

**THE VIRGINIA BOARD FOR
WASTE MANAGEMENT FACILITY OPERATORS
MEETING MINUTES**

The Virginia Board for Waste Management Facility Operators met on Thursday, October 2, 2003 at 10:00 AM, in Conference Room 4 West at the offices of the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia.

The following members of the Board were present:

John S. Austin (Chairman)
Harry E. Gregori, Jr.
Dan Miles (Vice Chairman)
W.A. Dennison
Thomas H. Wade
Mark E. Brandon
Debra Jacobs

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

Sandra Whitley Ryals, Chief Deputy Director
David E. Dick, Executive Director
Joseph Kossan, Regulatory Boards Administrator
Tonie Robinson, Examinations Supervisor
Earlyne Perkins, Legal Assistant
Chris Olson, Licensing Specialist

Others who attended the meeting included:

Leonard Crutchfield, Jr., Respondent

No representative of the Office of the Attorney General was present.

Chairman Austin finding a quorum of the Board present, called the Call to Order meeting to order at 10:00 AM.

The Board agreed without dissent to approve the agenda as Adopt Agenda prepared by staff. The agenda is attached.

Mr. Brandon moved that the Board approve the minutes of its July 22, 2003 meeting as amended. Mr. Wade seconded the motion, which was carried unanimously by seven aye votes (Messrs. Austin, Brandon, Dennison, Gregori, Miles, and Wade and Ms. Approval of Board Minutes

Jacobs).

Approval of the minutes for the IFF held on August 15, 2003 was deferred until the next meeting.

Chairman Austin opened the floor for public comment. No members of the public were present.

Public Comment
Period

In the matter of **File Number 2004-00507, Board v. Leonard Elwood Crutchfield, Jr.**, the Board reviewed the record, which consisted of the application file, transcript and exhibits from the IFF, and the Board representative's summary and recommendation.

File Number
2004-00507

Leonard Crutchfield, Jr. (Respondent) was present and addressed the Board. Upon a motion by Mr. Miles and seconded by Mr. Gregori, the Board adopted the summary and recommendation, and approved the application for Class I Waste Management Facility Operators License for Leonard Crutchfield, Jr. The motion carried unanimously. Members voting "YES" were Messrs. Austin, Brandon, Dennison, Gregori, Miles, and Wade and Ms. Jacobs.

The Board reviewed the amendments to the Board's Public Participation Guidelines prepared by staff. The Board recommended changing the definition of "Agency" to add the words "means the" after "Agency" and before "Board."

PPG Regulations-
Fast Track

Upon a motion by Mr. Gregori and seconded by Mr. Wade, the Board adopted the amendments to the Board's Public Participation Guidelines Regulations as amended and authorized promulgation under the fast track provisions of the Virginia Administrative Process Act (APA). The motion was carried unanimously. Members voting "YES" were Messrs. Austin, Brandon, Dennison, Gregori, Miles, and Wade and Ms. Jacobs.

Tonie Robinson informed the Board that the first results of the electronic examination had been received and that there were no complaints from the examination candidates.

Examinations
Update

Mr. Kossan and Mr. Dick updated the Board on the status of the proposed regulations. As of the meeting date, the proposed regulations are being reviewed by the Department of Planning and Budget (DPB). A response from DPB is expected by October 25.

Proposed
Regulations Update

The Board established its next meeting to be March 30, 2004 at 10:00 AM.

Next Meeting

Mr. Brandon left the meeting at 12:10 PM

Departure of Board

Member

Sandra Whitley Ryals recommended that the Board permit DPOR's new staff attorney and former Board members to serve as presiding officers during IFFs. DPOR staff would be utilized in cases where no industry expertise is required and former Board members, with the Chairs concurrence, could be utilized where industry expertise is needed. Upon a motion by Mr. Miles and seconded by Mr. Gregori, the Board unanimously accepted Ms. Ryals recommendation. Members voting "YES" were Messrs. Austin, Dennison, Gregori, Miles, and Wade and Ms. Jacobs.

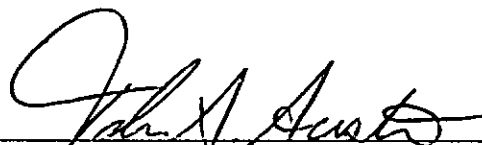
Other Business

Mr. Austin asked the Board members to complete their conflict of interest forms and travel vouchers.

