

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

***Tentative* AGENDA THURSDAY, JANUARY 9, 2020  
9:30 A.M. BOARD ROOM 3-- SECOND FLOOR**

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL  
REGULATION PERIMETER CENTER -- 9960 MAYLAND DRIVE  
RICHMOND, VIRGINIA 23233**

- I. CALL TO ORDER**
- II. EMERGENCY EVACUATION PROCEDURES**
- III. APPROVAL OF AGENDA**  
a. Board Agenda, January 9, 2020
- IV. APPROVAL OF MINUTES**  
a. Education and Training Committee Meeting Minutes, October 24, 2019  
b. Board Meeting Minutes, October 24, 2019
- V. PUBLIC COMMENT PERIOD – Five-minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files.**
- VI. CASE FILES\*\***  
a. File Number 2020-00402, Jeremy Jervan Bowie  
IFF by Eldridge—Licensing  
b. File Number 2020-00912, Miles Brandon Mauger  
IFF by Eldridge—Licensing
- VII. OTHER BUSINESS**  
a. Examination Statistics Report  
b. Update on Education and Training Committee  
1. Environmental Business Specialists (EBS) (*Wastewater Training for WestRock*)  
c. 2020 Legislative Update  
d. Board Financial Statements  
e. Update on Outreach Opportunities  
f. Other Business
- VIII. FUTURE MEETING DATES**  
a. April 30, 2020  
b. July 23, 2020  
c. October 22, 2020
- IX. COMPLETE CONFLICT OF INTEREST FORMS AND TRAVEL VOUCHERS**
- X. ADJOURN**

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-0362 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.

\*\* 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*.

DRAFT AGENDA  
Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position.  
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**PERIMETER CENTER CONFERENCE CENTER**  
**EMERGENCY EVACUATION OF BOARD AND TRAINING ROOMS**  
(Script to be read at the beginning of each meeting.)

**PLEASE LISTEN TO THE FOLLOWING INSTRUCTIONS ABOUT EXITING THE PREMISES IN THE EVENT OF AN EMERGENCY.**

In the event of a fire or other emergency requiring the evacuation of the building, alarms will sound.

When the alarms sound, leave the room immediately. Follow any instructions given by Security staff

**Board Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Room 2**

Exit the room using one of the doors at the back of the room. (Point) Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

You may also exit the room using the side door, turn **Right** out the door and make an immediate **Left**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Board Rooms 3 and 4**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **RIGHT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 1**

Exit the room using one of the doors at the back of the room. Upon exiting the room, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**Training Room 2**

Exit the room using one of the doors at the back of the room. Upon exiting the doors, turn **LEFT**. Follow the corridor to the emergency exit at the end of the hall.

Upon exiting the building, proceed straight ahead through the parking lot to the fence at the end of the lot. Wait there for further instructions.

**VIRGINIA BOARD FOR  
WATERWORKS AND WASTEWATER WORKS OPERATORS AND ONSITE  
SEWAGE SYSTEM PROFESSIONALS  
EDUCATION AND TRAINING COMMITTEE MEETING MINUTES**

The Education and Training Committee of the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals (Board) met on October 24, 2019, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 4, Richmond, Virginia 23233.

The following members of the Committee were present:

Rosa-Lee Cooke  
Thomas Wayne Fore  
D. Wayne Staples

Committee members John Ewing and Barry Matthews were not present at the meeting.

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

Mary Broz-Vaughan, Director  
Trisha L. Henshaw, Executive Director  
Paul G. Saunders, III, Board Administrator  
Tanya M. Pettus, Administrative Assistant

Elizabeth Peay from the Office of the Attorney General was present at the meeting.

Mr. Fore called the meeting to order at 9:06 a.m.

**Call to Order**

Mr. Saunders advised the Board of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

Mr. Staples moved to approve the agenda as presented. Mr. Fore seconded the motion which was unanimously approved by: Cooke, Fore, and Staples.

**Approval of Agenda**

There were no members of the public present for comment.

**Public Comment  
Period**

Mr. Staples recused himself from the meeting for discussion and review of the *Wastewater Works Operator Licensure Review* training course application from Virginia Department of Environmental Quality.

