

**WETLAND DELINEATOR EXAM REVIEW COMMITTEE
MINUTES**

Wetland Delineator members of the Virginia Board for Professional Soil Scientists, Wetland Professionals and Geologists, and Subject Matter Experts (SME), met on December 1, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Dr., Richmond, Virginia, to discuss exam issues, with the following members present:

Robin Bedenbaugh (Board Member)
Keith Goodwin (Board Member)
Brad Petru (SME)

Agency staff present for all or part of the meeting were:

Shannon Webster, Director of Examinations
Bill Murray, Training Manager
Rhonda Starr, Examination Coordinator

Committee member Doug DeBerry was not present for the meeting.

Mr. Bedenbaugh, Chair, called the meeting to order at 11:30 a.m.

There were no public comments.

At 11:30 a.m., Mr. Goodwin moved that the Committee immediately convene in closed meeting for the purpose of consultation pertaining to examination issues within the jurisdiction of the Board as permitted by §2.2-3711.A.11 of the *Code of Virginia*. This motion was made with respect to the matters identified as exam review. Mr. Petru seconded the motion which was unanimously approved by members: Bedenbaugh, Goodwin and Petru.

At 1:35 p.m., Mr. Petru moved to adjourn the closed meeting and to immediately reconvene in open meeting. Mr. Goodwin seconded the motion which was unanimously approved by members: Bedenbaugh, Goodwin and Petru.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Wetland Delineator Exam Review Committee of the PSSWPG Board has convened a closed meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, §2.2-3712 of the Code of Virginia requires a certification by

Call to Order

**Public Comment
Period**

Closed Meeting

Open Meeting

**Certification of
Closed Meeting**

the Wetland Delineator Exam Review Committee of the PSSWPG Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Wetland Delineator Exam Review Committee of the PSSWPG Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open session requirements by Virginia law were discussed in the closed meeting to which the certification applies, and (II) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Wetland Delineator Exam Review Committee of the PSSWPG Board.

VOTE: 3-0
AYES: Bedenbaugh, Goodwin and Petru
NAYS: 0
ABSENT FROM MEETING: 1

Conflict of Interest forms were completed by all members present.

**Conflict of
Interest Forms**

There being no further business, the meeting was adjourned at 1:35 p.m.

Adjourn

Robin Bedenbaugh, Chair

Jay W. DeBoer, Secretary