

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

Qualifying Experience Committee Meeting

MEETING MINUTES

The Qualifying Experience Committee of the Virginia Board for Waterworks and Wastewater Works Operators met on Monday, September 8, 2003 in Conference Room 4 West at the offices of the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia.

This Committee was appointed by Chairman Steve Cawthron during the Board's March 11, 2003 meeting to identify the issues surrounding waterworks and wastewater works facilities that are not required to be permitted which have facilities similar to those at permitted facilities to the extent that the experience obtained at the non-permitted facility is of such a nature to qualify one for licensure by the Board. The Committee made a report during the Board's June 19, 2003 meeting and was asked to continue its work and develop a regulation amendment.

The following members of the Committee were present:

Mark Haley, Committee Chairman
Steve Cawthron, Board Chairman
Jack Vanderland, Department of Environmental Quality

The following members of DPOR staff were present during some or all of the meeting:

David E. Dick, Executive Director
Joseph Kossan, Regulatory Boards Administrator
Chris Olson, Licensing Specialist

The following member of the Public was present:

James Baty, City of Richmond

Chairman Haley, finding the entire Committee present, called the meeting to order at 1:00 PM. **Call to Order**

The Committee agreed without dissent to adopt the agenda prepared by staff. (Agenda attached). **Adopt Agenda**

Chairman Haley opened the floor for public comment. No member of the public expressed a desire to address the Committee. **Public Comment Period**

The Committee discussed the highest class of licensure that experience at a non-permitted facility should qualify an applicant for, and agreed upon a regulation amendment that would allow experience at a non-permitted facility to qualify for the Class IV, III, II or I examination.

**Experience
Qualification
Discussion**

The Committee agreed without dissent to recommend that the Board amend 18 VAC 160-20-90 to accept as qualifying any experience obtained by an individual while employed at a non-classified facility that meets the standards set forth in 18 VAC 160-20-120 for Class IV, III, II and I waterworks facilities or 18 VAC 160-20-130 for Class IV, III, II and I wastewater works facilities.

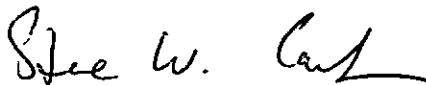
**Report of the
Committee**

Chairman Haley asked the Board members to complete their conflict of interest forms.

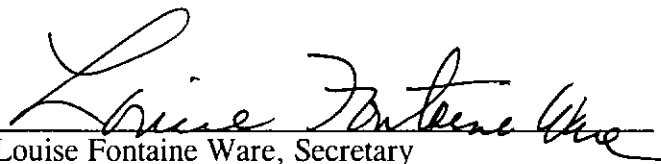
**Conflict of Interest
Forms**

Chairman Haley, finding no further business to conduct, adjourned the meeting at 2:20 PM.

Adjournment



Steve Cawthron, Chairman



Louise Fontaine Ware, Secretary

COPY TESTE:

Custodian of the Records

VIRGINIA BOARD FOR
WATERWORKS AND WASTEWATER WORKS OPERATORS

QUALIFYING EXPERIENCE COMMITTEE MEETING

AGENDA

MONDAY, September 8, 2003

1:00 P.M., CONFERENCE ROOM 4W, 4th FLOOR

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

1. Call to Order
2. Approval of Agenda
3. 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
4. Consider recommendations for revising the experience standards to the Board's regulations to allow those with experience at non-permitted waterworks and waste waterworks facilities to qualify for licensure.
5. Develop recommendation for the Board to consider at the September 9, 2003 meeting.
6. Complete Conflict of Interest Forms
7. 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.

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

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


1. Name: Mark A. Haley
 2. Title: Board Member - Waterworks and Wastewater Works Operators
 3. Agency: Department of Professional and Occupational Regulation
 4. Transaction: Board Meeting
 5. Nature of Personal Interest Affected by Transaction: None
-

6. I declare that:

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

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

Dated: Sept. 8 2003

Signature: 

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of
State Government

1. Name: Steve W. Cawthron
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Board Meeting
5. Nature of Personal Interest Affected by Transaction: None

6. I declare that:

(a) I am a member of the following business, profession, occupation, or group, the members of which are affected by the transaction: water + wastewater
industry

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

Dated: 9/8/03

Signature: 