

**BOARD FOR CONTRACTORS COMMITTEE  
MEETING FINAL MINUTES**

The Board for Contractors Committee ("the Committee") met on **Monday, April 28<sup>th</sup>, 2014**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert J. Dyer, Jr., Chairman  
Bailey Dowdy  
Doug Murrow  
Chancey Walker  
D. Todd Vander Pol

Mr. Michael Gelardi resigned and Mr. E. G. Middleton, III was not present.

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

Eric L. Olson, Executive Director  
Mindy Spruill, Regulatory Boards Administrator  
Karen Bullock, Administrative Assistant, Compliance Specialist  
Adrienne Mayo, Regulatory Boards Administrator  
Sheila Watkins, Administrative Assistant, Compliance Specialist  
R. Thomas Payne, II, Assistant Attorney General  
James Flaherty, Assistant Attorney General

Chairman Dyer called the meeting to order at 2:06 P.M.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Vander Pol**, seconded by **Mr. Dowdy**. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Approval of Agenda**

The Minutes from the December 16<sup>th</sup>, 2013 Committee meeting were adopted as drafted by unanimous vote. Motion made by **Mr. Walker**, seconded by **Mr. Vander Pol**. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Minutes Adopted**

There was no public comment.

**Public Comment**

Items requiring Board action are marked with an asterisk (\*): Adrienne Mayo Regulatory Board Administrator addressed the Board.

**Education Provider Applications**

**Education Provider Applications\***

Applications for proposed education providers and courses were reviewed and the Committee's recommendations are as follows:

Ms. Mayo shared that staff recommends approval for Electrical Reliability Services. After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve Electrical Reliability Services – Continuing Education Provider. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Electrical Reliability Services**

After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Dowdy**, the Committee unanimously recommended the Board approve HVAC Training Solutions (HVAC) continuing education online webinar interactive course. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**HVAC Training Solutions**

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Murrow**, the Committee unanimously recommended the Board approve

**Inclinor Company of America**

Inclinor Company of America (VPL-D) vertical platform lift – dumbwaiter vocational training classroom course. Motion approved by unanimous vote. Members voting “yes” were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

After discussion, and a motion by **Mr. Dowdy**, seconded by **Mr. Murrow**, the Committee unanimously recommended the Board approve Int Electric LLC Course (ELE) vocational training classroom course. Motion approved by unanimous vote. Members voting “yes” were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Inti Electric LLC**

After discussion, and a motion by **Mr. Dyer**, seconded by **Mr. Dowdy**, the Committee unanimously recommended the Board approve Nat Pro Electrical Seminars, Inc (ELC) continuing education classroom course. Motion approved by unanimous vote. Members voting “yes” were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Nat Pro Electrical Seminars Inc**

Mrs. Mayo shared information with the Committee concerning the proposed agreement between the Virginia Board for Contractors and the Maryland Board of Heating Ventilation, Air condition and Refrigeration Contractors. After discussion, and a motion by **Mr. Walker**, seconded by **Mr. Dowdy**, the Committee unanimously recommended the Board accept the agreement with the revisions. Motion approved by unanimous vote. Members voting “yes” were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

**Agreement between VA and Maryland**

The committee discussed NAEC and NEIEP training being used to meet the vocational training requirements for Certified Accessibility Mechanics. Currently, NAEC and NEIEP are only approved for Certified Elevator Mechanics. Upon a motion by **Mr. Dowdy**, seconded by **Mr. Vander Pol**, the Committee unanimously recommended the Board approve NAEC and NEIEP as approved vocational training programs for Certified Accessibility Mechanics.

**Formal Vocational Training – Certified Accessibility Mechanics**

There was no old business.

**Old Business**

### **Workgroup Update**

The Committee was given an update on the Continuing Education Workgroup by Mr. Olson. No action was required.

### **Continuing Education Workgroup**

### **Specialty Report**

Mr. Olson provided the Committee with information regarding specialties currently in the Board for Contractors Regulations that should be considered for amendment due to public comment, examination pass rates, and changes in the industry. The research concluded that the Committee should consider a recommendation to the Board to go into regulatory review in order to add/amend the following specialties: Flooring, Drywall, Glazers, Framing, Steel Erecting, Horizontal Boring, Caulking, Tilers, Welders, and Insulation.

After discussion the Committee decided to vote on each specialty to determine which ones would move forward with their recommendation to the Board for Reg review and addition as a specialty category.

