

**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 May 16, 2023, at the offices of the Department of Professional and Occupational Regulation (DPOR), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Hearing Room 4, Richmond, Virginia 23233.

The following members of the Committee were present:

John Ewing, Chair
Thomas Wayne Fore
Barry Matthews
D. Wayne Staples

Committee member Rosa-Lee Cooke and was not present at the meeting.

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

Stephen Kirschner, Licensing and Regulatory Programs Division Deputy Director
Tanya M. Pettus, Board Administrator
Raven Custer, Administrative Coordinator

Mr. Ewing called the meeting to order at 10:02 a.m.

Call to Order

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

**Emergency
Evacuation
Procedures**

Ms. Pettus requested the Board amend the agenda to review items under Part VI prior to Part V. Mr. Fore moved to approve the agenda as amended. Mr. Matthews seconded the motion which was unanimously approved by: Ewing, Fore, Matthews, and Staples.

Approval of Agenda

There were no members of the public present for comment.

**Public Comment
Period**

The Committee was provided with Part V of section 18VAC-160-30 of the Board's regulations for reference.

Resources

The Committee reviewed the current list of Board-approved training courses to determine whether any updates to the list were needed. The Committee considered the current number of training credits approved for each course, as well as the license types for which course credit was approved. Ms. Pettus provided updated course information and materials received from currently approved training programs. In

**Consider Updates to
Currently Approved
Training Programs
and Courses**

addition, Ms. Pettus provided information regarding training programs and courses appearing on the list that are no longer offered.

The Committee recessed from 11:11 a.m. to 11:24 a.m.

Recess

The Committee reviewed for approval the following David H. Paul, Inc. course applications:

Review of Newly Submitted Training Courses by Currently Approved Providers

Reverse Osmosis Specialist I Certification, for 3.8 training credits and 38.4 contact hours, applicable to waterworks, wastewater works, and onsite sewage system operators, and for 1.9 training credits and 19.2 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Introduction to Water Treatment, for 0.9 training credits, and 9.6 contact hours applicable to waterworks operators, and for 0.4 training credits and 4.8 contact hours applicable to wastewater works and onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators, contingent upon confirmation of course hours.

Water Treatment Plant Fundamentals, for 1.8 training credits and 10.8 contact hours applicable to waterworks operators, and for 0.5 training credits and 5.4 contact hours applicable to wastewater works and onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators, contingent upon confirmation of course hours.

Water Treatment Math, for 0.6 training credits and 6 contact hours, applicable to waterworks operators, wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators, contingent upon confirmation of course hours.

Water Treatment Chemistry for 1 training credit and 10.8 contact hours applicable to waterworks, wastewater works and onsite sewage system operators, and for 0.5 training credits and 5.4 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Piping and Instrumentation Diagrams, for 0.3 training credits and 3.6 contact hours applicable to waterworks operators, wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators, contingent upon confirmation of course hours.

Reverse Osmosis Water Treatment, for 1.3 training credits and 13.2 contact hours, applicable to waterworks, wastewater works and onsite sewage system operators, and for 0.6 training credits and 6.6 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

RO Operation and Maintenance, for 1.3 training credits and 13.2 contact hours, applicable to waterworks, wastewater works and onsite sewage system operators, and for 0.6 training credits and 6.6 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Reverse Osmosis Monitoring and Troubleshooting, for 1.4 training credits and 14.4 contact hours applicable to waterworks, wastewater works, and onsite sewage system operators, and for 0.7 training credits and 7.2 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Ion Exchange Water Treatment, for 0.8 training credits and 8.4 contact hours, applicable to waterworks, wastewater works, and onsite sewage system operators, and for 0.4 training credits, and 4.2 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Distillation, for 0.2 training credits and 2.4 contact hours applicable to waterworks, wastewater works, and onsite sewage system operators, and for 0.1 training credits and 1.2 contact hours, applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

Operation, Control Monitoring & Maintenance of RO Systems Level 2, for 2.8 training credits and 28.8 contact hours applicable to waterworks, wastewater works, and onsite sewage system operators, and for 1.4 training credits and 14.4 contact hours applicable to onsite sewage system installers and onsite soil evaluators, contingent upon confirmation of course hours.

The Committee reviewed for approval the following course applications from Sacramento State Office of Water Programs:

Advanced Waste, for a total of 10.2 training credits, and 102.6 contact hours, applicable to wastewater works operators, and 5.1 training credits and 51.3 contact hours applicable to waterworks operators, onsite sewage system operators, onsite sewage system installers, and

onsite soil evaluators.

Water Treatment Plant Operations, Vol. I, for a total of 12.9 training credits, and 129 contact hours, applicable to waterworks operators, and 6.4 training credits and 64.5 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Water Treatment Plant Operations, Vol II, for a total of 13 training credits, and 130 contact hours, applicable to waterworks operators, and 6.5 training credits and 65 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Small Water System Operation and Maintenance, for a total of 11.5 training credits, and 115 contact hours, applicable to waterworks operators, and 5.7 training credits and 57.5 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Industrial Waste Treatment, Vol. I, for a total of 13 training credits, and 130 contact hours, applicable to wastewater works operators, and 6.5 training credits and 65 contact hours applicable to waterworks operators and onsite sewage system operators.

