

Professional Engineer Section of the
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND
SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE
ARCHITECTS MEETING MINUTES

The Professional Engineer Section of the of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on June 14, 2023, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

James Kelly, Professional Engineer
Rick Townsend, Professional Engineer

Demetrios Melis, Director and Kishore Thota, Chief Deputy Director were not present at the meeting with regrets.

Staff present for all or part of the meeting were:

Steve Kirschner, LRPD Deputy Director
Kate Nosbisch, Executive Director
Bonnie Davis, Regulatory Operations Administrator
Jermaine Gray, Board Operations Administrator
Ecila Williams, Administrative Coordinator

Members of the audience:

Georg Dahl, Virginia Society of Professional Engineers (VSPE) STEM and Educational
Outreach Lead for Tidewater/Hampton Roads Chapter

No one was present from the Office of the Attorney General.

Mr. Kelly called the meeting to order at 10:11 a.m.

Call to Order

Ms. Nosbisch advised the Section of the emergency evacuation procedures.

**Emergency
Evacuation**

Ms. Nosbisch welcomed Ms. Williams., Mr. Gray, and Mr. Dahl.

Announcements

Ms. Nosbisch opened the floor for nominations for Chair to the Professional Engineer Section of the Regulatory Review Committee. Mr. Townsend nominated Mr. Kelly as Chair. As there were no other nominations from the floor, Ms. Nosbisch closed the nominations. Mr. Kelly seconded the motion for Mr. Kelly as Chair. Mr. Kelly accepted the nomination. Mr. Kelly was approved Chair of the Committee by: Kelly and Townsend.

**Election of
Committee Chair**

Mr. Townsend moved to approve the agenda. Mr. Kelly seconded the motion which was unanimously approved by: Kelly and Townsend.

**Approval of
Agenda**

Mr. Dahl stated that VSPE had received the notification of the Periodic Regulatory Review and that VSPE is satisfied with how the Board conducts business.

**Public Comment
Period**

Ms. Nosbisch reminded the Section about using the regulatory review matrix during their review of the professional engineer regulations.

**Regulatory Review
Matrix**

The Section began a line-by-line review of the regulations using the Regulatory Review Matrix Flowchart to determine the relevance of each regulation. The Section began by reviewing 18VAC10-20-160. A long discussion took place regarding the requirements for engineer in training and professional engineer applicants.

**Professional
Engineer
Regulatory Review**

The Committee took a recess from 11:20 a.m. to 11:35 a.m.

Recess

The Committee continued review of the Board's regulations and continued with 18VAC10-20-240. A long discussion took place regarding the experience verification form be completed by a licensed professional engineer.

**Professional
Engineer
Regulatory Review
continued**

The Section scheduled their next Land Surveyor Section Regulatory Review meeting for June 20, 2023, which will last from 11:00 a.m. to 4:00 p.m.

Other Business

Conflict of Interest forms and Travel Vouchers were completed by all Committee members present.

**Conflict of Interest
Forms / Travel
Vouchers**

There being no further business, the meeting was adjourned at 1:54 p.m.

Adjourn

James L
Kelly, PE

Digitally signed by
James L Kelly, PE
Date: 2023.08.07
11:00:13 -04'00'

James Kelly, Chair



Demetrios J. Melis, Secretary

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Rick Townsend
- 2. Title: Board Member
- 3. Agency: Professional Engineers Section/APELSCIDLA Board
- 4. Meeting/IFF Date: PE Meeting June 14, 2023

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

6-14-23
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: James Kelly
- 2. Title: Board Member
- 3. Agency: Professional Engineers Section/APELSCIDLA Board
- 4. Meeting/IFF Date: PE Meeting, June 14, 2023

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

6/14/23
Date