

THE VIRGINIA BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS  
FINAL MEETING MINUTES

The Virginia Board for Waste Management Facility Operators met on Tuesday, April 5, 2018, at the offices of the Department of Professional and Occupational Regulation, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia.

The following members of the Board were present during all or part of the meeting:

Joyce Doughty  
Ellen C Thacker  
Timothy P Torrez  
Joseph Levine

The following members of the Board were not present:

Danielle Davis, Christopher A Chiodo  
and Justin L Williams

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

Jay DeBoer, Agency Director  
Anika Coleman, Regulatory Board Administrator  
Eric Olson, Executive Director  
Sheila Watkins, Administrative Assistant, Compliance

Board Counsel, Elizabeth Peay was present during all of the meeting.

Board Liaison member of the Board for Professional and Occupational Regulation Liaison Program was not present during all or part of the meeting:

Laurence A. Benenson, Board Liaison

Mrs. Anika Coleman, Regulatory Board Administrator, opened the meeting with greetings to all present. She shared with the Board that in the absence of the Chairman and Vice Chairman they may wish to appoint a temporary chairman to conduct the meeting. Mr. Levine offered a motion seconded by Mr. Torrez to appoint Joyce Doughty to chair the April 5<sup>th</sup> meeting. The motion was unanimously approved by members: Torrez, Doughty, Levine and Thacker. Mrs. Doughty finding a quorum of the Board present, called the meeting to order at 10:06 a.m.

CalltoOrder

Mrs. Thacker moved to approve the agenda. Mr. Levine seconded the motion which was unanimously approved by members: Torrez, Thacker, Levine, Torrez and Doughty. Members absent were: Williams, Chiddo and Davis.

ApprovalofAgenda

The Board members reviewed the minutes of the last Board meeting. Mr. Levine moved to approve the July 12, 2016 minutes.

Approvalof  
Minutes

Mr. Torrez seconded the motion, which was unanimously approved by members: Thacker, Levine, Torrez and Doughty. Williams, Chiodo, and Davis were absent.

There was no public comment.

Public Comment  
Period

There was no old business to discuss.

OldBusiness

Staff Introduction

NewBusiness

Eric Olson, Executive Director shared that Jasmine Jones a licensing processor will be the staff member dedicated to fulfilling the needs of the Waste Management Facility Operators. Ms. Jones greeted the Board and the Board welcomed her.

Jay DeBoer, Director of the Department of Professional and Occupational Regulations provided the Board with a Legislative Update. He shared that the session was a busy one as it pertained to DPOR. It isn't over yet because a budget is not in place yet. The

Governor is calling a special session to reconvene on April 11, 2018 to final budget and to address other needed issues.

#### Statistical Update

Anika Coleman shared that the Board received 91 applications in 2017 and 83 were licensed. During 2018, so far 78 applications have been received and 63 have been licensed. Records indicate there are 653 licensees to date. The Board members thanked Mrs. Coleman for the information and asked if she could provide them with a Class I versus Class II of License applicants at the next meeting.

#### General Regulatory Review

Eric Olson shared with the Board they will need to review the Waste Management Facility Operators Regulations. He also shared they did an excellent job streamlining the Regulations at the last meeting. One of the items the Board may wish to consider when reviewing the Regulations is: Education; the requirements for licensure and the Continuation Education requirements for license renewals.

There was Board discussion about the interpretation of the previous 25% reduction suggestion for Regulations and whether or not the Board will receive guidance on this. No vote was required.

After conclusion of the discussion a motion was offered by Mrs. Thacker and seconded by Mr. Torrez to table the Regulation Review until the August 2<sup>nd</sup>, 2018 scheduled Board meeting. The motion was adopted by a unanimous vote. Members voting were: Thacker, Torrez, Levine and Doughty.

#### PPG Regulation Review/Approval

Anika Coleman gave the Board a handout for review and consideration concerning Public Participation Process. The Board members reviewed the material and discussed it. After discussion Mr. Torrez offered a motion that was seconded by Mrs. Thacker to adopt the PPG Amendment as proposed for Public Participation Procedures (18VAC155-11-50. Public Comment).

Mrs. Doughty recessed the group from 10:50 to 11:01 am.

