

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

**Training Course Review Panel**

**MEETING MINUTES**

The Training Course Review Panel of the Virginia Board for Waterworks and Wastewater Works Operators met on Wednesday, January 25, 2006 in Conference Room 5 East at the offices of the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia.

This panel was appointed by Chairperson Eileen Leininger, P. E. during the Board's December 7, 2005 meeting to review the applications for Training Course approval received from California State University (Sacramento). The committee was asked to review the applications and develop recommendations for the full Board's consideration at its March 8, 2006 meeting.

The following members of the Committee were present:

John W. Vanderland, Board Member,  
D. Wayne Staples, Office of Operator Training, Department of Environmental Quality  
Mark Anderson, Office of Drinking Water, Department of Health

Panel member Dr. Thomas Grizzard was unable to be present

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

David E. Dick, Executive Director  
Adrienne Mayo, Office Manager  
Marilyn Cohn, Administrative Assistant

The meeting came to order at 9:10 A.M.

No members of the public were present.

The members proceeded to examine the training course applications.

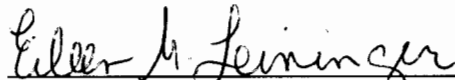
The Panel completed its review of all of the applications received, requested that staff obtain additional information concerning several of the courses and agreed to a preliminary recommendation for all applications, contingent upon review by Dr. Grizzard and review by all members of additional information from the applicant.

The Panel asked Mr. Dick to organize their evaluations into a document to be reviewed by the

Panel members, including Dr. Grizzard. The final recommendations for the Board will be agreed upon after the additional information from the applicant has been received and evaluated by all Panel members.

Mr. Vanderland completed his conflict of interest form.

Finding no further business, the meeting adjourned at 3:20 P.M.

  
Eileen M. Leininger, Chairperson

  
Jay W. DeBoer, Secretary

COPY TESTE:

\_\_\_\_\_  
Custodian of the Records

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

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

1. Name: John W. Vanderland
2. Title: Board Member - Waterworks and Wastewater Works Operators
3. Agency: Department of Professional and Occupational Regulation
4. Transaction: Training Course Review
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.

Dated:

Signature:

1/25/06  
John W. Vanderland