

BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS

MINUTES OF MEETINGS

The Board for Waste Management Facility Operators met on August 29, 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
Ellen Thacker, Chair
Matthew Terrell
Brent Williams
Jason Williams

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

Brian P. Wolford, Director
Jeb Wilkerson, Special Assistant to the Director
Steve Kirschner, Licensing and Regulatory Programs Division Deputy Director
Marjorie King, Executive Director
Joseph Haughwout, Regulatory Affairs Manager
Cameron Parris, Regulatory Operations Administrator
Rachel Harris, Administrative Coordinator

Elizabeth Peay of the Office of the Attorney General was in attendance.

Ms. Thacker, Chair, finding a quorum of the Board present, called the meeting to order at 9:58 a.m.

Call to Order

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

**Emergency
Evacuation
Procedures**

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

**Approval of
Agenda**

Mr. Terrell moved to approve the minutes of the April 4, 2024, Board meeting. Mr. J. Williams seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Thacker, Terrell, B. Williams, and J. Williams.

**Approval of
Minutes**

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

**Public
Comment
Period**

Mrs. Parris provided the Board with a regulatory action update.

**Regulatory
Update**

Mr. Haughwout presented the Board with draft proposed amendments to the Waste Management Facility Operators Regulations, for review and consideration.

**General
Regulatory
Reduction
Initiative**

After a thorough review, Mr. Haughwout asked the Committee to consider adopting the draft proposed amendments as amended.

Mr. Lawhorne moved to accept the proposed amendments as amended. Mr. J. Williams seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Thacker, Terrell, B. Williams, and J. Williams.

Mrs. Parris provided the Board with the public comments received regarding the Board's closed-book examination.

Mr. Lawhorne moved to accept the closed-book examination response drafted by Mrs. Parris. Mr. Byerly seconded the motion which was unanimously approved by: Bailey, Byerly, Lawhorne, Thacker, Terrell, B. Williams, and J. Williams.

Ms. King provided the Board with examination statistics.

After review and discussion, Mr. Lawhorne moved to reinstate the open-book examinations. Mr. Bailey seconded the motion which was approved by: Bailey, Byerly, Lawhorne, Terrell, B. Williams, and J. Williams. Ms. Thacker opposed the motion.

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

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

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

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

Ms. King reminded the Board that the next scheduled meeting date is November 7, 2024.

There being no further business, the meeting was adjourned at 11:24 a.m.

**General
Notice:
Closed-book
Exams:
Comments
Received**

**Examination
Statistics**

**Executive
Director
Report**

**Board
Member
Training
Conference –
October 10th
& 11th**

**Board
Financial
Statements**

**Complete
Conflict of
Interest
Forms and
Travel
Vouchers**

**Future
Meeting
Dates**

Adjourn



Donald Lawhorne, Vice Chair



Brian P. Wolford, Director

**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: 08/29/2024

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

August 29, 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: 08/29/2024

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

August 29, 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: 08/29/2024
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

August 29, 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: 08/29/2024
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


August 29, 2024
Date

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

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

1. Name Ellen Thacker
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for Waste Management Facility Operators
(Name of Board)
4. Meeting/IFF Date: 08/29/2024
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

August 29, 2024

Date

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

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

1. Name Mathew 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: 08/29/2024
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

August 29, 2024

Date

