

BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS

MINUTES OF MEETINGS

The Board for Waste Management Facility Operators met on April 4, 2024, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, 23233.

The following members of the board were present:

Wade Bailey
Joshua Byerly
Donald Lawhorne, Vice Chair
Matthew Terrell
Brent Williams
Jason Williams

Ellen C. Thacker, Chair, was not in attendance.

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

Kishore S. Thota, Director
Steve Kirschner, Licensing and Regulatory Programs Division Deputy Director
Marjorie King, Executive Director
Tanya M. Pettus, Deputy Executive Director
Cameron Parris, Regulatory Operations Administrator
Rachel Harris, Administrative Coordinator

Elizabeth Peay of the Office of the Attorney General was not in attendance.

Mr. Lawhorne, Vice-Chair, finding a quorum of the Board present, called the meeting to order at 10:04 a.m.

Call to Order

Ms. King advised the board of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. J. Williams moved to approve the agenda as presented. Mr. Terrell seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Terrell, B. Williams, and J. Williams.

**Approval of
Agenda**

Mr. Byerly moved to approve the minutes of the October 26, 2023, Board meeting. Mr. B. Williams seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Terrell, B. Williams, and J. Williams.

**Approval of
Minutes**

There were no members of the public present to address the Board.

**Public
Comment
Period**

Ms. King advised the Board of an internal reorganization of the agency wherein two additional regulatory Boards will now be under the same management as the Board for Contractors section. As part of the reorganization, the section has also taken on additional staff. Ms. King advised that Tanya M. Pettus is now the Deputy Executive Director of the Board, and introduced Cameron Parris as the Board's

**DPOR Staff
Updates**

Regulatory Operations Administrator, and Rachel Harris as the Board's Administrative Coordinator.

Ms. Pettus provided an overview of Board member responsibilities.

Board Member Training

Ms. Parris provided an update of the Board's regulatory actions.

Regulatory Update

Jennifer Sayeigh, Policy and Legislative Affairs Manager, provided the Board with an update on the 2024 legislative session, and bills that may impact the Board.

Legislative Update

Ms. King provided the Board with the most current exam statistics.

Examination Statistics

Ms. King provided an update of the Board's current application, email, and licensing statistics.

Executive Director Report

Pursuant to § 2.2-4023.1 of the Code of Virginia, a party may petition for reconsideration of a Board decision within fifteen days of the decision, after which, the Board or its agents must make the determination or reconsideration within thirty days of receipt of the request. In order to adhere to statutory timelines, Ms. King and Mr. Kirschner asked the Board to consider authorizing the Executive Director to consider petitions for the reconsideration of Board decisions on licensing and disciplinary cases. Mr. Terrell moved to authorize the Executive Director to make determinations as to whether to reconsider Board decisions in such cases that a petition is received. Mr. Bailey seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Terrell, B. Williams, and J. Williams.

Reconsideration of Case Decisions

Mr. Lawhorne reminded the Board members of the upcoming Board Member Training Conference being held at the Great Wolfe Lodge in Williamsburg, VA, on October 10th and 11th.

Board Member Training Conference

Ms. King provided the Board with the most recent financial statements for informational purposes.

Board Financial Statements

Mr. Lawhorne reminded the Board members to complete and return their conflict-of-interest forms and travel vouchers.

Complete Conflict of Interest Forms and Travel Vouchers

Mr. Lawhorne reminded the Board that the next scheduled meeting date is August 29, 2024.

Future Meeting Dates

Ms. King reminded the Board members that Conflict-of-interest Training is due every two years. Ms. King advised the training can be completed online at the Virginia Conflict of Interest and Ethics Advisory Council website.


Board Member Conflict of Interest Training

There being no further business, the meeting was adjourned at 11:22 a. m.

Adjourn



Ellen C. Thacker, Chair



Brian P. Wolford, Secretary

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

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

1. Name Wade Bailey
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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

April 4, 2024
Date

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

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

1. Name Joshua Byerly
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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)

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6. Signature of Board Member:

Signature 

April 4, 2024

Date

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

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

1. Name Donald Lawhorne
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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.

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April 4, 2024
Date

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

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

1. Name Matthew Terrell
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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.

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April 4, 2024
Date

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

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

1. Name Brent Williams
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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.

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Signature

April 4, 2024
Date

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

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

1. Name Jason Williams
(Name of Board Member)

2. Title: Board Member

3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)

4. Meeting/IFF Date: 04/04/2024

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.

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April 4, 2024
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