

POLYGRAPH EXAMINERS ADVISORY BOARD MEETING MINUTES

The Polygraph Examiners Advisory Board met on Thursday, October 06, 2022 at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, 2nd Floor, Richmond, Virginia.

The following members of the Advisory Board were present:

Michael E Lovely, Chairman
John T Orr, Vice Chairman
Heather Brown
George D Grant

The following members of the Advisory Board were not present:

Karl Holzbach, Chairman

Board Counsel, Elizabeth Peay was not present during the meeting.

Staff present for all or part of the meeting:

Steve Kirschner, Deputy Director
Eric L. Olson, Executive Director
Marjorie King, Regulatory Boards Administrator
Stephanie Keuther, Administrative Coordinator
Rhonda Starr, Examination Coordinator
Deborah Ogram, Examination Specialist

Mr. Lovely, Chairman called the meeting to order at 10:10 a.m.

Call to Order

A motion was made by Mr. Orr seconded by Ms. Brown to approve the Draft Agenda of April 28, 2022

Approval of the Agenda

The motion was approved with a vote of 4-0-0 Ayes: Lovely, Orr, Brown and Grant.
Nays: None **Abstained:** None **Absent:** Holzbach.

A motion was made by Mr. Mr. Orr seconded by Ms. Brown to approve the Minutes of April 28, 2022 as presented.

**Approval of
Draft Minutes**

The motion was approved with a vote of 4-0-0 Ayes: Lovely, Orr, Brown and Grant.
Nays: None **Abstained:** None **Absent:** Holzbach.

Public Comment

Chairman, Lovely opened the Public Comment section of the meeting. With no one wishing to come forward Chairman, Lovely closed the Public Comment section of the meeting.

Public Comment

Old Business

There was none.

Old Business

New Business

New Business

Regulatory Review

Marjorie King, Board Administrator informed the Board the NOIRA to review and amend the Standards of Practice and Conduct are at the Governor's office

Regulatory Review

Marjorie King, Board Administrator informed the Board in accordance with Executive Directive One and current statutory requirements, the Board will start the line by line review of the Polygraph Examiners Regulations to determine if they currently meet those requirements or should be amended or removed.

The Board started the line by line review of the Regulations. No action was taken at this time and will continue into the next meeting on February 2, 2023.

Recess

Mr. Lovely, Chairman called a recess to the meeting at 11:52 AM
Mr. Lovely, Chairman called the meeting back to order at 1:39 PM

Recess

Introductory of Exam Candidates

Board members and staff congratulated the polygraph examiner candidates on passing their examination and welcomed them to the profession. The Board members encouraged the candidates to participate in continuing education, keep pressing forward and enjoy their profession.

Introductory of Exam Candidates

Travel vouchers and conflict of interest forms were completed by all the board members present and submitted to Stephanie Keuther for processing.

Completion of Paperwork

Mr. Lovely adjourned the Polygraph Examiners Advisory Board Meeting at 2:37 p.m.

Adjourn

The next Board meeting is scheduled for Thursday, **February 2, 2023** at 10:00 am.

Michael Lovely, Chairman

Date

Demetrios Melis, Director

Date