**Recusal of Committee  
Member**

The Committee reviewed for approval the *Wastewater Works Operator Licensure Review* training course application from Virginia Department of Environmental Quality. After discussion, Ms. Cooke

**Review of Virginia  
Department of  
Environmental**

moved to recommend Board-approval of the course application, for a total of 2.4 training credits, and twenty-four (24) contact hours. Mr. Fore seconded the motion which was unanimously approved by: Cooke and Fore.

**Quality Course Titled  
Wastewater Works  
Operator Licensure  
Review**

Mr. Staples returned to the meeting.

**Return of Committee  
Member**

The Committee reviewed for approval the *Ethics and Documentation* training course application from Loudon Water. After discussion, Mr. Staples moved to recommend Board-approval of the course application, for a total of .1 training credits and one (1) contact hour. Ms. Cooke seconded the motion which was unanimously approved by: Cooke, Fore, and Staples.

**Review of Loudon  
Water Course Titled  
Ethics and  
Documentation**

There being no further business, the meeting was adjourned at 9:12 a.m.

**Adjourn**

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Pamela M. Pruett, Chair

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Mary Broz-Vaughan, Secretary

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

**MINUTES OF MEETING**

The Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals met on October 24, 2019, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 4, Richmond, Virginia 23233.

The following members of the Board were present:

James N. Brockwell  
Rosa-Lee Cooke  
W. Jordan Evans, Chair  
Thomas Wayne Fore  
Douglas Perry Greene  
Kristin Lentz  
Pamela M. Pruett  
Don Riggleman  
D. Wayne Staples, Vice-Chair

Board members John Ewing and Dwayne Roadcap were not present at the meeting.

DPOR staff present for all or part of the meeting included:

Mary Broz-Vaughan, Acting Director  
Trisha L. Henshaw, Executive Director  
Paul G. Saunders, Board Administrator  
Tanya M. Pettus, Administrative Assistant

Elizabeth Peay from the Office of the Attorney General was present.

Mr. Evans, Chair, called the meeting to order at 9:30 a.m.

**Call to Order**

Ms. Henshaw advised the Board of emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

Mr. Greene moved to approve the agenda as presented. Ms. Pruett seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Pruett, Riggleman, and Staples.

**Approval of  
Agenda**

Mr. Fore moved to approve the minutes of the July 25, 2019, Education and Training Committee meeting as presented. Mr. Staples seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Pruett, Riggleman, and

**Approval of  
Minutes**

Staples.

Ms. Lentz arrived at 9:31 a.m.

**Arrival of Board Member**

Mr. Staples moved to approve the minutes of the July 25, 2019, Board meeting as presented. Ms. Pruitt seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Lentz, Pruett, Riggleman, and Staples.

**Approval of Minutes**

Ronnie Bowles, an applicant eligible to sit for an onsite sewage system installer license exam was present to address the Board regarding the difficulty of passing the exam required for licensure. Mr. Bowles also expressed his concern about the online candidate booklet available from PSI possibly missing material or having contents in the incorrect order. Discussion was held on training programs available to licensing applicants as well as the diagnostic scores provided to exam takers at the completion of the exam. Staff advised Mr. Bowles that his diagnostic scores would be requested from the exam vendor and, if provided, would be forwarded to him for review.

**Public Comment Period**

Trapper Davis of VOWRA was present to address the Board. Mr. Davis thanked the Board members and staff for their support of VOWRA and its 22<sup>nd</sup> Annual Conference held in 2019. Mr. Davis advised the Board that many attendees of the conference were happy with the electronic credentialing service DPOR has offered through Merit, and that very few licensees present at the conference stated they still rely heavily on paper to track their CPE credits.

In the matter of **File Number 2019-02160, Robert Charles Archer**, the Board members reviewed the Consent Order which imposes Board costs of \$150.00 for violation of 18 VAC 160-30-320.3 as outlined in Count 1. In addition, Mr. Archer agrees to complete at least eight (8) contact hours of continuing professional education (CPE) and provide proof of attendance and successful completion within ninety (90) days of the effective date of the Consent Order. These CPE hours are in addition to the CPE hours needed for the current license renewal period. Ms. Lentz moved to accept the Consent Order as presented. Mr. Riggleman seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Lentz, Pruett, Riggleman, and Staples.

