

BOARD FOR PROFESSIONAL AND OCCUPATIONAL REGULATION

MINUTES

The Board for Professional and Occupational Regulation met on Monday, December 9, 2019, 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:

Laurence Benenson
Suzanne Conrad
Joseph Montano
Ryan O'Toole
Shelly Simonds

Board members, Chika Anyadike, H. Scott Johnson, Ana Mitchell, and Martin Mooradian were not present at the meeting.

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

Mary Broz-Vaughan, Director
Kathleen (Kate) R. Nosbisch, Executive Director
Amy Goobic, Executive Assistant
Matthew McCabe, Program & Special Projects Analyst
Connor Eads, Virginia Management Fellow

There was no representative present from the office of the Attorney General.

Ms. Simonds called the meeting to order at 10:03 a.m.

Call to Order

Ms. Simonds advised the Board of the emergency evacuation procedures.

Emergency Evacuation Procedures

Ms. Conrad moved to approve the agenda. Mr. Benenson seconded the motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds.

Approval of Agenda

Mr. Benenson moved to approve the minutes from the October 28, 2019 meeting. Ms. Conrad seconded the motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds.

Approval of Minutes

There was no public comment.

Public Comment

Ms. Nosbisch provided background information on the draft report presented to the Board. The Joint Legislative Audit & Review Commission (JLARC) report on the operations and performance of DPOR, October 2018, contained two recommendations for the Board

JLARC Recommendations Report

which required action by December 31, 2019. Discussion was held on the next steps for the report. Ms. Nosbisch stated that staff would receive input from stakeholders; public comment from professions, as well as, affected public; and use additional research in preparation for the final report due December 31, 2020. Ms. Broz-Vaughan added that the study will be provided to the General Assembly and they will make the determination for continuation licensing/certification programs, taking statutory criteria into consideration.

Mr. O'Toole inquired as whether any licensing/certification programs contained in the report would be taken up in the upcoming General Assembly. Ms. Broz-Vaughan commented that the agency remains objective on these matters, and will provide technical assistance and information as needed.

Mr. O'Toole moved to approve the draft report. Ms. Conrad seconded the motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds.

Ms. Nosbisch informed the Board that all DPOR boards undergo regulatory review every four years for all board's regulations. The boards can retain, repeal or amend the regulations. This process will be completed by December 31, 2019

Periodic Review

Board members were provided board liaison assignments. Ms. Nosbisch encouraged Board members to attend meetings of their assigned boards. Mr. Montano will be the liaison for boards assigned to former Board member Mr. Goldman.

Board Liaisons

Ms. Nosbisch inquired as to where members see the Board in five to ten years. Discussion was held on the future of the Board with regards to today's regulatory environment. Ms. Simonds commented that the upcoming year could prove to be a busy one for the Board.

Board Future

The 2020 tentative meeting dates were presented: March 2, June 8, September 21, and December 7. Mr. Montano moved to approve the dates as presented. Mr. O'Toole seconded the motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds.

Consideration of 2020 Board Meeting Dates

Ms. Nosbisch commented that the meeting would be Ms. Simonds last as chair and board member, before she joins the House of Delegates as the Representative of the 94th District. Election of Officers was conducted for the 2019-2020 term. Mr. Montano moved to nominate Ms. Conrad as Chair. There being no further nominations, Ms. Simonds seconded the

Election of Chair and Vice-Chair

motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds. Mr. Montano moved to nominate Mr. O'Toole as Vice-Chair. There being no further nominations, Ms. Conrad seconded the motion which was unanimously approved by members: Benenson, Conrad, Montano, O'Toole and Simonds.

Ms. Nosbisch informed the Board that they will receive an email with directions on submitting their Statement of Economic Interest form (financial disclosure statement). Email to be sent January 1, submissions will be electronic only. She asked that they make sure to have the form submitted by the due date. Ms. Broz-Vaughan informed the Board the deadline for submitting was extended to February 3, 2020, as February 1, 2020 is a Saturday.

Statement of Economic Interest Form

Ms. Nosbisch informed the Board that the General Assembly session begins January 8. Ms. Broz-Vaughan reported that there were no budgetary issues concerning DPOR.

General Assembly

Ms. Nosbisch thanked the Board members for attending, expressing the importance of their presence at board meetings. Additionally, she congratulated Ms. Simonds on her election to the House of Delegates and wished her much success.

Other Business

Conflict of Interest forms and travel vouchers were completed by all board members present.

Conflict of Interest Forms

The meeting was adjourned at 10:41 a.m.

Adjourn



Shelly Simonds, Chair



Mary Broz-Vaughan, Director

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

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

1. Name: Shelly Simonds
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting December 9, 2019

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

Nature of Personal Interest Affected by Transaction:

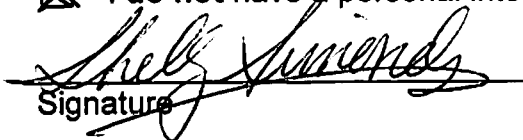
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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.


Signature

12/9/19
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Suzanne Conrad
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting December 9, 2019
5. I have a personal interest in the following transaction:

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:

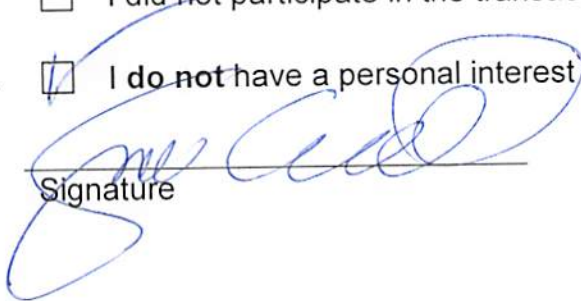
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

12/9/19

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Laurence Benenson
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting December 9, 2019

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

N/A

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.


Signature

12/9/19
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Ryan O'Toole
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting December 9, 2019
5. I have a personal interest in the following transaction:

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.



Signature

12/9/19

Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Joseph Montano
2. Title: Board Member
3. Agency: Board for Professional & Occupational Regulation
4. Meeting/IFF Date: Board Meeting December 9, 2019

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

N/A

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.

Signature 

12/09/19
Date