherzer, Stephenson, and Stiles.

Ms. Nobsch provided the Board with the motion that Virginia representatives will present at the NCEES Annual meeting in August, requesting the Virginia Board be moved from the Northeast Zone to the Southern Zone. Ms. Nobsch also reported that former board member, Stanley Harris, PE, was granted Emeritus status by NCEES and that she was elected the NCEES Northeast Zone MBA Representative.

Ms. Nobsch informed the Board that Mr. Boyd was selected to serve on the NCARB Practice Education Committee. Ms. Nobsch reported that Virginia Tech won the 2011 NCARB Prize Grand Prize of \$25,000, for their project “Designing Practice,” as well as a \$7,500 prize for their project “A Sustainable, Net Zero Energy Dwelling.”

Ms. Nobsch informed the Board that Joel Albizo, Executive Director of CLARB and Denise Husband, incoming President of CLARB attended the May 3, Landscape Architect section meeting, and that she attended the CLARB Board of Directors meeting June 9-12 as the MBE representative.

Ms. Nobsch reported that the NCIDQ Annual meeting will be held in Alexandria, Virginia in November.

The board members were provided a comprehensive report of enforcement activity since the last board meeting.

Review of Compliance and Investigations Division Activity

The board members were provided financial statements for informational purposes.

**Review of Board
Financial Statements**

There was no other business.

Other Business

Conflict of Interest forms were completed by all members present.

**Conflict of Interest
Forms**

There being no further business, the meeting was adjourned at 2:39 p.m.

Adjourn

J. Everette Fauber III, Chair

Gordon N. Dixon, Secretary