### **Flooring**

After discussion Mr. Dyer offer a motion seconded by Mr. Murrow that Commercial Improvement Contracting and Home Improvement Contracting currently include Flooring. The Committee does not recommend a specialty exam for Flooring. Motion approved by majority vote. Members voting "yes" were: Dyer, Dowdy, Walker and Murrow. Mr. Vander Pol voted "no".

### **Drywall**

The Committee does not recommend this as a specialty exam addition for Board consideration.

### **Glazers**

The Committee does not recommend this as a specialty exam addition for Board consideration.

### **Framing**

The Committee does not recommend this as a specialty exam addition for Board consideration.

### **Steel Erecting**

After discussion Mr. Dyer offer a motion seconded by Mr. Walker that The Committee does recommend a specialty exam for Steel Erecting. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Dowdy, Vander Pol, Walker and Murrow.

### **Horizontal Boring**

The Committee does not recommend this as a specialty exam addition for Board consideration.

### **Caulking**

After discussion Mr. Dyer offer a motion seconded by Mr. Dowdy that caulking have a specialty exam. The Committee does recommend that the Board consider adding a specialty exam for Caulking. Motion approved by majority vote. Members voting "yes" were: Dyer, Dowdy, Walker and Murrow. Mr. Vander Pol voted "no".

### **Tilers**

After discussion Mr. Dyer offer a motion seconded by Mr. Dowdy that Tilers have a specialty exam. The Committee does recommend that the Board consider adding a specialty exam for Tilers. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Dowdy, Vander Pol, Walker and Murrow.

### **Welding**

After discussion Mr. Dyer offer a motion seconded by Mr. Walker that Welding have a specialty exam. The Committee does recommend that the Board consider adding a specialty exam for Welding. Motion approved by unanimous vote. Members voting "yes" were: Dyer, Vander Pol, Dowdy, Walker and Murrow.

### **Insulation**

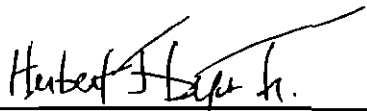
After discussion Mr. Dyer offer a motion seconded by Mr. Dowdy that Insulation installers have a specialty exam. The Committee does recommend that the Board consider adding a specialty exam for Insulation installers. Motion approved by majority vote. Members voting "yes" were: Dyer, Dowdy, Walker and Murrow. Mr. Vander Pol voted "no".

**Next Meeting**

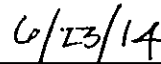
The next Committee Meeting will be held on June 23, 2014.

**Mr. Dyer** offered a motion seconded by **Mr. Dowdy**, the Committee unanimously voted to adjourn the meeting at 3:03 p.m.

**Adjourn**



Herbert J. Dyer, Jr., Chairman



Date

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

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

1. Name: Herbert "Jack" Dyer, Jr.  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: April 28, 2014  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_

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

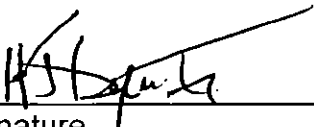
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

April 28, 2014  
Date

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

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

1. Name: Doug Murrow  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: April 28, 2014  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
(Agenda Item)

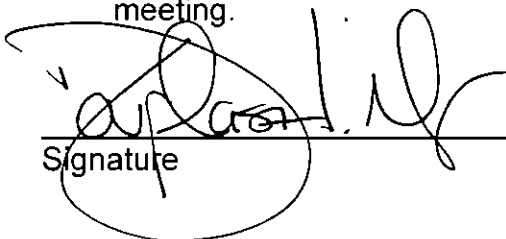
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

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

\_\_\_\_\_

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

6.  I **do not** have a personal interested in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

April 28, 2014  
Date



STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Chancey Walker  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: April 28, 2014  
(Date)

5. I have a personal interest in the following transaction:

NONE  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

N/A

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

N/A

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

6.  I do not have a personal interested in any transactions taken at this meeting.

Chancey W. Walker  
Signature

April 28, 2014  
Date

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

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

1. Name: D. Todd Vander Pol  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: April 28, 2014  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

\_\_\_\_\_

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

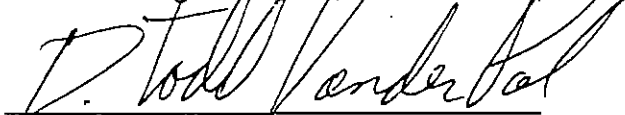
\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I ~~do not~~ have a personal interest in any transactions taken at this meeting:



Signature

April 28, 2014  
Date

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

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

1. Name: Bailey Dowdy  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Contractors Committee  
(Name of Board)
4. Meeting/IFF Date: March 3, 2014  
(Date)

5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

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

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

April 28, 2014  
Date