

**BOARD FOR CONTRACTORS COMMITTEE  
MEETING MINUTES**

The Board for Contractors Committee (The Committee) met on Monday, October 18, 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  
Chancey Walker

David Giesen, Board for Contractors Board Member,  
observed the meeting.

The following DPOR staff attended the meeting:

Gordon N. Dixon Director  
Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Leas Roth, Licensing and Education Administrator  
Karen Bullock, Administrative Assistant

Adrienne Mayo called the meeting to order at 2:10 p.m.

**Call To Order**

Mr. Walker nominated Mr. Gelardi as chairman. Mr. Gelardi declined and nominated Mr. Middleton as chairman. After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Walker**, the Committee unanimously voted Mr. Middleton as chairman.

**Election of Chairman and Vice Chairman**

Mr. Middleton asked the Committee for nominations for vice chairman. Mr. Middleton nominated Mr. Dowdy. After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Middleton**, the Committee unanimously voted Mr. Dowdy as vice chairman.

The Meeting Agenda was approved unanimously. Motion made by **Mr. Walker** seconded by **Mr. Gelardi**.

**Approval of Agenda**

The Minutes from the July 12, 2010, Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Gelardi**, seconded by **Mr. Murrow**.

**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. Walker**, seconded by **Mr. Gelardi**, the Committee unanimously recommended that the Board approve (1 class) Elton Fahnestock – (Gas Fitter) Continuing Education in the classroom course.

**Elton Fahnestock**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Murrow**, the Committee unanimously recommended that the Board approve (1 class) Carolinas Electrical Contractors Association, Inc. – (Electrical) Continuing Education in the classroom course.

**Carolinas Electrical Contractors Association, Inc.**

Chris Anderson and Richard Hibbard, on behalf of A+ Tradesman Continuing Education attended the meeting and addressed the Committee.

**A+ Tradesman Continuing Education**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Walker**, the

Committee unanimously recommended that the Board approve (12 class) A+ Tradesman Continuing Education – (HVAC, Plumbing, Gas Fitting & Electrical) Continuing Education in the classroom, online and via correspondence.

Curt Campbell and Roger Roberson on behalf of Chesterfield County Building Inspector's Office attended the meeting and addressed the Committee.

**Chesterfield County  
Building Inspector's  
Office**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve (4 classes) Chesterfield County Building Inspector's Office – (HVAC, Plumbing, Gas Fitting and Electrical) Continuing Education in the classroom course.

After discussion, and a motion by **Mr. Gelardi** seconded by **Mr. Murrow**, the Committee unanimously recommended that the Board approve (1 class) Premier Electric's – (Gas Fitter) Continuing Education in the classroom course.

**Premier Electric**

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Walker**, the Committee unanimously recommended that the Board approve (1 class) MyElectricalCEU.com – (Electrical) Continuing Education in the class room course.

**MyElectricalCEU.com**

There was no old business.

**Old Business**

**a. Review of Procedure for Review of Education Provider Application\***

In order to streamline the change process, After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Dowdy**, the Committee recommends providing board staff with authority to approve course syllabus amendments.

**New Business**

**b. Continuing Education Courses – Expanding Curriculum\***

After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Dyer**, the Committee recommends the board expands the curriculum of code base courses for continuing education by no longer requiring comprehensive courses.

**c. Examination Requirements; Regulatory Portion\***

The Committee recommends the board adopts as policy that once an individual successful completes the regulatory portion of a tradesman examination, that an individual is exempt from taking that portion of the examination again.

**d. Scope of Practice; Construction of Foundations\***

For board approval a recommendation by the Committee is presented to adopt as policy to add construction of foundations as a scope of practice for all building contractors.

**e. Review of Policy regarding Utility Contractors Performing Plumbing**

**Work**

The Committee reaffirms the board has an established policy *that allows Highway/Heavy contractors, when in the course of running water /sewer lines from the street (or other service points), may complete the plumbing connection to a residential, commercial, or industrial site* and therefore, recommends no change in policy at this time.

**f. Scope of Practice: Plumbers Performing Work on Water Well Systems\***

After discussion the Committee recommends for board approval that only a certified water well system provider shall perform any installation, maintenance, or repair that is within the inside of the water well casing. The committee further recommends a licensed plumber may perform any installation, maintenance, or repair that is outside (not submersed in) the water well casing.

**g. Financial Statement Submission – Class B\***

Board staff shared with the Committee receiving an increase of Class B contractor applications that disclose adverse financial history. Currently only self declaration of the \$15,000 net worth requirement is required with applications. Often supporting materials submitted by the applicant appears to contradict the firm meets the net worth requirement. After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Gelardi**, the Committee recommends the board require submission of a financial statement form accompany all Class B Contractor applications.

**h. Regulation Review**

Staff provided the Committee with an update regarding the status of regulation review submissions for Board for Contractors and Individual License and Certification Regulations. After discussion, and a motion by **Mr. Gelardi**, seconded by **Mr. Murrow**, the Committee recommends the board withdraw the previously adopted action for the Board for Contractor Individual and License Regulations involving not issuing temporary licenses.

Chairman Middleton entertained a motion to adjourn from **Mr. Dyer**, seconded by **Mr. Gelardi** and approved unanimously by the Committee. The meeting adjourned at 4:06 p.m. **Adjourn**

  
Erby G. "Rudy" Middleton, III, Chairman

12-6-10  
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. October 18, 2010  
(Date)

5. I have a personal interest in the following transaction

\_\_\_\_\_ (Agenda Item)

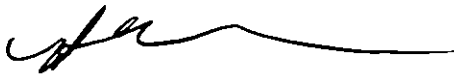
Nature of Personal Interest Affected by Transaction. \_\_\_\_\_

\_\_\_\_\_

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

October 18, 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 October 18, 2010  
(Date)

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

\_\_\_\_\_

(Agenda Item)

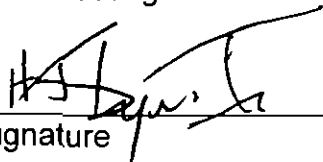
Nature of Personal Interest Affected by Transaction. \_\_\_\_\_

\_\_\_\_\_

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

October 18, 2010  
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 October 18, 2010  
(Date)

5 I have a personal interest in the following transaction.

N/A  
(Agenda Item)

Nature of Personal Interest Affected by Transaction \_\_\_\_\_

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

N/A

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 J. Gelardi  
Signature

October 18, 2010  
Date

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

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

1. Name E. G. "Ruby" Middleton, III  
(Name of Board Member)
2. Title. Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date October 18, 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

October 18, 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. October 18, 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

October 18, 2010  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

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: October 18, 2010  
(Date)

5 I have a personal interest in the following transaction:

NONE  
(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.

HVAC & GLASSA BUILDING

- 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

Ch. Walker  
Signature

October 18, 2010  
Date