

<b>Commonwealth of Virginia</b>		
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<b>Administrative Law Advisory Committee</b>		

**SUMMARY**  
**Administrative Law Advisory Committee**  
**Notice Provisions Work Group**  
**October 31, 2014**  
**12:00 p.m.**  
**House Room 2**  
**The Capitol, Richmond**

**MEMBERS PRESENT:** Mike Quinan (work group chair), Tom Lisk (chair), Karen Perrine, Alex Skirpan, Jeff Gore

**MEMBERS ABSENT:** none

**STAFF PRESENT:** Andrew Kubincanek

**Welcome and call to order:** Work group chair Mike Quinan called the meeting to order at 12:05 p.m.

**Finalize recommendations for notice provision amendments:** Mr. Quinan asked if the group felt comfortable making a recommendation for the 2015 Session of the General Assembly or if anyone felt additional study was necessary. The group agreed to put forth an amendment for the 2015 session. Jeff Gore stated that a limited amendment could be a good way to identify unintended consequences of an amendment with a wider scope.

Based on the conclusions of the Boyd-Graves Conference and the Supreme Court of Virginia, the group agreed to amend Titles 2.2 and 54.1 of the Code of Virginia, not Title 1.

Mr. Quinan asked if there was a way to define commercial delivery service. Tom Lisk suggested using the term third-party commercial carrier, which appears in the Rules of the Supreme Court. The group agreed to make this change.

Mr. Quinan suggested changing the language to read that any applicable requirements in other titles of the code remain in effect, rather than applicable requirements in the entire code. The group agreed to this change and made technical amendments.

Thomas A. Lisk, Chair  
 Elizabeth Andrews  
 Roger L. Chaffe  
 Jeffrey S. Gore

Edward A. Mullen  
 Eric M. Page  
 Karen Perrine  
 Mike Quinan

Alexander F. Skirpan, Jr.  
 Brooks Smith  
 Kristina Stoney  
 Kristi Wright

The group discussed scenarios where applicable rules or statutes may still require the use of U.S. Mail over a third-party commercial carrier.

**Public Comment and Adjournment:** Mr. Quinan opened the floor for public comment. Hearing no public comment, he adjourned the meeting at 12:45 a.m.

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