

**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 Monday, March 17, 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:

Doug Crooks  
Brooke Philpy  
Kornell "Trapper" Davis  
Jack Vanderland  
Ronnie Thomas

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

Bob Lee  
Don Alexander

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

Wes Kleene  
Marcia Degen

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

David Dick, Executive Director  
David Dehetre, Office Manager  
Mark Courtney, Licensing and Regulation  
Saba Shami, Chief Deputy  
Anna Badgley, Administrative Assistant

**Call to Order**

Mr. Vanderland, Chairman, called the meeting to order at 9:10 A.M.

**Adopt Agenda**

Mr. Crooks moved the adoption of the agenda prepared by staff, which was seconded by Mr. Lee and carried by a unanimous aye vote.

**Public Comment Period**

No member of the public was present.

**Working Documents**

The Committee reviewed the current working document. The Committee discussed and developed draft regulation provisions for Onsite Sewage System Professionals.

**Conflict of Interest Forms and Travel Vouchers**

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

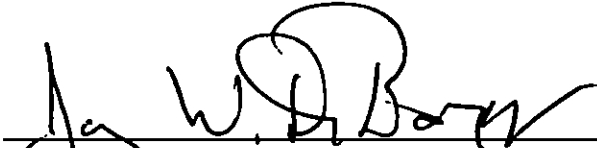
**Adjournment**

Mr. Vanderland adjourned the Committee meeting at 3:30 PM.

**Next Meeting**

The Onsite Sewage Systems Professionals Committee will meet on Friday, March 21, 2008 at 9:00 A.M.

  
\_\_\_\_\_  
Harold W. Walker, Chairperson

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

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**Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System  
Professionals  
Onsite Sewage Systems Professionals Committee  
March 17, 2008 Meeting Minutes  
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**Custodian of the Records**

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

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

1. Name: Bob Lee  
(Name of Board Member)
2. Title: Committee Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: 3/17/08  
(Date)
5. I have a personal interest in the following transaction:

\_\_\_\_\_

(Agenda Item)

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.

Robert E. Lee  
Signature

3/17/08  
Date

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

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

1. Name: Don Alexander  
(Name of Board Member)
2. Title: Committee Member
3. Agency: WWWOSSP CMT  
(Name of Board)
4. Meeting/IFF Date: 3/17/08  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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.

Donald J. Deep  
Signature

3/17/08  
Date

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

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

1. Name: "Trapper" Davis  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: 3-18-08  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

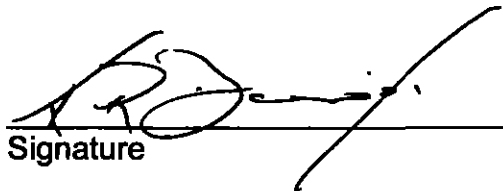
O.S.E. & ASSO -

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

3-17-08  
Date

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

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

1. Name: Doug Crooks  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: 3/17/08  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

ON SITE SERVICE PROVIDER / LICENSED WW OPERATOR

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.

D. Crooks  
Signature

3/17/08  
Date

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

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

1. Name: Brooke Philpy  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: \_\_\_\_\_  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

Virginia Onsite Wastewater Recycling Association (VOWRA); Virginia Association of Professional Soil Scientists (VAPSS)

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.

Brooke Philpy  
Signature

3/17/08  
Date



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

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

1. Name: Jack Vanderland  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: 3/17/2008  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

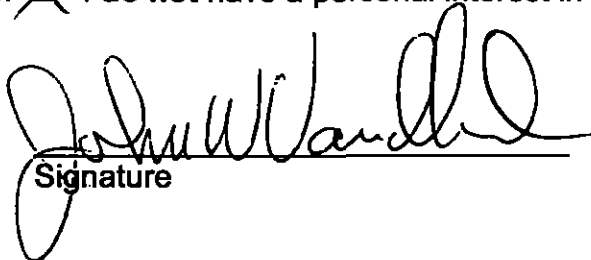
\_\_\_\_\_

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

3/17/2008  
Date

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

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

1. Name: Ron Thomas  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for WWWOSSP  
(Name of Board)
4. Meeting/IFF Date: \_\_\_\_\_  
(Date)

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

\_\_\_\_\_  
(Agenda Item)

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:

SeptiClean Inc.

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

3/17/08  
Date