

BOARD FOR CONTRACTORS COMMITTEE MEETING AGENDA

9960 Mayland Drive
Board Room 2, 2nd Floor 8:00A.M.
Tuesday, April 28, 2026

Our mission is to protect the health, safety and welfare of the public by licensing qualified individuals and businesses and enforcing standards of professional conduct for professions and occupations as designated by statute.

I. CALL TO ORDER

- a. Emergency Evacuation Procedures
- b. Determination of Quorum

II. ADMINISTRATIVE MATTERS

- a. Approval of Agenda
- b. Approval of Minutes:
 - i. February 24, 2026, Board for Contractors Committee Meeting draft minutes.

III. PUBLIC COMMENT PERIOD ***FIVE MINUTE PUBLIC COMMENT, PER PERSON***

IV. EDUCATION

- a. Education Provider Applications

V. NEW BUSINESS

- a. Examination Update
- b. Regulatory Update
- c. Petition for Rulemaking - P. Tyler
- d. Radon Mitigation
- e. Water Well Abandonment Discussion
- f. Maryland Reciprocal Agreement Discussion for Plumbing and Gas Fitting
- g. Executive Director Report
- h. Board Member Professional Development
- i. Recovery Fund Statement

VI. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER.

VII. ADJOURNMENT

NEXT MEETING SCHEDULED FOR **TUESDAY, JUNE 23, 2026**

- ❖ Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the Code of Virginia.
- ❖ Five minute public comment, per person, with the exception of any open disciplinary or application file.
- ❖ Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-2785 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation.
- ❖ The Department fully complies with the Americans with Disabilities Act.

DRAFT AGENDA Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position. DRAFT AGENDA

EDUCATION PROVIDER APPLICATIONS

1	A	The Learning Center – One (1) classroom 8-hour pre-license course for Contractors.
2	B	DSI – <i>Seeking retroactive approval to 04/09/2026</i> - Two (2) classroom continuing education and two (2) classroom vocational education courses for Certified Water Well Providers.

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PERIMETER CENTER CONFERENCE CENTER
EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS
(Script to be read at the beginning of each meeting.)

PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound. When the alarms sound, leave the room immediately. Follow any instructions given by Security staff.

Board Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door **(Point)**, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Board Rooms 3 and 4

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 1

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

Training Room 2

Exit the room using one of the doors at the back of the room. **(Point)** Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

BOARD FOR CONTRACTORS COMMITTEE MEETING

The Board for Contractors Committee met on **Tuesday, February 24, 2026**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Committee members present for the meeting:

Donald Groh, Chair
Nathan Trice, Vice-Chair
Taylor Brannan (arrived at 9:00 am)
Ralph Costen
Francis "Butch" McGonegal
James Spencer
Doug Lowe (arrived at 8:11 am)

Committee member absent for the meeting:

Jerry Heinline

Staff members present for all or part of the meeting:

Steve Kirschner, Director of LRPD
Marjorie King, Executive Director
Stephanie Keuther, Assistant Executive Director
Cameron Parris, Regulatory Operations Administrator
Mary Charity, Licensing Operations Administrator
Khang Le, Administrative Coordinator

DRAFT

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I. Chair, Groh called the February 24, 2026, Board for Contractors Committee Meeting to order at 8:03 A.M.

**Call
To Order**

Marjorie King, Executive Director reviewed the emergency egress procedures with the Committee and members of the public.

**Emergency
Egress**

Chair, Groh declared a quorum of Committee members to be in attendance.

**Determination
of Quorum**

II. ADMINISTRATIVE MATTERS

**Administrative
Matters**

Mr. Spencer made a motion, seconded by Mr. Trice, to adopt the agenda of the February 24, 2026, Board for Contractors Committee meeting.

**Approval of
Agenda**

The motion was approved with a vote of 5-0-0. Ayes: Groh, Trice, Costen, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline, and Lowe.

Mr. Spencer made a motion, seconded by Mr. Trice, to approve the draft minutes of the October 7, 2025, Board for Contractors Committee meeting as presented.

**Approval of
Minutes**

The motion was approved with a vote of 5-0-0. Ayes: Groh, Trice, Costen, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline, and Lowe.

III. PUBLIC COMMENT PERIOD

**Public
Comment
Period**

Chair, Groh opened the public comment period of the meeting.

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

IV. EDUCATION

Education

Education Provider Applications

**Education
Provider
Applications**

Stephanie Keuther, Assistant Executive Director, shared that staff recommends approval for:

R.E. Michel Co. LLC – Nine (9) vocational and nine (9) continuing education courses for Liquefied Petroleum Gas Fitting Tradesmen.

**R.E. Michel Co.
LLC**

A motion was made by Mr. Spencer, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 5-0-0. Ayes: Groh, Trice, Costen, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline, and Lowe.

Mrs. Keuther shared that staff recommends approval for:

Johnny Apple Seed Association Inc. – One (1) classroom vocational education course for Plumbing Tradesmen.

Johnny Apple Seed Association Inc.

A motion was made by Mr. Spencer, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 5-0-0. Ayes: Groh, Trice, Costen, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline, and Lowe.

Mrs. Keuther shared that staff recommends approval for:

Johnny Apple Seed Association Inc. – One (1) classroom vocational education course for HVAC Tradesmen.

Johnny Apple Seed Association Inc.

A motion was made by Mr. Spencer, seconded by Mr. Trice, for approval.

The motion was approved with a vote of 5-0-0. Ayes: Groh, Trice, Costen, McGonegal, and Spencer. **Nays:** None. **Abstain:** None. **Absent:** Brannan, Heinline, and Lowe.

VI. NEW BUSINESS

New Business

Examination Review Update

Examination Review Update

Stephanie Keuther, Assistant Executive Director, provided the Committee with an update regarding recent discussion around reference materials within the Plumbing, Gas, and Backflow examination reviews.

Mrs. Keuther shared that during exam review there was discussion regarding the possibility of allowing the use of the International Code Council (ICC) books with commentaries.

Regulatory Update

Regulatory Update

18VAC50-22	Renewal Notifications Amendment – <i>Fast-Track</i>	<ul style="list-style-type: none">Staff to file fast-track action.
18VAC50-22 18VAC50-30	Change in Examination Fees	<ul style="list-style-type: none">Regulation to become effective March 11, 2026

Executive Director Report

Marjorie King, Executive Director, informed the Committee of current and past statistical data related to Board license applications, processing times, calls received, examinations, and emails.

Mr. Trice noted that processing times appear to be a significant concern.

After discussion, the Committee agreed to further discuss the matter during the full Board meeting following the Committee meeting.

Board Member Professional Development

Marjorie King, Executive Director, informed the Committee that there would be no Board Member Professional Development at this meeting.

Recovery Fund Statement

Marjorie King, Executive Director, presented recovery fund statements for the months ended October 31, 2025, and November 30, 2025.

VIII. COMPLETE CONFLICT OF INTEREST FORM AND TRAVEL VOUCHER

Mr. Groh requested the Committee members complete their Conflict-of-Interest Statements and Travel Reimbursement Forms.

IX. ADJOURNMENT

Chair, Groh thanked the Committee and adjourned the meeting at 9:04 A.M.

The next Committee meeting will be **April 28, 2026**.

Donald Groh, Chair

Date

**Executive
Director
Report**

**Board Member
Professional
Development**

**Recovery Fund
Statement**

**Complete
Conflict of
Interest Form
and Travel
Voucher**

Adjournment

