

| Commonwealth of Virginia                  |                                                                                   |                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Thomas A. Lisk, Chair                     |  | General Assembly Building<br>201 North 9th St., Second Floor<br>Richmond, Virginia 23219<br>(Phone) 804-786-3591<br>(Fax) 804-692-0625<br>akubincanek@dls.virginia.gov<br><a href="http://codecommission.dls.virginia.gov/alac/alac.shtml">http://codecommission.dls.virginia.gov/alac/alac.shtml</a> |
| Andrew Kubincanek, Program<br>Coordinator |                                                                                   |                                                                                                                                                                                                                                                                                                       |
| Administrative Law Advisory Committee     |                                                                                   |                                                                                                                                                                                                                                                                                                       |

**AGENDA**  
**Administrative Law Advisory Committee**  
**Guidance Documents Work Group**  
**September 21, 2016**  
**12:00 PM**  
**House Room 2**  
**Capitol Building**

**I. Welcome and call to order**

*Karen Perrine, Work Group Chair*

**II. Review of draft language and discussion of agencies affected**

**III. Guidance documents as quasi-regulations**

**IV. Public Comment**

**V. Adjourn**

Thomas A. Lisk, Chair  
Kristina Perry Alexander  
Elizabeth Andrews  
Roger L. Chaffe

Jeffrey S. Gore  
Edward A. Mullen  
Eric M. Page  
Karen Perrine

Mike Quinan  
Alexander F. Skirpan, Jr.  
Brooks Smith  
Kristi Wright