**File Number 2019-02160, Robert Charles Archer**

In the matter of **File Number 2019-02018, David Christopher Pruitt, Sr.**, the Board members reviewed the Consent Order which imposes Board costs of \$150.00 for violation of 18 VAC 160-30-320.3 as outlined in Count 1. In addition, Mr. Archer agrees to

**File Number 2019-02018, David Christopher Pruitt, Sr.**

complete at least twenty (20) contact hours of CPE and provide proof of attendance and successful completion by the time of license renewal or by February 29, 2020. After discussion, Mr. Fore moved to reject the Consent Order as presented and offer an alternative Consent Order as outlined below.

Alternative consent order offer:

Count 1:	18VAC160-30-320.3	\$0
Board Costs:		\$150
Total:		\$150

In addition, for violation of Count 1, Pruitt agrees to complete at least 12 contact hours of continuing professional education (CPE) and provide proof of attendance and successful completion within ninety (90) days of the effective date of this Consent Order. If Pruitt fails to comply with this condition, then license revocation will be automatically imposed. These CPE hours are in addition to the CPE hours needed for the current license period. If Pruitt does not agree to these terms within 30 days, File Number 2019-02018 will be referred for an Informal Fact-Finding Conference.

After further discussion Ms. Pruett seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Lentz, Pruett, Riggleman, and Staples.

In the matter of **File Number 2020-00049, Clarence Orlando Claiborne**, the Board members reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and Recommendation. Mr. Riggleman moved to accept the recommendation of the Presiding Officer and approve Mr. Claiborne's application for a Class 1 Wastewater Works Operator license. Mr. Greene seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Greene, Lentz, Pruett, Riggleman, and Staples.

**File Number 2020-00049, Clarence Orlando Claiborne**

Mr. Greene recused himself from the meeting for the discussion and deliberation of File Number 2020-00250

**Recusal of Board Member**

In the matter of **File Number 2020-00250, Edward L. Creecy**, the Board members reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference (IFF), and the Presiding Officer's Summary and Recommendation. After discussion, Ms. Pruett moved to accept the recommendation of the Presiding Officer and deny Mr. Creecy's application for a Class 3 Waterworks Operator license.

**File Number 2020-00250, Edward L. Creecy**



Mr. Staples seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, Riggleman, and Staples.

Mr. Greene returned to the meeting.

Ms. Henshaw advised the Board that the temporary reduction in renewal and reinstatement fees effective until January 31, 2020, for onsite sewage system professionals' licenses, and wastewater works operators and waterworks operator licenses expiring February 28, 2018 and February 28, 2019 respectively, will be expiring in Spring 2020. Ms. Henshaw advised that due to legislation passed during the 2019 General Assembly session requiring the cash balance of the Board's funds to be placed in a reserve fund, there is no need to continue with the fee reduction after the expiration date. In addition, legislation was passed requiring DPOR to issue refunds to licensees beginning in July 2022, if the excess cash balance of the Board's funds exceeds \$100,000.00 or 20% of the Board's revenue. As currently projected, the Board can better maintain compliance with the Callahan Act (§ 54.1-113 of the Code of Virginia) if the fees return to the amount provided in the regulations. Ms. Henshaw asked the Board to consider allowing the temporary fee reductions to expire on their respective scheduled dates, allowing fees to return back to the amounts listed in the Board's regulations. Mr. Staples moved to allow the temporary fee reductions to expire on their respective scheduled dates, allowing fees to return back to the amounts listed in the Board's regulations. Mr. Greene seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, Riggleman, and Staples.

Ms. Henshaw advised that a periodic review was conducted on the Public Participation Guidelines of the Board's regulations in accordance with Executive Order 17, and §§ 2.2-4007.1 and 2.2-4017 of the Code of Virginia. A public comment period was held and there were no public comments received. After discussion, Ms. Lentz moved to retain the current Board regulations as is. Mr. Brockwell seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, Riggleman, and Staples.

Mr. Saunders provided an update on waterworks operators' CPE audits. The audits began on July 22, 2019, based on a random selection of 5% of current licensees.

Ms. Henshaw provided the Board with waterworks and wastewater works examination statistics from June 1, 2018 through October 23,

**Return of Board Member**

**Discussion of Temporary Fees**

**Periodic Review of Public Participation Guidelines Regulations**

**CPE Audit Report**

**Examination Statistics Report**

DRAFT AGENDA  
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DRAFT AGENDA

Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals  
Construction Division or official Board position.

