

**LAND SURVEYOR APPRENTICESHIP PROGRAM COMMITTEE  
MEETING MINUTES**

The Land Surveyor Apprenticeship Program Committee of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 12, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (LSB)  
Vickie McEntire Anglin (VAS)  
Beverley Donati (DOLI)  
Charles F. Dunlap (LS)  
Chris Jensen (VAS)  
Chip Richardson (VAS)  
Mike Zmuda (LS)

Board staff present for all or part of the meeting were:

Kathleen R. Nosbisch, Executive Director  
Tonia Harrison, Board Administrator  
Amy Goobic, Administrative Assistant

There was no representative from the Attorney General's office present.

Mr. Dunlap, Chair, called the meeting to order at 12:33 p.m.

**Call to Order**

Mr. Allen moved to approve the agenda. Mr. Zmuda seconded the motion which was unanimously approved by members: Allen, Anglin, Donati, Dunlap, Jensen, Richardson and Zmuda.

**Approval of  
Agenda**

There was no public comment.

**Public Comment Period**

Ms. Harrison introduced members of the committee from the Virginia Association of Surveyors, Vickie McEntire Anglin and Chip Richardson; and Beverley Donato from the Department of Labor and Industry (DOLI). Ms. Anglin introduced Chris Jensen.

**Introduction of  
Committee Members**

Ms. Donati provided background information on the registered apprenticeship program through DOLI and sponsorship requirements. She stated that all of the registered sponsors at this time are in Northern Virginia. As a registered sponsor, Ms. Anglin reviewed the sponsor and apprentice relationship, and provided details on the responsibility of being a registered sponsor. Mr. Allen provided historical information regarding the Land Surveyor Apprenticeship program, stating that the program began with the Virginia Department of Transportation's need for qualified professionals.

**Discussion of Land  
Surveyor  
Apprenticeship  
Program**

Committee members and staff reviewed the apprenticeship program in its current state and began making recommendations and revisions. Discussion was held on the list of providers for related classroom education. Ms. Nosbisch stated that the courses must be reviewed to ensure they meet the standards for the program. The committee also discussed sponsorship requirements and responsibilities; ratios of sponsor to apprentice; qualifications for math instructors teaching required courses; and education and experience hours required by the program.

The next committee meeting was scheduled for September 15, 2015, following the APELSCIDLA Board meeting.

Conflict of Interest forms were completed by all members present.

**Conflict of Interest  
Forms**

There being no further business, the meeting was adjourned at 2:55 p.m.

**Adjourn**

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Charles F. Dunlap, Chair

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Jay W. DeBoer, Secretary