

**BOARD FOR CONTRACTORS COMMITTEE
MEETING MINUTES**

The Board for Contractors Committee met on **Tuesday, May 7, 2024**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Board member(s) present for the meeting:

Nathan Trice, Vice Chair
James Spencer
Francis McGonegal
Taylor Brannan
Doug Lowe
Ralph “Tripp” Costen

Board member(s) absent from the meeting:

Donald Groh, Chair
Jerry Heinline

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

Marjorie King, Executive Director
Cameron Parris, Regulatory Operations Administrator
Mary Charity, Licensing Operations Administrator
Stephanie Keuther, Administrative Coordinator

Mr. Trice called the May 7, 2024, Board for Contractors Committee Meeting to order at 8:08 A.M.

Call To Order

Mr. Spencer made a motion, seconded by Mr. McGonegal, to adopt the Draft Agenda of May 7, 2024.

Approval of Agenda

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. Nays: None. Abstain: None. Absent: Groh and Heinline.

Mr. Spencer made a motion, seconded by Mr. Costen, to approve the draft Minutes of March 12, 2024, Board for Contractors Committee Meeting as presented.

Minutes

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. Nays: None. Abstain: None. Absent: Groh and Heinline.

Emergency Egress

Emergency Egress

Marjorie King, Executive Director, reviewed the Emergency Egress procedures with the Committee and members of the public.

Mr. Trice opened the Public Comment section of the meeting.

Public Comment

William Heath, master electrician with Lionhouse Electrical, informed the Committee of his concerns related to lowering the requirements for an electrical tradesman license and, under certain criteria, not all applicants having to complete an examination for licensure.

With no one else wishing to come forward, Mr. Trice closed the public comment section of the meeting.

Education Provider Applications

Education Provider Applications

Mary Charity, Licensing Operations Administrator, addressed the Committee:

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

Mrs. Charity shared that staff recommends approval for:

Department of Housing & Community Development – One classroom continuing education, one Virtual, and one Online continuing education course for Electrical. One classroom continuing education, one Virtual, and one Online continuing education course for Plumbing. One classroom continuing education, one Virtual, and one Online continuing education course for Gas Fitters. One classroom continuing education, one Virtual, and one Online continuing education course for HVAC. This provider is **requesting retro approval from October 1, 2023**

Department of Housing & Community Development

Mr. Spencer made a motion, seconded by Mr. Costen, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None, **Abstain:** None, **Absent:** Groh and Heinline.

Mrs. Charity shared that staff recommends approval for:

NAESA International –one classroom continuing education and one classroom vocational course for Certified Elevator Mechanics.

**NAESA
International**

Mr. Spencer made a motion, seconded by Mr. Costen, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None. **Abstain:** None. **Absent:** Groh and Heinline.

Mrs. Charity shared that staff recommends approval for:

NAESA International - one classroom continuing education and one classroom vocational course for Certified Elevator Mechanics.

**NAESA
International**

Mr. Spencer made a motion, seconded by Mr. Costen, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None. **Abstain:** None. **Absent:** Groh, and Heinline.

Mrs. Charity shared that staff recommends approval for:

Prince William County Service Authority – One classroom Electrician Continuing Education course. NEW PROVIDER

**Prince William
County Service
Authority**

Mr. Spencer made a motion, seconded by Mr. Costen, for approval.

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None. **Abstain:** None. **Absent:** Groh and Heinline.

Mrs. Charity shared that staff recommends approval for:

Will Jenkins – One 48hour classroom Vocational Training course. NEW PROVIDER

Mr. Spencer made a motion seconded by Mr. Costen for approval.

Will Jenkins

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None. **Abstain:** None. **Absent:** Groh and Heinline.

New Business

New Business

Regulatory Review update

Regulatory Review update

18VAC50-22	General Regulatory Reduction Initiative	Proposed to be filed.
18VAC50-22	Eligibility Requirement Amendment	Proposed to be filed.
18VAC50-22	Amendment of Prohibited Acts	Executive branch review
18VAC50-30	Continuing Education Amendment	Final to be filed, followed by executive branch review.
18VAC50-30	General Regulatory Reduction Initiative	Final to be filed, followed by executive branch review.
18VAC50-30	Eligibility Requirement Amendment	Public Hearing scheduled for 5/20/24 through 7/5/24
18VAC50-30	Temporary Elevator Mechanic Certifications	Fast Track to be filed.
18VAC50-22 18VAC50-30	Guidance Document 5724 - PSI Examination Equivalency	To be filed.

Reconsideration of Case Decisions

Reconsideration of Case Decisions

Marjorie King, Executive Director, informed the Committee: Section 2.2-4023.1 of the Code of Virginia enables a party to submit a petition seeking reconsideration of a final decision made by an agency pursuant to § 2.2-4020. Upon receipt of such petition, the agency is mandated to issue a written decision within 30 days. In instances where reconsideration pertains to a decision made by a policy-making board within an agency, the board possesses various avenues to address the petition. These include the option to delegate authority for considering the petition to the board chair, a designated subcommittee, or the agency’s director responsible for administrative support to the board, typically the Executive Director.

To adhere to the statutory timeframe for addressing reconsiderations, it’s respectfully requested that the Board delegate responsibility of addressing reconsiderations to the Board’s Executive Director, in accordance with the provisions outlined in the statute.

Mr. Spencer made a motion, seconded by Mr. Costen to delegate the responsibility for addressing case reconsiderations to the Executive Director of the Board, in accordance with the provisions outlined in the statute.”

The motion was approved with a vote of 6-0-0. Ayes: Trice, Spencer, Lowe, Costen, Brannan and McGonegal. **Nays:** None. **Abstain:** None. **Absent:** Groh and Heinline.

Remote proctoring

Remote proctoring

Marjorie King, Executive Director, informed the Committee the Board for Contractors is being asked to reconsider breaks during the remote proctoring of examinations.

After discussion, the Committee tabled their recommendation to allow for Board discussion at the full Board meeting.

Executive Director Report

Executive Director Report

Marjorie King, Executive Director, informed the Committee of current and passed statistical data related to Board cases, licensing applications, emails and phone calls. Ms. King informed the Committee that the remedial education class continues to be well received by participants and recommends all Board members attend a remedial education class.

Adjournment

Mr. Trice thanked the Committee and Staff and adjourned the Committee Meeting at 9:01 A.M.

The next Committee Meeting will be **June 18, 2024.**

Donald Groh, Chair

Date