2019, in order to provide a historical overview of exam statistics from the time the Board began using the national exam. Ms. Henshaw also provided the Board with onsite examination statistics from August 1, 2018 to October 23, 2019 for informational purposes.

Ms. Henshaw and Mr. Staples advised the Board that beginning in August 2020 Virginia Tech Short School will begin proctoring examinations for waterworks and wastewater works licensing candidates at the end of Short School as part of a pilot program to determine if offering the exam at Short School will be feasible moving forward. Prospective licensees who wish to take the exam at the Short School will have to state they will be taking the exam at the time of registration. The cost of the exam is \$40.00 and will be administered as a paper and pencil exam.

**Update on ABC Examination**

Ms. Henshaw advised the Board that DPOR is currently in the final stage with PSI to add the ten question post-exam survey. Such post-exam surveys could help determine ways to improve exam pass rates, and can be customized based on the information needed by the Board.

Ms. Henshaw advised the Board that the additional hour added to the time allotted to take the exam became effective September 1, 2019. Exam fees increased from \$100.00 to \$119.00 effective September 1, 2019, and will increase to \$121.00 effective January 1, 2020, per ABC's standard annual fee increase, to include the additional hour.

Mr. Staples recused himself from the meeting for discussion and deliberation of the training course application from the Department of Environmental Quality (DEQ) for a course titled *Wastewater Works Operator Licensure Review*.

**Recusal of Board Member**

The Board reviewed for approval the *Wastewater Works Operator Licensure Review* training course application from DEQ. After discussion, Ms. Cooke moved to approve the course for twenty-four (24) contact hours and 2.4 training credits. Mr. Fore seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, and Riggleman.

**Update on Education and Training Committee**

Mr. Staples returned to the meeting.

**Return of Board Member**

The Board reviewed for approval the *Ethics and Documentation* training course application from Loudon Water. After discussion, Mr. Fore moved to approve the course for one (1) contact hour and

**Update on Education and Training Committee**

.1 training credits. Ms. Cooke seconded the motion which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, Riggleman, and Staples.

Ms. Henshaw advised the Board that because the Virginia Department of Health (VDH) amended its definition of “maintenance” pursuant to amendments made to Health Code § 32.1-163 during the 2018 General Assembly Session, Board regulations were also amended effective September 19, 2018, in order to conform with the amended definition of “maintenance” in the Code of Virginia. Staff is requesting that the Board for Contractors consider adopting a guidance document that parallels the definition of “maintenance” in 18VAC160-40-10 and § 32.1-163 of the Code of Virginia as it pertains to the type of work that would not require a contractor’s license. The Board for Contractors will consider the request at its October 29, 2019, Board meeting.

**Discussion of Request for Guidance from the Board for Contractors**

Ms. Henshaw provided the Board with the most recent financial statements for review.

**Board Financial Statements**

Ms. Henshaw updated the Board on recent and upcoming outreach opportunities.

**Update on Outreach Opportunities**

Ms. Henshaw advised the Board of the upcoming ABC conference to be held in Mobile, AL in January 2020. Ms. Henshaw advised that she has submitted a budget request to fund two Board members to attend the 2020 ABC conference. The Board agreed by consensus to authorize Board members to attend the conference along with Board staff contingent on approval by the Secretary. Mr. Staples and Mr. Fore volunteered to attend.

Ms. Henshaw opened the floor for annual nominations of the Board Chair. Mr. Greene moved to nominate Ms. Pruett. Ms. Pruett accepted the nomination. Mr. Fore moved to close the nominations. Mr. Riggleman seconded the motion, which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Riggleman, and Staples. Ms. Pruett abstained. By acclamation, Ms. Pruett was named Board Chair.

**Election of Officers**

Mr. Evans opened the floor for annual nominations of Board Vice-Chair. Mr. Greene moved to nominate Mr. Fore. Mr. Fore accepted the nomination. Mr. Riggleman moved to close the nominations. Ms. Cooke seconded the motion, which was unanimously approved by: Brockwell, Cooke, Evans, Fore, Lentz, Pruett, Riggleman, and Staples. By acclamation, Mr. Fore was named Board Vice-Chair.

Ms. Henshaw advised the Board that Mary Broz-Vaughan was **Other Business** officially named Director of DPOR in September 2019.