Breakand  
Reconvene

Eric Olson introduced Marjorie King, who is the section trainer to the Board. She is a member in training and will be observing the New Board Member Training that he will conduct. Mr. Olson will be conducting training with a focus on the Roles and Responsibilities of a Board member. He will focus on FOIA training later. At the end of training there was a question and answer period and Mr. Olson answered all Board members questions.

NewBoardMember  
Training

Jay DeBoer thanked the Board members for all of their work and diligence. He shared with them it is much appreciated.

Mrs. Doughty asked the members to review the schedule for 2018 and discuss it. Following the discussion of the dates a motion was offered by Levine, seconded by Torrez to adopt the 2018 schedule as presented. The motion was unanimous. Members voting were: Thacker, Levine, Torrez and Doughty. Williams, Chiodo, and Davis were absent.

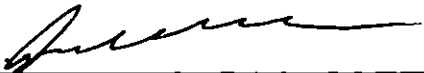
MeetingSchedule

Mr. Olson requested that the Board members complete their conflict of interest forms and travel vouchers and submit those to Sheila Watkins.

ConflictofInterest  
Formsand Travel  
Vouchers

There being no further business to conduct and upon a motion from Mrs. Thacker, seconded by Mr. Levine, the meeting adjourned at 12:03 p.m. The motion was approved with a unanimous vote. Members voting were: Thacker, Levine, Torrez and Doughty. Williams, Chiodo, and Davis were absent.

Adjournment

  
\_\_\_\_\_  
Justin Williams, Chair

  
\_\_\_\_\_  
Mary Broz-Vaughan, Acting Director

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

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

1. Name: Joyce M Doughty  
(Name of Board Member)
2. Title: Board Member
3. Agency: Waste Management Facility Operators Board  
(Name of Board)
4. Meeting/IFF Date: April 5, 2018  
(Date)
5. I have a personal interest in the following transaction:

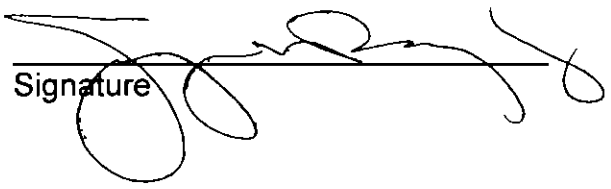
\_\_\_\_\_  
(Agenda Item)

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 interested in any transactions taken at this meeting.

  
Signature

April 5, 2018  
Date

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

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

- 1. Name: Joseph R Levine  
(Name of Board Member)
- 2. Title: Board Member
- 3. Agency: Waste Management Facility Operators Board  
(Name of Board)
- 4. Meeting/IFF Date: April 5, 2018  
(Date)

5. I have a personal interest in the following transaction:  
  
\_\_\_\_\_ (Agenda Item)

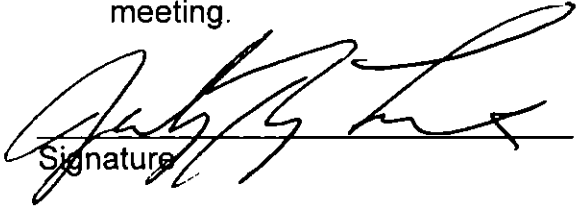
Nature of Personal Interest Affected by Transaction: \_\_\_\_\_  
  
\_\_\_\_\_

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 interested in any transactions taken at this meeting.

  
Signature

April 5, 2018  
Date

STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Ellen C Thacker  
(Name of Board Member)
2. Title: Board Member
3. Agency: Waste Management Facility Operators Board  
(Name of Board)
4. Meeting/IFF Date: April 5, 2018  
(Date)

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

(None)  
(Agenda Item)

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

N/A

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

N/A

- 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

April 5, 2018  
Date



STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

- 1. Name: Timothy P Torrez  
(Name of Board Member)
- 2. Title: Board Member
- 3. Agency: Waste Management Facility Operators Board  
(Name of Board)
- 4. Meeting/IFF Date: April 5, 2018  
(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:

Environmental Manager for Republic Services.

- 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 interested in any transactions taken at this meeting.

Timothy Torrez  
Signature

April 5, 2018  
Date