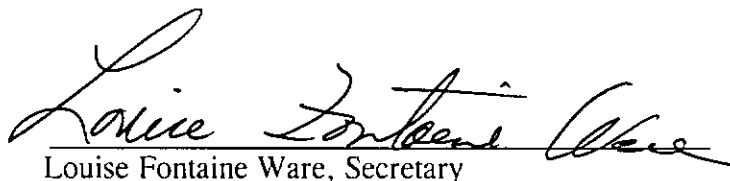
Conflict of Interest
Forms

Mr. Austin, finding no further business to conduct, adjourned the meeting at 12:30 PM.

Adjournment



John S. Austin, Chairman



Louise Fontaine Ware, Secretary

COPY TESTE:

Custodian of the Records

VIRGINIA BOARD FOR
WASTE MANAGEMENT FACILITY OPERATORS

AGENDA

BOARD MEETING, THURSDAY OCTOBER 2, 2003

10:00 A.M., CONFERENCE ROOM 4 WEST

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
3600 WEST BROAD STREET
RICHMOND, VIRGINIA 23230

- I. CALL TO ORDER
- II. ADMINISTRATIVE MATTERS
 1. Approval of Agenda
 2. Approval of Board Minutes of July 22, 2003
 3. Approval of IFF Minutes of August 15, 2003
- III. PUBLIC COMMENT PERIOD*
- IV. ENFORCEMENT CASES
 4. File Number 2004-00507-Leonard Elwood Crutchfield, Jr.
IFF by Carol Mitchell-Licensing
- V. EXAMINATIONS UPDATE-Tonie Robinson
- VI. REGULATIONS
 5. Revisions to Public Participation Guidelines (PPG) Regulations - Fast Track
 - Proposed Regulations Update-Joe Kossan
- VII. SET NEXT MEETING DATE
- VIII. OTHER BUSINESS
- IX. ADJOURN

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8595 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.

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of
State Government [§2.1-639.13(D)] and
Local Government [§2.1639.14(E)]

1. Name: Thomas H. Wade
2. Title: Board Member -Waste Management Facility Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: None
-

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 1-2-03

Signature: Thomas H. Wade

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of
State Government [§2.1-639.13(D)] and
Local Government [§2.1639.14(E)]

- 1. Name: Thomas H. Wade
- 2. Title: Board Member -Waste Management Facility Operators
- 3. Agency: Department of Professional and Occupational Regulation
- 4. Transaction: Board Meeting
- 5. Nature of Personal Interest Affected by Transaction: None

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 1-2-03

Signature: Thomas H. Wade

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

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State Government [§2.1-639.13(D)] and
Local Government [§2.1639.14(E)]

1. Name: John S. Austin
2. Title: Board Member -Waste Management Facility Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: None
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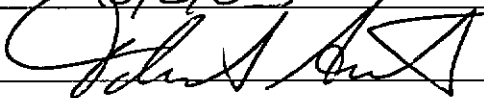
6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated:

Signature:

10/2/03


**STATE AND LOCAL GOVERNMENT
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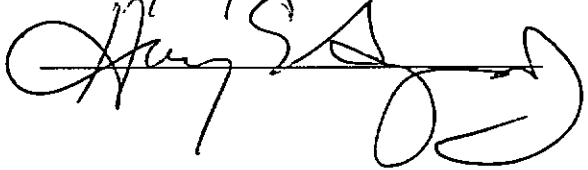
1. Name: Harry E. Gregori, Jr.
2. Title: Board Member -Waste Management Facility Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: _____
N/A

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 10/2/03

Signature: 

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

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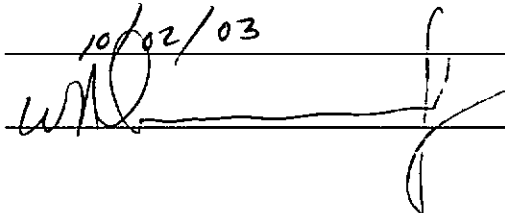
- 1. Name: W. A. Dennison
 - 2. Title: Board Member -Waste Management Facility Operators
 - 3. Agency: Department of Professional and Occupational Regulation
 - 4. Transaction: Board Meeting
 - 5. Nature of Personal Interest Affected by Transaction: N/A
-

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: Municipality of OWAS
a solid waste management facility

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 10/02/03

Signature: 

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of
State Government [§2.1-639.13(D)] and
Local Government [§2.1639.14(E)]

- 1. Name: Mark E. Brandon
- 2. Title: Board Member -Waste Management Facility Operators
- 3. Agency: Department of Professional and Occupational Regulation
- 4. Transaction: Board Meeting
- 5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

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

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Dated: 10/2
Signature: 