The Board discussed the applicability of license requirements for repairs to onsite sewage systems. Repairs are defined in 12VAC5-620-10 as “the construction or replacement of all or parts of a sewage disposal system or private well to correct a failing, damaged, or improperly functioning system or well when such construction or replacement is required by the board’s [Virginia Board of Health} regulations”. In addition, the Virginia Department of Health requires a construction permit for repair in order to construct or replace all or parts of the sewage disposal system in accordance with the above definition. Ms. Henshaw advised that the word “repair” is not in Title 54.1, Chapter 23 of the Code of Virginia. However, the definitions for conventional and alternative onsite sewage system installer in 18VAC160-40-10 of the Board’s regulations include that it is an individual licensed to “construct, install, and repair” onsite sewage systems. The Board members agreed by consensus that an installer license is required to repair an onsite sewage system, which is supported by the language in the Board’s regulations. In addition, Board counsel advised that is an appropriate interpretation. The Board promulgated regulations that require licensure to “construct, install, and repair” onsite sewage systems. The regulations do not appear to conflict with state law per review by the Office of the Attorney General.

Mr. Evans reminded the Board members to complete and return their conflict of interest forms and travel vouchers, and to take note of future meeting dates.

**Complete Conflict  
of Interest Forms  
and Travel  
Vouchers**

There being no further business, the meeting was adjourned at 11:08 a.m.

**Adjourn**

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Pamela M. Pruett, Chair

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Mary Broz-Vaughan, Secretary

# PUBLIC COMMENT PERIOD

Five minute public comment, per person, with the exception of any open disciplinary or application files.

DRAFT AGENDA  
Materials contained  
DRAFT AGENDA

this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position.

## PFA Summary

1/1/2017 through 12/18/2019

Delivery Method: ALL

**Client:** Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals(ABC-VA)

**Test Program:** Virginia Wastewater Works Operator Class 1 Examination - VAWW1

**Exam Type:** Virginia Wastewater Works Operator Class 1 Examination - CLASS1

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	151	24	15.9%	127	84.1%	5	3.2%	156
<b>Repeater</b>	256	46	18.0%	210	82.0%	8	3.0%	264
<b>Total</b>	407	70	17.2%	337	82.8%	13	3.1%	420

**Test Program:** Virginia Wastewater Works Operator Class 2 Examination - VAWW2

**Exam Type:** Virginia Wastewater Works Operator Class 2 Examination - CLASS2

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	227	63	27.8%	164	72.2%	4	1.7%	231
<b>Repeater</b>	237	54	22.8%	183	77.2%	7	2.9%	244
<b>Total</b>	464	117	25.2%	347	74.8%	11	2.3%	475

**Test Program:** Virginia Wastewater Works Operator Class 3 Examination - VAWW3

**Exam Type:** Virginia Wastewater Works Operator Class 3 Examination - CLASS3

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	233	77	33.0%	156	67.0%	5	2.1%	238
<b>Repeater</b>	240	65	27.1%	175	72.9%	3	1.2%	243
<b>Total</b>	473	142	30.0%	331	70.0%	8	1.7%	481

**Test Program:** Virginia Wastewater Works Operator Class 4 Examination - VAWW4

**Exam Type:** Virginia Wastewater Works Operator Class 4 Examination - CLASS4

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	247	70	28.3%	177	71.7%	4	1.6%	251
<b>Repeater</b>	335	79	23.6%	256	76.4%	5	1.5%	340
<b>Total</b>	582	149	25.6%	433	74.4%	9	1.5%	591

## PFA Summary

1/1/2017 through 12/18/2019

Delivery Method: ALL

**Client:** Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals(ABC-VA)

**Test Program:** Virginia Waterworks Operator Class 1 Examination - VAWA1

**Exam Type:** Virginia Waterworks Operator Class 1 Examination - CLASS1

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	119	27	22.7%	92	77.3%	1	0.8%	120
<b>Repeater</b>	155	34	21.9%	121	78.1%	9	5.5%	164
<b>Total</b>	274	61	22.3%	213	77.7%	10	3.5%	284

**Test Program:** Virginia Waterworks Operator Class 2 Examination - VAWA2

**Exam Type:** Virginia Waterworks Operator Class 2 Examination - CLASS2

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	151	72	47.7%	79	52.3%	2	1.3%	153
<b>Repeater</b>	182	43	23.6%	139	76.4%	8	4.2%	190
<b>Total</b>	333	115	34.5%	218	65.5%	10	2.9%	343

