

**THE VIRGINIA BOARD FOR  
WATERWORKS AND WASTEWATER WORKS OPERATORS**

**MEETING MINUTES**

The Virginia Board for Waterworks and Wastewater Works Operators met on Wednesday, June 20, 2007 at the offices of the Virginia Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia 23230.

The following members of the Board were present:

Harold W. Walker, Chair  
Frank L. Davis, Jr. Vice-Chair  
Eileen M. Leininger  
John W. Vanderland  
Dr. J. Wesley Kleene  
Douglas J. Crooks

Charles B. Bott was unable to attend.

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

Jay W. DeBoer, Director  
Karen O'Neal, Deputy Director for RPD  
David Dick, Executive Director  
Earlyne Perkins, Legal Analyst  
Marilyn Cohn, Administrative Assistant

Elizabeth Peay of the Office of the Attorney General was present during the meeting.

Others who attended the meeting included:

Melinda Ward, Respondent  
Maros Halas, Respondent  
Don Alexander, Virginia Department of Health  
Mark Anderson, Virginia Department of Health

Chairperson Harold W. Walker, finding a quorum of the Board present, called the meeting to order at 8:35 AM. Mr. Walker introduced the new board member, Douglas Crooks. **Call to Order**

Ms Leininger moved to approve the agenda. Mr. Davis seconded the motion which was unanimously approved by the following board members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks. **Adopt Agenda**

Ms Leininger moved that the Board approve the minutes of its March 7, 2007 meeting and the IFF minutes of May 10 and May 24, 2007. Mr. Davis seconded the motion which was unanimously **Approval of Minutes**

approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

Chairperson Walker opened the floor for public comment. Mark Anderson, representing the Virginia Department of Health, provided the Board with information relating to the mathematics course for facility operators developed by the Virginia Department of Health and Virginia Tech.

**Public Comment  
Period**

In the matter of File Number 2007-04304, Maros Halas, the Board reviewed the record which consisted of the application file, transcript and exhibits from the IFF and the presiding officer's summary and recommendation. Maros Halas (Respondent) was present and addressed the Board. Ms Leininger moved that the Board accept the presiding officer's summary. Mr. Davis seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

**File Number  
2007-04304**

Ms Leininger moved that the Board approve the applicant to sit for the examination as the applicant's degree encompassed the academic study an individual would complete with a degree in physical, biological or chemical science. Mr. Davis seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

In the matter of File Number 2007-04578, Melinda S. Ward, the Board reviewed the record which consisted of the application file, transcript and exhibits from the IFF and the presiding officer's summary and recommendation. Melinda S. Ward (Respondent) was present and addressed the Board. Mr. Crooks moved that the Board accept the presiding officer's summary. Ms Leininger seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

**File Number  
2007-04578**

Ms Leininger moved that the Board approve the applicant to sit for the examination as the applicant's degree encompassed the academic study an individual would complete with a degree in physical, biological or chemical science. Mr. Davis seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

David Dick reviewed House Bill No. 3134 (Chapter 892) and Senate Bill No. 1270 (Chapter 924) passed by the 2007 Virginia General Assembly Session which will expand the membership and regulations of the Board.

**Other Business**

Ms Leininger moved to approve a Notice Of Intended Regulatory NOIRA Action (NOIRA) to amend the Board's regulations to implement the provisions of HB 3134 and SB 1270 and to approve a separate NOIRA to conduct a general review of the Board's existing regulations to include, but not be limited to, the current license qualification standards and the facility classification standards. Mr. Crooks seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

Ms Leininger moved that the Board adopt the following resolution: RESOLUTION

**Department of Professional and  
Occupational Regulation**

**Board for Waterworks and  
Wastewater Works Operators**

Resolution To

*Steve W. Cawthron*

**WHEREAS**, Steve W. Cawthron, has faithfully and diligently served as a member of the Board for Waterworks and Wastewater Works Operators from January 1, 1999 until December 31, 2006; and

**WHEREAS**, Steve W. Cawthron, has devoted generously of his time, talent and leadership to the Board; and

**WHEREAS**, Steve W. Cawthron, has endeavored at all times to render decisions with fairness, good judgment, and in the best interest of the Board; and

**WHEREAS**, the Board for Waterworks and Wastewater Works Operators wishes to acknowledge its gratitude and deepest appreciation for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth.

