

**BOARD FOR CONTRACTORS HB1439 WORKGROUP
MEETING MINUTES**

The Board for Contractors HB1439 Workgroup met on June 4, 2026, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 1st Floor Training Room, Richmond, Virginia, 23233.

The following members of the Board were present:

Ralph "Tripp" Costen
Doug Lowe
James "Lou" Spencer
Nathan Trice

The following non-members of the Board were present:

Patrick Cushing
Sadie Kawagule
Brandon Praileau

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

Steve Kirschner, Director of LRPD
Jonathan Darden, Director of Investigations
Jennifer Sayegh, Policy and Legislative Affairs Manager
Joseph C. Haughwout, Jr., Regulatory Affairs Manager
Stephanie Keuther, Assistant Executive Director
Wendy Duncan, Licensing Operations Administrator
Lisa Robinson, Licensing Operations Administrator
Khang Le, Administrative Coordinator

Steve Kirschner, Director of LRPD, called June 4, 2026, Board for Contractors HB1439 Workgroup meeting to order at 1:07 P.M.

Call
To Order

Mr. Kirschner reviewed the emergency egress procedures with the Board and members of the public.

Emergency
Egress

II. ADMINISTRATIVE MATTERS

Administrative
Matters

Mr. Spencer made a motion, seconded by Mr. Lowe, to adopt the agenda of June 4, 2026, Board for Contractors HB1439 Workgroup meeting.

Approval of the
Agenda

The motion was approved with a vote of 4-0-0. Ayes: Costen, Lowe, Spencer, Trice. **Nays:** None. **Abstain:** None. **Absent:** None.

III. PUBLIC COMMENT PERIOD

Public Comment

Steve Kirschner, Director of LRPD, opened the public comment period of the meeting.

With no one wishing to come forward, Mr. Kirschner closed the public comment period of the meeting.

IV. OVERVIEW

Overview

Steve Kirschner, Director of LRPD, opened the floor for workgroup and staff introductions. Each present member of the workgroup and staff introduced themselves and expressed their interest in participating in the Board for Contractors HB1439 Workgroup.

Member and
Staff
Introductions

V. RESOURCES AND INFORMATION

Resources and
Information

Steve Kirschner, Director of LRPD, presented the workgroup with the following materials to assist in determining actions necessary to implement the requirements of HB1439 within the Board's regulations.

- **House Bill No. 1439**
- **HB1439 & SB823 Draft Amendments to the Board for Contractors Regulations**
- **§ 54.1-100-22 – Board for Contractors Regulations**
- **Draft Solar Energy System Disclosure Form**

VI. NEW BUSINESS

New Business

HB1439 Discussion

**HB1439
Discussion**

Members of the workgroup engaged in discussion regarding the proposed regulatory amendments, sharing their individual perspectives, professional insights, and firsthand experiences. Discussion also included examination of the potential implications of the changes and how the amendments may affect current practices.

VII. OTHER BUSINESS

Other Business

Recommendation of Regulatory Amendments

**Recommendation
of Regulatory
Amendments**

Steve Kirschner, Director of LRPD, informed the workgroup that a motion would be required to present the proposed regulatory amendments to the Board for consideration.

After discussion, a motion was made by Mr. Spencer, seconded by Mr. Lowe, to recommend the Board adopt the draft-proposed amendments to the regulation as a part of

The motion was approved with a vote of 4-0-0. Ayes: Costen, Lowe, Spencer, Trice. **Nays:** None. **Abstain:** None. **Absent:** None.

Recommendation of Solar Energy Disclosure Form

**Recommendation
of Solar Energy
Disclosure Form**

Mr. Kirschner further advised the workgroup that a separate motion be necessary to present the amended Solar Energy Disclosure Form to the Board for approval.

A motion was made by Mr. Spencer, seconded by Mr. Lowe, to recommend the Board adopt the amended Solar Energy Disclosure Form.

The motion was approved with a vote of 4-0-0. Ayes: Costen, Lowe, Spencer, Trice. **Nays:** None. **Abstain:** None. **Absent:** None.

Development of Guidance on Potential Unknown Costs

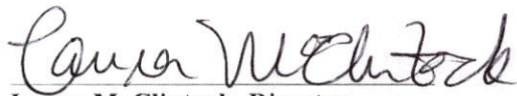
**Development of
Guidance on
Potential
Unknown Costs**

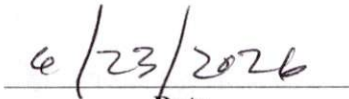
At the request of the workgroup, **Mr. Kirschner** also informed the workgroup that staff will draft a guidance document regarding the disclosure of potential unknown costs associated with solar energy system installations.

VIII. ADJOURNMENT

Adjournment

Steve Kirschner, Director of LRPD, thanked the workgroup and adjourned the meeting at 3:43 P.M.


Laura McClintock, Director


Date

Copy to: _____ Custodian of the Record

APPROVED

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

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

1. Name Ralph "Tripp" Costen
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Contractors
(Name of Board)

4. Meeting/IFF Date: 06/04/2026

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting.
- Yes - If yes, please answer the following questions.

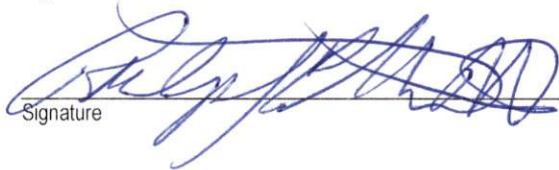
A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
- I did not participate in the transaction.

6. Signature of Board Member:


Signature

June 4, 2026
Date

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

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

1. Name James "Lou" Spencer
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Contractors
(Name of Board)

4. Meeting/IFF Date: 06/04/2026

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting.
- Yes - If yes, please answer the following questions.

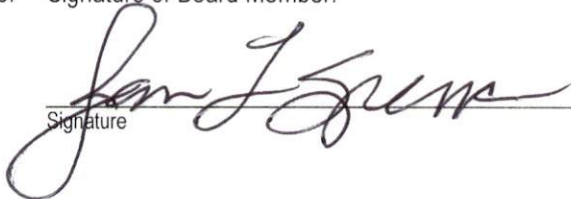
A. _____
(Agenda Item)

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June 4, 2026
Date

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

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

1. Name Nathan Trice
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Contractors
(Name of Board)

4. Meeting/IFF Date: 06/04/2026

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting.

Yes - If yes, please answer the following questions.

A.

(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

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6. Signature of Board Member:


Signature

June 4, 2026
Date

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

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

1. Name Doug Lowe
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Contractors
(Name of Board)

4. Meeting/IFF Date: 06/04/2026

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting.
 Yes - If yes, please answer the following questions.


A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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6. Signature of Board Member:


Signature

June 4, 2026
Date