

**WETLAND DELINEATION EXAMINATION COMMITTEE
OF THE BOARD FOR PROFESSIONAL SOIL SCIENTISTS**

MINUTES

A Wetland Delineation Examination Committee of the Board for Professional Soil Scientists met on March 31, 2004, at the Comfort Inn in Richmond, Virginia, with the following members present:

David L. Davis
Ann Jennings
Donald Young

Staff present was:

Sharon M. Sweet, Director of Education and Examinations
Tonie Robinson, Examination Specialist

Professional Credential Services, Inc. (PCS) staff present were:

Linda Kellner, Director of Test Development
Patsy Steele, Test Development Specialist

Subject matter experts present at the meeting were:

Nancy Barker
Robin Bedenbaugh
Doug Deberry
Laura Giese
Kirk Havens
Harold Jones
John Lowenthal
Steve Martin
Walter Priest
Leo Snead, Jr.

Ms. Jennings called the meeting to order at 9:50 a.m.

Call to Order

The agenda was approved as written by consensus.

Approval of
Agenda

Public Comment Period – No comments were made to the Committee member.

Public
Comment

At 9:51 a.m., Ms. Jennings recessed the meeting and immediately reconvened the meeting in closed meeting for the purpose of consultation and/or briefings by staff members pertaining to examination issues within the jurisdiction of the Board as permitted by § 2.2-3711.A.11 of the Code of Virginia. This was done with respect to an examination workshop to review examination questions written by subject matter experts for the wetland delineation examination. The following non-members were in attendance to reasonably aid the consideration of the topic: Sharon Sweet, Tonie Robinson, Linda Kellner, Patsy Steele, Nancy Barker, Robin Bedenbaugh, Doug Deberry, Laura Giese, Kirk Havens, Harold Jones, John Lowenthal, Steve Martin, Walter Priest, and Leo Snead, Jr.

Closed Meeting

Dr. Young departed the meeting at 3:00 p.m.

Departure of
Dr. Young

Ms. Jennings departed the meeting at 4:15 p.m.

Departure of
Ms. Jennings

At 6:40 p.m., Mr. Davis adjourned the closed meeting and immediately reconvened in open meeting.

Open Meeting

The following certification was made:

Certification of
Closed Meeting

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Wetland Delineation Examination Committee of the Board for Professional Soil Scientists 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

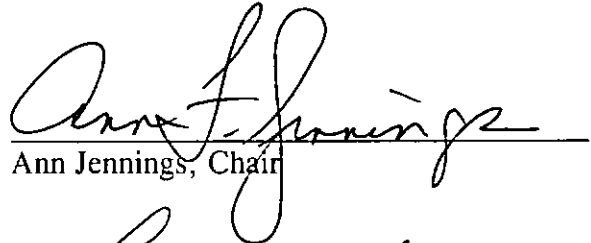
WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by the Wetland Delineation Examination Committee of the Board for Professional Soil Scientists that such closed meeting was conducted in conformity with Virginia law;

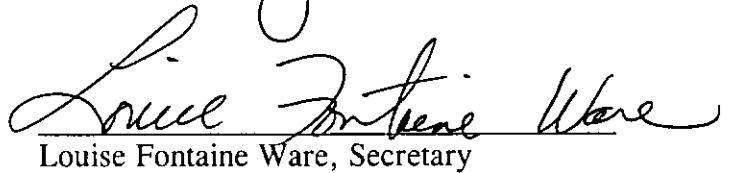
NOW, THEREFORE, BE IT RESOLVED that the Wetland Delineation Examination Committee of the Board for Professional Soil Scientists hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open session requirements by Virginia law were discussed 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 Delineation Examination Committee of the Board for Professional
Soil Scientists.

VOTE: 1-0-2
AYES: Davis
NAYS: 0
ABSENT: Jennings, Young

There being no further business, the meeting was adjourned at 6:41 p.m. **Adjourn**


Ann Jennings, Chair


Louise Fontaine Ware, Secretary

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