

**REGULATORY REVIEW COMMITTEE OF THE APELSCIDLA BOARD
MEETING MINUTES**

The Regulatory Review Committee of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on May 11, 2017, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following Committee members present:

Bob Boynton (Arch)
Carrie Langelotti (PE)
Andrew Scherzer (LA)
Cameron Stiles (CID)
Mike Zmuda (LS)

Additional Board members present:

Chuck Dunlap (LS)
Doyle Allen (LS)
Jim Kelly (PE)

Staff present for all or part of the meeting were:

Kathleen R. Nosbisch, Executive Director
Bonnie Davis, Administrative Assistant

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

Jay W. DeBoer, Director

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

Mr. Boynton, Chair, called the meeting to order at 11:58 a.m.

Call to Order

Mr. Boynton reviewed the emergency evacuation procedures.

**Emergency Evacuation
Procedures**

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

**Approval of
Agenda**

There were no public comments.

**Public Comment
Period**

Mr. DeBoer shared a recent Freedom of Information Act (FOIA) request for professional engineers' email addresses for the City of Harrisonburg to send a job advertisement. There were some concerns from professional engineers regarding email information being released. The information is releasable under the Freedom of Information Act (FOIA).

Mr. Kelly arrived to the meeting at 12:42 p.m.

Arrival of Board

Member

Committee members were provided a copy of the regulations effective January 1, 2016. The Committee members discussed the changes from previous Regulatory Review Committee meetings. The Committee members resumed review of the regulations.

Review of Regulations

The Committee requested that staff contact other boards to inquire if a professional was required at each place of business. The information will be provided at the next RRC meeting.

Ms. Nosbisch stated that the full Regulatory Review Committee will meet again on May 31, 2017.

Mr. Allen, Mr. Kelly, and Mr. Dunlap left the meeting at 1:16 p.m. Mr. Scherzer left the meeting at 1:59 p.m.

Departure of Board Member

The topic Use of Seal was discussed at the Professional Engineers Regulatory Review Committee meeting on April 18th; and again this morning at the Professional Engineers and Land Surveyors meeting, and this afternoon at the Regulatory Review Committee meeting. The Committee reviewed proposed edits made by the American Institute of Architects (AIA) Virginia, but agreed to take no action at this time. AIA will be informed that when proposed regulations are open for public comment, they should make proposed changes at that time for further consideration.

Other Business

Ms. Nosbisch stated that counsel advised it would be inappropriate to contact candidates who recently passed the National Council for Interior Design Qualification (NCIDQ) exam regarding Virginia licensure. CIDQ already provides candidates who pass the exam with Virginia licensure information.

Conflict of Interest forms were completed by all members present.

Conflict of Interest Forms

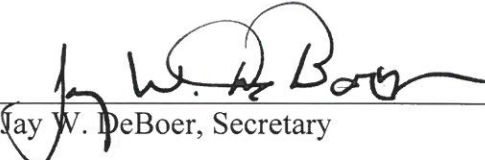
Mr. Scherzer returned to the meeting at 2:58 p.m.

Return of Board Member

There being no further business, the meeting was adjourned at 3:15 p.m.

Adjourn


Robert Boynton, Chair


Jay W. DeBoer, Secretary

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Robert A. Boynton
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: RRC Meeting, May 11, 2017

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

N/A

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:

ARCHITECTS

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.

Robert A. Boynton
Signature

5/11/2017
Date

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

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

1. Name: Carolyn B. Langelotti
2. Title: Board Member
3. Agency: Professional Engineers Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting, May 11, 2017

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: Andrew M. Scherzer
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: RRC Meeting, May 11, 2017

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:

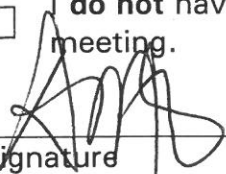
I am able to participate in this transaction fairly, objectively, and in the
public interest.

or

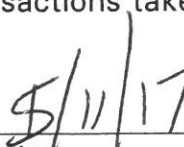
I did not participate in the transaction.

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: Cameron Stiles
- 2. Title: Board Member
- 3. Agency: Interior Designers Section/APELSCIDLA Board
- 4. Meeting/IFF Date: RRC Meeting, May 11, 2017

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

Nature of Personal Interest Affected by Transaction:

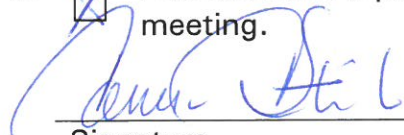
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

5/11/17

Date

**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, May 11, 2017

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

5/11/17
Date

**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, May 11, 2017

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:

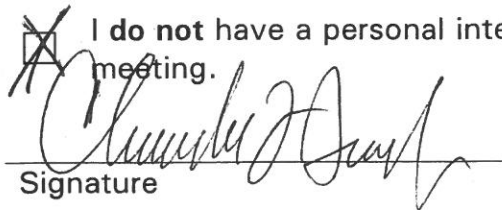
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

5/11/17

**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, May 11, 2017

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:

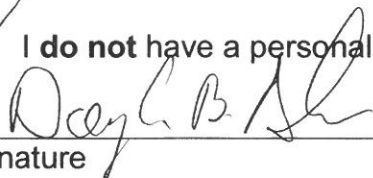
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

5/11/17

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: James Kelly
- 2. Title: Board Member
- 3. Agency: Professional Engineers Section/APELSCIDLA Board
- 4. Meeting/IFF Date: Section Meeting, May 11, 2017

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

5/11/17

Date