

# WWWOSSP 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 met on October 3, 2012, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Second Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

Frank L. Davis, Jr.  
Kornell R. Davis, Jr.  
D. Wayne Staples

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

Trisha L. Henshaw, Executive Director  
Michele Atkinson, Board Administrator  
Thomas K. Perry, Property Registration Administrator  
Betty C. Jones, Administrative Assistant

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

Mr. K. Davis called the meeting to order at 8:35 a.m.

**Call to Order**

Mr. F. Davis moved to approve the agenda. Mr. Staples seconded the motion which was unanimously approved by Committee members: F. Davis, K. Davis, and Staples.

**Approval of  
Agenda**

Mr. K. Davis opened the floor for public comment. No members of the public present requested to speak.

**Public Comment  
Period**

The Committee reviewed the application for training provider for Hampton Roads Sanitation District – Industrial Waste Regulations (Online) which included all required documentation. Mr. Staples moved that the application be approved for 2.1 training credits for wastewater works operators. Mr. F. Davis seconded the motion which was unanimously approved by Committee members: F. Davis, K. Davis, and Staples.

**Application for  
Training Provider  
Approval – Hampton  
Roads Sanitation  
District – Industrial  
Waste Regulations  
(Online)**

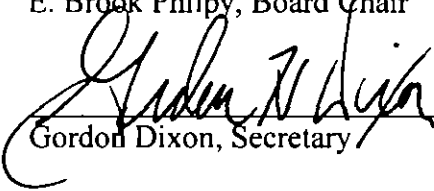
The Committee members completed their conflict of interest forms.

**Conflict of Interest  
Forms**

There being no further business, the meeting was adjourned at 8:37 a.m.

**Adjourn**

  
\_\_\_\_\_  
E. Brook Philpy, Board Chair

  
\_\_\_\_\_  
Gordon Dixon, Secretary

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

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

1. Name: Frank L. Davis, Jr.
2. Title: Board Member
3. Agency: WWWOOSSP Board
4. Meeting/IFF Date: Education and Training Committee Meeting  
October 3, 2012

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

\_\_\_\_\_

\_\_\_\_\_

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.

Frank L. Davis, Jr.  
Signature

10-3-2012  
Date

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

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

1. Name: Kornell R. Davis, Jr.
2. Title: Board Member
3. Agency: WWWOSSP Board
4. Meeting/IFF Date: Education and Training Committee Meeting  
October 3, 2012

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

\_\_\_\_\_

\_\_\_\_\_

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:

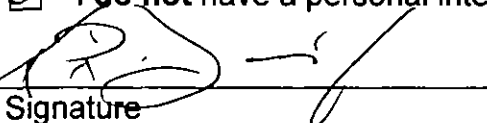
\_\_\_\_\_

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

10-3-12  
Date

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

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

1. Name: Donald Wayne Staples
2. Title: Board Member
3. Agency: WWWOSSP Board
4. Meeting/IFF Date: Education and Training Committee Meeting  
October 3, 2012

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

\_\_\_\_\_

\_\_\_\_\_

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.

Donald Wayne Staples  
Signature

10/3/12  
Date