

**BOARD FOR CONTRACTORS REGULATORY  
WORKGROUP MINUTES**

The Board for Contractors Regulatory Workgroup met on **Monday, May 22, 2023** at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia.

Caitlin King, Chairman  
Bif Johnson, Vice Chairman  
Donald Groh, Board Member  
James Spencer, Board Member  
Nathan Trice, Board Member  
Jerry Heinline, Board Member  
Scott Shufflebarger, VARP  
Craig Toalson, HBVA  
Dylan Bishop, HCCA

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

Kishore Thota, Chief Deputy Director  
Marjorie King, Executive Director  
Joe Haughwout, Regulatory Affairs Manager  
Mary Charity, Licensing Supervisor  
Stephanie Keuther, Administrative Coordinator

Ms. King, Chairman called the May 22, 2023, Board for Contractors Regulatory Workgroup Meeting to order at 9:37 A.M.

Call To Order

Mr. Johnson made a motion seconded by Mr. Spencer to adopt the Agenda of May 22, 2023.

Approval of Agenda

The motion was approved with a vote of 9-0-0. Ayes: King, Johnson, Groh, Spencer, Trice, Heinline, Toalson, Bishop, and Shufflebarger. Nays: None Abstain: None Absent: None

Ms. King, Chairman opened the Public Comment section of the meeting.

Public Comment

With no one else wishing to come forward Ms. King closed the Public Comment section of the meeting.

New Business

New Business

**Review of the Board for Contractors Regulations**

**Regulatory Review**

Marjorie King, Executive Director informed the Workgroup in accordance with the requirements set forth in Executive Directive One, the Board was tasked with performing a complete review of its regulations to best ensure that those regulations are the least burdensome to the industry while providing adequate protection to the citizens of Virginia. The Board identified that the Contractor Eligibility Requirements may be overly burdensome.

**Contractor Eligibility Requirements**

The Regulatory Workgroup completed the proposed language for the Contractor Eligibility Requirements and will submit to the Board for Contractors at its June 20, 2023 Board for Contractors Meeting. No action was taken at this time.

Recess

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Ms. King, Chairman called a recess to the meeting at 12:00 P.M.  
Ms. King, Chairman called the meeting back to order at 12:20 P.M.

**Contractor General Regulatory Reduction**

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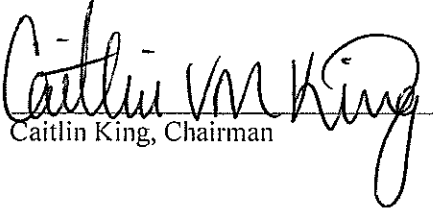
The Regulatory Workgroup completed the proposed language for the Contractor General Regulatory Reduction and will submit to the Board for Contractors at its June 20, 2023 Board for Contractors Meeting.

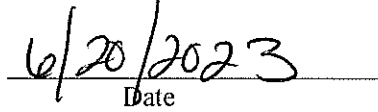
No action was taken at this time

Adjournment

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Ms. King, Chairman thanked the Workgroup and Staff and adjourned the Workgroup Meeting at 3:30 P.M.

  
Caitlin King, Chairman

  
Date

APPROVED

