

**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 April 19, 2017, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 3, Richmond, Virginia 23233.

The following members of the Committee were present:

John Ewing, Chair  
Thomas Fore  
D. Wayne Staples

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

Trisha L. Henshaw, Executive Director  
Paul G. Saunders, III, Board Administrator  
Tanya M. Pettus, Administrative Assistant

Committee member Ike Eisenhart was not present at the meeting.

Mr. Fore called the meeting to order at 2:59 p.m.

**Call to Order**

Mr. Saunders advised the Board of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

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

**Approval of Agenda**

There were no members of the public present for comment.

**Public Comment  
Period**

The Committee reviewed for approval the *Sludge Incineration* training course application from Allen Baturay, PE.

**Review of Allen  
Baturay, PE Training  
Course Titled Sludge  
Incineration**

Mr. Saunders requested the Committee to consider retroactive course approval, as the first of two *Sludge Incineration* courses took place on November 15, 2016.

After discussion, Mr. Staples moved to recommend Board-approval of the course application, retroactive to November 15, 2016, for a total of two (2) training credits, contingent upon changing the name of the course to *Multiple Hearth Incineration*. Mr. Ewing seconded the

April 19, 2017


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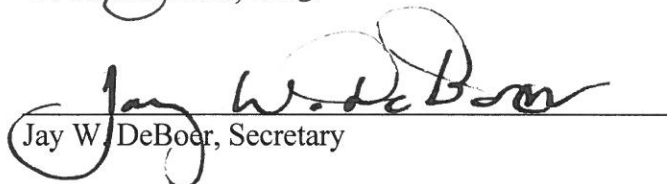
motion which was unanimously approved by: Ewing, Fore, and Staples.

At the last Committee meeting, the Committee began reviewing all currently approved courses to determine the specific license types to which they were applicable. Based on feedback from the Committee Members, staff presented the approved course list with the applicable license type denoted for each course. After discussion, Mr. Ewing moved to recommend Board-approval of the license type designated for each of the previously approved training courses as amended. Mr. Staples seconded the motion which was unanimously approved by: Ewing, Fore, and Staples.

**Discussion of**  
**Training Credits for**  
**Previously Approved**  
**Training Courses**

There being no further business, the meeting was adjourned at 3:14 **Adjourn**  
p.m.

  
\_\_\_\_\_  
W. Jordan Evans, Chair

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

**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: Education & Training Committee Meeting April 19, 2017

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:

VOWKA, Old Dominion Cruise, 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



Date

4/19/2017

**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: Education & Training Committee Meeting April 19, 2017

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:

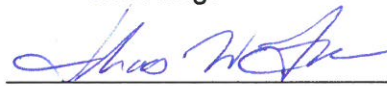
\_\_\_\_\_

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

4-19-17  
\_\_\_\_\_  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Donald Wayne Staples
2. Title: Board Member
3. Agency: WWWOSSP Board
4. Meeting/IFF Date: Education & Training Committee Meeting April 19, 2017

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.

Donald Wayne Staples  
Signature

4/19/17  
Date