

**THE VIRGINIA BOARD FOR
WATERWORKS AND WASTEWATER WORKS OPERATORS AND ONSITE
SEWAGE SYSTEM PROFESSIONALS**

Onsite Sewage Systems Professionals Committee Meeting

MEETING MINUTES

The Onsite Sewage Systems Professionals Committee of the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals met on Wednesday, January 16, 2008 at the offices of the Virginia Department of Professional and Occupational Regulation, Perimeter Center, Suite 200, 9960 Mayland Drive, Richmond, VA 23233.

The following members of the Board were present:

Wesley Kleene
Marcia Degen
Doug Crooks
Brooke Philpy
Kornell "Trapper" Davis
Jack Vanderland

The following members of the Committee, who are not Board members, were present:

Robert E. Lee, Loudoun County Health Department

The following members of DPOR staff were present during some or all of the meeting:

David Dick, Executive Director
David Dehetre, Office Manager

Mr. Vanderland, Chairman, called the meeting to order at 9:20 PM. **Call to Order**

Mr. Crooks moved the adoption of the agenda prepared by staff, which was seconded by Dr. Degen and carried by a unanimous aye vote. **Adopt Agenda**

No member of the public was present. **Public Comment Period**

Mr. Dick briefed the Committee members on the role of the Board in developing regulation provisions establishing a regulatory program for the three new professions. **Role of Board**

Mr. Dick explained that HB 3134 and SB 1270 mandated that DPOR and VDH work together to establish the new regulatory program. One of the professions, Authorized Onsite Soil Evaluator, is currently regulated by VDH and must transfer smoothly to DPOR to prevent any disruption in the availability of qualified practitioners to the public. Alternative Onsite Sewage System Installers and Alternative Onsite Sewage System Operators are not currently regulated. All three must be properly qualified to perform tasks in compliance with VDH regulations, thus the importance of VDH involvement throughout the process.

Roles of DPOR and VDH

Mr. Dick explained that the challenge ahead of the Committee and the Board is to develop draft regulations to set appropriate education, experience, examination, and performance/discipline standards for the newly-regulated professions.

Challenge

Mr. Dick explained that any examination to be used to determine entry level competence for any license must be developed by a vendor capable of employing psychometric principles to develop a valid and defensible examination or examinations.

Examination

Mr. Dick noted the research performed by Anna Badgley, Administrative Assistant, into the requirements of other jurisdictions to become licensed as onsite sewage system professionals and the documents generated by that research that were in front of the Board for their review.

Working Documents

The Committee proceeded to discuss possible regulation provisions for licensed onsite soil evaluators based on the Virginia Department of Health regulations and the regulations of the states of North Carolina, Kentucky and Minnesota, which were included in a single document for ease of reference.

Mr. Vanderland asked the Committee members who were Board members to complete their conflict of interest forms and travel vouchers.

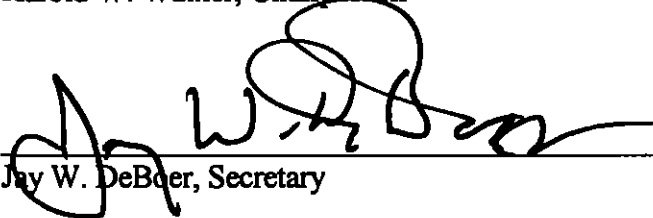
Conflict of Interest Forms and Travel Vouchers

Finding the agenda to have been covered and finding no further business to conduct, Mr. Vanderland adjourned the Committee meeting at 1:25 PM.

Adjournment

Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System
Professionals
Onsite Sewage Systems Professionals Committee
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Harold W. Walker, Chairperson


Jay W. DeBoer, Secretary

COPY TESTE:

Custodian of the Records

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

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

1. Name: Douglas J. Crooks
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

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

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

Dated:

16 January 2008

Signature:

Douglas J. Crooks

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

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

1. Name: Marcia J. Degen
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

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

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

Dated:

1/16/08

Signature:

Marcia J. Degen

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

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

1. Name: John W. Vanderland
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

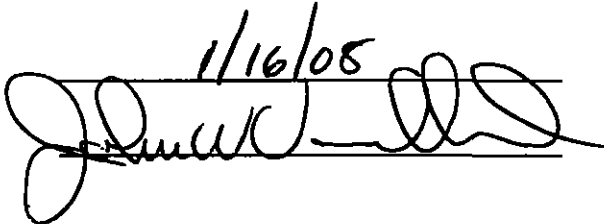
(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: _____

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

Dated:

11/16/05

Signature:



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

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

1. Name: Dr. J. Wesley Kleene
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: NONE

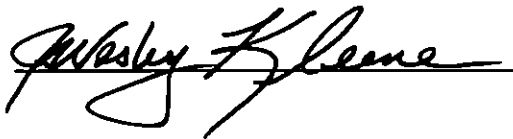
6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: VDH OFFICE OF

DRINKING WATER

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

Dated: 16 JAN 08

Signature: 

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

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

1. Name: E. Brooke Philpy
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

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

VA Assoc. of Professional Soil Scientists & VOWRA

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

Dated: 1/16/08

Signature: E. Brooke Philpy

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

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

1. Name: Kornell R. Davis Jr.
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: ROSE / OSS OPERATOR.

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

Dated: 1-16-08

Signature: 