

## **BOARD FOR CONTRACTORS COMMITTEE MEETING MINUTES**

The Board for Contractors Committee (“the Committee”) met on **Monday, September 23, 2019**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Herbert “Jack” Dyer  
E. G. Middleton, III  
Michael Redifer  
Jeffrey Hux

Donald Groh , John O’Dell and Jeffrey Mitchell were absent.

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

Eric Olson, Executive Director  
Jacqueline Harris, Compliance Specialist  
Stephanie Keuther, Administrative Assistant  
Adrienne Mayo, Board Administrator  
Marjorie King, Board Administrator

Vice Chairman Dyer called the meeting to order at 2:04 P.M.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by **Mr. Redifer**, seconded by **Mr. Hux**. Members voting “yes” were: **Dyer, Hux, Middleton, and Redifer**.

**Approval of Agenda**

The Minutes from the June 17, 2019 Committee meeting were adopted as final by unanimous vote. Motion made by **Mr. Redifer** seconded by **Mr. Hux**. Motion approved by unanimous vote. Members voting “yes” were: **Dyer, Hux, Middleton, and Redifer**.

**Minutes Adopted**

There was no public comment.

**Public Comment**

**Adrienne Mayo**, Regulatory Board Administrator addressed the Board:

**Education Provider Applications**

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

**Education Provider Applications**

Mrs. Mayo shared that staff recommends approval for **!"#0 Aadlore Education** for one online pre-license education course.

**!"#0 Aadlore Education**

Motion was made by Mr. Redifer for approval and seconded by Mr. Middleton. Motion was approved by unanimous vote. Members voting “yes” were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **!"#0 Abel’s Contractor Training** for one online pre-license education course and one online electrical continuing education course.

**!"#0 Abel’s Contractor Training**

Motion was made by Mr. Hux for approval and seconded by Mr. Redifer. Motion was approved by unanimous vote. Members voting “yes” were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **!""#0 Kyra Online Training** for one online pre-license education course and one online electrical continuing education course.

**!""#0 Kyra Online Training**

Motion was made by Mr. Middleton for approval and seconded by Mr. Hux. Motion was approved by unanimous vote. Members voting "yes" were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **Casaflex LLC** for one online pre-license education course.

**Casaflex LLC**

Motion was made by Mr. Hux for approval and seconded by Mr. Redifer. Motion was approved by unanimous vote. Members voting "yes" were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **Contractor Exam Preparation LLC** for one online pre-license education course.

**Contractor Exam Preparation LLC**

Motion was made by Mr. Middleton for approval and seconded by Mr. Redifer. Motion was approved by unanimous vote. Members voting "yes" were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **HVAC Codes & Controls Schools** for one classroom vocational HVAC course.

**HVAC Codes & Controls Schools**

Motion was made by Mr. Redifer for approval and seconded by Mr. Hux. Motion was approved by unanimous vote. Members voting "yes" were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **HVAC Codes & Controls Schools** for one classroom vocational electrical course.

**HVAC Codes & Controls Schools**

Motion was made by Mr. Redifer for approval and seconded by Mr. Hux. Motion was approved by unanimous vote. Members voting "yes" were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **Milby Company** for one classroom continuing education classroom certified water well systems provider course.

**Milby Company**

Motion was made by Mr. Middleton for approval and seconded by Mr. Hux. Motion was approved by unanimous vote. Members voting “yes” were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo shared that staff recommends approval for **Virginia Water Well Association** one classroom course for vocational and one continuing education continuing education certified water well systems provider course for one classroom vocational electrical course.

**Virginia Water Well Association**

Motion was made by Mr. Redifer for approval and seconded by Mr. Hux. Motion was approved by unanimous vote. Members voting “yes” were: Dyer, Hux, Middleton, and Redifer.

Mrs. Mayo submitted a proposal from staff to list education providers on the education provider list in the order in which they were approved.

**Education Provider List**

**New Business**

**New Business**

**Remedial Education**

**Remedial Education**

Marjorie King reported that the Remedial Education class was well attended.

**Education Provider Conference**

**Education Provider Conference Report**

The Education Provider Conference scheduled for October has been postponed.

**Education Provider Audit Reports**

**Education Provider Audit Reports**

Bill Ferguson presented three education audit reports.

**Associated Builders and Contractors of Virginia:**

Staff performed an unannounced audit of their electrical tradesman continuing education class entitled 2017 NEC Update. Staff concluded that the class was in compliance with education provider requirements.

Staff will communicate with provider that because of the logistics of the

classroom it would be helpful to enlarge the presentation slides.

#### Associated Builders and Contractors of Virginia - HVAC

Staff performed an unannounced audit of their HVAC tradesman continuing education class entitled 2015 IMC Update. Staff concluded that the class was in compliance with education provider requirements.

#### **Regulatory Update – MISC Specialty**

Staff will communicate with provider that because of the logistics of the classroom it would be helpful to enlarge the presentation slides.

#### Wytheville Community College

Staff performed an unannounced audit of their contractor pre-license course. Staff concluded that the class was in compliance with education provider requirements.

#### **Regulatory Review – Fire Sprinkler Regulations**

**Eric Olson** discussed regulations governing the licensing of fire sprinkler inspectors. Mr. Olson informed the committee that although these regulations are “exempt: the legislation requires a public comment period and need to be approved by the Board. The subject will be brought to the full board for approval at the September 24, 2018 meeting.

#### **Regulatory Review – Fire Sprinkler Regulations**

#### **Regulatory Review – Periodic Review**

There were no public comments, subsequently there would be no amendments to the regulations during this review period.

#### **Regulatory Review – Periodic Review**

#### **NASCLA Conference Report**

**Eric Olson** and **Marjorie King** reported on their attendance at the National Association of State Contractor Licensing Agencies (NASCLA). The conference covered information regarding license portability, national license exams and veteran placement.

#### **Apprenticeship DOT Codes**

**Eric Olson** discussed the expansion of the DOT code for gas fitters which prohibits an apprentice from obtaining a standalone gas fitter license through the apprenticeship exemption in the regulations. Staff recommended that the committee study the current DOT Code listing

#### **Apprenticeship DOT Codes**

and determine if it should be expanded and to bring the findings to the next committee meeting.

The next Committee meeting will be held on October 28, 2019 at 2:00 p.m.

**Next Meeting**

**Mr. Middleton** offered a motion seconded by **Mr. Redifer**, and the Committee unanimously voted to adjourn the meeting at 3:24 p.m.

**Adjourn**

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Herbert Dyer, Vice Chairman

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Date