

**BOARD FOR CONTRACTORS COMMITTEE
MEETING **Draft** MINUTES**

The Board for Contractors Committee (“the Committee”) met on **Monday, March 12th, 2018**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert “Jack” Dyer
Jeffery Hux
E. G. Middleton, III
Michael Redifer

Jeffrey Mitchell and John O’Dell were absent.

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

Eric Olson, Executive Director
Jacqueline Harris, Compliance Specialist
Adrienne Mayo, Board Administrator
Anika Coleman, Board Administrator

Vice Chairman Dyer called the meeting to order at 2:03 P.M.

Call To Order

The Meeting Agenda was approved unanimously. Motion made by **Mr. Redifer**, seconded by **Mr. Hux**. Members voting “yes” were: **Dyer, Hux, Middleton, and Redifer**.

Approval of Agenda

The Minutes from the June 19, 2017 Committee meeting were adopted as final by unanimous vote. Motion made by **Mr. Redifer**, seconded by **Mr. Hux**. Motion approved by unanimous vote. Members voting “yes” were: **Dyer, Hux, Middleton and Redifer**.

Minutes Adopted

There was no public comment.

Public Comment

Anika Coleman Board Administrator addressed the Board.

Education Provider Applications

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

Education Provider Applications

Mrs. Coleman shared that staff recommends approval for **Backflow Prevention Institute** for one vocational plumbing and backflow classroom course.

Backflow Prevention Institute

Motion was made by **Mr. Redifer** for approval and seconded by **Mr. Hux**. Motion was approved by unanimous vote. Members voting “yes” were: **Dyer, Hux, Middleton and Redifer**.

Mrs. Coleman shared that staff recommends approval for **Blue Crab Technical Academy** for two vocational HVAC classroom courses and one vocational electrical classroom course.

Blue Crab Technical Academy

Motion was made by **Mr. Hux** for approval and seconded by **Mr. Redifer**. Motion was approved by unanimous vote. Members voting “yes” were: **Dyer, Hux, Middleton, and Redifer**.

Mrs. Coleman shared that staff recommends approval for **Central Virginia Electrical Contractors Association** for one vocational electrical classroom course retroactive to September 6, 2017.

**Central Virginia
Electrical
Contractors
Association**

A motion was made by **Mr. Middleton** and seconded by **Mr. Hux**. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dyer, Hux, Middleton, Mitchell, and Redifer**.

Mrs. Coleman shared that staff recommends approval for **Yadkin Electrical Services Co.** for one vocational electrical classroom course retroactive to September 6, 2017.

**Yadkin Electrical
Services Company**

A motion was offered by **Mr. Middleton**, seconded by **Mr. Hux**, to approve the application for **Yadkin Electrical Services Co.** retroactive to September 6, 2017. The motion passed with a unanimous “yes” vote. Members voting “yes” were: **Dyer, Hux, Mitchell, Middleton and Redifer**.

Old Business

Old Business

There was no old business.

New Business

New Business

2018 Education Provider Conference

Eric Olson shared that the 2018 Education Provider Conference will be scheduled in July 2018.

Education Audit Report

Eric Olson shared that staff members, William Ferguson and Marjorie King had conducted an education audit at Kruger’s Training Academy of their The following recommendations were as follows: Improvement of the registration process, review of the individual’s hands on testing process and that the 40-hour backflow prevention should consist of 5 days of classroom instruction rather than 4 days of classroom instruction and homework reading requirement. No action required by the committee.

Application Review Committee

Eric Olson shared that Mr. Hux would provide application review after the committee meeting adjourned.

MSC Specialty

Eric Olson discussed the activation of the Miscellaneous (MSC) Specialty Contractors license. Once the regulations become effective, it will allow applicants who perform very specialized duties to be licensed for that specific specialty and only available upon the approval of the Board.

A motion was offered by **Mr. Hux**, seconded by **Mr. Middleton**, to approve activation of the MSC specialty license. The motion passed with a unanimous "yes" vote. Members voting "yes" were: **Dyer, Hux, Middleton** and **Redifer**.

Remedial Education Report

Eric Olson shared that the remedial education class continues to be well received by participants and attendance is increasing. No action was required of the Committee. Mr. Olson extended an invitation to committee members to attend the class if interested.

Regulatory Update

Eric Olson discussed adopting proposed regulations. There will be public hearings scheduled shortly. No action was required of the Committee.

Election of Officers at Next Meeting

The election of committee meeting member officers was postponed until the next meeting.

The next Committee meeting will be held on April 23, 2018 at 2:00 p.m.

Mr. Hux offered a motion seconded by **Mr. Middleton**, the Committee unanimously voted to adjourn the meeting at 2:54 p.m.

Remedial Education Report

Regulatory Update

Election of Officers at Next Meeting

Next Meeting

Adjourn

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Herbert Dyer, Vice Chairman

Date