

**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 August 26, 2024, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following Committee members were present:

Alvin Christian, Chair
Scott Currie
John Ewing
Thomas Wayne Fore
Adrian Joye
Pamela M. Pruett

Committee members Chris Garrett and Josh Kirtley were not present at the meeting.

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

Marjorie King, Executive Director
Joseph Haughwout, Regulatory Affairs Manager
Lisa Robinson, Licensing Operations Administrator
Cameron Parris, Regulatory Operations Administrator
Kyle Mathews, Regulatory Analyst
Rachel Harris, Administrator Coordinator

Mr. Christian, Chair, finding a quorum, called the meeting to order at 9:39 a.m.

Call to Order

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

**Emergency
Evacuation
Procedures**

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

**Approval of
Agenda**

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

**Public
Comment
Period**

Ms. King introduced Alisha Ward, a Waterworks Operator licensee who was in attendance.

**Introduction
of Licensee**

Ms. King provided the Committee with a review of resources and information provided for the meeting.

**Resources
and
Information**

Ms. King provided the Committee with an overview of the regulatory process.

**Overview of
Regulatory
Review
Process**

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

**General
Review of
OSSP
Regulations**

The Committee recessed from 11:14 a.m. to 11:33 a.m.

Recess

After a thorough review, Mr. Haughwout asked the Committee to consider adopting the draft proposed amendments as amended. 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: Christian, Currie, Ewing, Fore, Joye, and Pruett.

**General
Review of
OSSP
Regulations
Continued**

Mr. Christian and Ms. Pruett left the meeting.

**Departure of
Committee
Members**

Ms. King reminded the Committee members to complete and return 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 2:00 p.m.

Adjourn

Alvin Chrisitan, Chair

Brian P. Wolford, Secretary