

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 June 29, 2022, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

John Ewing
W. Jordan Evans, Chair
Thomas Fore
Adrian Joye
Pamela Pruett, Ex-officio
Ronnie Thomas

Committee members Bryan Allen and James Brockwell were not present at the meeting.

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

Trisha L. Lindsey, Executive Director
Joseph C. Haughwout, Jr., Board and Regulatory Administrator
Tanya M. Pettus, Board Administrator
Lisa Robinson, Licensing Administrator
Raven Custer, Administrative Coordinator

Mr. Evans, Chair, called the meeting to order at 10:03 a.m.

Call to Order

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

**Emergency
Evacuation
Procedures**

Ms. Lindsey introduced to the Committee DPOR Policy and Legislative Affairs Manager, Jennifer Sayegh, who was present to observe the meeting.

Introduction of Staff

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

Approval of Agenda

Evans, Fore, Joye, Pruett, and Thomas.

There were no members of the public present who wished to address the Committee.

**Public Comment
Period**

Mr. Haughwout presented the Committee with current versions of applicable laws and regulations, licensing data, and onsite sewage system licensing requirements from other states for informational purposes.

**Resources and
Information**

Mr. Haughwout presented the Committee with draft proposed amendments to Parts I through V of the Onsite Sewage System Professionals Regulations, including amendments to definitions and entry requirements.

**Discussion of
Regulatory Review
Topics**

The Board discussed examination requirements as well as work experience and requirements for training and education.

The Committee recessed from 11:28 a.m. to 11:43 a.m.

Recess

Discussion of draft proposed amendments to current entry requirements continued.

**Discussion of
Regulatory Review
Topics Continued**

Discussion was held on potential amendments to the regulations that would require legislative action. After discussion, the Committee agreed by consensus to authorize staff to draft legislative proposals for the Board's legislative wish list, which will be presented to the Board for consideration at its July 2022 meeting.

Ms. Lindsey advised the Committee of the regulatory review topics for its next meeting, which will include renewal requirements, continuing professional education, and training courses.

**Discuss Topics for
Next Meeting**

Ms. Lindsey advised the Committee that staff will provide dates for consideration by Committee members for the next meeting. The Committee will be notified of the date when it has been confirmed.

**Set Next Meeting
Date**

Mr. Evans reminded the Committee members to complete their conflict of interest forms and travel vouchers.

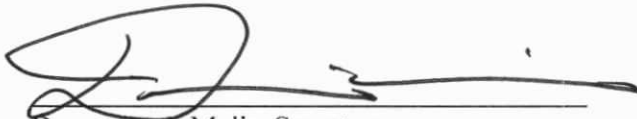
**Complete Conflict
of Interest Forms
and Travel
Vouchers**

There being no further business, the meeting was adjourned at 12:35 p.m.

Adjourn

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Pamela M. Pruett, Chair

A handwritten signature in black ink, featuring a large loop at the beginning and a long horizontal stroke extending to the right.

Demetrios J. Melis, Secretary

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

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

- 1. Name: W. Jordan Evans
- 2. Title: Board Member
- 3. Agency: WWWOOSSP Board
- 4. Meeting/IFF Date: Board Meeting June 29, 2022

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

6/29/22
Date

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

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

1. Name: John Ewing
2. Title: Board Member
3. Agency: WWWOSSP Board
4. Meeting/IFF Date: Board Meeting June 29, 2022

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:


WVRA, old Dominion Assite Inc

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

6/29/2022
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Thomas Wayne Fore
- 2. Title: Board Member
- 3. Agency: WWWOSSP Board
- 4. Meeting/IFF Date: Board Meeting June 29, 2022

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

6-29-2022
Date

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

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

1. Name: Pamela M. Pruett
2. Title: Board Member
3. Agency: WWWOSSP Board
4. Meeting/IFF Date: Board Meeting June 29, 2022

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

none

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature

6/29/2022
Date