Industrial Waste Treatment, Vol. II, for a total of 10.9 training credits, and 109 contact hours, applicable to wastewater works operators, and 5.4 training credits and 54.5 contact hours applicable to waterworks operators and onsite sewage system operators.

Operation and Maintenance of Wastewater Collection Systems, Vol. I, for a total of 9 training credits, and 90 contact hours, applicable to waterworks and wastewater works operators, and 4.5 training credits and 45 contact hours applicable to onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Small Wastewater System Operation & Maintenance, Vol I, for a total of 6.6 training credits, and 66 contact hours, applicable to wastewater works operators, and 3.3 training credits and 33 contact hours applicable to waterworks operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Small Wastewater System Operation & Maintenance, Vol II, for a total of 6.6 training credits, and 66 contact hours, applicable to wastewater

credits and 127 contact hours, applicable to waterworks operators, and 6.3 training credits and 63.5 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Water Treatment Plant Operation, Vol. II, for a total of 13.8 training credits and 138 contact hours, applicable to waterworks operators, and 6.9 training credits and 69 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

The Committee reviewed for approval the *Using the ABC Water Treatment Formula Table* course application from Virginia Western Workforce Development Services for 1.8 training credits and 18 contact hours, applicable to waterworks operators, wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators contingent upon confirmation of the course hours.

After review and discussion, Mr. Fore moved to recommend Board-approval of the training course list as amended, to include the approval of the newly submitted training courses as determined by the Committee. Mr. Staples seconded the motion which was unanimously approved by Ewing, Fore, Matthews, and Staples.

There was no other business for the Committee to discuss.

Other Business

There being no further business, the meeting was adjourned at 12:28 p.m.

Adjourn



Pamela M. Proett, Chair



Demetrios J. Melis, Secretary

works operators, and 3.3 training credits and 33 contact hours applicable to waterworks operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

702A Small Water Systems: Wells, for a total of 2.2 training credits, and 22.5 contact hours, applicable to waterworks operators, and 1.1 training credits and 11.2 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

702B Small Water Systems: Treatment Plans, for a total of 2 training credits, and 20 contact hours, applicable to waterworks operators, and 1 training credit and 10 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

702C Small Water Systems: Disinfection, for a total of 2.4 training credits, and 24 contact hours, applicable to waterworks operators, and 1.2 training credits and 12 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

702D Small Water Systems: Safety and Introduction to Small System Management, for a total of 2.7 training credits, and 27 contact hours, applicable to waterworks operators, and 1.3 training credits and 13.5 contact hours applicable to wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

702E Small Water Systems: Laboratory Procedures, for a total of 2.5 training credits and 25 contact hours, applicable to waterworks, wastewater works, and onsite sewage system operators.

Utility Management, for a total of 1 training credit and 10 contact hours, applicable to waterworks operators, wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Water Distribution System Operation and Maintenance, for a total of 11.2 training credits, and 112 contact hours, applicable to waterworks operators, wastewater works operators, onsite sewage system operators, onsite sewage system installers, and onsite soil evaluators.

Water Treatment Plant Operation, Vol. I, for a total of 12.7 training

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name John Ewing
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for WWWOSSP
(Name of Board)
4. Meeting/IFF Date: 05/16/2023

5. Do you have a personal interest in the following transaction?

No; I **do not** have a personal interest in any transactions taken at this meeting.

Yes - If yes, please answer the following questions.

A. All
(Agenda Item)

B. Nature of Personal Interest Affected by Transaction:

Future training

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

Old Dominion Credit Union VOWRA

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

I did not participate in the transaction.

6. Signature of Board Member:

[Signature]
Signature

5/16/2023
Date

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

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

1. Name Thomas Wayne Fore
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for WWWOSSP
(Name of Board)
4. Meeting/IFF Date: 05/16/2023
5. Do you have a personal interest in the following transaction?
 No; I **do not** have a personal interest in any transactions taken at this meeting.
 Yes - If yes, please answer the following questions.
- A. _____
(Agenda Item)
- B. Nature of Personal Interest Affected by Transaction:
- C. I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
 I did not participate in the transaction.

6. Signature of Board Member:



Signature

5-16-2023

Date

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

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

1. Name D. Wayne Staples
(Name of Board Member)
2. Title: Board Member
3. Agency: DPOR/Board for WWWOSSP
(Name of Board)
4. Meeting/IFF Date: 05/16/2023
5. Do you have a personal interest in the following transaction?
 No; I **do not** have a personal interest in any transactions taken at this meeting.
 Yes - If yes, please answer the following questions.
- A. _____
(Agenda Item)
- B. Nature of Personal Interest Affected by Transaction:
- C. I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- D. I am able to participate in this transaction fairly, objectively, and in the public interest. or
 I did not participate in the transaction.

6. Signature of Board Member:


Signature

5/16/23
Date