**Test Program:** Virginia Waterworks Operator Class 3 Examination - VAWA3

**Exam Type:** Virginia Waterworks Operator Class 3 Examination - CLASS3

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	171	95	55.6%	76	44.4%	8	4.5%	179
<b>Repeater</b>	141	47	33.3%	94	66.7%	5	3.4%	146
<b>Total</b>	312	142	45.5%	170	54.5%	13	4.0%	325

**Test Program:** Virginia Waterworks Operator Class 4 Examination - VAWA4

**Exam Type:** Virginia Waterworks Operator Class 4 Examination - CLASS4

	Total Tested	Pass	%	Fail	%	Absent	%	Total
<b>First Time</b>	155	100	64.5%	55	35.5%	4	2.5%	159
<b>Repeater</b>	67	24	35.8%	43	64.2%	2	2.9%	69
<b>Total</b>	222	124	55.9%	98	44.1%	6	2.6%	228

# PFA Summary

1/1/2017 through 12/18/2019

Delivery Method: ALL

**Client:** Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals(ABC-VA)

**Test Program:** Virginia Waterworks Operator Class 5 Examination - VAWA5

**Exam Type:** Virginia Waterworks Operator Class 5 Examination - CLASS5

	<b>Total Tested</b>	<b>Pass</b>	<b>%</b>	<b>Fail</b>	<b>%</b>	<b>Absent</b>	<b>%</b>	<b>Total</b>
<b>First Time</b>	61	54	88.5%	7	11.5%	2	3.2%	63
<b>Repeater</b>	7	3	42.9%	4	57.1%	0	0.0%	7
<b>Total</b>	68	57	83.8%	11	16.2%	2	2.9%	70

**Test Program:** Virginia Waterworks Operator Class 6 Examination - VAWA6

**Exam Type:** Virginia Waterworks Operator Class 6 Examination - CLASS6

	<b>Total Tested</b>	<b>Pass</b>	<b>%</b>	<b>Fail</b>	<b>%</b>	<b>Absent</b>	<b>%</b>	<b>Total</b>
<b>First Time</b>	37	23	62.2%	14	37.8%	0	0.0%	37
<b>Repeater</b>	19	10	52.6%	9	47.4%	1	5.0%	20
<b>Total</b>	56	33	58.9%	23	41.1%	1	1.8%	57



# VA ONSITE SEWAGE SYSTEM PROFESSIONALS EXAMINATION STATISTICS SUMMARY

For the Period of 01/01/17 - 12/18/19

Printed on 12/18/19

Page: 1

**VA Master Onsite Sewage System Installer - Alternative**  
**VA Master Onsite Sewage System Installer - Alternative(PRE 07/26/2018)**  
**VA Master Onsite Sewage System Installer - Alternative**

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Candidates

Candidates

First time Passes:	7 (21.88 %)	6 (26.09 %)
First time Fails:	25 (78.13 %)	17 (73.91 %)
Repeat Passes:	9 (33.33 %)	13 (43.33 %)
Repeat Fails:	18 (66.67 %)	17 (56.67 %)
<b>Total</b>	<b>59</b>	<b>53</b>

**VA Master Onsite Sewage System Installer - Conventional**  
**VA Master Onsite Sewage System Installer - Conventional(PRE 07/26/2018)**  
**VA Master Onsite Sewage System Installer - Conventional**

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Candidates

Candidates

First time Passes:	1 (8.33 %)	3 (15.79 %)
First time Fails:	11 (91.67 %)	16 (84.21 %)
Repeat Passes:	5 (62.5 %)	8 (57.14 %)
Repeat Fails:	3 (37.5 %)	6 (42.86 %)
<b>Total</b>	<b>20</b>	<b>33</b>

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**VA Master Onsite Sewage System Operator - Alternative**

**VA Master Onsite Sewage System Operator - Alternative(PRE 07/26/2018)**

**VA Master Onsite Sewage System Operator - Alternative**

Candidates

Candidates

First time Passes:	12 (85.71 %)	10 (71.43 %)
First time Fails:	2 (14.29 %)	4 (28.57 %)
Repeat Passes:	0 (0.0 %)	2 (25.0 %)
Repeat Fails:	2 (100.0 %)	6 (75.0 %)
<b>Total</b>	<b>16</b>	<b>22</b>

