

**VIRGINIA BOARD FOR  
WATERWORKS AND WASTEWATER WORKS OPERATORS**

***Draft AGENDA***

**BOARD MEETING**

**THURSDAY, JUNE 19, 2003**

**8:30 A.M., CONFERENCE ROOM 4 WEST**

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
3600 WEST BROAD STREET  
RICHMOND, VIRGINIA 23230**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

1. Board Agenda, June 19, 2003

**III. APPROVAL OF MINUTES**

2. IFF Minutes, February 4, 2003
3. Board Meeting Minutes, March 11, 2003
4. Qualifying Experience Committee Minutes, April 9, 2003
5. IFF Minutes, May 6, 2003

**IV. PUBLIC COMMENT PERIOD – Five minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files.**

**V. ENFORCEMENT CASES**

6. File Number 2003-01557 – Kenneth Larry Barber  
IFF by Cawthron – Disciplinary
7. File Number 2003-00904 – Robert B. Gill  
IFF by Haley – Disciplinary

**VI. EXAMINATION ISSUES**

- Class VI Waterworks online testing program – Rachel Pustilnik and Sharon Sweet
8. Examination statistics – Sharon Sweet

## **VII. FEE ADJUSTMENT**

- A. Consideration to public response to the Notice of Intended Regulatory Action (NOIRA)
- B. Propose fee adjustments for public comment (Steve Arthur, Deputy Director for Finance and Administration, if needed)

## **VIII. CPE AUDIT – WATERWORKS OPERATORS**

## **IX. REPORT OF THE QUALIFYING EXPERIENCE COMMITTEE**

- 9. Committee Report – Mark Haley

## **X. OTHER BUSINESS**

- A. Application for Training Course Approvals
  - Package Treatment Plant Operation Workshop – DEQ – Tom Grizzard and Mark Anderson
  - The Microlife: Filamentous Organisms – Penn State Conferences and Institutes – Tom Grizzard and John Anderson
  - Troubleshooting Activated Sludge Process W/A Microscope – Penn State Conferences and Institutes – Tom Grizzard and John Anderson
- B. Restricted Class VI Waterworks Operator License program - update
- C. Unlicensed individuals sending DMRs to DEQ – Mark Haley
- D. Response from the Department of Correctional Education
- E. Board member orientation – Jim Guffey
  - Enforcement Procedures
  - Enforcement Mock IFF

## **XI. CONFIRM NEXT MEETING DATES**

- September 9, 2003
- December 9, 2003

## **XII. COMPLETE CONFLICT OF INTEREST FORMS**

## **XIII. ADJOURN**

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8595 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.