

**THE VIRGINIA BOARD FOR WASTE MANAGEMENT FACILITY OPERATORS
Final MEETING MINUTES**

The Virginia Board for Waste Management Facility Operators met on Thursday, December 3, 2015, at the offices of the Department of Professional and Occupational Regulation, Perimeter Center, 9960 Mayland Drive, Richmond, Virginia.

The following members of the Board were present during all or part of the meeting:

Ellen C Thacker
Christopher A Chiodo
Joyce Doughty
Justin L Williams
Timothy P Torrez
Joseph Levine

The following member of the Board was not present:

Danielle Davis

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

Jay DeBoer, Agency Director
Mindy Garofalo, Regulatory Board Administrator
Mark Courtney, Sr. Director for Regulatory & Public Affairs
Eric Olson, Executive Director
Sheila Watkins, Administrative Assistant
Jacqueline Harris, Compliance Specialist

The following Board Counsel was present during all or part of the meeting:

Elizabeth Peay, Assistant Attorney General

Board Liaison member of the Board for Professional and Occupational Regulation Liaison Program was present during all or part of the meeting:

Laurence A. Benenson, Board Liaison

Mr. DeBoer, Director, finding a quorum of the Board present, called the meeting to order at 10:03 a.m.

Call to Order

Mrs. Doughty moved to approve the agenda. **Mr. Williams** seconded the motion which was unanimously approved by members: **Thacker, Williams, Torrez, Chiodo, and Doughty**.

Approval of Agenda

Jay DeBoer requested to have the Election of Officers moved up on the agenda to agenda item number 3. **Justin Williams** was nominated by **Doughty** as Chair, motion was seconded by **Thacker**. Motion was unanimously approved by members: **Thacker, Chiodo, Torrez and Doughty**. **Christopher Chiodo** was nominated by **Torrez** as Vice Chair, motion was seconded by **Williams**. Motion was unanimously approved by members: **Thacker, Williams, Chiodo and Doughty**.

Election of Officers

Newly elected chair, **Justin Williams** assumed chairing the meeting.

**Justin Williams
Assumed Chairing
the Meeting**

The Board members reviewed the minutes of the last Board meeting. **Mr. Williams** moved to approve the **July 28, 2015** minutes.

**Approval of
Minutes**

Mrs. Thacker seconded the motion, which was unanimously approved by members: **Thacker, Williams, Chiodo, Torrez and Doughty**.

There was no public comment.

**Public Comment
Period**

Board member Joe Levine arrived at 10:23 am.

**Board member
arrival**

Pre-Licensure Education Providers

Old Business

Mindy Garofalo, Regulatory Board Administrator presented information regarding five pre-licensure education providers who

have not submitted any information to the Board in the past three years. After discussion Mrs. Doughty offered a motion seconded by Torrez to eliminate two of the providers (**Sigmon Information Services and Virginia Hospital Association**) from the provider list; and to request follow up regarding the remaining three providers (**Hampton/NASSA, Solid Waste Association and American Society of Mechanical Engineers**) by Education staff following submission of current contact information for these providers from Board members **Torrez and Williams**. The motion was unanimously approved by: **Thacker, Williams, Levine, Chiodo, Torrez and Doughty**.

Regulatory Review

Mindy Garofalo requested Board approval of General Review 2013 – Project 3737 – Proposed Board for Waste Management Facility Operators Regulations. *Doughty offered a motion* seconded by Torrez to approve the document adopting as final pending non substantive changes as referred to in style manual and grammar corrections. The motion was approved with a unanimous vote. Members voting "yes" were **Torrez, Thacker, Doughty, Williams, Chiodo and Levine**.

2016 Meeting Schedule

Mindy Garofalo submitted the 2016 meeting schedule for review. Board members reviewed the schedule and agreed with the dates of Thursday, April 7, 2016, Tuesday, July 12, 2016 and Tuesday, December 6, 2016 for the Board meetings. No vote was necessary.

Eric Olson and Mark Courtney spoke with the members for a few minutes to encourage them to complete the required financial forms prior to the December 15, 2015 deadline. This process must take place online.

Mr. DeBoer requested that the Board members complete their conflict of interest forms and travel vouchers and submit those to **Sheila Watkins**.

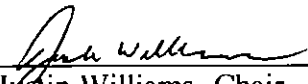
New Business

Completion of Financial Statements

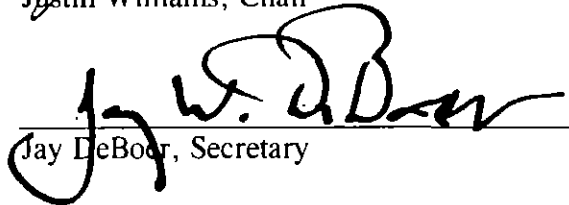
Conflict of Interest Forms and Travel Vouchers

There being no further business to conduct and upon a motion from **Mrs. Doughty**, seconded by **Mr. Chiodo**, the meeting adjourned at 10:58 a.m. The motion was approved with a unanimous vote. Members voting were: **Thacker, Williams, Chiodo, Doughty, Levine, and Torrez.**

Adjournment



Justin Williams, Chair



Jay DeBoer, Secretary

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

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

1. Name: Justin L Williams
(Name of Board Member)
2. Title: Board Member
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

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 interested in any transactions taken at this meeting.



Signature

December 3, 2015
Date

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

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

1. Name: Joyce M Doughty
(Name of Board Member)
2. Title: Board Member
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

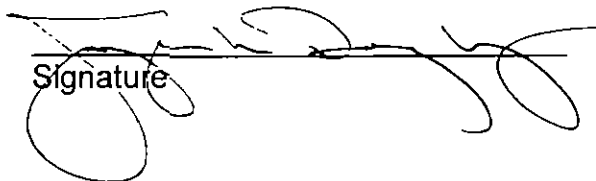
5. I have a personal interest in the following transaction:

_____ (Agenda Item)

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 interested in any transactions taken at this meeting.


Signature

December 3, 2015
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Ellen C Thacker
(Name of Board Member)
2. Title: Board Member
3. Agency: Waste Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)


5. I have a personal interest in the following transaction:

None
(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

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- or
- I did not participate in the transaction.
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Signature

December 3, 2015
Date

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

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

1. Name: Joseph R Levine
(Name of Board Member)
2. Title: Board Member
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

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Signature

December 3, 2015
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Christopher A Chiodo
(Name of Board Member)
2. Title: Board Member
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____

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- or
- I did not participate in the transaction.
6. I **do not** have a personal interested in any transactions taken at this meeting.

Christopher A Chiodo
Signature

December 3, 2015
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Timothy P Torrez
(Name of Board Member)
2. Title: Board Member
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

5. I have a personal interest in the following transaction:

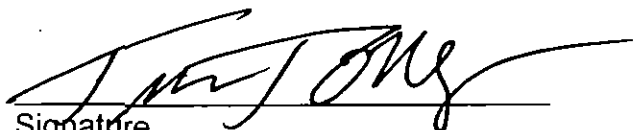
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Signature

December 3, 2015
Date

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

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

1. Name: Laurence A. Benenson
(Name of Board Member)
2. Title: Board Liaison (BPOB)
3. Agency: Waster Management Facility Operators Board
(Name of Board)
4. Meeting/IFF Date: December 3, 2015
(Date)

5. I have a personal interest in the following transaction:

(Agenda Item)

Nature of Personal Interest Affected by Transaction: _____


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I did not participate in the transaction.

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Signature

December 3, 2015
Date