**NOW THEREFORE BE IT RESOLVED**, by the Board for Waterworks and Wastewater Works Operators this 20th day of June, 2007 that Steve W. Cawthron be given all honors and respect due him for his outstanding service to the Commonwealth and its citizens and the Board for Waterworks and Wastewater Works Operators; and

**BE IT FURTHER RESOLVED**, that this Resolution be presented to him and be made a part of the official minutes of the Board so that all may know of the high regard in which he is held.

Mr. Vanderland seconded the motion which was unanimously approved by the following members: Walker, Leininger, Kleene, Davis, Vanderland and Crooks.

Future Board Meeting Date:

December 5, 2007

**Future Meeting  
Date**

Board members completed their conflict of interest forms and travel vouchers.

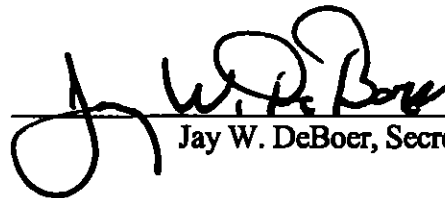
**Conflict of  
Interest Forms**

The Board adjourned at 9:30 A.M.

**Adjournment**



Harold W. Walker, Chairperson



Jay W. DeBoer, Secretary

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

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

1. Name: Harold W. Walker  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)
4. Meeting Date: June 20, 2007  
(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.

Harold W. Walker

Signature

6/20/07

Date

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

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

1. Name: Frank L. Davis, Jr.  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)
- 4 Meeting Date: June 20, 2007  
(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:

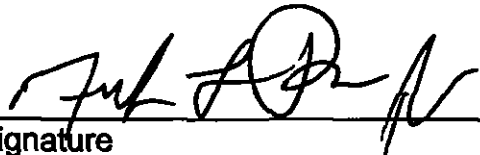
\_\_\_\_\_

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

6-20-07  
Date

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

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

1. Name: Eileen M. Leininger  
(Name of Board Member)

2. Title: Board Member

3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)

4. Meeting Date: June 20, 2007  
(Date)

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

NONE  
(Agenda Item)

Nature of Personal Interest Affected by Transaction: NONE

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

water industry

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.

Eileen M. Leininger  
Signature

6/20/07  
Date

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

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

1. Name: John W. Vanderland  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)
4. Meeting Date: June 20, 2007  
(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:

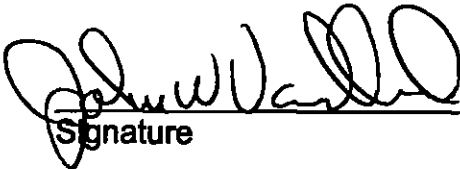
\_\_\_\_\_

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

6/20/07  
Date



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

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

1. Name: J. Wesley Kleene  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)
4. Meeting Date: June 20, 2007  
(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.

*J. Wesley Kleene*  
Signature

20-06-07  
Date

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

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

1. Name: Douglas J. Crooks  
(Name of Board Member)
2. Title: Board Member
3. Agency: Board for Waterworks and Wastewater Works Operators  
(Name of Board)
4. Meeting Date: June 20, 2007  
(Date)

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

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

Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

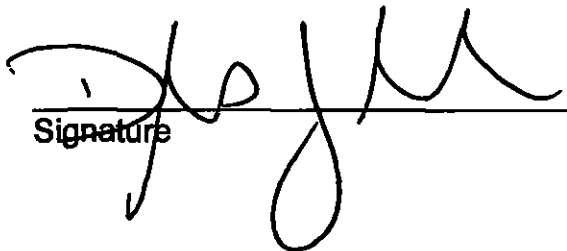
\_\_\_\_\_  
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

20 JUNE 2007  
Date