

**BOARD FOR PROFESSIONAL SOIL SCIENTISTS AND WETLAND PROFESSIONALS
MEETING MINUTES**

The Board for Professional Soil Scientists and Wetland Professionals met on April 6, 2011, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Robert B. Atkinson
Nancy Barker (arrived 10:15 a.m.)
Douglas S. Davis
Tom Saxton
Angela Whitehead

Board members Charles Nelson and Angie Hall were not present at the meeting.

Staff present for all or part of the meeting were:

Mark N. Courtney, Deputy Director of Licensing and Regulation
Kathleen R. Nosbisch, Executive Director
Marian H. Brooks, Board Administrator
Justin Garofalo, Board Administrator
Amy Goobic, Administrative Assistant

Josh Lief, from the Office of the Attorney General was present.

Finding a quorum of the Board present, Ms. Whitehead, Chair, called the meeting to order at 10:04 a.m.

Call to Order

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

**Emergency Evacuation
Procedures**

Ms. Whitehead welcomed new board member Douglas S. Davis. New board Angie M. Hall, was unable to come to the meeting. Board members and staff introduced themselves.

**Welcome and
Introduction of New
Board Members**

Dr. Atkinson moved to approve the agenda. Mr. Saxton seconded the motion which was unanimously approved by members: Atkinson, Davis, Saxton and Whitehead.

Approval of Agenda

Ms. Barker moved to approve the minutes from the following meeting:
- April 21, 2010, Board Meeting

Approval of Minutes

Dr. Atkinson seconded the motion which was unanimously approved by members: Atkinson, Barker, Davis, Saxton and Whitehead.

Ms. Nosbisch acknowledged Soil Stewardship Week, April 24 - May 1.

Soil Stewardship Week

Public Comment Period – There were no comments made to the Board.

Public Comment Period

Ms. Whitehead read the following resolution from the Board for Professional Soil Scientists and Wetland Professionals to Dave Davis for his service as a board member.

Resolutions for Former Board Members - David L. Davis and Penelope J. Melino

RESOLUTION TO

David L. Davis

WHEREAS, David L. Davis, did faithfully and diligently serve as a Board member of the Board for Professional Soil Scientists and Wetland Professionals from 2002 to 2010;

WHEREAS, David L. Davis, did devote generously of his time, talent and leadership to the Board;

WHEREAS, David L. Davis, did endeavor at all times to render decisions with fairness and good judgment in the best interest of the citizens of the Commonwealth and these professions; and

WHEREAS, the Board for Professional Soil Scientists and Wetland professionals wishes to acknowledge its gratitude for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth;

NOW THEREFORE BE IT RESOLVED, by the Board for Professional Soil Scientists and Wetland Professionals this 6th day of April 2011, that David L. Davis, be given all honors and respect due him for his outstanding service to the Commonwealth and its citizens; and

BE IT FURTHER RESOLVED, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held by this Board.

Mr. Davis was present to accept the resolution. Ms. Whitehead and Ms. Nobsisch thanked him for his service to the Board.

The Board agreed by consensus to adopt the resolution.

Former board member Penelope J. Melino was unable to attend the meeting for the presentation of her resolution. The resolution will be mailed to Ms. Melino.

Board for Professional Soil Scientists and Wetland Professionals

April 6, 2011

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Ms. Nosbisch provided exam statistics for Professional Soil Scientist and Wetland Professionals exams. Ms. Nosbisch also informed the board that as of April 1, 2011, there were 135 certified Soil Scientists and 104 certified Wetland Delineators.

Exam Statistics

The Board recessed from 10:50 a.m. until 11:20 a.m.

Recess

Ms. Carol Mitchell, Director of Alternative Dispute Resolution (ADR), gave a presentation on the structure of the Compliance and Investigations Division and the complaint process.

Compliance & Investigations Enforcement Training

Mr. Courtney provided the Board members with training on the roles and responsibilities of members of the Board.

Board Member Roles & Responsibilities Training

The Board members were provided with the Board financial statements for informational purposes. Ms. Nosbisch reminded the Board that there was a fee decrease effective September 2010 due to a surplus in revenues.

Review of Financial Statements

Board members reviewed correspondence sent to Robert Hume, Acting Chief of the Army Corps of Engineers. Ms. Nosbisch informed the board that she had not received a response from the Corps.

Other Business


Ms. Whitehead inquired if the wetland examinations would need to be updated with the addition of the regional supplements to the 1987 Wetland Delineation Manual. Ms. Barker indicated that there was one remaining supplement to be revised. Ms. Nosbisch indicated that the wetland examination would be revised at that time, and the board's revenues will be needed for the revision of the wetland exam.

The board agreed by consensus to elect the Chair and Vice-Chair at the next meeting.

There being no further business, the meeting was adjourned at 12:15 p.m.

Adjournment


Angela C. Whitehead, Chair


Gordon N. Dixon, Secretary

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

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

1. Name: Dr. Robert B. Atkinson
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists and Wetland Professionals
4. Meeting/IFF Date: Board Meeting April 6, 2011

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

April 6, 2011
Date

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

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

1. Name: Douglas S. Davis
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists and Wetland Professionals
4. Meeting/IFF Date: Board Meeting April 6, 2011
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

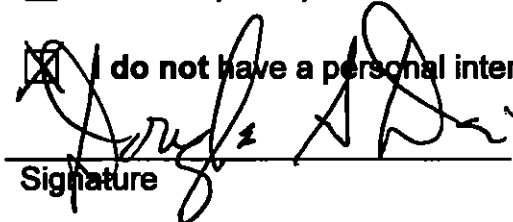
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

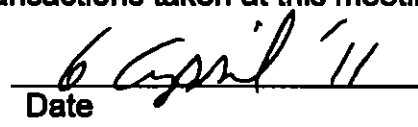
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

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

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

1. Name: Angela C. Whitehead
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists and Wetland Professionals
4. Meeting/IFF Date: Board Meeting April 6, 2011

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

_____ *NA* _____

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.

Angela C. Whitehead
Signature

4-6-11
Date

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

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

1. Name: Nancy G. Barker
2. Title: Board Member
3. Agency: Board for Professional Soil Scientists and Wetland Professionals
4. Meeting/IFF Date: Board Meeting April 6, 2011

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

N/A

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

April 6, 2011

Date

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

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

1. **Name:** Tom Saxton
2. **Title:** Board Member
3. **Agency:** Board for Professional Soil Scientists and Wetland Professionals
4. **Meeting/IFF Date:** Board Meeting April 6, 2011

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

4 - 6 - 2011

Date