

**BOARD FOR CONTRACTORS COMMITTEE  
MEETING MINUTES**

The Board for Contractors Committee met on Tuesday, June 21, 2022 at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Donald Groh, Chairman  
Deborah Tomlin, Vice Chairman  
John O'Dell  
Shawn Mitchell  
Vernell Woods (Arrived at 9:02)  
Jeffrey Hux  
Alvin Pardo-Monell  
Wiley 'Bif' Johnson (Arrived at 8:13)

Board member(s) absent from the meeting:

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

Eric Olson, Executive Director  
Marjorie King, Board Administrator  
Adrienne Mayo, Board Administrator  
Mary Charity, Licensing Supervisor  
Stephanie Keuther, Administrative Assistant

Mr. Groh called the June 21, 2022 Board for Contractors Committee Meeting to order at 8:04A.M.

Call To Order

Mr. Hux made a motion seconded by Mr. Mitchell to adopt the Agenda of June 21, 2022.

Approval of  
Agenda

The motion was approved with a vote of 8-0-0. Ayes: Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. Nays: None Abstain: None Absent: None

Mr. Mitchell made a motion seconded by Mr. Hux to amend the draft Minutes of May 10, 2022 Board for Contractors Committee Meeting to include the correct next meeting date and adjournment time.

Minutes

The motion was approved with a vote of 8-0-0. Ayes: Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. Nays: None Abstain: None Absent: None

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

Public Comment

With no one else wishing to come forward Mr. Groh closed the Public Comment section of the meeting.

Education Provider Applications

Education Provider  
Applications

Adrienne Mayo, Regulatory Board Administrator addressed the Committee:

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

Ms. Mayo shared that staff recommends approval for:

At Your Pace Online

At Your Pace Online – one online contractor pre-license course

A motion was made by Mr. Mitchell seconded by Mr. Hux for approval.

The motion was approved with a vote of 8-0-0. Ayes: Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. Nays: None Abstain: None Absent: None

Ms. Mayo shared that staff recommends approval for:

Baul Academy of  
learning

Baul Academy of learning- one ZOOM plumbing vocational course, one ZOOM HVAC vocational course and two ZOOM Gas Fitter vocational courses

A motion was made by Mr. Mitchell seconded by Mr. Hux for approval.

The motion was approved with a vote of 8-0-0. Ayes: Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. Nays: None Abstain: None Absent: None

**Ms. Mayo shared that staff recommends approval for:**

**Complete Electrical Academy** – one ZOOM and one classroom Electrical Continuing Education course

**Complete Electrical Academy**

**A motion was made by Mr. Mitchell seconded by Mr. Hux** for approval.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Ms. Mayo shared that staff recommends approval for:**

**Krugers Training Academy** - for two classroom Backflow Prevention Device worker courses

**Krugers Training Academy**

**A motion was made by Mr. Mitchell seconded by Mr. Hux** for approval.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Ms. Mayo shared that staff recommends approval for:**

**Lee Rigby: Elevator Safety & Technical Services** – one classroom and one online Certified Elevator Mechanic continuing education course

**Lee Rigby: Elevator Services**

**A motion was made by Mr. Mitchell seconded by Mr. Hux** for approval.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Ms. Mayo shared that staff recommends approval for:**

**Milby Company** – one Certified Water Well Systems Provider Continuing Education classroom course

**Milby Company**

**A motion was made by Mr. Mitchell seconded by Mr. Hux** for retroactive approval as of April 12, 2022.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Ms. Mayo shared that staff recommends approval for:**

**National Ground Water Association** – one online Continuing Educating course for Certified Water Well Systems Providers

**National Ground Water Association**

**A motion was made by Mr. Mitchell seconded by Mr. Hux for approval.**

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Ms. Mayo shared that staff recommends approval for:**

**United Air Temp**

**United Air Temp** – three hybrid courses (classroom, online and in the field training) Vocational HVAC, Vocational Plumbing and Vocational Gas Fitter

**A motion was made by Mr. Mitchell seconded by Mr. Hux for approval.**

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

Old Business  
None

Old Business  
None

New Business

New Business

**Continuing Education Providers courses not updated**

**Continuing  
Education Providers  
courses not updated**

Adrienne Mayo, Board Administrator informed the Committee we have received several Continuing Education Providers returned certified mail with multiple attempts in requesting for updated information. Ms. Mayo also noted no rosters have been submitted by the Education Providers given to the Committee.

**A motion was made by Mr. Mitchell seconded by Mr. Pardo-Monell to notify the Providers that have not updated there information again by Certified Mail that if not updated within 30 days, the next notice will be for removal from the approved providers list, with the option to re-apply.**

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

**Remedial Education Report**

**Remedial Education  
Report**

**Marjorie King, Board Administrator** informed the Committee that the remedial education class continues to be well received by participants. No action was required of the Committee.

**Regulatory Review**

**Regulatory Review  
– Executive  
Directive One**

**Eric Olson, Executive Director** informed the Committee in accordance with Executive Directive One and current statutory requirements, the Committee will continue the line by line review of the Individual Tradesman Regulations and Contractors Regulations to determine if they currently meet those requirements or should be amended or removed.

The Committee continued the line by line review of the Individual Tradesman Regulations. No action was taken at this time and will continue into the next committee meeting on August 2, 2022.

**Election of Officers**

**Election of Officers**

Mr. Groh turned the chair to Eric Olson, Executive Director, for the purposes of conducting the Election of Officers.

Mr. Olson called for nominations from the floor for Chairman of the Committee.

**Mr. Mitchell made a motion, seconded by Mr. Hux,** to nominate Mr. Groh as Chairman.

Mr. Olson called for other nominations, hearing none, the nominations for chairman were closed.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

Mr. Olson called for nominations from the floor for Vice-Chairman of the Board.

Mr. Mitchell made a motion, seconded by Mr. Hux, to nominate Ms. Tomlin as Vice Chairman.

Mr. Olson called for other nominations, hearing none, the nominations for vice chairman were closed.

**The motion was approved with a vote of 8-0-0. Ayes:** Groh, Tomlin, Hux, Johnson, Pardo-Monell, O'Dell, Mitchell, and Woods. **Nays:** None **Abstain:** None **Absent:** None

Mr. Olson returned the chair to Mr. Groh.

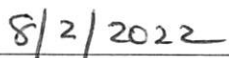
**Adjournment**

**Adjournment**

**Mr. Groh** thanked the Committee and Staff and adjourned the Committee Meeting at 9:42 A.M.

The next Committee Meeting will be **August 2, 2022**

  
\_\_\_\_\_  
Donald Groh, Chairman

  
\_\_\_\_\_  
Date