

**PROFESSIONAL ENGINEER & LAND SURVEYOR  
SECTION MEETING**

**MINUTES**

The Professional Engineer and Land Surveyor Sections of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on November 18, 2015, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Doyle B. Allen (LS)  
Charles F. Dunlap (LS)  
Wiley V. Johnson, III (PE)  
Carolyn B. Langelotti (PE)  
Christopher M. Stone (PE) (arrived 9:34 a.m.)  
Michael Zmuda (LS)

Board staff present for all or part of the meeting were:

Kathleen (Kate) R. Nosbisch, Executive Director  
Amy Goobic, Administrative Assistant

Agency staff present for all or part of the meeting were:

Jay W. DeBoer, Director  
Shannon Webster, Director of Examinations  
Bill Murray, Training Manager

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

Mr. Dunlap, Chair, called the meeting to order at 9:30 a.m.

**Call to Order**

Mr. Dunlap advised the Section members of the emergency evacuation procedures.

**Emergency Evacuation  
Procedures**

Mr. Zmuda moved to approve the agenda. Ms. Langelotti seconded the motion which was unanimously approved by members: Allen, Dunlap, Johnson, Langelotti, and Zmuda.

**Approval of  
Agenda**

There was no public comment.

**Public Comment Period**

Ms. Nosbisch introduced DPOR staff in the audience, Shannon Webster, new Director of Examinations, and Bill Murray, Training Manager

Mr. Stone arrived at 9:34 a.m.

**Arrival of Section  
Member**

Section members reviewed the surveyor apprentice curriculum draft considered by the Committee. Mr. Dunlap explained that the curriculum is based on the Fairfax County apprenticeship program, and the Committee suggested substantive changes to the years one and four curriculum. Ms. Nobsch reviewed correspondence from Vickie McEntire Anglin, sponsor of the Fairfax County program, regarding additional information she will have for the Committee. Ms. Nobsch stated there may be an additional meeting of the Committee, but will hopefully have a draft for review by the full Board at its December 17 meeting.

**Land Surveyor  
Apprenticeship  
Committee Updates**

Discussion was held on the history of the land surveyor apprenticeship program and the need for revisions. Mr. Allen explained that the program was implemented to provide a path to licensure as a surveyor, in lieu of a four-year college degree. The apprenticeship program is offered through the Department of Labor and Industry, with participants taking courses, and obtaining work experience simultaneously. However, the curriculum must be approved by the Board. Mr. Zmuda added that Fairfax County has the only sponsored apprenticeship program at this time. Ms. Langelotti inquired as to whether a web-based program would be feasible, as it would allow for more participants. Mr. Zmuda commented that Old Dominion University had a surveying curriculum in the past, with some courses web-based, however they no longer have the program.

Discussion was held on the Land Surveyor Committee review of Mr. Harold Scrimgeour's plans, regarding the issue of stormwater management and what a land surveyor is permitted to design versus a land surveyor B in Accomack County. Section members reviewed correspondence from Mr. Scrimgeour as he was unable to attend the meeting. Mr. Scrimgeour also provided a document produced by the Maryland Design Boards "Licensed Professionals' Overlapping Practice Guide for Local Government Officials." The document provides guidance for local officials when reviewing plans.

**Land Surveyor Plan  
Review Committee  
Update**

Mr. Allen stated that he researched several localities and how they handle plan reviews and ensuring licensees practicing within their scope. He shared that a number of localities use checklists for reviewers. Mr. Allen suggested incorporating a type of checklist within a guidance document to provide clarification between a land surveyor and land surveyor B. Discussion was held on drafting a guidance document that would contain regulatory and statutory information to clarify for localities and licensees.

Ms. Nobsch reported that Mr. Zmuda attended the NCEES Engineering award presentation at George Mason University's, Sid and Reva Dewberry Department of Civil, Environmental, and Infrastructure Engineering. Mr. Zmuda provided a brief report on the award presentation informing the Section members that the winning submission was a project to develop water supply, distribution, and storage capacity in Sabana Grande, Nicaragua. Mr. Zmuda presented the \$7,500 award to the group on behalf of NCEES, and added that the money will go to further fund the project.

Mr. Dunlap reported that he observed the professional land surveyors exam, administered by NCEES in Richmond, October 29-30. Mr. Dunlap commented that NCEES provided a very efficient system for the exams, and that it had been an interesting experience. Mr. Allen reported that he is working with a group developing the computer based testing professional land surveyor exam.

Discussion was held on the Virginia state specific exam and the possibility of it switching to computer based. Ms. Nosbisch stated that the exam will more than likely remain a pencil and paper exam, as the expense of creating and maintaining a computer based model would not be fiscally sound. She further added that NCEES would not be administering any state specific exams.

Mr. Stone reported that he was unable to participate in the ABET accreditation visit at Christopher Newport University as previously scheduled. He states that CNU was applying for ABET accreditation for their computer science program, but no engineering programs at this time. Mr. Stone added that CNU has plans for an electrical engineering program in 2020.

Ms. Nosbisch informed the Section members that there were exam applications to review following the meeting, and the Land Surveyor Section members would be meeting in closed session to review exam questions. Ms. Nosbisch also informed the Section members that they should have received an email November 3 regarding the submission of their annual statement of economic interest. In addition, they will soon receive an email regarding Conflict of Interest Act training.

#### Other Business

Ms. Nosbisch reported that the public comment period for the final regulations is in progress, if there are fewer than 25 comments, the regulations will become effective January 1, 2016. She further commented that the periodic regulatory review will begin January 11, and will be based on the new regulations. Any comments received during the periodic regulatory review public comment will be reviewed at the March 15, 2016 full board meeting. Ms. Nosbisch stated that a Regulatory Review Committee will be re-established at the December 17 full board meeting.

Conflict of Interest forms were completed by all members present.

#### Conflict of Interest Forms

There being no further business, the meeting was adjourned at 10:47 a.m. **Adjourn**

  
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Charles F. Dunlap, Chair

  
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Jay W. DeBoer, Secretary

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

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

1. Name: Charles F. Dunlap
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, November 18, 2015

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

\_\_\_\_\_

\_\_\_\_\_

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:

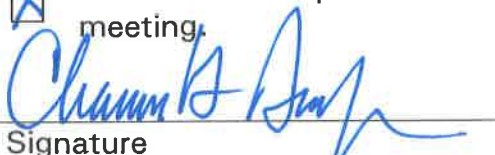
\_\_\_\_\_

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

11/18/15  
Date



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

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

1. Name: Doyle B. Allen
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, November 18, 2015

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

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Nature of Personal Interest Affected by Transaction:

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

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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

*Doyle B. Allen*

Date

*11/18/15*

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

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

1. Name: Michael W. Zmuda
2. Title: Board Member
3. Agency: Land Surveyors Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, November 18, 2015

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

N/A

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

11/18/15  
Date



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

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

1. Name: Christopher Stone
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, November 18, 2015

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

\_\_\_\_\_

\_\_\_\_\_

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:

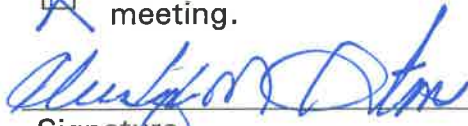
\_\_\_\_\_

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

  
\_\_\_\_\_  
Date

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

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

1. Name: Wiley V. "Bif" Johnson, III  
2. Title: Board Member  
3. Agency: Professional Engineers Section/APELSCIDLA Board  
4. Meeting/IFF Date: Section Meeting, November 18, 2015

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

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Nature of Personal Interest Affected by Transaction:

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

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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

11/18/15

Date