

**VIRGINIA BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS,
CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS
WORKSHOP AGENDA**

**9960 Mayland Drive
Perimeter Center, 2nd Floor
Board Room 4
Richmond, Virginia
(804) 367-8514**

Friday, September 14, 2012

- 9:00 A.M. Welcome - *Kate Nosbisch, Executive Director*
Opening Remarks – *Gordon Dixon, Director, DPOR*
Introductions, Emergency Evacuation Procedures and Icebreaker - *Kate Nosbisch, Executive Director*
- 9:45 A.M. Budget Overview – *Jeff Waite, Budget Director*
- 10:00 A.M. Travel Overview – *Sharon Verry, Finance Director*
- 10:15 A.M. Freedom of Information Act (FOIA) – *Lexie Borkey, Records Manager*
- 10:30 A.M. **Break**
- 10:45 A.M. Exams Overview – *Rhonda Starr, Education & Exams Manager*
- 11:00 A.M. Regulatory Process / Difference Between Code and Regulation – *Mark Courtney, Senior Director, Regulatory & Public Affairs*
- 11:45 A.M. Staff Introductions to Board & Application Process
- 12:00 P.M. **BOARD LUNCHEON**
- 1:00 P.M. Continuing Education Audit Process – *Marian Brooks, Board Administrator*
- 1:15 P.M. Investigation & Disciplinary Process – *Doug Schroder, Adjudication Director*
-Sanctions Reference Manual
-Board Member Involvement
-How Complaint Works Through System
- 2:30 P.M. **Break**
- 2:45 P.M. Mock IFF – *Adjudication Team*
- 4:00 P.M. Roundtable Discussion & Wrap-Up
- 4:30 P.M. Adjournment

Persons desiring to attend the meeting and requiring special accommodations/interpretive services should contact the Board Office at (804) 367-8514 at least ten (10) days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Board fully complies with the Americans with Disabilities Act.