**VA Master Onsite Sewage System Operator - Conventional**

**VA Master Onsite Sewage System Operator - Conventional(PRE 07/26/2018)**

**VA Master Onsite Sewage System Operator - Conventional**

Candidates

Candidates

First time Passes:	5 (45.45 %)	5 (83.33 %)
First time Fails:	6 (54.55 %)	1 (16.67 %)
Repeat Passes:	3 (50.0 %)	1 (100.0 %)
Repeat Fails:	3 (50.0 %)	0 (0.0 %)
<b>Total</b>	<b>17</b>	<b>7</b>

**VA Master Onsite Soil Evaluator - Alternative**

**VA Master Onsite Soil Evaluator - Alternative(PRE 07/26/2018)**

**VA Master Onsite Soil Evaluator - Alternative**

Candidates

Candidates

First time Passes:	14 (100.0 %)	16 (94.12 %)
First time Fails:	0 (0.0 %)	1 (5.88 %)
Repeat Passes:	0 (0.0 %)	1 (100.0 %)

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Repeat Fails: 0 (0.0 %) 0 (0.0 %)

**Total 14 18**

**VA Master Onsite  
Soil Evaluator -  
Conventional**

**VA Master  
Onsite Soil  
Evaluator -  
Conventional(P  
RE 07/26/2018)**

**VA Master  
Onsite Soil  
Evaluator -  
Conventional**

Candidates

Candidates

First time Passes: 13 (92.86 %) 10 (83.33 %)

First time Fails: 1 (7.14 %) 2 (16.67 %)

Repeat Passes: 1 (100.0 %) 0 (0.0 %)

Repeat Fails: 0 (0.0 %) 0 (0.0 %)

**Total 15 12**

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# APPLICATION REVIEW SUMMARY

## JANUARY 09, 2020

<b>PROVIDER NAME:</b>	<b>ENVIRONMENTAL BUSINESS SPECIALISTS (EBS)</b>
<b>TYPE OF COURSE:</b>	<b>WASTEWATER WORKS OPERATOR</b>
<b>SUBJECT(S):</b>	<b>WASTEWATER TRAINING FOR WESTROCK</b>
<b>METHOD OF INSTRUCTION:</b>	<b>CLASSROOM</b>
<b>PREVIOUS BOARD APPROVAL(S):</b>	<b>NEW PROVIDER</b>
<b>STAFF RECOMMENDATION:</b>	<b>APPROVAL OF THE FOLLOWING COURSE TRAINING CREDIT TO BE DETERMINED BY COMMITTEE</b>

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# **2020 LEGISLATIVE UPDATE**

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Department of Professional and Occupational Regulation  
Statement of Financial Activity  
Board for WWOSSP  
954530

2018-2020 Biennium

October 2019

	October 2019 Activity	Biennium-to-Date Comparison	
		July 2016 - October 2017	July 2018 - October 2019
Cash/Revenue Balance Brought Forward			332,426
Revenues	13,063	344,146	259,061
Cumulative Revenues			591,487
Cost Categories:			
Board Expenditures	4,202	31,111	37,390
Board Administration	6,510	108,032	120,895
Administration of Exams	1,243	16,088	24,377
Enforcement	402	5,639	7,159
Legal Services	0	1,490	1,060
Information Systems	7,539	72,787	93,827
Facilities and Support Services	735	49,805	49,345
Agency Administration	3,755	68,397	54,778
Other / Transfers	0	7,522	(5)
Total Expenses	24,385	360,872	388,826
Transfer To/(From) Cash Reserves	(11,322)	0	202,661
Ending Cash/Revenue Balance			0

Cash Reserve Beginning Balance	213,984	0	0
Change in Cash Reserve	(11,322)	0	202,661
Cash Reserve Ending Balance	202,661	0	202,661

**Number of Regulants**

Current Month	5,899
Previous Biennium-to-Date	5,782

# UPDATE ON OUTREACH OPPORTUNITIES

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# OTHER BUSINESS

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**COMPLETE CONFLICT OF INTEREST**  
**FORMS AND**  
**TRAVEL VOUCHERS**

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# ADJOURN

**Please return your document folders to Tanya Pettus.**

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