

# POLYGRAPH EXAMINERS ADVISORY BOARD MEETING MINUTES

The Polygraph Examiners Advisory Board met on April 7, 2026, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

Board members present for the meeting:

Heather Brown, Chair  
Robert J. Dembowski, Vice-Chair  
David M. Goldberg  
George D. Grant  
Michael McKinney  
Robert Smith

Board members absent from the meeting:

John Corsi  
Lt. Michael E. Lovely

Elizabeth B. Peay, Board Counsel, was not present at the meeting.

Sathish Anabathula, Board Liaison, was not present at the meeting.

Staff members present for all or part of the meeting:

Laura McClintock, Agency Director  
Steve Kirschner, Director of LRPD  
Stephanie Keuther, Assistant Executive Director  
Joseph C. Haughwout, Jr., Regulatory Affairs Manager  
Lisa Robinson, Licensing Operations Administrator  
Khang Le, Administrative Coordinator

**I. Chair, Brown** called the April 7, 2026, Polygraph Examiners Advisory Board Meeting to order at 10:04 A.M.

**Call  
To Order**

**Stephanie Keuther, Assistant Executive Director**, reviewed the emergency egress procedures with the Board and members of the public.

**Emergency  
Egress**

**Chair, Brown** declared a quorum of Board members to be in attendance.

**Determination  
of Quorum**

## **II. ADMINISTRATIVE MATTERS**

**Administrative  
Matters**

**Mr. Goldberg made a motion, seconded by Mr. Dembowski**, to adopt the agenda of the April 7, 2026, Polygraph Examiners Advisory Board Meeting

**Approval of the  
Agenda**

**The motion was approved with a vote of 6-0-0. Ayes:** Brown, Dembowski, Goldberg, Grant, McKinney, and Smith. **Nays:** None. **Abstain:** None. **Absent:** Corsi, Lovely.

**Mr. Dembowski made a motion, seconded by Mr. McKinney**, to approve the following draft minutes of the July 15, 2025, Polygraph Examiners Advisory Board Meeting as presented.

**Approval of  
Minutes**

**The motion was approved with a vote of 5-0-1. Ayes:** Brown, Dembowski, Goldberg, McKinney, and Smith. **Nays:** None. **Abstain:** Grant. **Absent:** Corsi, Lovely.

## **III. PUBLIC COMMENT**

**Public  
Comment**

**Chair, Brown** opened the public comment period of the meeting.

With no one wishing to come forward, **Chair, Brown** closed the public comment section of the meeting.

## **IV. NEW BUSINESS**

**New Business**

### **Federal Examination Exemption Discussion**

**Federal  
Examination  
Exemption  
Discussion**

**Stephanie Keuther, Assistant Executive Director**, informed the Board that staff recently received a request for examination waiver from an applicant. **Mrs. Keuther** presented the Board with a memorandum concerning the matter.

**Steve Kirschner, Director of LRPD**, shared that currently there is no provision in regulation or statute that allows for an examination or chart waiver based on federal certification. **Mr. Kirschner** further explained that if the Board determines that federal certification should be recognized, a recommendation should be made to the Director to initiate regulatory action to allow this practice.

After discussion, no further action was taken.

**Merek Schafer – Reciprocal Waiver**

**Merek Schafer  
– Reciprocal  
Waiver**

**Steve Kirschner, Director of LRPD**, reminded the Board that there is no current provision in regulation or statute that allows for an examination or chart waiver based on federal certification.

**A motion was made by Mr. Dembowski, seconded by Mr. McKinney**, to deny the request for examination waiver.

**The motion was approved with a vote of 6-0-0. Ayes:** Brown, Dembowski, Goldberg, Grant, McKinney, and Smith. **Nays:** None. **Abstain:** None. **Absent:** Corsi, Lovely.

**Examination Update**

**Examination  
Update**

**Stephanie Keuther, Assistant Executive Director**, shared that the Board’s previous examination review was successful.

**Ms. Keuther** informed the Board that PSI is seeking subject matter experts to review the remaining examination items to complete the Board’s examination review.

**Regulatory Update**

**Regulatory  
Update**

**Chair, Brown** informed the board there are no pending regulatory matters at this time.

**Board Appointments**

**Board  
Appointments**

**Stephanie Keuther, Assistant Executive Director**, identified the need for replacement board members to fill expired terms and solicited recommendations to fill the two vacant Board seats.

**Executive Director Report**

**Executive  
Director  
Report**

**Stephanie Keuther, Assistant Executive Director**, informed the Board of current and past statistical data related to the Board’s licensing and email statistics.

**Board Member Professional Development**

**Board Member  
Professional  
Development**

**Stephanie Keuther, Assistant Executive Director**, informed the Board of staff’s intention to provide ten to fifteen minutes of Board Member Professional Development at each of the Board’s meetings.

**Mr. Kirschner** provided the Board with information pertaining to the Board’s regulatory process.

**Chair, Brown called a recess to the meeting at 11:06 am.**

**Recess**

**Chair, Brown called the meeting to order at 1:54 pm.**

**Introduction of Examination Candidates**

**Introduction of Examination Candidates**

**Board members** congratulated the polygraph examiner candidates on passing their examination and welcomed them to the profession. **Board members** further encouraged the examinees to maintain quality in their work and to enjoy their profession.

**V. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER**

**Completion of Paperwork**

**Chair, Brown** reminded the Board members to complete their Conflict-of-Interest Statements and Travel Reimbursement Forms.

**VI. ADJOURNMENT**

**Adjournment**

**Chair, Brown** thanked the Polygraph Examiners Advisory Board and adjourned the meeting at 2:01 P.M.

The next Board meeting is scheduled for **July 14, 2026**.

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**Heather Brown, Chair**

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**Date**

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**Laura McClintock, Director**

\_\_\_\_\_  
**Date**

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Custodian of the Record