

ONSITE SEWAGE SYSTEM PROFESSIONALS LICENSING REGULATORY
REVIEW COMMITTEE
OF THE
BOARD FOR WATERWORKS AND WASTEWATER WORKS OPERATORS AND
ONSITE SEWAGE SYSTEM PROFESSIONALS

MINUTES OF MEETING

The Onsite Sewage System Professionals (OSSP) Licensing Regulatory Review Committee of the Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals (Board) met on February 10, 2023, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 2, Richmond, Virginia 23233.

The following members were present:

Bryan Allen
James Brockwell
John Ewing
Thomas Fore
Adrian Joye
Pamela Pruett, Ex-officio
Ronnie Thomas

Committee member W. Jordan Evans was not present at the meeting.

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

Trisha L. Lindsey, Executive Director
Stephen Kirschner, Licensing and Regulatory Programs Division Deputy Director
Tanya M. Pettus, Board Administrator
Joseph C. Haughwout, Jr., Board and Regulatory Administrator
Raven Custer, Administrative Coordinator

Mr. Ewing, acting as Chair, called the meeting to order at 10:11 a.m.

Call to Order

Ms. Lindsey advised the Committee of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. Fore moved to approve the agenda as presented. Ms. Pruett seconded the motion which was unanimously approved by: Allen, Brockwell, Ewing, Fore, Joye, Pruett, and Thomas.

Approval of Agenda

There were no members of the public present who wished to address the Committee.

Public Comment Period

Ms. Lindsey advised the Committee that information on OSSP disciplinary case outcomes was added to Resources and Information for reference.

Resources and Information

Mr. Haughwout presented the Committee with draft proposed amendments to Part IX of the Onsite Sewage System Professionals Regulations, for review and consideration.

Discussion of Regulatory Review Topics

Discussion was held on standards of practice and conduct, including prohibited acts and notice of adverse action.

Mr. Kirschner advised the Committee of upcoming changes to the Department's criminal conviction reporting form, which would exclude traffic violations from the convictions required to be disclosed.

Ms. Pettus and Ms. Lindsey provided the Committee with statistics on pre-licensing case files that have come before the Board for review of an applicant's criminal history, as well as qualifications for licensure.

Mr. Haughwout presented the Committee with revised amendments to Parts I through VIII of the regulations as determined at the Committee's previous meetings.

Review Draft Amendments

The Committee recessed from 12:02 p.m. to 12:29 p.m.

Recess

The Committee discussed training programs acceptable for training credit.

Review Draft Amendments Continued

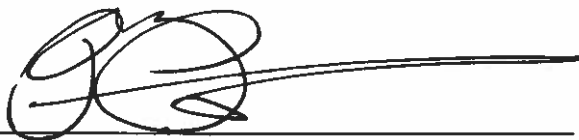
After discussion, Mr. Fore moved to recommend the regulatory review draft amendments to the Board for approval. Ms. Pruett seconded the motion which was unanimously approved by: Allen, Brockwell, Ewing, Fore, Joye, Pruett, and Thomas.

Mr. Ewing reminded the Committee members to complete their conflict of interest forms and travel vouchers.

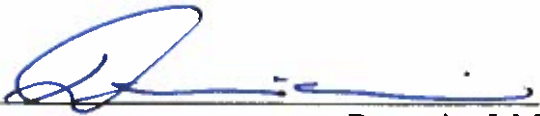
Complete Conflict of Interest Forms and Travel Vouchers

There being no further business, the meeting was adjourned at 12:53 p.m.

Adjourn



Pamela M. Pruett, Chair



Demetrios J. Melis, Secretary

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

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

1. Name James N. Brockwell
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Asbestos, Lead and Home Inspectors
(Name of Board)

4. Meeting/IFF Date: 02/10/2023

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting.
- Yes - If yes, please answer the following questions.

A. _____
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

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

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
- I did not participate in the transaction.

6. Signature of Board Member:


Signature

2-10-23
Date

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

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

1. Name Thomas Wayne Fore
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Asbestos, Lead and Home Inspectors
(Name of Board)
4. Meeting/IFF Date: 02/10/2023
5. Do you have a personal interest in the following transaction?
 No; I **do not** have a personal interest in any transactions taken at this meeting.
 Yes - If yes, please answer the following questions.
- A. _____
(Agenda Item)
- B. Nature of Personal Interest Affected by Transaction:
- C. I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
 I did not participate in the transaction.

6. Signature of Board Member:


Signature

2-10-2023
Date

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

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

1. Name Pamela M. Pruett
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Asbestos, Lead and Home Inspectors
(Name of Board)
4. Meeting/IFF Date: 02/10/2023

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting.

Yes - If yes, please answer the following questions.

A.

(Agenda Item)

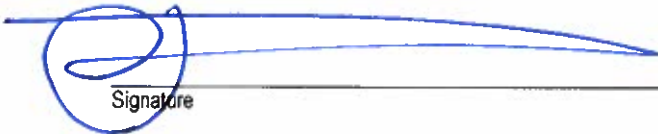
B. Nature of Personal Interest Affected by Transaction:

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

D. I am able to participate in this transaction fairly, objectively, and in the public interest. or

I did not participate in the transaction.

6. Signature of Board Member:


Signature

2/10/22
Date

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

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

1. Name John Ewing
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Asbestos, Lead and Home Inspectors
(Name of Board)
4. Meeting/IFF Date: 02/10/2023

5. Do you have a personal interest in the following transaction?

- No; I **do not** have a personal interest in any transactions taken at this meeting.
- Yes - If yes, please answer the following questions.

A. Reg changes
(Agenda Item)

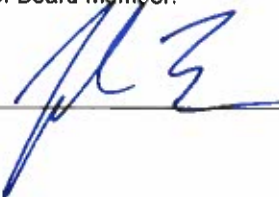
B. Nature of Personal Interest Affected by Transaction:

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

Old Dominion Asbestos, Inc VOWRA

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
- I did not participate in the transaction.

6. Signature of Board Member:


Signature

2/10/2023
Date

