

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 March 22, 2013, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Second Floor, Board Room 2, 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
Betty C. Jones, Administrative Assistant

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

Mr. F. Davis called the meeting to order at 9:00 a.m.

Call to Order

Mr. K. 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. F. Davis opened the floor for public comment. No members of the public were present.

Public Comment Period

The Committee reviewed the application for training course approval for Hampton Roads Sanitation District's "Stream Ecology" course. Mr. K. Davis moved to approve the training course application. Mr. Staples seconded the motion which was unanimously approved by Committee members: F. Davis, K. Davis, and Staples.

Application for Training Course Approval – "Stream Ecology" - Hampton Roads Sanitation District

Mr. Staples provided an overview of the Virginia Department of Environmental Quality's (DEQ) "Activated Sludge Process Control, Part 1 (Observations & Testing)" and "Activated Sludge Process Control, Part 3 (Microscopic Examination)" training courses. Mr. Staples recused himself from the meeting and was not present during the discussion or vote due to his professional relationship with DEQ.

The Committee reviewed the application for training course approval for DEQ's Activated Sludge Process Control, Part 1 (Observations & Testing)

Application for Training Course

course. The Committee discussed that this course is in addition to and distinct from the course currently approved by the Board and offered by DEQ entitled "Activated Sludge Process Control, Part 1." The course currently under consideration is distinguished from the previously approved course via the parenthetical "Observations and Testing." Mr. K. Davis moved that the application be approved for 1.4 training credits. Mr. F. Davis seconded the motion which was approved by Committee members: F. Davis and K. Davis. Mr. Staples recused himself from the meeting and was not present during the discussion or vote due to his professional relationship with DEQ.

Approval – Activated Sludge Process Control, Part 1 (Observations & Testing) – VA DEQ

The Committee reviewed the application for training course approval for Virginia Department of Environmental Quality's Activated Sludge Process Control, Part 3 (Microscopic Examination) course. Mr. K. Davis moved that the application be approved for 1.4 training credits. Mr. F. Davis seconded the motion which was approved by Committee members: F. Davis and K. Davis. Mr. Staples recused himself from the meeting and was not present during the discussion or vote due to his professional relationship with DEQ.

Application for Training Course Approval – Activated Sludge Process Control, Part 3 (Microscopic Examination) – VA DEQ

Mr. Staples returned to the meeting at 9:09 a.m.

Return of Committee Member

Committee members revisited the motion with respect to the Hampton Roads Sanitation District's "Stream Ecology" training course approval. Mr. K. Davis moved that the application be approved for 2.1 training credits. Mr. Staples seconded the motion which was unanimously approved by Committee members: F. Davis, K. Davis, and Staples.

Application for Training Course Approval – "Stream Ecology" - Hampton Roads Sanitation District

The Committee members completed their conflict of interest forms and travel vouchers.

Conflict of Interest and Travel Voucher Forms

There being no further business, the meeting was adjourned at 9:14 a.m.

Adjourn



E. Brooke 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
March 22, 2013

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

3-22-13
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
March 22, 2013

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

3-22-13
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
March 22, 2013

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

Act. Sl. Process Control, Pt. 1
Act. Sl. Process Control, Pt 2

Nature of Personal Interest Affected by Transaction:

ASPC-1 - Prepared, & Teach CLASS
ASPC-3 - Prepared & Teach CLASS

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

DEQ operator training program

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

3/22/13
Date