

**BOARD FOR WATERWORKS AND WASTEWATER WORKS OPERATORS AND
ONSITE SEWAGE SYSTEM PROFESSIONALS EDUCATION AND TRAINING
COMMITTEE MEETING MINUTES**

The Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee met on Thursday, **October 8, 2026**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia 23233.

Committee members present for the meeting:

Pamela M. Pruett
Joshua Fore
D. Wayne Staples
David Stewart

Staff members present for all or part of the meeting:

Steve Kirschner, Director of LRPD
Stephanie Keuther, Assistant Executive Director
Lisa Robinson, Licensing Operations Administrator
Khang Le, Administrative Coordinator
Darnell Edwards, II, Regulatory and Compliance Analyst

I. Chair, Pruett called the October 8, 2026, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee meeting to order at 9:31 A.M.	<u>Call To Order</u>
Stephanie Keuther, Assistant Executive Director reviewed the emergency egress procedures with the Board and members of the public.	Emergency Egress
<u>II. ADMINISTRATIVE MATTERS</u>	<u>Administrative Matters</u>
Stephanie Keuther, Assistant Executive Director , asked whether the Committee wished to consider dissolving the Committee and addressing education and training matters during full Board meetings instead.	Approval of the Agenda
After discussion, a motion was made Mr. Staples, seconded by Mr. Fore , to adopt the agenda of the October 8, 2026, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee as amended with the addition of “Committee Dissolvment” as Item A under New Business.	
The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. Nays: None. Abstain: None. Absent: None.	
Mr. Staples made a motion, seconded by Mr. Fore , to approve the draft minutes of the April 23, 2026, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee meeting as presented.	Approval of Minutes
The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. Nays: None. Abstain: None. Absent: None.	
<u>III. PUBLIC COMMENT PERIOD</u>	<u>Public Comment Period</u>
Chair, Pruett opened the public comment period of the meeting.	
With no one wishing to come forward, Chair, Pruett closed the public comment period of the meeting.	
<u>IV. EDUCATION</u>	<u>Education</u>
Education Provider Applications	Education Provider Applications

Tatiana Teran, Education Specialist, shared that staff recommends approval for:

California State University, Sacramento Office of Water Programs – Two (2) online courses for Wastewater Works Operators.

**California State University,
Sacramento Office
of Water
Programs**

A motion was made by Mr. Staples, seconded by Mr. Fore, to recommend the Board approve the following courses for Wastewater Works Operators:

- **601 A – Wastewater Treatment: Preliminary and Primary Treatment:** 35.94 CPE credits and 3.59 training credits.
- **601 B – Wastewater Treatment: Activated Sludge:** 48.24 CPE credits and 4.8 training credits.

The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

Mrs. Teran shared that staff recommends approval for:

Watura North America – One (1) online course for Wastewater Works Operators.

**Watura North
America**

A motion was made by Mr. Staples, seconded by Mr. Fore, to recommend the Board approve the course for 1.8 CPE and 0.18 training credits applicable to Wastewater Works Operators.

The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

Mrs. Teran shared that staff recommends approval for:

Water Hammer Training Solutions, LLC – One (1) in-person training course for Wastewater Works Operators.

**Water Hammer
Training
Solutions, LLC**

A motion was made by Mr. Staples, seconded by Mr. Fore, to recommend the Board approve the course for 28.0 CPE and 2.8 training credits applicable to Wastewater Works Operators.

The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

V. NEW BUSINESS

New Business

Committee Dissolvement

**Committee
Dissolvement**

Stephanie Keuther, Assistant Executive Director asked Committee members whether the Committee should continue operating as a separate committee or be dissolved, with education and training matters addressed during full Board meetings.

After discussion, a motion was made Mr. Staples, seconded by Mr. Fore, to dissolve the Committee and address education and training matters during full Board meetings.

The motion was approved with a vote of 4-0-0. Ayes: Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

VI. COMPLETION OF PAPERWORK

**Completion of
Paperwork**

Chair, Pruett reminded the Committee members to complete their conflict-of-interest statements and travel reimbursement forms.

VII. ADJOURNMENT

Adjournment

Chair, Pruett thanked the Committee and adjourned the meeting at 9:41 A.M.

Pamela M. Pruett, Chair

Date

Laura McClintock, Director

Date

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Custodian of the Record