

BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS MEETING AGENDA

9960 Mayland Drive

Board Room 1 _ 2nd Floor _ 10:00A.M.

Tuesday, April 23, 2019

TAB#

MEETING AGENDA

1. CALL TO ORDER:

Mr. Williams, Chairman

2. APPROVAL OF DRAFT AGENDA:

Tuesday, April 23, 2019

3. MINUTES:

Approval of April 5, 2018 Minutes

4. PUBLIC COMMENT: *FIVE MINUTE PUBLIC COMMENT, PER PERSON*

5. CASE FILES:

2019-01906 Genia Terra Lawhorne

6. OLD BUSINESS:

7. NEW BUSINESS:

- a) Statutory Update
- b) Regulatory Update
- c) Exam Review

8. OTHER BOARD BUSINESS:

9. COMPLETION OF PAPERWORK:

- d) Travel Voucher Forms
- e) Conflict of Interest Form

10. ADJOURNMENT:

NEXT MEETING SCHEDULED FOR: Thursday, June 27, 2019 at 10:00 AM

- ❖ *Agenda materials made available to the public do not include disciplinary case files or application files pursuant to §54.1-108 of the Code of Virginia.*
- ❖ *Five minute public comment, per person, with the exception of any open disciplinary or application file...*
- ❖ *Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-2785 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation.*
- ❖ *The Department fully complies with the Americans with Disabilities Act.*

THE VIRGINIA BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS
Draft 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 5th 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.

Call to Order

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**.

Approval of Agenda

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

Approval of 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.

Old Business

Staff Introduction

New Business

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 2nd, 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.

**Break and
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.

**New Board Member
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.**

Meeting Schedule

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

**Conflict of Interest
Forms and 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

Jay DeBoer, Secretary

Draft