

**VIRGINIA BOARD FOR WATERWORKS AND WASTEWATER WORKS OPERATORS AND ONSITE
SEWAGE SYSTEM PROFESSIONALS
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 (Board) met on July 11, 2024, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, 23233.

The following members of the Committee were present:

John Ewing, Chair
Thomas Wayne Fore
Barry Matthews
Pamela Pruett
D. Wayne Staples

The following staff members were present for all or part of the meeting:

Marjorie King, Executive Director
Lisa Robinson, Licensing Operations Administrator
Cameron Parris, Regulatory Operations Administrator
Kyle Mathews, Regulatory Analyst
Rachel Harris, Administrative Coordinator

Mr. Ewing, Chair, called the meeting to order at 9:02 a.m.

Call to Order

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

**Emergency
Egress**

Mr. Fore moved to approve the agenda. Ms. Pruett seconded the motion which was unanimously approved by Ewing, Fore, Pruett, Matthews, and Staples.

**Approval of
Agenda**

Ms. Pruett moved to approve the minutes of the April 11, 2024, Education and Training Committee meeting. Mr. Staples seconded the motion which was unanimously approved by Ewing, Fore, Pruett, Matthews, and Staples.

**Approval of
Minutes**

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

**Public
Comment
Period**

The Committee reviewed the application for an Office of Water Programs at Sacramento State course titled Industrial Waste Treatment, Volume 2 A - Introduction and Fixed Film Processes. After review and discussion Mr. Staples moved to recommend Board-approval of the course application, for a total of 23 contact hours, and 2.3 training credits applicable to wastewater works operators; and 11.5 contact hours and 1.15 training credits applicable to waterworks operators and onsite sewage system operators retroactive to April 11, 2024. Ms. Pruett seconded the motion which was unanimously approved by Ewing, Fore, Pruett, Matthews, and Staples.

**Review of
Training Course
Applications**

The Committee reviewed the application for an Office of Water Programs at Sacramento State course titled Industrial Waste Treatment, Volume 2 B - Activated Sludge Processes and Nutrient Removal. After review and discussion Mr. Staples moved to recommend Board-approval of the course application, for a total of 34 contact hours, and 3.4 training credits applicable to wastewater works operators;

and 17 contact hours and 1.7 training credits applicable to waterworks operators and onsite sewage system operators retroactive to April 11, 2024. Ms. Pruett seconded the motion which was unanimously approved by Ewing, Fore, Pruett, Matthews, and Staples.

The Committee reviewed the application for an Office of Water Programs at Sacramento State course titled Industrial Waste Treatment, Volume 2 C - Anaerobic Treatment and Residual Solids Management. After review and discussion Mr. Staples moved to recommend Board-approval of the course application, for a total of 32 contact hours, and 3.2 training credits applicable to wastewater works operators; and 16 contact hours and 1.6 training credits applicable to waterworks operators and onsite sewage system operators retroactive to April 11, 2024. Ms. Pruett seconded the motion which was unanimously approved by Ewing, Fore, Pruett, Matthews, and Staples.

The Board discussed creating a training program to cover Virginia Regulations for NC Reciprocity licensees.

Other Business

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

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

There being no further business, the meeting was adjourned at 9:32 a.m.

Adjourn

John Ewing, Chair

Brian P. Wolford, Secretary