

**BOARD FOR CONTRACTORS COMMITTEE
MEETING MINUTES**

The Board for Contractors Committee (The Committee) met on Monday, December 6th, 2010, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Erby G. "Rudy" Middleton, III, Chairman
Bailey Dowdy, Vice Chairman
Herbert "Jack" Dyer, Jr.
Michael Gelardi
Doug Murrow
D. Todd Vander Pol
Chancey Walker

The following DPOR staff attended the meeting:

Eric L. Olson, Executive Director
Adrienne Mayo, Regulatory Boards Administrator
Leas Roth, Licensing and Education Administrator
Karen Bullock, Administrative Assistant
Chris Kunkel, Licensing and Education Specialist

Chairman Middleton called the meeting to order at 2:09 p.m.

Call To Order

The Meeting Agenda was approved unanimously. Motion made by **Mr. Dowdy** seconded by **Mr. Dyer**.

Approval of Agenda

The Minutes from the October 18, 2010, Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Gelardi**, seconded by **Mr. Dowdy**.

Minutes Adopted

There was no Public Comment.

Public Comment

Items requiring Board action are marked with an asterisk (*):

Education Provider Applicants:

Education Provider Applications*

Applications for proposed education providers and courses were reviewed and the Committee recommendations are as follows:

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the Committee unanimously recommended that the Board approve (4 classes) Middle Department Inspection Agency, Inc. (MDIA) – (Electrical) Continuing Education in the classroom course.

Middle Department Inspection Agency, Inc. (MDIA)

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the Committee unanimously recommended that the Board, based on 2011 Code Classes, approve (4 classes, Retroactive approval 3/26/10, 3 courses are based on 2011 NEC) Code Instruction Services, Inc. – (Electrical) Continuing Education in the classroom course.

Code Instruction Services, Inc.

Linwood Rhodes, Jr., on behalf of Blount-Rhodes Education Center attended the meeting and addressed the Committee.

Blount-Rhodes Education Center

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the Committee unanimously recommended that the Board approve (1 class) Blount-Rhodes Education Center – (Electrical) Continuing Education in the classroom.

After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Vander Pol**, for the Committee to recommend that the Board approve (1 course for approval

Wisdom & Associates, Inc.

for all and 1 code section; 8 contact hours for each based on administrative part of each respective code 101-102, 9 of NEC, IMC, IPC and IFGC) Wisdom & Associates, Inc. – (HVAC, Plumbing, Gas Fitting and Electrical) Continuing Education in the classroom course. The motion failed. **Members voting “no” were: Dyer, Gelardi, Dowdy and Middleton.**

After further discussion, and a motion by **Mr. Dowdy** seconded by **Mr. Gelardi**, the Committee recommended that the Board deny Wisdom & Associates, Inc. – (HVAC, Plumbing, Gas Fitting and Electrical) Continuing Education in the classroom course. **The motion passed by majority vote. Mr. Walker voted “no”.**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Dowdy**, the Committee unanimously recommended that the Board approve Mike Holt Enterprises, Inc. (Electrical) Continuing Education online and vocation education online course.

Mike Holt Enterprises, Inc.

Jack Bardale on behalf of HVACREDU.NET, attended the meeting and addressed the Committee.

HVACREDU.NET

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Dyer**, the Committee unanimously recommended that the Board approve (33 classes) HVACREDU.NET (HVAC) Vocational Education online course.

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the Committee unanimously recommended that the Board approve (6 courses total - 160 hours or 240 hours; each class is offered in each trade as either 160 credit or 240 credit – retroactive approval 12/6/10) Master Institute (Electrical, HVAC and Plumbing) in the classroom course.

Master Institute

There was no old business.

Old Business

a. Education Provider Application Format

Leas Roth, Licensing and Education Administrator, shared processing procedures for education applications with the committee. The committee determined not to make changes at this time.

New Business

b. Sewage Disposal Systems Contracting*

Program updates concerning individual certification and licensing requirements for onsite sewage systems was presented to the committee.

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the committee recommends the Board send notification advising that all Qualified Individuals of Sewage Disposal System Contractors are required to hold the

individual license issued by the Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals. Additionally, the notification will advise all contractors who perform sewage disposal system contracting work will have six months to comply or the specialty will be removed from the license.

c. Education Provider Applications and Code Update Disclosure Requirements*

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Gelardi**, the Committee recommends the Board grants the licensing and education administrator the authority to swap codes (all current and future codes) in a syllabus of an already approved provider course.

d. Regulation Review*

Staff briefed the committee regarding the status of the final regulatory package for the Individual License and Certification Regulations. After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Dyer**, the Committee recommends the Board adopt the modified language for the Board for Contractor Individual and License Regulations involving inactive tradesman licenses.

e. Vocational Training Requirements for Tradesmen Applicants

The Committee reaffirms the Board has an established policy for applicants holding electrical or mechanical engineering degrees (with applicable trade experience) meet the entry requirements established within the Individual Licensing and Certification Regulations. The committee further reaffirms civil engineering and construction engineering cannot be used to qualify to take any tradesmen examination and recommends no change in policy at this time.

Chairman Middleton entertained a motion to adjourn from **Mr. Dyer**, seconded by **Mr. Vander Pol** and approved unanimously by the Committee. The meeting adjourned at 4:15 p.m.

Adjourn



Erby G. "Rudy" Middleton, III, Chairman



Date

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

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

1. Name: Michael Gelardi
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: December 6, 2010
(Date)

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

(Agenda Item)

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.

Michael Gelardi
Signature

December 6, 2010
Date

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

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

1. Name: Doug Murrow
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: December 6, 2010
(Date)

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

(Agenda Item)

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 interested in any transactions taken at this meeting.


Signature

December 6, 2010
Date

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

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

1. Name: Erby G. "Rudy" Middleton, III
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: December 6, 2010
(Date)

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

(Agenda Item)

Nature of Personal Interest Affected by 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 interested in any transactions taken at this meeting.

E. G. Middleton III
Signature

December 6, 2010
Date

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STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT CONTRACTORS

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Chancey Walker
(Name of Board Member)
- 2. Title: Board Member
- 3. Agency: Board for Contractors Committee
(Name of Board)
- 4. Meeting/IFF Date: December 6, 2010
(Date)

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

(Agenda Item) *N/A*

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:

HVAC, PLB, BUILDING, GAS FITTING

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 interested in any transactions taken at this meeting.

C.W. Walker
Signature

December 6, 2010
Date

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

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

1. Name: Bailey Dowdy
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: December 6, 2010
(Date)

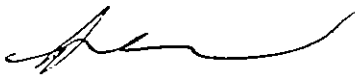
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- or
- I did not participate in the transaction.
6. I **do not** have a personal interested in any transactions taken at this meeting.



Signature

December 6, 2010
Date

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

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

1. Name: Herbert "Jack" Dyer, Jr.
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee
(Name of Board)
4. Meeting/IFF Date: December 6, 2010
(Date)

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

(Agenda Item)

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 interested in any transactions taken at this meeting.

Herbert Jack Dyer, Jr.
Signature

December 6, 2010
Date