

BOARD FOR PROFESSIONAL SOIL SCIENTISTS

MEETING MINUTES

The Board for Professional Soil Scientists met on November 21, 2003, at the Department of Professional and Occupational Regulation (DPOR), 3600 West Broad Street, Richmond, Virginia, with the following members present:

W. Lee Daniels
David L. Davis
Ann F. Jennings
Carl D. Peacock, Jr.
William F. Sledjeski
Donald R. Young

Board member Alice Coles was not present at the meeting.

Staff present for all or part of the meeting were:

Karen W. O'Neal, Deputy Director of Regulatory Programs
Mark N. Courtney, Executive Director
Marian H. Brooks, Program Administrator
Trisha L. Henshaw, Administrative Staff Assistant

No representative from the Office of the Attorney General was present.

Finding a quorum of the Board present, Mr. Sledjeski, Chair, called the meeting to order at 10:10 a.m.

Call to Order

Mr. Daniels moved to approve the agenda as written. Mr. Peacock seconded the motion which was unanimously approved by members: Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Approval of Agenda

Mr. Daniels moved to approve the minutes from the October 10, 2003, Board meeting as written. Mr. Davis seconded the motion which was unanimously approved by members: Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Approval of Minutes

Mr. Davis moved to approve the minutes from the November 14, 2003, Wetland Delineation Examination Committee as written. Ms. Jennings seconded the motion which was unanimously approved by members: Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Public Comment Period – No comments were made to the Board members.

The Board members reviewed the public comments received regarding the proposed certified wetland delineator regulations. In addition, staff had prepared a summary of the comments as well as a draft Board response to each of the comments. After reviewing each of the comments and the draft Board response for each comment, Mr. Davis moved to adopt the public comment and Board response as amended. Mr. Young seconded the motion which was unanimously approved by members: Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

The Board members recessed for break from 11:40 a.m. to 11:55 a.m.

The Board members reviewed the draft final regulations. Mr. Courtney reviewed several changes that were made based on comments received during the review process. In addition, the Board members made several changes based on comments received during the public comment period. After review, Mr. Davis moved to adopt the final regulations as amended. Mr. Davis further moved to authorize staff, in conjunction with the Chair, to make any minor changes as necessary, on behalf of the Board, so that the regulations can be approved. Ms. Jennings seconded the motion which was unanimously approved by members: Daniels, Davis, Jennings, Peacock, Sledjeski, and Young.

Mr. Davis provided a report from the Wetland Delineation Examination Committee that met on November 14, 2003, to work on preparing an item bank for the wetland delineation examination. Mr. Davis provided information regarding the subject matter experts who participated in the meeting, as well as the process that will be followed to prepare valid, reliable questions for the examination. Mr. Davis stated that the committee will meet again in late February and invited the Board members to provide possible questions for the examination.

Mr. Courtney requested that any members who were requesting travel reimbursements to submit their direct deposit enrollment forms if they had not already done so.

The Board members agreed by consensus to have Board staff continue e-mailing the agenda materials to the Board members prior to the meeting.

The Board members requested that an item be placed on the agenda for

Public Comment

**Review Public Comment
and Adopt Board
Response**

Break

**Consider Adoption of
Final Regulations**

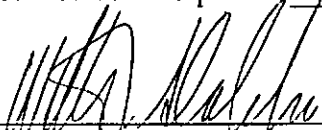
Other Business

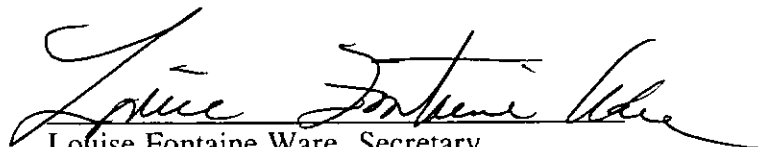
the Board meeting scheduled for January 14, 2004, regarding discussion of the *Code of Virginia* with respect to the wetland delineator certification statutes.

Conflict of Interest forms were completed by all members present.

Conflict of Interest

There being no further business, the meeting was adjourned at 1:20 p.m. Adjournment



William F. Sledjeski, Chair

Louise Fontaine Ware, Secretary

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Custodian of Records